



**Speech & Language Therapy
West Midlands Ltd.**

Carbon Reduction Plan

Date of policy:	May 2024
Policy review date:	May 2025
Person/s responsible:	Company Directors

This policy is under regular review. Updates will be made to reflect developments in procedures and best practice

Introduction

Speech and Language Therapy West Midlands Ltd is committed to achieving ‘Net Zero’ carbon emissions before 2050. We believe that every person has the responsibility to reduce their carbon footprint and we commit to supporting this.

Scope

The Greenhouse Gas Protocol breaks emissions sources down into 3 categories or scopes.

Scope 1

Direct emissions from the combustion of fuel in assets that a company operates, such as fuel emissions from company-owned cars, diesel generators, gas boilers and air conditioning leaks.

Scope 2

Indirect emissions from the generation of energy purchased from a utility provider, such as heating, cooling, steam and electricity.

Scope 3

All indirect greenhouse gas emissions that do not fall under scope 2 – upstream and downstream. Upstream emissions from purchased goods and services, capital goods, upstream transport and distribution, and business travel.

Speech and Language Therapy West Midlands Ltd current data (2024):

Scope 1	0 tCO ₂ e
Scope 2	< 0.1 tCO ₂ e
Scope 3	0.4 tCO ₂ e

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Method Statement

1. Energy Efficiency:
 - Conduct energy audits at the start of each year to identify areas for improvement
 - Implement energy-saving measures such as LED lighting, smart power strips, and energy-efficient equipment
 - Train staff on energy-saving practices specific to each contract site
2. Waste Reduction:
 - Develop a waste management plan
 - Implement a robust recycling program, including separate bins for different materials
 - Minimise single-use items and packaging in contract delivery
3. Sustainable Transportation:
 - Utilise electric or hybrid vehicles for on-site visits and deliveries where possible
 - Optimise route planning to reduce mileage and emissions
 - Encourage staff to use public transport or carpooling
4. Green Procurement:
 - Source environmentally friendly products and materials for contract delivery
 - Prioritise suppliers with strong environmental credentials
 - Implement a green purchasing policy
5. Carbon Offsetting:
 - Calculate the carbon footprint of each call-off contract
 - Invest in verified carbon offset projects to neutralise emissions

Timeline/Project Plan

Month 1:

- Conduct initial environmental assessment
- Develop tailored waste management and energy efficiency plans
- Begin staff training on environmental practices

Month 2:

- Implement recycling program and energy-saving measures
- Implement carpooling and public transport for contract-related travel where possible
- Begin green procurement processes

Month 3:

- Conduct carbon footprint calculation for 2025
- Identify and invest in appropriate carbon offset projects
- Implement route optimisation for any regular contract-related travel

Months 4-6:

- Monitor and refine implemented measures
- Conduct staff refresher training
- Prepare first quarterly environmental report

Ongoing:

- Continuous improvement and adaptation of environmental measures
- Regular staff training and engagement
- Quarterly monitoring and reporting

Monitoring, Measurement, and Reporting

1. Key Performance Indicators (KPIs):
 - Energy consumption (kWh) per year
 - Waste diverted from landfill (%)
 - Carbon emissions (tCO₂e) per year
 - Sustainable procurement (% of materials from eco-friendly sources)
2. Data Collection:
 - Consider smart meters to track energy consumption
 - Implement a waste tracking system for accurate recycling data
 - Consider vehicle telematics to monitor fuel consumption and emissions
 - Maintain a database of procurement sources and their environmental credentials
3. Reporting:
 - Generate quarterly environmental performance reports
 - Include progress towards KPIs, challenges faced, and planned improvements
 - Share reports with customers and seek feedback
4. Continuous Improvement:
 - Conduct bi-annual reviews of environmental performance
 - Solicit feedback from other organisations and end-users on environmental initiatives
 - Stay updated on new technologies and best practices in sustainability

- Adjust and improve the environmental plan based on collected data and feedback

By implementing this plan, our SME will deliver additional environmental benefits in the performance of any contracts, contributing to the "effective stewardship of the environment" outcome and progressing towards net zero greenhouse gas emissions.

Signed

Louise Engers & Sarah Barker

Company Directors

Speech and Language Therapy West Midlands Ltd

15/05/2024