

# Carbon Reduction Plan

Supplier name: Lucid Support Services Limited

Publication date: .....15<sup>th</sup> August 2025.....

## Commitment to achieving Net Zero

Lucid Support Services is committed to achieving Net Zero emissions by YE March 2028. This has been extended from YE March 27 following a thorough review of the business activities.

We have been monitoring our annual operational carbon emissions since April 2019. Covid related restrictions during 2020/21 helped us to lower current emissions. Information about our environmental commitments can be found on our website.

## 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: YE March 2020**

**Additional Details relating to the Baseline Emissions calculations.**

### **Scope 1**

We report scope 1 emissions from purchased natural gas using the UK Government GHG Conversion Factors as this reflects the emissions benefits from our renewable energy goals.

### **Scope 2**

We report scope 2 emissions from purchased natural gas using the UK Government GHG Conversion Factors as this reflects the emissions benefits from our renewable energy goals.

### **Scope 3**

For the purposes of this Carbon Reduction Plan, we have included the following applicable categories:

**Upstream transportation and distribution / Waste generated in operations / Business travel / Employee commuting / Downstream transportation and distribution.**

The calculation for Employee commuting follows the 'average data' method in the UK Government GHG Conversion Factors for company reporting. Emissions from commuting are determined by where our employees choose to live, on which we have no influence. We do however recruit locally, encourage car sharing and offer a cycle to work scheme.

Document Number: 1

Version No: 5.0

Date: 15.08.2025

Baseline year emissions: YE March 2020	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	9.38
Scope 2	20.73
Scope 3	
Upstream Transportation & Distribution	1.93
Waste Generated in operations	22.86
Business Travel	0.74
Employee Commuting	40.63
Downstream Transportation & Distribution	1.34
Total Emissions	97.61

## Current Emissions Reporting

Reporting Year: YE March 2025	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	0.00
Scope 2	15.58
Scope 3	
Upstream Transportation & Distribution	0.39
Waste Generated in operations	5.96
Business Travel	0.17
Employee Commuting	14.36
Downstream Transportation & Distribution	0.48
Total Emissions	36.94

## Emissions reduction targets

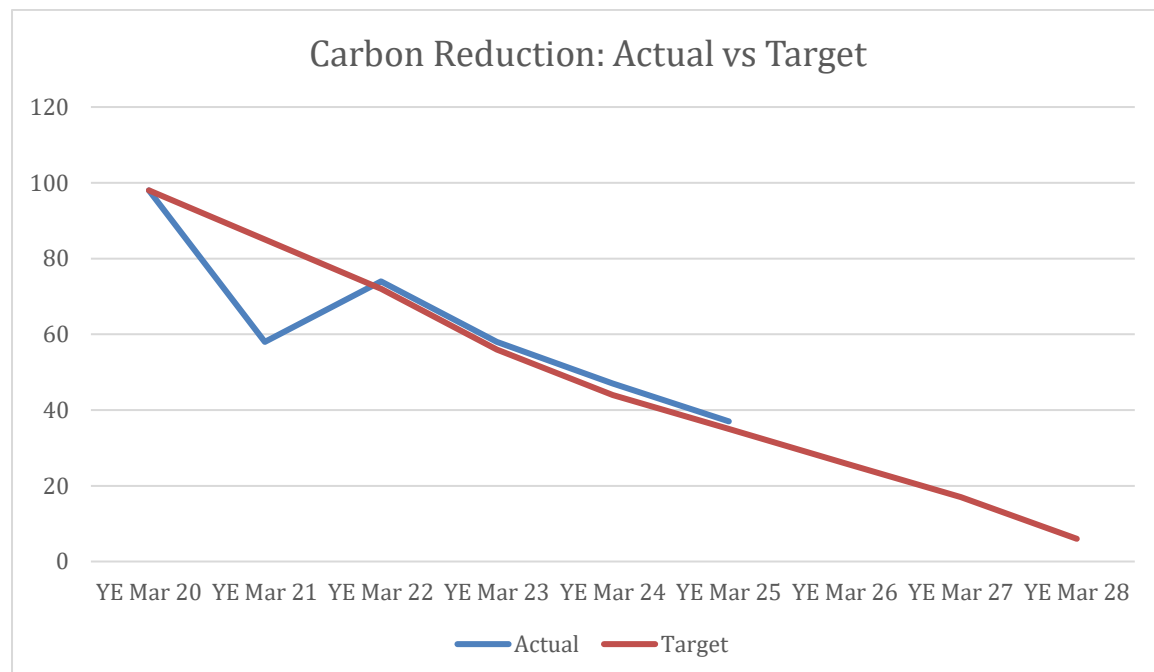
Year ending March 2020 was a turning point and we are committed to being Net Zero by YE March 2028. This commitment involves reducing our operational footprint, including employee commute emissions, and strengthening the way we embed climate action into our supplier engagement and our client services.

Given the restrictions on travel associated with the covid pandemic we expected emissions from employee commuting to increase as our business and the economy reopened. The shift towards more remote working patterns should help to reduce the increase.

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

We project that carbon emissions will decrease over the next year to less than 27 tCO<sub>2</sub>e by YE March 2026. This is a reduction of 30% on a 'normal' working year.

Progress against these targets can be seen in the graph below:



## **Carbon Reduction Projects**

### Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the YE March 2020 baseline. The carbon emission reduction achieved by these schemes equate to 60 tCO<sub>2</sub>e, a 62% reduction against the YE March 2020 baseline and the measures will be in effect when performing the contract.

Lucid Support Services have already begun a business change programme to reduce our impact on the environment:

- The office is fitted with LED lighting and movement sensors keeping our energy use to a minimum in underutilised areas.
- In August 2021, our gas boiler was decommissioned which significantly reduced our scope 1 emissions in 2022.
- We have our ISO14001 environmental standards and principles accreditation, and these measures are in effect when performing our contracts. The measures relating to the ISO14001 certification scheme means we are compliant and advised on the improvements we can make to achieve our Net Zero goal by YE March 2028.
- Lucid performs annual environmental impact assessments, supplemented by third-party assessments (such as Carbon Trust and GHG Protocol calculator).
- Planting trees with the National Forestry Commission
- Purchase of electric vehicles for directors and senior management to help reduce employee commute emissions.
- Flexible working to reduce employee commuting emissions.
- Cycle to work schemes.
- Reduction in business travel of employees, more use of MS Teams.

In the future, Lucid Support Services aim to implement further carbon reduction measures to help us achieve our Net Zero by YE March 2028 goal such as:

- Monitoring energy provider bills to establish where further emission cuts can be made.
- Encourage employees to car share.
- Offer a salary sacrifice electric car scheme to employees.
- Reduce the waste sent to landfill.
- Collaborate with suppliers to reduce packaging for products, ensuring all packaging is recyclable.
- Eliminate single use plastic.
- Annual documented internal training ensuring staff remain aware of our current environmental goals. ISO 14001

## 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>1</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>2</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>3</sup>.

This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

### Signed on behalf of the Supplier:

*Christian Osborne*

Christian Osborne (Aug 15, 2025 15:45:55 GMT+1)

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**Name:** Christian Osborne

**Position:** Head of Finance

**Date:** 15/08/2025 .....

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

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

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