

Carbon Reduction Plan

Supplier name: Hoop Recruitment

Publication date: 27th January 2023

Commitment to achieving Net Zero

Hoop Recruitment is committed to achieving Net Zero emissions by 20**50**.

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 and Current Year: January – December 2022	
Additional Details relating to the Baseline Emissions calculations.	
Baseline year emissions: This is our baseline. We are a consultancy, so Scope 1 doesn't apply hence 0 reported. There is no previous reporting period and this is the creation of a new baseline due to substantial organisation change.	
EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	0
Scope 2	Energy consumption by electricity per year 11,304 KW (11.30 tonnes of CO ₂)
Scope 3 (Included Sources)	Miles driven by employees per year 83,060 (footprint of 20.14 tonnes of CO ₂)
Total Emissions	Total emissions per year to offset = 31.44 tonnes of CO ₂ .

Current Emissions Reporting

Baseline and Current Year: January – December 2022	
Additional Details relating to the Emissions calculations.	
Baseline year emissions: This is our baseline. We are a consultancy, so Scope 1 doesn't apply hence 0 reported. There is no previous reporting period and this is the creation of a new baseline due to substantial organisation change.	
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Emissions reduction targets

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

We project the carbon emissions will decrease over the next five years to 25 tCO₂e by 2027.

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

We work with <https://plant.moretrees.eco/> and for every new employee who joins the organisation we plan 2 new trees as well as offset our current CO₂ emissions.

We have in place our Green Growth Pledge where we are taking steps to reduce waste and pollution to reduce impacts and as a service organization, we have minimal waste and pollution contributions across our supply chain. We aim to reduce our general waste consumption on a weekly basis to one 60L bag and increase our emphasis on reuse and

recyclable products.

We are taking steps to ensure social responsibility via Plant More Trees. We support a local homelessness charity, Llamau, we partake in sponsored events throughout the year to raise funds and awareness of the issues in Cardiff and the surrounding areas. Employees are paid a decent living wage with the potential for enhancements with clear progression plans from day 1 of employment.

We have taken steps to raise awareness of good practices via internal updates on our offsetting, using LinkedIn, Facebook to highlight what we are doing as a company and celebrating over social media what other companies are achieving in the green economy. Ensuring our good practices, including our EPS practices and improvement plan are marketed on our website.

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

More robust quarterly emission reporting across the business so we can ensure we are on target to achieve our carbon reduction plans.

We have appointed a new Head of Business Operations who will lead on process improvements to improve efficiencies across the business as well as work with our providers to do the same. Once such project is to introduce a digital stamping process so instead of having to scan, print, sign, rescan a document, we no have to scan and then digitally stamp a document. This will reduce energy as well as paper waste and more of these small processes will be implemented.

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 standard¹ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting².

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) Standard³.

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

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>

Signed on behalf of the Supplier:

Donna Williams – Head of Business Operations

A handwritten signature in black ink, appearing to read 'Donna Williams', with a long horizontal flourish extending to the right.

Date: 27/01/2023