



# The Net Zero Carbon Supplier Tool

## Carbon Reduction Plan for Numiko (Ltd)

We are declaring our commitment to Net Zero 2050.

This commitment covers our emissions from direct energy use, indirect energy use and transport but currently does not include emissions from refrigerant gas loss or any scope 3 activity. The calculation of our carbon footprint follows guidance within both the international Greenhouse Gas Protocol and the UK government guidance. The calculation is based on our best available information and will be regularly reviewed.

**The carbon calculation for our organisation is: 0.50 tCO<sub>2</sub>e.**  
**Energy use in buildings is 0.50 tCO<sub>2</sub>e**  
**Fleet fuel consumption is: 0.00 tCO<sub>2</sub>e**

## About your business

**Company Registration Number**  
04018833

**Unique Tax Reference (UTR)**  
8682817237

**Do you have a named person responsible for leading or responding to the challenge of Net Zero?**

**Business size**  
Small <50 employees; <£8.2M Turnover; <£8.2M Balance Sheet

**Area of Main Company Office**  
LS Leeds

**Postcode (Main Company Office)**  
LS2 3AW

**Please indicate the main commodity code your contract relates to**  
KO Website design and services

**Do you provide goods, services or both?**  
Services

**Which of the following public sectors do you supply?**  
Colleges & Other FE Providers, Local Government (including Combined Authorities), Public Sector Buying Organisations, Universities

## ***Carbon Footprint Information***

By entering your carbon footprint you are demonstrating your commitment to measuring and monitoring your environmental impact as well as helping Higher Education institutions across the UK understand the impact of their supply chains. Please enter your scopes 1 and 2 (emissions from fuel and energy use) carbon emissions separately to scope 3 emissions (if known). Please provide all figures in tonnes of carbon dioxide equivalent (tCO<sub>2</sub>e)

**Have you already calculated your carbon footprint?**  
No

**Chosen reporting year**

**Business turnover**

3494965.0

**Scope 1 and 2 Carbon Footprint tCO<sub>2</sub>e (energy and fuel use):****Scope 3 Carbon Footprint in tCO<sub>2</sub>e****What categories does your scope 3 carbon footprint cover?**

**Does your carbon footprint align with a recognised carbon reporting standard ?**

**Has your carbon footprint been subject to any third-party/external assurance?**

**Does your carbon footprint include any of the following:**

**Please provide a link to your latest Sustainability Report, Carbon Reduction Plan or company webpages outlining your efforts to reduce carbon emissions**

***Calculating your Carbon Footprint***

This section is for suppliers who haven't calculated their scope 1 and 2 emissions already – this tool will calculate it for you and include it on your carbon action plan which is generated by working through each stage of the tool, but you will need to have the following to hand for your chosen reporting year(s): **Fuel consumption** - Fuel consumed by your organisation in its sites and owned vehicles. You may find this information in bills, fuel card data or meters **Energy consumption** - Electricity and district heating used in your sites. You may find this information through meter readings, utility bills, or automatic meter readings

**Chosen reporting year**

2024

***Energy Use in Buildings***

Please tell us about the energy used to heat and power your buildings.

**Electricity (procured from grid) consumption in your chosen reporting year**

2422 kWh

**Natural Gas consumption in your chosen reporting year**

0 kWh

**District Heat consumption in your chosen reporting year**

0 kWh

**Heating Oil consumption in your chosen reporting year**

0 kWh

**Coal consumption in your chosen reporting year**

0 kWh

**Wood/Biomass consumption in your chosen reporting year**

0 kWh

**LPG consumption in your chosen reporting year**

0 kWh

**Propane consumption in your chosen reporting year**

0 kWh

**Do you use any of the following:**

Purchased green electricity (backed by REGO certificates)

**I confirm I have entered my full building energy data**

Yes

### ***Fleet Fuel Consumption***

Please provide us with the fuel used in owned or leased fleet vehicles. You do not need to include any information on mileage claimed from employees using their own vehicles for work related purposes. There are **2 ways** of inputting this data: Providing data on litres of fuel used (most accurate) Providing data on distances travelled for different types of vehicles (least accurate) **Please ensure that you only input the data once to avoid double counting**

#### **Fleet Data Input Method**

Method 1 - Fuel Consumption

#### ***Method 1 - Fleet data using fuel consumption***

Please only include electric data for EVs where separately charged from your building electricity consumption.

#### **Petrol consumption in your chosen reporting year**

0 litres

#### **Diesel consumption in your chosen reporting year**

0 litres

#### **LPG (Fleet) consumption in your chosen reporting year**

0 litres

#### **Propane (Fleet) consumption in your chosen reporting year**

0 litres

#### **Electricity (Fleet) consumption in your chosen reporting year**

0 kWh

#### ***Method 2 - Fleet data using distance travelled***

If you do not have figures for fuel consumption in the above section please provide the annual distance travelled per vehicle type. EVs charged on the organisation's premises do not need to be included as the electricity usage figure you have provided for your building will already include it.

#### **Car - annual distance travelled in your chosen reporting year**

#### **Battery electric car - annual distance travelled in your chosen reporting year**

#### **Van - annual distance travelled in your chosen reporting year**

#### **Battery electric van - annual distance travelled in your chosen reporting year**

#### **Motorbike - annual distance travelled in your chosen reporting year**

#### **HGV - annual distance travelled in your chosen reporting year**

#### **HGV refrigerated - annual distance travelled in your chosen reporting year**

**I confirm I have entered my full fleet data**

Yes

# Carbon Reduction Plan

## Heating and Cooling

### Your issues

**1 We have ensured/will ensure our heating, ventilation and air conditioning (HVAC) systems are optimised**  
HVAC, or heating, ventilation and cooling, is a system that cleans your air and provides cool air or warm air depending on your climate needs. HVAC systems are installed by certified technicians and are valued for their energy saving principles. Optimisation and regular maintenance will ensure you can take advantage of the opportunities they present.

### Your action plan

→ **Ensure boilers and HVAC systems are regularly serviced** Completed  
Regular servicing will ensure your system is efficient and maximises the energy efficiency of your system.

**Evidence**  
HVAC system recently serviced. No boiler.  
Evidence last updated: 04 December 2025

**Install a low carbon heat source** Completed  
This could be a ground source heat pump, an air source heat pump, or biomass heating which remove the use of fossil fuels for heating. This is a key step to achieve net zero.

**Evidence**  
Building heated with air source heat pump.  
Evidence last updated: 04 December 2025

**Set up smart heating control systems** Completed  
Smart heating control systems will provide you with the flexibility to easily and conveniently adjust the heating of your building in line with variable weather conditions.

**Evidence**  
Wall panel heating controls allow us to adjust heating whenever required. Panels in each room control each room, so only the rooms that need heating/cooling are active.  
Evidence last updated: 04 December 2025

## Waste and Water Management

### Your issues

**1 We have ensured/will use digital workflows to reduce paper wastage**

→

**2 We will reduce waste and avoid single use items in the products we develop**  
Waste management is an important part of your carbon reduction plan. Looking at the products you develop, those you buy and seeking to avoid single use plastics sends a powerful message to stakeholders and staff.

→

**Find ways to reduce the packaging on the products you produce** Completed  
The first step in reducing the amount of plastic used in your packaging is to undertake a plastic packaging review. Where third party packaging is used speak to your provider. If packaging is manufactured in-house the product design teams will need to be engaged.

**3 We will reduce the impact of the waste that we generate**  
Waste management is an important part of your carbon reduction plan. Landfill is the most carbon intensive way of disposing of waste. By reducing and segregating waste, businesses can significantly reduce their environmental impact.

→

**Introduce internal and external segregated mixed recycling bins** Completed  
Whilst it seems like a simple action, this sends a clear message to staff on the importance of waste management.

**Evidence**  
Recycling bins and general waste bins are in place  
Evidence last updated: 04 December 2025

### **Improve bin signage** Completed

Making it clear what goes where keeps it simple for everyone.

#### **Evidence**

Bins are labelled

Evidence last updated: 04 December 2025

## **Travel and Transport**

### **Your issues**

#### **1 We have explored/will explore opportunities related to remote working**

One of the impacts of covid has been the increase in frequency of home working. However, many businesses are finding positive benefits in terms of efficiency, staff satisfaction and some financial savings. There are also carbon savings to be made by having a clear commitment and plan to get the most out of home working opportunities.

→

### **Your action plan**

#### **Identify ways to support and manage remote workers** Completed

Whilst the carbon savings of home working are clear for your business. [Home working](#) needs to be managed effectively. This includes both physical and mental wellbeing.

#### **Evidence**

We have a flexible working policy and provide staff access to funds for equipment to enable remote working.

Evidence last updated: 04 December 2025

#### **Increase the use of video conferencing software** Completed

Ensure that staff have the most appropriate tools to support video conferencing. Deciding on the best package for the business and ensuring online security is considered can help improve the home working experience.

#### **Evidence**

Staff have appropriate video conferencing tools - and we've invested in video conferencing equipment for our main meeting room.

Evidence last updated: 04 December 2025

#### **Review your software requirements to increase agile working** Completed

Ensuring home working software and office packages are compatible is important to ensure communication is safe and efficient. Staff feeling comfortable working from home can reduce the need for commuting and make them more productive.

#### **Evidence**

Staff feel comfortable working from home and have the tools they need to do so.

Evidence last updated: 04 December 2025

#### **2 We support/will support our employees with sustainable commuting options**

Staff commuting has both cost and carbon impacts. Encouraging sustainable travel options demonstrates clearly to staff and stakeholders your commitment to achieving net zero

→

#### **Promote and incentivise accessible public transport to staff** In progress

Review access to public transport and work with local councils or transport networks where possible to improve accessibility. Consider offering incentives for using public transport, i.e. travel pass loans.

#### **Promote electric vehicles as part of your employee lease scheme** Completed

There are numerous benefits of supporting electric vehicles as part of a lease car scheme including reduced running costs, lower emissions and tax advantages. A good place to start is by speaking to your current lease provider.

#### **Evidence**

We've established an employee electric car lease scheme - our provider is 'The Electric Car Scheme'.

Evidence last updated: 04 December 2025

#### **Incentivise cycling and explore introducing a cycle to work scheme** Completed

Make it easier for staff to cycle to work by introducing workplace schemes which make bicycles more affordable or accessible to hire or purchase, such as a [Cycle to Work](#).

#### **Evidence**

Cycle to work scheme in place.

Evidence last updated: 04 December 2025

**3 We commit/will commit to reducing the impact of our business travel**

Understanding and planning to reduce business travel is an easy way to save time, money and carbon. We are not suggesting that people never travel but better planning and understanding why, when and how people travel can have a real positive impact on your business bottom line and carbon footprint.

→ **Develop a travel policy which reduces your carbon footprint** *In progress*  
Develop a [simple travel policy](#) to help you commit and communicate your intent to staff and stakeholders.

**Reduce the impact of your travel by implementing the sustainable travel hierarchy** *In progress*

The [sustainable travel hierarchy](#) is a useful tool to help you think about improving the impact of your journeys. The higher up the hierarchy, the more sustainable and greener the travel option.

**Reduce the need, where possible, for in person site visits** *Completed*

Modern ways of working can reduce your need to travel. Be mindful when inviting stakeholders, suppliers, or other 3rd parties to attend site visits/meetings of where an online alternative is feasible.

**Evidence**

Almost all project meetings with clients are conducted online, drastically reducing the need for business travel.

Evidence last updated: 04 December 2025

## Energy Use

**Your issues**

**1 We have optimised/will optimise energy efficiency across equipment**

Looking at how you use equipment on site and reviewing your future purchases of equipment will save energy and money.

**Your action plan**

→ **We will prioritise purchase of energy efficient equipment** *In progress*  
Implement a policy to purchase [energy efficient equipment](#). Committing to minimum energy performance ratings, for example through the energy efficiency labels such as ENERGY STAR®, Energy Saving Recommended and the EU Ecolabel, businesses can improve the energy performance of equipment and reduce energy costs.

**We will optimise energy efficiency across user processes** *In progress*

Focus on challenging current processes and ways of working to reduce energy usage, for example switching off after use. This can save you money off your bottom line. Please explain what measures have been installed to improve energy efficiency.

**Review your IT systems, software and server rooms to identify ways to reduce energy consumption** *In progress*

The carbon footprint of our gadgets, the internet and the systems supporting them account for about 3.7% of global greenhouse emissions, according to some estimates. Undertaking a thorough review of your requirements and looking for energy efficient alternatives can have a significant impact.

**Work towards reducing the number of emails, files and folders saved on your server or personal computers** *Completed*

Encourage sharing links to documents rather than attachments. Regularly engage with employees about deleting unwanted digital files.

**Evidence**

All files shared via sharepoint, attachments avoided where ever possible. We delete outdated content from sharepoint.

Evidence last updated: 04 December 2025

**2 We have committed to/will explore purchasing renewable energy**

Engaging with other business who are on the same journey is a great way to share ideas and learn from others. The only cost is often a little bit of time and can help build your confidence to take action.

→ **We already purchase 100% renewable energy** *Completed*  
Ensure existing renewable tariffs are properly certified and provide transparency about the sources of [renewable energy](#). Tariff

**Evidence**

We use Octopus Energy's 100% renewable tariff.

Evidence last updated: 04 December 2025

# Commitments and Engagement

## Your issues

### 1 We have made/are ready to make a commitment to reduce our carbon emissions

The first step in developing a Carbon Reduction Plan is having clearly defined carbon reduction targets aligned to your carbon footprint. The UK Government has committed to Net Zero Carbon by 2050.



## Your action plan

### Commit to achieving net zero carbon emissions *In progress*

The term net zero means achieving a balance between the carbon emitted into the atmosphere and the carbon removed from it. Achieving net zero includes a commitment to reduce emissions as much as possible and only offsetting any residual emissions at the end. This balance – or net zero – will happen when the amount of carbon we add to the atmosphere is no more than the amount removed. When committing to achieving net zero carbon choose a target year to achieve this by, and identify which sources of carbon emissions are included. Please state if the target is externally verified; e.g. SBTi. Please add a link to your plan in the evidence box.

### Commit to achieving carbon neutrality *In progress*

The term carbon neutral means no new emissions are released into the atmosphere, but where this does occur, they must be offset. Although not a substitute to net zero, carbon neutrality can be attained whilst working towards net zero targets. When committing to achieving carbon neutrality please include the target year to achieve this by and which sources of carbon emissions are being addressed. Please state if the target is externally verified; e.g. PAS2060. If offsetting emissions, ensure offsets are verified as carbon removal and verified to an internationally recognised standard, e.g. Gold Standard or Woodland Carbon Code. Please add a link to your plan in the evidence box.

### 2 We will improve engagement with employees on sustainability issues and principles

Staff engagement will make the difference to how quickly and easily your carbon commitments are delivered. Focus on upskilling staff knowledge, awareness of your organisations commitments, and upskilling staff in 'green skills' to help achieve targets. Take the time to develop a long term engagement plan to help meet your carbon reduction commitments.



### Include sustainability awareness in employee inductions *In progress*

Introducing new staff to your sustainability and carbon reduction commitments through inductions will ensure that they understand the commitments you have made and they can actively contribute.

### We will create an employee engagement plan focusing on sustainability/we will embed sustainability into our existing engagement strategy. *In progress*

Creating a long-term engagement plan that matches the lifetime of your carbon action plan will help your organisation achieve set targets.

### 3 We will improve engagement with key stakeholders on sustainability issues and best practice

There are numerous stakeholders who will be interested in your commitments and action; clients, customers, business partners and suppliers. Take the time to prioritise who need to be informed.



### Publish your commitment to carbon reduction on your website *In progress*

Make it clear to everyone you are committed!

### Share your carbon reduction action plan with current and potential clients *In progress*

Telling people what you are doing, can build confidence amongst your clients and stakeholders that you are committed to action. It can provide a competitive advantage when bidding for contracts.

**Ask your suppliers to commit to being net zero** *In progress*

As part of your journey to net zero there are opportunities to stimulate activity within your supply chain. This can be built into existing **supplier engagement** programmes or be added as part of a code of conduct. If you do ask for a commitment it is worth asking them as a minimum to share Scope 1 and Scope 2 reduction activities.

**Evidence**

Our main supplier partner is Platform, who host our websites, which accounts for most emissions associated with our activities. EcoVadis and Greenly, independent rating agencies specializing in corporate social responsibility assessments, have recognized the sustainability commitments and performance of Platform.sh. Both rating agencies awarded the PaaS provider a gold medal, ranking Platform.sh among the top 5% (95th percentile) across all companies in all industries assessed by EcoVadis and Greenly. Greenly reported that Platform.sh achieved a remarkable 6% reduction in its 2023 CO2eq emissions audit compared to 2022. This significant decrease in absolute emissions is a testament to the company's dedication to combating climate change and reducing its environmental impact. Both the assessment processes were rigorous, taking into account set quantified targets for reducing emissions, and the impact of action plans, employee training, and complying with SBTi standards.

Evidence last updated: 04 December 2025

**4 We will commit to driving and delivering our sustainability commitments**

Plans do not deliver themselves. To avoid the 'implementation gap' ensure you have a clear structure for managing your commitments. This should include regular reporting and review.



**Commit to reporting progress on your carbon reduction journey annually** *In progress*

Transparent reporting on progress will become increasingly important as you reduce your carbon impact. In many cases it is required by the public sector.

**Set up a process to manage and monitor your progress towards carbon reduction** *In progress*

Governance is important as it allows you to demonstrate progress and effectively manage your implementation.