

# Carbon Reduction Plan

**Picker Institute Europe**

**Publication date: February 2022**

## Commitment to achieving Net Zero

Picker is committed to reaching Net Zero emissions by 2040, ten years ahead of the government target.

We have a long-standing environmental policy and we are already implementing many best-practice carbon reducing initiatives. We will be measuring our emissions in 2022 to allow us set our baseline and implement a full implementation plan to meet our Net Zero target. The full implementation plan will be published in 2023.

## Baseline Emissions Footprint

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.

<b>Baseline Year: 2022</b>	
<b>Additional Details relating to the Baseline Emissions calculations.</b>	
<p>Picker Institute Europe moved to serviced leased offices in December 2021. This change to our workplace in addition to the effect the COVID-19 pandemic has had on working arrangements requires us to use 2022 as our baseline year. We have also not previously recorded emissions so using 2022 as our baseline year will enable us to compile the information to review in early 2023.</p> <p>Due to government guidelines regarding COVID-19, business travel was limited in 2021 so we will be using 2022 as our baseline for business travel.</p> <p>Employee commuting was also limited during 2021, however we do have some records which are detailed in the next section.</p> <p>We have Scope 3 emissions from our suppliers. These are measurable for our main supplier, who print our paper questionnaires and other materials. They have been able to provide details for their financial year to August 2021. We have noted these in the current emission reporting.</p>	
<b>Baseline year emissions:</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
<b>Scope 1</b> (direct emissions within the organisation's control, eg offices and company vehicles)	<p>We have no Scope 1 emissions to report due to our company facilities being controlled by the provider of our rented serviced office. We have liaised with our new landlords to understand their sustainability targets. More details are provided under the carbon reduction projects section below.</p> <p>We do not own or operate any company vehicles.</p>

<b>Scope 2</b> (indirect emissions within the organisation's control, eg purchased electricity)	We have no Scope 2 emissions to report due to our workplace being a rented serviced office. We have liaised with our landlords to understand their sustainability targets. More details are provided under the carbon reduction projects section below.
<b>Scope 3</b> (indirect emissions that the organisation is responsible for)	Our Scope 3 emissions will include: <ul style="list-style-type: none"> <li>- business travel by means not owned or controlled by our organisation</li> <li>- employee commuting.</li> <li>- purchased goods and services</li> <li>- waste not included as part of our office lease (for example, paper shredding collections and IT disposal)</li> </ul>
<b>Total Emissions</b>	Will be completed in early 2023.

## Current Emissions Reporting

Not applicable as we do not have the information available as detailed above. However, we have been able to identify some emissions as detailed below.

Reporting Year: 2021 (incomplete)	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
<b>Scope 1</b>	Not available
<b>Scope 2</b>	Not available
<b>Scope 3</b>	Employee Commuting: 3.950 tCO <sub>2</sub> e Supplier (paper questionnaires, letters, etc): 21.622 tCO <sub>2</sub> e
<b>Total Emissions</b>	25.572 tCO <sub>2</sub> e

## Emissions reduction targets

This is our first emissions reduction commitment with 2022 being our baseline year.

As we do not have access to our full emissions data, we will set our first carbon reduction targets in early 2023 once the data is available for 2022.

## Carbon Reduction Projects

### Carbon Reduction Initiatives

The following environmental management measures and projects are already in place. These measures are all in place as of the publication date of this document and will remain so.

- Digital innovation is part of our ongoing strategy. By continuing to improve our digital product, we are encouraging clients to move to digital or mixed methods for surveys to reduce

emissions from the production of paper questionnaires, as well as the non-direct impact of distribution and return of the surveys.

- Our company travel has reduced drastically due to the impact of COVID-19 and we aim to continue this wherever possible to minimise business travel. This is possible through the use of programs such as Microsoft Teams for remote conferencing. For example, it has been agreed that only 2 of the 6 Board meetings will be in person from 2022 onwards. Board committee meetings will be conducted via Microsoft Teams.
- Use of flexible working practices to reduce emissions from unnecessary travel. For example, we have introduced a remote and home working policy that emphasises hybrid working and enables colleagues to limit their commuting.
- Liaising with and supporting our clients on their carbon reduction plans.
- Liaising with and supporting our landlords on their carbon reduction plans.
- Offering employee benefits that promote sustainability, including a Cycle to Work Scheme.
- Reusing and recycling wherever possible, including by removing waste baskets from desks to encourage the use of recycling points, and encouraging staff to avoid printing documents except where it is essential to do so.
- Minimising use of single use plastics, for example by removing plastic cups and disposable cutlery from our office.

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

- Improve data and reporting to improve accuracy of carbon accounting.
- Continue to offer employee benefits including a Cycle to Work Scheme.
- Reduce energy, water, and waste consumption.
- Engaging our employees to suggest and adopt sustainable behaviours in the workplace, and in their homes.
- Requiring our suppliers to confirm their commitment to achieving Net Zero by 2050.
- Asking primary suppliers to report emissions.
- Receiving updates from our landlords regarding progress against their sustainability targets which include installation of solar panels, use of LED lighting, and a 90% recycling target.

## Declaration and Sign Off

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 uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>2</sup>.

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>.

Our Board of Trustees have been notified of our Carbon Reduction Plans and will review the full implementation plan in early 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>

**Signed on behalf of Picker:**

A handwritten signature in black ink, appearing to read "Chris Graham", with a long horizontal flourish extending to the right.

Chris Graham

Group Chief Executive

Date: 16<sup>th</sup> February 2022