



# Groundwork East Carbon Reduction Plan

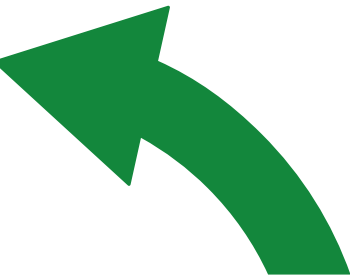
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September 2023



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Supplier Name

Publication date

Groundwork East

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## Overview

Groundwork East is a charity mobilising practical community action on poverty and the environment across the East of England.

We believe that working with local communities to build their resilience is vital in facing up to the challenges of a globalised economy and a changing climate. This means creating green jobs that build wealth in local communities, changing behaviour to reduce wasted food, energy and water, providing biodiverse, accessible green spaces, supporting businesses to be more responsible and empowering communities to lead activities that improve their quality of life and promote health and wellbeing.

The UK Government amended the Climate Change Act 2008 in 2019 by introducing a target of 100% reduction in the net UK carbon account (i.e. reduction of greenhouse gas emissions compared to 1990 levels) by 2050.

This is otherwise known as the 'Net Zero' Target. This plan outlines our compliance with Action Note PPN 06/21.

## Commitment to achieving Net Zero

Groundwork East is committed to achieving Net Zero by 2050 or sooner.



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## Baseline Emissions Footprint

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Baseline emissions are a record of the greenhouse gases that have been produced in the past and were produced prior to the introduction of any strategies to reduce emissions. Baseline emissions are the reference point against which emissions reduction can be measured. Groundwork East's baseline emissions has been set as the year April 2019 to March 2020.

**Baseline Year: 2019/20**

**Additional Details relating to the Baseline Emissions calculations.**

Groundwork East has been accurately and consistently measuring its emissions from 2019, covering all relevant Scope 1, 2 and 3 emissions. Since the 2019 baseline emissions, natural gas was confined to the Norfolk office which has now been closed. There are no emissions coming from natural gas at the present.

Trust fuel use is now being reported based on recorded litres purchased to improve the accuracy and better reflect any improvements from vehicle choice and driver style.

Machinery fuel use has not been recorded in previous years but is included at present.

Staff commuting emissions have been estimated based on each staff's contracted workdays each month and their declared daily commute mileage minus the 'avoided mileage by working from home' recorded in staff expenses for that period, which will therefore correctly include assumed 'commutes' to both offices and work sites. This data is unavailable for previous years but would be expected to have been higher in 2019/20 than 2021/22 due to an increase in homeworking and far lower for the year 2020/21 due to furlough but for consistency the same mileage has been assumed for both previous years, the fluctuation in emissions is due to changes in the official conversion factor for each year

| Baseline year emissions: 2019/20 |  |      |
|----------------------------------|--|------|
| EMISSIONS                        | TOTAL (tCO <sub>2</sub> e)   |      |
| Scope 1                          | 16.2   |      |
| Scope 2                          | 18.7   |      |
| Scope 3<br>(Included Sources)    | 125.1<br>Covering:   |      |
|                                  | 3. Fuel and Energy Related Activities Not Included in Scope 1 or Scope 2 | 8.2  |
|                                  | 5. Waste Generated in Operations   | 1.0  |
|                                  | 6. Business Travel   | 38.7 |
|                                  | 7. Employee Commuting  | 77.3 |
| <b>Total Emissions</b>           | <b>160.0</b>   |      |

## Current Emissions Reporting

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| Reporting Year: 2022/23       |  |      |
|-------------------------------|--|------|
| EMISSIONS                     | TOTAL (tCO <sub>2</sub> e)   |      |
| Scope 1                       | 14.8   |      |
| Scope 2                       | 6.5  |      |
| Scope 3<br>(Included Sources) | 80.5<br>Covering:  |      |
|                               | 3. Fuel and Energy Related Activities Not Included in Scope 1 or Scope 2 | 5.8  |
|                               | 5. Waste Generated in Operations   | 0.4  |
|                               | 6. Business Travel   | 27.1 |
|                               | 7. Employee Commuting (and home working)                                 | 47.2 |
| <b>Total Emissions</b>        | <b>101.7</b>   |      |

## Emissions Reduction Targets

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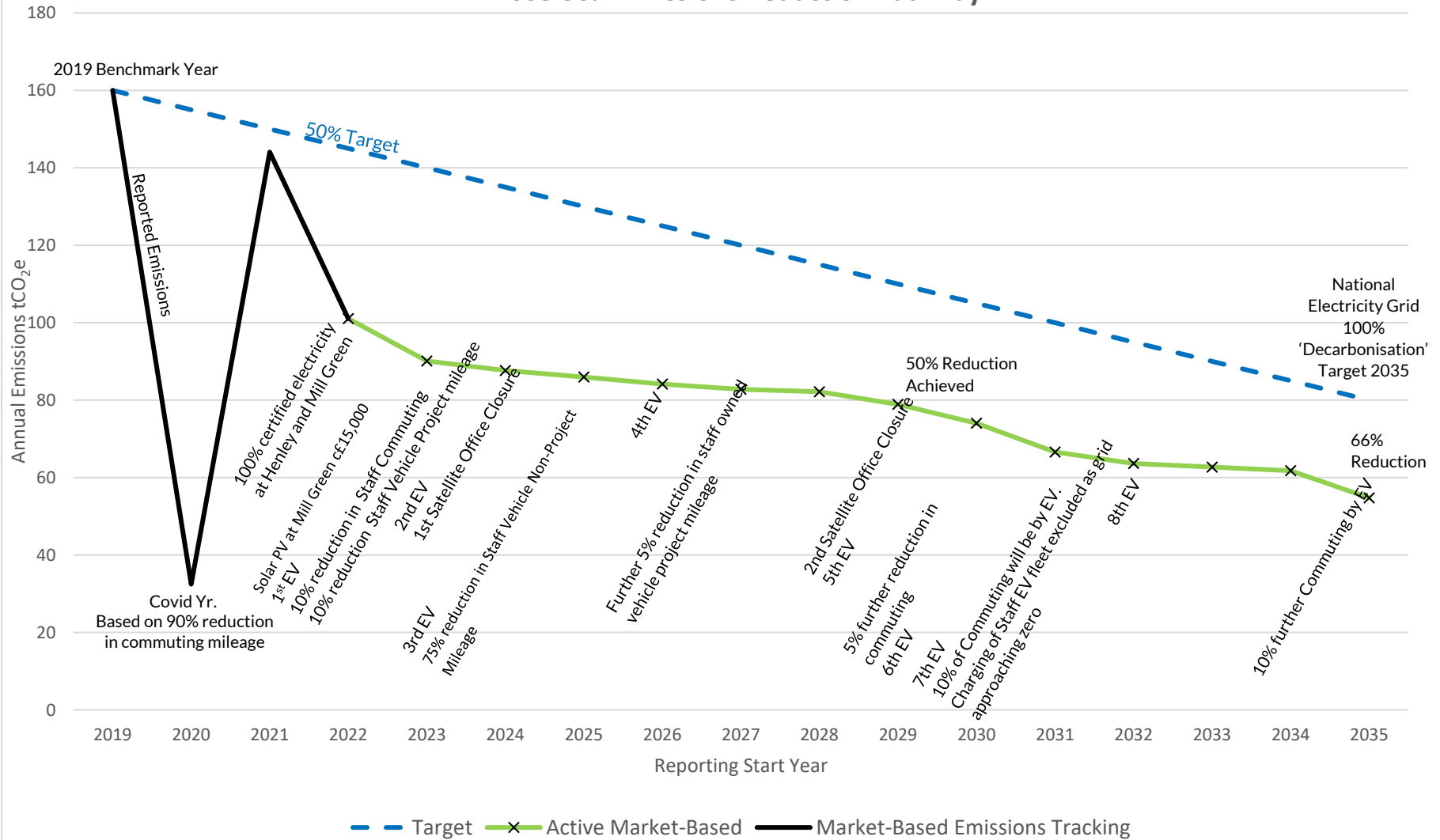
Groundwork East has committed to reach net zero before the government's current target of 2050. Following careful consideration and review of our operations and associated emissions we have set the following interim targets for this pathway;

1. To reduce our baseline emissions by one third (32%) by March 26
2. To reduce our baseline emissions by half (50%) by March 35

A breakdown of proposed carbon reduction measures and when they will be implemented can found in the graph below.

The graph shows that if we remain on our current trajectory we will exceed these interim targets, reaching 50% reductions by 2029. Although it is currently deemed too soon to alter any of our existing targets, we will keep our interim targets under regular review.

## 2035 50% Emissions Reduction Pathway





## Carbon Reduction Projects

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### Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2019/20 baseline.

- Over the past 7 years completed certification with the BS8555 Environmental Management Scheme. This is a systematic approach for Groundwork East to bring environmental considerations into decision making and day-to-day operations. An EMS helps ensure that major environmental risks and liabilities are identified, minimized and managed. This is annually audited and we have regular monitoring and recording of all key emissions sources with associated reduction objectives that are reviewed quarterly by the EMS team, the leadership and EMS representatives in all work locations.
- Closed our Norwich office to promote homeworking for our staff based in Norfolk. This has reduced the number of staff commuting emissions as well as reducing emissions associated with heating and powering for the now closed office.
- Further encouraged hybrid/remote working across the rest of our workforce where possible. Staff in our Mill Green, Stockwood Park, Alconbury, Henley and Essex offices have been encouraged to work from home following the COVID-19 pandemic. This is believed to have reduced emissions associated with staff commuting and heating and powering of the offices.
- The premises at Mill Green have been rebuilt to a higher insulation level with the main heating being provided by energy efficient heat pump systems which has reduced electricity consumption by 28% over the winter 22/23 compared to the same period 2021/22.
- The premises at Hatfield has had solar PV and two EV charging points installed.
- Electric van purchased to replace fossil fuelled van.
- The above measures have helped to reduce our overall emissions and increase the efficiency in which the charity operates (kgCO<sub>2</sub>e/£'000 running costs and project delivery hours).
- Introduced EV and bicycle incentives for staff via a salary sacrifice scheme.

### Future Carbon Reduction Initiatives

Groundwork east has identified the following additional measures to reduce emissions:

- Adopt relevant standards under the environmental management certification scheme, ISO14001 and self-assess against these best practices
- Closing one of our satellite offices and encouraging home working to reduce staff commuting mileage.
- Replacing our existing fossil fuelled business use vehicles to electric vehicles by 2032
- Reducing staff business travel via vehicles by encouraging more remote working and the use of public transport.
- Commuting mileage reductions through increased hybrid working.

## Declaration and Sign Off

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This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standard for Carbon Reduction Plans.

Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate standard<sup>1</sup> and use the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>2</sup>.

Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements, and the required subset of Scope 3 emissions have been reported in accordance with the published reporting standard for Carbon Reduction Plans and the Corporate Value Chain (Scope 3) Standard<sup>3</sup>.

This Carbon Reduction Plan has been agreed by the Board of Trustees and is signed off by Groundwork East's Chief Executive.

Signed: Carolyn Reid



Date: 04/09/2023

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<sup>1</sup><https://ghgprotocol.org/corporate-standard>

<sup>2</sup><https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

<sup>3</sup><https://ghgprotocol.org/standards/scope-3-standard>