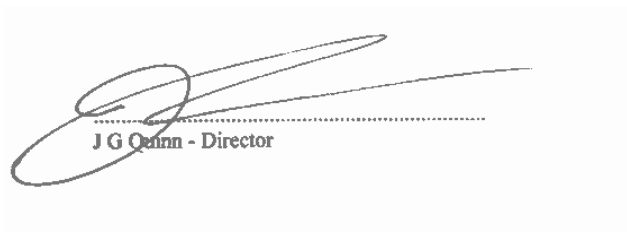


Title:	Carbon Reduction Plan
Classification:	Plan
Author:	Michael McCoy
Reviewer (suitability and adequacy):	Eileen Hughes
Approver (suitability and adequacy):	James Quinn
Policy/Document Owner:	Michael McCoy
Current Version:	V1.0
Version 0.1 Release Date:	27/11/2023
Date of Next Review:	27/11/2024

Modification History		
Version No.	Description of Change	Date of Change
0.1	First draft issued for review	01/10/2023
1.0	Final Version	27/11/2023
1.1		
2.0		
2.1		
2.2		

Signed:



J G Quinn - Director

Date 27/11/2023

Contents

1. Introduction	3
2. Organisational structure	3
3. Meridian Productivity Carbon Emissions.....	3
3.1 Baseline Emissions Footprint.....	4
3.2 Current Emissions Reporting	5
3.3 Emissions Reduction Targets	5
3.4 Carbon Reduction Projects	6
3.4.1 Current Measures and Initiatives	6
3.4.2 Future commitments	7
4. Review Schedule	8
5. Declaration and Sign off.....	8

1. Introduction

Meridian productivity (MPL) is a pro-environment company, and we are aware of our carbon emissions and how they impact the environment. We are very keen to bring our contribution to the UK Net Zero Plan by improving our environmental practices across all our business activities. Hence, we commit to minimising our carbon emissions and raising further awareness of the importance of taking action on the UK's path to decarbonisation and renewable energy.

Meridian Productivity (MPL) is committed to achieve Net Zero emissions by 2050. We have ongoing initiatives to reflect our objective to act ethically and with integrity with respect to the environment. We have implemented new internal processes to:

- Capture and assess current carbon emissions across the organisation.
- Improve companywide behaviours that safeguard the environment by increasing awareness.
- Develop an in-depth understanding of the effectiveness of current initiatives.
- Monitor emissions based on future actions implemented by the company

2. Organisational structure

We are a provider of Professional Services operating focused on improving productivity. We work with public and private organisations within healthcare.

3. Meridian Productivity Carbon Emissions

In line with the Streamlined Energy and Carbon Reporting (SECR), emissions are calculated using three main scopes which vary based on emissions source and responsible party.

Scope 1 refers to emissions resulting from an organisation's operations. This includes emissions arising from the combustion of fuel from owned or controlled manufacturing plant and processes.

Scope 2 refers to emissions generated by an organisation's consumption of purchased steam, cooling, heat and electricity. These emissions occur from sources that are neither controlled nor owned by the company. Note from 2022 we started using a renewable energy tariff for 2020 and 2021: We will use standard DEFRA conversion factors for electricity and heat. For 2022: We adjusted the conversion factor to reflect the lower emissions associated with renewable energy electricity tariff.

Scope 3 We do the majority of our work face to face on the client's site, therefore the value will be influence by both the number of projects, location of client and location of our staff. We will adjust targets if the number of project materially changes

Summary of Calculation Methodology for Scope 3 Emissions:

Data Analysis: The expenditure data for the years 2020, 2021, and 2022 was analysed, focusing specifically on travel-related categories. These included motor expenses, airfare, car hire, and other transport-related expenses.

1. Expense Categorization: The expenses were categorized into primary travel modes, mainly car and air travel. The distribution was assumed based on general business travel patterns, with a significant portion allocated to car travel.

2. Conversion to Miles: Hypothetical average costs per mile for each mode of travel were used to estimate the total miles travelled. These average costs served as proxies to facilitate calculations.
3. Application of Emission Factors: DEFRA's standard conversion factors for CO2 emissions per mile for each mode of travel were applied to the estimated miles, providing an estimate of the total emissions in kilograms of CO2.
4. Conversion to Tonnes: The calculated emissions in kilograms were then converted to tonnes, making the data more accessible and reportable.

Caveat for Future Methodology Improvements 5-year plan:

The current methodology relies on several assumptions and average values due to the nature of the available data (financial expenditures). To enhance the accuracy of future emissions calculations, the following improvements are recommended:

Detailed Travel Data: Collecting data on the actual distances travelled and specific modes of transport will enable more precise calculations.

Mode-Specific Emission Factors: Using emission factors tailored to the specific vehicles and travel practices of the consultancy will improve the accuracy of the calculations.

Continuous Data Improvement: As the consultancy evolves, refining data collection and analysis methods will ensure that the carbon reduction plan remains relevant and effective.

This methodology, along with the anticipated improvements, will be a critical component of the consultancy's commitment to sustainability and environmental responsibility, specifically in managing and reducing Scope 3 emissions

As a professional services company that do not own or control any manufacturing plant or vehicles, only Scope 2 and Scope 3 emissions are applicable to Meridian Productivity. Operating mainly from its offices, Meridian Productivity is responsible for Scope 2 emissions as it purchases electricity and gas for heating and cooling. It is also responsible for Scope 3 emissions, as its employees engage in business travel and commute to the office.

3.1 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: 2020	
Additional Details relating to the Baseline Emissions calculations.	
This the first and the Baseline Emissions calculation for Meridian Productivity as part of our commitment to achieve Net Zero by 2050.	
Baseline year emissions: 2020	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	0

Scope 2	0.301
Scope 3 (Included Sources)	82.8
Total Emissions	83.1

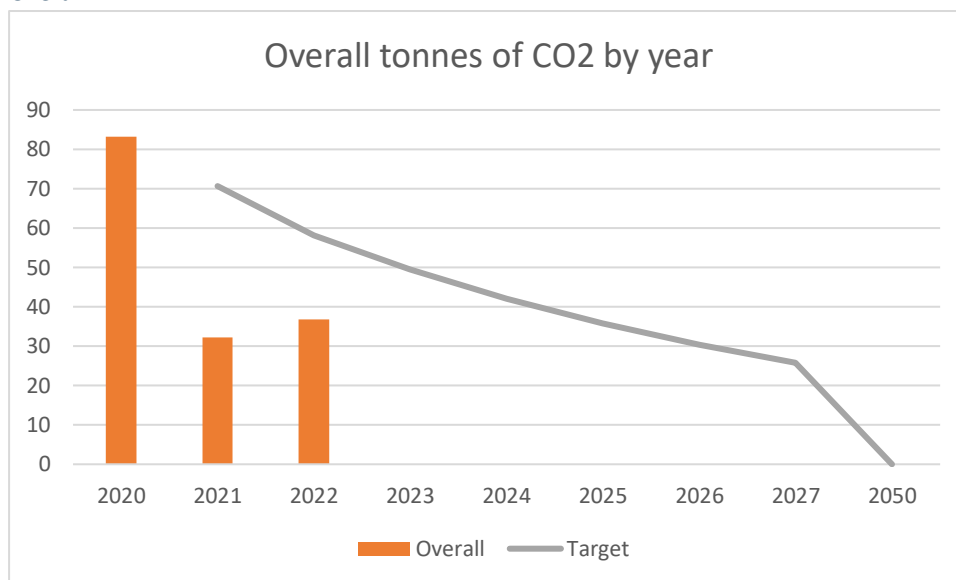
3.2 Current Emissions Reporting

Reporting Year: 2022	
EMISSIONS	TOTAL (tCO2e)
Scope 1	0
Scope 2	0.059
Scope 3 (Included Sources)	36.8
Total Emissions	38.9

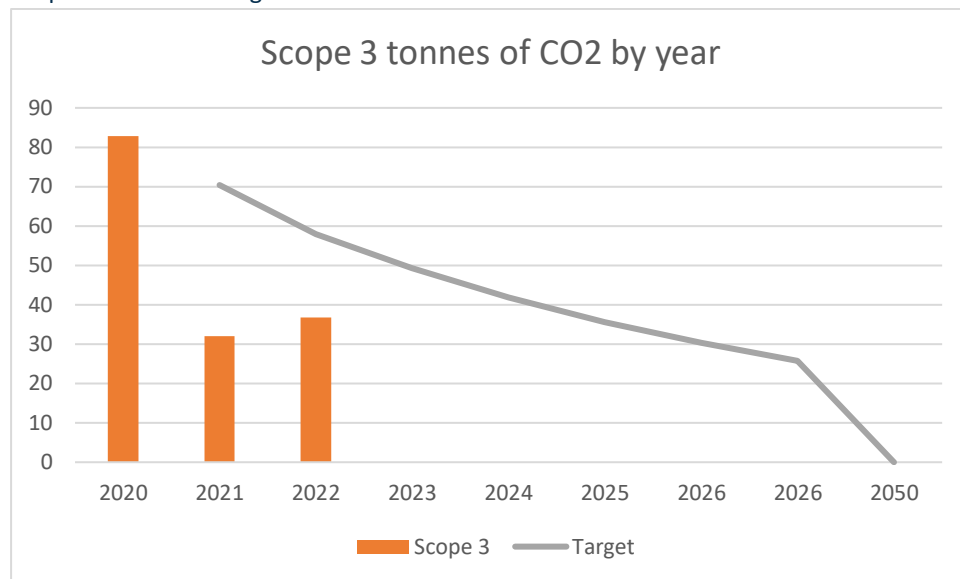
3.3 Emissions Reduction Targets

In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets. We project that carbon emissions will decrease over the next five years to 25.8 tCO2e by 2027. This is a reduction of 30% versus 2022. The progress against targets can be captured in the 2 graph below:

1. Overall



2. Scope 3 actual and target c02 emissions



3.4 Carbon Reduction Projects

In light of the obligation to report and reduce carbon emissions we present current initiatives and future commitments within our organisation.

3.4.1 Current Measures and Initiatives

At Meridian Productivity, we understand our environmental impact and we have re-evaluated our daily practices to minimise our carbon footprint and ensure our sustainability as an organisation. It is important to our staff and our clients that we have low environmental impact. We have implemented several measures to reach this goal. We work to use resources as efficiently as possible to maximise value and reduce waste.

- **Commuting**

We decrease our carbon emissions by limiting the number of Multi client site visits using cars, encouraging the use of public transport. We further mitigate our carbon emissions by limiting the flights we take within the UK, preferring to use the railway system for longer journeys. We also use calls, online meetings, and emails to optimise our interactions. Our hybrid working style also allows our employees to abate their individual emissions by reducing their commute.

- **Office Environment**

At Meridian Productivity, we also consider the impact of our digital footprint to reduce energy consumption and our carbon emissions. Therefore, we have put a strong focus on targeted communications rather than mass emails and we promote the use of shared servers (e.g. using Meridian Productivity's SharePoint or client's cloud solutions) rather than sending larger documents through email which can be an energy drain.

Our practice of hot desking and remote working has also allowed Meridian Productivity to tailor its use of heating and air conditioning to the number of employees that are in our offices at any one time, rather than heating a whole building.

Raising awareness

Further efforts include educating our staff and clients on key environmental issues by regular communications over emails

Education

We have also taken more formal steps to hold ourselves accountable by going through the process of creating our Carbon Reduction Plan against the PPN 06/21 requirements. This has allowed us to set benchmarks and internal environmental goals for Meridian Productivity to achieve.

3.4.2 Future commitments

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

- Commuting

We aim to encourage more car-pooling by allocating team members for client sites to reduce the number of unnecessary individual rides. Also, we will be promoting the rental of hybrid cars over diesel cars to reduce carbon emissions. In addition, when travelling, we will be requiring the booking of sustainable hotels.

4. Office Equipment

We will consider replacing all lightbulbs with Led lightbulbs as well as ensuring that any new equipment matches the latest trends of lower energy consumption.

5. Review Schedule

This document is scheduled for review every year unless amendments are required due to changes in legislation or business practices. Any previous iterations of this document will be held in archive by the document owners, in this case, Human Resource.

This document was approved on 27th **November 2023** by the Meridian Productivity Managing Director and will be reviewed and updated annually or where a change is required.

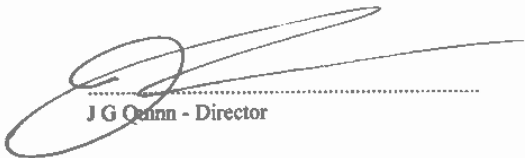
6. Declaration and Sign off

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:



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J G Quinn - Director

Date

27/11/2023