Carbon Reduction Plan

December 2022

Co Wheels Carbon Reduction Plan

Supplier name: Co Wheels Car Club CIC

Publication date: 22 November 2022

Commitment to achieving Net Zero

Co Wheels is committed to achieving Net Zero emissions by 2050, but once sufficient data has been compiled this date will be reviewed and brought forward if at all possible.

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.

Baseline Year: 2021	
Additional Details relating to the Baseline Emissions calculations.	
Note – This is the first Carbon Reduction Plan by Co Wheels, there are no previous year's baseline figures for comparison, so we are creating new measurement baselines with this report using 2021 as the first complete year that we have data for. Where possible we have looked to get data from a previous year for the commentary to at least establish a trend to see which direction the C02 use is travelling in and therefore what action we might need to take.	
Baseline year emissions: 2021	
EMISSIONS	**TOTAL (tCO_2e)**
Scope 1	See current year reporting below which will be our baseline for the 2022 report published in 2023.
Scope 2	See current year reporting below which will be our baseline for the 2022 report published in 2023.
Scope 3 **(Included Sources)**	See current year reporting below which will be our baseline for the 2022 report published in 2023.
Total Emissions	**155.74 tCO2e**

Current Emissions Reporting

Reporting Year: 2021	
EMISSIONS	**TOTAL (tCO_2e)**
Scope 1 Emissions from sources owned or controlled by Co Wheels. e.g. service vehicles.	The main area in this scope is our maintenance fleet of 6 vehicles and staff who cleans, safety check and maintain our fleet of shared vehicles to keep them on the road. Each of these vehicles emit on average 6.48 tonnes of CO2e per year, based on the VW Caddy diesel vans we were using. A policy to switch these to petrol based SUVs with lower emissions was introduced part way through the year, which made a small reduction in the total tonnage. This impact will be more meaningful for the 2022 analysis as three of the lower emission vehicles have been on the fleet for almost a full year. But the total volume is still significant, and with options to reduce mileage travelled limited then a switch to an even more efficient and eventually zero emission tailpipe fleet is the only sustainable long term option. In additon to the maintenance fleet, there is also a considerable amount of business travel of the fleet, moving locations, taking them for maintenance and repairs. Also included in this is business travel for meetings which would normally be Scope 2 but is included here as Co-wheels own assets are used. Emissions from Maintenance Fleet - 38.76 tCO2e Emissions from Co Wheels fleet on Maintenance Bookings – 79.05 tCO2e **Total Scope 1 emissions - 117.81 tCO2e**
Scope 2 Indirect emissions associated with purchased energy, including electricity, steam, heat and cooling.	The main areas in the scope are: • Heat and lighting for our main office premises • Heat and lighting for employees who work from home As our landlord keeps separate heating and lighting figures for our head office which uses one floor of a shared office space we can accurately measure costs of heating and power costs for the space. However many of our staff are either remotely based or have a hybrid home and office working pattern, while some such as our fleet maintenance staff work purely on site and do not spend any significant time at a home base so the bulk of their emissions are covered by the vehicle output in Scope 1. Other staff are only home based part of the time so we have calculated it on a proportion of their home costs for the days or shifts they work from home. This is an area we need to develop in future with a more detailed home survey to ensure we have accurately captured the efficiency of their home heating rather than assuming it is all gas fired.

	Head office • Electricity - 2.14 tCO2e • Gas – 5.92 tCO2e Home working – 6.60 tCO2e **Total Scope 2 emissions – 14.66 tCO2e**
Scope 3 Includes purchased goods and services, business travel, employee commuting, waste disposal, transportation and distribution, investments, leased assets and franchises.	Our main areas in this scope are: • Employees' commute into the workplace • Business travel by staff • Vehicle delivery to site Out based staff are mainly the fleet maintenance staff whose emissions are listed in Scope 1 as travel is part of their work, but the remainder of staff are based in our city centre office in Newcastle which is ideally located for public transport by the central train station and Metro. As a result our staff survey found that 50% of all staff travel is by public transport, or a combination of active travel and public transport, with a relatively low level of staff who relied on only car transport to get to work. The low level of on site car parking offered, combined with the high costs of city centre car parking, also contributed to this. Staff travel has reduced dramatically since the pandemic to the point that there was effectively little or no staff travel past March 2020 and all business meetings were online, and although it opened up considerably in 2021 this may not be a typical year to benchmark so we may expect to see an increase as travel increased throughout 2022, especially as some journey switched to flights due to rail strikes. Vehicle deliveries are fairly constant as we take delivery of the majority of vehicles from one supplier and the delivery is from there to the point of use. But as the proportion of vehicles which are electric increases we can expect to see emissions fall overall even if we increase the size of the business fleet. Staff Commuting • Public Transport – 2.47 tCO2e • Drivers – 6.77 tCO2e Business Travel • Flights - 0 • Rail/Pub Transport/Ferry – 0.68 tCO2e • Driving own vehicles – 5.52 tCO2e • Hotels – 1.12 tCO2e Vehicle deliveries – 7.73 tCO2e

	Total Scope 3 emissions – 24.29 tCO2e
Total Emissions	**Co Wheels scope 1, 2 & 3 Emissions – 156.76 tCO2e**

Emissions reduction targets

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

We project that carbon emissions will **decrease over the next five years to 128.77 tCO_2e by 2027. This is a reduction of 18%.**

This rate of reduction should ensure we reach net zero by 2050 at the latest. Progress against these targets will be measured and charted in future years' plans to ensure that we keep on track and can reduce the timescale needed to reach Net Zero if possible.

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects are already in place, despite the lack of an existing benchmark these will have had an impact on reducing our CO2 to get us to the current benchmark and we will continue these initiatives when performing the contract.

Future reports will feedback on the precise carbon impact of these plus any new initiatives introduced to reduce our impact.

Fleet maintenance

During this benchmark year we started tackling the source of our biggest CO2 output - the efficiency of our maintenance vehicle fleet which covers a significant mileage (an average of more than 25,000 miles per year per vehicle). Although only one commercial vehicle was replaced by a more efficient petrol car part was through the year, there is more scope to improve this in future years by switching to hybrids and eventually zero tailpipe emission EVs.

Building efficiency

We have already worked with our building owners to increased the overall efficiency of our office space, including more effective management of boiler temperatures and better 7 day controls plus sensor lights have also been added to communal areas like stairways. we would hope in the next 5 years that solar panels are installed on the building and more efficient glazing.

Staff travel to work

After our premises, this is one of our largest area for emissions and one which we can control or manage down by encouraging more sustainable travel to work.

Work to date
We have already taken a number of initiatives to encourage sustainable travel including:

- Provision of a refurbished, indoor locked cycle store on the premises with secure cycle storage, showers, changing rooms and lockers
- Encouragement for employees to use the Cycle to Work scheme to buy bikes and e-bikes
- Provision of employee public transport travel passes through salary check off.
- A staff car leasing scheme which enables them to lease electric vehicles at highly competitive rates.

In the future we hope to implement further measures such as:

- Assessing the viability of switching our maintenance fleet vehicles to fully electric vehicles. As a stepping stone we would have liked to have switched to hybrid or PHEV car based vans sooner but there are none currently in the market and none planned. Due to the mileage and range needed by our van fleet we will need to wait until the market is able to supply an electric vehicle which would allow us to fully replace our current ICE vehicles. As an interim measure we have now switched half the fleet from vans to petrol SUVs as this will enable us to use hybrids or PHEVs as a stopgap. With the current development of EV technology in the commercial vehicle segment we would aim to achieve this within the 5 year target outline above as it will be the biggest contributor to reducing our carbon footprint.
- Increase the use by staff of public transport or active travel as their first choice for travel to work, by expanding the range and take up of employee incentives to purchase public transport passes and bikes to get to work, and a wider range of hybrid and electric available on our staff car lease scheme which currently has a choice of two EVs and one PHEV model.
- Working with our building owner to introduce more energy efficiency measures to reduce energy consumption in our office space – such as upgrading insulation and fitting lighting with motion sensors to automatically turn off when areas are unoccupied.
- Further investigation of our Scope 3 emissions for employees working from home with more robust data so we do a better comparison of emissions compared to commuting for office working.
- To make employees aware of the most environmentally sustainable pension fund choices, all funds from our pension provider are ESG screened but some have a higher sustainability rating.

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 GHG 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 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 our Management Team.

Signed on behalf of the Supplier:

Richard Falconer, Head of Locations and Business Development

Date: 22 November 2022