

# CARBON REDUCTION PLAN

Supplier name: Holwest Ltd T/A DKA

Publication date: June 2024

## Commitment to achieving Net Zero

DKA is committed to achieving Net Zero emissions by 2045. We will keep this date under review, bringing it forward if possible as our carbon reduction plans develop.

## Baseline Emissions Footprint

<b>Baseline Year: 2022/2023 (1 December – 30 November)</b>		
<b>Additional Details relating to the Baseline Emissions calculations.</b> This baseline represents our first calculation of the carbon footprint of the organisation		
<b>Baseline year emissions (tCO<sub>2</sub>e):</b>		
<b>Scope 1</b>	2.8	
<b>Scope 2</b>	3.9	
<b>Scope 3</b>	82.3	
<b>Included Scope 3 categories</b>	1. Purchased goods & services	48.2
	2. Capital goods	3.9
	3. Fuel- and energy-related activities	6.4
	4. Upstream transportation & distribution	0.0 <sup>1</sup>
	5. Waste generated in operations	1.8
	6. Business travel	6.7
	7. Employee commuting	15.4 <sup>2</sup>
	9. Downstream transportation & distribution	0.0 <sup>3</sup>
<b>Total Emissions</b>	88.9	

<sup>1</sup> The company does not produce or sell any physical products.

<sup>2</sup> This includes emissions from Employee Telecommuting, a sub-category of Category 7.

<sup>3</sup> The company does not produce or sell any physical products.

## Current Emissions Footprint

<b>Reporting Year: 2023 (1 January – 31 December)</b>		
<b>Additional Details relating to the Reporting Emissions calculations.</b> This reporting year represents our first calculation of the carbon footprint of the organisation		
<b>Reporting year emissions (tCO<sub>2</sub>e):</b>		
<b>Scope 1</b>	2.8	
<b>Scope 2</b>	3.9	
<b>Scope 3</b>	82.3	
<b>Included Scope 3 categories</b>	1. Purchased goods & services	48.2
	2. Capital goods	3.9
	3. Fuel- and energy-related activities	6.4
	4. Upstream transportation & distribution	0.0 <sup>4</sup>
	5. Waste generated in operations	1.8
	6. Business travel	6.7
	7. Employee commuting	15.4 <sup>5</sup>
	9. Downstream transportation & distribution	0.0 <sup>6</sup>
<b>Total Emissions</b>	88.9	

<sup>4</sup> The company does not produce or sell any physical products.

<sup>5</sup> This includes emissions from Employee Telecommuting, a sub-category of Category 7.

<sup>6</sup> The company does not produce or sell any physical products.

## Emissions reduction targets

The organisation is committed to achieving Net Zero emissions by 2045 at the latest. We will keep this date under review, bringing it forward if possible as our carbon reduction plans develop.

Although not part of our business carbon footprint, the business also prioritises carbon performance (built and in-use) throughout the design process on all of our projects, going beyond regulatory requirements wherever possible.

## Carbon Reduction Projects

### Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed:

- The organisation maintains an Environmental Management System which is approved to ISO 14001:2015.
- The organisation achieved Green Small Business Certification in May 2024, having developed an environmental policy and comprehensive action plan addressing all of the significant environmental impacts of the business.
- Business travel has been reduced through extensive use of video-conferencing.
- Installed LED lighting in the office.
- Purchased a battery electric vehicle for company use.

### Planned Carbon Reduction Initiatives

Our environmental action plan commits us to the implementation of further measures which we anticipate will reduce the carbon intensity of the business, such as:

- Reducing emissions associated with lighting, heating and powering our premises, in conjunction with our landlord through:
  - Pushing for the installation of solar PV on the office building (planning permission has been granted)
  - Procurement of renewable electricity
  - Exploring the feasibility of low or zero carbon heating options
  - Further improvements in the energy efficiency of the building
- Implementing a 'use of transport' policy to ensure that emissions from business travel are consistently low.
- Facilitating access to bicycles and electric vehicles for our staff.
- Ensuring environmentally responsible purchasing for all goods and services.

In addition, we intend to join the RIBA 2030 Climate Challenge to add our voice to the promotion of responsible design. We will align with the Challenge targets for operational energy, embodied carbon, water use, health & wellbeing in all of our projects, within the constraints of client budgets and specifications. To support this, we will continue the development of a sustainable design strategy in order to clearly articulate our approach to carbon management in projects and ensure consistency of approach across all of our projects.

## Declaration and Sign Off

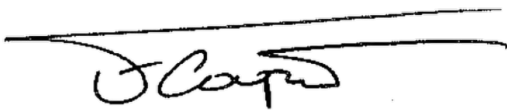
This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standard for Carbon Reduction Plans.

Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate standard<sup>7</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>8</sup>.

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<sup>9</sup>.

This Carbon Reduction Plan has been reviewed and signed off by the board of directors.

Signed on behalf of the Holwest Ltd T/A DKA

A handwritten signature in black ink, appearing to be 'J. Capri', is written below a horizontal line.

Date: 20-06-2024

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<sup>7</sup> <https://ghgprotocol.org/corporate-standard>

<sup>8</sup> <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

<sup>9</sup> <https://ghgprotocol.org/standards/scope-3-standard>