

Carbon Reduction Policy and Plan 2021 - 2050

Author

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Version

V3

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N/A

Information Governance Assessed

N/A

Approved by

Thomas Harley

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Date of Review

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Classification

PUBLIC



**for a
better
tomorrow**

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Policy Statement

Commitment to achieving Net Zero

Get Set UK is committed to achieving Net Zero emissions by 2050 at the latest.

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. There are three categories of emissions-releasing activities, known as “scopes”:

- **Scope 1 (Direct emissions):** Activities owned or controlled by Get Set UK that release emissions straight into the atmosphere. They are direct emissions. Examples of scope 1 emissions include emissions from combustion in owned or controlled boilers, furnaces, vehicles; emissions from chemical production in owned or controlled process equipment.
- **Scope 2 (Energy indirect):** Emissions being released into the atmosphere associated with your consumption of purchased electricity, heat, steam and cooling. These are indirect emissions that are a consequence of Get Set UK’s activities but which occur at sources we do not own or control.
- **Scope 3 (Other indirect):** Emissions that are a consequence of Get Set UK’s actions, which occur at sources which we do not own or control and which are not classed as scope 2 emissions. Examples of scope 3 emissions are business travel by means not owned or controlled by Get Set UK, waste disposal, or purchased materials or fuels.

We will provide a baseline for emissions for 2022 (Year 1) and will plan to achieve 7.6% (min) year on year reduction for year 2 onwards. Activity data will be used to calculate GHG emissions, for example:

Emission-releasing activity	Source of information
Electricity use	Total kilowatt hours (kWh) used from electricity bills
Natural gas use	Total kilowatt hours (kWh) used from gas bills
Water supply	Total water supplied in cubic metres (m3) from water bill
Water treatment	Total water treated in cubic metres (m3) from water bill
Employee travel	Receipts for details of travel, and use distance calculation websites to obtain flight, rail and road distances
Waste disposal / recycling	Tonnes of waste-treated by waste type (e.g. paper, glass, waste to landfill) from waste collection provider.

Baseline Year: 2022	
Additional Details relating to the Baseline Emissions calculations. Get Set UK's baselines for 2022 (01 January 2022 to 31 December 2022) are:	
Baseline year emissions:	
EMISSIONS	TOTAL (kgCO₂e)
Scope 1	2,043.87
Scope 2	21,637.11
Scope 3 (Working from home office equipment & heating, Business Rail Travel, Waste, and Employee Commute.)	28,793.96
Total Emissions	50,431.07

Template For Future Emissions Reporting

Reporting Year: 20xx	
EMISSIONS	TOTAL (kgCO₂e)
Scope 1	XX
Scope 2	XX
Scope 3 (Included Sources)	XX
Total Emissions	XX

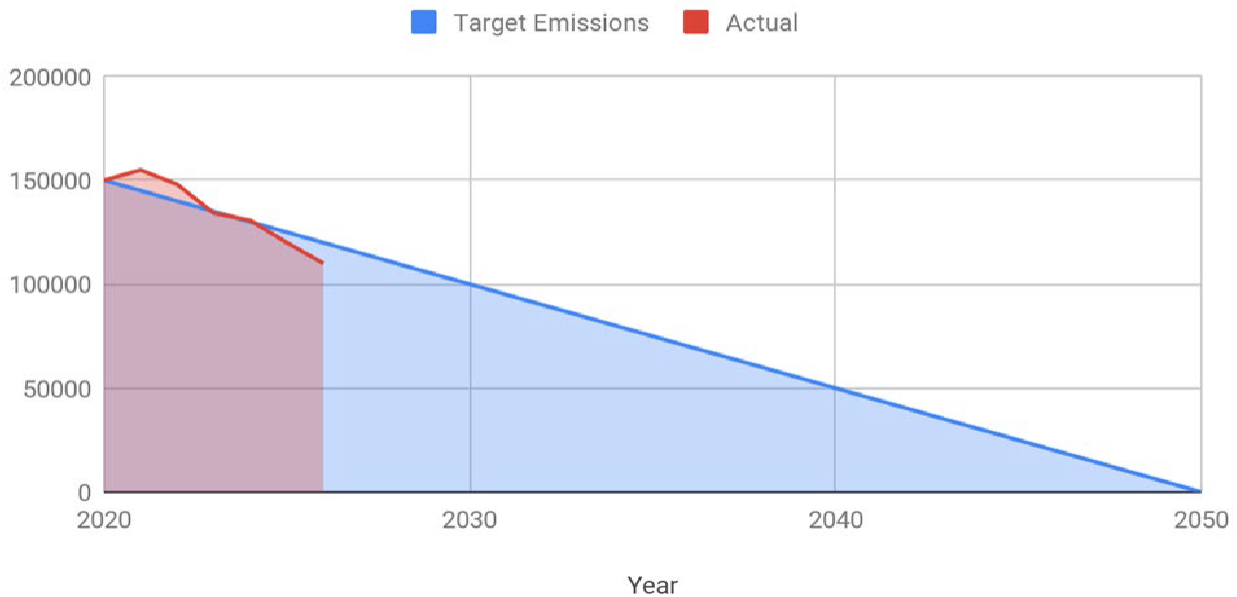
Emissions reduction targets

In order to progress to achieving Net Zero, we have adopted the following carbon reduction targets. We project that carbon emissions will decrease by 7.6% year on year from year 2 of this plan.

Progress against these targets will be published in a graph below **(2023 version of this plan shows an illustrative example only)**:

BELOW IS AN EXAMPLE ONLY IN 2023 VERSION OF THIS PLAN

Carbon Reduction: Projected vs. Actual



Carbon Reduction Initiatives

Get Set have a detailed approach to sustainable development. During 2021/22, we introduced the use of Microsoft Teams (MS Teams) across our business, which has minimised the impact of business travel. We also implemented the following:

- Appointing a Director of Corporate Development to drive our approach to carbon reduction and sustainability practices.
- Developing and implementing a sustainable procurement policy that invests in products, materials and resources that are eco-friendly, sustainable and produced ethically.
- Aligning our environmental management systems with ISO14001:2015 (achieved accreditation Q1 23).
- Working closely with our landlords to support the implementation of energy saving devices within our delivery centres.
- Working with our Prime Contractor, Funders and Supply Chain partners to develop their approaches to carbon reduction and sustainability.
- Reviewing staff commuting activities to encourage them to utilise public transport.
- Monitoring, measuring, and reporting environmental performance against policy objectives

- and KPIs.
- Continually improving the suitability, adequacy and effectiveness of Get Set UK's environmental management systems to enhance its environmental performance

Completed Carbon Reduction Initiatives

Get Set UK's Carbon Reduction Initiatives (planned and completed) will be published in Appendix 1 to this policy.

Related Policies:

- Get Set Environmental & Sustainable Development Policy POL-CO001-2021 V5

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 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) Standard³.

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

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>

Signed on behalf of Get Set UK:



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..... Date: ...21st September

2021.....

Policy Review

This policy shall be reviewed annually and amended accordingly at intervals not exceeding 12 months.

Version Control

Version	Date	Purpose / Changes	Author
V1	21/09/22	New Policy/Plan	Cat Barton
V2	21/12/22	Updated Policy/Plan	Cat Barton
V3	21/09/23	Annual Review	Cat Steel

APPENDIX 2 - CARBON REDUCTION INITIATIVES

Completed Carbon Reduction Activities will be recorded here using the following template:

The following environmental management measures and projects have been completed or implemented since the 2022 baseline. The carbon emission reduction achieved by these schemes equate to **XX** tCO₂e, a **XX**%ge reduction against the 2022 baseline and the measures will be in effect when performing the contract

Climate Wise offset initiatives – payment per month to contribute to carbon offset projects to compensate for staff travelling to work.

- 2023 CO₂ tonnes: 1,386.28 tonnes
- Equivalent number of trees planted: 143,197.79 trees
- Equivalent number of miles offset: 6,661,720 in a typical

family car Achievement of ISO:14001 (April 2023)

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

Briefly provide details of some of any likely/proposed future carbon reduction projects. This is for information only.]