

Carbon Reduction Plan

VISTAVIS LIMITED

Company number: 06440257

Registered Address: 43 Worship Street, London, England, EC2A 2DX

**Operations address: Unit 11-2 Borers Yard, Borers Arm Road, Copthorne, West Sussex,
United Kingdom, RH10 3LH**

FTE – 13 (Full-Time Employees)

Reporting Period: 1st January 2025 – 31st December 2025

Baseline Year: 1st January 2024 – 31st December 2024

Commitment to Achieving Net Zero

VISTAVIS LIMITED is committed to achieving **Net Zero greenhouse gas (GHG) emissions by 2050** in alignment with the UK Government's legislative target under the Climate Change Act 2008 (2050 Target Amendment) Order 2019.

This Carbon Reduction Plan (CRP) has been completed in accordance with **PPN 006** and associated guidance and reporting standard for Carbon Reduction Plans.

Baseline Emissions Footprint (2024)

The baseline year for this Carbon Reduction Plan is **1st January 2024 – 31st December 2024**.

Important Note: The 2024 baseline (47.28 tCO₂e) is now understood to be a significant understatement of Vistavis's true carbon footprint due to data gaps. The 2025 inventory provides a **new, more accurate, and defensible baseline** against which all future reductions will be measured.

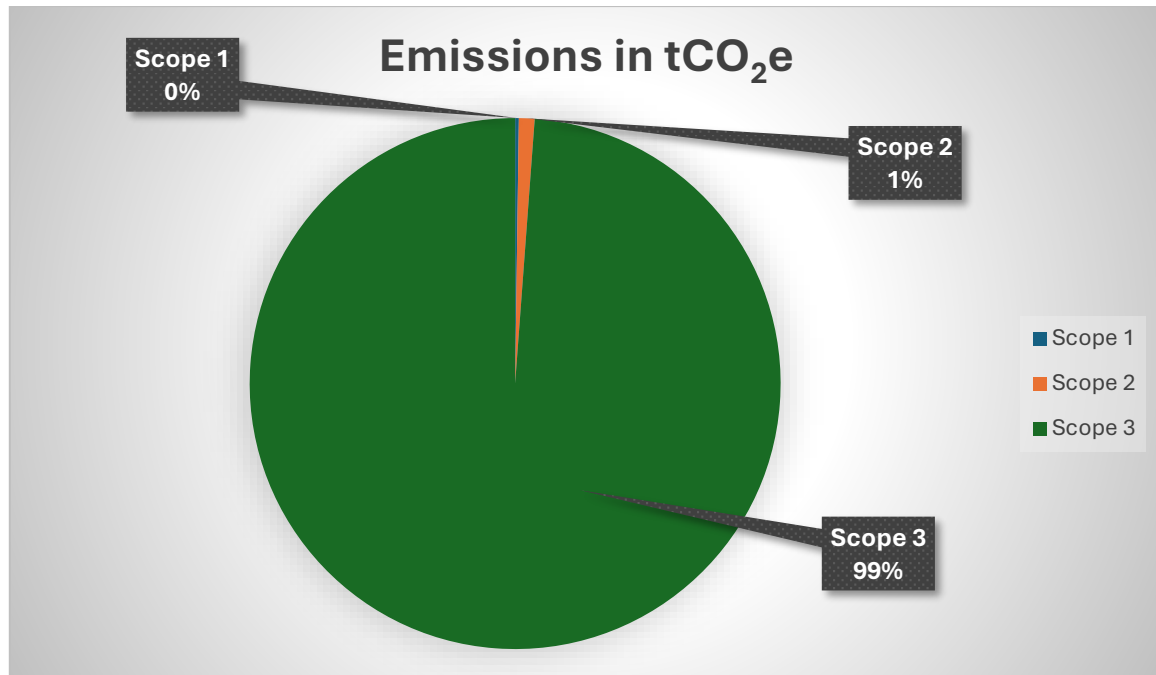
Scope	Emissions (tCO ₂ e)
Scope 1	0.00 (Not Reported)

Scope	Emissions (tCO ₂ e)
Scope 2	1.43
Scope 3	45.85
Total	47.28

Current Emissions Footprint (2025)

Reporting Period: 1st January 2025 – 31st December 2025

Scope	Emissions (tCO ₂ e)	% of Total
Scope 1	0.37	0.2%
Scope 2	1.59	1.0%
Scope 3	164.55	98.8%
Total	166.51	100%



Year-on-Year Emissions Comparison (2024 – 2025)

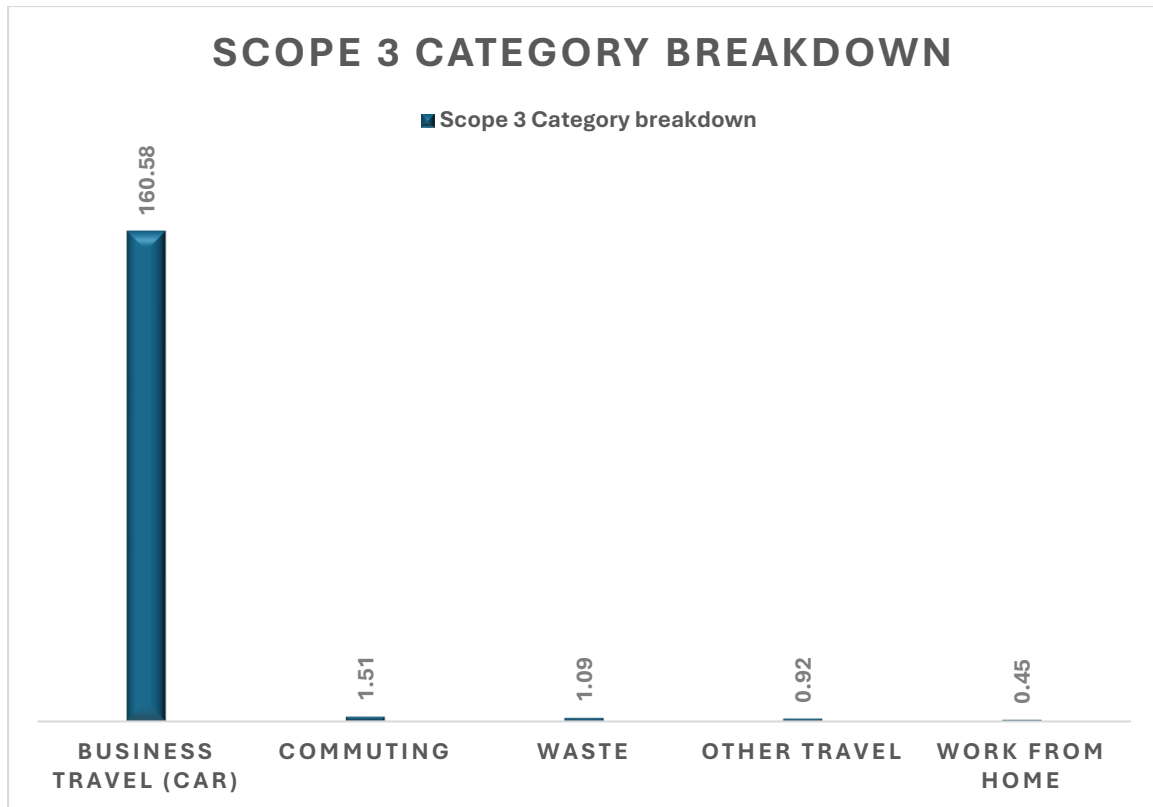
To provide full transparency, the table below compares the 2024 baseline against the 2025 reporting year across all scopes and the most material categories.

Comparative Emissions Table

Scope / Category	2024 (tCO ₂ e)	2025 (tCO ₂ e)	Absolute Change (tCO ₂ e)	Percentage Change
Scope 1 – Gas Heating	0.00 (Excluded)	0.37	▲ +0.37	N/A (New inclusion)
Scope 2 – Purchased Electricity	1.43	1.59	▲ +0.16	▲ +11.2%
Scope 3 – Business Travel (Car)	43.15 (Estimated)	160.58	▲ +117.43	▲ +272.1%

Scope / Category	2024 (tCO ₂ e)	2025 (tCO ₂ e)	Absolute Change (tCO ₂ e)	Percentage Change
Scope 3 – Business Travel (Other)	0.45 (Estimated)	0.92	▲ +0.47	▲ +104.4%
Scope 3 – Commuting	0.50 (Estimated)	1.51	▲ +1.01	▲ +202.0%
Scope 3 – Waste	0.19 (Estimated)	1.09	▲ +0.90	▲ +473.7%
Scope 3 – Hotels / WFH / Water	1.56 (Estimated)	0.45	▼ -1.11	▼ -71.2%
Total Scope 3	45.85	164.55	▲ +118.70	▲ +258.9%
Grand Total (All Scopes)	47.28	166.51	▲ +119.23	▲ +252.2%

The chart below visualises the significant increase in reported emissions, driven entirely by improved data capture rather than operational growth.



Total Reported Emissions (tCO₂e)

Interpretation of Year-on-Year Changes: Improved Data Quality, Not Increased Activity

The significant 252% increase in total reported emissions from 47.28 tCO₂e (2024) to 166.51 tCO₂e (2025) does not represent an equivalent increase in business operations, revenue, or physical activity.

Instead, this rise is a direct and expected outcome of **materially enhanced data collection processes, stricter auditing of expense claims, and a deeper drill-down into previously unreported activity data**. The key drivers for this variance are:

- Complete Capture of Business Travel Mileage (The Primary Driver):**

In the 2024 baseline, business travel emissions were reported at just 43.15 tCO₂e, based on a partial sample. For the 2025 inventory, Vistavis undertook a comprehensive review of all expense claims and mileage logs, revealing the true operational footprint: **613,218 miles** claimed for client site visits. This granular activity data—previously missing—accounts for an additional **117.43 tCO₂e** in 2025.

- Inclusion of Previously Excluded Categories:**

- **Gas Heating (Scope 1):** In 2024, gas emissions were excluded. In 2025, the £557.65 spend was correctly classified under Scope 1, adding 0.37 tCO₂e.
- **Waste:** The 2025 inventory uses a more accurate per-employee estimation methodology (2 kg/day × 13 FTE), resulting in 1.09 tCO₂e, whereas the 2024 figure (0.19 tCO₂e) was based on a much broader assumption.

3. Enhanced Staff Survey and Expense Reporting:

The 2025 commuting and hotel data is drawn from a dedicated staff travel survey, capturing modal splits with unprecedented detail, whereas the 2024 figures relied on high-level estimates.

Conclusion: The 2024 baseline is now understood to be a significant *understatement* of Vistavis's true carbon footprint. The 2025 inventory provides a **new, more accurate, and defensible baseline**. Future reduction strategies will now target the actual major source of emissions (business travel) with precision.

Emissions Reduction Targets (SBTi-Aligned)

VISTAVIS LIMITED has adopted **science-based reduction targets** aligned with the **Science Based Targets initiative (SBTi)** methodology for SMEs.

Near-Term Targets (by 2030)

Scope	Baseline (2025)	2030 Target	Absolute Reduction
Scope 1	0.37 tCO ₂ e	0.19 tCO₂e	50%
Scope 2	1.59 tCO ₂ e	0.80 tCO₂e	50%
Scope 3	164.55 tCO ₂ e	123.41 tCO₂e	25%
Total	166.51 tCO₂e	124.40 tCO₂e	25.3%

Long-Term Target (Net Zero by 2050)

Scope	Baseline (2025)	2050 Target	Absolute Reduction
Scope 1	0.37 tCO ₂ e	0.00 tCO₂e	100%
Scope 2	1.59 tCO ₂ e	0.00 tCO₂e	100%
Scope 3	164.55 tCO ₂ e	≤16.46 tCO₂e	≥90%
Total	166.51 tCO₂e	≤16.46 tCO₂e	≥90.1%

Carbon Reduction Initiatives (Revised for 2027 Start)

Since Q1 and Q2 2026 have passed, all discrete project implementation dates have been moved to **2027** to allow adequate time for budgeting, procurement, and staff engagement.

1. Business Travel Decarbonisation (Targeting 160.58 tCO₂e)

Initiative	Description	Anticipated Reduction	Timeline
Travel Hierarchy Policy	Mandate video conferencing; require business case approval for travel	10-15% of business travel miles	Q1 2027
Journey Consolidation	Optimise client visit scheduling to reduce duplicate journeys	5-10% of business travel miles	Q1 2027
Modal Shift – Rail	Incentivise rail over car for long-distance journeys	5% of long-distance car miles	Q2 2027

Initiative	Description	Anticipated Reduction	Timeline
Electric Vehicle Transition	Begin transition of operational fleet to EVs as vehicles reach end of life	60-80% reduction per vehicle-mile	2027–2035
Eco-Driving Training	Train all staff who drive for business	5-10% fuel efficiency improvement	Q2 2027

2. Fleet Optimisation

Initiative	Description	Anticipated Reduction	Timeline
Fleet EV Transition Plan	All new vehicle replacements to be electric from 2027; full fleet electric by 2035	Phased reduction of 160.58 tCO ₂ e	2027–2035
Vehicle Telematics	Monitor fuel efficiency, idling, and route optimisation	5-10% reduction in fuel consumption	Q3 2027
Route Optimisation Software	Implement dynamic route planning to minimise total mileage	5% reduction in total miles	Q4 2027

3. Energy Efficiency (Targeting Scope 1 & 2 – 1.96 tCO₂e)

Initiative	Description	Anticipated Reduction	Timeline
Renewable Electricity Tariff	Switch to 100% renewable electricity supply at the Copthorne office	100% of Scope 2 (1.59 tCO ₂ e)	Q1 2027
LED Lighting Retrofit	Complete LED lighting replacement across office premises	20-30% of lighting electricity	Q2 2027
Heating Efficiency	Install smart heating controls and optimise heating schedules	15-20% of gas heating (0.37 tCO ₂ e)	Q3 2027
Energy Awareness Campaign	Staff switch-off policy and equipment power-down	5-10% of office electricity	Q2 2027
Actual Consumption Data	Move from spend-based proxies to actual kWh and m ³ data	Improved accuracy for target tracking	Q1 2027

4. Waste Reduction (Targeting 1.09 tCO₂e)

Initiative	Description	Anticipated Reduction	Timeline
Waste Contractor Engagement	Obtain waste contractor reports to verify disposal methods	Improved data accuracy	Q2 2027

Initiative	Description	Anticipated Reduction	Timeline
Recycling Programme	Implement comprehensive recycling across all waste streams	50% reduction in landfill waste	Q3 2027
Paperless Office	Expand digital document management to reduce paper waste	25% reduction in office waste	Q4 2027

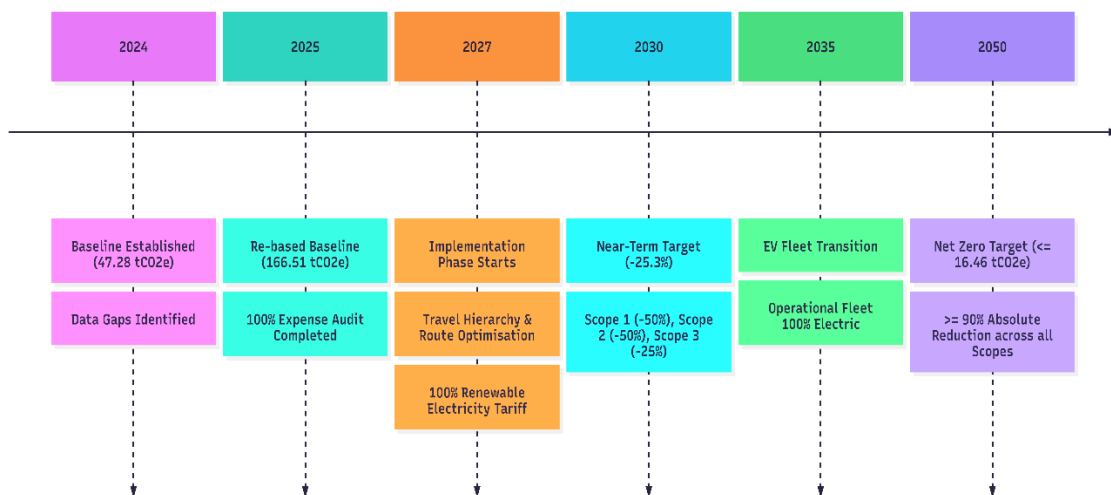
5. Commuting and Employee Engagement

Initiative	Description	Anticipated Reduction	Timeline
Cycle to Work Scheme	Promote and subsidise cycle commuting for eligible employees	Modal shift from car to active travel	Q2 2027
EV Salary Sacrifice	Offer EV salary sacrifice scheme for employees	Transition from petrol/diesel commuting	Q3 2027
Annual Commuting Survey	Conduct annual staff travel survey to track modal shifts	Improved data and engagement	Annually (next survey Q1 2027)
Flexible Working	Maintain and promote hybrid working to reduce commuting emissions	10-20% of commuting miles	Ongoing

6. Data Quality and Governance (Ongoing)

Initiative	Description	Timeline
Mileage Tracking	Maintain rigorous expense claims auditing to validate baseline	Ongoing (active since 2025)
Supplier Engagement	Engage key suppliers on their own emissions reductions	2027 onwards
Annual Reporting	Publish annual CRP updates with progress against targets	Annually (next update Q1 2027)

Vistavis Net Zero Decarbonisation Pathway



Environmental Management Measures

VISTAVIS LIMITED operates under **ISO 14001:2015** (Environmental Management Systems) and **ISO 45001:2018** certifications. The following measures will be applied when performing contracts:

1. **Travel Planning:** All project delivery plans will include a travel assessment, identifying opportunities for virtual attendance, journey consolidation, and low-carbon transport modes.
 2. **Site Waste Management:** Waste generated on client sites will be segregated for recycling wherever possible, with waste contractor reports obtained to verify diversion rates.
 3. **Procurement:** Suppliers will be asked to demonstrate their own carbon reduction commitments and will be evaluated on environmental criteria.
 4. **Continuous Improvement:** Annual reviews of emissions performance against targets will inform updates to this CRP.
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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. This CRP has been self-certified as conforming to the required reporting methodology as defined in the Technical Standard for the completion of CRPs.

Prepared by: Neuen Consult

Date: *Insertdate*

Reviewed and accepted by VISTAVIS LIMITED:

Signature: _____

Name: TONY DOREY

Position: MANAGING DIRECTOR

Date: 05 AUGUST 2026

Appendix A: Glossary of Terms

Term	Definition
CRP	Carbon Reduction Plan
tCO ₂ e	Metric tonnes of carbon dioxide equivalent
Scope 1	Direct emissions from owned/controlled sources (e.g., gas heating)
Scope 2	Indirect emissions from purchased electricity
Scope 3	All other indirect value chain emissions
PPN 006	Procurement Policy Note 006 – UK government guidance on carbon reduction in procurement
SBTi	Science Based Targets initiative
GHG	Greenhouse Gas
DESNZ	Department for Energy Security and Net Zero
FTE	Full-Time Equivalent

Appendix B: Emission Factors Used (2025)

All emissions calculations have been undertaken using the **UK Government Greenhouse Gas Reporting: Conversion Factors 2025**, published by the Department for Energy Security and Net Zero (DESNZ). These factors are the authoritative source for UK businesses preparing GHG reports under the Streamlined Energy and Carbon Reporting (SECR) framework.

Appendix C: PPN 006 Compliance Checklist

Requirement	Status
Organisational commitment to achieve Net Zero by 2050	✓
GHG emissions declaration in accordance with required reporting standard	✓
Completed declaration and sign-off	✓
Environmental management measures detailed	✓
Compliance with Technical Standard for completing a CRP	✓
CRP published within preceding 12-month period	✓

Appendix D: References

Source	URL / Description
UK Government GHG Conversion Factors 2025	https://www.gov.uk/government/publications/greenhouse-gas-reporting-conversion-factors-2025
PPN 006: Technical Standard	https://www.gov.uk/government/publications/ppn-006-taking-account-of-carbon-reduction-plans-in-the-procurement-of-major-government-contracts/ppn-006-technical-standard-for-completion-of-carbon-reduction-plans-html

Source	URL / Description
PPN 006: Guidance	https://www.gov.uk/government/publications/ppn-006-taking-account-of-carbon-reduction-plans-in-the-procurement-of-major-government-contracts/ppn-006-guidance-on-taking-account-of-carbon-reduction-plans-adopting-and-applying-conditions-of-participation-html
Environmental Reporting Guidelines	https://www.gov.uk/government/publications/environmental-reporting-guidelines-including-mandatory-greenhouse-gas-emissions-reporting-guidance
SBTi Corporate Net-Zero Standard	sciencebasedtargets.org
ISO 14064-1:2018	GHG quantification and reporting at organisation level
ISO 14001:2015	Environmental Management Systems