

Carbon Reduction Plan

Supplier Name: Creative Design Limited

Publication Date: April 2024

Commitment to achieving Net Zero

Creative Design Limited is committed to achieving Net Zero emissions by 2050.

Baseline Emissions Footprint

Baseline Year: 2024/25	
Additional Details relating to the Baseline Emissions calculations	
Baseline year emissions:	
Emissions	Total (tCO₂e)
Scope 1	<i>We are gathering usage figures for fuel used in our company vehicles in order to compare previous year's usage and set a baseline</i>
Scope 2	<i>We are gathering usage figures for total kilowatt hours used in gas and electricity and cubic metres of water in order to compare previous year's usage and set a baseline</i>
Scope 3	<i>We are gathering waste data from our waste contractor and third party carriers in order to compare previous year's usage and set a baseline</i>
Total Emissions	

Current Emissions Footprint

Reporting Year: n/a	
Emissions	Total (tCO₂e)
Scope 1	
Scope 2	
Scope 3	
Total Emissions	

Emissions Reduction Targets

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

- Reduce our electricity, gas and water usage year on year
- Reduce the number of miles travelled/fuel consumption on the company van year on year
- Develop a set of KPI's that are reported quarterly to Management Team.

Once we have established baseline data, we will set targets to reduce our carbon footprint for the year 2025/26.

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented in advance of the 2024-25 baseline.

- Fully electric car used for Company travel
- Reduced number of 'in person' meetings
- Hybrid Meeting Room set up enabling online meetings to be held
- Where meetings can not take place online, train travel is encouraged as the preferable means of transport
- Bicycle pool available to all staff
- Staff Homeworking Policy introduced
- Energy Audit undertaken in conjunction with Coventry & Warwickshire Green Business Programme to propose carbon reduction measures
- Reduction in paper printing, invoices are now stored electronically on our finance system rather than printed and filed in paper form
- Action Plan for implementing measures monitored on a monthly basis at SHEQ meetings
- We are increasing the use of recyclable packaging for any product delivered
- Light sensors installed to reduce electricity wasted
- Fully recycled waste collection service
- Upgraded to LED high bay lighting in the workshop

The carbon emission reduction achieved by these schemes will be reported at the end of 2024/25 and how the reduction equates to tCO₂e. Reductions achieved against baseline data and subsequent targets will be in effect, monitored and reported when performing the contract.

In future we hope to implement further measures such as:

- Following registration with SME Climate Hub we are identifying ways we can reduce our footprint by sharing knowledge with other SME's. This will be built into our action plan.
- We will continue replacement of fluorescent tube bulbs for LED alternative/PIR sensors to cover the office area of the building
- Presenting electricity, gas, water and vehicle fuel consumption to quarterly Management Review Meeting in addition to our monthly SHEQ meetings

- Work with our landlord to discuss potentially implementing the following:

Measure	Carbon Saving (Tonnes CO2e)
LED Lighting	3.22
PIR Sensors	0.66
Solar PV	7.02
Warehouse Infrared Heaters	2.53
Office Electric Boiler	3.19
Office Low Energy Electric Heaters	4.73
Office Infrared Heaters	4.96
Low Energy Hand-Dryers	0.05
Sink Hot Water Unit	0.06
Instant Boiling Water Tap	0.09
Energy Management	1.89

- Look at how we can offset any carbon emissions we can't reduce using off-setting schemes.

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 CHG Reporting Protocol corporate standard and uses the appropriate Government emission conversion factors for greenhouse gas company reporting.

Scope 1 and Scope 2 emissions have been reported in accordance with the 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 Management Team.

Signed on behalf of the Supplier:

Signature: 

Name: **Tony Hume (Director)**

Date: **26th April 2024**