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1.0	Final Version	27/11/2023
1.1	Reviewed first draft , updated reviewer	27/11/2024
2.0	MM review second draft	11/12/2024
2.1	Calculations and target revised based on updated methodology	12/12/2024
2.2	MM issues second draft for review to reviewer	13/12/2024

Signed:



Date

13/12/2024

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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

This document reflects finalised 2023 data, ensuring accuracy and reliability. Emissions monitoring continues through 2024, and updated figures will be included in the next review.

2024 update: Meridian Productivity adopted several significant operational changes, including vacating our head office as of April 2024. Recognising the necessity of travel in our operations, we are committed to offsetting consultant travel emissions over time through carbon purchases starting in 2025.

2. Organisational structure

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

2024 update. James Quinn and Eileen Hughes are no longer at the business and Michael McCoy the Finance director is now the Approver and Neil Taylor the Sales director the reviewer

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. This report uses finalised 2023 data as the most recent complete reporting year. Emissions data for 2024, currently under review, will be included in the December 2025 update to ensure full accuracy and compliance with PPN 06/21 reporting standards.

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. Meridian Productivity does not own or operate any vehicles, machinery, or other equipment that would produce Scope 1 emissions. As a result, our Scope 1 emissions are recorded as zero.

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

The majority of our work is conducted face-to-face on client sites, making the Scope 3 emissions heavily influenced by the number of projects, the geographical location of clients, and the location of our staff. Emissions targets will be adjusted if there are material changes in the number of projects or their distribution.

Summary of Updated Calculation Methodology for Scope 3 Emissions:

- 1. Detailed Expense Categorization:**

Instead of assuming a distribution of expenses across travel modes, the methodology now uses a detailed breakdown of travel-related categories (e.g., airfare, fuel, mileage, public transport, rental cars, taxis) to calculate emissions. This ensures each travel type is accurately accounted for based on its specific emission profile.
- 2. Application of DEFRA-Specific Conversion Factors:**

DEFRA's updated conversion factors for each travel mode are directly applied to the expense data for more precise calculations. For example, airfare is calculated using emissions per pound spent, while mileage is assessed using emissions per unit distance.
- 3. Direct Emissions Calculation:**

The emissions for each category are calculated based on actual expense values and category-specific conversion factors, removing the need for proxy assumptions like average costs per mile. The method uses detailed travel expenses and follows DEFRA's rules.
- 4. Granular Emissions Reporting:**

The new methodology provides emissions data broken down by travel mode, offering better insights into which categories contribute most significantly to overall emissions.
- 5. Conversion to Tonnes:**

Emissions are calculated in kilograms and converted to tonnes for easier reporting and monitoring.

Rationale for the 2024 Update:

The revised methodology leverages more granular expense data and applies category-specific DEFRA conversion factors to improve the accuracy and transparency of emissions reporting. The previous approach relied on assumptions about travel mode distributions and average costs per mile, which limited its precision. By moving to a detailed breakdown, the updated methodology better reflects actual travel behaviours and provides a stronger foundation for managing and reducing Scope 3 emissions.

Currently, our Scope 3 emissions primarily include business travel. We will explore additional Scope 3 sources, such as waste management and supply chain emissions, in future reporting.

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

Note starting in 2025, we will implement a carbon offsetting program, focusing on verified initiatives such as reforestation projects or renewable energy investments. The program will be reviewed annually to ensure it meets internationally recognized standards.

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	0.30
Scope 3 (Included Sources)	59.03
Total Emissions	59.34

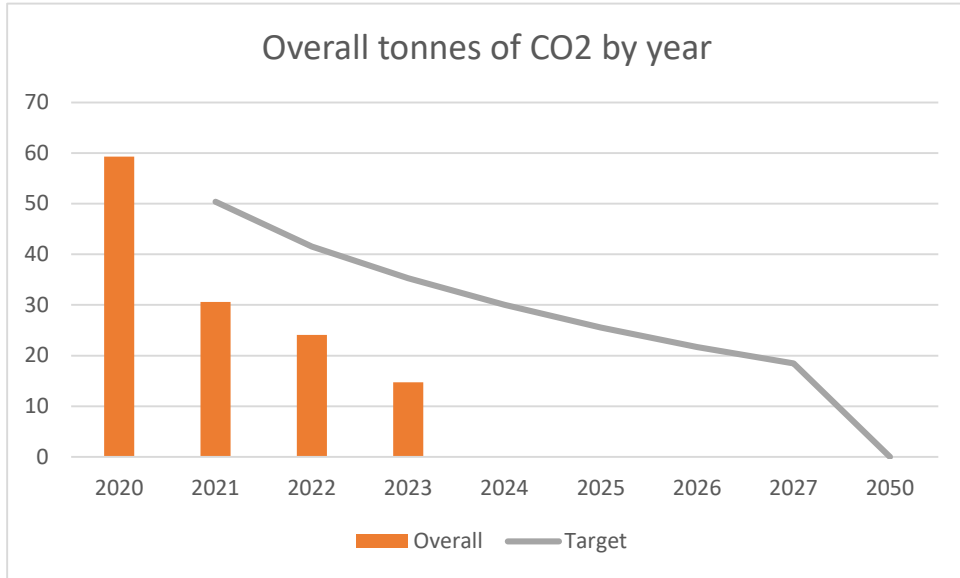
3.2 Current Emissions Reporting

Reporting Year: 2023	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	0
Scope 2	0.047
Scope 3 (Included Sources)	14.68
Total Emissions	14.73

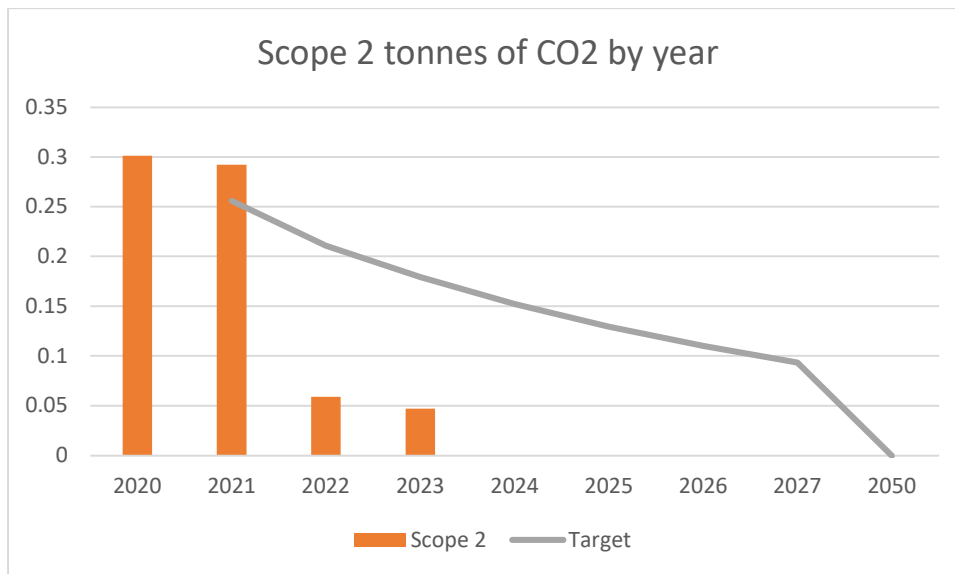
3.3 Emissions Reduction Targets

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:

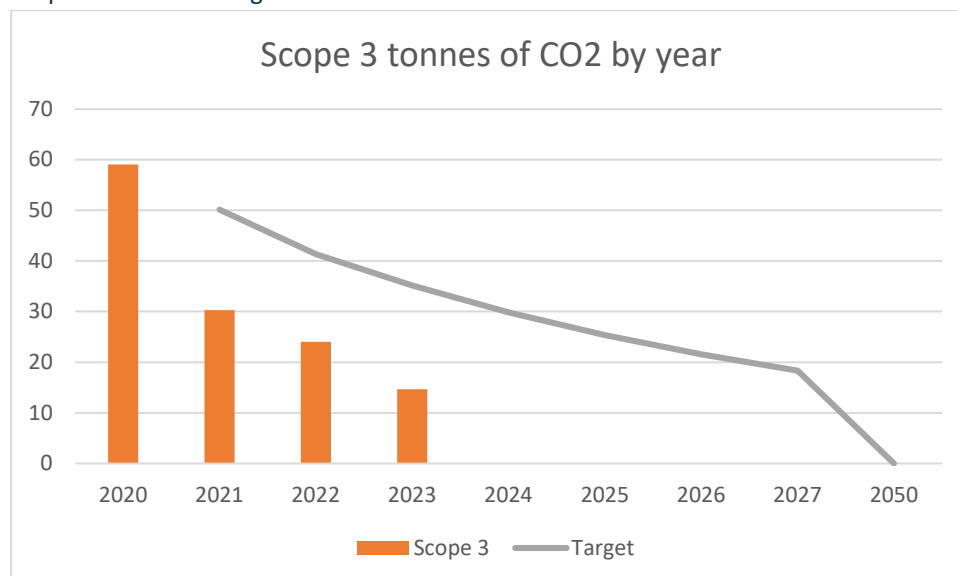
1. Overall



2. Scope 2 actual and target c02 emissions



3. 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.

2024 update: we have now went fully remote with no head office in a quest to hit out C)3 reduction target

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.

Out of scope now

5. Review Schedule

This Carbon Reduction Plan is updated annually to ensure the inclusion of the latest available data and compliance with UK public sector requirements, including PPN 06/21. 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 13th December 2024 by the Meridian Directors 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 approved by the Board of Directors. It complies with all applicable standards, including PPN 06/21 and the GHG Reporting Protocol. We commit to updating this plan annually and taking continuous action to reduce our emissions.

Signed:

Date

13/12/2024

