

**Carbon Reduction Plan for**

**Latcham Direct Ltd**

**October 2022**

**Financial Year End 31/12/2021**

# Carbon Emission

## Scopes.

### Baseline Emissions

Our baseline emissions were measured, and recorded, by Positive Planet in accordance with GHG Protocols for scopes 1,2 & 3. The inventory includes all measurable Scope 1 & 2 emissions and the following Scope 3 emissions:

Scope 3 Emissions			
Scope	Inc?	Scope	Inc?
Purchased Goods & Services	X	Distribution (downstream)	X
Capital Goods	X	Processing of Sold Products	
Fuel & Energy Activities	X	Use of Sold Products	
Distribution (upstream)	X	End-Of-Life Sold Products	
Operational Waste	X	Leased Assets (downstream)	
Business Travel	X	Franchises	
Employee Commuting	X	Investments	
Leased Assets (upstream)			

# Carbon Emission Measurement.

## Emissions

Emissions for both our base year and current year can be found below, broken out by Scope.

	Base Year 2021	Current Year 2021
Scope	Emissions	Emissions
Scope 1	78.273 tCO <sub>2</sub> e	78.273 tCO <sub>2</sub> e
Scope 2	1.060 tCO <sub>2</sub> e	1.060 tCO <sub>2</sub> e
Scope 3	650.782 tCO <sub>2</sub> e	650.782 tCO <sub>2</sub> e
<b>Total Emissions</b>	<b>730 tCO<sub>2</sub>e</b>	<b>730 tCO<sub>2</sub>e</b>

Measurement periods that include 2020 & 2021 will be impacted by COVID-19. This will be seen as a temporarily reduced emission and not something the business is able to continue, as a trend, or repeat.

Carbon Intensity per employee **6.084 tCO<sub>2</sub>e** over period 2021 based on 120 employees.

# Carbon Reduction Targets.

## Commitment to achieving Net Zero

Latcham Direct Ltd are committed to achieving Net Zero by 2040 at the latest.

There are no existing carbon emission reduction targets on which to report any progress currently.

In order to progress towards Net Zero, we have initially set carbon reduction targets to 2025. During this time, we will set our targets for the remaining period to ensure we reach Net Zero by 2040.

## Carbon Reduction Initiatives

The following environmental management measures and initiatives have already been, or are soon to be, implemented.

- Appoint Positive Planet as our sustainability partner and communicate journey externally.
- Commit to measurement and reduction year on year as aligned with Science Based Targets, by following actions and recommendations specific to the organisation.
- Commit to data tracking via sustainability audit or survey to request further information regarding environmental and low emissions credentials – plan to send these to the Top 5/10 suppliers by spend. This data collection will support reduction journey by gathering important data for year two measurement & encourage supply chain integration towards Net Zero.
- Based on the above data collection implement procurement policy to support further supply chain analysis and low emissions tracking.
- Support colleagues with active travel and low emissions travel by exploring internal initiatives such as Cycle to work schemes, EV charging points, 100% EV lease schemes (where appropriate) and car/journey sharing options.
- Create and implement a Green Team initiative internally to share best practice, create a spare for sharing and support colleagues with their own *Carbon Shadow* reductions.
- Commitment to continue to partner with organisations such as The Woodland Trust
- Commitment to continuing to use R32 refrigerant systems where appropriate to keep fugitive emissions low.

# Carbon Reduction Plans.

## Carbon Reduction Plans

We plan to implement further measures which will continue to drive down emissions. We are considering several initiatives and those listed below are some examples of areas we are discussing and the potential impact they may have to our emissions.

Reduction Plan			tCO2e
Activity	Target Date	% tCO2e Reduction	Scope
Promote and implement core training schedules for core employees and Green Team. Certified Carbon Literacy Training supports and encourages behaviour changes per individual. Training should be across the workforce at different levels.	2023	10% (Per Individual)	Scope 1, 2, 3
Implement an environmental aspect to the Procurement Policy based on survey data. Reduce procurement where possible; buying local and making informed decisions prior to spend. Aim to reduce by year on year. Included within this is renewable energy procurement tariffs and services such as insurance	2024	13%	Scope 3

providers and banking where possible – implement on a project-by-project stage.			
Commit to continue to renew procurement of renewable tariffs where possible, as well as monitoring the energy performance of the buildings (this includes collating data and specific pinch points)	2024	6%	Scope 1, 2
Action waste behaviour campaigns within the organisation to support emissions reduction journey; strategy to include regular waste audits (including water) & circular procurement options. Remove unnecessary bins within the office and prominently promote zero waste initiatives.	2024	6%	Scope 3
Develop a holistic travel plan for business travel and commuting, aligning with environmental aspect of any Travel Policy implemented. Set internal targets and monitor progress year on year. Aim for reduced emission preference and active travel. Any car use to be prioritised. Aim to reduce year on year.	2024	6%	Scope 3

Taking in to account the plans and initiatives that have already been implemented, and those currently being discussed and considered, we remain on track to achieve Net Zero by 2040 and Carbon Neutral by 2025.

# Declaration And Sign Off.

**This Carbon Reduction Plan has been completed, with the help of Positive Planet, in accordance with PPN 06/21 and associated guidance and reporting standards 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 and uses the appropriate Government emission conversion factors for greenhouse gas company reporting.

Scope 1 and 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.

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

**Signed on behalf of Latcham Direct Ltd**

Name: Colin Mattinson

Signed: 

Date: 20.10.22