



Unlimited Potential Climate Positive Justification

Unlimited Potential accept that there is a global climate crisis on planet Earth. As such, we want to do our best to ensure that we do our best to help the planet restore itself, creating a greener future for all of us.

As a totally home-based coaching and training company we are fortunate that our release of harmful gases to the planet is relatively low and only restricted to a small number of activities which can be easily identified. We do not have the same issues as a company which has its own manufacturing facilities for instance. Because of this, we are not only keen to reduce our greenhouse gas emissions, we want to significantly offset whatever we do produce to ensure that we are a climate positive organisation – giving more back to the planet than we take out.

We are already doing these activities and this document outlines to our people and our clients that we are committed to delivering more than the UK government's Net Zero strategy by 2050.

There are a number of strategies that we could employ to operate out

The recommended approach to developing a policy on greenhouse gas emissions is the Greenhouse Gas Protocol Standard. The following pages look at this protocol and our response to it.

Organisational or Product Carbon Footprint

When assessing Carbon footprint organisations have 2 ways in which this may be done:

- Organisations Carbon Footprint – Assessing the overall company’s carbon impact on the world.
- Product Carbon Footprint – Assessing the carbon footprint of a specific product.

Due to Unlimited Potential’s industry and the nature of our company we will be conducting an Organisational Carbon Footprint rather than a product one. This will ensure that we can state all of our products fall under the banner of climate positive.

Location or Market Based Approach

The location-based method reveals what the company is physically putting into the air, and the market-based approach shows emissions the company is responsible for through its purchasing decisions, such as a renewable energy contract.

We have chosen to use a location-based approach for our calculations as this is more suitable to the nature of our business and its size.

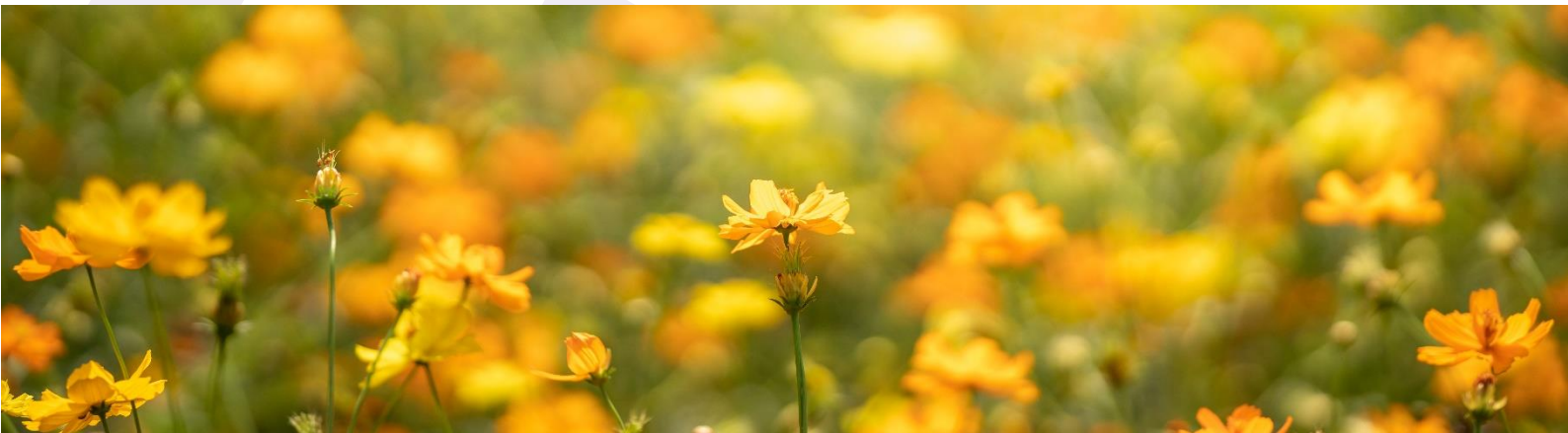
The Greenhouse Gas Protocol Standard

Building on a 20-year partnership between World Resources Institute (WRI) and the World Business Council for Sustainable Development (WBCSD), GHG Protocol works with governments, industry associations, NGOs, businesses and other organizations. In 2016, 92% of Fortune 500 companies responding to the CDP used GHG Protocol.

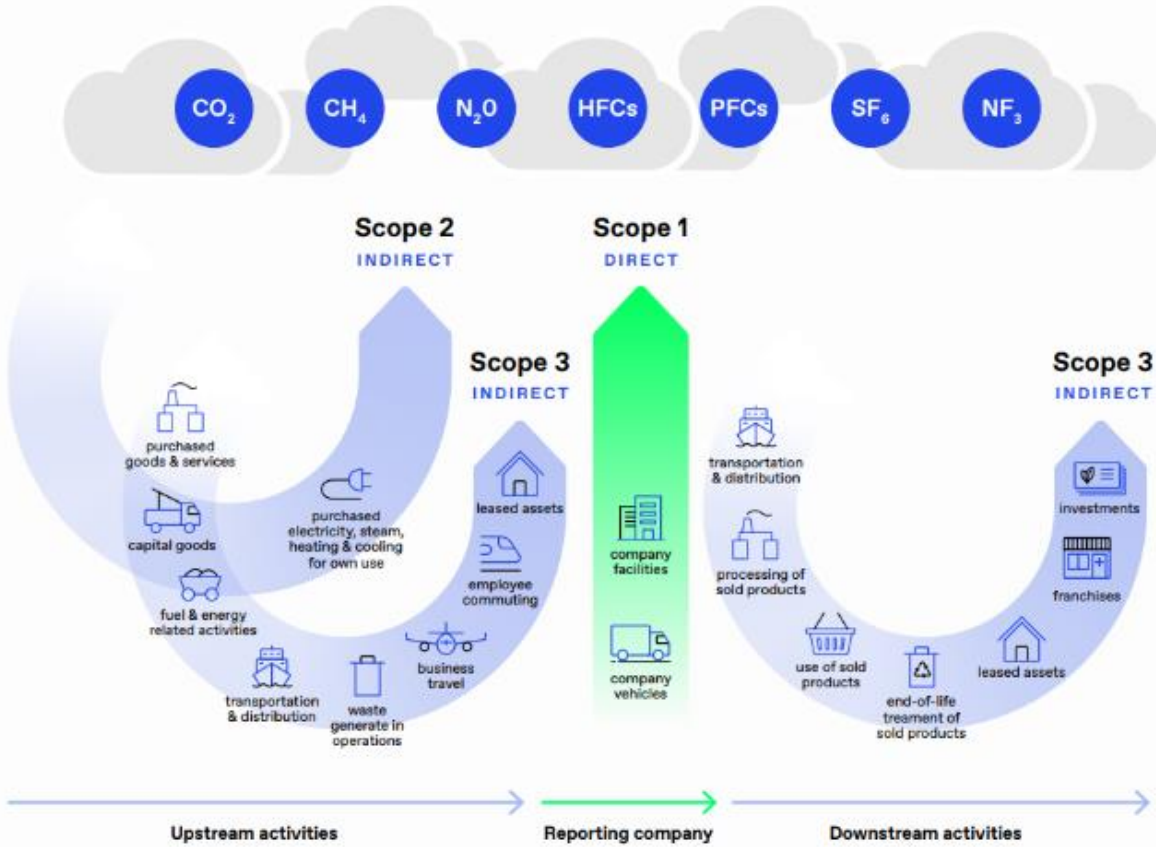
The GSG protocol introduces the concept of 3 levels of carbon reduction that companies may adopt. These are known as Scopes and are as follows:

Scope 1: Direct emissions that result from activities within your organisation’s control. This might include onsite fuel combustion, manufacturing and process emissions, refrigerant losses and company vehicles.

Scope 2: Indirect emissions from any electricity, heat or steam you purchase and use. Although you’re not directly in control of the emissions, by using the energy you are indirectly responsible for the release of CO₂.



Scope 3: Any other indirect emissions from sources outside your direct control. Examples of Scope 3 emissions include purchased goods and services, use of sold goods, employee commuting and business travel, outsourced transportation, waste disposal and water consumption.

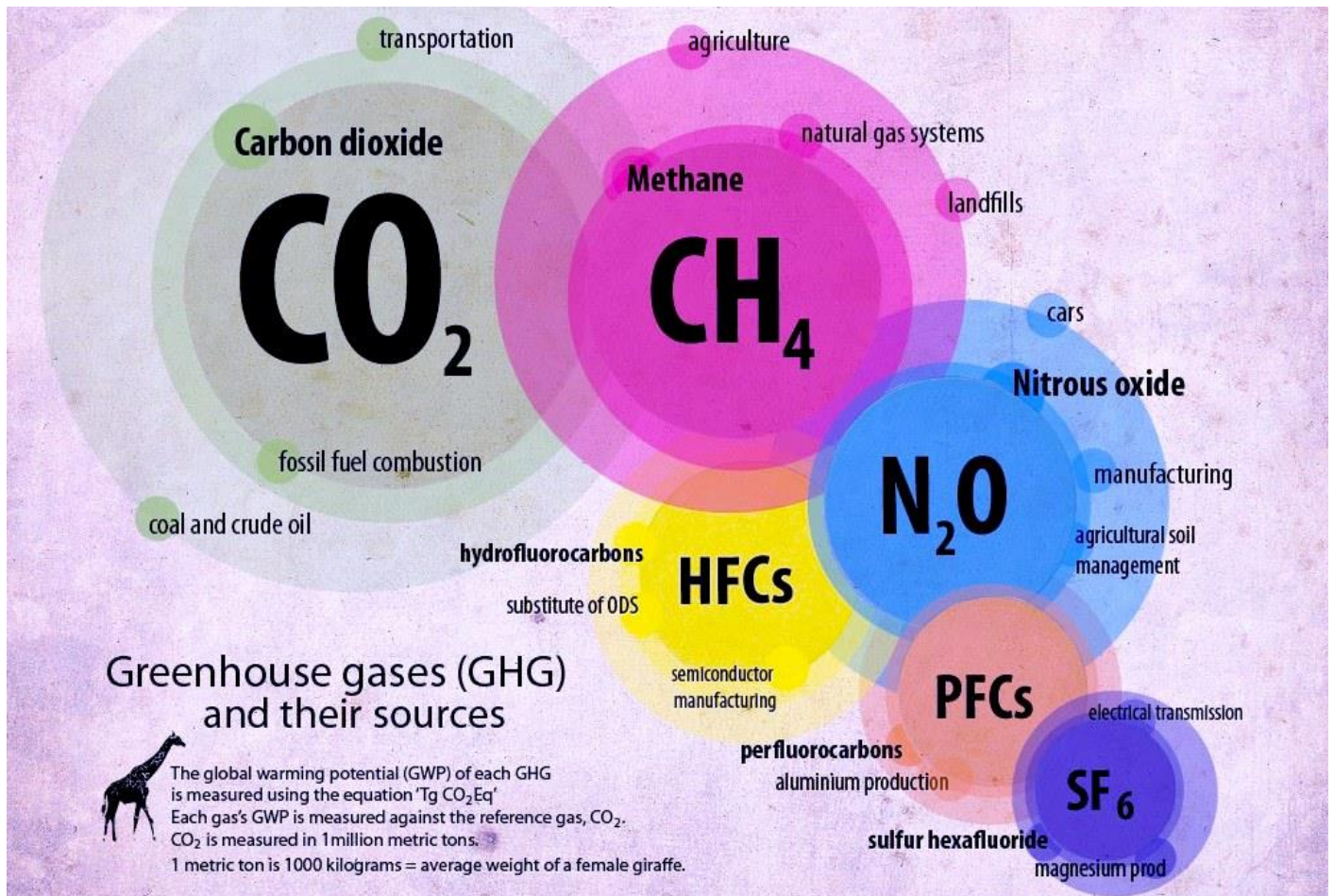


In order to ensure we meet the requirements of a climate positive organisation we need to look at:

1. What gases we are responsible for emitting?
2. How are we producing these gases?
3. How much of these gases are we producing?
4. Create a plan to reduce these emissions and keep them as low as possible.
5. Look at ways of offsetting the remaining emissions through a suitably accredited off-setting scheme.
6. Regularly monitor any changes as the company changes and the regulations are updated.

What Gases are we Responsible for Emitting?

There are 40 types of greenhouse gas that are identified under the GSG protocol, we are focussing on the top 7.



NF₃ is a recently introduced gas to the GSG protocol. This is Nitrogen Trifluoride, a chemical released in high tech manufacturing industries, mostly electronics.

UP Position on the Top 7 GSG Gases

CO₂ Carbon Dioxide – This is an area where we can make a difference. As an organisation which uses cars, trains and flights to deliver our work and has three directors based out of home offices which have heat and lighting, this is the greenhouse gas for which we are most responsible.

CH₄ Methane – The release of Methane is predominantly connected to the agricultural industry. This is not something that is in our supply chain or is a part of our customer base that we can influence. Therefore we do not believe we are an emitter of this gas.

HFCs Hydrofluorocarbons – These gases are industrial chemicals primarily used for air conditioning and refrigeration. Neither of these form part of our work in terms of supply chain or customers. Our directors work from home and none of them are involved in the work of air conditioning or refrigeration, apart from their

own domestic refrigerators. We do not believe the HFCs are emitted by our organisation.

N₂O Nitrous Oxide - Human activities such as agriculture, fuel combustion, wastewater management, and industrial processes. None of these are a key part of our consultancy serviced and so we believe we are not an emitter of this gas

PFCs Perfluorocarbons - PFC gases do not exist naturally in the atmosphere but are produced synthetically. They are generally produced during electrolysis. This is not an area Unlimited Potential is likely to **ever** be involved in, we are therefore not an emitter of this gas.

SF₆ Sulphur Hexafluoride - The largest source is related to the use of SF₆ for electrical insulation. This will never be part of Unlimited Potential's output and so not seen as a relevant greenhouse gas for Unlimited Potential.

NF₃ Nitrogen Trifluoride - A chemical released in high tech manufacturing industries, mostly electronics. Unlimited Potential is a consultancy with no manufacturing facilities. We therefore do not consider this to be a relevant greenhouse gas for us.

We will regularly review and update our position on these gases to ensure we remain aware of our emissions and their implication on the environment. From the above analysis our main focus for meeting the needs of the GSG Protocol and a climate positive organisation is the reduction and offset of Carbon Dioxide.



How are we Producing These Gases?

Unlimited Potential is a small organisation with no head office. We have two employees, a consultant director, and a business administrator (who as a consultant, is not included in our figures at the moment). All these people work from home offices and do as little travel as possible. All meetings, including board meetings are held remotely except for two one day annual strategy meetings which are held in person. We therefore believe we have three areas where we are producing greenhouse gases:

- Travel, whether by car, bus, train or aeroplane to client meetings and delivering work.
- Use of heating and electricity within our own homes to keep our offices running and healthy for our employees, directors and office consultants.
- The purchase and disposal of equipment required to run our offices and services.

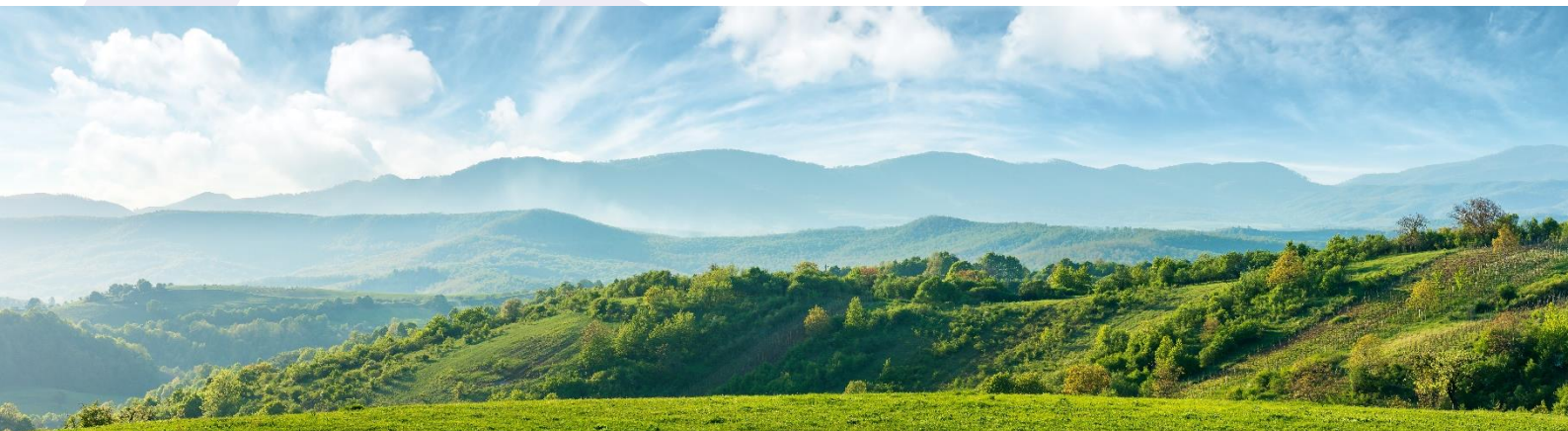
We have a policy of holding all our coaching sessions remotely and only travel to a client's premises if there is a business need. Our training programmes are often delivered in person and will require travel. We also attend conferences and exhibitions which require our people to travel. We have a policy for deciding whether travel is necessary for each journey.

We currently do not have a policy that requires our client's to have a net zero strategy. For our associates that deliver our work for us, we have a policy to ensure that all of their journeys are off-set through our carbon offset policy. Whenever our associates are working for us we aim to ensure that that time is delivered in a net zero way.

We appreciate that some of this may be difficult to monitor, however we aim to do our best to record as accurately as possible the emissions that we are producing and will continue to improve on this.

With respect to our three directors, it is our aspiration to make them and their households net zero also. The idea being that we cover:

- Their individual personal travel (not anyone else in the household)
- Their entire household emissions with respect to electricity, gas, oil and wood.



How much of these Gases are we Producing?

There are various methods of calculation for assessing your greenhouse gas emissions. These include:

- Greenhouse gas protocol
- UK government BEIS environmental reporting guidelines
- PAS 2060

We believe that the Greenhouse Gas Protocol (GSG) is the best approach for our business. Since we are using the GSG Protocol we were looking for a Carbon calculator that was comprehensive, transparent and suitable for SMEs like ours. Following some online research based on these criteria we chose to use www.carbonfootprint.com (detailed report is available on request). The results are as follows.

On 21-04-23 our average annual utility usage is:

	Electricity (kWh)	Gas (kWh)	Oil (litres)	Wood (tons)
Karina	1930.6	8343		
Steve	2000 Guess		600	
Tim	6235	17441		2
TOTALS	10165.6	25784	600	2

According to Carbonfootprint.com the above equates to 9.98 Tonnes of CO2 emissions over one year produced by all of our houses.

Mileage

	Mileage (Est)	Car type	Engine Size
Karina	10054	Petrol	1.5lt
Steve	6000	Petrol	1.5lt
Tim	11500	Diesel	2.0lt
TOTALS	27554		

According to Carbonfootprint.com the above equates to 7.88 tonnes of CO2 emissions over one year produced by all our business and personal miles.

Over the 12 months we travel approx. 250 miles by train which equates to 0.01 tonnes of CO2 emitted.

With this information combined we have the following:

Total CO2 emissions – 17.87 tonnes per year.

Average per director – 5.96 tonnes

The detailed report on the above can be seen in the accompanying document “UP Carbon calculation 25-04-23 Carbonfootprint.com”.

These can be separated as follows

Scope 1 – Company Vehicles = 7.88 tonnes CO2

Scope 2 – Purchased utilities = 9.98 tonnes CO2

Scope 3 – 0.00 tonnes CO2.

Create a Reduction Plan for Emitting these Gases

Since 2017 we have been moving towards reducing our impact on the environment. We believe that we have now reduced our greenhouse gas emission target to the lowest possible. We have done this in the following way:

2017 - Introduce a policy of recruiting associates to deliver work within 30 miles of their home, significantly reducing travel time of associates.

2019 - Unlimited Potential moved out of its offices reducing commute time and need to heat additional buildings. Since then all of our people work from home full-time.

2020 - Move to online delivery, allowing us to deliver 95% of our work online, significantly reducing travel time, and reducing our carbon footprint by 4 tonnes CO₂ per year. This brought our carbon emissions closer to zero.

2021 - Complete online delivery, we started the process to virtually deliver as close to 100% of our work as possible.

2022 - Announced that we will aim for a certificated carbon negative position by September 2023

2023 - Adopted the Greenhouse Gas Protocol and begin to look at Scope 3 emissions and reducing them.

To ensure that this is maintained we produced an environment and sustainability policy which was the guidance document for how we can continuously try to reduce our greenhouse gas emissions.

Offsetting

Having reduced as much as possible and looked for ways to continuously improve this we then realised that we had to offset the remaining emissions through a suitably accredited off-setting scheme.

We were keen to ensure that we didn't just off-set what we were emitting but we went much further to guarantee that we were a climate positive company. To do this we wanted to make sure that the off-set quantity was significantly more than what we had calculated as our emissions. This would ensure that any errors in the assumptions and calculations were fully covered with more to spare.

We are currently responsible for 17.87 tonnes CO₂e, so we were looking for a company that would offset around double this amount to ensure climate positivity.

To achieve this we teamed up with www.ecologi.com, since they had the following accreditations:

- Gold Standard for the Global Goals
- Verified Carbon Standard



- Climate, Community and Biodiversity Standards

In October we engaged Ecologi with their climate positive Essential Employees package. We purchase 3 of these packages per month allowing us to plant 30 trees, reducing carbon into the atmosphere by 2.25 CO₂e tonnes per month.

This gave us a total annual offset of 27 tonnes CO₂e/month.

Our Current Climate Positive Status

Producing

Scope 1 - Company Vehicles = 7.88 tonnes CO₂

Scope 2 - Purchased utilities = 9.98 tonnes CO₂

Scope 3 - 0.00 tonnes CO₂.

TOTAL 17.87 tonnes CO₂e per year.

Offsetting

2.25 tonnes CO₂e per month 27 tonnes CO₂e recovered per year.

Climate Positivity

Producing 17.87 tonnes CO₂e/year

Off-setting 27 tonnes CO₂e/year

Overall Carbon emissions = -9.13 tonnes CO₂e/year

Unlimited Potential is able to declare itself a climate positive company with its current level of emissions and off-set.

Regular Monitoring

To ensure that we remain climate positive as the company grows, we will review the emission and offset figures every year at the end of the financial year using as accurate figures as possible. Delivery of this annual review is the responsibility of the Managing Director.

