



Curatrix Holdings Limited

Carbon Reduction Plan

1. Document Details

Document Owner:	Martyn Randell
Approved by:	Martyn Randell
Current Version	4.0
Version Date	15/07/2024
Document Number	CURATRIX-1849980954-284

2. Change history

Date	Version	Created by	Description of change
May 25, 2022	V0.1	Paul Longden	New status: Draft. Comment: Template Document
Jan 12, 2023	V1.0	Martyn Randell	New Status: Published Comment: Initial Document
Apr 19, 2023	V2.0	Paul Longden	New Status: Published Comment: Corrected an incorrect date in the document
Apr 20, 2023	V3.0	Paul Longden	New Status: Published Comment: Updated the Declaration to include Directors details who approve the document ready for website publishing.
Jul 15, 2024	V4.0	Paul Longden	New Status: Published Comment: Updated details for 2024

3. Commitment to achieving Net Zero

Curatrix Holdings Limited is committed to achieving Net Zero emissions by 2050.

4. 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: 2022 (calendar year)			
Additional Details relating to the Baseline Emissions calculations.			
There has been no previous reporting of our emissions so the baseline year is the same as our current reporting year			
Baseline year emissions:			
EMISSIONS	TOTAL (tCO₂e)		
Scope 1	3.2		
Scope 2	3.9		
Scope 3 (Included Sources)	14.0		
	4. Upstream transportation & distribution	0.5	
	5. Waste generated in operations	N/A	Minimal waste & no data – managed by landlord. Reduction measures still included below
	6. Business travel	2.3	
	7. Employee commuting	7.1	
	Employee teleworking (optional)	0.3	
	9. Downstream transportation & distribution	3.8	
Total Emissions	21.1		

5. Annual Changes to Emissions

Annual Changes to Emissions are recorded as a comparison of the baseline year. Annual emissions are the reference point against which baseline emissions reduction can be measured.

5.1. 2023

Year: 2023 (calendar year)			
Additional Details relating to the Annual Emissions calculations.			
Landlord has continued to invest in energy efficient lighting in the communal areas, and heating costs were lower than previous year due to warmer winter (23/24).			
Curatrix increase in customer on-site support requirements due to major implementation project and increased travel.			
Baseline year emissions:			
EMISSIONS	TOTAL (tCO₂e)		
Scope 1	3.1 (-0.1)		
Scope 2	4.1 (+0.2)		
Scope 3 (Included Sources)	13.6 (-0.4)		
	4. Upstream transportation & distribution	0.3 (-0.2)	Decreased sale of hardware vs previous year
	5. Waste generated in operations	N/A	Minimal waste & no data – managed by landlord. Reduction measures still included below
	6. Business travel	2.5 (+0.2)	Increased business travel over last 24 months.
	7. Employee commuting	6.7 (-0.4)	Decreased commuting due to sales team working from home more frequently
	Employee teleworking (optional)	0.4 (+0.1)	Sales team working from home more frequently
	9. Downstream transportation & distribution	3.5 (-0.3)	Decreased sale of hardware and requirement for transport

Total Emissions	20.8 (-0.3)
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6. Emissions reduction targets

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

We will seek to reduce total emissions by 50% by 2030 and achieve net zero by 2050 at the latest.

As this is the first time we have reported our emissions, no progress reporting is possible at this stage.

7. Carbon Reduction Projects

7.1. Completed and Planned Carbon Reduction Initiatives

Alongside the completion of our carbon footprint assessment, we have developed an environmental policy and action plan, certified by Green Small Business.

The policy and action plan include a range of initiatives which will contribute to emissions reduction in the categories reported above. These can be summarised as follows:

7.2. Scope 1 & 2

The business owns no vehicles and operates from a serviced office building. We have chosen to report the emissions from our premises as Scope 1 & 2 in order to demonstrate the responsibility we take for these emissions. We will work with our landlord to seek reductions in these emissions. As a first step, we will be submitting a checklist of questions to the landlord to ascertain their plans for addressing the environmental performance of the premises.

The checklist includes questions on:

- Upgrades to lighting and lighting controls
- Renewable electricity generation and supply
- Decarbonisation of the heating system

We will use the responses to these questions as the basis for ongoing discussion and, potentially, to inform future choices about our premises.

7.3. Scope 3

7.3.1. Upstream transportation

We will seek to increase the percentage of hardware sales that are shipped directly to clients from our suppliers.

We will also engage with our suppliers to ensure that carbon considerations are taken into account in their approach to shipping.

7.3.2. Waste

As an office-based business, our operations generate negligible levels of waste. Almost all of the hardware supplied to clients remains in its packaging so very little packaging waste is generated. We have therefore excluded waste from our footprint estimate.

Nevertheless, we intend to engage with our landlord to seek improvements in recycling provision at our premises for the little waste that is generated.

7.3.3. Business travel

We will continue to minimise our need to travel, including through promoting the use of travel alternatives such as video/phone conferencing and remote access.

We will continue to promote and facilitate the use of lower carbon modes of travel for business trips.

We will adopt and apply a 'Use of Transport' policy to ensure consistency in travel decisions.

7.3.4. Employee commuting

We will continue to adopt a hybrid working model.

We will continue to offer our employees access to the Cycle to Work scheme and will consider offering access to a salary sacrifice scheme for electric cars.

7.3.5. Downstream transportation

We will seek to increase the percentage of hardware sales that are shipped directly to clients from our suppliers, thereby eliminating some of the downstream transportation altogether.

We will also review our choice of third party transportation provider to take account of carbon and environmental commitments.

7.3.6. Other Scope 3 categories

In addition to the emissions reported above, Curatrix Technologies has completed a fuller carbon footprint assessment which also includes consideration of the emissions from:

- The purchasing of goods and services, including the hardware supplied to our clients
- The use of sold products

The above categories constitute our most significant sources of carbon emissions. We will continue to work with suppliers that clearly demonstrate environmental responsibility in their operations. In particular, our choice of hardware supplier will be informed by their attention to the lifecycle impacts of their products.

8. 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 by Martyn Randell (Managing Director), Paul Longden (Director of ICT and Compliance) and Nicholas DaCosta-Greene (Operations Director) and Curatrix remain committed to achieving Net Zero emissions by 2050.

9. Reference documents

- Environmental Policy
- Use of Transport Policy
- Environment Management System
- <https://ghgprotocol.org/corporate-standard>
- <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>
- <https://ghgprotocol.org/standards/scope-3-standard>

10. Validity and document management

This document is valid as of 15/07/2024.

The owner of this document is Martyn Randell, Managing Director, who must check and, if necessary, update the document at least every 12 months.