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Thurston Group Limited

Carbon Reporting & Reduction Plan

01 Nov - 31 Oct 2023

Year 2

File Reference:
(520)2315-MM-GR-ThurstonGroup_YE2023_R01
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Contents

1.0 **Executive Summary**

This Carbon Report has been prepared by Carbon.Climate.Certified on behalf of Thurston Group and provides a detailed overview of scope 1, 2 and partial scope 3 emissions arising in the financial year ending October 2023 from Thurston Groups offices; Wakefield, Catfoss and Hull.

Thurston's baseline reporting of scope 1, 2 & partial scope 3 emissions was completed in YE2022. Following this, an in depth action plan, incorporating the reporting of additional scope 3 emissions and addressing multi dimensional ESG strategies, has been produced forming the total Year 1 reporting. Reporting aligns with Thurston's Financial Year End (FYE) and the Carbon Reduction Plan (CRP) is updated annually within 6 months of the FYE.

Thurston Group are committed to producing a carbon footprint report on an annual basis to monitor its progress in decreasing its carbon footprint and this report therefore provides Year 2 reporting and outlines the key actions within the CRP and the route to achieve Net Zero Carbon by 2040..

The report has been prepared following a collation and review of internal and external documentation and interrogation of source data and data collection systems. All data collected and analysed within this report follow the World Resources Institute GHG Protocol principles of relevance, completeness, consistency, transparency and accuracy.

This carbon offset verification service has been delivered in accordance with the international management systems standard **ISO 14064 Parts 1, 2 & 3** and **Science Based Targets (SBT's) Criteria and Recommendations and Greenhouse Gas Protocols.** The carbon emissions of these inputs are quantified using the UK Government 2023 GHG Conversion Factors. Greenhouse gas emissions scopes as defined by the most widely used international accounting tool, the Greenhouse Gas (GHG) Protocol are:

1
direct emissions from owned or controlled sources

2
indirect emissions from the generation of purchased electricity, steam, heating and cooling consumed by the reporting company

3
all other indirect emissions that occur in a company's value chain

Year 2 Corporate Operational Carbon Emissions
(Year Ending 2023)

799
tCO_2e

2.9
tCO_2e per employee

15.6
tCO_2e per £1m turnover

158
homes electricity use for one year

301
flights from LDN > SYD

Carbon Reduction from baseline year (YE22) to reporting year (YE23)
per £1m turnover

-0.3
tCO_2e

2.0 About

Thurston Group

Thurston Group are committed to their sustainability goals and reducing their environmental footprint. The aim of this document is to quantify the organisations carbon emissions and identify opportunities for significant reductions. The output of this report will be used to set robust targets that will be developed into a long term, comprehensive action plan. The data within this report has been input by the project team, and sufficient evidence has been provided to support this information.

With over three factories across Hull and Wakefield,Thurston Group have an annual capacity of 5000 units. Working on bespoke designs to suit individual client needs, the team can provide flexible finance solutions across a range of projects.

The modular and portable buildings are manufactured off-site so construction isn't impacted by weather changes or other site issues. Utilising BIM and a controlled manufacturing process, the team can achieve much higher standards than a traditional build. From the design stage, quality is monitored through the RIBA Design for Manufacturing and Assembly (DfMA), providing guidance to the design team in simplifying the product structure. This reduces costs, improves efficiency and quantifies improvements.

The team adopt a fabric first approach, maximising airtightness, using efficient insulation and optimising solar gain. This ensures the business makes a positive impact on the community and environment. Off-site construction reduces waste and improves sustainability, achieving the teams commitments to reducing their carbon footprint.

Issue Summary

This report has been produced by Carbon.Climate.Certified on behalf of Thurston Group.

Project Name: Thurston Group Carbon Footprint Report
File Reference: (520)2315-MM-GR-CR_ThurstonGroup_YE2023_R01
Author: Carbon.Climate.Certified
Date: 05.04.2024
Revision: R01

3.0 Introduction

3.1 What is Carbon Footprint Reporting?

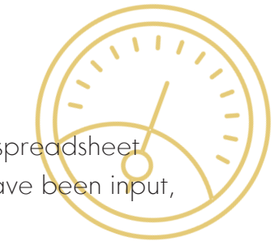
Carbon Footprint Reporting is the process of measuring and verifying an organisations Scope 1, 2 & 3 emissions. Specific emission source data is collected using the data submission spreadsheet. The carbon emissions of these inputs are quantified using the UK Government 2023 GHG Conversion Factors to convert energy usage into Co_2 emissions.

3.2 Why carry out Carbon Footprint Reporting?

Aims:
The aim of carbon reporting is to quantify an organisations emissions and understand their environmental impact. Reporting allows the business to identify opportunities for reductions and develop an ambitious road map through achievable target setting and a well communicated sustainability strategy.

Benefits:
The direct benefits to an organisation in the measuring and reporting of environmental performance are that key contributors and opportunities to reduce energy consumption can be identified. This leads to reduced resource costs and a better understanding of exposure to the risks of climate change. Implementing a robust action plan and reporting annual emissions reductions also helps strengthen an organisations green credentials in the marketplace.

3.3 What are the steps to reducing emissions?



Step 01: Calculate Baseline Emissions

The first step towards reducing an organisation's carbon emissions is calculating the baseline. Completing the simple carbon reporting data spreadsheet produces a measurable picture of the carbon impacts through the analysis of scope 1, 2 & baseline scope 3 emissions. Once the emissions have been input, the data is analysed and a report and certification are issued.

Step 02: Establish Targets & Commitments

Once the 'baseline' emissions are established, the organisation can begin to develop both near and long term goals. Robust reduction targets need to be ambitious yet achievable. A comprehensive action plan consolidates these agreed decarbonisation solutions, outlining how the organisation will achieve it's targets through a long term roadmap.

Step 03: Review Progress

Developing and implementing a sustainability strategy is an iterative process. Reviewing and adjusting targets will be required throughout the journey, to enable the organisation to stay on track or progress beyond it's original goals. Annual reviews are suggested to ensure organisations stay on track, the set targets are realistic and the company are achieving their sustainability vision. If the sustainability strategy is to reach net zero carbon, the organisation must implement and achieve a reduction of 90% of the established baseline emissions. The steps beyond this are to balance any unavoidable emissions through accredited carbon removal schemes. These schemes remove and store carbon to counterbalance any remaining emissions.

3.4 What are Scope 1, 2 & 3 Emissions?

Greenhouse gas emissions are categorised into three groups or 'Scopes' by the most widely-used international accounting tool, the Greenhouse Gas (GHG) Protocol. Scope 1 covers direct emissions from owned or controlled sources. Scope 2 covers indirect emissions from the generation of purchased electricity, steam, heating and cooling consumed by the reporting company. Scope 3 includes all other indirect emissions that occur in a company's value chain. Included emissions for each are highlighted below.

Scope 1

DIRECT

Scope 1 emissions include **direct emissions** from sources you own or control, such as boilers and fleet vehicles you own.

This includes on-site energy from:

- fuel
- refrigerants
- combustion in boilers
- emissions from fleet vehicles

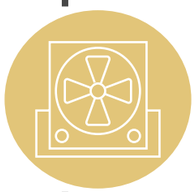
Scope 2

ENERGY INDIRECT

Scope 2 emissions include **indirect emissions** from the generation of purchased electricity, heat, steam etc.

This includes greenhouse gas emissions from:

- heating
- cooling
- electricity



Scope 3

OTHER INDIRECT

Scope 3 emissions include all **indirect emissions** (i.e. those owned, controlled and generated by others) which result from the organisation's activities.

This includes greenhouse gas emissions from:

- travel
- procurement
- water

4.0 Reporting Boundary

4.1 Setting the Reporting Boundary

Setting the reporting boundary defines the operations that are going to be reported.

Thurston group have identified their organisations boundary and outlined this within the following document:

- SECR Data Spreadsheet - Thurston Group All Sites R02

The template was issued and circulated within the company to gather data from multiple sources. Guidance on creating a structured plan for data collection was set out within the document. The data provided has been supported by original evidence.

Site	Address	Occupied for full reporting period	Annual Turnover
Wakefield (Head Office)	Quarry Hill Ind Estate. Horbury. Wakefield. WF4 6AJ	Y	£51,024,150
Catfoss	Catfoss Lane, Brandesburton East Yorkshire YO25 8ES	Y	inc. above
Hull	Patrington Road, Ottringham, Hull HU12 0AD	Y	inc. above

Table 1: **Site Information**

Total no. employees (full-time-equivalent)												
Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Annual Average
123	124	126	126	123	124	126	126	131	131	129	123	126.3
74	74	71	65.5	58.5	57.5	66.5	68.5	67.5	65.5	60.5	60.5	66.27
86.5	88.5	85.5	89	84	84	82	81	82	78	87	87	84.32
284	**287**	**283**	**281**	**266**	**266**	**275**	**276**	**281**	**275**	**277**	**271**	**277**

Table 2: **Employee Information**

5.0 **Reporting Standards**

5.1 Conversion Factors

Certified have utilised carbon equivalent emission inventories which consist of the UK Government conversion factors for company reporting of greenhouse gas emissions 2023 and Green House Gas Protocol - Technical Guidance for Calculating Scope 3 Emissions.

Emission Source		Type of Information	Units	Scope	Source	Assumptions
Utilities	Electricity	Electricity consumed in buildings, vehicles and machinery	kWh	Scope 2	UK Government GHG Conversion Factors for Company Reporting	Full set of Green House Gas conversion factors for KgCO2e from UK.GOV
	Natural Gas	Natural gas used for heating and cooking	kWh or m^3	Scope 1	UK Government GHG Conversion Factors for Company Reporting	Full set of Green House Gas conversion factors for KgCO2e from UK.GOV
	Building Fuel	Other fuels used for heating, generators and cooking including gas oil, burning oil, fuel oil, diesel, LPG and petrol.	Litres or kWh	Scope 1	UK Government GHG Conversion Factors for Company Reporting	Full set of Green House Gas conversion factors for KgCO2e from UK.GOV
	Refrigerant	Fugitive emissions from refrigerant used in air conditioning units and refrigerators. Require amount of refrigerant topped up within the reporting period, if any.	Kilograms Type of refrigerant e.g. FC134a, R404A, R407c, R410a.	Scope 1	UK Government GHG Conversion Factors for Company Reporting	Full set of Green House Gas conversion factors for KgCO2e from UK.GOV
	Water Use	Water supply, treatment (waste water) and rainwater (harvested). Waste water volumes on invoices sometimes differ from water supply. Check your invoice to see what volume is correct for each.	Litres or m^3	Scope 3	UK Government GHG Conversion Factors for Company Reporting	Full set of Green House Gas conversion factors for KgCO2e from UK.GOV
Fleet Travel	Fleet Vehicles	Vehicles owned or fully leased by the business. Information required: Type of vehicle - motorcycle, car, van, HGV. Type of fuel - petrol, diesel, LPG, petrol hybrid The amount of fuel used (litres) Note: If fuel consumption is unavailable, distance travelled can be used and vehicle engine size is required (cc)	Litres or, Kilometres Engine size (cc) if info not available provide Cost (£)	Scope 1	UK Government GHG Conversion Factors for Company Reporting	All consumption streams: Full set of Green House Gas conversion factors for KgCO2e from UK.GOV
					GHG Protocol Technical Guidence for Scope 3 Emissions	Adblue: Green House Gas Protocol - Technical Guidance for Calculating Scope 3 Emissions.
Waste	Waste	Waste generated and disposed of within business operations. Where actual weight of waste is unknown, estimated weight can be determined from number of bins disposed and size of bin.	Disposal - Landfill, recycle, energy from waste, compost Waste type - e.g. mixed, paper and the like. Tonnes or no. bins and size of container Cost (£)	Scope 3	UK Government GHG Conversion Factors for Company Reporting	Full set of Green House Gas conversion factors for KgCO2e from UK.GOV

5.2 Reporting Protocol

Our carbon offset verification service is delivered in accordance with the international management systems standard ISO 14064 Parts 1, 2 & 3 and Science Based Targets (SBI's) Criteria and Recommendations and Greenhouse Gas Protocols. Our process of third-party verification embraces the highest standards of quality assurance, quality control procedures and audibility in the industry for your carbon assessment.

By providing transparent descriptions of our data collection and quality of data processes, you can be sure that the information we provide is a complete and totally reliable basis for improving your performance in monitoring and reporting emissions.

"THE ENVIRONMENT AND THE ECONOMY ARE REALLY BOTH TWO SIDES OF THE SAME COIN. IF **WE CANNOT** *SUSTAIN THE ENVIRONMENT,* **WE CANNOT** *SUSTAIN OURSELVES."* - *Wangari Maathai*

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Baseline

Emissions Summary

6.0 Baseline Emissions Summary

TOTAL

Total Carbon Emissions	753	tCO_2e
Carbon Emissions Per Employee	2.2	tCO_2e
Carbon Emissions Per £1m Turnover	15.9	tCO_2e

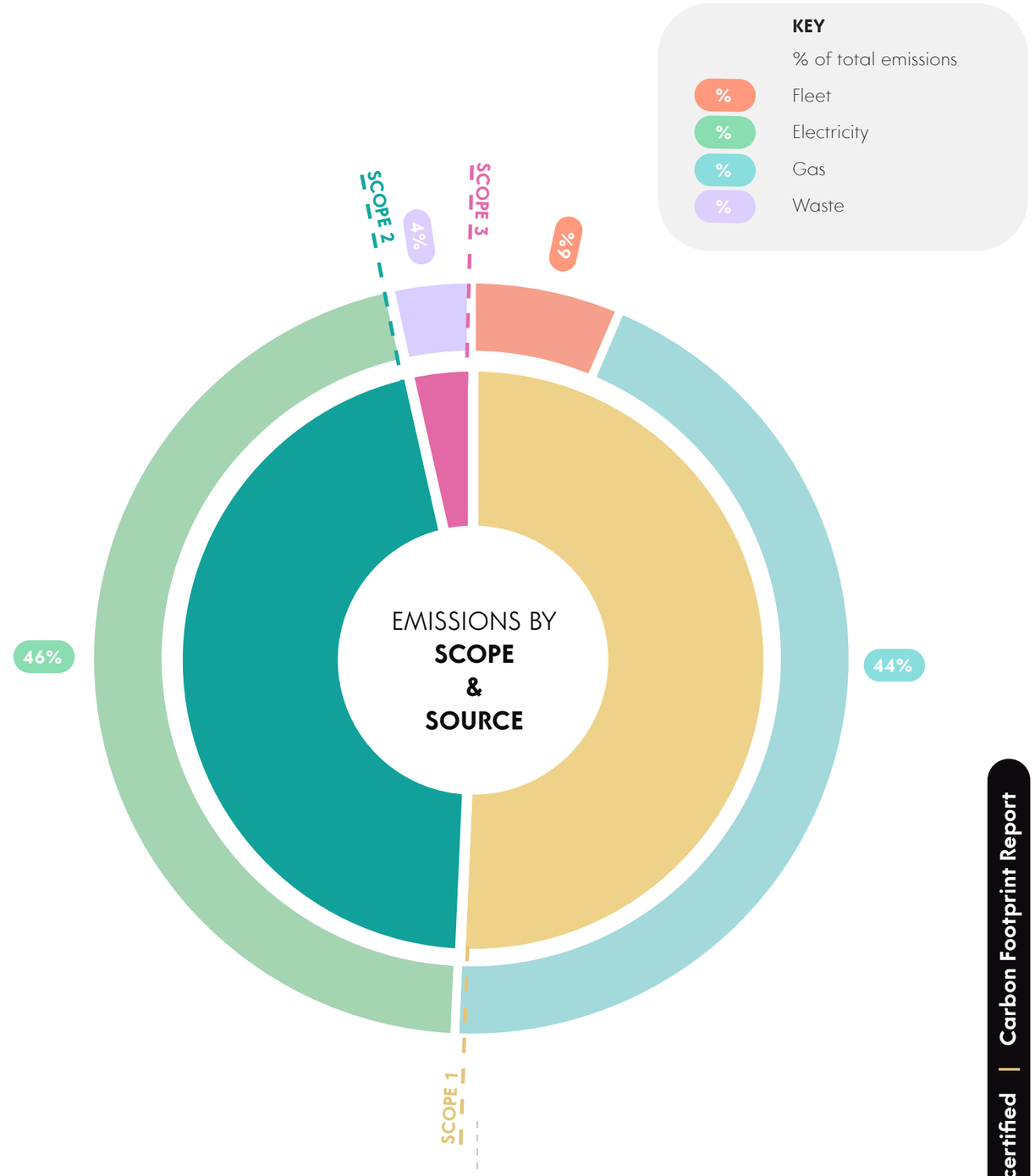
BREAKDOWN BY SCOPE & SOURCE

SCOPE 1	SCOPE 2	SCOPE 3*
381.7 tCO_2e	344.7 tCO_2e	26.5 tCO_2e

REFRIGERANT	FLEET	GAS	ELECTRICITY	WATER	WASTE
0 tCO_2e	48.2 tCO_2e	333.5 tCO_2e	344.7 tCO_2e	0.7 tCO_2e	25.8 tCO_2e

Reporting Year: *2022*
Reporting Boundary: *333 Total FT Employees - Wakefield. Catfoss. Hull.*

Baseline Carbon Footprint by scope and source for year 1 reporting.
***** *Initial scope 3 elements (waste and water) were included within this report.*



The results above provide a breakdown of the total emissions by Scope. These are then sub-divided to show the contribution of each source. The chart shows that the largest proportion of emissions are produced by Scope 1 sources. The buildings' Fleet and Gas emissions contribute to 50% of the overall carbon emissions. Scope 2, including electricity consumption contributes 46% overall.

Year 2

Emissions Reporting

7.0 Year 2 Emissions Summary - Location

BREAKDOWN BY LOCATION*

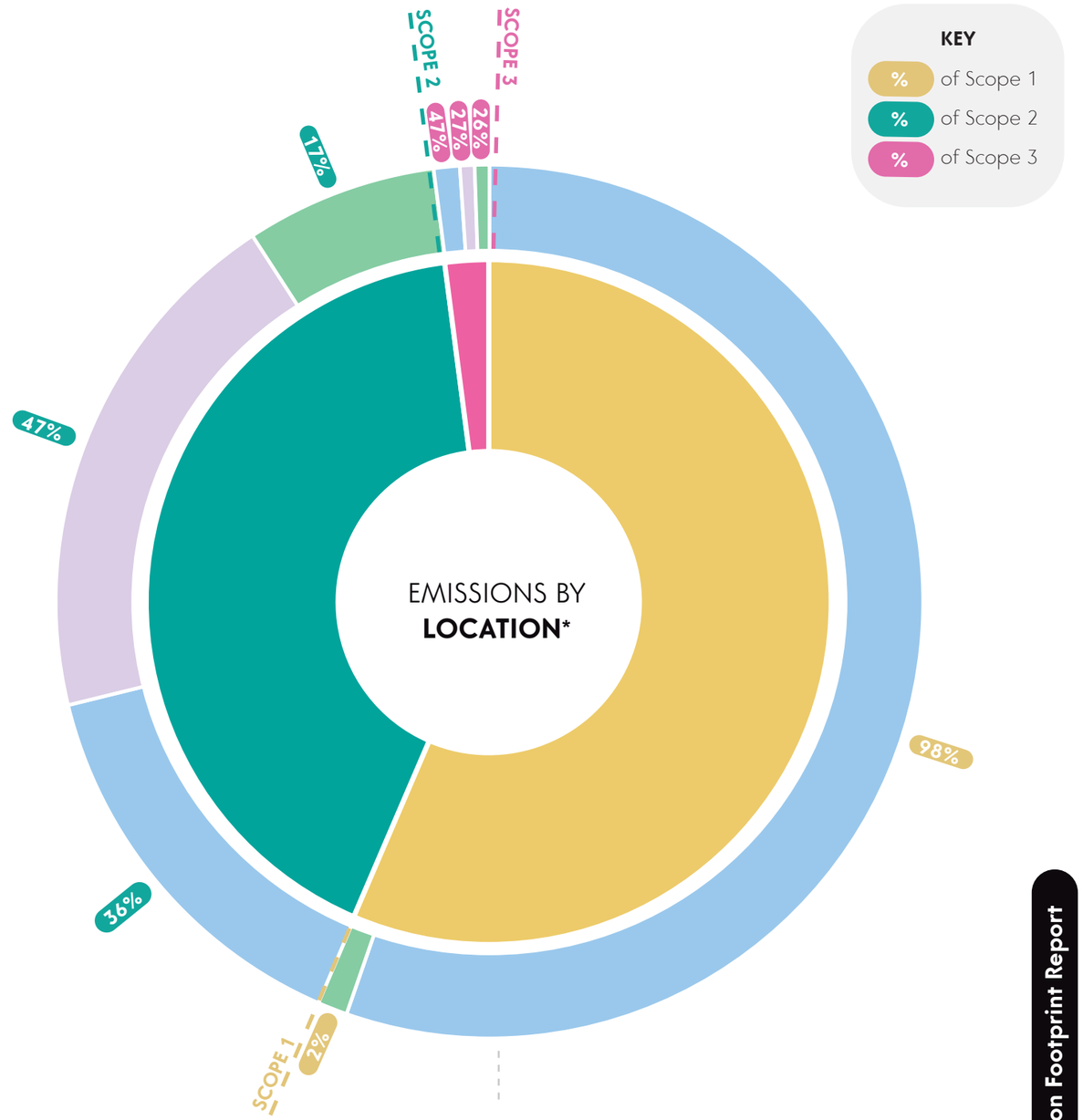
WAKEFIELD *(head office)*	CATFOSS	HULL
126 employees	**84** employees	**66** employees
568 tCO_2e	**161** tCO_2e	**70** tCO_2e

TOTAL

Total Carbon Emissions	799	tCO_2e
Carbon Emissions Per Employee	2.9	tCO_2e
Carbon Emissions Per £1m Turnover	15.6	tCO_2e

Updated Carbon Footprint by scope and source for year 2 reporting.

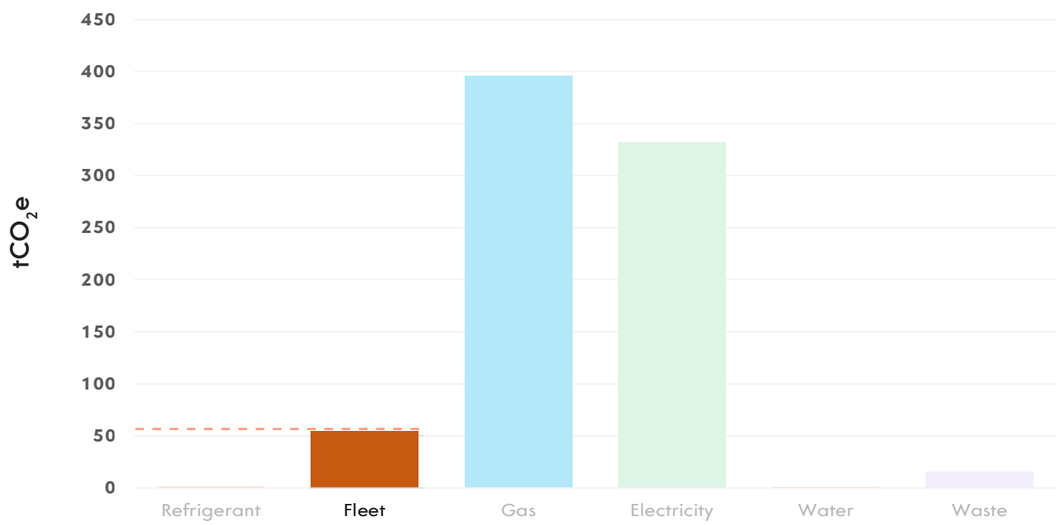
* *Initial scope 3 elements included within this report are waste and water.*

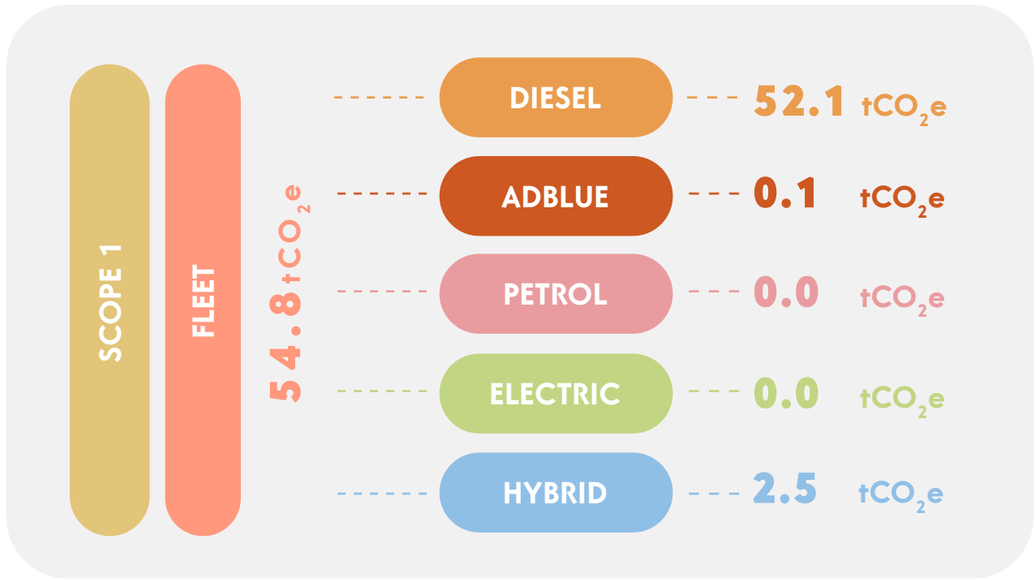


The results above show how each site contributes to Scope 1, 2 & 3 emissions. The chart shows that Wakefield contributes approximately 60% of all emissions. This includes 98% of scope 1, 36% of scope 2 and 47% of scope 3. This is due to Wakefield being the Head Office and largest of the 3 sites, with almost twice as many employees as Hull and ownership over almost all fleet vehicles.

Catfoss produces approximately 25% of the remaining emissions, including 47% of scope 2 and 27% of scope 3 emissions. Hull produces the remaining 15% emissions. Despite having a similar number of employees, Catfoss produces over twice as many scope 2 emissions than Hull, while each contributes around 1/4 of all scope 3 emissions. However, excluding Scope 2 emissions Hull contributes more to Scope 1 than Catfoss.

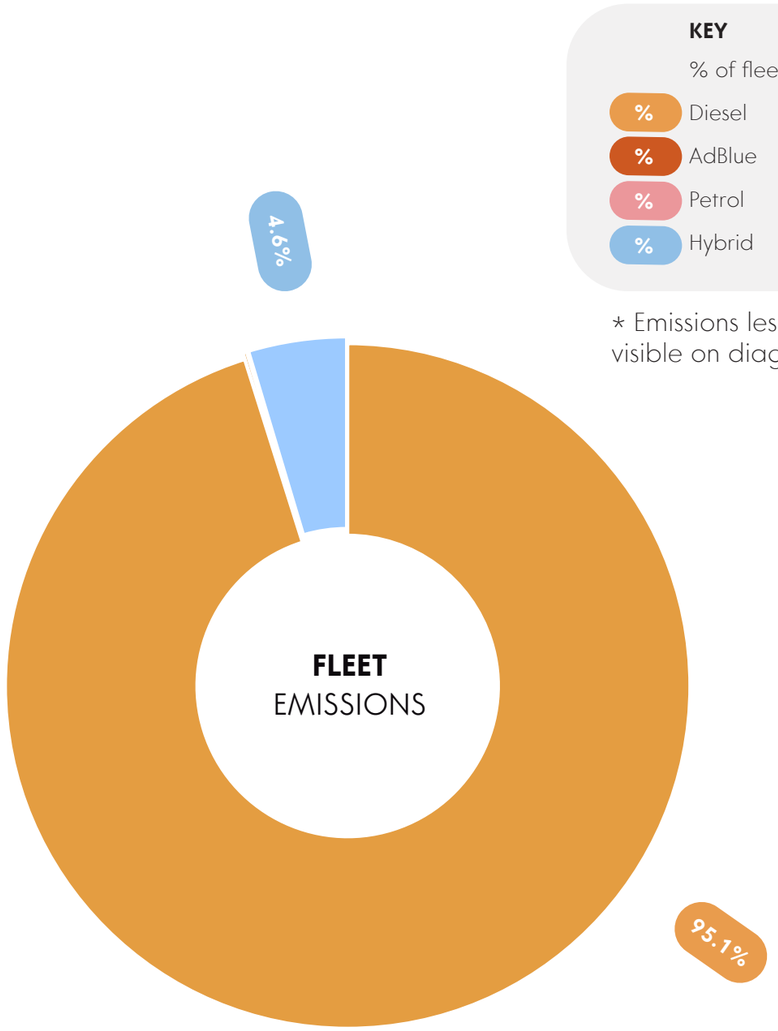
7.1 Year 2 Emissions Summary - Fleet





Reporting Year: *2023*
Reporting Boundary: *277 Total FT Employees - Wakefield. Catfoss. Hull.*

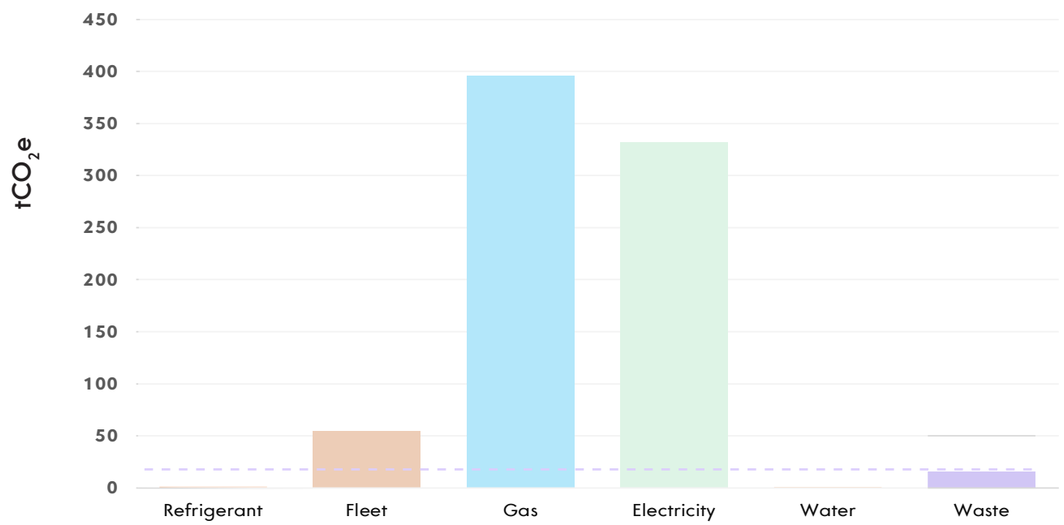
Updated Carbon Footprint by scope and source for year 2 reporting.



* Emissions less than 1% not visible on diagram

The results show the breakdown of all fleet emissions by fuel type. The chart shows that almost all of the fleet emissions are produced by Diesel. Despote overrall emissions increasing there is a reduction in emissions related to diesel due to the introduction of plug-in hybrid company vehicles. The use of AdBlue reduces the GHG emissions while contributing an insignificant amount of carbon.

7.2 Year 2 Emissions Summary - Waste



SCOPE 3

WASTE

25.8 tCO_2e

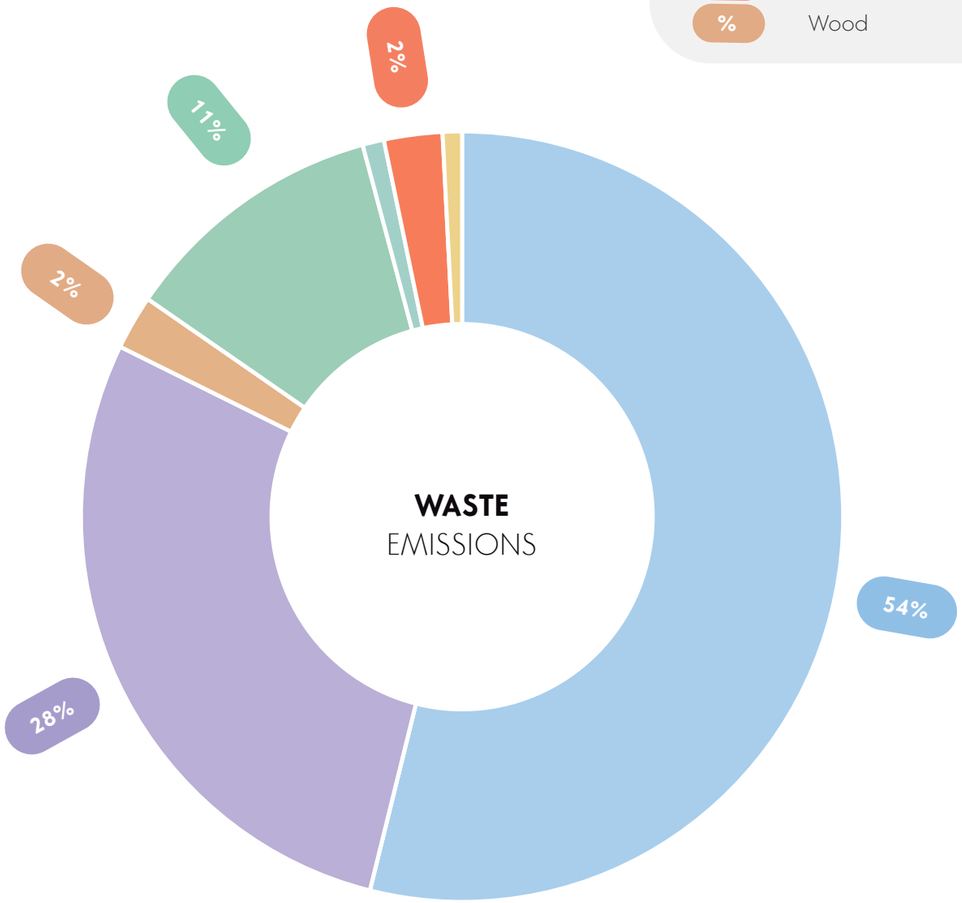
PLASTERBOARD	4.4 tCO_2e
WOOD	0.4 tCO_2e
REFUSE	0.0 tCO_2e
METAL - MIXED	0.0 tCO_2e
METAL - SCRAP	0.0 tCO_2e
METAL - CANS	0.0 tCO_2e
METAL - STEEL	8.4 tCO_2e
PLASTIC - RIDGE	0.5 tCO_2e
BOARD	0.1 tCO_2e
PAPER & BOARD	0.4 tCO_2e
OTHER	0.1 tCO_2e

Notes: *During the reporting period, 100% of all waste produced across the 3 sites was recycled / recovered. Evidence has been provided to support this.*

KEY

% of waste emissions

- % Metal - steel
- % Plasterboard
- % Plastic - ridge
- % Paper & Board
- % Wood



The results show the breakdown of waste emissions by stream. The chart shows that 54% of all waste emissions come from the recycling of steel waste produced during construction. 28% of emissions are produced during the recycling and recovery of plasterboard and 11% by the recovery of plastic (ridge). The recovery of wood combined with paper & board produce around 4% of overall waste emissions.

7.3 Year 2 Emissions Summary - Utilities

ELECTRICITY BREAKDOWN

ELECTRICITY

1,600,718
Total Usage kWh

5,782
Per Person kWh Usage

331.5
Total tCO_2e Emissions

1.2
Per Person tCO_2e Emissions

The results above show how the kWh usage of electricity across all 3 sites converts to tCO_2e emissions. Invoices and meter readings were provided as evidence.

GAS BREAKDOWN

GAS

2,197,008
Total Usage kWh

7,935
Per Person kWh Usage

395.5
Total tCO_2e Emissions

1.4
Per Person tCO_2e Emissions

The results above show how the kWh usage of gas converts to tCO_2e emissions. All gas emissions are produced at Wakefield Head Office as this is the only site with gas supply.

WATER BREAKDOWN

WATER

6,085
Total Supply m^3

22.0
Per Person Supply m^3

1.1
Total tCO_2e Emissions

0.004
Per Person tCO_2e Emissions

The results above show how the m^3 supply of water converts to tCO_2e emissions. Invoices and meter readings were provided as evidence.

REFRIGERANT BREAKDOWN

REFRIGERANT

0.45
Total Usage kg

0.002
Per Person Usage kg

0.7
Total tCO_2e Emissions

0.003
Per Person tCO_2e Emissions

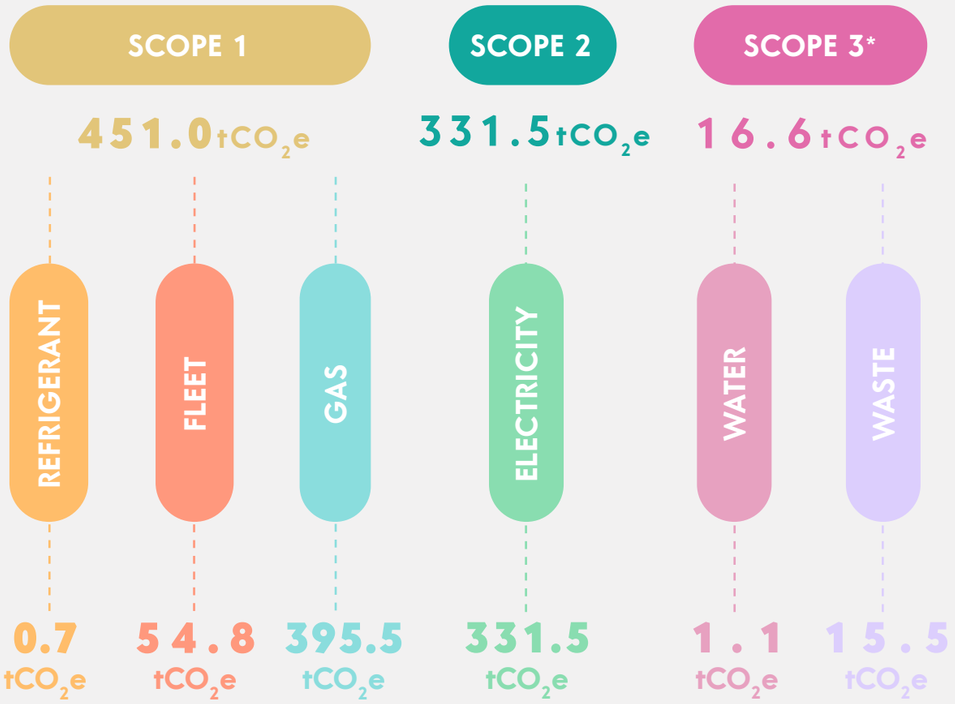
The results above show how the kg usage of refrigerant at the Wakefield Head Office converts to tCO_2e emissions as the only site with refrigerant use.

7.4 Year 2 Emissions Summary

TOTAL

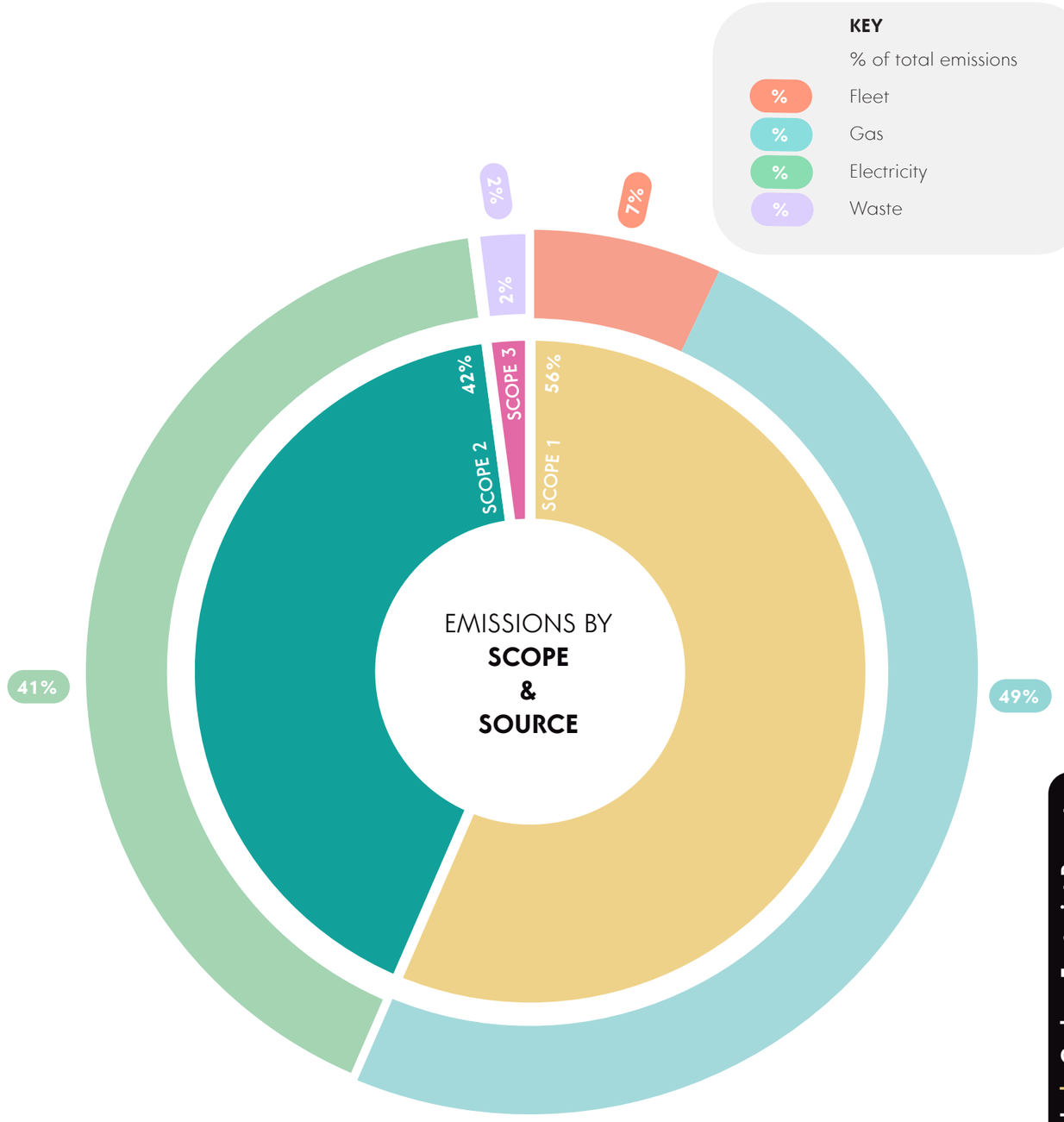
Total Carbon Emissions	799 tCO_2e
Carbon Emissions Per Employee	2.9 tCO_2e

BREAKDOWN BY SCOPE & SOURCE



Reporting Year: *2023*
Reporting Boundary: *277 Total FT Employees - Wakefield. Catfoss. Hull.*

Updated Carbon Footprint by scope and source for year 2 reporting.
***** *Initial scope 3 elements included within this report are waste and water.*



The results above provide a breakdown of the total emissions by Scope. These are then sub-divided to show the contribution of each source. The chart shows that the largest proportion of emissions are produced by Scope 2 sources. The buildings' Electricity and Gas consumption contributes to 90% of the overall carbon emissions, 49% and 41% respectively. Scope 1 & 3, Fleet and Waste contribute 9% with the remaining 1% coming from Scope 1 & 3, Refrigerant and Water.

"WE CANNOT *SOLVE* OUR PROBLEMS WITH THE SAME THINKING WE USED WHEN WE *CREATED* THEM." *- Albert Einstein*

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Carbon Reduction Action Plan

8.0 Carbon Reduction Action Plan

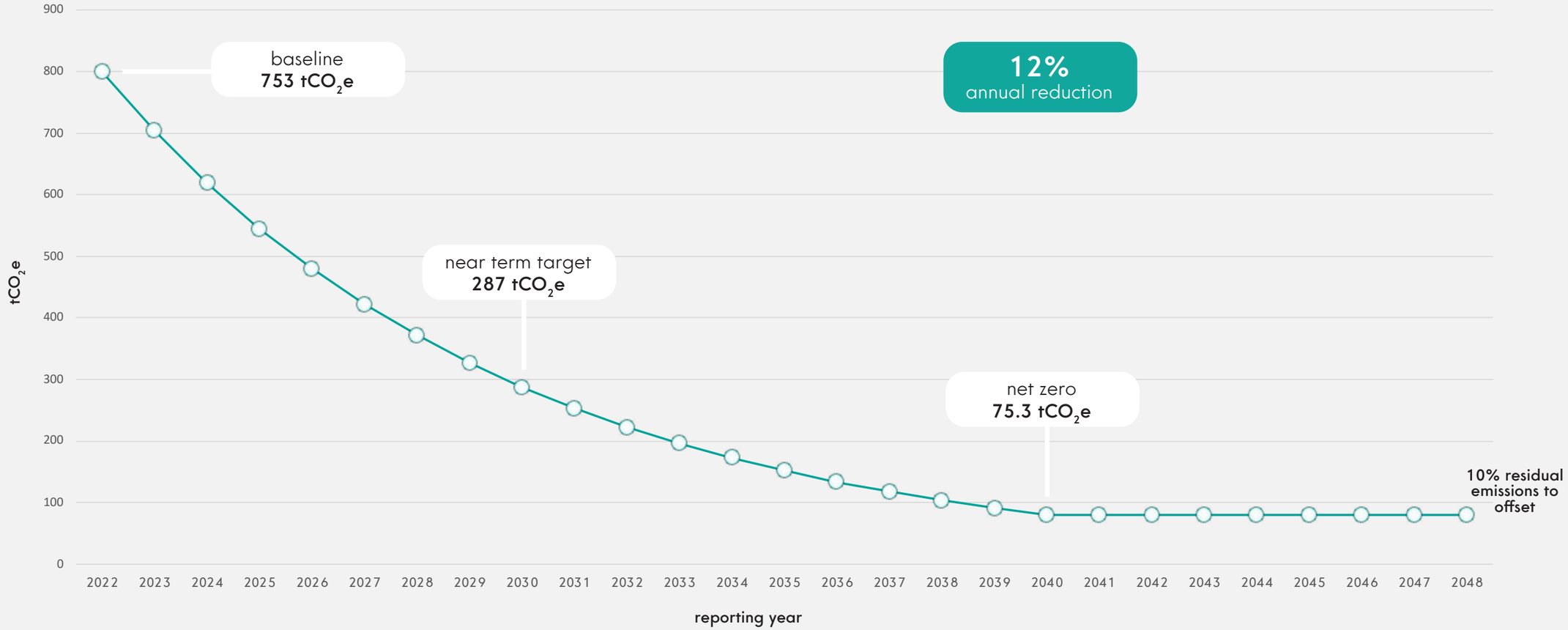
8.1 Introduction

This Carbon Reduction Action Plan is designed to help achieve the target of reaching zero emissions by 2040. It outlines a series of strategic actions, measurable goals, and time-bound initiatives that will enable the organization to reduce its carbon footprint across Scope 1, Scope 2, and Scope 3 emissions. The plan leverages a mix of energy efficiency improvements, renewable energy sourcing, and process optimisations to achieve long-term sustainability goals.

8.2. Key Ambitions

- ***Achieve Zero Emissions by 2040 through a phased approach.***
- ***Streamline Energy and Carbon Reporting in line with SECR requirements.***
- ***Minimise Scope 1, 2, and 3 emissions by implementing targeted actions in energy use, transportation, and waste management.***
- ***Promote sustainable practices within the organisation and its supply chain.***
- ***Monitor, evaluate, and report progress regularly to ensure the achievement of milestones.***

8.3 Pathway to Net Zero by 2040



8.0 **Carbon Reduction Action Plan**

	Ambition	Action	Timeline	Responsibility	Outcome	Status
1.	**Collating SECR (Streamlined Energy and Carbon Reporting) Information**	Ensure all energy and carbon usage data is systematically collected for SECR reporting.	Year 1 reporting complete. Reporting ongoing.	Sustainability Manager, Finance Department.	Full compliance with SECR, providing a clear baseline for energy use and emissions.	In Progress (Annual)
2.	**Develop Carbon Reduction Action Plan**	Engage a consultancy specialising in carbon reduction strategies to analyse our organisation's current emissions and create a detailed action plan.	Q1 2024.	Sustainability Manager, Procurement Team.	Tailored action plan based on expert advice and industry best practices.	Complete
3.	**Transition to Electric Forklift Trucks (FLT)**	Replace all internal combustion engine forklifts with electric alternatives.	Q1 2024.	Operations Manager, Facilities Team.	Reduction in Scope 1 emissions and lower operational costs.	Complete
4.	**Upgrade to LED Lighting**	Replace all existing lighting with energy-efficient LED bulbs	Complete by Q1 2025.	Facilities Manager, Operations Team.	Reduction in electricity consumption, contributing to lower Scope 2 emissions.	In Progress
5.	**Hourly Monitoring of Electricity Use**	Implement smart meters and software to monitor electricity consumption on an hourly basis.	Q2 2024.	Energy Manager, IT Department.	Real-time data to identify inefficiencies and opportunities for energy saving.	Complete
6.	**Life Cycle Assessment**	Complete a module Life Cycle Assessment to identify opportunities for reducing carbon emissions produced during manufacturing processes.	Q3 2023.	Procurement Team / Sustainability Manager	Module Life Cycle Assessment.	Complete

8.0 **Carbon Reduction Action Plan**

	Ambition	Action	Timeline	Responsibility	Outcome	Status
7.	**Sustainability Procurement**	Create and implement a Sustainable Procurement Plan that prioritises low-carbon, sustainable materials and services.	Q3 2023.	Procurement Team / Sustainability Manager	Sustainable Procurement Policy.	Complete
8.	**Power Reduction During Lunch Hours**	Establish power reduction protocols for lunch hours (e.g., turning off non-essential equipment).	Immediate and ongoing.	Operations Manager, Facilities Team.	Temporary reduction in energy demand, leading to lower overall consumption.	In Progress
9.	**Review Alternative Energy Suppliers**	Assess the feasibility of switching to renewable energy suppliers (e.g., wind, solar, or hydroelectric power).	By Q4 2024.	Procurement Team, Sustainability Manager.	Transition to renewable energy sources for a cleaner energy mix and reduced Scope 2 emissions.	In Progress
10.	**Carbon Reduction Initiatives**	Implement energy-saving measures such as improved insulation, optimised HVAC systems, and efficient heating/cooling processes.	Ongoing with reviews every 6 months.	Facilities Manager, Energy Manager.	Reduced energy consumption and associated carbon emissions across Scope 1 and 2	In Progress
11.	**Scope 1, 2, 3 Emissions Reporting**	Develop and maintain a comprehensive emissions inventory covering Scope 1 (direct emissions), Scope 2 (indirect emissions from electricity), and Scope 3 (supply chain emissions).	Initial assessment complete YE2022; ongoing reporting.	Sustainability Manager, Finance Department.	Detailed emissions reports for transparent tracking and accountability.	In Progress (Annual)
12.	**Explore Solar Panel Installation**	Investigate the feasibility of installing solar panels on company buildings to generate renewable energy onsite.	Feasibility study by Q4 2024; installation if viable by 2026.	Facilities Manager, Sustainability Manager.	Potential to generate clean energy and reduce reliance on grid electricity, lowering Scope 2 emissions.	To Complete

8.0 **Carbon Reduction Action Plan**

	Ambition	Action	Timeline	Responsibility	Outcome	Status
13.	**Staff Engagement & Awareness**	Launch an internal sustainability awareness program to educate employees on carbon reduction practices, energy conservation, and sustainability.	Ongoing.	HR Department, Sustainability Manager.	Employee buy-in and support for sustainability initiatives.	In Progress
14.	**Supplier Engagement**	Work with key suppliers to encourage them to adopt sustainable practices and share their emissions data.	Ongoing.	Procurement Team, Sustainability Manager.	Improved emissions performance across the value chain.	In Progress
15.	**Annual Review & Progress Reporting**	Review progress toward carbon reduction goals annually, adjusting the plan as necessary to stay on track for achieving zero emissions by 2040.	Annual reviews starting in 2025.	Sustainability Manager, Executive Team.	Reduced energy consumption and associated carbon emissions across Scope 1 and 2	In Progress (Annual)

This action plan provides a detailed roadmap to achieve net zero emissions by 2040. By focusing on energy efficiency, renewable energy adoption, and comprehensive emissions reporting, the Thurston can reduce their carbon footprint and contribute to global sustainability efforts. The success of this plan relies on commitment, continuous monitoring, and regular updates to ensure that carbon reduction targets are met year after year.

Next Steps

9.0 **Next Steps**

9.1 UN Sustainable Development Goals Alignment

The Sustainable Development Goal's (SDG's) are the UN's blueprint for a more sustainable future for all. They cover a broad range of environmental, social and economical issues and their adoption puts these key areas under spotlight.

Developing a robust action plan to achieve carbon reduction targets contributes towards Thurston's alignment with 6 UN SDG's. Measuring and reporting your carbon footprint allows for progress to be tracked against these goals, but more granularly to the multiple sub targets.

The 6 UN SDG's include:

- *Clean Water & Sanitation*
- *Sustainable Cities & Communities*
- *Responsible Consumption & Production*
- *Climate Action*
- *Life on Land*
- *Partnerships for the Goals*

Thurston Groups contribution to the SDG's will be evaluated by connecting each SDG to targets developed within the robust action plan, in order to make the most impactful contributions to environmental, social and economic dimensions. This will contribute to a wider ESG Strategy which will be developed, updated and reviewed on a yearly basis by Certified.

Appendices

Appendix A - Data Submission

Defining a Reporting Boundary

The data submission spreadsheet is used to quantify Scope 1, 2 & baseline scope 3 emissions.

Firstly, a reporting boundary must be set by evaluating which locations and activities are important within the organisation and how this information can be used to make reductions.

Once determined, all relevant site information and carbon activities are input and the matrix will determine which sources are included within the carbon footprint.

Data Quality

Data collection does not have to be difficult, as long as a structured plan is created to carry out throughout the year ahead. In general, we recommend the following:

1. Create a routine data collection period - monthly, otherwise quarterly or annually

2. Assign an employee or team to check that all available data is present at the end of each period

3. Enter data and save evidence on a monthly, quarterly or annual basis

4. Act on any missing data and contact the relevant area as soon as possible to avoid data gaps

5. Store all bills and receipts in a secure location and upload in an electronic evidence pack for future verification and auditing

Data Reporting Protocol

Our carbon offset verification service is delivered in accordance with the international management systems standard ISO 14064 Parts 1, 2 & 3 and Science Based Targets (SBI's) Criteria and Recommendations and Greenhouse Gas Protocols. Our process of third-party verification embraces the highest standards of quality assurance, quality control procedures and audibility in the industry for your carbon assessment.

By providing transparent descriptions of our data collection and quality of data processes, you can be sure that the information we provide is a complete and totally reliable basis for improving your performance in monitoring and reporting emissions.

Appendix B - Data Collection Spreadsheet

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Utilities - Water Supply
Enter your water supply data below for the whole reporting period.

Water Supply Total m3:	6,084.7
Average Water Supply per Unit m3:	22.0

Click to go to Water Waste...

Water Supply				Enter data as per invoice / meter readings					
Emission Source	Site Name	Data Source	Data Accuracy	Date From	Date to	No. Days	Unit	Amount	Per Unit Consumption
Water Supply	Wakefield - Head Office	Invoice	Estimated	01/11/2022	10/01/2023	71	m3	909.11	3.28
Water Supply	Wakefield - Head Office	Invoice	Estimated	11/01/2023	10/04/2023	90	m3	1152	4.16
Water Supply	Wakefield - Head Office	Invoice	Estimated	11/04/2023	10/07/2023	91	m3	669	2.42
Water Supply	Wakefield - Head Office	Invoice	Estimated	11/07/2023	10/10/2023	92	m3	824	2.98
Water Supply	Wakefield - Head Office	Invoice	Estimated	11/10/2023	31/10/2023	21	m3	29.22	0.11
Water Supply	Hull	Invoice	Estimated	01/11/2022	30/04/2023	181	m3	603.99	2.18
Water Supply	Hull	Invoice	Estimated	01/05/2023	31/10/2023	184	m3	414.88	1.50

The above table shows an example of the data collection spreadsheet. The complete spreadsheet with all reported Scope 1,2 & 3 data is available upon request.

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