

Carbon Reduction Plan

Supplier name: **City Facilities Management Holdings (UK and Europe) Ltd**

Publication date: 16/12/21

Commitment to achieving Net Zero

City Facilities Management Holdings (UK and Europe) Ltd is committed to achieving Net Zero emissions by 2040 or earlier.

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.

Baseline Year: 2019	
Additional Details relating to the Baseline Emissions calculations.	
<i>City established our baseline measurement for 2019 with the support of independent specialist consultants. This baseline measurement incorporates 100% of scope 1 and scope 2 emissions. Whilst the baseline measurement for 2019 covers a subset of scope 3 categories including Grey Fleet emissions, Business travel including hotel stays, Water and Waste (premises and project). there have been workstreams implemented to calculate and analyse full scope 3 emissions, particularly around our supply chain, going forward.</i>	
<i>2019 was City's first year of carbon reporting to coincide with baseline calculation.</i>	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	10,126
Scope 2	792
Scope 3 (Included Sources)	2,383
Total Emissions	13,301

Current Emissions Reporting

Reporting Year: 2020	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	9,794
Scope 2	403
Scope 3 (Included Sources)	954
Total Emissions	11,150

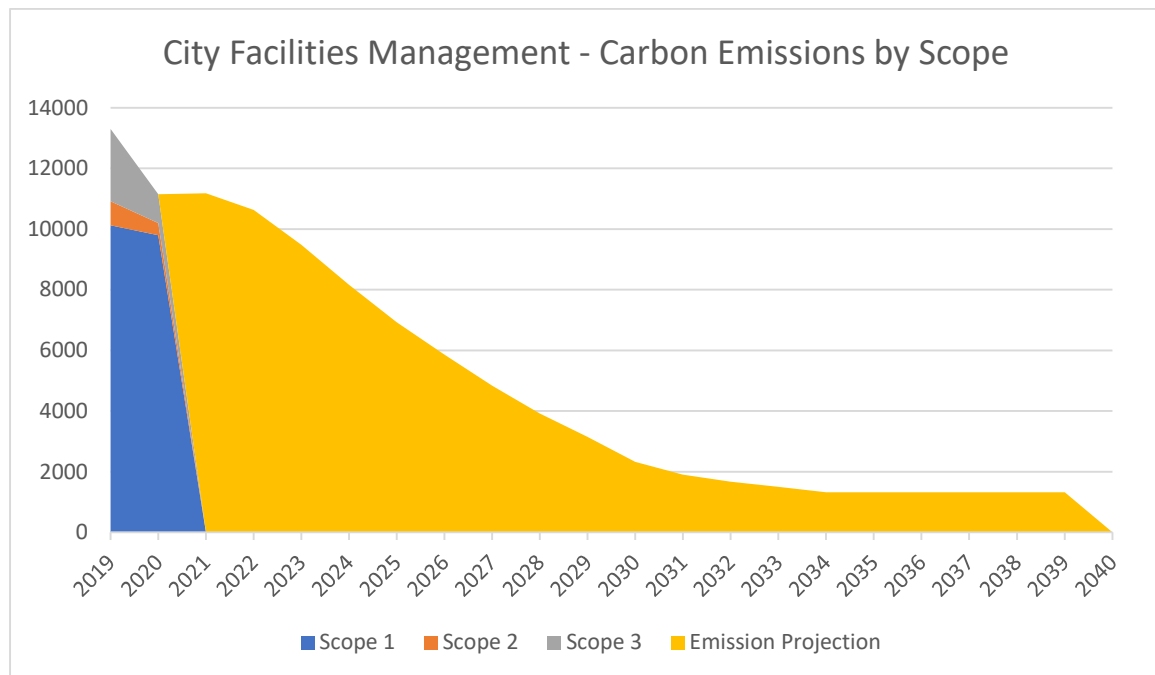
Emissions reduction targets

In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets.

We will reduce our Scope 1, 2 and already included sources of Scope 3 total carbon emissions by 45% by 2025. Therefore, we project that carbon emissions will decrease over the next 5 years to 7289 tCO₂e. We have committed to the Science Based Targets.

During 2022 we will report on further scope 3 categories not previously accounted for or reported. This will include upstream transportation of goods and services within our supply chain and employee commuting. Therefore we do predict that this will result in an increase in our scope 3 emissions due to reporting of additional scope 3 categories compared with previous years. When we determine the impact of the inclusion of these further categories this may result in a reset of the baseline of our emissions, whilst our overall targets for Net Zero will not change.

Overall projected reduction target, by year, is demonstrated in the graph below:



Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2019 baseline. As at 31 December 2020, the carbon emission reduction achieved by these schemes equate to 2248 tCO₂e, a 17% reduction against the 2019 baseline and the measures will be in effect when performing the contract.

- The installation of electrical sub-metering in our head office
- ISO 14001 ongoing certification
- Restricting business travel

In the future we will implement further measures such as:

- The electrification of office based heating and hot water systems through formal gas asset replacement program
- Purchase of REGO backed electricity for our head office. Electricity for our head office currently accounts for 87 % of our Scope 2 emissions.
- Signing up to the RE100 initiative and committing to switching to 100% renewable electricity by 2025
- Improve our data collection, measurement, analysis and reporting around our supply chain and other scope 3 emissions, to fully utilise the SBTi commitment to influence for better carbon management policies and processes.
- Change in Environment Policy including company position on business travel
- Green Fleet Strategy formally implemented to transition all company cars to plug-in hybrid by 2025 and full electrification of van and company car fleet, phasing out petrol and diesel vehicles by 2030
- Further green fleet strategy related activities, including roll out of driver training programme to inform on the carbon impact of driving behaviours
- Implementation of Smarter/Hybrid working practices, supporting the consolidation and reduction of leased properties
- Further targeted investment in energy-saving measures, such as passive-infra red lighting sensors, LED lighting and other improvements to our Building Energy Management System
- Review and investment in other specific Net Zero management initiatives which will further reduce operational-related emission burden, such as paperless technologies, alternative business travel arrangements and new conference/meeting management initiatives.
- Targeted campaign for less carbon intensive to share benefits of Cycle to Work scheme and other less carbon intensive commuting activities for colleague consideration

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 standard⁷ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting⁸.

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) Standard⁹.

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:

A handwritten signature in black ink that reads "Wendy Holden". The signature is written in a cursive, flowing style.

Director for Environment, Social Value and Governance

Date: 16/12/21