



# Carbon Reduction Plan

2024 - 2025

Prepared for: CACI

Prepared by: **Facilities Department**

Date issued: **October 2024**



## Document Control

This section details document control in terms of its amendment history.

### Amendment History

Version	Author & Owner	Date	Status	Changes
1	Neil Birse	Nov 2021	CRP	Signed
2	Neil Birse	October 2022	CRP	Updated emissions data for the reporting year, and new targets
3	Neil Birse	September 2023	CRP	Updated Emissions data for the reporting year and targets reviewed
4	Neil Birse	June 2024	CRP	Reviewed
5	Neil Birse	October 2024	CRP	Updated Emissions data for the reporting year and targets reviewed

Signatory Role	Signature	Date
Facilities Manager		1 <sup>st</sup> November 2021
Head Of Facilities		7 <sup>th</sup> October 2022
Head of Facilities		18th September 2023
Head of Facilities		13 <sup>th</sup> June 2024
Head of Facilities		1 <sup>st</sup> October 2024

# Carbon Reduction Plan

(As per PPN 06/21)

Supplier name: **CACI Limited Kensington Village Avonmore Road W14 8TS (Company Registered Number 1649776)**

Publication date: **1/10/2024**

## Commitment to achieving Net Zero:

CACI Limited Kensington Village Avonmore Road W14 8TS target is to achieve 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.

<b>Baseline Year: 1<sup>st</sup> July 2020 – 30<sup>th</sup> June 2021. In line with CACI's Financial year</b>	
CACI Ltd 1 <sup>st</sup> Carbon Reduction plan was set using its 2020 -2021 figures to coincide with its financial reporting period. The baseline figures are distorted due to the Covid-19 pandemic with government ordered lockdowns, office closures and staff ordered to Work from home. The information should to be taken into consideration when analysing the results.	
<b>Additional Details relating to the Baseline Emissions calculations.</b>	
The data supplied below covers Scope 1 and 2 and elements of Scope 3. The reporting period was affected due to COVID-19 – 98% of employees were working from home.	
<b>Baseline year emissions: 1<sup>st</sup> July 2020 – 30<sup>th</sup> June 2021</b>	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	95
Scope 2	216
Scope 3	18
Total Emissions	330 (rounded up from 329) SECR

## Current Emissions Reporting

<b>Reporting Year: July 2023 – June 2024</b>	
CACI's Scope 1 emission usage has reduced by 11% compared to the baseline figure, and Scope 2 emissions have dropped by 45%. This significant reduction is due to CACI improving its data management storage, operational processes, office building investments and strategic review of our property portfolio. Scope 3 (Grey Fleet only currently) our reporting value has increased due to staff travelling for business operations.	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
<b>Scope 1</b>	<b>84</b>
<b>Scope 2</b>	<b>117</b>
<b>Scope 3</b>	<b>128</b>
<b>Total Emissions</b>	<b>329</b>

## Emissions reduction targets

CACI is focused on achieving Net Zero emissions by 2030. Building on the solid strategic groundwork laid in recent years, we are intensifying our efforts in key target areas and continuing to collaborate with industry experts on various environmental initiatives.

For the 2024-2025 financial year, our focus will remain on advancing our climate targets through the dedicated efforts of our environmental committee. The committee will be responsible for proposing new initiatives aimed at further reducing our environmental impact. The Executive Board will carefully analyse investments in these initiatives to ensure their effectiveness and they align with our overall sustainability goals.

We anticipate further reductions in carbon emissions for Scope 1 and Scope 2 over the next two years, with a target of achieving a 25% reduction. More transparent analytic data will allow us to track our progress accurately in achieving our end target. CACI, we will be upgrading HVAC equipment within our offices to enhance energy efficiency and reduce our carbon footprint.

Our targets will be reviewed annually to ensure we remain on track and can make necessary adjustments based on our progress and any new developments. Furthermore, in the next financial year, we will explore corporate carbon offsetting opportunities as part of our broader strategy to achieve carbon neutrality.

By maintaining a clear focus on these initiatives and continuously seeking innovative solutions, CACI aims to support in the focus of combating climate change and promoting a more sustainable future.

CACI continues to grow and has secured acquisitions that have increased our staff volume and portfolio. This provides CACI with a strong metric on which to base its performance.

This intensity metric provides CACI with an indicator of carbon performance based on an operational figure. In this instance, staff numbers have been used to assess performance, with each of the 1,248 employees emitting an average 264 kgCO<sub>2</sub>e. This metric is calculated annually and compared to highlight the differences. Between the reporting periods of 2022 and 2023, there was a noticeable decrease of 20 kg CO<sub>2</sub>e per staff member. Similarly, between 2023 and 2024, a further decrease of 45 kg CO<sub>2</sub>e per staff member was observed.

Intensity metric			
Year	2024	2023	2022
Number of staff	1,248	1,097	945
kgCO <sub>2</sub> e	329,208	339,294	310,909
kgCO <sub>2</sub> e/psm	264	309	329

Table 2: Intensity metric comparison between 2022, 2023 and 2024.

Scope Definitions

Greenhouse gas emissions are categorised into three groups or 'Scopes' by the most widely-used international accounting tool, the Greenhouse Gas (GHG) Protocol.

- Scope 1 - Covers direct emissions from owned or controlled sources.
- Scope 2 - Covers indirect emissions from the generation of purchased electricity, steam, heating and cooling consumed by the reporting company.
- Scope 3 - Includes all other indirect emissions that occur in a company’s value chain.

Carbon Reduction Initiatives:

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

CACI has begun implementing emissions reduction strategies across our business operations to achieve Net Zero emissions by 2030. These include:

Environmental Measures

- Our Sustainability policy and measures comply with ISO 14001 and are reviewed against this standard annually. 3-year BSI certification certified.
- CACI is working with Carbonbit to help review and report with solutions to reduce our emissions.
- Recycling points in key areas across all offices (general, food, paper, metal, and plastic, Weee).
- Single-use plastic removal.
- Installation of Cisternisers to reduce water usage.
- Target for zero landfill via waste collection across all CACI offices by September 2025.
- Aim to install water meters in key CACI offices to record water usage.

## Energy Consumption

- Continue the dialogue with utility companies so all CACI offices are on renewable energy tariffs.
- The relocation of our head office data centre to an energy-efficient, Tier 3 DC operation. This uses renewable electricity, adopts targets derived from science-based targets Initiative (SBTi) to reduce greenhouse gases and maintains a robust waste management program.
- Boilers within offices are to be set to operate between October to April only.
- Non-essential air-conditioning switched off when not required.
- Upgrading of ageing HVAC systems.
- A new LED lighting system was designed for the CACI head office. All CACI offices are now LED-compliant.

## Travel

- Encourage sustainable commuting methods through Cycle to Work schemes, season ticket loan schemes (for rail commute), secure bike parking and Public Transport.
- Staff are encouraged to use existing and new communication platforms to reduce unnecessary business travel.
- Office planning strategy to be close to key public transport locations.

## Infrastructure and Technology

- State-of-the-art conferencing facilities continue to be installed in several office locations to facilitate effective distributed working and significantly reduce office-to-office commuting.
- Non-essential air-conditioning switched off when not required.
- PIR Lighting sensors installed where possible.
- Heating systems reduced and isolated based on seasonal requirements and office demands.
- HVAC Upgrade for CACI Head office Q4 of 2024.
- Non-energy-efficient rated air conditioning systems are refreshed when upgrades are required, leading to reductions in energy consumption.
- Non-essential IT systems/technology, including monitors, conference equipment and printers, are switched off when not in use.

In future, we hope to implement further measures. As detailed below.

- Reducing energy usage from non-renewable resources, by agreeing to tariffs where 100% renewable energy is offered. Encourage landlords where we occupy to carry out the same targets CACI have.
- Phase 3 of ESOS (Energy Savings Opportunity Scheme) completed and reviewed.
- Employees of CACI travel for business *ONLY* when essential and are encouraged to use sustainable travel methods – flexible meeting schedules and teleconferencing facilities will support this practice.
- Continued the property portfolio strategy, seeking viable opportunities to reduce office space.
- Procurement of new energy-efficient IT systems.

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>9</sup>.

Scope 3 emissions are currently limited to (grey fleet business travel). Due to reorganisation, and acquisitions into the business, in financial year 2024/5 we will be baselining our emissions to plan our Scope 3 roadmap to Net Zero 2030 and becoming carbon neutral.

This Carbon Reduction Plan has been reviewed and signed off by the board of directors.

Signed on behalf of the Supplier:

SA Sullivan

Date: 2/10/2024