advania

Carbon Reduction Plan
PPN 006

Reporting period: 1st January 2024 – 31st December 2024

Produced with Carbonology® Ltd. in line with Procurement Policy Note 006: Taking account of Carbon Reduction Plans in the procurement of major government contracts.

www.advania.co.uk

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Executive Summary

This Carbon Reduction Plan has been developed in response to Procurement Policy Note (PPN) 006, which specifies how Advania UK (hereafter referred to as Advania) should have a plan to manage greenhouse gas (GHG) emissions and demonstrate a commitment to Net Zero emissions by 2050 to be eligible for Government contracts. While Advania is compliant with the Net Zero 2050 target, the company has set an ambitious internal target to achieve Net Zero by 2045. Advania is committed to achieving Net Zero by 2045 and implementing this Carbon Reduction Plan whilst providing a wide range of carbon reduction initiatives in the delivery of contracts.

Emissions have been quantified following PPN 006 Technical Standard and ISO 14064-1:2019. This Carbon Reduction Plan reports on emissions between 1st January 2024 – 31st December 2024. Our baseline year is 2023 (1st January 2023 – 31st December 2023), from which progress against carbon reduction targets is tracked.

Total market-based emissions for the reporting period were 1,361.91 tCO2e. Dual reporting has been applied to highlight emissions reductions resulting from the use of renewable energy. Market-based emissions figures reflect Advania's actual emissions, factoring in savings from renewable energy tariffs. Location-based emissions are calculated using average grid emission factors, which include a mix of energy sources, including some renewable energy. The use of renewable energy tariffs led to an estimated saving of 15.17 tCO2e.

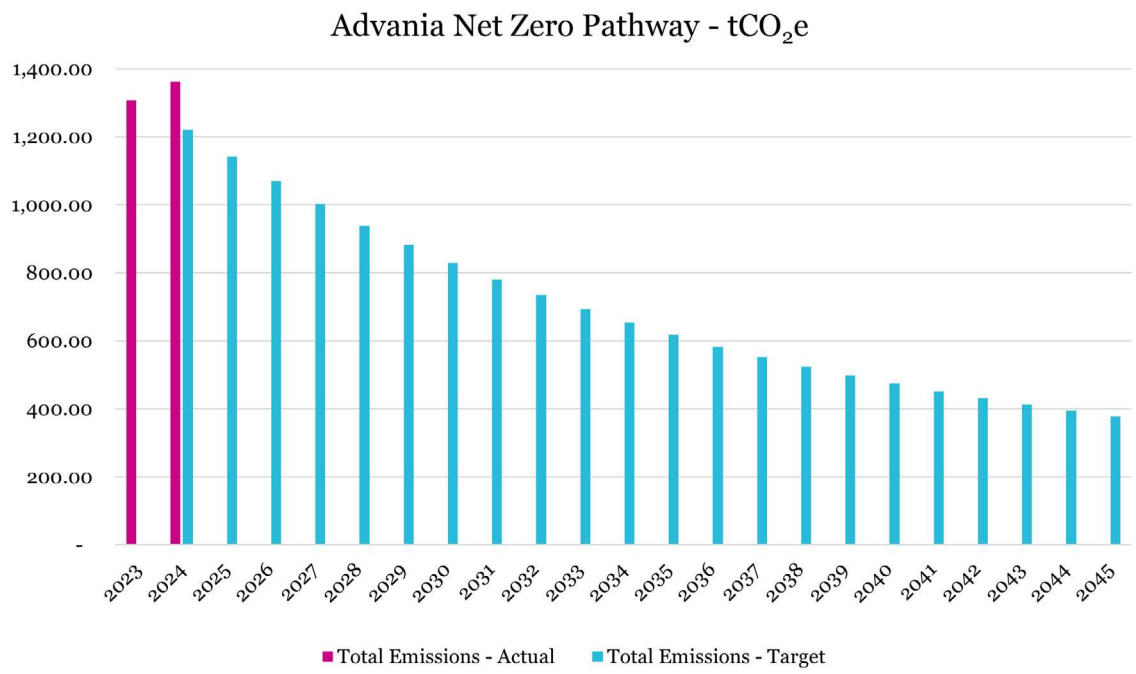
GHG emissions by Scope in tCO2e for both 2023 and 2024:

Scope	2023	2024
1	22.75	13.31
2 (Location-based)	126.02	123.99
2 (Market-based)	109.09	108.82
3	1,175.18	1,239.77
Total emissions (location)	**1,323.95**	**1,377.07**
Total emissions (market)	**1,307.02**	**1,361.91**

We have set a series of targets to reduce our emissions and achieve Net Zero before 2045. Based on these targets, we project that carbon emissions will decrease over the next five years to 882.16 tCO2e by 2029. This is a reduction of 32.51% from the 2023 base year.

Below is a summary of our forecasted carbon reduction pathway against the 2023 base year:

Advania Net Zero Pathway - tCO2e



Introduction

This Carbon Reduction Plan has been prepared in line with Procurement Policy Note (PPN) 006 guidance to support the UK Government's commitment to a 100% reduction of greenhouse gas (GHG) emissions (compared to 1990 levels) in the UK by 2050. This is also referred to as the 'Net Zero' target.

In line with PPN 006 guidance, Advania has taken steps to understand its environmental impact and carbon footprint relevant to the delivery of contracts as specified in the Public Contracts Regulations 2015.

Advania is committed to the following initiatives:

Making an organisational commitment to reducing emissions over time to achieve Net Zero before 2050

Annually quantifying and declaring emissions of GHGs defined within the Kyoto protocol; carbon dioxide (CO2), methane (CH4), nitrous oxide (N2O), hydrofluorocarbons (HFC), perfluorocarbons (PFC), sulphur hexafluoride (SF6) and nitrogen trifluoride (NF3), where relevant

Developing a Carbon Reduction Plan in line with PPN 006 Technical Standard for Completion of Carbon Reduction Plans outlining environmental management measures that will be applied in the performance of relevant contracts and wider business operations

The Carbon Reduction Plan will be supported and signed off by top management (or equivalent) within the organisation

Carbon reduction initiatives detailed in this report will be in effect during the delivery of relevant contracts unless stated otherwise. This document will be continually updated to reflect the progress of carbon reduction initiatives.

This Carbon Reduction Plan has been prepared in collaboration with leading sustainability experts Carbonology® Ltd and is based on the UK Government Template. Carbonology® Ltd will be working with Advania moving forward to support carbon reduction targets and monitoring on environmental performance.

This is Advania's fourth Carbon Reduction Plan, building on their commitment to annually review and re-quantify emissions every 12 months to meet Government requirements of the reporting period of a Carbon Reduction Plan being less than 12 months from the date of commencement of the procurement of a contract. If the reporting period is more than 12 months from the date of commencement of the procurement, Advania will provide a justifiable reason as to why this has occurred.

Full details of how this Carbon Reduction Plan meets the requirements is specified within the Guidance on adopting and applying the PPN 006 – Selection Criteria can be found in the Annex.

Background to Advania

We are a leading technology service business and managed services provider. Our goal is to empower people to create sustainable value through technological innovation. We offer services in consultancy, IT infrastructure and integration and Cloud services. Additionally, we are one of Microsoft's leading partners in the UK, specialising in Azure Security and Microsoft 365.

We are a fast-growing business, with over 1,000 employees spread across the UK and South Africa.

Commitment to Achieving Net Zero

Advania is committed to achieving Net Zero emissions for UK operations by 2050 at the latest, in alignment with the UK Government target. While also implementing measures to achieve this goal as early as practically possible. Advania have their own internal Net Zero target of 2045. This will be achieved via our Carbon Reduction Plan to reduce emissions relative to the baseline period (1st January 2023 – 31st December 2023).

Emissions have been quantified following ISO 14064-1:2019 and compiled in a GHG Inventory, with sources sub-divided into Scope 1, 2 and 3 as defined in the GHG Protocol. UK emission conversion factors from DEFRA have been used to calculate and convert activity data to tCO2e and other relevant GHGs.

Boundaries

Organisational and reporting boundaries have been defined in alignment with ISO 14064-1:2019. We will disclose any significant changes to our boundaries as part of our commitment to transparent GHG emissions reporting.

Organisational Boundaries

This Carbon Reduction Plan covers all of our operational facilities in the UK and our office in Cape Town, South Africa. In line with ISO 14064-1:2019, the control approach has been taken, covering facilities and activities that Advania has operational control over. The staff headcount during the reporting period was 1,054. Emissions are categorised at the facility level and subdivided where data allows. Since the previous reporting period, we have relocated our London office from Old Jewry to a new site on London Wall. Our organisational boundaries cover the following office locations:

Location	Address	Headcount
London	85 London Wall, City of London, London EC2M 7AD	243
Manchester	Lowry Mill, Lees Street, Swinton M27 6DB	134
Reading	Thames Court, 2 Richfield Avenue, Reading, RG1 8EQ	19
Milton Keynes	Mirus IT, 7 Clarendon Drive, Wymbush, Milton Keynes MK8 8ED	91
Sheffield	10 Europa View, Sheffield Business Park, Sheffield, South Yorkshire S9 1XH	18
Cardiff	Sipcom, Cardiff Business Technology Centre, Senghenydd Road, Cardiff CF24 4AY	27
Cape Town	The Annex, 2 Energy Lane, Bridgeways Precinct, Cape Town 744	305

Reporting Boundaries

We have collected detailed data to enable accurate and comprehensive GHG quantification to meet PPN 006 requirements. As specified in PPN 006 Technical Guidance, the required emission sources have been reported in this document.

**WTT refers to the emissions associated with the extraction, production, processing and transportation of fuels and energy before consumption. WTT emissions have been calculated for stationary combustion of gas, company vehicles, purchased electricity, WTT T&D, grey fleet, air travel and rail travel.*

***T&D refers to Scope 3 emissions associated with grid losses (the energy loss that occurs in getting the electricity from the power plant to the organisations that purchase it). This is proportional to kWh consumption.*

Direct and Indirect GHG Emissions Categorisation Summary (From ISO14064-1 Annexe B)	Scope	Included
Category 1: Direct GHG emissions and removals	1	• Stationary combustion of gas • Diesel generator • Company owned vehicles
Category 2: Indirect GHG emissions from imported energy	2	• Purchased electricity generation
Category 3: Indirect GHG emissions from transportation	3	• Business travel ((air, rail, grey fleet, taxis, buses and hotel stays) • Commuting • Upstream transportation and distribution • Downstream transportation and distribution
Category 4: Indirect GHG emissions from services used by the organisation	3	• Fuel & energy related activities (WTT & T&D) • Waste generated from operations • Water supply • Water treatment • Capital goods • Servers
Category 6: Indirect GHG emissions from other sources	3	• Homeworking

GHG Emissions

Quantification Methodology

Emissions have been quantified in alignment with the following standards:

- **ISO 14064-1 Specification with guidance at the organisational level for the quantification and reporting of greenhouse gas emissions**
- **PPN 006 Technical Standard for the completion of Carbon Reduction Plans**
- **UK Environmental Reporting Guidelines**

Emissions have been quantified for Scope 1, 2 and 3 sources as defined in the GHG Protocol.

GHG emissions have been calculated in-line with ISO 14064-1 methodology and presented in a GHG Inventory displaying specific sources of emissions. UK Government conversion factors from DEFRA have been used to convert activity data into kilograms of carbon dioxide equivalent (kgCO2e) as well as directly into kg of carbon dioxide (CO2), methane (CH4) and nitrous oxide (N2O) where appropriate. Emissions are calculated by multiplying the metric (e.g., kWh or km travelled) by the appropriate conversion factor. Conversion factors are based on the global warming potential of these gases.

$$tCO2e = \frac{\text{activity data x emission factor}}{1000}$$

Significance Policy

Advania considers its significant emission sources to be:

- Those required under mandatory reporting such as with PPN 006
- Those with accessible activity data, enabling emissions quantification
- Those that produce the largest quantities of tCO2e
- Those with the potential to achieve the greatest emissions reductions

Advania have converted all available activity data to GHG emissions where it has been practical to do so. No data have been intentionally excluded.

Emissions Summary

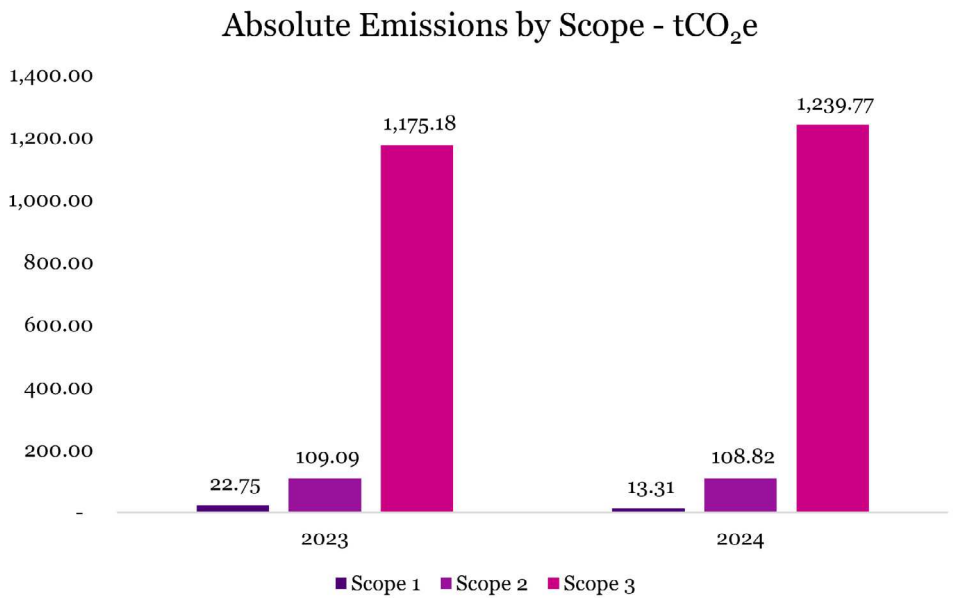
The following table presents the emissions results in tCO2e for each Scope and emissions source, total market-based emissions in the 2024 reporting period were 1,361.91 tCO2e.

FERA = Fuel & Energy Related Activities

Scope	Source	2023	2024	Change (%)
1	Gas	4.68	7.27	+55.34
	Diesel Generator	11.88	4.21	-64.56
	Company Cars	6.19	1.83	-70.44
Total Scope 1		**22.75**	**13.31**	**-41.49**
2	Purchased electricity (location-based)	126.02	123.99	-1.61
	Purchased electricity (market-based)	109.09	108.82	-0.25
Total Scope 1 & 2 (location-based)		**148.77**	**137.30**	**-7.71**
Total Scope 1 & 2 (market-based)		**131.84**	**122.13**	**-7.36**
3	Business travel - grey fleet	84.14	50.68	-39.77
	Business travel - rail, taxis & buses	19.56	11.73	-40.03
	Business travel - air	158.80	217.58	+37.02
	Business travel - hotels	12.56	16.11	+28.26
	Commuting	432.83	419.84	-3.00
	Upstream transportation and distribution	45.13	12.35	-72.63
	Downstream transportation and distribution	16.15	0.08	-99.50
	Capital goods - purchased hardware	131.59	170.94	+29.37
	Water supply	0.17	0.17	0.00
	Water treatment	0.19	0.20	+5.26
	Waste generated in operations	1.05	0.08	-92.38
	FERA (T&D)	10.40	12.49	+20.10
	FERA (WTT - energy)	22.37	28.94	+29.37
	FERA (WTT - transport)	48.19	43.43	-9.88
	Homeworking	177.92	221.17	+24.31
	Upstream leased assets - servers	14.13	33.99	+140.55
Total Scope 3		**1,175.18**	**1,239.77**	**+5.50**
Total Emissions (location-based)		**1,323.95**	**1,377.07**	**+4.01**
Total Emissions (market-based)		**1,307.02**	**1,361.91**	**+4.20**
FTE Staff		**1.59**	**1.29**	**-18.87**

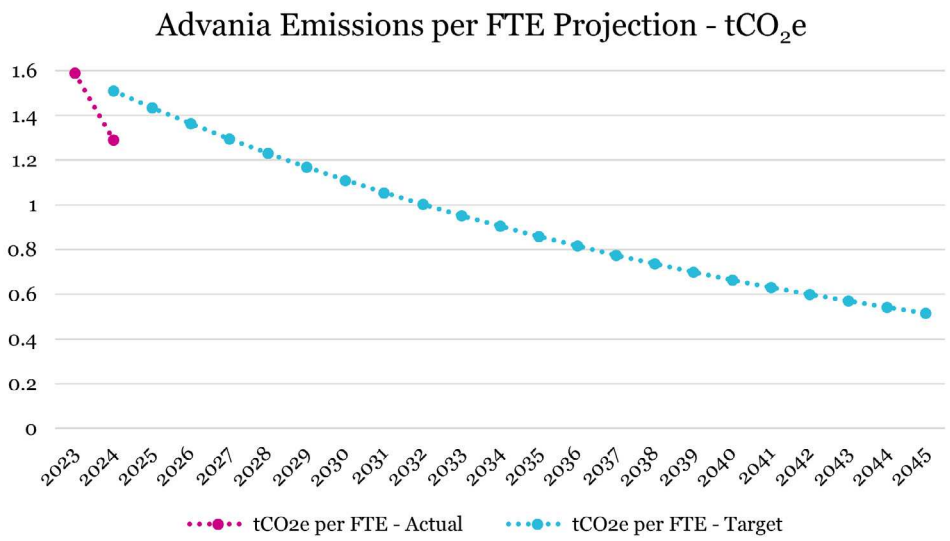
Absolute Emissions by Scope - tCO2e

The chart below presents the total absolute emissions by Scope in 2024, with 2023 results included for comparison. Scope 1 emissions decreased by 41.49%, this is due to a reduction in the use of the diesel generator at the Cape Town office and a reduction in the use of company cars. Scope 2 market-based emission decreased by 0.25%. Scope 3 emissions increased by a total of 64.59 tCO2e (+5.50%), this is mainly due to a significant increase in emissions from air travel, homeworking, capital goods and upstream leased assets.



Emissions per Full-Time Equivalent (FTE) staff in the reporting period were 1.29 tCO2e, a reduction of 18.87% from the 2023 reporting period. Despite a 4.20% increase in total emissions, the reduction per FTE is likely due to a headcount increase of 232 between 2023 and 2024. This intensity measure will be quantified annually to effectively monitor our emissions performance as the company grows. While total absolute emissions may increase in the short term, this intensity metric will help gauge the effectiveness of our emissions reduction initiatives.

Our carbon reduction initiatives are projected to achieve an average absolute carbon reduction of 5.10% per year between 2023 and 2045. Based on this, we have set an annual target to reduce tCO2e per FTE by 5%. Emissions per FTE in 2023 and 2024, along with this projection are illustrated in the graph below.



Year-on-Year Analysis of Emissions by Source

Below is a year-on-year analysis of changes in emissions by source, comparing 2023 to 2024. For example, the +55.34% figure for Scope 1 gas represents the percentage increase from the total emissions result for gas in 2023.

Scope	
1	**Gas:** +55.34% (+2.59 tCO2e): • The rise in emissions is due to an increase in gas use, likely due to higher heating demand. **Diesel Generator:** -64.56% (-7.67 tCO2e): • The reduction reflects reduced reliance on backup power in South Africa. **Company Cars:** -70.44% (-4.36 tCO2e): • The reduction is a result of reduced travel via company cars from 30,031.89 km in 2023 to 11,463.33 km in 2024.
2	**Purchased electricity (location-based):** -1.61% (-2.03 tCO2e) **Purchased electricity (market-based):** -0.25% (-0.27 tCO2e) • Reduction in location-based & market-based emissions is a result of a decrease in total energy consumption due to our move to a more energy efficient building in London (see Organisational Boundaries).
3	**Business travel – grey fleet:** -39.77% (-33.46 tCO2e) • The reduction is due to decreased grey fleet travel, which fell from 485,902.75 km in 2023 to 312,636.08 km in 2024. **Business travel – rail, taxis & buses:** -40.03% (-7.83 tCO2e) • Despite an overall increase in business travel, the reduction is attributed to a decrease in travel via taxi. **Business travel – air:** +37.02% (+58.78 tCO2e) • The increase is due to a rise in air travel in 2024, with the estimated distance travelled increasing from 561,001.00 km in 2023 to 852,206.73 km in 2024. **Business travel – hotels:** +28.26% (+3.55 tCO2e) • Despite a decrease in the total number of hotel stays, emissions increased due to more nights being spent in countries with higher carbon intensity in electricity supplied by respective national grids.

Scope

3 **Commuting:** -3.00% (-12.99 tCO2e)

- Although the overall commuting distance increased in 2024, total emissions decreased due to a greater use of more sustainable transport methods, such as rail travel and electric or hybrid vehicles.

Upstream transportation and distribution: -72.63% (-32.78 tCO2e)
Downstream transportation and distribution: -99.50% (-16.07 tCO2e)

- Emissions from both upstream transportation and distribution and downstream transportation and distribution were estimated based on expenditure on postal and courier services. In 2024, reduced spending on these services resulted in lower estimated emissions.

Capital goods – purchased hardware: +29.90% (+39.35 tCO2e)

- The increase is due to a higher number of recorded hardware purchases for staff in 2024.

Waste generated in operations: -92.38% (-0.97 tCO2e)

- The reduction in emissions from waste is likely due to the lower volume of waste recorded in 2024, reflecting improved data capture compared to 2023.

FERA (T&D): +20.10% (+2.09 tCO2e)

- The increase is likely due to the higher DEFRA conversion factor for transmission and distribution (T&D) emissions in 2024.

FERA (WTT - energy): +29.37% (+6.57 tCO2e)

- The increase is likely due to the increased levels of Scope 1 gas consumption.

FERA (WTT - transport): -9.88% (-4.76 tCO2e)

- The decrease is most likely a result of an overall decrease in travel via grey fleet and company-owned vehicles.

Homeworking: +24.31% (+43.25 tCO2e)

- Emissions from homeworking increased due to a rise in the estimated total homeworking hours, driven by the growth of our staff headcount.

Upstream leased assets - servers: +140.55% (+19.86 tCO2e)

- The increase in emissions is due to higher energy consumption by third-party servers used.

Baseline Emissions Footprint

Baseline emissions are a record of the greenhouse gases (GHGs) that have been produced in the past and are the reference point against which emissions reductions can be measured.

The baseline period for the quantification of GHG emissions is from 1st January 2023 to 31st December 2023. This period will serve as the base year until a review is required. All future reporting periods will follow a calendar year format unless specified otherwise.

Baseline Year: 2023

Baseline Year: 2023 (1st January - 31st December)

Additional Details Relating to the Baseline Emissions Calculations:

The year 2023 was Advania's third period of emissions reporting. Several changes were made to the reporting boundaries compared to the previous year, including the addition of emissions sources such as electricity transmission & distribution, staff homeworking, rail travel, air travel, hotel stays, water supply, and water treatment, purchased goods and services and capital goods. The base year has been reset from 2020 to 2023 due to the expanded scope of emissions reporting in 2023. Updating the baseline to 2023 ensures consistency and facilitates meaningful comparability of GHG emissions data across future reporting periods. Categories are from the GHG Protocol as referenced in PPN 006 guidance.

Baseline Year Emissions:

EMISSIONS	TOTAL (tCO2e)
Scope 1	**22.75**
Scope 2	(Location-based) **126.02** (Market-based) **109.09**
Scope 3 (Included Sources)	Total: **1,175.18** Category 1: Purchased goods and services **0.17** Category 2: Capital goods **131.59** Category 3: Fuel and energy related activities **80.96** Category 4: Upstream transportation and distribution **45.13** Category 5: Waste generated in operations **1.24** Category 6: Business travel **275.06** Category 7: Commuting **432.83** Category 7: Homeworking **177.92** Category 8: Upstream leased assets **14.13** Category 9: Downstream transportation and distribution **16.15**
Total Emissions	(Location-based) **1,323.95** (Location-based) **1,307.02**

Current Reporting Year: 2024

Current Reporting Year: 2024 (1st January - 31st December)

Additional Details Relating to the Baseline Emissions Calculations:

The year 2024 was Advania's fourth period of emissions reporting. Categories are from the GHG Protocol as referenced in PPN 006 guidance. The quantified and reported emission sources remain consistent with those in the 2023 base year.

Current Reporting Year Emissions:

EMISSIONS	TOTAL (tCO2e)
Scope 1	**13.31**
Scope 2	(Location-based) **123.99** (Market-based) **108.82**
Scope 3 (Included Sources)	Total: **1,239.77** Category 1: Purchased goods and services **0.17** Category 2: Capital goods **170.94** Category 3: Fuel and energy related activities **84.85** Category 4: Upstream transportation and distribution **12.35** Category 5: Waste generated in operations **0.28** Category 6: Business travel **296.10** Category 7: Commuting **419.84** Category 7: Homeworking **221.17** Category 8: Upstream leased assets **33.99** Category 9: Downstream transportation and distribution **0.08**
Total Emissions	(Location-based) **1,377.07** (Location-based) **1,361.91**

Assumptions and Estimates

Emissions were calculated using DEFRA conversion factors. A conservative approach was taken in all instances where an assumption or estimate was required. Overall, few estimates were required as detailed and up to date activity data were provided. The overall uncertainty of results was judged to be low due the provision of detailed activity data.

Utilities

Activity data for electricity consumption were available for all sites, provided in the form of meter readings. In some cases, electricity consumption data was missing for certain months. Where data was missing, monthly averages were applied. Gas was only in use at the Manchester and Reading sites, with meter readings supplied for each.
Water consumption data was only available for the Manchester site. Consumption estimates for all other sites were made based on floor space, calculated by determining Manchester's consumption per square foot and scaling by the total floor space of the other sites.

Activity data were multiplied by the corresponding emission conversion factors for gas combustion, electricity generation, electricity transmission and distribution, water supply and water treatment.

Business Travel

Emissions from Advania's grey fleet were quantified based on company mileage records. The data included details on each staff member's vehicle and fuel type, enabling the use of vehicle-specific conversion factors.

For air travel, data were provided on the departure and arrival destination for each flight, along with the class used for each journey. Distances were estimated using online tools and multiplied by appropriate conversion factors (With RF) to quantify the share of emissions for each passenger per flight.

Data were supplied on rail travel, providing the departure and arrival of destinations for each journey for a portion of the data. However, it was not possible to calculate the distances for all rail journeys due to incomplete journey details for a significant portion of the data and time constraints. Spend data was also provided for all rail travel data, this facilitated an estimate on the average cost of rail travel per km (£). This average value was used to estimate the distances travelled for a significant portion of the data. The distances identified and estimated were then multiplied by the 'National rail' conversion factor. The unit passenger.km was used in both instances to allow for the quantification of emissions of individual passengers per journey.

Spend data on taxi journeys were provided, research was conducted to identify the average cost per km (£) of taxi journeys in the UK. The average cost per km was then used to estimate the total distances travelled. The 'Regular Taxi' conversion factor was applied.

Data was also provided on bus journeys, distances were calculated manually, and emissions were quantified using the 'Average Local Bus' conversion factor.

A record of the number of nights that staff stayed in hotels was provided, along with the location of the hotels. Location-specific conversion factors were applied to quantify the emissions of each hotel stay.

Commuting & Homeworking

Data used to quantify commuting emissions were gathered via an online survey. Staff responded to the survey, providing information on commuting distances, methods of commuting, number of commuting days per week and homeworking patterns. The data was used to estimate total annual commuting distances for each member of staff. Vehicle-specific conversion factors were applied to quantify emissions for each member of staff, quantification accounted for annual leave and bank holidays to avoid overestimating emissions. The survey received a response rate of 20.30% in 2024, results were extrapolated to estimate emissions of 100% of staff.

The survey also collected data on the total number of homeworking days per week, allowing for an estimation of total homeworking hours per year. It was assumed that employees worked standard 8-hour days, with annual leave and bank holidays accounted for. It was assumed that central heating systems in staff homes were switched off for five months of the year. Emissions from the use of office equipment and from heating were combined to produce a total homeworking emissions figure. Results were then extrapolated to estimate emissions for 100% of staff.

Waste

Waste data included collection frequency for general waste and recycling bins at each site, as well as total weight of waste for the Milton Keynes and Manchester sites. For all other sites, the only data available was bin type, size and collection frequency. Waste weight for other sites was estimated based on the number and type of bins present at each location, using waste weight data from the Milton Keynes and Manchester sites as a reference.

Upstream and Downstream Transportation

A spend-based approach was used to estimate emissions from the upstream and downstream transportation of goods due to the unavailability of activity data on delivery weights and distances. The total spend on freight services for both upstream and downstream transportation was provided. This spend data was then multiplied by the ‘Postal and courier services’ conversion factor.

The conversion factor was obtained from DEFRA spend-based emission conversion factors from 2022. Inflation rates provided by the Bank of England were used to account for inflation.

Capital Goods

Data on the total number of hardware products purchased in 2024 were provided. The data included a breakdown of the quantities of desktop computers, laptops, tablets, mobile phones, monitors and printers purchased. Lifecycle emission factors for each type of electrical product were used to estimate the total GHG emissions associated with the lifecycle of each product.

Purchased Goods and Services

Emissions from the use of Microsoft Azure Cloud Services were provided in kg CO2e upon request, results were converted into tCO2e.

Electricity consumption data were provided for a range of additional servers. This data was multiplied by conversion factors for electricity generation and electricity transmission and distribution to quantify the associated emissions.

Generators

One diesel generator is used at the Cape Town site. Data was supplied on the electricity generated in kWh. Emissions were quantified using the DEFRA conversion factor for diesel (average biofuel blend – kWh – Gross CV).

Well-To-Tank

Well-to-Tank (WTT) emissions from energy were calculated for Scope 1 gas combustion, Scope 2 electricity generation and transmission & distribution (T&D). WTT emissions from transportation were also quantified, including company vehicles, grey fleet, air travel and all other forms of business travel. Appropriate WTT conversion factors specific for each emissions source were applied.

Carbon Reduction Initiatives

Reduction Targets and Forecasts

Below is a summary of our reduction targets and forecasted results. In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets.

Our key reduction targets:

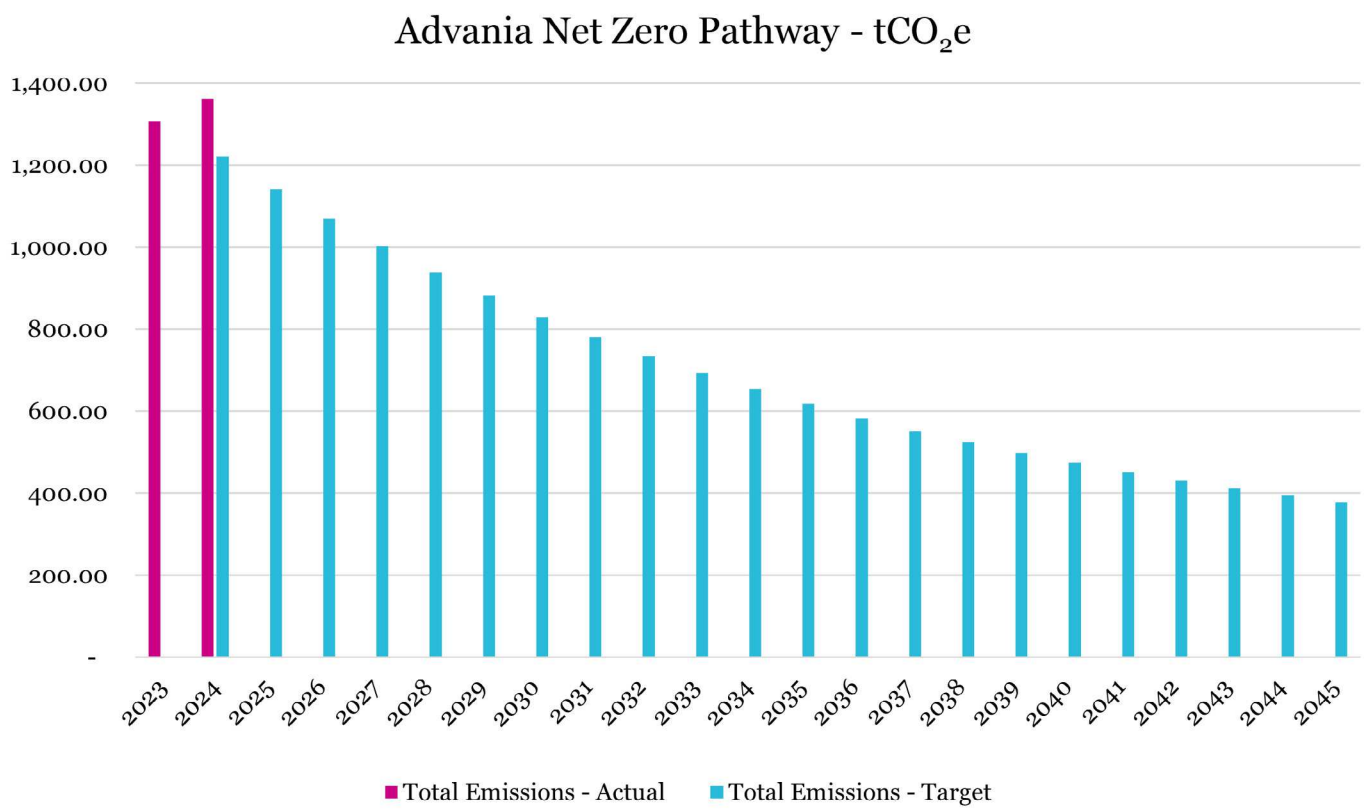
Targets set against the 2023 base year:

- **Reduce emissions from gas by 5% each year**
  1.01 tCO2e saving by 2029
- **Reduce emissions from company vehicles by 5% each year**
  1.64 tCO2e saving by 2029
- **Reduce emissions from electricity generation by 8% each year**
  42.94 tCO2e saving by 2029
- **Reduce emissions from grey fleet by 8% each year**
  33.12 tCO2e saving by 2029
- **Reduce emissions from air travel by 5% each year**
  42.07 tCO2e saving by 2029
- **Reduce emissions from commuting by 8% each year**
  170.38 tCO2e saving by 2029
- **Reduce emissions from capital goods 8% each year**
  51.80 tCO2e saving by 2029
- **Reduce emissions servers by 8% each year**
  5.56 tCO2e saving by 2029

Based on these targets, we project that carbon emissions will decrease over the next five years to 882.16 tCO2e by 2029. This is a reduction of 32.51% from the 2023 base year.

Forecasted progress against these targets is detailed in the graph below:

Advania Net Zero Pathway - tCO2e



Summary Of Initiatives

Below is a summary of carbon reduction initiatives that have been completed and will be in effect during the delivery of contracts:

- Completed Energy Savings Opportunities Scheme (ESOS) Phase 2 and Phase 3, identifying additional energy efficiency measures to review and implement where feasible
- Invested in having a dedicated Sustainability Lead to coordinate ESG reporting and sustainability-related initiatives
- Enhanced sustainability data collection and reporting to meet increasing environmental regulatory requirements
- Implemented hybrid working across the company to reduce emissions from commuting and business travel
- Conducted a comprehensive staff commuting and homeworking survey to accurately estimate emissions
- Virtual meetings prioritised over face-to-face meetings to reduce business travel
- Decreased printing company-wide
- Installed electric car charging points at our largest office in Manchester
- Introduced an electric car salary sacrifice scheme
- Improved methodology for capturing activity data and expanded the scope of emissions reporting.
- Rolled out mandatory Environmental Awareness Training for all employees, which is renewed annually
- Reviewed recycling procedures in offices to reduce waste
- Increased the level of ESG-related risk analysis in our supplier management process

In the future we hope to implement further measures such as:

- **Improved Reporting:** We will continue to review systems and suppliers to enhance emissions reporting capabilities and data granularity for proactive improvements
- **ESG Champions:** Introducing an ESG Champions programme with representation from each business unit to increase the focus on carbon reduction initiatives and to promote sustainable business practices
- **Electric Car Scheme:** Reviewing our electric car scheme to encourage further adoption among employees
- **Company Car Policy:** Assessing the feasibility of transitioning to electric vehicles for the remaining cars in our fleet upon their renewal.
- **Office Locations:** Exploring ways to minimise office carbon footprints, including further installation of LED low-energy light bulbs, working with landlords to ensure cleaning and servicing of solar panels for maximum efficiency
- **Energy Supplier:** Working with landlords to investigate switching to 100% renewable energy suppliers for all leased offices; currently, two offices are supplied with 100% renewable energy
- **Travel and Meeting Policy:** Reducing inter-office travel for meetings and continue to encourage the use of technology for meetings
- **IT recycling:** Ensure that all internal hardware is refurbished if necessary and re-used wherever possible to reduce e-waste to a minimum

Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 006 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 and uses the appropriate Government emission conversion factors for greenhouse gas company reporting.

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.

This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

Signed on behalf of the Supplier:

Date: 6th March 2025

Annexe

Table 1. Features a Carbon Reduction Plan must contain as specified in Guidance on adopting and applying the PPN 006 – Selection Criteria

	Requirement	Advania Response
1	Carbon Reduction Plan submitted which confirms the supplier's commitment to achieving Net Zero by 2050	Advania is committed to achieving Net Zero by 2050 at the latest but is aiming to achieve this before the 2050 deadline. Advania is committed to going beyond passive reductions presented by the market. Advania is committed to implementing this Carbon Reduction Plan as part of its business operations and quantifying emissions annually to gauge its success.
2	Carbon Reduction Plan submitted which contains emissions reported for all required Scopes (in accordance with the required methodology)	Advania has quantified and reported on 100% of Scope 1 and 2 emissions. Minimal estimates and assumptions were required. All Scope 3 categories as specified in PPN 006 requirements have been quantified and reported. Upstream and downstream transportation quantified on a spend-based approach instead of tonne.km.
3	Carbon Reduction Plan submitted which details environmental management and carbon reduction measures in effect during the delivery of the contract	This Carbon Reduction Plan outlines numerous environmental management and carbon reduction measures. Quantitative targets have been set and will be reviewed each year. All reduction initiatives will be in effect during the delivery of contracts unless specified otherwise.

4	Reporting period falls no more than 18 months prior to the date of commencement of the procurement	2024 reporting period has been included, thus making this CRP valid until the end of 2025. Emissions for 2025 onwards will be quantified and included in future Carbon Reduction Plans. Updates will be reflected in this document.
5	Carbon Reduction Plan not submitted	This Carbon Reduction Plan, or a summary version of it, will be submitted upon request for relevant contracts. If this Carbon Reduction Plan requires updates or amendments as a result of reasonable feedback from tendering processes, they will be made in time for submission deadlines.
6	Carbon Reduction Plan fails to confirm supplier's commitment to achieving Net Zero by 2050	See row 1. Advania are committed to Net Zero targets but acknowledge that the business has limited control over some Scope 3 sources.
7	Emissions in the Carbon Reduction Plan are not reported for any Scopes or only for some Scopes without explanation why	100% of Scope 1 and Scope 2 emissions quantified and reported. Required Scope 3 sources included. Advania have voluntarily reported some additional Scope 3 sources to present full company emissions from available data. Where quantification has been possible, no emissions have been intentionally excluded. Conservative estimates have been performed in some cases. No scope 1 fugitive emissions occurred within organisational boundaries.
8	Emissions in the Carbon Reduction Plan not reported for any Scopes or only for some Scopes, but supplier provides an acceptable explanation why	See row 7.
9	Reporting period is more than 12 months from the date of commencement of the procurement	See row 5.

10	Reporting period is more than 18 months from the date of commencement of the procurement, **but provides an acceptable explanation why**	See row 5. If reporting period for contracts exceeds allowable time period, an acceptable explanation will be provided. Advania have adopted a new system for monitoring emissions. This will be continually updated to enable full visibility of emissions on a monthly basis for many sources.
11	Supplier **fails to detail the environmental management measures in effect**, including certification schemes or specific carbon reduction measures that will be in effect during the performance of the contract	Environmental management measures are detailed in the main body of this Carbon Reduction Plan, including those that have been completed and will be utilised in the delivery of contracts. Planned future initiatives are referenced and are not based off speculative technologies.

Table 2. Scope 3 emissions, table adapted from Technical standard for Completion of Carbon Reduction Plans. Full details of category descriptions can be found within this link. Scope 3 emissions are defined in the GHG Protocol.

Scope 3 Category	Minimum Boundary	Justification for Inclusion/Exclusion
4. Upstream transportation and distribution	The scope 1 and scope 2 emissions of transportation and distribution providers that occur during use of vehicles and facilities (e.g., from energy use) Optional: The life cycle emissions associated with manufacturing vehicles, facilities, or infrastructure	**Included** Calculated via a spend-based approach.
5. Waste generated in operations	The scope 1 and scope 2 emissions of waste management suppliers that occur during disposal or treatment Optional: Emissions from transportation of waste	**Included** Solid and liquid waste disposal included. Wastewater estimated to 95% of water supply by volume.

6. Business travel	The scope 1 and scope 2 emissions of transportation carriers that occur during use of vehicles (e.g., from energy use) Optional: The life cycle emissions associated with manufacturing vehicles or infrastructure	**Included** Business travel via rail, road and air included. Distance data collected from mileage records by staff on an individual basis. Emissions from hotel stays also included.
7. Employee commuting	The scope 1 and scope 2 emissions of employees and transportation providers that occur during use of vehicles (e.g., from energy use) Optional: Emissions from employee teleworking	**Included** Commuting emissions quantified based on commuting distance data gathered through a staff survey.
9. Downstream transportation and distribution	The scope 1 and scope 2 emissions of transportation providers, distributors, and retailers that occur during use of vehicles and facilities (e.g., from energy use) Optional: The life cycle emissions associated with manufacturing vehicles, facilities, or infrastructure	**Included** Calculated via a spend-based approach.

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