

Carbon Reduction Plan

Supplier name: Hippo Digital Limited

Publication date: 15th November 2021

Commitment to achieving Net Zero

Hippo Digital Limited is committed to achieving Net Zero emissions by 2025.

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: 2021 (1st November 2020 - 31st October 2021)

Additional Details relating to the Baseline Emissions calculations.

Baseline emissions have been calculated in conjunction with DODO Software Limited, which provides emissions by Scope 1, Scope 2 and Scope 3 categorisation. This is a new initiative by Hippo Digital and therefore the baseline has been calculated for the last 12 months from 1st November 2020 to 31st October 2021. We have measured our Scope 1 and Scope 2 emissions, while also including our Scope 3 (including employees working from home and commuting) and all supply chain emissions. In our headcount number we have included both our permanent members of staff as well as non-permanent staff (e.g. contractors).

Methodology:

We used a location based method to determine our electricity emissions using the DEFRA conversion factors.

We used a spend based approach to determine our supply chain emissions. We are a fully digital company and use this approach to measure all emissions from travel, meals, software, marketing, and services that we have purchased.

Using national average figures we have also estimated our emissions from employees through commuting and working from home.

Notes:

The Baseline Emissions Footprint for Hippo Digital was created during the COVID-19 pandemic. It is likely that the relevant UK lockdown and travel restrictions affected this measurement as:

- consultants were mainly working from home
- Hippo offices were not in full time use
- clients were not facilitating on site meetings

As a result of this, emissions generated by home working were considered during the calculations. National averages were used as a benchmark in making this calculation by DODO Software Limited.

It should also be noted that Hippo Digital is a rapidly growing business. There is a projected headcount growth anticipated in the next 5 years of reaching approximately 600 members of staff. Therefore, an intensity factor per staff member will be key to monitor.

Baseline year emissions:

EMISSIONS	TOTAL (tCO₂e)
Scope 1	3.55 tonnes
Scope 2	6.51 tonnes
Scope 3 (Included Sources)	<p>224.7 tonnes</p> <p>Using an online sustainability calculation platform, we used the spend based method to calculate our emissions for:</p> <ul style="list-style-type: none"> ● business travel ● waste generated ● purchased goods and services across our supply chain <p>Using an online sustainability calculation platform, we used the spend based method to calculate our emissions for:</p> <ul style="list-style-type: none"> ● business travel ● waste generated ● purchased goods and services across our supply chain <p>We also used national average figures and DEFRA conversion factors to measure employee commuting and working from home emissions.</p>

	We are a fully digital service so other categories have no emissions associated.
Total Emissions	234.77 tonnes (giving an intensity factor of 1.4 tonnes / employee)

Current Emissions Reporting

Reporting Year: N/A - baselining completed as of 31st October 2021	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	N/A
Scope 2	N/A
Scope 3 (Included Sources)	N/A
Total Emissions	N/A

Emissions reduction targets

To progress towards achieving Net Zero we are ensuring that we:

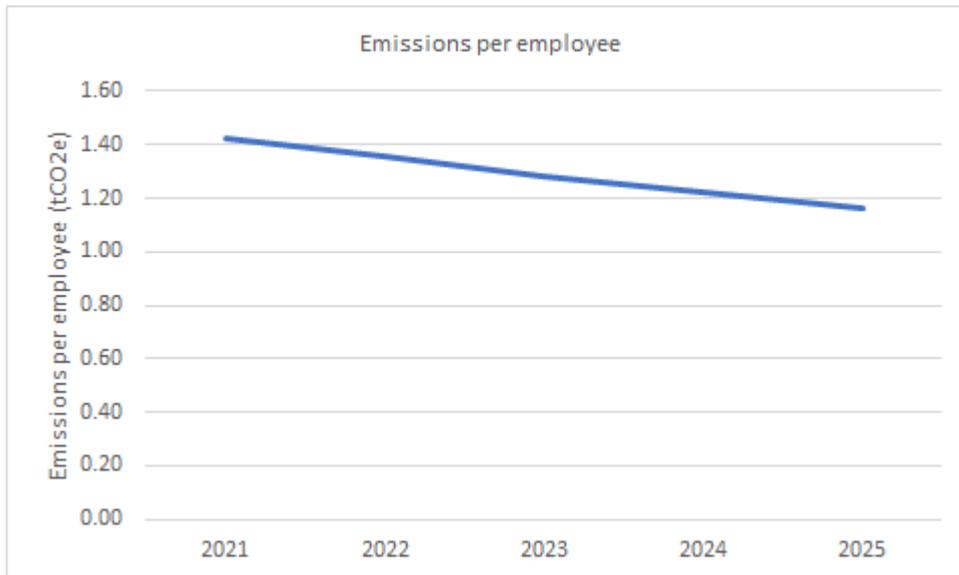
- actively promote carbon reduction initiatives
- actively fund broader carbon offsetting initiatives

Our baseline has set a carbon intensity factor of 1.4 tonnes per employee. This allows us to track our reduction initiatives over time as our company grows.

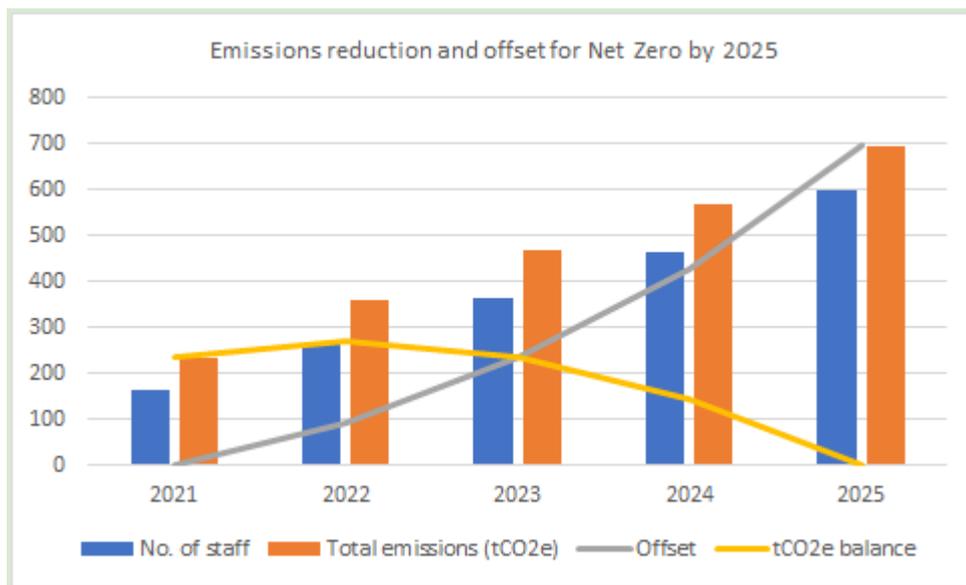
Our targets are broken down as follows:

- we are aiming to reduce our carbon emissions through carbon reduction initiatives by 81.5 tCO₂e by 2025. This is a reduction of 18.5% using the carbon intensity factor of tonnes per employee.
- we are aiming to offset our remaining carbon emissions through funding carbon offsetting initiatives to achieve Net Zero by 2025.

Progress against these targets can be seen in the graph below:



The graph below takes into consideration the headcount growth to an estimated 600 staff members by 2025.



Carbon Reduction Projects

Hippo Digital Limited has established or is in the process of establishing the following Carbon Reduction and Carbon Offsetting Projects:

Existing Carbon Reduction Initiatives

- we have defined a new Hippo “Ways of Working” which identifies what work is best achieved face to face with clients and what work can be done remotely in order to



reduce unnecessary travel to client locations. We would like to share and encourage this initiative with our clients to show that we are serious about promoting positive climate change and keep unnecessary commuting to a minimum.

- we have brought attention to our Cycle to Work Scheme for employees which includes the option of purchasing electric bikes.
- company mobile phones are replaced a minimum of every three years (which is longer than a mobile network contract of 24 months). Old phones are donated to charity for re-use.
- company laptops have a minimum lifespan of four years. Laptops will not be upgraded automatically; there must be evidence of a performance requirement that is not being met. Old laptops are donated to charity or can be purchased by employees.
- our business utilises Google products e.g. G-Suite, G-cloud etc. with Google using 100% renewable energy.

Future potential Carbon Reduction Initiatives for 2022

- we are in the process of understanding whether we can provide an electric car salary sacrifice scheme to our employees to make the move to electric car usage more appealing and cost effective.
- we are in the process of looking at further carbon reduction actions, for example moving to renewable energy in our leased offices, requesting the landlord moves to 100% recycled toilet paper, ensuring no single-use plastics in our offices.
- review requirements for compliance with the ISO 14000 family of standards (environmental management system) with a view to achieving this accreditation by the end of 2023.
- whilst the initiatives outlined are focused on business emissions reductions, we plan on running an internal initiative called “Green Hippos” which will focus on providing our staff with greater information and support on how they can personally reduce their carbon footprint e.g. switching to renewable energy at home.

Existing Carbon Offsetting Initiatives

- support for a tree planting scheme - we have committed to fund an initiative to plant 5 trees each year to celebrate each Hippo's (i.e. permanent Hippo employee's) work anniversary (starting from January 2022).

Future potential Carbon Offsetting Initiatives for 2022

- we use a third party tool for travel booking (TravelPerks), which has a carbon offsetting option (GreenPerk). GreenPerk lets you offset 100% of the carbon emissions (CO₂) generated during business travel automatically through their platform on a per-trip basis. We are in the process of subscribing to this service offer.
- a number of third parties offer the ability to sign up to carbon offsetting initiatives. We are investigating which scheme we would like to invest in for this.

Declaration and Sign Off

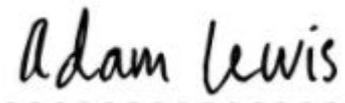
This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standard for Carbon Reduction Plans.

Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate standard¹ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting².

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) Standard³.

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:



(Adam Lewis, Hippo Digital, Managing Director)

Date: 15th November 2021

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>