

Carbon Reduction Plan

Supplier name: **Lee Wakemans Limited**

Publication date: **16th May 2023**

Commitment to achieving Net Zero

Lee Wakemans Limited is committed to achieving Net Zero emissions by 2030.

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: 1st April 2019 to 31st March 2020		
Additional Details relating to the Baseline Emissions calculations.		
Emissions have been calculated since the year ending 31 st March 2020 and is the reference point against which emissions reduction can be measured. Emissions have been calculated using the UK government greenhouse gas conversion factors. https://www.gov.uk/government/publications/greenhouse-gas-reporting-conversion-factors		
Baseline year emissions:		
EMISSIONS	TOTAL (tCO₂e)	
Scope 1	7.892	
Scope 2	3.748	
Scope 3	Category 4 – Upstream Transportation & Distribution	N/A
	Category 5 – Waste Generated in Operations	0.102
	Category 6 – Business Travel	15.142
	Category 7 – Employee Commuting	22.900
	Category 9 – Downstream Transportation & Distribution after the Point of Sale	N/A
Total Emissions	49.784	

Notes:

- Category 4 – Upstream transportation and distribution, is marked as not applicable as Lee Wakemans is a professional service consultancy business and does not transport any materials.
- Category 9 – Transportation and distribution after the point of sale, is marked as not applicable as Lee Wakemans is a professional service consultancy business and does not have any downstream activities.

Current Emissions Reporting

Current Year: 1 st April 2022 to 31 st March 2023		
Additional Details relating to the Baseline Emissions calculations.		
Emissions have been calculated using the UK government greenhouse gas conversion factors. https://www.gov.uk/government/publications/greenhouse-gas-reporting-conversion-factors		
Current year emissions: 1 st April 2022 to 31 st March 2023		
EMISSIONS	TOTAL (tCO ₂ e)	
Scope 1	7,705	
Scope 2	2,049	
Scope 3	Category 4 – Upstream Transportation & Distribution	N/A
	Category 5 – Waste Generated in Operations	0.021
	Category 6 – Business Travel	4.511
	Category 7 – Employee Commuting	7,784
	Category 9 – Downstream Transportation & Distribution after the Point of Sale	N/A
Total Emissions	22.047	

Notes:

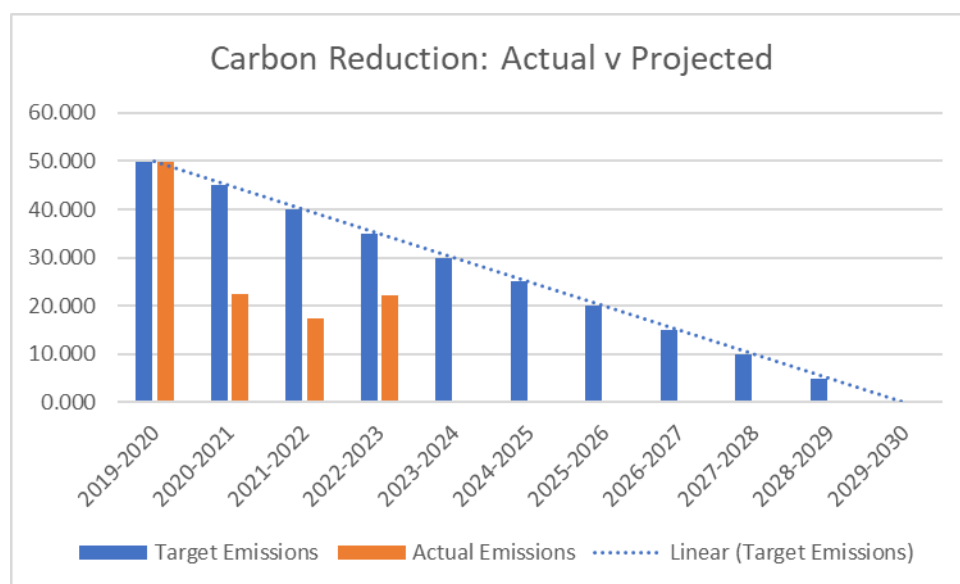
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Emissions reduction targets

In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets.

We project that carbon emissions will decrease over the next five years to **25 tCO₂e** by **2025**. This is a total reduction of **50.21%** from the year, 1st April 2019 to 31st March 2020.

Progress against these targets can be seen in the graph below:



Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 1st April 2019 to 31st March 2020 baseline. The carbon emission reduction achieved by these schemes equate to **27.716 tCO₂e**, a **55.67%** reduction against the 1st April 2019 to 31st March 2020 baseline and the measures will be in effect when performing the contract.

1. Following the return to work after the COVID-19 pandemic, non-essential employees have continued to work from home.
2. We have introduced new working regimes to support reduced business travel and employees commuting post-pandemic, resulting in increased home working and fewer client and consultant in person meetings.
3. We have invested in more technology to allow virtual meetings to be held.
4. We have discussed with employees a new balance of office and home working with a view to reducing the amount of onsite presence and travel required. These steps will drive business travel and employee commuting emission reductions from 2020 onwards.
5. We have switched our electricity to British Gas Lite with the fitting of smart meters to enable more management of our electricity consumption. These use 30% nuclear and 70% renewable energy sources.

6. We have replaced two outdated and energy inefficient boilers with one energy efficient central boiler with thermostatic controls.
7. We are in the process of installing an EV charging point in the office car park.

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

1. We will continue to drive down post-pandemic business travel and commuting in collaboration with clients and employees, but this is proving difficult post pandemic.
2. We are looking at the introduction of EV's into the directors commuting and will encourage staff to move to EV's and are currently looking at schemes to support this.
3. We are currently looking at installing roof mounted photovoltaic panels with battery storage to reduce our mains electrical consumption.
4. Where work circumstances allow, employees will be given options for a flexible working model to reduce commuting.
5. We will move more physical meetings to virtual meetings.
6. We are looking at an energy reduction program – switch off policy, only turning on what is needed.
7. Build awareness amongst our employees of the impact of their decisions on our journey to net zero.

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:



Paul Wong, Director

Date: 16th May 2023

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>