

Carbon Reduction Plan Template

Supplier name: Excell Supply

Publication date: 2023

Commitment to achieving Net Zero

Excell supply is committed to achieving Net Zero emissions by 2040

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: Sept 2021 – Sept 2022

Additional Details relating to the Baseline Emissions calculations.

We have used baseline reporting figures for 2021 as this is the first year that we have access to an entire year's data. This is due to Covid 19 and staff working from home for the majority of 2020, which would not give an accurate reflection of energy usage. Going forward we will engage an external consultant and work with them to design a mechanism for effectively capturing and recording data as we advance. This will provide the ability to identify target areas for cutting emissions.

As far as possible we will base calculations on actual data rather than assumptions and average data methods to ensure accurate calculations and target setting.

Scope 3 currently includes employee commuting but will be further reviewed to include: Waste in operations; Capital goods – IT equipment purchases; Purchased goods and services

Baseline year emissions:

EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	0 .59 tCO ₂ e
Scope 2	7.460 tCO ₂ e

Scope 3 (Included Sources)	1.168 tCO ₂ e
Total Emissions	9.218

Current Emissions Reporting

Reporting Year: Sept 2022 – Sept 2023	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	0.57 tCO ₂ e -
Scope 2	7.060 tCO ₂ e -
Scope 3 (Included Sources)	1.168 tCO ₂ e -
Total Emissions	8.798 tCO ₂ e – 0.42 tCO ₂ e less than the previous year (4.55% decrease)

Emissions reduction targets

To progress to achieving Net Zero, we have adopted the following carbon reduction targets.

- Reduce energy usage over the next 5 years by 5% through increased staff awareness, homeworking, LED lighting replacement.
- Reduce scope 3 emissions by 5% through increased virtual meetings, remote delivery of training where possible, use of other forms of transport, public transport, car share, electric vehicles
- Investigate a staff salary sacrifice scheme to encourage transition to electric vehicle usage.

We project that carbon emissions will decrease over the next five years to 12 tCO₂e by 2027. This is a reduction of 22%.

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects are being implemented across 2024/2025. We do not yet have the data to measure reductions.

- All waste generated is recycled where possible to reduce landfill

- Our building landlord has reduced the fluorescent light fittings in our offices and training suites with LED fittings
- Install Solar Panels to reduce the use of electricity off the grid.
- Continue the virtual meeting platforms to ensure meetings can be conducted without the need for / minimising business travel
- Increased home working for teams where possible– reducing emissions caused by commuting to work
- Car sharing and use of public transport is encouraged
- Use of online resources instead of printed materials wherever possible
- Use of iPads to sign and store documents digitally instead of printing
- Introduction of virtual training to reduce waste materials

In the future we hope to implement further measures such as:

- Ensuring all lighting in offices is LED – including new premises
- Installation of more electric charging points at our Offices for those staff who operate an electric vehicle.
- Introduce electric vehicle as company vehicles
- Exploring the introduction of a salary sacrifice electric vehicle scheme to support employees to access electric vehicle more cost effectively and support staff to reduce their own carbon emissions.

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 standard[1] and uses the appropriate Government emission conversion factors for greenhouse gas company reporting[2].

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) Standard[3].

This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body)

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:

Name.....

Date:01/09/2022.....

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>