Carbon Reduction Plan

Supplier name: Venn Group
Publication date: 4th August 2025

Commitment to achieving Net Zero

Venn Group has committed to achieving Net Zero emissions by 2045, using direct reduction as far as possible and offsetting the remainder.

The UK Government amended the Climate Change Act 2008 in 2019 by introducing a target of at least a 100% reduction in the net UK carbon account (i.e. reduction of greenhouse gas emissions, compared to 1990 levels) by 2050.

Recognising the critical importance of combating climate change, we are dedicated to reducing our carbonfootprint through sustainable practices across all facets of our operations. Our commitment extends to not only complying with legal requirements but also striving to exceed them wherever possible.

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: 2022 (the 12 months ended 31 December 2022)
Additional Details relating to the Baseline Emissions calculations.
We gather data from everyoffice nationally in order to calculateour GHG emissions. Our GHG emissions methodology and calculations adhere to the GHG Protocol corporate accounting and reporting standard, using an operational control approach. The baseline information established for the purpose of net carbon zero monitoring and targeting shall be 2022. This has been changed from 2020 due to substantial organisational restructuring and change seen in recent years. This will allow for accurate and worthwhile annual comparisons going forwards. At the end of 2023, we undertook our most thorough data collection effort of our GHG emissions to date to ensure precise and comprehensive reporting. We have conducted a comprehensive reviewand analysis of Scope 3 emissions to include all pertinent categories, rather than just selectedones as before. This exerciseuncovered emissions previously unaware to us, including those from additional staff travel. The baseline scope includes all operational emissions within Venn Group's portfolio of assets, transport and testing fuels.However, Scope 3 supply chain emissions have not been identified and added to the baseline yet. These are emissions incurred when Venn group purchases a product or service and there are embedded carbon emissions in those purchases.

Baseline year emissions:

EMISSIONS	TOTAL (tCO2e)
Scope 1	Combustion of fuel in company vehicles– 6.06
Scope 2	Generation of purchased electricity – 85.86
Scope 3 (Included Sources)	Combustion of Fuel in Staff Vehicles – 15.14 Employee Commuting – 52.6 Business Travel – 4.6 Hotels – 0.94 Home Working – 14
Total Emissions	179.2 for Scope 1, 2 and relevantScope 3 emissions

Baseline year emissions:

Reporting Year: 2024 (the year ended 31 December 2024)

EMISSIONS	TOTAL (tCO2e)
Scope 1	Combustion of fuel in company vehicles– 10.49
Scope 2	Generation of purchased electricity – 49.68
Scope 3 (Included Sources)	Combustion of Fuel in Staff Vehicles – 7.38 Employee Commuting – 44.7 Business travel – 4.27 Hotels – 0.92 Home Working – 11.4
Total Emissions	128.84 for Scope 1, 2 and relevantScope 3 emissions

Emissions reduction targets

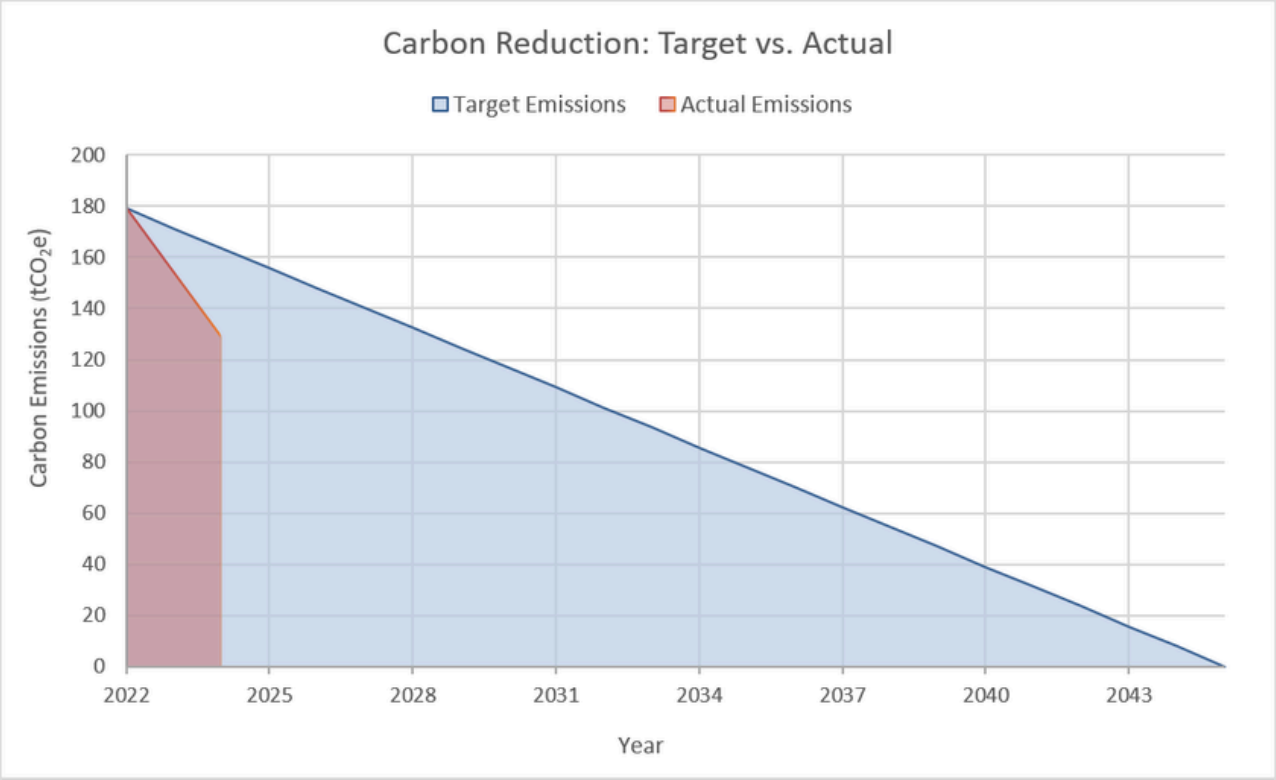
In order to continue our progress to achieving Net Zero,we have adopted the following carbon reduction targets.

Short-term (by 2026): Reduce Scope 1 and Scope 2 emissions by 25%.

Medium-term (by 2034):Achieve a 50% reduction in total emissions from the 2020 baseline.

Long-term (by 2045): Achieve net-zero carbon emissions.

Progress againstthese targets can be seen in the graph below:



Carbon Reduction Projects

A. 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 equate to 2.3 tCO2e and the measures will be in effect when performing the contract.

Environmental Management Measures:

Venn Group has attained the ISO 14001:2015 Accreditation annually since 2015. This provides a framework for our organisation to implement an Environmental Management System (EMS) and ensure we take proactive measures to minimise our environmental footprint and achieve environmental objectives.

Energy Efficiency Improvements:

We have replacedthe lightbulbs in most officeswith LEDs and installed PIR lighting controls, meaning a saving of 2 tCO2e annually.

We have increased the cooling temperature of the server cooling room by 2ºC, following through with the ESOS Phase 3 SummaryRecommendations. This has led to a saving of 0.3 tCO2e annually.

Since moving to a new CRM in 2022, core operational recruitment teams across Venn Group are now completing their core processes in a paperlessenvironment. Our payroll department now has 100% paperless processes.

We have merged two offices, one based in Reading (into London) and one based in Leeds (into Manchester), which has contributed to reduced energy consumption overallacross our estates.

Remote Work:

In 2023, the remote workingpolicy was amendedand increased to 2 days per week for staff in the Business Support Unit, meaning a significant reduction in Scope 1 emissions associated with daily commuting. The rest of the company is allowed to work from home 1 day per week, which also decreases the demand for energy in office spaces.

MS Teams and our SharePoint intranet, iVenn, are used for internal communications to reduce internal email traffic. Internal meetings that are cross-office and meetings with candidates (including right to work checks) are held on MS Teams where practicable.

Public Transport Incentives:

To encourage the use of public transportation, we provide employees with season ticket loans, allowing them to purchase annualpublic transport passesat a reduced upfront cost.

We are also part of the Cycle to Work scheme, which offers tax incentives for purchasing bicycles and promoting cycling as a sustainable commuting option. We have also seen a reduction in company flights.

Company Fleet:
We currently have a petrol-based car fleet which is utilised by our regional offices for external meetings. This fleet was reduced in size by 50% in 2022 as we embraced remote working practices.

Supplier Engagement:
We select a consolidated deliveryoption through Amazonwhich minimises the number of delivery trips required, thereby reducing the energy and emissions involved in the transportation of goods.

B. Future Carbon Reduction Initiatives

As we continue our journey towards a more sustainable future, we recognise the importance of not only maintaining our current initiatives, but also exploringand implementing innovative solutions for further carbon reduction. To meet our long-term sustainability goals, we will work towards the following objectives.

Ensuring Accountability:
The Board of Directors, led by the Managing Director, will champion the Carbon Reduction Plan. The Environmental Manager, appointed to oversee implementation, will report directly to the Board.

Energy Efficiency Improvements:
We will recommission all A/C controltemperatures and their operating schedules across all offices. The remainder of old light fittings will also be replaced with an LED equivalent.

As a long-termgoal, we will aim to move into an office that would allow solar panelsto be fitted for the production of greener energy. Following this, we would look to implement energy storage solutions to store excess renewable energy for use during peak demand times, reducing reliance on non-renewable energy sources.

Company Fleet:
We will work towards the electrification of our companyfleet and developing EV charging infrastructure at our office locations.

Education:
We will provideall staff with ongoing generalenergy awareness training, including turning off all computer monitors when not in use.

We will encourage employee-led green initiatives and sustainability ideas, and internally communicate the importance of carbon reduction regularly.

Remote Work:
Staff will continueto have the opportunity to work from home in line with company policiesto reduce emissions linked to staff commuting.

Waste Reduction:
We will implement circular economy practices by ensuring officeequipment and suppliesare refurbished, reused or recycled at the end of their life cycle.

We aim to achieve zero waste to landfill by 2030 through comprehensive waste segregation, recycling, and composting programs.

Science-Based Targets:
We will sign up to the SBTi and committo science-based targetsin the pursuit of being a carbon neutral company by the year 2045.

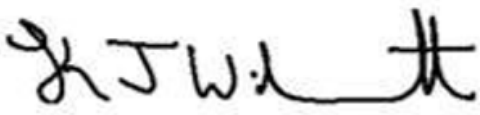
Declaration and Sign Off
This Carbon Reduction Plan has been completed in accordance with PPN 06/21and associated guidance and reporting standard for Carbon Reduction Plans.

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 accordancewith the published reporting standard for Carbon Reduction Plans and the Corporate Value Chain (Scope 3) Standard[3].

This Carbon ReductionPlan has been reviewed and signed off by the board of directors (or equivalent management body).

Signed on behalf of the Supplier:



Date: 4th August 2025

https://ghgprotocol.org/corporate-standard

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

https://ghgprotocol.org/corporate-value-chain-scope-3-standard