



...trusted by professionals

Carbon Reduction Plan

Publication date: 1st November 2023

0800 856 2464

[topspeedcouriers.co.uk](https://www.topspeedcouriers.co.uk)

Topspeed Couriers Limited, Registered Office:
Unit 12, Ion Path, off Road Three, Winsford Industrial Estate, Winsford, Cheshire, CW7 3BX
Registered in England No.2355055.

Topspeed is committed to achieving Net Zero emissions by 2040

Background detail supporting Baseline Emissions calculation

The scope of Topspeed's accredited ISO 14001 Environmental Standard is:

'The provision of UK-wide same day, and next day dedicated and quasi-dedicated courier services, transporting all classes of Dangerous Goods including Class 6.2 and Class 7, using employed drivers and company owned vans managed by a real-time fleet tracking system and covered by in-house fleet maintenance.'

A fundamental element of our Environmental Policy is to minimise the company's detrimental effect on the environment whilst meeting our obligations to customers and stakeholders.

Topspeed's Assurance Director, Sarah Gingham-Clegg, leads on application of the ISO certifications and ensures data collected is reviewed at Board level and reported to customers and stakeholders to support our action plans.

Topspeed is committed to achieving Net Zero by 2040 and over the past two years we have implemented, or completed, significant initiatives to reduce emissions and waste. Through application of our Carbon Reduction Plan, the company can demonstrate real gains and uses a sophisticated carbon accounting engine to calculate Scope 1, 2 and 3 reporting figures and identify areas for further savings.

Significantly, as an organisation with a short supply chain and an entirely in-house service provision 75% of our carbon emissions fall within Scope 1 - Direct emissions resulting from fleet vehicles, making the company arguably unique in being able to accurately calculate and control ongoing emissions.

Topspeed has a short supply chain and, outside of the supply of energy, fuel and fleet vehicles, which are purchased through Global certified businesses, a vast proportion of remaining supply are commodity items associated with packaging, administration and fleet maintenance. These goods and services are sourced through local businesses, which minimise transport and supports the local economy.

The company's environmental philosophy combines best practice and preventative design, with ongoing development under the broad headings of:

- a) purchase of fleet vehicles
- b) efficient scheduling and route optimisation
- c) training, mentoring and control of employed drivers and management of their driving behaviour
- e) service methodology that incentivises the customer to make best use of resources
- f) ensuring the fleet is operated and maintained at optimum condition

To this end Topspeed has invested significant capital and human resources and considers itself an industry leader, adopting driver training, driver incentivisation and operational methodologies and systems that proactively encourage greater efficiency.

This Plan sets out completed and ongoing Carbon Reduction Initiatives, including those achieved prior to its 2020-2021 Baseline. The Plan is managed within our ISO Certificated 9001, 14001 and 14064 Quality Environmental & GHG Management System which is subject to annual Management Review and external audit.

...trusted by professionals

Annual Emissions Reporting

We use Normative's comprehensive emissions accounting engine and their expert knowledge to map and calculate our carbon footprint and identify areas for ongoing savings.

Baseline Year: April 2020 - March 2021

Baseline year emissions: 2021 (April 2020 to March 2021)

Emissions	TOTAL (tCO ₂ e)	Percentage
Scope 1	1,860	77.0%
Scope 2	4	0.8%
Scope 3	350	22.3%
Total Emissions	2,213	

Prior Year: April 2021 - March 2022

Reporting year: 2022 (April 2021 to March 2022)

Emissions	TOTAL (tCO ₂ e)	Percentage
Scope 1	1,867	71.0%
Scope 2	33	1.3%
Scope 3	729	27.7%
Total Emissions	2,629	

Current Emissions Reporting: 2023

Reporting year: 2023 (April 2022 to March 2023)

Emissions	TOTAL (tCO ₂ e)	Percentage
Scope 1	1,867	74.7%
Scope 2	125	5.0%
Scope 3	509	20.4%
Total Emissions	2,501	

Year-by-year Overview

(tCO₂e)

Year:	2021	2022	2023
Scope 1	1,860	1,867	1,867
Scope 2 (see note)	4	33	125
Scope 3	350	729	509
Total:	2,214	2,629	2,501

NOTE: For 2022, Scope 2 has only increase due the higher quality of data submitted and changes in accepted accounting procedure with the application of the 'Country average of renewable energy' for the UK.

...trusted by professionals

Ongoing carbon reduction initiatives

We continue to analyse Environmental Aspects as part of our 14001 Environmental Review Checklist and objectives are agreed at the QEMS Annual Management Review meeting:

- We ensure our management systems comply with ISO 39001 the International Standard for Road Traffic Safety and are working towards gaining certification with an accredited auditor (once available in the UK)
- Continued driver training for Road Safety and Environmental awareness at the Topspeed Academy
- Continued scale-up of the Mercedes-Benz electric van fleet and use charge points that use renewable energy:

Since April 2020 we have invested over £4 Million upgrading and replacing our fleet with the latest Mercedes-Benz vans and Volvo HGV. This upgrade comprised of two phases:

Phase 1 was to ensure all vehicles met, as a minimum, the Euro VI WLTP standard and benefit from the latest road safety, efficiency, and driver safety technology.

Phase 2 with the aim of becoming fully electric by 2027, 2022 saw the introduction of the first Mercedes-Benz electric eVito vans onto the fleet (see below).

Our longer-term objective for the fleet is to have 100% electric vehicle usage on all Crown Commercial Services Framework contracts by 31st December 2027.

- To facilitate greater use of electric cars for private use we have installed charge points at the Winsford Hub and several members of the management team have already switched to electric for their personal cars.
- Plans are underway to open a satellite Hub in southern England in early 2024. This will provide additional and significant efficiency gains and further reduce carbon emissions.

Prior to the 2020 baseline the following projects have been completed:

In March 2019 the company relocated its HQ & Hub to significantly larger premises in Winsford, Cheshire which incorporated over 27,000 square feet of warehousing and offices. Built in the 1980s the premises had been subject to a period of prolonged neglect and Topspeed implemented a thorough refurbishment programme, including

- a) replacing the entire roof with insulated panels incorporating 10% of the area with roof-lights providing natural light
- b) replacing over 260 fluorescent tubes with LED lights
- c) replacing the out-dated gas central heating system with the latest energy efficient boilers, and
- d) installing new air conditioning system throughout the offices to reduce reliance on gas

Together, these represented significant wasted energy and excessive carbon emissions as evidenced by a greater than 50% reduction in energy usage (electric & gas) which is measured and reported as part of the TMS ISO 9001 & 14001 Annual Management Review Meeting.

Emissions reduction target

With the plan to introduce electric vans onto the fleet, a couple of years ago we set ourselves the short-term target of reducing Scope 1 emissions by 15% by 31st March 2023. However, the first two electric vans only arrived in June 2022, and although the electric fleet had grown to number 6 vans by March 2023 this was too late to have an impact on our 2023 target. We also realised we had been overoptimistic in both the impact their introduction would have, and maximising the potential of the new electric fleet.

To address, this we revised our strategy and implemented a dedicated management team, not only to train the drivers in the correct driving style to achieve maximum range between re-charge, but also to work on a day-to-day basis to manage the electric fleet and support drivers with planning rest breaks at pre-determined charge points.

Such has been the success of this programme that, as of November 2023 we now have 49 Mercedes-Benz eVito electric vans on the fleet. This represents 30% of the entire fleet of nearly 160 vehicles and a capital investment of £1.65M.

For the month of October 2023 electric van mileage comprised 10% of the mileage of the whole fleet and through our P&L we are also seeing the favourable impact that the spend on electricity for re-charging these vans is having against our spend on Diesel fuel.

Furthermore, many drivers are achieving greater range between re-charge than that stated by Mercedes-Benz and our workshop team are reporting that these vans are considerably easier to maintain than the diesel versions.

We now expect there to be a substantial improvement in our current year Scope 1 emissions and, in order for Topspeed to achieve Net Zero, the addition of more electric vans onto the fleet will continue at pace.

We are therefore confident of beating the target we set ourselves in 2021 of reducing our carbon emissions over the next five years to 1,403 tCO₂e by 2026. This is a reduction of 37%

Only after we achieved a significant reduction in carbon emissions will we look to implement a meaningful and transparent carbon offsetting programme.

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. This was validated by Crown Commercial Services in August 2022.

Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate standard (see link 1 below) and uses the appropriate Government emission conversion factors for greenhouse gas company reporting (see link 2 below).

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 (see link 3 below).

This Carbon Reduction Plan has been reviewed and signed off by the Board of Directors.



Gillian Lockley, Managing Director:

1st November 2023

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

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

3 <https://ghgprotocol.org/corporate-value-chain-scope-3-standard>

...trusted by professionals