



# Carbon Reduction Plan

## Our Values



INNOVATION



PARTNERSHIP



EXCELLENCE



INTEGRITY

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**Commitment to achieving Net Zero**

Meridian Business Support is committed to achieving Net Zero emissions by 2050.

**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.

<b>Baseline Year: 2020</b>
<b>Additional Details relating to the Baseline Emissions calculations.</b>
2020 was the first reporting year for Meridian Business Support Ltd and will function as a baseline for future years reporting. A compliance life approach has been undertaken, to ensure minimum requirements are met and allow reporting to be consistent year on year. This is the year against which we measure efforts towards achieving net zero.

<b>Baseline emissions- Jan 2020 to Dec 2020</b>	
<b>Emissions</b>	TOTAL (tCO2e)
<b>Scope 1</b>	8.94
<b>Scope 2</b>	78.11
<b>Scope 3</b>	43.16 (this relates to Business travel performed during the year but does not include commuting)  As part of Meridian Business Support's commitment to Net Zero a project to assesses further Scope 3 emissions is underway
<b>Total Emissions</b>	130.11



**Current Emissions Reporting**

<b>Jan 2025 – Dec 2025</b>	
<b>Emissions</b>	TOTAL (tCO2e)
<b>Scope 1</b>	1.23
<b>Scope 2</b>	30.59
<b>Scope 3</b>	<p>Upstream Transportation and Distribution: 0 <i>(Meridian do not have any upstream or downstream emissions)</i></p> <p>Waste Generated in Operations: 0 <i>We have 14 offices across the UK, some are serviced and leased, this would be reported by the Landlord, so we have no way to collect this data.</i></p> <p>Business Travel: 50.83 <i>(this relates to Business travel performed during the year but does not include commuting)</i></p> <p>Staff Commuting: 141.35</p> <p>Downstream Transportation and Distribution: 0 <i>(Meridian do not have any upstream or downstream emissions)</i></p>
<b>Total Emissions</b>	<b>224.00</b>



## Emissions reduction targets

We are very pleased that overall, our scope 1, 2 and 3 emissions have fallen by 20% compared to 2024 and 36% compared to 2020.

Compared to 2024 reductions were as below: -

Scope 1 emissions have fallen by 22%

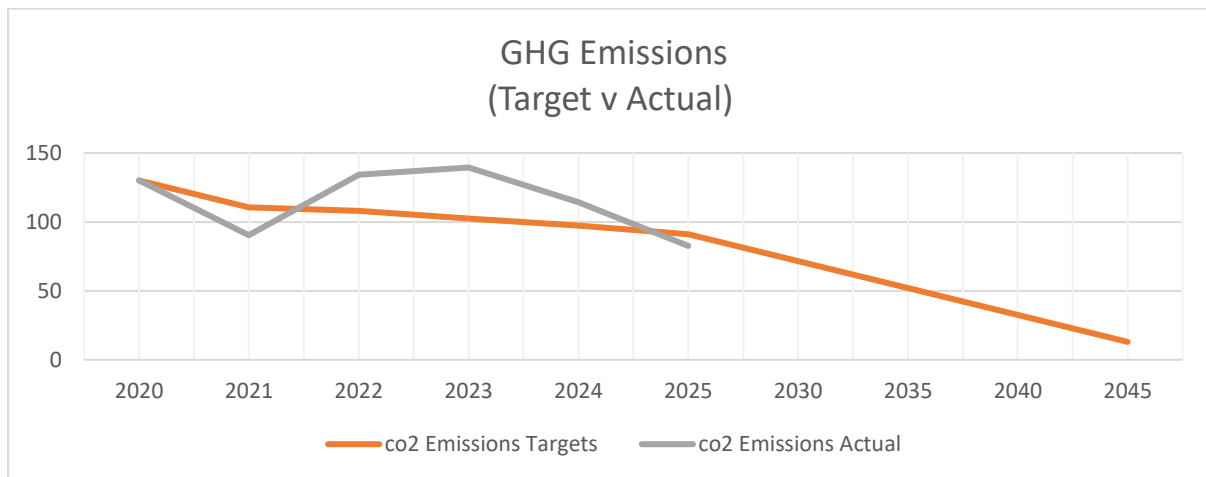
Scope 2 emissions have fallen by 26.5%

Scope 3 emissions have fallen by 19.3%

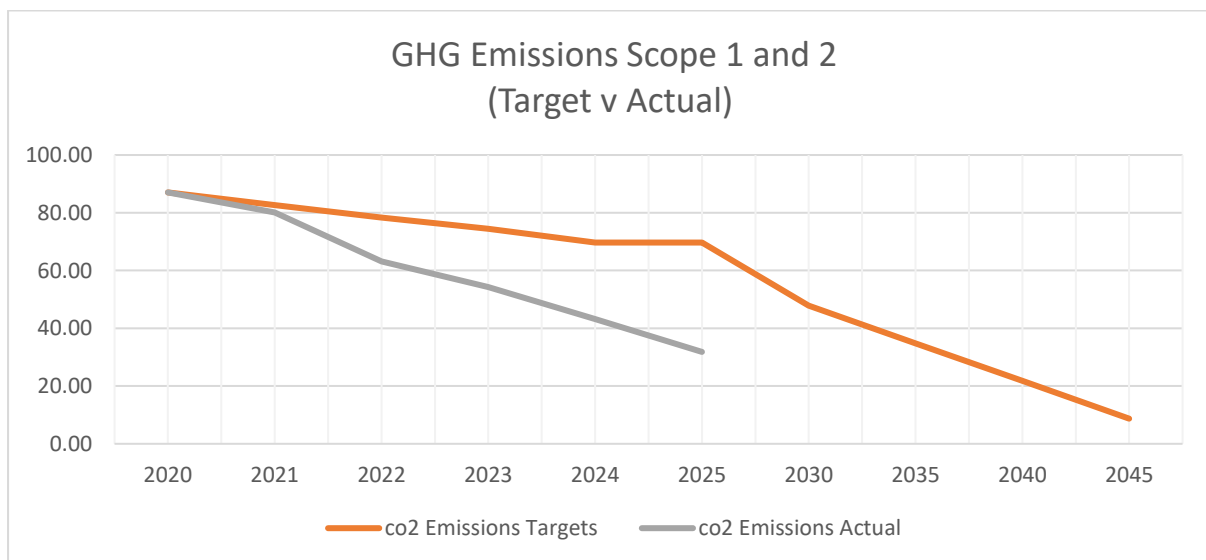
Our target in 2024 was to decrease emissions from Scope 1 and Scope 2 by 10% and we are delighted that our CRP projects already implemented have meant that we have achieved a reduction of 26% in just one year.

To continue our progress to achieving Net Zero, we project that carbon emissions from Scope 1 and Scope 2 will further decrease by 10% in 2025.

The graph below represents total GHG emissions.



The graph below represents Scope 1 and 2 GHG emissions.





## Carbon Reduction Projects

### Completed Carbon Reduction Initiatives

We continue to use the information provided from the ESOS and SECR Scheme Reports to plan improvement works, however, it should be noted that we lease the majority of our sites, and as such there are limitations on the energy efficiency measures that we are able to incorporate so we rely on behaviour change programmes throughout in addition to small scale installations and liaisons with landlords and managing agents to gauge which changes are viable for each site.

The following environmental management measures and projects have been completed or implemented since the 2020 baseline.

- ✓ Implementation of 'hybrid' working patterns for most staff which has resulted in a significant reduction in employee commutes.
- ✓ Implementation and embedding of 'remote' meetings which has seen a reduction in the number of face-to-face appointments and meetings which has resulted in a reduction in business travel.
- ✓ Encouraged sustainable ways of employee commuting to the office. The business encourages car-pooling and the use of bikes by participating in the UK Government's Cycle to work scheme.
- ✓ Responsible waste management and promotion of waste recycling.
- ✓ Promoted a paperless culture with most of our wastepaper being recycled.
- ✓ Reduced the amount of paperwork held in our storage facility, and this is constantly managed to reduce.
- ✓ Supplier Agreement for Secure Paperwork collections have been amended to reflect electric vehicles being used for all collections.
- ✓ Digital strategy upgrade to laptops for all employees with resulting lower energy usage than previously used PCs across the whole of the business.
- ✓ A 41% reduction in printers across our office portfolio to reduce both paper and energy usage.
- ✓ Re-tendered for a new mobile phone provider and partnered with a likeminded organisation which had similar sustainability and environmental goals.
- ✓ Regular maintenance checks on electrical and gas appliances.
- ✓ Our Head Office also has charging points to further encourage the use of greener travel.
- ✓ Continual replacement of office lighting with energy efficient LED bulbs.
- ✓ Automatic light shut off in our newly refurbished head office and some of our serviced offices.
- ✓ Annually reviewing our Environmental Policies, including our Supplier Code of Conduct, and training for all staff on environmental awareness as part of our induction programme and annually for existing staff thereafter.
- ✓ Purchasing of sustainable merchandise.
- ✓ Renewed electricity contract with 100% renewable energy for offices where we are responsible for the supply.
- ✓ Regular monthly meter readings across most sites where possible. In some locations the utilities are included and managed by the building owner. Where this is the case, we have used an annual usage figure for the property and apportioned this with the % of space occupied and are collaborating with the landlords to obtain accurate figures.
- ✓ Improved energy management across the offices by setting heating controls and timers.
- ✓ Reduction / Closure of some of the smaller office locations which has helped in a reduction in our overall footprint. Recycled Office furniture when moving or closing offices.
- ✓ Planting of trees and at our Head Office Site, this helps offset any emissions that we cannot via our reduction plan. We have Bee Hives and Herb Garden onsite; this supports pollination of local and native crops which then helps reduce our carbon footprint.
- ✓ We let employees have paid charity days off. For those who help in Charity Shops, this helps reduce CO2 emissions by implementing the reuse and recycling of items.



### Future Carbon Reduction Initiatives

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

- ❑ The adoption of smart plugs and energy efficient light bulbs such as LED lighting at all locations where we have an internal repairing lease to reduce our usage and consumption.
- ❑ Influencing property owners and managing agents on energy consumption measures where the implementation of such initiatives is out of our control to improve a property's EPC rating. Working with such properties to reduce energy consumption.
- ❑ Continued consideration of EPC ratings on potential commercial properties when looking for new office locations.
- ❑ Where Meridian does not have direct control regarding the ability to introduce electrification technologies / infrastructure due to landlord limitations, we will continue to engage with all applicable sites to ensure consideration of the installation / replacement of heating requirements.
- ❑ Continued consideration of accreditation such as ISO 14001 and ISO 5001.
- ❑ Quantification, measurement, and reporting of Scope 3 emissions.
- ❑ Continue to review sustainable and green branded products.
- ❑ Continue to define our sustainability strategy, milestones, and targets.
- ❑ Continue to source new suppliers that have the most direct impact on our operations, energy consumption and sustainability targets.
- ❑ Modify supply chain and tendering process to reduce waste and emissions.
- ❑ Evaluation of waste management initiatives.
- ❑ Consideration of Solar Panel Blinds throughout offices.
- ❑ Continue consolidating our office locations to seek a reduction in our overall footprint.
- ❑ Consideration of Vehicle Telemetries and Data Management to identify areas to reduce consumption.
- ❑ Continue to reduce inhouse data storage to more lower carbon cloud base solutions.
- ❑ We aim for the whole company to use laptops rather than desktop PC's as laptops use a lot less power, therefore the CO2 emissions from generating the power to run them is less.
- ❑ Continuing to improve energy management practices. Notably:
  - Switching off lights in unoccupied areas.
  - Undertaking a switch off campaign for small power appliances.
  - Fit timers to water coolers and vending machines.



## 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 will be 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 (or equivalent management body).

Signed on behalf of the Supplier:

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Jeanette Barrowcliffe

Finance Director

Date... 18/06/2026.....