Carbon Reduction Plan

Supplier name: Mosaic Island

Publication date: 10/06/2024

Commitment to achieving Net Zero

Mosaic Island is committed to achieving Net Zero emissions by 2050

Baseline Year: Jan -Dec 2022
Reporting Year: Jan – Dec 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.

Qualification & Reporting Methodology.

This report has been created using the Environmental Reporting Guidelines, including Streamlined Energy & Carbon Reporting (SECR) guidance issued by the UK Government in April 2019. Where they exist, Advantage uses the UK Government published carbon conversion factors relevant to the reporting period. Where emissions, without published conversion factors have been used, these have been determined by notch in consultation with relevant stakeholders and any industry norms or standards that exist. The details of these are included in the Data Declaration section of this

Reporting Boundary – Operational

Optional Scopes

Emissions from Scope 1&2 have been measured in accordance with SECR requirements.

The Scope 3 emissions that have been included are:
- **Business Travel - Ice Car**
- **Business Travel - Other Travel (Plane/Train)**
- **Business Travel - Green Car**
- **Fuel & Energy Related Activities - Transmission & Distribution**
- **Employee Commuting - WFH**
- **Downstream Transportation & Distribution**
- **Upstream Transportation & Distribution**

Baseline Year: 2022

Additional Details relating to the Baseline Emissions calculations.

Mosaic began reporting its emissions in 2023 and are a remote hybrid working organisation with no office facilities and 4 fully electric leased vehicles. The company does not manufacture or produce any physical goods as a consultancy-based company. They have recorded Employee commuting and Business travel in its benchmark year. No waste is produced, and up and downstream transportation and distribution were not reported in the benchmark but have been calculated for the following year where they exist.

Baseline year emissions: 21 (tCO$_2$e)

EMISSIONS	TOTAL (tCO$_2$e)
Scope 1	**0** – The company has no Scope 1 as there is no office facility and the 4 leased vehicles are fully electric.
Scope 2	**0** – The company has no scope 2 as there is no office facility and all employees work from home.
Scope 3 **(Included Sources)**	1) Employee Commuting (WFH): based on 26 FTE per month **19 (tCO$_2$e)** 2) Business Travel: **2 (tCO$_2$e)** 3) Downstream transportation & distribution: **0(tCO$_2$e)** – The company did not transport any goods in this reporting window as they do not manufacture or produce any transportable goods. They are a consultancy based business. 4) Upstream transportation and distribution**: 0(tCO$_2$e)** – The company did not transport any goods to in this reporting window. 5) Waste generated in ops: **0 (tCO$_2$e)** – As the company makes no physical products, this produces zero waste through the period.
Total Emissions	**21 (tCO$_2$e)**

Current Emissions Reporting

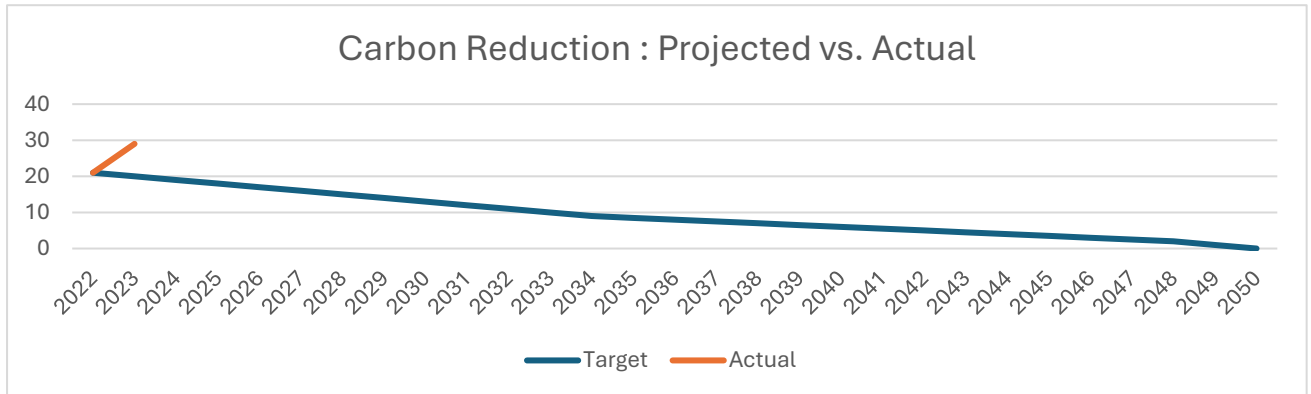| Reporting Year: 2023	
EMISSIONS	**TOTAL (tCO$_2$e)**
Scope 1	**0** – The company has no Scope 1 as there is no office facility and the 4 leased vehicles are fully electric.
Scope 2	**0** – The company has no scope 2 as there is no office facility and all employees work from home.
Scope 3 **(Included Sources)**	1).Employee Commuting (WFH): based on 30 FTE per month **23.8 (tCO$_2$e)** 2) Business Travel: **5 (tCO$_2$e)** 3) Downstream transportation & distribution: **0.0 (tCO$_2$e)** – The company did not transport any goods in this reporting window as they do not manufacture or produce any transportable goods. They are a consultancy based business. 4) Upstream transportation and distribution**: 0 (tCO$_2$e) -** The company did not transport any goods to in this reporting window. 5) Waste generated in ops: **0 (tCO$_2$e)** – As the company makes no physical products and this produces zero waste through the period.
Total Emissions	**29 (tCO$_2$e)**

Emissions reduction targets

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

Scope 3 to be reduced by 5% each year.

We project that carbon emissions will decrease over the next five years to 16 tCO$_2$e by 2030. This is a reduction of 25% against the benchmark.

Progress against these targets can be seen in the graph below:

Carbon Reduction : Projected vs. Actual

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2022 baseline. The carbon emission reduction achieved by these schemes do not currently equate a reduction against the 2022 baseline due to an increase in staff during the 2023 period, but the measures will be in effect when performing the contract

- We have already:
    - Moved to DocuSign for contractual arrangements with employees, client's and supplier, becoming a paperless employer.
    - Recycled 7 laptops internally in 2023 avoiding wastage.

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

- Encourage Employees to go with a green provider at home.
- We will look at encouraging more employees to switch to electric vehicles for business mileage. We have introduced a capability for employees to lease green cars through company schemes.
- We will look to consolidate our COTs services by 2030 (Google/Office365/Dropbox) to reduce our file storage capability and reduce carbon emissions. We have replaced our website, and this has resulted in reduced emissions.
- We will look to encourage employees and suppliers to be using reusable products at home.
- We will encourage employees to move to paperless homeworking and support the use of digital notepads as a company. We have a number of employees who have moved to digital notepads and will continue to support this practice.
- Most of the carbon produced in scope 1&2 is mainly based on travel to enable Mosaic Island to deliver our services as a business. Where possible, we will always encourage the use of digital team meetings and encourage the use of Electric modes of transport.   Until there is advancement in travel capability to reduce carbon emissions with trains, buses and planes, this will impact our capability to reduce our carbon emissions further as most travel is currently due to delivering our services.
- We will look at carbon produced in Scope 3, as this is something we can look at in further detail to reducing our carbon footprint along our journey with our partners.

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[1] and uses the appropriate Government emission conversion factors for greenhouse gas company reporting[2].

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[3].

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:

Signed: ………………………………………………………………….

Position: Managing Director

Date: ……08/11/2024………………………….

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[1] https://ghgprotocol.org/corporate-standard
[2] https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting
[3] https://ghgprotocol.org/standards/scope-3-standard