

# Carbon Reduction Plan

Supplier name: Actiform Limited  
Publication date: 13<sup>th</sup> June 2024

## Commitment to achieving Net Zero

Actiform Limited is committed to achieving Net Zero emissions by 2050.

## 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.

<b>Baseline Year: 2021</b>	
<b>Additional Details relating to the Baseline Emissions calculations.</b>	
<b>Baseline year emissions:</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
Scope 1	<b>99.43 tCO<sub>2</sub>e</b>
Scope 2	<b>24.64 tCO<sub>2</sub>e</b>
Scope 3 (Included Sources)	Purchased Goods 6.39 tCO <sub>2</sub> e Waste Generated in operations 0.11 tCO <sub>2</sub> e Employee Commuting 4.93 tCO <sub>2</sub> e <b>Total Emissions 11.43 tCO<sub>2</sub>e</b>
<b>Total Emissions</b>	<b>135.50 tCO<sub>2</sub>e</b>

## Current Emissions Reporting

<b>Reporting Year: 2024</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
Scope 1	<b>61.84 tCO<sub>2</sub>e</b>
Scope 2	<b>16.41 tCO<sub>2</sub>e</b>
Scope 3 (Included Sources)	Purchased Goods 4.64 tCO <sub>2</sub> e Waste Generated in operations 0.078 tCO <sub>2</sub> e Employee Commuting 7.44 tCO <sub>2</sub> e <b>Total Emissions 12.15 tCO<sub>2</sub>e</b>
<b>Total Emissions</b>	<b>90.40 tCO<sub>2</sub>e</b>

## **Emissions reduction targets**

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

We have started changing our company vehicles to Hybrid/Fully Electric, replaced all sodium lighting in our factory to dimmable LED and replaced Gas heating with a Biomass heater fuelled by our timber offcuts. 90% of the lighting in the office has also been changed to LED. We have now included the values for Waste generated in operation and are working with a waste management contractor who reports that all the waste is diverted for reuse, recycle or fuel production, and none of it is disposed in landfills. Additionally, due to the growth of the company over the years, the number of projects we complete has increased which has led to a corresponding increase in number of employees, hence the figures for Employee commuting seen this year.

We project that carbon emissions will decrease over the next five years to 76.84 tCO<sub>2</sub>e by 2028, which is a 15% reduction.

## **Carbon Reduction Projects**

### **Completed Carbon Reduction Initiatives**

The following environmental management measures and projects have been completed or implemented since the 2021 baseline. The carbon emission reduction achieved by these schemes equate to 35.39 tCO<sub>2</sub>e, a 13% reduction against the 2021 baseline and the measures will be in effect when performing the contract.

Over the last 3 years we have changed all sodium lighting in our factory to dimmable LED lighting and installed LED lighting externally which are fitted with PIR Motion Sensors. 90% of the lighting in the office has also been changed from fluorescent to LED. The Gas heating in the factory has been replaced with a Biomass heater which is fuelled by our timber offcuts. We have also conducted a Resource and Circular Economy audit with the West Yorkshire Combined Authority (WYCA) and identified areas for further improvement.

We will continue changing our fleet vehicles to Hybrid/Fully Electric and currently have 3 Hybrid vehicles and 1 Fully Electric vehicle.

We are also ISO 14001 accredited.

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

- Reduction of miles covered by company vehicles (consider vehicle sharing).
- Change remaining office lighting from fluorescent to LED to reduce electricity consumption.
- Consider the possibility of Hydrogen-powered vans for delivery.
- Installation of Solar photovoltaic panels to generate renewable energy and offset up to 40% of our current operational energy use.

## **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<sup>1</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>2</sup>.

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<sup>3</sup>.

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:**



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Stefan Dransfield, Managing Director of Actiform Ltd

Date: 13th June 2024

<sup>1</sup> <https://www.gov.uk/government/publications/environmental-reporting-guidelines-including-mandatory-greenhouse-gas-emissions-reporting-guidance>

<sup>2</sup> <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

<sup>3</sup> <https://ghgprotocol.org/corporate-value-chain-scope-3-standard#supporting-document>

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