Red Snapper Group

Carbon Reduction Plan

Publication Date: 06/07/2026

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1. Commitment of Achieving Net Zero

Red Snapper Group Ltd is committed to achieving Net Zero emissions by 2040.

2. Introduction

Climate change is a global threat that is endangering the planet and living species. In order to contribute to the reduction of carbon emissions, individuals and businesses can minimise the amount of waste they generate, re-use and recycle waste materials, and cut down energy use. The Climate Change Act established in 2008 sets out a comprehensive legal framework for reducing emissions in the UK, with a carbon reduction net zero target by 2040 being introduced, along with carbon budgets. Although Red Snapper Group has a low environmental impact, we are 100% committed to improving the environment and preventing pollution. As a business we aim to reduce our carbon footprint to net zero by 2040 and become carbon neutral. Both environmental and carbon responsibilities are featured within the delivery of most public contracts, and therefore we are taking this opportunity to reduce emissions through public procurement. Before taking on suppliers we will obtain their Environmental Policy and Carbon Reduction Plans, to ensure that the suppliers are committed to the same cause as Red Snapper Group.

Not only are Red Snapper Group committed to reducing carbon emissions as a business but we are advising our employees to calculate their own carbon footprint via the WWF link https://footprint.wwf.org.uk/#/ and creating personal targets to reduce their footprint in any way they can. Reduction to these personal targets can earn Carbon Reduction Points (CRP's) for staff.

Red Snapper Group Ltd does:

- Recycle waste wherever possible;
- Require all our paper suppliers to certify that they do not source any of their wood fibre from rain forests;
- Use external and internal electronic mail delivery and read acknowledgement to reduce paper usage;
- Comply with the Environmental Protection Act 1990;
- Encourage our suppliers to implement environmentally sound policies and shall give preference to those suppliers so doing;
- Supply full and thorough information on our environmental policy to any interested parties;
- Integrate environmental concerns in our day-to-day decision-making;
- Actively seek to make improvements in our environmental control; and
- Actively pursue waste reduction.

3. **Baseline Emissions Footprint**

Baseline Year: June 2021 – June 2022

Emissions	**Total (tCO2e)**
Scope 1 - Emissions that are direct greenhouses that occur from sources that are controlled or owned by Red Snapper Group.	0 – Due to the nature of our organisations Service focused products we do not create Greenhouse Gas from sources that are controlled or owned by Red Snapper Group **Total - 0**
Scope 2 - Emissions that are indirect greenhouses associated with the purchase of electricity, steam, heat or cooling. These are accounted for by Red Snapper Group as they are the result of our energy use.	Electricity – 4.3 **Total – 4.3**
Scope 3 - Emissions that include all sources not within Red Snapper Groups scope 1 and 2 boundary. Scope 3 emissions often represent the majority of Red Snapper Group total greenhouse gas emissions and the CRP is interested in those related to: • Business Travel • Employee Commuting • Waste generated in operations • Upstream transportation and distribution • Downstream transportation and distribution	Business Travel (contractors) – 31.4 Business Travel (internal) – 0.5 Employee Commuting – 2.3 Waste generated in operations – 0 Upstream transportation and distribution – 0 Downstream transportation and distribution - 0 Total – 34.2
Total Emissions	**38.5 (tCO2e)**

4. Carbon Reduction Initiatives undertaken

The following environmental management measures and projects have been completed since the June 2021 baseline.

4.1 Energy Use

Staff are responsible for ensuring that all computer monitors, light switches, heating, and air-conditioning is turned off when not in use to save energy. Energy saving LED lightbulbs and motion sensor lights are used across the two floor office space. Computers are on the optimal energy settings and are turned off after staff leave the office. Staff check their work area for any hidden power usages i.e. items kept on standby mode or are not fully closed down and switched off.

Outsourced companies on behalf of the building manager are employed to maintain the air-conditioning and kitchen appliances. All equipment is serviced and tested regularly.

The Covid-19 pandemic has allowed the business to cut energy costs by having our employees work from home 2 days a week. Video calls and virtual zoom meetings are now a permanent occurrence which reduces the energy usage.

A greater proportion of staff have worked from home for less days per week reducing the lighting and heat demands in the office.

4.2 Business Travel

Employees are encouraged to travel to the office using more reasonable and suitable modes of transport. As the office is situated within Central London there are good transport links for all employees to use, such as tubes, trains and buses. If applicable, employees can also walk to work if situated within walking distance.

Employees are also encouraged to cycle to work using the Cycle to Work scheme. With this scheme employees can use their own bicycles for transport to and from the office.

Employees are now encouraged to carry out more video calls with Clients to cut down and reduce the emissions associated with business travel.

4.3 Waste

Red Snapper Group have a paperless policy which puts a stop to employees printing paper needlessly. All of our processes are now electronic in order to reduce paper usage and any paper that is printed is shredded and recycled.

4.4 Heating and Cooling

The business works on flexible hours, however, the main business hours are between 8am-6pm. In order to minimise the cost and usage of heating we match the working hours of staff so the heating controls switch off at the end of each work day. We will follow the Carbon Trust recommendation of heating the office to around 19^{o}c and cooling to 23^{o}c to avoid energy wastage.

4.5 Recycling

Red Snapper Group aim to improve our recycling facilities and promote the mantra; reduce, reuse, and recycle. We advise our employees to buy reusable coffee and tea mugs to cut down single use plastic consumption. Employees are also prompted to bring in their own lunch and to not buy lunches which may come in unrecyclable packaging.

5. Emissions Footprint Tracing

Annual progress against our baseline reporting up to June 2026 is updated below. Data points will be monitored and updated again in June 2027.

The 2025/26 reporting year is the first full year reflecting Red Snapper Group's move to fully remote working. As a result, Scope 2 office electricity and employee commuting emissions have reduced to zero. Occasional staff travel is included under internal business travel, while contractor business travel has reduced slightly.

Emissions	Baseline 21/22 Total (tCO2e)	23/24 Total (tCo2e)	24/25 Total (tCo2e)	25/26 Total (tCo2e)
Scope 1 - Emissions that are direct greenhouses that occur from sources that are controlled or owned by Red Snapper Group.	0 – Due to the nature of our organisations Service focused products we do not create Greenhouse Gas from sources that are controlled or owned by Red Snapper Group			
	Total - 0	**Total - 0**	**Total – 0**	**Total – 0**
Scope 2 - Emissions that are indirect greenhouses associated with the purchase of electricity, steam, heat or cooling. These are accounted for by Red Snapper Group as they are the result of our energy use.	Electricity – 4.3	Electricity – 3.8	Electricity – 1.5	Electricity – 0
	Total – 4.3	**Total – 3.8**	**Total – 1.5**	**Total – 0**
Scope 3 – Emissions that include all sources not within Red Snapper Groups scope 1 and 2 boundary. Scope 3 emissions often represent the majority of Red Snapper Group total	Business Travel (contractors) – 31.4 Business Travel (internal) – 0.5 Employee commuting – 2.3 Waste generated in operations – 0 Upstream transportation and distribution – 0	Business Travel (contractors) - 28 Business Travel (internal) – 0.7 Employee Commuting – 0.8 Waste generated in operations – 0 Upstream transportation and distribution – 0	Business Travel (contractors) – 16.9 Business Travel (internal) – 0.4 Employee Commuting – 0.1 Waste generated in operations – 0 Upstream transportation and distribution – 0	Business Travel (contractors) – 16 Business Travel (internal) – 0.4 Employee Commuting – 0 Waste generated in operations – 0 Upstream transportation and distribution – 0

greenhouse gas emissions:	Downstream transportation and distribution - 0	Downstream transportation and distribution - 0	Downstream transportation and distribution - 0	Downstream transportation and distribution - 0
	Total – 34.20	**Total – 29.5**	**Total – 17.4**	**Total – 16.4**
Total Emissions	**38.5 (tCO2e)**	**33.3 (tCO2e)**	**18.9 (tCO2e)**	**16.4 (tCO2e)**
Carbon offsetting	**0**	**0**	**0**	**0**
Net total	**38.5 (tCO2e)**	**33.3 (tCO2e)**	**18.9 (tCO2e)**	**16.4 (tCO2e)**
% Reduction	NA	15%	51%	57%

6. Emissions Reduction Targets

2021 - 26 we aim to make infrastructure changes delivering 50% reduction target and planning for CRP programme.

2027 - 37 cultural, process and CRP changes delivering a further 50% reduction target.

By 2038 we will utilise carbon offsetting for any slippage against overall reduction target.

7. Future Carbon Reduction Objectives

7.1 Scope 2 Reduction initiatives:

- Exiting our physical office, reducing purchased electricity for heating and cooling and water use.

7.2 Scope 3 Reduction initiatives:

- Digital First – all staff work remotely reducing commuting emissions, mandating efficient buildings leased for any training events. Digital work practices mitigate paper usage and other materials such as energy related to post and carriage.

- Cars and business travel - mandating public transport or electric cars.

- Network – switch from private cloud to Microsoft 365 environment which is aligned to our targets.

- Hardware – hold competition for most carbon efficient laptops. Existing inefficient hardware recycled by EA accredited supplier such as National IT disposal. We will engage with organisations such as Computers4charity to refurbish old machines for good causes.

- Digital workplace practices – optimising data storage, ensuring regular data cleansing and following data storage protocols.

- Collaborative workforce innovations – subsidise our staff and trainers to take one volunteering day per quarter for carbon reduction activities for Carbon Reduction Points (CRP's). CRP's given for carbon reduction activities within homes. The Individual with the most CRPs per annum rewarded.

- Educating the community – RSG provides CBT based anti-littering digital learning pathways designed for school children to challenge littering behaviours recognised as a source of carbon emission.

7.3 Supply Chains

Before taking on any supplier in the procurement process we will aim to collect emissions data, and/or sustainability plans, and/or environmental policies to help us understand how sustainable the suppliers are. We will look to engage with customers and suppliers that can offer greener products and services and can meet environmental best practices.

8. Communication

Red Snapper Group Ltd pledge to reduce carbon emissions by 2040. The Carbon Reduction Plan will be communicated to all our staff and relevant parties by providing a link on the business website. The business carbon plan will also be submitted at bid level for public procurement activities.

We will monitor carbon reduction progress throughout the year and formally calculate, review and update our carbon footprint annually, within six months of our financial year-end.

We will carry out a Carbon Reduction e-learning training session for all internal staff, allowing staff to increase their knowledge on carbon reduction and greenhouse gases. Policies on IT equipment 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[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 accordance with the published reporting standard for Carbon Reduction Plans and the Corporate Value Chain (Scope 3) Standard[3].

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

Signed on behalf of Red Snapper Group Ltd:

Name: Martin Jerrold, Managing Director

Signature:

Date Approved : 06/07/2026

[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