

Carbon Reduction Policy and Procedure

Purpose of the Policy:

The purpose of this Carbon Reduction Policy is to outline Leadwood Care Limited's commitment to reducing carbon emissions across all operations, in alignment with national sustainability targets and regulatory requirements. This policy provides a clear framework for achieving net-zero carbon emissions by 2050 and establishes procedures for measuring, reducing, and reporting emissions across all areas of operation.

The Carbon Reduction Policy and Procedure will guide actions to enhance operational efficiencies, meet legal and contractual obligations (including compliance with PPN 006 for public sector contracts), and foster a culture of environmental responsibility. This policy aligns with the UK government's Climate Change Act, NHS sustainability goals, and other relevant environmental standards.

Scope of the Policy:

This policy applies to all operations of Leadwood Care Limited, including:

- **Energy Consumption:** All care facilities, offices, and administrative buildings.
 - **Transport:** Business-related travel, including staff transportation and client-related journeys.
 - **Waste Management:** Reducing waste generation and increasing recycling rates.
 - **Supply Chain Management:** Engaging with suppliers to adopt more sustainable practices.
 - **Employees:** Ensuring all staff participate in carbon reduction efforts through energy-saving practices, reducing travel-related emissions, and supporting sustainability initiatives.
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Key Objectives:

1. To reduce Leadwood Care Limited's carbon emissions in line with the UK's net-zero target by 2050.
2. To comply with regulatory and contractual requirements, including PPN 006 for public sector contracts and industry standards.
3. To implement energy-efficient technologies, reduce waste generation, and encourage sustainable transportation to reduce emissions.

4. To engage and educate employees in sustainability initiatives, promoting a culture of environmental responsibility across all levels.
 5. To enhance our reputation as a sustainable and socially responsible care provider, meeting client, service user, and local authority expectations.
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Relevant Legislations:

- Climate Change Act 2008 (2050 Target Amendment)
- Climate Change (Carbon Budget) Act 2009
- The Environmental Protection Act 1990
- The Carbon Reduction Commitment (CRC) Energy Efficiency Scheme (ended 2019)
- The Renewable Energy Directive (RED II)
- The Waste and Resources Action Programme (WRAP)
- The Waste Electrical and Electronic Equipment (WEEE) Regulations 2013
- The Health and Social Care Act 2012
- The Environmental Permitting (England and Wales) Regulations 2016
- The EU ETS (European Union Emissions Trading Scheme) (replaced by UK ETS after Brexit)
- The Procurement Policy Note 06/21: Taking Account of Carbon Reduction Plans in Public Procurement (PPN 006)
- The Building Regulations 2010 (Part L)
- The Carbon Price Floor (CPF)
- The Energy Efficiency (Private Sector) Regulations 2020
- The Clean Growth Strategy (2017)
- The Green Finance Institute (Green Finance Strategy)
- The Plastic Packaging Tax (2022)
- The Energy Performance of Buildings (Certificates and Inspections) (England and Wales) Regulations 2007

Carbon Reduction Procedure:**1. Establish Baseline Emissions:**

- Leadwood Care Limited will measure its carbon footprint across all Scope 1, 2, and 3 emissions. This will include:
 - **Scope 1:** Direct emissions from company-owned vehicles and buildings.
 - **Scope 2:** Indirect emissions from purchased energy (electricity and gas).
 - **Scope 3:** Emissions from the supply chain, staff commuting, and waste disposal.
- Baseline emissions data will be collected and analysed by the end of Q1 2026, using GHG Protocol standards and verified by an external auditor.

2. Set Carbon Reduction Targets:

- Leadwood Care Limited commits to achieving net-zero emissions by 2050.
- Short-term targets (by 2030):
 - 25% reduction in Scope 1 and Scope 2 emissions (through energy-efficient technology and switching to renewable energy).
 - 15% reduction in Scope 3 emissions by engaging suppliers and optimising transportation.

3. Energy Efficiency:

- **Energy Audits:** Conduct comprehensive energy audits for all care facilities and offices by Q1 2026 to identify potential savings.
- **Energy-Efficient Technologies:** Upgrade to LED lighting, install smart thermostats, and improve insulation in all facilities by 2027.
- **Renewable Energy:** Transition to green energy suppliers and explore solar panel installations at key facilities by 2030.

4. Sustainable Transport:

- Transition 50% of fleet vehicles to electric or hybrid models by 2040.
- Staff Carpooling: Implement a staff carpooling programme and encourage the use of public transportation or telecommuting to reduce emissions from commuting.
- Optimise the transportation of service users by utilising electric or hybrid vehicles for all non-emergency medical transportation by 2027.

5. Waste Management and Recycling:

- **Waste Audits:** Conduct a full waste audit by Q2 2026 to identify waste streams and reduce unnecessary waste generation.
- **Increase Recycling Rates:** Aim to increase the recycling rate by 20% by 2027, with a focus on medical waste and paper recycling.
- Work with certified medical waste disposal companies to ensure compliance with relevant healthcare regulations and environmentally responsible disposal.

6. Supply Chain and Procurement:

- **Engage with Suppliers:** Leadwood Care Limited will work with key suppliers to gather emissions data and reduce carbon footprints. A green procurement policy will be developed by Q4 2026.
- **Local Sourcing:** Where possible, Leadwood Care will prioritise sourcing products locally to reduce emissions from transportation.

7. Staff Engagement and Training:

- All employees will receive sustainability training to raise awareness of carbon reduction practices, such as reducing energy use, minimising waste, and adopting sustainable travel options.
- Sustainability Champions will be identified within each department to lead initiatives and encourage participation in sustainability efforts.

8. Monitoring and Reporting:

- **Emissions Tracking:** Leadwood Care will use carbon management software to track emissions on an annual basis and ensure real-time monitoring.
- **Quarterly Reviews:** The Sustainability Task Force will conduct quarterly reviews to assess progress toward carbon reduction goals and adjust strategies as needed.
- **Annual Report:** A comprehensive annual sustainability report will be shared with employees, clients, service users, and regulatory bodies. The report will detail emissions reduction, the success of initiatives, and any areas requiring further action.

9. External Verification and Auditing:

- Leadwood Care will seek third-party verification of carbon emissions reductions from an independent environmental auditing body (e.g., ISO 14001 certification) to ensure credibility and compliance.

- The Sustainability Task Force will work with external experts to audit carbon reduction efforts on a biannual basis.

10. Carbon Offsetting:

- As part of the net-zero strategy, Leadwood Care will engage in carbon offsetting programmes for emissions that cannot be fully eliminated in the short term. Offsetting initiatives could include supporting renewable energy projects, reforestation, and carbon capture efforts.

Responsibilities:**1. Board of Directors:**

- Oversee the implementation of the Carbon Reduction Policy, ensuring sufficient resources and leadership.
- Ensure that sustainability goals are
- integrated into strategic planning and decision-making.

2. Sustainability Task Force:

- Develop, implement, and monitor the carbon reduction procedures.
- Coordinate efforts across departments to ensure compliance and track progress.

3. Facility Managers:

- Ensure the successful implementation of energy-efficient technologies in care homes and offices.
- Coordinate waste reduction and recycling efforts within the facilities.

4. Employees:

- Actively participate in carbon reduction initiatives, including adopting energy-saving practices and engaging in sustainability training programmes.

5. Suppliers and Contractors:

- Collaborate with Leadwood Care Limited to reduce the carbon footprint of products and services provided.

Policy Review:

This policy will be reviewed annually to ensure that it remains up to date with regulatory changes, technological advancements, and evolving organisational goals. The review process will involve feedback from staff, service users, local authorities, and external sustainability experts. Any updates or changes to the policy will be communicated to all stakeholders.

Approval for this statement

This statement was approved by Taiwo Oniasanmi

Name: Taiwo Oniasanmi

Date: 30/12/2024

Signature:

