

# Carbon Reduction Plan

## Commitment and Background

Insight Executive Solutions use the Streamlined Energy and Carbon Reporting (SECR) regulations guidance to report our baseline emissions footprint and annual current emissions reporting to monitor our progress towards Net Zero. We are committed to achieving net zero emissions by 2040. Reporting is through three categories of emissions:

### Scope 1 emissions

Scope 1 covers emissions from sources that an organisation owns or controls directly, such as from vehicles.

### Scope 2 emissions

Scope 2 are emissions that a company causes indirectly and come from where the energy it purchases and uses is produced. For example, the emissions caused from the running of our 3 office locations, which are serviced managed properties and not directly leased spaces, would fall into this category.

### Scope 3 emissions

Scope 3 encompasses emissions that are not produced by the company itself and are not the result of activities from assets owned or controlled by them, but by those that it is indirectly responsible for in the supply chain. An example of this is products from suppliers. Scope 3 emissions include all sources not within the scope 1 and 2 boundaries.

## Baseline Emissions

**Company Financial Year 2022 represents our baseline for emissions reporting (tCO<sub>2</sub>e):**

**Scope 1 emissions: 00**

**Scope 2 emissions: 45.4**

**Scope 3 emissions: 3.5**

Note: We do not have any scope 1 emissions. We do not provide physical products or own the facilities from where services are delivered/managed. Our only assets are fully electric company vehicles, which create no emissions.

Business Travel	Employee Commuting	Waste Generated in Operations	Upstream Transportation & Distribution	Downstream Transportation and Distribution
1.2	1.4	0.9	0	0

**Total Emissions: 48.90**



### 2023 Emissions Reporting

**Reporting year 2023 (tCO<sub>2</sub>e):**

**Scope 1 emissions: 0**

**Scope 2 emissions: 43.4**

**Scope 3 emissions: 3.1**

Business Travel	Employee Commuting	Waste Generated in Operations	Upstream Transportation & Distribution	Downstream Transportation and Distribution
1.1	1.2	0.8	0	0

**Total Emissions: 46.50tCO<sub>2</sub>e**

### Current Emissions Reporting

**Reporting year 2024 (tCO<sub>2</sub>e):**

**Scope 1 emissions: 0**

**Scope 2 emissions: 41.9**

**Scope 3 emissions: 2.7**

Business Travel	Employee Commuting	Waste Generated in Operations	Upstream Transportation & Distribution	Downstream Transportation and Distribution
0.9	1.1	0.7	0	0

**Total Emissions: 44.60tCO<sub>2</sub>e**



## Emission Reduction Targets

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

- 10% reduction in emissions year on year.
- Commitment to reducing office waste that goes to incineration.
- Commitment to ensure our staff are aware of the environmental impacts of their work activities and encourage them to minimise those impacts.
- Ensure our suppliers are aware of the need for and adoption of CSR and environmental policies.
- In 2025 we will be targeting to move 2 office spaces into share co-working which will significantly reduce scope 2 emissions.
- Carbon Emissions are reduced through a central travel management team.
- Air pollution is reduced through the use of more online teams.
- Insight Executive Solutions has committed to:
  - Safeguarding the natural environment
  - Implementing responsible practices to reduce carbon in our operations, materials and service delivery methods through regular internal reviews.
  - Fulfilling our share of the responsibility to keep the global temperature rise below 1.5° Celsius by regularly educating our staff.
  - Using resources responsibly and supporting the circular economy.
  - Implementing responsible procurement practices
  - Working with our customers and supply chain to deliver net zero carbon emissions.

We project that carbon emissions will decrease over the next five years to **23 tCO<sub>2</sub>e** in 2027. **This will be a reduction of 50%.**

## Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2022 baseline.

- Updated roll out of Environmental Policy.
- Working towards 100% paperless offices.
- Removal of all plastic cups and cutlery within the offices.
- Reducing travel and incorporating visits to ensure less travel is taken.
- Ensuring staff are using the most effective modes of transport.
- Introduction of electric car mileage in expense policy.
- Since 2022 we have only allowed for all-electric company vehicles, which ensures our scope 1 emissions to remain at zero.
- Encouraging the cycle to work scheme.



## Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 006 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 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.



**Katie Yianni**

**Operations Director**

**Insight Executive Solutions**

**Published 21/08/2025**

References:

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

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

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