Florence

Carbon Reduction Plan

Company name: Florence (Digital Staff Solutions Ltd)

Publication date: 10th October 2024

Commitment to achieving Net Zero

Florence is committed to achieving Net Zero emissions by 2030.

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: 2023 (01/01/2023 - 31/12/2023)	
Florence has not previously assessed or reported on emissions. As such, Florence's last financial year, 2023 (1st January 2023 - 31st December 2023) will be used as the baseline and first reporting period.	
Baseline year emissions	
EMISSIONS	TOTAL (tCO$_2$e)
Scope 1	5.9
Scope 2	10.2

Scope 3	Scope 3 total – 64.0
	Upstream T&D – not relevant – Florence is a professional services organisation in the UK that supplies temporary staff to health and social care providers. We provide services rather than goods and, as such, transportation and distribution of goods are not relevant to us.
	Business Travel – 63.9
	Employee Commuting – 0.1
	Downstream T&D – not relevant – Florence is a professional services organisation in the UK that supplies temporary staff to health and social care providers. We provide services rather than goods and, as such, transportation and distribution of goods are not relevant to us.
Total Emissions	**80.1**

Emissions reduction targets

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

We project that carbon emissions will decrease over the next five years to 45 tCO_2e by 2028. This is a reduction of 44%. Following this five year period, we will reassess our progress towards achieving net zero emissions. Our goal is to achieve net zero emissions on a company basis by 2050.

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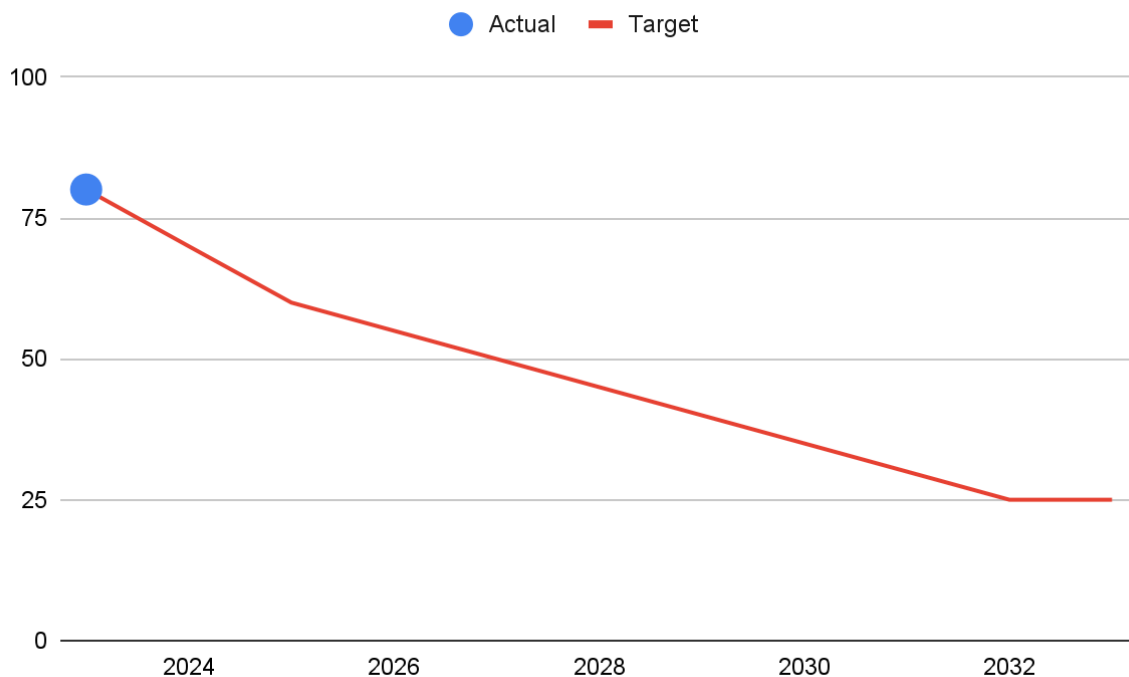
Carbon Reduction Projects

Transportation

We encourage our employees to minimise the environmental impact of their daily commute and business travel by adoption the following practices:

- Public transportation: Our offices are located centrally in large cities that are easily accessible by public transportation and employees are strongly encouraged to use public transportation such as buses, tubes and trains where possible. We support this by providing information on public transport routes and offering incentives such as subsidised travel passes.
- Train travel: For business travel within the UK and to nearby European destinations, employees should prioritise train travel over air travel. Train travel significantly reduces carbon emissions compared to flights and supports our commitment to reducing our environmental impact.
- Remote work: Florence has a hybrid work policy where employees work remotely 2-3 days per week and employees participate in virtual meetings to reduce the need for travel. This not only supports our sustainability goals but also promotes work-life balance.

Office Space

We are committed to using office spaces that are environmentally responsible and actively contribute to waste an emission reduction:

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- Shared office spaces: We utilise shared office spaces that are designed to maximise resource efficiency. These spaces are equipped with energy-efficient lighting, heating and cooling systems and promote shared resources to reduce overall consumption.
- Sustainable buildings: Our office spaces are located in buildings that are taking active steps to reduce their waste and emissions. This includes participation in recycling programmes, use of renewable energy sources and adherence to building standards that prioritise sustainability.
- Resource efficiency: Employees are encouraged to use office resources, such as paper, water and electricity sparingly. We aim to reduce paper usage through digital alternatives and promote energy conservation by turning off lights and equipment when not in use.

Waste Reduction

We are committed to reducing waste generated by our operations and promoting recycling and reuse:
- Waste segregation: Office spaces will be equipped with clearly labelled recycling bins to encourage the segregation of waste. Employees are expected to dispose of waste correctly to ensure maximum recycling efficiency.
- Minimising single-use plastics; We discourage the use of single-use plastics within our offices and promote alternatives such as reusable water bottles, coffee cups and utensils. Employees are encouraged to avoid plastic packaging when ordering supplies or meals.
- Partnerships with sustainable suppliers: Wherever possible, we will partner with suppliers who share our commitment to sustainability. This includes sourcing products that are made from recycled materials, are energy efficient or have minimal environmental impact.

Digital Infrastructure and Equipment Recycling

We recognise the environmental impact of our digital infrastructure and are committed to minimising it through responsible practices:
- Energy efficient technology: We will prioritise the use of energy efficient servers, computers and other digital equipment. Employees are encouraged to utilise power saving settings on their devices and turn off equipment when not in use.
- Cloud computing: Where possible, we will use cloud computing services that are operated by providers committed to renewable energy and carbon neutrality. This reduces the need for physical servers and associated energy consumption.
- Responsible e-waste management: We are committed to the responsible disposal of electronic waste. All office equipment including computers, printers and mobile devices will be recycled or disposed of through certified e-waste recycling programmes. Employees must return old or unused devices to us for proper disposal.

Employee engagement and training

To ensure the success of our policy we will:
- Provide regular training and resources to employees on sustainable practices, including transportation options, waste reduction, energy conservation and responsible use of digital infrastructure.
- Encourage employees to share ideas and initiatives for improving our environment performance. We value employee input and believe that collective efforts are essential for achieving our sustainability goals.

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Monitoring and Reporting

We are committed to regularly reviewing and improving our environmental performance:

- Annual review: This carbon reduction plan and its implementation will be reviewed annually. Updates will be made as necessary to reflect new opportunities, technologies or regulations.

Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standards 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[4] and uses the appropriate Government emission conversion factors for greenhouse gas company reporting[5].

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[6].

This Carbon Reduction Plan has been reviewed and signed off by the Company Directors.

Signed on behalf of Florence:

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Date: 10th October 2024 ……………………………..……….

Appendix & References

[1] Bidding supplier or 'bidding entity' means the organisation with whom the contracting authority will enter into a contract if it is successful.

[2] Technical Standard can be found at:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/991625/PPN_0621_Technical_standard_for_the_Completion_of_Carbon_Reduction_Plans__2_.pdf

[3] Guidance can be found at:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/991623/Guidance_on_adopting_and_applying_PPN_06_21___Selection_Criteria___3_.pdf

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[4] https://ghgprotocol.org/corporate-standard

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

[6] https://ghgprotocol.org/standards/scope-3-standard

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