

# Afiniti Carbon Reduction Plan

Version 1.0 | December 2024

**This is the Carbon Reduction Plan of Afiniti Consultants LLP, and it is approved and authorised by the Afiniti Leadership Team.**

In this document “Afiniti”, “we”, “our”, or “us” refers to Afiniti Consultants LLP registered in Scotland (SO305541) at the following address: 1st Floor, Blenheim House, Fountainhall Road, Aberdeen, AB15 4DT.

“Afiniti Leadership team” refers to the Partners who are appointed members of the Afiniti Strategic Leadership team and accountable for day-to-day running of Afiniti and “Afiniti team members” refers to all Partners, Employees and Associates currently contracted to work with Afiniti.

Classification: **Confidential**

## Revision History

Version	Date	By	Main Changes
1.0	03-12-2024	Olivia Attwooll-Keith	Convert document to Afiniti standard template

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# 1 Introduction

Afiniti Consultants LLP (Afiniti) is committed to addressing climate change by implementing a comprehensive Carbon Reduction Plan, designed to reduce the company's environmental impact across all areas of operation. Afiniti previously focused on profit, people and planet as part of the ESG agenda. Purposefully in this order as we firmly believe profit is required to provide choice. Afiniti is a well-run, privately owned and funded, small organisation committed to continually improving its carbon footprint. We are embedding responsible practices into the company's core activities, educating all our colleagues and being clear on our goals and expectations.

At the heart of this plan is a deep understanding of the environmental challenges we face. Afiniti recognises carbon emissions arise from direct operations and through energy consumption and supply chain processes. By acknowledging the full scope of its environmental footprint, Afiniti is taking a holistic approach to reducing emissions.

The plan will focus on identifying key areas where improvements can be made, such as energy efficiency, responsible travel, waste reduction and a conscious shift in mindset and behaviour. By assessing the carbon impact of business activities, Afiniti will foster a culture of environmental responsibility, promoting sustainable behaviour internally and with stakeholders.

Collaboration is central to this effort. Afiniti will work closely with its colleagues, clients, and suppliers to promote greener practices across the entire value chain. By fostering dialogue and encouraging shared accountability, the company is committed to creating a more sustainable future for all.

This is Afiniti's first formal carbon reduction initiative, which marks the beginning of an ongoing process of improvement. Regular monitoring, transparent reporting, and continuous evaluation will ensure the plan remains effective and Afiniti's progress towards carbon reduction is measurable and significant.

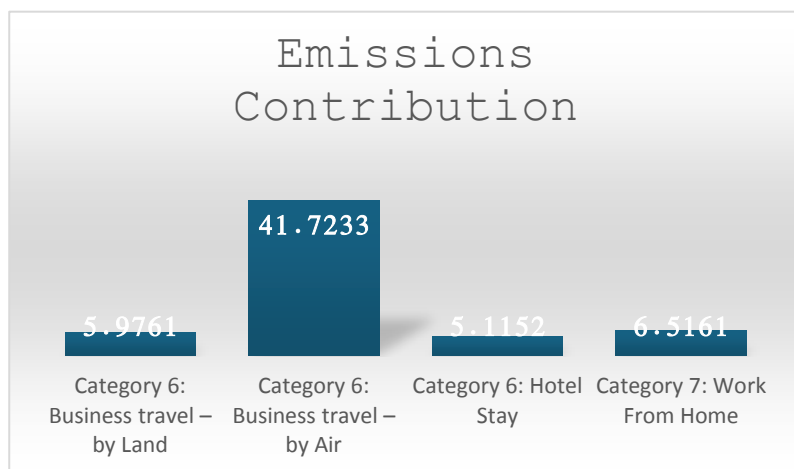
## 2 Commitment to Achieving Net Zero by 2040

Afiniti has been committed to an ESG agenda and the catalyst to becoming a fully virtual organisation was the global pandemic. We therefore changed all our contracts to be work from home by the end of 2020, and whilst we encourage regular collaborative working and on-site client working, we have significantly reduced our travel and our policy is to use train over air wherever possible. As a global firm, when we do use air travel we will offset – something we will focus more on in 2025. We are also a digital by default organisation, spearheaded by our Accounting function in 2018 – applying this to ourselves and our suppliers – and we use and embrace technological innovation to enable this.

These decisions support our carbon neutral journey. Afiniti is committed to achieving net zero carbon emissions by 2040. This target aligns with the company's broader sustainability goals to significantly reduce its environmental impact. We will consciously shift to low-carbon business practices and reduce carbon footprint across all operational areas. Regular monitoring, transparent reporting, and collaboration with stakeholders is key to ensuring progress. This commitment reflects Afiniti's long-term dedication to a more sustainable future for both the company, the communities in which we all live and support.

### 3 Baseline Emissions Footprint 1<sup>st</sup> January – 31<sup>st</sup> December 2023

Scopes and categories	Metric tons CO <sub>2</sub> e
<b>Scope 1:</b> Direct emissions from owned/controlled operations	0.00
<b>Scope 2:</b> Indirect emissions from the use of purchased electricity, steam, heating, and cooling	0.00
<b>Scope 3: emissions Total</b>	<b>59.3307</b>
<b>Scope 3 Emissions: Categories Breakdown</b>	
Category 1: Purchased goods and services	0.00
Category 2: Capital goods	0.00
Category 3: Fuel- and energy-related activities (not included in scope 1 or scope 2)	0.00
Category 4: Upstream transportation and distribution	0.00
Category 5: Waste generated in operations	0.00
Category 6: Business travel – by Land	5.9761
Category 6: Business travel – by Air	41.7233
Category 6: Hotel Stay	5.1152
Category 7: Employee commuting	0.00
Category 7: Work From Home	6.5161
Category 9: Downstream transportation and distribution	0.00
<b>Total</b>	<b>59.3307</b>



#### 3.1 Zero Emissions Rationale

**Scope 1 (Direct Emissions):** Our business operates within restrictive processes that do not generate direct emissions. As we do not own or control any combustion equipment or facilities, we have no direct emissions from owned or controlled sources, ensuring zero Scope 1 emissions.

**Scope 2: (Indirect emissions from the use of purchased electricity, steam, heating, and cooling):** As a virtual organisation our registered address is that of our corporate lawyers, specific operations are not tied to this address. We currently lack specific data regarding our advisor’s emissions relating to this address. However, we have requested information from them to gain better insight into the energy usage related to this. Once this data is obtained, we will record and report the associated emissions in line with our environmental goals. These figures will be included in our reports as soon as they become available.

**Scope 3 (Category 1–4):** Our business activities do not contribute to Scope 3 emissions in Categories 1–4, which cover purchased goods and services, capital goods, fuel- and energy-related activities (not included in Scope 1 or 2), and upstream transportation and distribution. As these categories

involve activities that are outside the core of our business model, our processes do not generate emissions in these areas.

**Scope 3 (Category 5: Waste generated in operations):** Any waste disposal linked to our registered address is managed by our advisors. We have requested details from them regarding waste that relates to Afiniti. Once this information is provided, it will be incorporated into our Carbon Reduction Plan (CRP).

**Scope 3 (Category 8–9 – Upstream and Downstream Leased Assets):** Our business procedures are limited in these areas, as we do not own or lease significant assets that would contribute to upstream or downstream emissions, ensuring minimal to no emissions in these categories.

### 3.2 Methodology & References

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.

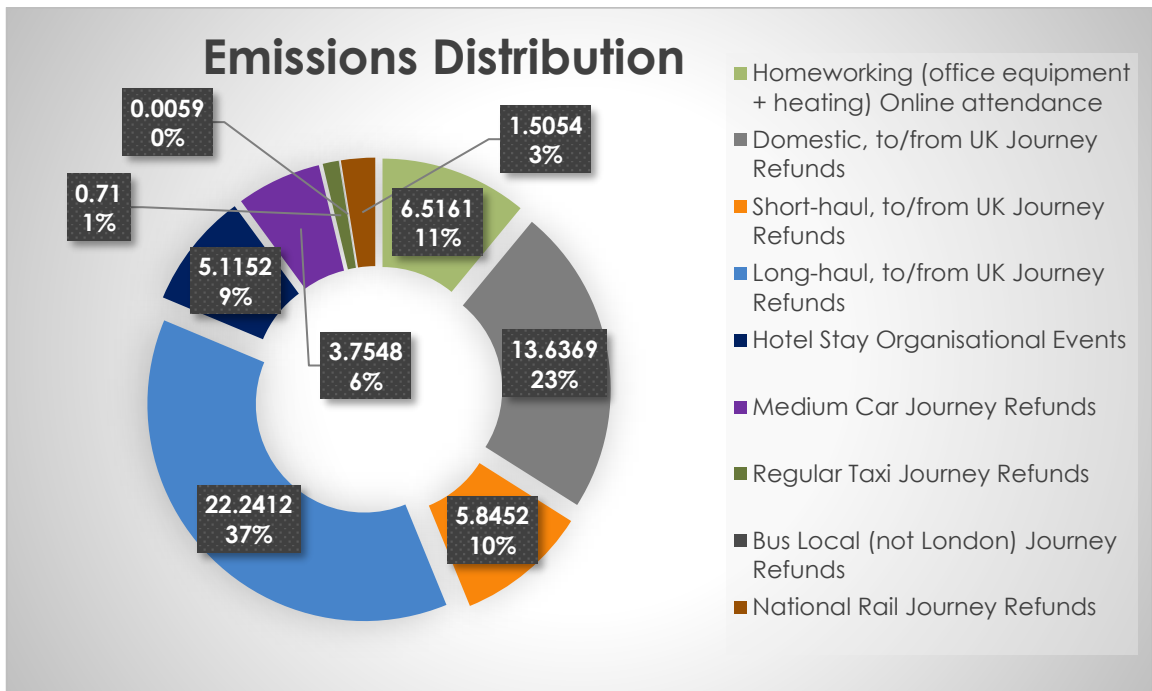
Scope 1 and Scope 2 emissions have been reported in accordance with Streamlined Energy and Carbon Reporting (SECR) requirements, and the required subset of Scope 3 emissions have been reported in accordance with the published reporting standard for Carbon Reduction Plans and the Corporate Value Chain (Scope 3) Standard.

<https://ghgprotocol.org/corporate-standard>

<https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

<https://ghgprotocol.org/standards/scope-3-standard>

Scope 3	Description of the types and sources of data used to calculate emissions	Emissions in tCO <sub>2</sub> e
Homeworking (office equipment + heating)	Online attendance	6.5161
<b>Air Travel</b>		
Domestic, to/from UK	Journey Refunds	13.6369
Short-haul, to/from UK	Journey Refunds	5.8452
Long-haul, to/from UK	Journey Refunds	22.2412
Hotel Stay	Organisational Events	5.1152
<b>Travel by Land</b>		
Medium Car	Journey Refunds	3.7548
Regular Taxi	Journey Refunds	0.71
Bus Local (not London)	Journey Refunds	0.0059
National Rail	Journey Refunds	1.5054



## 4 Current Emissions Reporting 1st January – 31st December 2023

As this is the first year of implementing our Carbon Reduction Plan, the emissions data for our baseline year and the current reporting period are identical. Establishing this baseline is a pivotal point to set the foundation for measuring and comparing future reductions. As we continue to refine our carbon tracking and reporting processes, this baseline will serve as a reference point for assessing our progress toward Net Zero carbon emissions.

## 5 Emissions Reduction Targets

Afiniti will implement a phased approach to reducing carbon emissions, starting in 2025 and continuously improving such that the goal of net zero carbon emissions is accomplished by 2040.

**Homeworking:** Aiming for a 10% reduction by 2027, Afiniti will encourage the use of energy-efficient office equipment and optimise home heating. By 2035, a 20% reduction will be achieved.

**Air Travel:** Domestic air travel emissions will be reduced by 15% by 2026, with a 50% reduction by 2035 through a shift towards virtual meetings. Short-haul and long-haul flights will see similar phased reductions, with short-haul targeted for a 20% cut by 2028 and 40% by 2035. Long-haul travel will reduce by 10% by 2030 and 50% by 2040, focusing on minimising non-essential journeys.

**Hotel Stays:** By opting for eco-friendly accommodations and shorter stays where possible, Afiniti will target a 15% reduction in emissions by 2030, increasing to 30% by 2035.

**Travel by Land:** By consciously choosing to use modes of land travel car travel emissions will be reduced by 20% by 2030 and 50% by 2035 through promoting electric vehicle use and carpooling. Taxi emissions will be reduced by 30% by 2030, while bus and rail travel will see modest reductions by 2030.

This progressive approach ensures that Afiniti steadily reduces its carbon footprint while maintaining operational efficiency, ultimately achieving net zero by 2040.



## 6 Carbon Reduction Initiatives

Afiniti's carbon reduction initiatives focus on energy efficiency, sustainable travel, supply chain management, and employee engagement. Key initiatives include:

**Energy Efficiency:** Transitioning to renewable energy sources for home office spaces and promoting energy-efficient office equipment and remote work setups.

**Sustainable Travel:** Implementing strict travel policies to reduce air travel, encouraging remote meetings, and promoting the use of public transport or electric vehicles for necessary travel.

**Employee Policies & Training:** Providing employees with education and training on sustainable practices, promoting eco-friendly commuting, and embedding carbon reduction goals into daily operations. This includes regular workshops and easy access to sustainability content on our Company intranet

**Supply Chain Management:** Selecting suppliers who prioritise sustainability and encouraging them to adopt greener practices. By fostering long-term partnerships, Afiniti aims to ensure that its entire value chain contributes to reducing environmental impact.

These initiatives will be reviewed annually, with adjustments made to ensure continuous improvement toward the goal of net zero carbon emissions by 2040. Regular monitoring and transparent reporting will help track progress, keeping the company accountable to its commitments.

## 7 Declaration

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>.

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<sup>3</sup>.

This Carbon Reduction Plan has been reviewed and signed off by the designated partners (equivalent management body to board of directors).

*Corrina Jorgensen*

Name: Corrina Jorgensen.

Position: Senior Partner

19 December 2024

Date: .....

<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>