

GI Group 2023 SECR submission

GI GROUP HOLDINGS RECRUITMENT LIMITED

(Company number 07577190)



Date: 3rd March 2023

GI Group 2020 SECR submission review by: Jake Griffiths

Green Business Centre

22 Cathedral Road

Cardiff

CF11 9LJ

www.greenbusinesscentre.org.uk



1. Methodology used

- Environmental Reporting Guidelines: Including streamlined energy and carbon reporting guidance March 2019 (Updated Introduction and Chapters 1 and 2).
- The Greenhouse Gas Protocol - A Corporate Accounting and Reporting Standard.
- UK Government GHG Conversion Factors for Company Reporting. 2022.

GI Group has accounted for and report their consolidated GHG data according to the operational control approach. Energy data has continued to be collated monthly by GI Group staff and external energy brokers and desk top verification undertaken by the Green Business Centre (external energy consultants) to verify the energy performance data/submission for 2021. The methodology used was developed to meet BS EN 16247 - Energy Audit requirements in preparation for the GI Group Ltd ESOS assessment completed in 2019. Included within the energy performance data are all GI Group entities in the UK:

- GI GROUP HOLDINGS RECRUITMENT LIMITED. Company number 07577190
- Marks Sattin (UK) Limited. Company Number 01594927
- Intoo (UK) Limited. Company number 10288858
- TACK TMI UK LIMITED. Company Number 11781487
- TACK International. Company Number 02936840
- Grafton Professional staffing limited 12291213
- Draefern Limited 02066103
- Encore Personnel Services limited 04253504
- Excel resourcing limited 03014770
- Gi Recruitment Limited 02836088

Transport

GI Group is responsible for making fuel purchases for vehicles for a number of staff members through fuel cards (All Star). Data is provided monthly by the card providers in a spreadsheet which includes litres fuel consumed and type of fuel. This is converted into kWh and carbon emissions (tCO_{2e}).

For other staff mileage expenses submissions are calculated from mileage collated as part of staff expenses submissions and converted to kWh using methodology described in "Complying with the Energy Savings Opportunity Scheme Environment Agency Version 5.0 / A.9 Converting expensed mileage into energy usage". The carbon emissions are then calculated using government conversion factors (downloaded annually from gov.uk website) on an annual basis.

The supplier of the lease vehicles provides details of the g/km for the leased vehicle fleet which can also be sampled from the DVLA website.

Annual average carbon emissions are calculated for whole of the leased vehicles from g CO_{2e} data provided by the manufacturer.

Office Energy Consumption

Where GI Group gas and electricity consumption is paid directly usage is collated monthly from invoice or half hourly data and provided by Total Energies for 2022 (Provided by Pozitive Energy in 2020/21). Switch over in January 2022. Total Energies have estimated consumption at a number of sites. At some offices GI Group is recharged an estimated amount for a shared office space. For the

remaining buildings where the gas and electricity consumption is included in the unitemised service charge electricity consumption is estimated based the office m2 floor space and an average for electricity and gas per m2 from the buildings where energy consumption is known. An estimated gas consumption figure is only calculated where gas is known to be consumed in the building and energy data from meter readings/bills is unavailable.

Noted that there has been a drop in consumption of both office electricity and gas consumption which is attributed to a change in estimated energy consumption by Total Energies rather than a reduction in actual energy consumption following implementation of improvement actions.

Data records are collated in spreadsheets and retained for review including gas and electricity monthly data for all buildings.

- Emissions from combustion of gas tCO 2e (Scope 1) [mandatory]
- Emissions from purchased electricity (Scope 2, location -based) [mandatory]
- Total gross CO 2e based on above - [mandatory]
- Total gross Scope 3 emissions / tCO2e [optional]
- Total gross Scope 1, Scope 2 [location / market] & Scope 3 emissions / tCO2e [optional]

2. GHG emissions and energy use data for period 1st January 2022 to 31st December 2022

	UK and offshore [mandatory]	UK and offshore [mandatory]
	Comparison reporting year 2022 (January to December)	Current reporting year 2021 (January to December)
Energy consumption used to calculate emissions: /kWh [mandatory] – optional to provide separate figures for gas, electricity, transport fuel and other energy sources	Electricity – 428,269 kWh Gas – 120,998 kWh Grey fleet vehicles – 498,099 kWh Vehicle Fuel Card Purchase – 92,107 kWh Electric/hybrid 107,170kWh Annual Total - 1,246,643 kWh	Electricity – 561,600 kWh Gas – 211,732 kWh Grey fleet vehicles – 500,144 kWh Vehicle Fuel Card Purchase – 91,115 kWh Electric/hybrid electricity purchase – 926.8 kWh Annual Total – 1,365,517.8 kWh
Emissions from combustion of gas tCO 2e (Scope 1) [mandatory]	Gas 22.1 tCO 2e Company Car 79.5tCO2e	38 tCO 2e
Emissions from business travel in rental cars or employee - owned vehicles where company is responsible for purchasing the fuel (Scope 3) [mandatory]	Fuel card 12.3 tCO2e	20.9 tCO 2e
Emissions from purchased electricity (Scope 2, location - based) [mandatory]	82.8 tCO 2e	119 tCO 2e
Total gross CO 2e based on above - [mandatory]	196.7 tCO 2e	177.9
Intensity ratio: tCO2e gross figure based from mandatory fields above/ e.g. £100,000 revenue [mandatory]	Office electricity and gas consumption/emissions per m2. - Gas – 79 kWh/m2 or 14 kg CO2e/m2	Office electricity and gas consumption/emissions per m2. - Gas – 102 kWh/m2 or 19 kg CO2e/m2

	- Electricity – 86 kWh/m2 or 17 kg CO2e/m2	- Electricity – 121 kWh/m2 or 25 kg CO2e/m2
Methodology [mandatory]	- Environmental Reporting Guidelines: Including streamlined energy and carbon reporting guidance March 2019 (Updated Introduction and Chapters 1 and 2). - The Greenhouse Gas Protocol - A Corporate Accounting and Reporting Standard. - UK Government GHG Conversion Factors for Company Reporting. 2020.	- Environmental Reporting Guidelines: Including streamlined energy and carbon reporting guidance March 2019 (Updated Introduction and Chapters 1 and 2). - The Greenhouse Gas Protocol - A Corporate Accounting and Reporting Standard. - UK Government GHG Conversion Factors for Company Reporting. 2021.
Emissions from employee business travel which the company does not own or control and where not responsible for purchasing the fuel (Scope 3) / tCO 2e [optional]	Petrol/diesel purchase -71.5 tCO 2e Electric vehicle/hybrid purchase- 1.1tCO2e	Petrol/diesel purchase - 116.7 tCO 2e Electric vehicle/hybrid purchase – 0.2 tCO 2e
Total gross Scope 3 emissions / tCO2e [optional]	72.6 tCO2e	116.9 tCO 2e
Total gross Scope 1, Scope 2 [location / market] & Scope 3 emissions / tCO2e [optional]	269.3 tCO 2e	294.8 tCO 2e
Third Party verification [optional]	Verification undertaken by the: Green Business Centre 22 Cathedral Road Cardiff CF11 9LJ	Verification undertaken by the: Green Business Centre 22 Cathedral Road Cardiff CF11 9LJ

3. Associated greenhouse gas emissions

All Greenhouse Emissions Calculations are made using appropriate annual conversion factors downloaded from the gov.uk website.

4. Energy efficiency action taken

Business Travel

Reduction in vehicle (grey fleet and leased) related energy consumption and carbon emissions:

	kWh	tCO2e
2018	1,274,933	307.2
2020	612,566	143.9

2021	591,259	137.6
2022	357,437	84.7
Reduction (from 2018)	72%	72%

Cycle to work scheme and electric vehicle purchase scheme have been implemented in order to encourage more sustainable modes of transport. 4 bikes have been delivered and a further bike has been ordered. In addition, 23 electric vehicles have been purchased as part of the scheme.

The leased vehicle fleet has continued to be renewed resulting in a reduction in g CO2e per Km. Average g CO2e has improved from 119 in 2018, 116 in 2020, 110 in 2021, and 104 in 2022. This is attributed to the switch to self-charging and plug in hybrids. The fleet included 1 hybrid in 2020, 25 in 2021, and 29 in 2022. 'Which' magazine has calculated that hybrids estimated have an improved fuel efficiency of 12% compared to diesel cars and 21% compared to petrol cars.

Office activity

Gi started purchasing 100% renewable electricity from the 1st of February 2022.

GI Group is currently in the process of relocating its Head Office. The relocation will have the following benefits:

- ✓ Ground source heat pumps instead of gas heating
- ✓ Lighting operated on sensors.
- ✓ Fully LED lighting.
- ✓ Potentially less people using own car to commute to work as new office is on main bus route and there is limited parking.

A review of the feasibility of opportunities to work from home was undertaken with a number of staff switching to hybrid working resulting in a reduction in staff commuting and office related environmental impacts.

Note that difference between office electricity and gas consumption in 2021 and 2022 and can be attributed to difference in estimating of energy consumption data between current (Total Energies) and previous energy brokers (Pozitive).

Opportunities to improve data collection

1. Estimating of office energy data – where GI group have access to energy meters undertake at least first working day of year electricity and gas meter reading. Best practice to undertake monthly meter readings. Collate data centrally. Investigate whether energy provider can provide real time energy data.
2. Collate F Gas leakage data from A/C maintenance contractors to include in Scope 1 Mandatory carbon monitoring.
3. Obtain REGOs from electricity supplier to confirm 100% renewable energy generation.