



# Groundwork East Carbon Reduction Plan

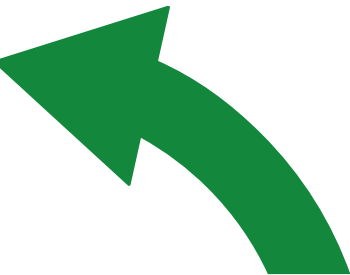
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November 2024



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## About Groundwork East

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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 (the public procurement note outlining the requirement for Carbon Reduction Plans for government and NHS procurement which came into effect in September 2021).

## Commitment to achieving Net Zero

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



**SUSTAINABLE  
BUSINESS**

## 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 year has been set as April 2019 to March 2020.

<b>Baseline Year: 2019/20</b>
<b>Additional Details relating to the Baseline Emissions calculations.</b>
<p>Groundwork East has been accurately and consistently measuring its emissions from 2019.</p> <p><b>Scope 1</b></p> <p>Since the 2019 baseline emissions, natural gas was confined to the Norfolk office which has now been closed. There are therefore no emissions coming from natural gas at present.</p> <p>Trust fuel use is being reported based on recorded litres purchased to improve the accuracy and better reflect any improvements from vehicle choice and driver style.</p> <p><b>Scope 3</b></p> <p>Business mileage and emissions is calculated via employee expenses claims.</p> <p>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.</p>

Baseline year emissions: 2019/20		
EMISSIONS	TOTAL (tCO <sub>2</sub> e)	
Scope 1	16.2	
Scope 2	18.7	
Scope 3 (Included Sources)	125.1 Including:	
	3. Fuel and Energy Related Activities Not Included in Scope 1 or Scope 2	8.2
	5. Waste Generated in Operations	0.8
	6. Business Travel	38.6
	7. Employee Commuting	77.3
<b>Total Emissions</b>	<b>160.0</b>	

## Current Emissions Reporting

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Reporting Year: 2023/24		
EMISSIONS	TOTAL (tCO <sub>2</sub> e)	
Scope 1	14.7	
Scope 2	8.2	
Scope 3 (Included Sources)	75.5 Including:	
	3. Fuel and Energy Related Activities Not Included in Scope 1 or Scope 2	6.3
	5. Waste Generated in Operations	0.3
	6. Business Travel	23.6
	7. Employee Commuting	37.6
Location Based Emissions	98.4	
Market Based Emissions	93.5	

## 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;

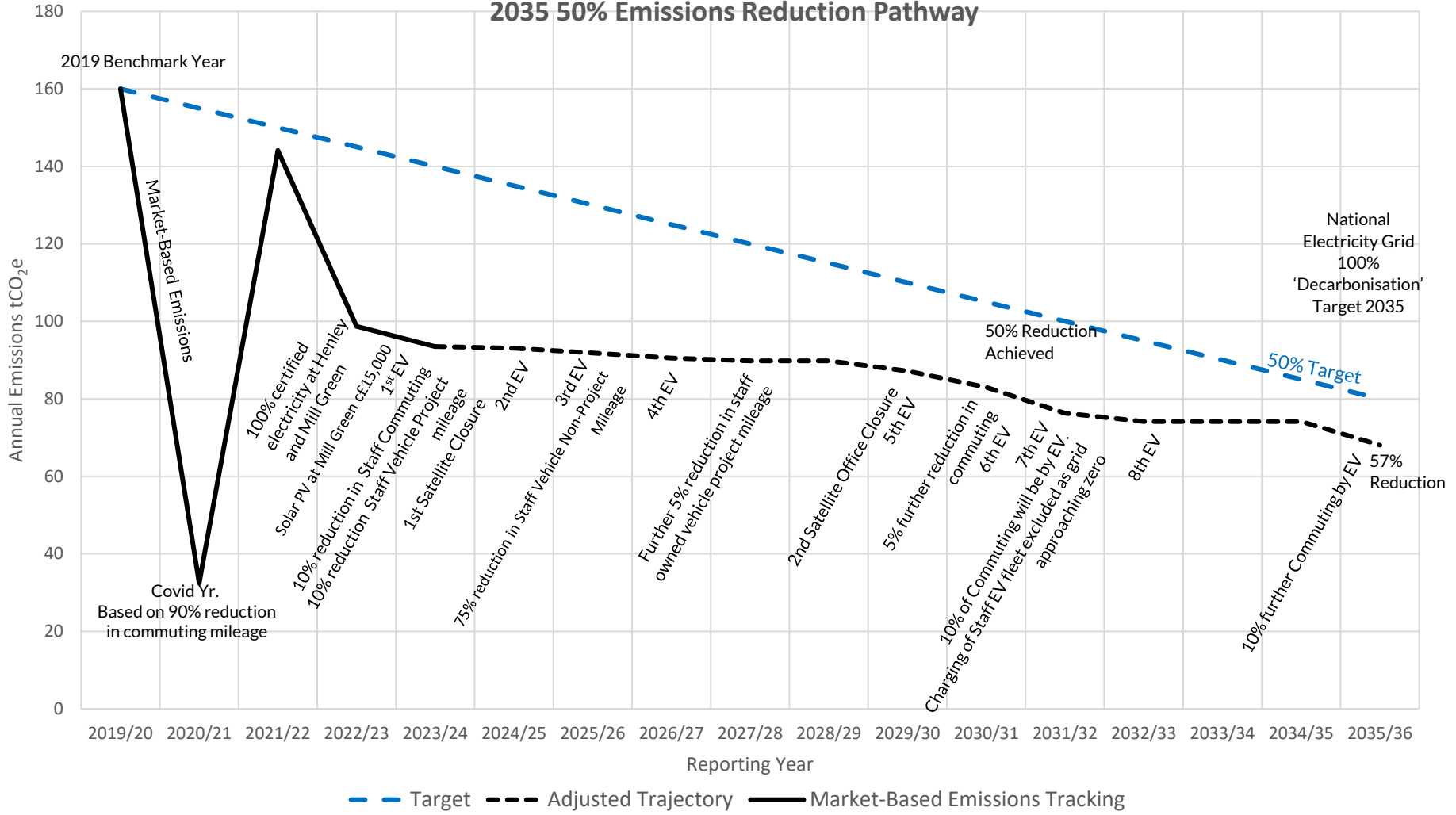
1. To reduce our baseline emissions by one third (32%) by March 26
2. To reduce our baseline emissions by half (50%) by March 35

Our emissions have decreased by 39% since our baseline year (from 160.0tCO<sub>2</sub>e in 2019/20 to 98.4tCO<sub>2</sub>e in 2023/24).

Our market-based emissions statement (taking into account the purchase of renewable and zero carbon electricity supply) is 93.5tCO<sub>2</sub>e in 2023/24.

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

## 2035 50% Emissions Reduction Pathway



2019 Benchmark Year

Market-Based Emissions

Covid Yr.  
Based on 90% reduction  
in commuting mileage

100% certified  
electricity at Henley  
and Mill Green

Solar PV at Mill Green c£15,000

10% reduction in Staff Commuting  
10% reduction Staff Vehicle Project  
1st EV

1st Satellite Closure  
mileage

75% reduction in Staff Vehicle  
2nd EV

3rd EV  
Non-Project  
Mileage

4th EV

Further 5% reduction in staff  
owned vehicle project mileage

2nd Satellite Office Closure  
5th EV

5% further reduction in  
commuting  
6th EV

10% of Commuting will be by EV.  
Charging of Staff EV fleet excluded as grid  
approaching zero

7th EV

8th EV

10% further Commuting by EV

57%  
Reduction

50% Reduction  
Achieved

50% Target

National  
Electricity Grid  
100%  
'Decarbonisation'  
Target 2035



## 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 4 years completed accreditation 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 with regular monitoring and recording of all key emissions sources and associated reduction objectives that are reviewed quarterly by the EMS team, the leadership and EMS representatives in all work locations.
- Closed both our Norfolk and our Essex offices to promote homeworking for our staff based in these counties. This has reduced our staff commuting emissions, as well as reducing emissions associated with heating and powering of the now closed offices.
- Further encouraged hybrid/remote working across the rest of our workforce where possible. Staff in our Mill Green, Stockwood Park, Alconbury, and Henley offices have been encouraged to work from home. This has also 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.
- Solar PV (8kWp) has been installed at Mill Green.
- An electric Citroen van has been purchased to replace a diesel vehicle.
- EV charging points have been installed at the Mill Green Premises
- 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).

### 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 another 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 offering staff EV alternatives.
- Commuting mileage reductions through increased hybrid working and offering staff EV incentives.

## 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: 26.11.24

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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>