



Carbon Footprint Appraisal
for
Talent International UK Ltd

Assessment Period:
1st July 2022 – 30th June 2023

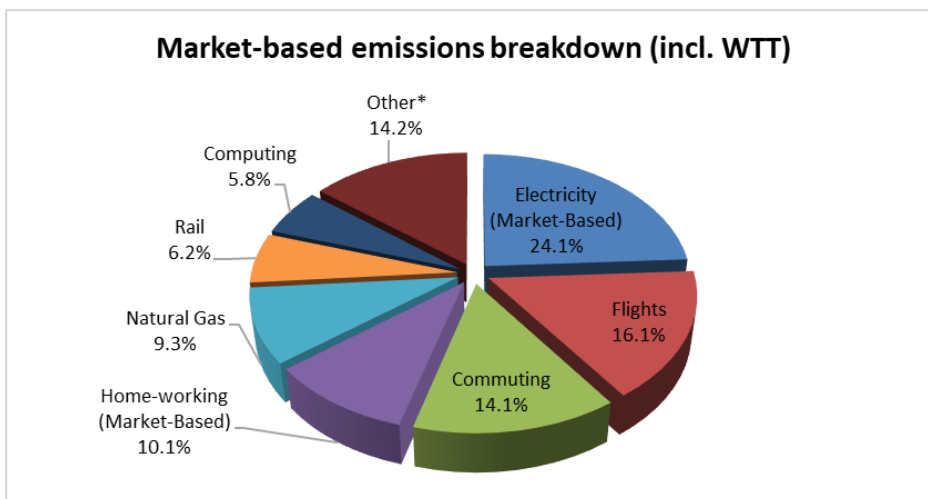
Executive Summary

Current Performance

- Talent International’s total market-based emissions are 174.69 tCO₂e (with location-based emissions of 156.08 tCO₂e).
- The most significant market-based emission source is electricity, accounting for 24.1% of Talent International’s carbon footprint.
- The estimated market-based error margin is not a significant aspect (+/- 46.66 tCO₂e) and should be included in any offsetting of emissions and a key focus in future years.

Recommendations

- Offset the GHG emissions created within this data period to become carbon neutral.
- Investigate with building managers switching to a 100% renewable electricity tariff to reduce emissions associated with electricity use. Many "green" electricity tariffs are now the same price as the traditional brown tariffs. Once you have done this you will be able to report your market-based emissions alongside your location based.
- Cut back on all non-essential flights where applicable. When air travel is required, economy class tickets should be purchased as these cause about a third of the emissions compared to business class.
- Continue to encourage employees to use more sustainable transport such electric vehicles and introduce a cycle-to-work initiative.
- **Carry out a target setting and supply chain screening to facilitate your reduction strategy and increase the scope of your assessment.**



*Other= Scopes 1 And 2 WTT, Cash Opt Out, Hotel Stays, Transmission & Distribution (Location-Based), Grey Fleet (Employee-Owned Vehicles), Taxi, Waste, Company Vehicles Off-Site Charging (Scope 3), Wastewater, Water, Refrigerants.

Metric	2021/22	2022/23	% Change from baseline year
Total tonnes CO₂e (location-based)	144.64	156.08	+7.9% ▲
Total tonnes CO₂e (market-based)	158.20	174.69	+10.4% ▲
Tonnes of CO₂e per employee*	1.82	1.99	+9.2% ▲
Tonnes of CO₂e per £M turnover*	3.68	4.06	+10.3% ▲

*Based on market-based emissions

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Quality Control

Report issue number: 1.0
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1. Introduction

1.1. Company Overview

Talent International is an IT and digital recruitment agency founded in 1995. The company finds and provides thousands of tech and digital professionals to a diverse range of organisations throughout the world. This carbon footprint report details an assessment completed in response to PPN06/21.

- 88 employees
- 5 offices (4x UK & 1x Germany)
- 1 company car

1.2. Methodology for the Carbon Footprint Appraisal

The methodology document can be downloaded using this link,

https://www.carbonfootprint.com/docs/carbon_footprint_appraisal_-_methodology_document.pdf

1.3. Abbreviations

A/C	Air Conditioning
BEIS	Department for Business Energy & Industrial Strategy
CO ₂	Carbon Dioxide
CO ₂ e	Carbon Dioxide Equivalent
CIBSE	Chartered Institution of Building Services Engineers
Defra	Department for Environment, Food and Rural Affairs
EV	Electric Vehicle
GHG	Greenhouse Gas
ISO	International Standards Organisation
km	Kilometres
kWh	Kilowatt Hours
PR	Public Relations
T&D	Transmission & Distribution
UN	United Nations
WTT	Well-To-Tank

2. Calculation Scope and Accuracy

2.1. Scope of this work

Carbon Footprint has assessed the GHG emissions from 1st July 2022 to 30th June 2023 resulting from the energy consumption at Talent International’s facilities and its business transport activities.

Talent International's baseline year data and emissions can be found in the 2021/22 report.

2.2. Organisational & reporting boundaries

Figure 1 shows the full boundaries of the *Greenhouse Gas Protocol Corporate and Value Chain Standards*. The organisation has accounted for all quantified GHG emissions and/or removals from facilities over which it has control. This assessment covers the reporting boundaries shown in Table 1, in line with the Greenhouse Gas Protocol Corporate Standard.

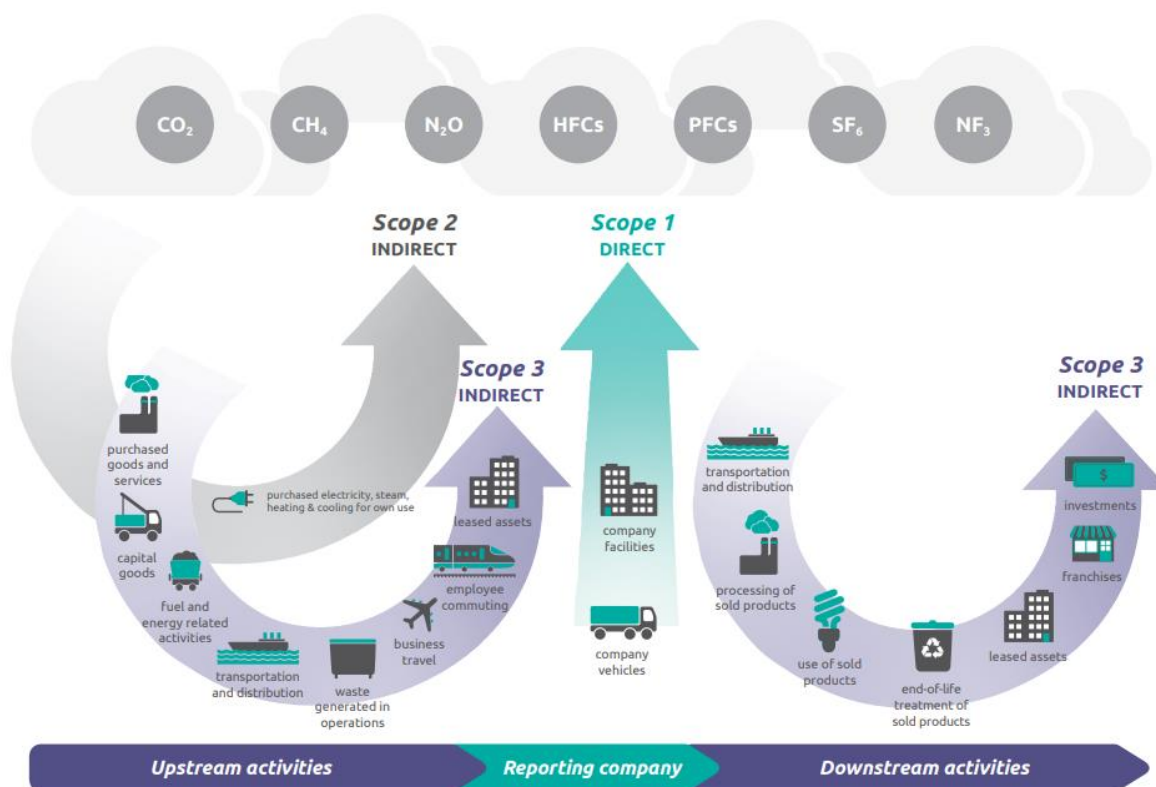


Figure 1: Overview of emissions scopes (GHG Protocol - Scope 3 Calculation Guidance v1.0 - 2013)



Table 1: Talent International's GHG Assessment boundary based on the Greenhouse Gas Protocol Corporate Standard
(All green rows have been included in this assessment; all grey rows are not applicable; orange rows have been excluded)

Scope	Activity	Calculation Type	Completion Status	Justification
1	Electricity, heat or steam generated on-site		Not relevant	Not applicable
	On-site fuel use	Activity Data	Complete	
	Company owned vehicles	Activity Data	Complete	
	Fugitive emissions (incl. Refrigerant gases and AC)	Activity Data	Complete	
2	On-site Consumption of purchased electricity, heat steam and cooling	Activity Data	Complete	
3	1. Purchased goods and services	Activity Data	Partial	Water emissions calculated only.
	2. Capital goods		Partial	Computing emissions calculated only.
	3. Fuel- and energy related activities (not included in scope 1 or scope 2)	Activity Data	Complete	
	4. Upstream transportation and distribution		Not relevant	Not applicable
	5. Waste generated in operation	Activity Data	Complete	
	6. Business travel (not included in scope 1 or scope 2)	Activity Data	Complete	
	7. Employee commuting	Activity Data	Complete	
	8. Upstream leased assets		Not relevant	Not applicable
	9. Downstream transportation and distribution		Not relevant	Not applicable
	10. Processing of sold products		Not relevant	Not applicable
	11. Use of sold products		Not relevant	Not applicable
	12. End-of-life treatment of sold products		Not relevant	Not applicable
	13. Downstream leased assets		Not relevant	Not applicable
	14. Franchises		Not relevant	Not applicable
	15. Investments		Not relevant	Not applicable

2.3. Calculation uncertainty assessment & materiality

The result of a carbon footprint calculation varies in accuracy depending on the data set provided. The more accurate the data supplied, the more accurate the final result. Materiality is determined by the percentage contribution of each element to the overall footprint. Based on the accuracy of the data provided (Table 2), a simple uncertainty analysis has been used to estimate the potential error margin for the appraisal results.

Table 2: Assessment accuracy, materiality and simple error analysis

Emission Source	Data source / comments	Materiality	Uncertainty	Market-based Error Margin (tCO ₂ e)
Electricity (Location-Based)	All sites were estimated and apportioned based on floor area using CIBSE Guide F offices – Air-conditioned standard (226 kWh/m ² /yr.). Birmingham, London and Berlin are all serviced offices which pay a flat monthly service charge for site utilities. Manchester provided VAT invoice from the site landlord detailing total cost and electricity kWh across 6 months of the assessment period and Bristol provided monthly invoices provided from the landlord detailing total charges and kWh usage per month. Both sites had large discrepancies between site size and total electricity consumed and was therefore estimated based on CIBSE.	High (20-40%)	50%	25.22
Natural Gas	Birmingham, London and Berlin are all serviced offices which pay a flat monthly service charge for site utilities. These have been apportioned based on floor area using CIBSE Guide F offices – Air-conditioned standard (178 kWh/m ² /yr.). Manchester provided some utility bills, however due to the inconsistencies within the billing periods this has also been estimated based on CIBSE Guide F offices – Air-conditioned standard.	Medium (5-20%)	50%	9.54
Home-working	Home-working and commuting survey was completed which detailed information regarding employee's home-working activities. Details provided include the home occupancy during home-working hours, the hours worked per day, per week and per year along with the country each member of staff is located in.	Medium (5-20%)	50%	8.81
Waste	Waste was estimated based on 50litre bin being collected weekly from each office location. Disposal route was assumed to be landfill for a worst-case scenario.	Very Low (<1%)	90%	1.10
Rail	Expense portal (SRXP) export was provided detailing total cost of trains expensed across the assessment period.	Medium (5-20%)	5%	0.55

Emission Source	Data source / comments	Materiality	Uncertainty	Market-based Error Margin (tCO ₂ e)
Water	Total water consumption was estimated from assumptions. The assumption is that 50 litres of water is used per working day by each employee from South Staffs Water Company ¹	Very Low (<1%)	90%	0.32
Flights	Expense portal from (SRXP) has been provided detailing all air travel completed during the assessment period. The information provided details the departure and destination location, the date of travel and the cabin class. The number of passenger trips were provided by Talent International as this information was not provided on the expense summary.	Medium (5-20%)	1%	0.28
Commuting	A commuting survey was completed for all employees with a response rate of 83%. Details include annual distance of commute and the transport method.	Medium (5-20%)	1%	0.25
Grey Fleet (employee-owned vehicles)	Total expensed milage has been provided from the expense system SRXP detailing individual milage totals.	Low (1-5%)	10%	0.24
Company vehicles off-site charging (scope 3)	Vehicle details provided from vehicle delivery email confirmation provided from manufacturer. Total milage is based on the rental agreement.	Very Low (<1%)	10%	0.11
Computing	Computer equipment schedule provided covering the entire assessment period. Details provided include IT equipment type and date of purchase.	Medium (5-20%)	1%	0.10
Taxi	Total taxi cost for each office was provided from the expense portal (SRXP).	Low (1-5%)	5%	0.09
Cash Opt Out	Vehicle details provided from internal company records. Total milage provided from the SRXP expense portal detailing annual milage completed.	Low (1-5%)	1%	0.04
Hotel Stays	Total hotel stays was provided via the expense system (SRXP). Details provided include the number of guest nights along with the location of the hotel.	Low (1-5%)	1%	0.03
			Total	46.66

¹ [waterusebusiness.pdf \(south-staffs-water.co.uk\)](https://www.waterusebusiness.pdf(south-staffs-water.co.uk))



3. Carbon Footprint Results

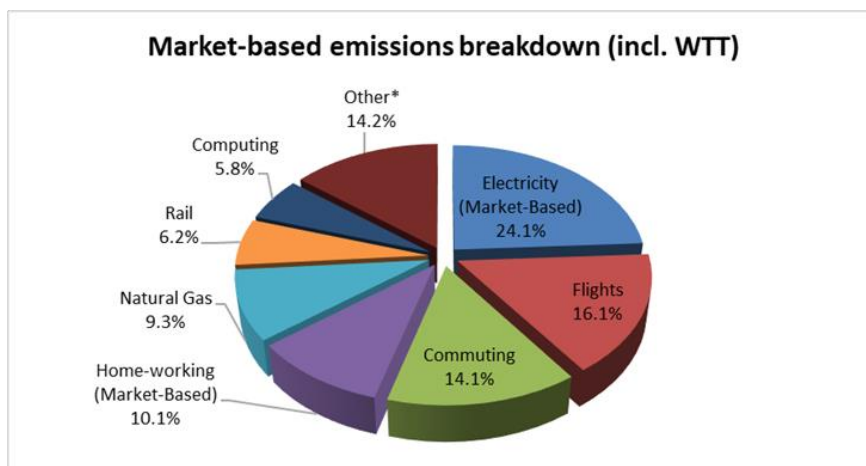
3.1. Summary of results

The total location-based carbon footprint for Talent International for the period ending 30th June 2023 is 156.08 tonnes CO₂e, and the market-based total is 174.69 tonnes CO₂e.

Table 3: Results of Talent International's carbon footprint assessment by scope and GHG Protocol emission categories

Scope	Emission Source	Location-Based (tCO ₂ e)	Market-Based (tCO ₂ e)
1	Natural Gas	16.29	16.29
	Refrigerants	0.00	0.00
1	Scope 1 Total	16.29	16.29
2	Electricity	23.54	42.15
2	Scope 2 Total	23.54	42.15
3.1	Water	0.13	0.13
3.2	Computing	10.22	10.22
3.3	Scopes 1 and 2 WTT	8.53	8.53
	Transmission & Distribution	2.53	2.53
3.5	Waste	1.22	1.22
	Wastewater	0.23	0.23
3.6	Flights	28.08	28.08
	Rail	10.90	10.90
	Cash Opt Out	4.11	4.11
	Hotel Stays	2.77	2.77
	Grey Fleet (employee-owned vehicles)	2.39	2.39
	Taxi	1.77	1.77
3.7	Company vehicles off-site charging (scope 3)	1.08	1.08
	Commuting	24.68	24.68
3	Home-working	17.61	17.61
	Scope 3 Total	116.25	116.25
All	Tonnes of CO₂e	156.08	174.69
	Tonnes of CO₂e per employee	1.77	1.99
	Tonnes of CO₂e per £ million turnover	3.63	4.06

A full breakdown of emissions by source has been provided in Annex A.



*Other= Scopes 1 And 2 WTT, Cash Opt Out, Hotel Stays, Transmission & Distribution (Location-Based), Grey Fleet (Employee-Owned Vehicles), Taxi, Waste, Company Vehicles Off-Site Charging (Scope 3), Wastewater, Water, Refrigerants.

Figure 2: Percentage contribution of each element of Talent International's market-based carbon footprint

3.2. Emissions from energy usage at site facilities

Talent International operates out of five sites throughout Europe, four of which are based in the UK, and one in Berlin. The total employee numbers shown are representative of those contacted to the site shown. However, Talent International also employs staff known as "Central" who are 100% remote and move between the office locations for business meetings and client visits.

Please note all sites electricity and natural gas consumption was estimated using CIBSE Guide F: Office – air-conditioned standard. This is due to London, Berlin and Birmingham being serviced offices where utility bills are unavailable to Talent International. Manchester and Bristol provided utility bills which were in line with the assessment period, however, there were major discrepancies between the size of the sites and the total consumption of electricity across the 12-month period.

To improve the accuracy of site-based data in future work with individual building managers to obtain actual meter readings, at the beginning and the end of the assessment period for Talent International regions within shared offices or a breakdown of total building consumption based on floor area/office area.

Table 4: CO₂e emissions as a result of site energy consumption

Name of Site	No. of Staff	Market-based Electricity (tCO ₂ e)	Natural Gas (tCO ₂ e)	Total market-based emissions (tCO ₂ e)	Total Emissions %	Emissions per Employee
Bristol	25	17.43	6.79	24.22	40.0%	0.97
Manchester	24	14.59	5.69	20.28	33.5%	0.84
Berlin	8	5.64	1.27	6.91	11.4%	0.86
Birmingham	12	4.00	1.561	5.56	9.2%	0.46
London	3	2.53	0.99	3.52	5.8%	1.17
Total	72	44.19	16.29	60.49	100%	0.84

Totals include emissions from Generation and Transmission & Distribution

3.3. Emissions from Business Travel

Table 5 shows the GHG emissions resulting from business travel. The largest contributor is flights, accounting for 55.0% of total business travel emissions. Other business travel types had a much lower contribution to total emissions but rail and cash opt out cars were the next most significant contributors.

As per the previous year's recommendation Carbon Footprint recommends Talent International focuses on reducing the total number of flights undertaken, as well as educating staff on the environmental impacts of air travel. Any one-way journey under 500 miles should be taken via an alternative method such as rail. During this assessment, five flights were undertaken below this threshold from London to Amsterdam and Berlin. If these were taken via rail this would have reduced the total emissions from these journeys by 83% (1.62 tCO₂e reduction).

Table 5: CO₂e emissions as a result of travel and transport

Type of Travel / Transport	Tonnes of CO ₂ e	Percentage
Flights	28.08	55.0%
Rail travel	10.90	21.3%
Cash Opt Out Cars	4.11	8.0%
Hotel Stays	2.77	5.4%
Employee-owned car travel (grey fleet)	2.39	4.7%
Taxi travel	1.77	3.5%
Company vehicles (off-site charging)	1.08	2.1%
Total	51.10	100%

3.4. Emissions from Well-to-Tank (WTT)

Well-to-tank emissions relate to the upstream emissions of fuel and energy; accounting for extraction, processing, and transport of fuels/energy. **Talent International can reduce these emissions by reducing fuel and energy usage.**

Table 6: Well-To-Tank CO₂e Emissions breakdown

Emission Source	tCO ₂ e*
Electricity	5.75
Commuting	5.15
Natural Gas	2.78
Flights	2.77
Rail	2.19
Cash Opt Out	0.91
Grey Fleet (employee-owned vehicles)	0.5
Transmission & Distribution	0.49
Company vehicles off-site charging (scope 3)	0.46
Taxi	0.35
Total	21.34

*Location and market-based WTT emissions are equal.



4. Comparison and Benchmarking

4.1. Comparison to base year emissions

The table below shows historical emissions per activity, as well as the total carbon footprint and carbon intensity metrics (tonnes of CO₂e per employee and tonnes of CO₂e per £M turnover).

Table 7: Talent International's carbon footprint comparison and percentage change

Element	2021/22	2022/23	% change on baseline year (2021/22)
Site electricity (<i>market-based</i>)	38.08	44.19	+16.1% ▲
Site electricity (<i>location-based</i>)	24.53	25.58	+4.3% ▲
Flights	6.13	25.30	+312.8% ▲
Well To Tank (Market-Based)	25.39	21.34	-16.0% ▼
Commuting	43.54	19.53	-55.1% ▼
Home-workers	10.06	17.61	+75.1% ▲
Site gas	16.29	16.29	0.0% ▲
Computing	8.23	10.22	+24.1% ▲
Rail travel	4.15	8.71	+110.0% ▲
Cash opt out car travel	2.14	3.20	+49.7% ▲
Hotel stays	-	2.77	n/a
Employee-owned car travel (grey fleet)	1.35	1.89	+40.0% ▲
Taxi travel	0.72	1.42	+97.7% ▲
Waste	1.22	1.22	-0.2% ▼
Company car travel	0.53	0.62	+17.8% ▲
Water (and wastewater)	0.37	0.36	-3.7% ▼
Total Tonnes of CO₂e (Location-based)	144.64	156.08	+7.9% ▲
Total Tonnes of CO₂e (Market-based)	158.20	174.69	+10.4% ▲
- Tonnes of CO₂e per employee*	1.82	1.99	+9.2% ▲
- Tonnes of CO₂e per £ M turnover*	3.68	4.06	+10.3% ▲

*Market-based emissions

Talent International's market-based carbon footprint has increased by 10.4% from the previous assessment period. This is mainly due to an increase in all business travel related activities such as flights and rail with 312.8% and 110.0% increases respectively. However, the 2021/22 year is a rebound from a covid-19 year of business not as usual which may skew the results.

I recommend Talent International focuses on obtaining more accurate site-based information from building managers to increase the accurate of site electricity and gas emissions. This will allow Talent International to have a better understanding of their own sites rather than using industry standards.

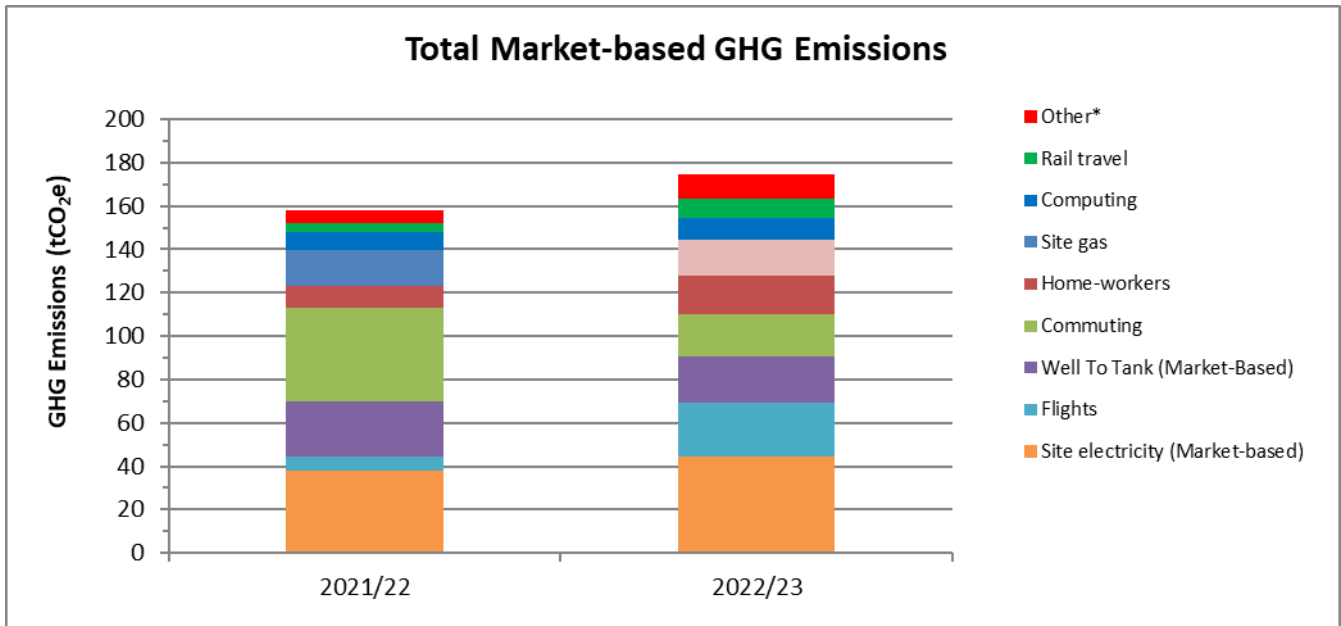


Figure 3: Detailed emissions comparison for the various aspects of Talent International’s emissions

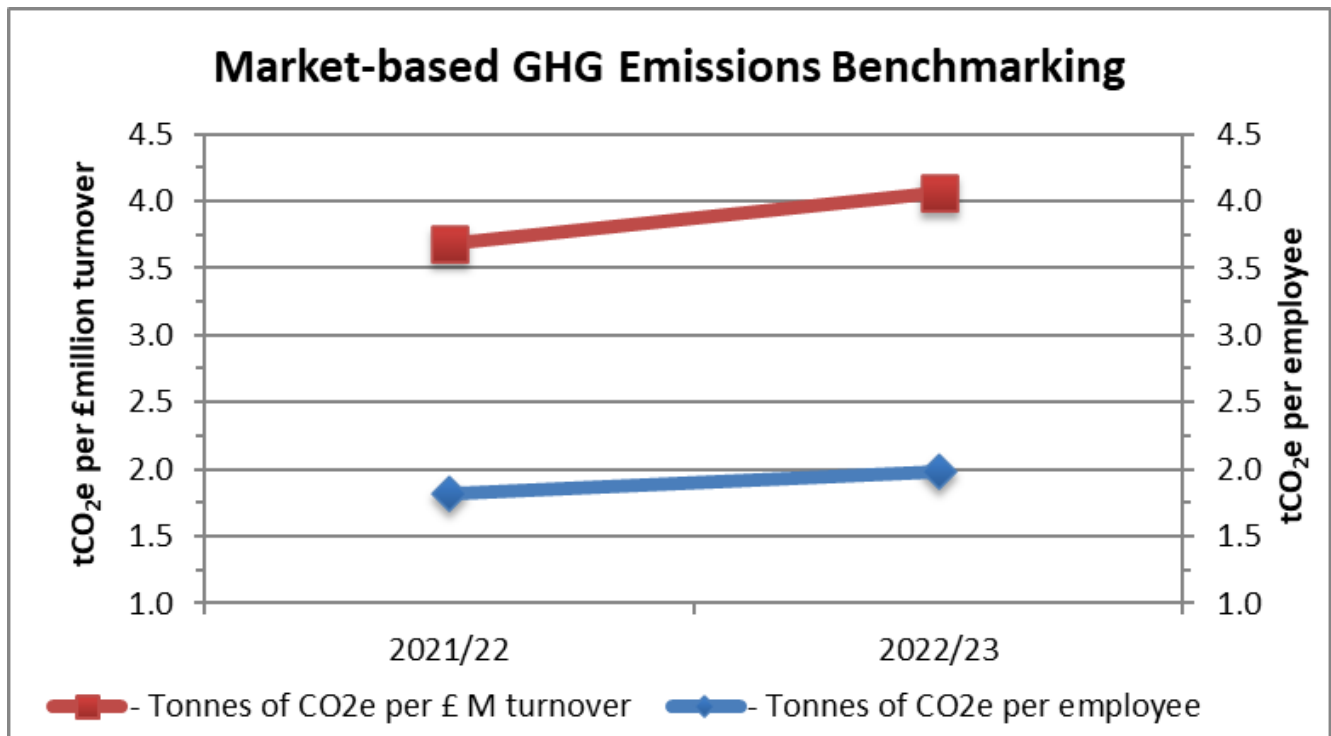


Figure 4: Carbon footprint of Talent International for internal benchmarks

4.2. External benchmarking

Companies often find it useful to benchmark themselves against similar organisation in their sector. Carbon Footprint Ltd has an online tool you can use to find publicly available information on other organisations that have reported their emission.

The Carbon Benchmarking Tool is free to use and can be found online at:

https://www.carbonfootprint.com/carbon_benchmark.html

Many companies report Scope 1 & 2 emissions for comparison against others as elements included in Scope 3 can vary greatly. Table 8 summarises the emissions across these Scopes, along with metrics showing emissions per unit turnover and per employee, to help your benchmarking.

Table 8: Talent International's benchmarked GHG emissions

Year/Element	Location based	Market based
Total number of employees	88	
Turnover in £ million	42.98	
Tonnes of CO₂e	156.08	174.69
Tonnes of CO₂e per employee	1.77	1.99
Tonnes of CO₂e per £ million turnover	3.63	4.06
Scope 1 & 2 Emissions		
Tonnes of CO₂e	39.84	58.45
Tonnes of CO₂e per employee	0.45	0.66
Tonnes of CO₂e per £ million turnover	0.93	1.36

5. Conclusion

Talent International, in conjunction with Carbon Footprint Ltd, has assessed its carbon footprint and has achieved CO₂e assessed organisation.

By achieving this Talent International has qualified to use the Carbon Footprint Standard branding. This can be used on all marketing materials, including website and customer tender documents, to demonstrate your carbon management achievements.



6. Recommendations

6.1. Carbon & sustainability targets

6.1.1. Target setting

Talent International should set targets based on per employee and/or per £M turnover, which will account for business growth. Many organisations are now setting targets based on the Science Based Target initiative. Typical targets cover midterm and longer terms goals such as:

- A 50% reduction in emissions per £M turnover/employee by 2030.
- A 90% reduction in emissions per £M turnover/employee by 2045.

All targets set should be reviewed regularly and amended accordingly (i.e. target increased if it is met ahead of schedule). A clear roadmap for individual emissions sources should be in place. This will ensure the strategy for reducing CO₂e emissions and tracking toward a net zero target is appropriate for the business.

A hyperlink to Carbon Footprint Ltd's whitepaper on target setting can be found below:
https://www.carbonfootprint.com/docs/2021_12_cfp_practical_target_setting_-_white_paper_v10.pdf

6.1.2. Expand the Scope of the Assessment

We recommend that the scope of the assessment is expanded in future to include the aspects that are identified as excluded in Table 1.

The most material element would likely be, purchased goods and services and any remaining capital goods, we recommend you focus on capturing data for these ready for next year's appraisal.

6.1.3. Improving the accuracy of future carbon footprint assessments

The estimated overall market-based error margin is +/- 26.7% (which represents +/- 46.66 tCO₂e of the total assessed emissions).

To improve the accuracy of future assessments, we recommend the following:

- Investigate with individual site and building managers to obtain more information on currently serviced and owned sites for future assessments. This could include a total site electricity/natural gas consumption which can be apportioned based on floor area per site or site utility bills etc.
- Update expense system where employees can record travel data (e.g., distance and locations to and from).
- Ask employees to record vehicle information such as fuel type and engines size when filling out expense claims.

6.2. Reducing emissions

To reduce GHG emissions, we recommend the following:

- Offset the calculated footprint by supporting climate change solutions around the world to become a 'Carbon Neutral Organisation'.
- Investigate with building managers the possibility of switching to a 100% renewable electricity tariff, to reduce emissions associated with market-based electricity use. Many "green" electricity tariffs are now the same price as the traditional brown tariffs. Once you have done this, your market-based electricity emissions could reduce to zero.
- Cut back on all non-essential flights. When air travel is required, economy class tickets should be purchased as these cause on average a third of the emissions compared to business class. When booking unavoidable flights, consider selecting a specific airline based on their sustainability credentials and how modern their aircraft fleet is. Check out how different airlines compare on our sustainable flying webpage: [carbonfootprint.com - Sustainable Flying](https://carbonfootprint.com)
- Continue to encourage employees to commute using more sustainable forms of transport, such as public transport and bikes. Encourage employees to carpool and continue to promote your cycle to work scheme within your business.
- Consider switching short-haul flights to rail transport where possible (e.g., London to Amsterdam/Berlin/Dublin)
- Install EV charging points at work. This will encourage and enable staff to switch to low carbon electric vehicles. Providing electric charging facility shows your staff and stakeholders that your business is serious about reducing emissions and will support other staff behavioural change initiatives.
- Educate and encourage all homeworkers to transition to 100% renewable tariffs to reduce market-based emissions.

6.3. Carbon offsetting

Carbon offsetting is a pragmatic way to compensate for the emissions that you cannot reduce, by funding an equivalent carbon dioxide saving elsewhere.

We can provide both UK-based and international projects for you to support. The majority of projects focus on the development of renewable energy in developing countries, however there are others which have a greater focus on social benefits as well as environmental benefits. Further detail on the type and specific projects that we currently have in our portfolio can be provided on request or be found at: <http://www.carbonfootprint.com/carbonoffsetprojects.html>.

The cost of offsetting has reduced considerably over recent times. This could be readily funded via the internal carbon pricing system.

Example of Carbon Offsetting Projects:



Tree Planting in UK Schools



Avoided Deforestation in the Brazilian Amazon



Clean Water in Rwanda

Annex A

A full breakdown of Talent International's emission sources is given below. This aligns with the GHG Protocol classification methodology and provides each associated emission source:

Scope	GHG Protocol Emission Category	Emission Source	Location-Based (tCO ₂ e)	Market-Based (tCO ₂ e)
1	On-site fuel use	Natural Gas	16.29	16.29
	Fugitive emissions (incl. Refrigerant gases and AC)	Refrigerants	0.00	0.00
Scope 1 Total			16.29	16.29
2	On-site Consumption of purchased electricity, heat steam and cooling	Electricity	23.54	42.15
Scope 2 Total			23.54	42.15
3.1	1. Purchased goods and services	Water	0.13	0.13
3.2	2. Capital goods	Computing	10.22	10.22
3.3	3. Fuel- and energy related activities (not included in scope 1 or scope 2)	Scopes 1 and 2 WTT	8.53	8.53
		Transmission & Distribution	2.53	2.53
3.5	5. Waste generated in operation	Waste	1.22	1.22
		Wastewater	0.23	0.23
3.6	6. Business travel (not included in scope 1 or scope 2)	Flights	28.08	28.08
		Rail	10.90	10.90
		Cash Opt Out	4.11	4.11
		Hotel Stays	2.77	2.77
		Grey Fleet (employee-owned vehicles)	2.39	2.39
		Taxi	1.77	1.77
3.7	7. Employee commuting	Company vehicles off-site charging (scope 3)	1.08	1.08
		Commuting	24.68	24.68
Scope 3 Total			116.25	116.25
All	Tonnes of CO₂e		156.08	174.69
	Tonnes of CO₂e per employee		1.77	1.99
	Tonnes of CO₂e per £ million turnover		3.63	4.06