

# PPN Carbon Reduction Plan

**Client name:** HotelShopUK Ltd

**Company Registration Number:**

**Published date:** May 2023

## Commitment to achieving Net Zero

HotelShopUK Ltd is committed to achieving Net Zero emissions by 2035

## 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. This Carbon Footprint Plan (CRP) is the baseline year January 2022 – December 2022

We started our strategies In 2020 - which Included switching to LED lightbulbs, switching to renewable energy (electricity), switching company car fleet to hybrid,

Baseline Year to end December 2022:	
Additional details relating to the Baseline Emissions calculations:	
All Scope 1 & 2 Emissions have been measured, plus the following Scope 3 Emissions:	
<ul style="list-style-type: none"> <li>• Fuel &amp; Energy Related Services</li> <li>• Goods &amp; Services</li> <li>• Capital Goods</li> <li>• Business Travel</li> <li>• Transportation &amp; Distribution (Upstream)</li> <li>• Employee Commuting &amp; Home Working</li> <li>• Operational Waste &amp; Water</li> </ul>	
<b>Baseline year emissions: 2022</b>	
EMISSIONS	TOTAL (tCO <sub>2e</sub> )
Scope 1	4.570
Scope 2	6.788
Scope 3	292.761
<b>Total Emissions</b>	<b>304.118</b>

## Current Emissions Reporting

Baseline Year to end December 2022:	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	4.570
Scope 2	6.788
Scope 3	292.761
<b>Total Emissions</b>	<b>304.118</b>

This equates to a Carbon Intensity per employee of **2.53 tCO<sub>2</sub>e** based upon **120** employees during the measurement period.

### Emissions reduction targets

HotelShopUK Ltd is committed to achieving Net Zero by 2035.

There are no previous existing carbon emission reduction targets against which to report progress (report May 2023).

To progress towards Net Zero, this plan sets carbon reduction targets for the 6-year period to 2030. During this time, targets will be set for the remaining period to ensure Net Zero will be achieved by 2035.

## Carbon Reduction Projects

### *Completed Carbon Reduction Initiatives*

The following environmental management measures and projects have been completed or implemented since the 2022 baseline.

<b>Activity</b>	<b>Completion Date</b>	<b>Scope</b>
Commit to measuring carbon footprint of business activities year on year to gain an understanding of pinch points and regularly be making efficient and direct improvements to reduce these emissions. Year 1 appointed Positive Planet to support with calculating baseline carbon footprint and reduction recommendations.	2022	1,2,3
Created a Green Team to lead initiatives. This team has been made up of members of different departments to support the roll out of initiatives and management of data, this includes sharing and collaborating throughout the organisation.	2021	1,2,3
2nd & 3rd site switched to renewable energy. HSUK Now 100% renewable energy as no gas in high street or brine well house.	2023	2
Company car fleet switched to hybrid /petrol	2022	1
Lightbulbs switched to LED across all sites	2020-2022	2
Reduced overall paper consumption by 50% (purchasing) and recycling by 35%	2021-2022	
Plastics usage (introduction of company supplied water bottles) plastic waste recycling reduced by 57%	2020-2022	
Staff awareness of sustainability increased by over 30% - regular communications	2022	

*Future Carbon Reduction Plans*

HotelShopUK Ltd aims to reduce Scope 1 & 2 Emissions to zero by 2030. We also aim to reduce Scope 3 emissions by at least 20% by 2030 from the baseline measurement. Planned carbon reduction measures to 2030 are listed below. Further Scope 3 reduction initiatives will be developed across the next 7 years for the remaining period to 2035, aligned with the latest Net Zero guidance.

**Scope 1 emissions** Refer to direct (GHG) emissions that occur from sources that are owned or controlled by a company, such as emissions from combustion of fuels in on-site boilers, furnaces, or vehicles.

**Scope 2 emissions** Refer to indirect GHG emissions that result from the generation of purchased electricity, steam or other forms of energy consumed by a company. These emissions occur at the facility or facilities where the energy is generated but are considered indirect because they are not generated by the company themselves.

REDUCTION PLANS – Scope 1 & Scope 2				
Activity No.	Activity	Target Date	% Reduction	Scope & Category
1	Consider small cost options such as reducing the boiler temperature and adding heat & solar control reflective window sheets (if possible, or encourage the landlord).	2025	6%	Stationary Combustion
2	Replace natural gas with 100% renewable electricity as a heating source for both space and water.	2029	100%	Stationary Combustion
3	Replace company owned / leased vehicles with EV to remove the use of petrol and/or diesel.	2030	100%	Mobile Combustion
4	Encourage the landlord/management company to procure a 100% renewable electricity tariff. This change will reduce <b>market-based</b> emissions to 0 tCO2e.	2023	100% (market-based)	Purchased Electricity
5	We will implement behaviour change initiatives within the workplace for reduction of emissions, including clear messaging for turning off lights, monitors, computers, and other electrical appliances where appropriate.	2024	20% (location-based)	Purchased Electricity

	High-level monitoring of energy use is key to understanding further pinch points.			
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**Scope 3 emissions** refer to all other indirect greenhouse gas emissions that occur in an organisations value chain, including emissions from upstream and downstream activities. These emissions occur because of the organisation’s activities but are not owned or controlled by the organisation itself.

The table below outlines initiatives planned to reduce carbon emissions by 2030.

REDUCTION PLANS – Scope 3				
Activity No.	Activity	Target Date	% Reduction	Scope & Category
1	Consider training and engagement for the Green Team, leadership, and the wider employee base. Including and not limited to, creating spaces for environmental positive conversations (internal comms, newsletters, slack, Teams etc), certified Carbon Literacy Training for all applicable to roll out to further workforce and share with externals where appropriate.	2024	5%	Commuting & Home Working Business Travel
2	<p>Encourage suppliers to adopt sustainable practices and improve their own carbon footprint through supplier engagement, procurement policies and contracts, and monitoring reporting mechanisms.</p> <p>Commit to a Sustainability Audit or Survey to request further information regarding credentials – Plan to send these to the Top 5/10 suppliers by spend. This data collection will support reduction journey by gathering important data for year two measurement &amp; encourage supply chain integration towards Net Zero. Complete this audit within Two Phases –</p> <ol style="list-style-type: none"> <li>1. Identify suppliers for engagement.</li> <li>2. Formulate and collect data (survey/scoring)</li> </ol> <p>Once completed prioritise suppliers with lower carbon footprints as part of the above phased approach.</p>	2024	40%	Purchased Goods & Services Capital Goods

	Develop and monitor procurement policy for all new suppliers to align to Net Zero goals.			
3	Work with suppliers to reduce waste and packaging, optimise (where appropriate) logistics and transportation modes to minimise emissions and costs.	2025	1%	3
4	<p>Implement or develop a holistic travel policy to support environmental impact of choices when travelling, staying in hotels and commuting. The priorities within this policy will support active travel and low emission travel options where appropriate. Monitor and consider alternatives to air-based travel as a priority and commit to offering support to workforce with options for active travel schemes; such as bike to work or car sharing opportunities.</p> <p>Utilise the emissions travel hierarchy –            Digital communication            Walking &amp; wellbeing            Cycling            Public and shared transport            Public and shared EV's and car sharing            ICE vehicles and car sharing            Air Travel</p> <p>We will introduce a scheme whereby employees have to supply a reason code as to why the travel is necessary and that the "meeting" cannot be done by video.</p>	2023	5%	Business Travel Commuting
5	Collaborate with Positive Planet to influence other organisations suppliers / agents / partners to become carbon literate through organised sector specific training events.	2023-2025		

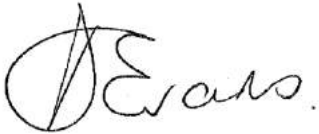
Based upon the above completed and planned initiatives, across Scope 1,2 & 3, it is projected that carbon emissions will decrease over the next seven years from the current normalised measurement of **304.118 tCO<sub>2</sub>e** to **215.434 tCO<sub>2</sub>e** by 2030. This is a reduction of **29%**

**Declaration and Sign Off**

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>.

This Carbon Management Plan has been reviewed and approved by HotelShopUK Ltd.

**Signed on behalf of HotelShopUK Ltd:**



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Name: Diana Evans

Position: Group Managing Director

Date: 02/08/23

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<sup>1</sup> <https://ghgprotocol.org/corporate-standard>

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