

## Carbon Reduction Plan

Topspeed Couriers Limited  
Unit 12, Ion Path, off Road Three  
Winsford Industrial Estate  
Winsford, Cheshire  
CW7 3BX

Publication date: 18<sup>th</sup> January 2022

Topspeed is committed to achieving Net Zero emissions by 2040

### Special Note:

As set out below, as part of its certification to ISO 14001, over the past two years the company has implemented or completed significant initiatives to reduce emissions and waste, and, although it can demonstrate real gains, it has yet to calculate the Scope 1, 2 & 3 reporting figures.

However, the company has recently engaged Normative and will use their emissions accounting engine and expert knowledge to map and calculate its carbon footprint, and identify ongoing initiatives. This process will be completed by 18<sup>th</sup> January 2022.

A copy of the company's Carbon Reduction Plan is published here:

<https://www.topspeedcouriers.co.uk/carbon-reduction-plan/>

### Baseline Emissions Footprint Year: April 2019 – March 2020

Background detail supporting Baseline Emissions calculations:

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

*'Managed from a single operating centre, 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, managed from a single operating centre.'*

A fundamental part of this Policy is the requirement to utilise the system to minimise the company's detrimental effect on the environment whilst meeting its obligations to customers and stakeholders.

Topspeed has held the Environmental Standard since September 2010 and to support the company's objectives and targets of the standard it has been recording its baseline sustainability since 2019.

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 action plans.

The Assurance Director chairs the TIMS Annual Management Review Meeting where the effectiveness of its Quality, Environmental and Information Security management systems are reviewed.

Overall procuring supply chains are short and have a significantly lower impact on sustainability, yet within the system there are policies and procedures to ensure all procurement is carried out in a way that minimises waste. This includes facilities management issues such as utilities and power.

## Carbon Reduction Plan

Outside of the purchase of fuel and fleet vehicles a vast proportion of the materials purchased and used through the business are commodity items associated with packaging, administration and fleet servicing. All these are purchased through either Global certified business (Mercedes-Benz, BP etc) or local businesses which minimise transport and support the local economy, for example; stationary and waste recycling & disposal.

By far the most environmentally impactful effects come from the transport elements of the business, in particular emissions and those impacts associated with wear and tear replacement and disposal.

Fuel consumption is the biggest lever to operate and the challenge is to decouple fuel consumption from growth. To do this the company seeks to grow whilst reducing the ratio of fuel used (emissions against income).

Rather than simply attempting to measure CO<sub>2</sub> emissions (which in any event is directly linked to mileage & vehicle type) as a measure of effectiveness, the company seeks to reduce the amount of emissions-per-mile travelled and per-consignment, which in turn impacts favourably on the environmental impacts of the fleet and driver pool.

Several factors contribute to emissions of which the effect of any one is impossible to isolate and measure. As such an operationally broad approach to all these factors in tandem to maximise and ensure effectiveness.

This methodology mixes best practices such as preventative design with ongoing monitoring under the broad headings of:

- a) purchase of fleet vehicles
- b) efficient scheduling and route optimisation
- c) training and control of drivers and their driving behaviour
- e) adopting a pricing methodology that incentivises the customer to make best use of mileage
- f) ensuring all vehicles are maintained at optimum condition

To achieve this Topspeed has invested significant funds and management resources and considers itself an industry leader, adopting driver training, driver incentivisation and operational methodologies that proactively encourage greater efficiency.

Baseline year emissions: April 2019 to March 2020	
Emissions	TOTAL (tCO <sub>2</sub> e)
Scope 1	To be confirmed by 18 <sup>th</sup> January 2022
Scope 2	To be confirmed by 18 <sup>th</sup> January 2022
Scope 3 (included sources)	To be confirmed by 18 <sup>th</sup> January 2022
Total Emissions	To be confirmed by 18 <sup>th</sup> January 2022

## Carbon Reduction Plan

### Current Emissions Reporting

Reporting year:	April 2020 to March 2021
Emissions	TOTAL (tCO <sub>2</sub> e)
Scope 1	To be confirmed by 18 <sup>th</sup> January 2022
Scope 2	To be confirmed by 18 <sup>th</sup> January 2022
Scope 3 (included sources)	To be confirmed by 18 <sup>th</sup> January 2022
Total Emissions	To be confirmed by 18 <sup>th</sup> January 2022

### Emissions reduction targets

In order for Topspeed to continue progress to achieving Net Zero, the company has adopted the following carbon reduction targets:

We project that carbon emissions will decrease over the next five years to XX tCO<sub>2</sub>e by 20XX (TBC).

This is a reduction of XX% (TBC)

Progress against these targets can be seen in the graph below: (to be confirmed)

GRAPH TO BE INSERTED

## Carbon Reduction Plan

### Carbon Reduction Projects

#### **Completed Carbon Reduction Initiatives**

The following environmental management measures and projects have been implemented and/or completed since the 2019 baseline.

In 2019, following lengthy evaluation the company relocated its HQ & Hub to significantly larger premises in Winsford, Cheshire. Incorporating 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

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 TIMS Annual Management Review Meeting.

Since April 2020 the company has invested over £1.5 Million upgrading and replacing its fleet of Mercedes Benz vans and Volvo trucks. The aim is to ensure the entire fleet of over 130 vehicles meet the Euro VI WLTP standard and benefit from the latest road safety, efficiency and driver safety technology.

At the same time the company strengthened the management team to support the Driver Liaison Manager with a Fleet Manager and Training & Compliance Officer. The aim was to maximise the efficiency of the fleet and driver pool by:

- ensuring compliance with UK Domestic & EU Driver's Hour Rules
- reducing the number of incidents and events captured by the fleet tracking and telematics platform
- ensuring mandatory speed limits are adhered to
- ensuring drivers comply with the Road Safety Act 2006 and other road traffic legislation
- investigating all incidents that compromise driver & road safety, and that of other road users

As a result of these initiatives, throughout 2021 the company has seen a significant reduction in energy usage (gas, electric, road fuel) and improvements in the operational effectiveness and efficiency of the fleet (such as reduction in driving at excessive speed, increased MPG, continued reduction in motor insurance claims).

The company continues to compile & analyse Environmental Aspects with its main strategy focusing on emissions and consumption of fuel, as outlined in the 14001 Environmental Review Checklist.

The carbon emission reduction achieved by these schemes equate to XX tCO<sub>2</sub>e, a XX%ge (to be confirmed) reduction against the 2019 baseline and the measures are in effect throughout the whole service provision and when performing formal contracts, such as those awarded under CCS Frameworks.

## Carbon Reduction Plan

In the future the company aims to implement further measures such as:

- additional improvements in energy efficiency at the Winsford HQ & Hub & procuring green electricity supply
- embracing enhanced fleet tracking and telematics technology not yet available
- enhanced in-house driver training at the Topspeed Academy
- electrification of the entire current vehicle fleet (see Note 1 below)
- carbon offsetting (see note 2 below)

### Note 1 – Electric Vehicle Fleet

The company's fleet provider, Mercedes-Benz aims to have Electric commercial vehicle variants with a 200+ mile range available during 2023-2024.

With the current fleet now comprising of new Euro VI WLTP vans with a typical life of 5 to 8 years, the aim is to introduce these EV variants as they become available, both to replace the current fleet and accommodate the organic growth of the company. In this way, it is envisaged that the majority of diesel vans will be replaced by 2030.

Note 2 - Carbon Offsetting – details to be confirmed

### 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 (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.

Signed on behalf of Topspeed Couriers Ltd by Gillian Lockley:

\_\_\_\_\_

On the 18<sup>th</sup> January 2022

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

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

3 <https://ghgprotocol.org/standards/scope-3-standard>