



Carbon Reduction Plan Yr 2 For Hotelshop UK

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Our Commitment

Hotelshop UK and our subsidiary Rapid Relocate are committed to achieving Net Zero emissions by 2035

What does Net Zero mean in practice?

To achieve Net Zero, we will be aiming to reduce emissions in line with the latest science-based targets (SBTs). SBTs are greenhouse gas reduction goals set by organisations, they are defined as “science-based” when they align with the scale of reductions required to limit global temperature increases to 1.5°C compared to pre-industrial temperatures. To achieve Net Zero under this scenario, we will need to reduce our absolute emissions by 90% from our baseline year.

SBTi recommends that organisations commit to near-term targets (that cover a minimum of 5 years/maximum of 10 years from the baseline year), as well as long-term targets.

Our near-term targets:

- Reduce scope 1 and 2 emissions to zero by 2030.
- To procure 80% renewable electricity by 2026 and 100% by 2030.
- Reduce Scope 3 emissions by 42% by 2030.
- Measure all scope 3 categories by 2025.

Our long-term targets:

- Reduce our total market-based emissions (scope 1, 2 and 3) by at least 90% by 2050.
- Neutralise any residual emissions using verified carbon offsets.

Scope 1 emissions: direct greenhouse gas emissions that occur from sources owned or controlled by a company, such as emissions from the combustion of fuels in on-site boilers, furnaces, or vehicles.

Scope 2 emissions: indirect greenhouse gas emissions that result from the generation of purchased electricity, steam or other forms of energy consumed by a company.

Scope 3 emissions: all other indirect greenhouse gas emissions that occur in an organisation’s value chain, including emissions from upstream and downstream activities.

Our Carbon Footprint

Baseline Emissions Footprint - Hotelshop UK

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. We have chosen to set our baseline year as January - December 2022.

Baseline Year: 2022	
Emissions	Total (tonnes CO ₂ e)
Scope 1	3.43
Scope 2*	Market-based: 0.978
Scope 3 including: <ul style="list-style-type: none"> - Purchased Goods & Services - Capital Goods - Fuel & Energy Related Services - Business Travel - Transportation & Distribution (Upstream & Downstream) - Employee Commuting & Homeworking - Operational Waste & Water 	239.325
Total Emissions*	Market-based: 243.732

Our total emissions equate to a Carbon Intensity Metric of 2.9 tCO₂e per full-time employee equivalent (FTE) based on 84 FTEs during the baseline period (using market-based emissions).

Baseline Emissions Footprint - Rapid Relocate

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. We have chosen to set our baseline year as January - December 2022.

Baseline Year: 2022	
Emissions	Total (tonnes CO ₂ e)
Scope 1	1.140
Scope 2*	Market-based: 5.81
Scope 3 including: <ul style="list-style-type: none"> - Purchased Goods & Services - Capital Goods - Fuel & Energy Related Services - Business Travel - Transportation & Distribution (Upstream & Downstream) - Employee Commuting & Homeworking - Water 	52.436
Total Emissions*	Market-based: 60.386

Our total emissions equate to a Carbon Intensity Metric of 1.68 tCO₂e per full-time employee equivalent (FTE) based on 36 FTEs during the baseline period (using market-based emissions).

Current Emissions Reporting

Hotelshop UK

Current Reporting Year: January - December 2023

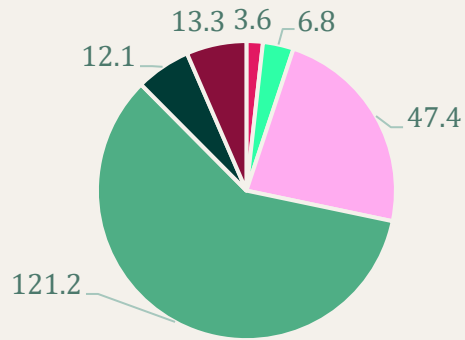
Emissions	Total (tonnes CO ₂ e)
Scope 1	3.2
Scope 2*	Market-based: 0.4 Location-based: 29.5
Scope 3 including: <ul style="list-style-type: none"> - Purchased Goods & Services - Capital Goods - Fuel & Energy Related Services - Business Travel - Transportation & Distribution (Upstream & Downstream) - Employee Commuting & Homeworking - Operational Waste & Water 	200.9
Total Emissions*	Market-based: 204.6 Location-based: 233.6

Our total emissions equate to a Carbon Intensity Metric of 2.6 tCO₂e per full-time employee equivalent (FTE) based on 79 FTEs during the measurement period (using market-based emissions).

*Purchased electricity can be measured in two ways. A location-based method reflects the average emissions intensity of grids on which energy consumption occurs (using mostly grid-average emission factor data). A market-based method reflects emissions from electricity that companies have purposefully chosen (or their lack of choice). A market-based method therefore takes into account the purchase of electricity via a verified renewable energy tariff. We have chosen to base our Net Zero target on a market-based methodology.

Carbon Emissions Breakdown - Hotelshop UK

Emissions by Category (tCO2e)



- Company Cars
- Business Travel
- Employee Commuting
- Procurement
- Waste
- Indirect Energy Emissions

Measurement Results		
By Scope	tonnes	% of total
Scope 1	3.2	2
Scope 2 (<i>Location-based</i>)	29.5	-
Scope 2 (<i>Market-based</i>)	0.4	0
Scope 3	200.9	98
By Source		
Direct	3.2	2
Upstream	230.4	114
Downstream	0.0	0
By Category		
Company Cars	3.6	2
Business Travel	6.8	3
Employee Commuting	47.4	23
Procurement	121.2	59
Waste	12.1	6
Indirect Energy Emissions	13.2	6
Total		
Location-based	233.6	-
Market-based	204.6	-

Current Emissions Reporting

Rapid Relocate

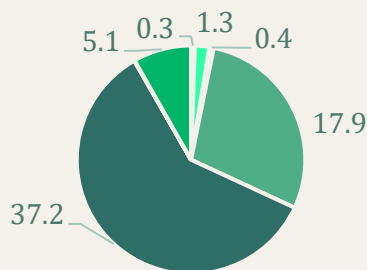
Current Reporting Year: January - December 2023	
Emissions	Total (tonnes CO ₂ e)
Scope 1	1.6
Scope 2*	Market-based: 0 Location-based: 1.2
Scope 3 including: <ul style="list-style-type: none"> - Purchased Goods & Services - Capital Goods - Fuel & Energy Related Services - Business Travel - Transportation & Distribution (Upstream & Downstream) - Employee Commuting & Homeworking 	60.6
Total Emissions*	Market-based: 62.2 Location-based: 63.4

Our total emissions equate to a Carbon Intensity Metric of 1.8 tCO₂e per full-time employee equivalent (FTE) based on 34 FTEs during the measurement period (using market-based emissions).

*Purchased electricity can be measured in two ways. A location-based method reflects the average emissions intensity of grids on which energy consumption occurs (using mostly grid-average emission factor data). A market-based method reflects emissions from electricity that companies have purposefully chosen (or their lack of choice). A market-based method therefore takes into account the purchase of electricity via a verified renewable energy tariff. We have chosen to base our Net Zero target on a market-based methodology.

Carbon Emissions Breakdown - Rapid Relocate

Emissions by Category (tCO2e)



- Office Utilities
 - Business Travel
 - Procurement
- Company Cars
 - Employee Commuting
 - Indirect Energy Emissions

Measurement Results		
By Scope	tonnes	% of total
Scope 1	1.6	3
Scope 2 (<i>Location-based</i>)	1.2	-
Scope 2 (<i>Market-based</i>)	0.0	0
Scope 3	60.6	97
By Source		
Direct	1.6	3
Upstream	61.8	97
Downstream	0.0	0
By Category		
Company Cars	1.3	2
Office Utilities	0.3	1
Business Travel	0.4	1
Employee Commuting	17.9	29
Procurement	37.2	60
Indirect Energy Emissions	5.1	8
Total		
Location-based	63.4	-
Market-based	62.2	-

Carbon Reduction

Our Net Zero targets

Hotelshop UK and our subsidiary Rapid Relocate are committed to achieving Net Zero by 2035. To achieve Net Zero under this scenario, we will need to reduce our absolute emissions by 90% from our baseline year. To keep us on track, we have also set the following near-term targets to 2030.

Our near-term targets:

- Reduce scope 1 and 2 emissions to zero by 2030.
- To procure 80% renewable electricity by 2026 and 100% by 2030.
- Reduce Scope 3 emissions by 42% by 2030.
- Measure all scope 3 categories by 2025.

Our long-term targets:

- Reduce our total market-based emissions (scope 1, 2 and 3) by at least 90% by 2050.
- Neutralise any residual emissions using verified carbon offsets.

Progress

Emissions	Total Carbon Footprint (tonnes CO ₂ e)				% Change	
	Baseline year: 2022		Current year: 2023			
	Hotelshop	Rapid	Hotelshop	Rapid	Hotelshop	Rapid
Scope 1	3.43	1.140	3.2	1.6	7%	+12%
Scope 2	0.978	5.81	0.4	1.2	41%	21%
Scope 3	239.325	52.436	200.9	60.6	17%	+16%
Total	243.732	60.386	204.6	62.2	16.26%	+3%

Emissions	Carbon Intensity Metric (tonnes CO ₂ e / unit)				% CHANGE	
	Baseline year: 2022		Current year: 2023			
	Hotelshop	Rapid	Hotelshop	Rapid	Hotelshop	Rapid
Employees	2.9	1.68	2.6	1.8	10.3%	+6.67%

We are on track to achieve our near-term targets and will therefore continue to maintain / accelerate our progress. We aim to carry out our planned reduction Initiatives to progress on our targets.

Completed Carbon Reduction Initiatives

The following emissions management measures and projects have been completed or implemented.

Activity	Completion Date	Scope
<p>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.</p> <p>Year 1 appointed Positive Planet to support with calculating baseline carbon footprint and reduction recommendations.</p>	2023	1,2,3
<p>Created a Green Team to lead initiatives. This team has been made up of members from different departments to support the roll out of initiatives and management of data, this includes sharing and collaborating throughout the organisation.</p>	2023	1,2,3
<p>Transitioned the offices to procure a 100% renewable electricity tariff. This change will reduce market-based emissions (from chosen tariff) from the office (common areas) to 0 tCO2e.</p>	2023	2
<p>Commit to a Sustainability Audit or Survey to request further information regarding credentials – Plan to send these to the top 20 suppliers by spend. This data collection will support reduction journey by gathering important data for future measurements & encourage supply chain integration towards Net Zero.</p> <p>Complete this audit within two phases:</p> <ol style="list-style-type: none"> 1. Identify suppliers for engagement 2. Formulate and collect data (survey/scoring) 	Ongoing	3
<p>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. On average, certified learners reduce their carbon footprints by 5-15%, of which ~50% are work-related.</p>	2022 and 2023	

Future Carbon Reduction Plans

We are committing to action the following emissions management measures and projects in line with our Net Zero targets.

Reduction Plans – Scope 1 & Scope 2				
Activity No.	Activity	Target Date	% Reduction Target	Category
1	<p>Ask the landlord to consider low-cost options such as reducing the boiler temperature and adding heat & solar control reflective window sheets.</p> <p>Consider planning for larger cost management (where appropriate) such as an efficient boiler system.</p> <p>Consider moving to premises without gas heating for 100% reduction is stationary combustion emissions.</p>	2025	6%	Stationary Combustion

Based upon the above completed and planned initiatives, it is projected that Scope 1 and Scope 2 carbon emissions will decrease to **0 tCO₂e** by 2030.

We also aim to implement the further initiatives below to reduce Scope 3 emissions:

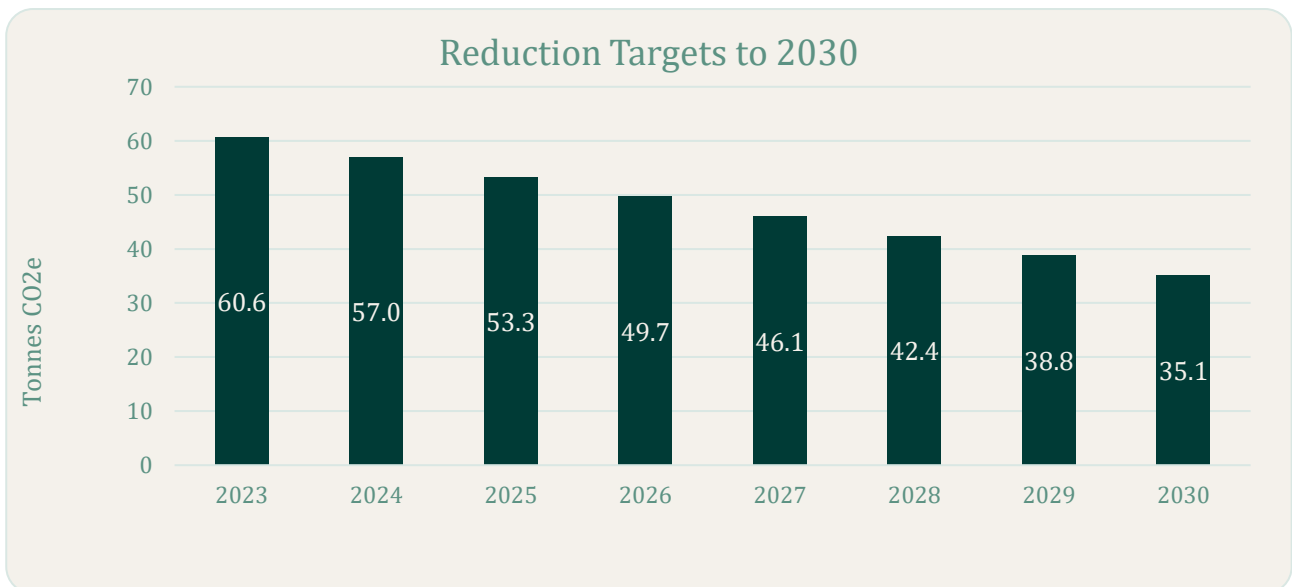
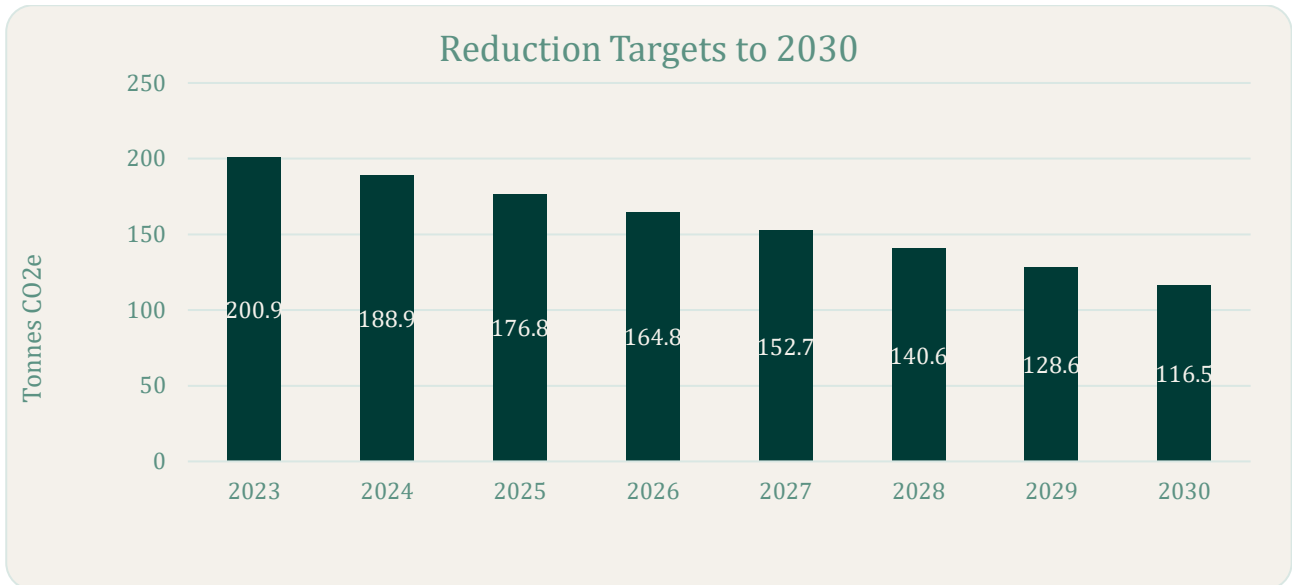
Reduction Plans – Scope 3				
Activity No.	Activity	Target Date	% Reduction Target	Category
1	<p>Implement a Sustainable Procurement Policy. Encourage suppliers to adopt sustainable practices and improve their own carbon footprint through supplier engagement, procurement policies and contracts, and monitoring reporting mechanisms.</p> <p>Once our ongoing action of Supply Chain Engagement Is completed, we will prioritise suppliers with lower carbon footprints as part of the above phased approach. This may also involve purchasing second hand/refurbished (furniture, IT equipment) and extending the lifespan of purchased items.</p> <p>Develop and monitor procurement policy for all new suppliers to align to Net Zero goals.</p>	Ongoing	20%	Purchased Goods & Services
2	<p>Develop and implement a Sustainable 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.</p> <p>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:</p> <ul style="list-style-type: none"> - Digital communication - Walking and cycling - Public and shared transport - EV's and car sharing/clubs - Vehicles and car sharing/clubs - Air travel 	2025-2028	15%	Business Travel Commuting

	Consider creative ways to engage and support the workforce to influence change. Examples include setting an internal organisation carbon credit scheme (limit that to a number of tCO ₂ e per year), extra holiday days for low emission travel choice, bonuses, subsidised travel, equal mileage payments for diesel/petrol/EVs/cycling.			
3	Liaise with key suppliers to see whether they can ship with the minimal amount of packaging needed to secure the product.	2024	25%	Waste
4	Commit to capturing improved data quality in our subsequent years of reporting	2024-2028	~10-15%	All

Near-Term Reduction Projections (Scope 3)

Based upon the above completed and planned initiatives, it is projected that (as a minimum) Scope 3 carbon emissions will further decrease over the next seven years from the current normalised

measurement of 200.9 tCO₂e to 116.5 tCO₂e by 2030 for Hotelshop and 60.6 tCO₂e to 35.1 tCO₂e by 2030 . This is a **reduction of 42%** and will keep us on track to Net Zero.

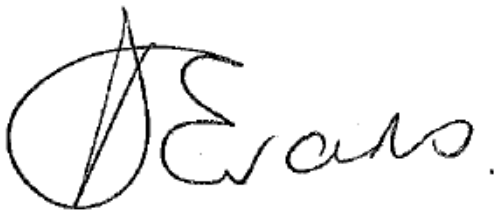


Declaration and Sign Off

Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate standard¹ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting².

This Carbon Management Plan has been reviewed and approved by the Hotelshop UK and Rapid Relocate Executive Team.

Signed on behalf of Hotelshop UK and Rapid Relocate:



Name: Diana Evans

Position: Group Managing Director

Date: 30th May 24.

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

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