

# Carbon Reduction Plan

Supplier name: Hive IT.

Publication date: 2025-09-08

## Commitment to achieving Net Zero

Hive IT is committed to achieving Net Zero emissions by 2035.

## 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: <b>2020</b>	
<b>Scope 1</b>	We have not identified any Scope 1 emissions. We are a digital agency and do not manufacture or distribute any physical goods, instead offering completely digital services. We do not own or operate any machinery that would fall under scope 1 emissions, such as fuel powered machinery or company owned vehicles. All travel is done in personal vehicles or public transport, which is reported in scope 3.
<b>Scope 2</b>	<div>Scope 2 working footprint</div> <div>Based on 19 employers working from home 80% of the time</div> <div>5.72 tonnes: Office working</div> <div>11.41 tonnes: Home working</div> <div>Building and working from home footprint</div> <div>= 17.13 tonnes of CO2e</div> <div><b>Scope 2 total footprint: 17.13 tonnes of CO2e</b></div>

**Scope 3**

(Included Sources)

**Scope 3**

- Upstream transportation and distribution:  
0% (we are a digital company providing services not products)
- Waste generated in operations:  
0% (we are a digital company providing services not products)
- Downstream transportation and distribution:  
0% (we are a digital company providing services not products)
- Business travel footprint:  
0.03 tonnes: 450 miles travelled by rail  
0.01 tonnes: 50 miles travelled by taxi

**Business travel footprint****= 0.04 tonnes of CO<sub>2</sub>e**

- Commuting footprint:  
Based on 4 employees travelling by car and 3 by bus for 84 working days. The remainder used active travel  
0.12 tonnes: 783 miles travelled by bus  
0.33 tonnes: 1376 miles travelled by car

**Commuting footprint****= 0.45 tonnes of CO<sub>2</sub>e**

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- Purchasing  
11.40 tonnes: approx £10,000 per year of Computers and IT equipment  
**Purchasing footprint 2020 = 11.40 tonnes of CO<sub>2</sub>e**
  - Web Hosting  
Hive IT page views: 30,998 x 0.39g per page view 12.08Kg of CO<sub>2</sub>e  
**Web hosting footprint 2020 = 0.01 tonnes of CO<sub>2</sub>e**

**Scope 3 total footprint: 11.9 tonnes of CO<sub>2</sub>e****2020 Baseline year emissions: 29.02 tonnes of CO<sub>2</sub>e**

# Current Emissions Reporting

Current Year: <b>2024</b>																	
<b>Scope 1</b>	We have not identified any Scope 1 emissions. We are a digital agency and do not manufacture or distribute any physical goods, instead offering completely digital services. We do not own or operate any machinery that would fall under scope 1 emissions, such as fuel powered machinery or company owned vehicles. All travel is done in personal vehicles or public transport, which is reported in scope 3.																
<b>Scope 2</b>	<p>Scope 2 working footprint</p> <p>Based on 27 employees working from home 84 % of the time</p> <p>1.21 tonnes: 9900 kWh of combined electricity and gas</p> <p>11.1 tonnes: 84 % home working for 27 employees</p> <p><b>Scope 2 total footprint: 12.31 tonnes of CO2e</b></p>																
<b>Scope 3</b> (Included Sources)	<p>Scope 3</p> <ul style="list-style-type: none"><li>Upstream transportation and distribution: 0% (we are a digital company providing services not products)</li><li>Waste generated in operations: 0% (we are a digital company providing services not products)</li><li>Downstream transportation and distribution: 0% (we are a digital company providing services not products)</li><li>Business travel footprint: <table><tr><td>0.24</td><td>tonnes:</td><td>4152</td><td>miles travelled by rail</td></tr><tr><td>0.01</td><td>tonnes:</td><td>50</td><td>miles travelled by bus</td></tr><tr><td>0.06</td><td>tonnes:</td><td>250</td><td>miles travelled by taxi</td></tr><tr><td>0.01</td><td>tonnes:</td><td>20</td><td>miles travelled by tram</td></tr></table></li></ul>	0.24	tonnes:	4152	miles travelled by rail	0.01	tonnes:	50	miles travelled by bus	0.06	tonnes:	250	miles travelled by taxi	0.01	tonnes:	20	miles travelled by tram
0.24	tonnes:	4152	miles travelled by rail														
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0.06	tonnes:	250	miles travelled by taxi														
0.01	tonnes:	20	miles travelled by tram														

**Business travel footprint = 0.32\* tonnes of CO2e**

- Commuting footprint:

0.14 tonnes: 786 miles travelled by bus

0.01 tonnes: 13 miles travelled by taxi

0.48 tonnes: 2577 miles travelled by car

0.18 tonnes: 3200 miles travelled by train

**Commuting footprint = 0.81\* tonnes of CO2e**

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- Purchasing

6.7 tonnes: approx £13,300 per year of Computers and IT equipment

**Purchasing footprint 2024 = 6.7 tonnes of CO2e**

- Web Hosting

Hive IT page views: 27,470 page views x 0.28g CO2/page view =  
**7.69 kg of CO2**

**Web hosting footprint 2024 = 0.01 tonnes of CO2e**

**Scope 3 total footprint: 7.84 tonnes of CO2e**

2024 Current Year emissions: **20.15 tonnes of CO2e**

\*Conversion values have been taken from "Greenhouse gas reporting: conversion factors 2024" published by the Department for Energy Security and Net Zero

## 2024 Emissions commentary

Our emissions have increased from 19.1 tonnes of CO<sub>2</sub>e in 2023 to 20.11 tonnes of CO<sub>2</sub>e in 2024. This is an expected increase given our increase in headcount. Our office emissions, home work emissions, and commute emissions have all risen by expected amounts.

While our office electricity usage has increased by a significant amount, the emissions have only increased moderately due to the new electricity supplier that we use emitting significantly less CO<sub>2</sub>e than our old supplier.

Scope 3 emissions have reduced from 8.68 tonnes to 7.84 tonnes of CO<sub>2</sub>e, primarily due to our reduced spend on electronic goods.

## Emissions reduction targets

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

From our Baseline year we aim to reduce carbon emissions by 20% year on year

We project that net carbon emissions will decrease to **0 tCO<sub>2</sub>e** by **2035**. This is a reduction of **100%**.

## Carbon Reduction Projects

### Completed Carbon Reduction Initiatives

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

- We moved our main office to a building heated by the Sheffield City District Heating system, using waste heat from the city's waste disposal and energy recovery facility to avoid direct carbon emissions - this will appear on our 2025 report
- LED lighting
- Flexible working, allowing more working from home

- We have implemented a policy of only essential business travel, making all meetings and workshops remote where possible
- We have provided secure bike parking as well as our existing cycle to work scheme to encourage active travel
- Introduced Carbon Literacy training for employees
- Introduced an electric car salary sacrifice scheme to reduce the costs for employees switching to electric vehicles, reducing their commuting and home footprints
- Introduced 5 volunteer days per employee, which can be used on sustainability, environmental and social good initiatives
- Electronic devices which are no longer needed by Hive are donated to charity for reuse
- We have developed a written policy encouraging environmentally preferred products and practices in employee virtual offices, in accordance with our B corp impact assessment

## Future Carbon Reduction Initiatives

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

- We are working with our landlord to move our Electricity supply to a 100% renewable energy provider
- We will pilot the use of refurbished laptops and IT equipment wherever possible
- We will continue to offset all our emissions from 2020 onwards using offset schemes meeting Verified Carbon Standard or Gold Standard VER and taking place in developing countries and providing additional societal benefits
- By 2028 we will have transitioned our offsetting to Greenhouse gas removal offsets
- Will commission a certified carbon appraisal
- We commit to certified carbon neutrality by 2035

# 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 standard<sup>1</sup> and uses the appropriate [Government emission conversion factors for greenhouse gas company reporting](#)<sup>2</sup>.

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<sup>3</sup>.

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:

Jonathan Rippon - Managing Director



2025-09-08

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<sup>1</sup> <https://ghgprotocol.org/corporate-standard>

<sup>2</sup> <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

<sup>3</sup> <https://ghgprotocol.org/standards/scope-3-standard>

# Audit trail

## Details

FILE NAME	005 PPN-0621-Carbon-Reduction-Plan-Hive IT.docx - 05/09/2025, 12:20
STATUS	<div><div></div>Signed</div>
STATUS TIMESTAMP	2025/09/08 14:59:03 UTC

## Activity

<div><div></div><div>SENT</div></div>	connor@hiveit.co.uk <b>sent</b> a signature request to: <ul style="list-style-type: none"><li>Jonny Rippon (jonny@hiveit.co.uk)</li></ul>	2025/09/05 11:20:47 UTC
<div><div></div><div>SIGNED</div></div>	<b>Signed</b> by Jonny Rippon (jonny@hiveit.co.uk)	2025/09/08 14:59:03 UTC
<div><div></div><div>COMPLETED</div></div>	This document has been signed by all signers and is <b>complete</b>	2025/09/08 14:59:03 UTC

The email address indicated above for each signer may be associated with a Google Account, and may either be the primary email address or secondary email address associated with that account.