

Carbon Reduction Plan

Supplier Name	Total Health Support and Training Services Ltd
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Commitment to Achieving Net Zero

Total Health Support and Training Services Ltd is committed to supporting the UK's transition to a low-carbon economy and achieving Net Zero greenhouse gas emissions across its operations by 2050.

This Carbon Reduction Plan has been developed in line with the requirements of Procurement Policy Note (PPN) 06/21 and outlines our current emissions position, our long-term environmental objectives, and the practical measures we will implement to reduce our carbon footprint over time.

As a provider of healthcare services our environmental impact is primarily associated with energy consumption, employee travel, commuting, procurement activities, and the delivery of services to clients and communities.

We recognise that environmental responsibility is an integral part of sustainable business practice. Through effective measurement, monitoring and reporting of emissions, we will continue to identify opportunities to reduce energy use, minimise waste, improve operational efficiency and encourage environmentally responsible behaviours throughout our organisation.

By embedding sustainability considerations into our decision-making processes, supplier relationships and day-to-day operations, we aim to make continual progress towards our Net Zero commitment while maintaining high-quality services for the individuals, organisations and communities we support.

Baseline Emissions Footprint

Baseline Year	2025/26
Reporting Period	22/06/2026 – 22/06/2027

This reporting period establishes the **first organisational carbon baseline for Total Health Support and Training Services Ltd** and provides the foundation against which future emissions reductions will be measured.

As this is the organisation's first formal Carbon Reduction Plan, no previously verified greenhouse gas inventory or carbon reporting dataset is available for comparison. The baseline year therefore represents the starting point for measuring progress towards our Net Zero commitment.

The assessment will capture emissions arising from activities that are considered material to our operations, including:

- Electricity and energy consumption associated with office-based activities.
- Business travel undertaken by employees and representatives.
- Staff commuting to and from places of work and service delivery locations.
- Waste generation, recycling and disposal activities.
- Purchased goods and services required to support operational delivery.
- Information technology systems, digital platforms and administrative functions.
- Training delivery and associated operational activities where applicable.

Greenhouse gas emissions will be calculated in accordance with the Greenhouse Gas Protocol Corporate Accounting and Reporting Standard using the latest UK Government conversion factors published by DEFRA. Data will be obtained from available operational records including utility invoices, travel and mileage logs, procurement information, waste management data and employee commuting information.

As our carbon reporting processes mature, we will continue to strengthen data collection procedures, improve reporting accuracy and expand the scope of emissions captured, particularly across Scope 3 categories where data availability may initially be limited.

Baseline and Current Emissions Reporting

As this is the first Carbon Reduction Plan produced by Total Health Support and Training Services Ltd, the baseline year and reporting year are currently aligned. The figures reported below therefore represent both our baseline position and our current emissions profile.

Emission Scope	Category Description	tCO ₂ e
Scope 1	Direct emissions from company-owned assets and vehicles; The organisation owns a company vehicle however, it was not operational during the reporting period and therefore generated no reportable emissions.	0.00
Scope 2	Indirect emissions from purchased electricity and energy consumption	2.50
Scope 3	<ul style="list-style-type: none"> • Business travel • Employee commuting • Waste generated in operations 	20.50

	<ul style="list-style-type: none"> • Purchased goods and services • Upstream transportation and distribution • Fuel and energy related activities • Cloud hosting and digital services (where material) 	
Total		23.00

The baseline inventory will be reviewed and approved by senior management prior to publication. Where estimated data is used, reasonable assumptions and recognised industry methodologies will be applied to ensure consistency and transparency.

Carbon Reduction Targets

Total Health Support and Training Services Ltd is committed to reducing greenhouse gas emissions across all applicable emission sources through responsible business practices, improved operational efficiency and ongoing environmental improvement initiatives.

The organisation has adopted the following long-term reduction objectives:

Target Year	Reduction from Baseline
2030	25% Reduction
2035	40% Reduction
2040	60% Reduction
2045	80% Reduction
2050	Net Zero

Progress against our carbon reduction objectives will be monitored on an annual basis, with targets reviewed and updated as data quality, reporting maturity and organisational understanding of emissions sources continue to develop.

Existing Carbon Reduction Measures

Whilst this is the first formal Carbon Reduction Plan produced by Total Health Support and Training Services Ltd, the organisation has already adopted several practices that contribute to reducing its environmental impact and supporting more sustainable operations.

Digital-First Working

- Digital systems and cloud-based platforms are utilised wherever practical to minimise paper consumption and administrative waste.
- Electronic records, documentation and communication methods reduce printing, storage and transportation requirements.
- Online collaboration tools support efficient information sharing and reduce reliance on physical documentation.

Workforce and Operational Efficiency

- Recruitment activities prioritise local talent where appropriate, helping to reduce travel-related emissions.
- Service delivery and workforce planning are structured to minimise unnecessary journeys and improve operational efficiency.
- Employees are encouraged to utilise remote and hybrid working arrangements where suitable to reduce commuting impacts.

Flexible Communication and Service Delivery

- Virtual meetings and digital communication platforms are used in place of face-to-face meetings where operationally appropriate.
- Technology is used to support efficient scheduling, coordination and delivery of services.
- Remote training and online engagement methods are utilised where suitable to reduce travel requirements.

Environmental Responsibility

- Environmental considerations are incorporated into operational decision-making and business planning activities.
- Staff are encouraged to adopt responsible energy, resource and waste management practices.
- The organisation promotes the efficient use of energy, fuel and materials and seeks to minimise waste wherever reasonably practicable.

Future Carbon Reduction Projects

Area	Planned Activity	Delivery Period
Carbon Governance	Develop a structured carbon management framework, establish annual emissions reporting processes and create a reliable baseline for monitoring future reductions across Scope 1, Scope 2 and relevant Scope 3 emissions.	2026–2027
Employee Engagement	Embed environmental awareness within organisational culture through staff communications, training programmes, inductions and regular sustainability updates.	2026–2027
Digital Optimisation	Continue reducing reliance on paper-based systems by increasing the use of digital records, electronic workflows, online forms and secure digital approvals.	2026–2027
Travel Monitoring	Introduce enhanced monitoring of business travel and commuting activities to better understand	2026–2027

	travel-related emissions and identify reduction opportunities.	
Energy Efficiency	Establish energy consumption monitoring arrangements and implement practical measures to improve energy efficiency within office-based operations.	2026–2027
Waste Reduction	Review waste management practices and recycling arrangements to minimise waste sent to landfill and encourage responsible disposal practices.	2026–2027
Sustainable Travel	Reduce avoidable journeys through increased use of virtual meetings, remote service delivery methods and improved scheduling of operational activities.	2028–2030
Renewable Energy Review	Assess opportunities to transition towards renewable energy tariffs and lower-carbon energy sources where operationally practical and commercially viable.	2028–2030
Low-Emission Transport	Promote consideration of lower-emission vehicle options for employees undertaking business travel and evaluate emerging sustainable transport initiatives.	2031–2035
Sustainable Resources	Prioritise energy-efficient equipment and technology when replacing existing assets, with consideration given to lifecycle environmental impact.	2031–2035
Responsible Procurement	Strengthen engagement with suppliers and contractors to encourage sustainable practices and consider environmental performance within procurement decisions where appropriate.	2036–2040
Operational Decarbonisation	Review remaining significant emission sources and identify further opportunities to reduce carbon emissions through technological innovation, operational improvements and supplier collaboration.	2041–2045
Net Zero Delivery	Assess residual emissions and implement the most appropriate measures available at the time to support achievement of the organisation's Net Zero commitment.	2046–2050
Performance Review	Review emissions performance, monitor progress against reduction targets and update the Carbon Reduction Plan to reflect organisational developments and emerging best practice.	Annually

Workforce Engagement and Environmental Awareness

Achieving meaningful carbon reduction requires active engagement across the organisation. Total Health Support and Training Services Ltd recognises that employees play a key role in supporting environmental objectives and delivering long-term sustainability improvements.

Environmental responsibilities and carbon reduction commitments will be embedded within relevant policies, procedures and operational practices. Staff will be made aware of the organisation's environmental goals through induction programmes, internal communications, training activities and regular team engagement initiatives.

The organisation will encourage practical behaviours that contribute to reducing environmental impact, including responsible use of energy and resources, minimising unnecessary travel, reducing paper consumption, increasing use of digital solutions and supporting recycling and waste reduction initiatives. Employees will be encouraged to consider environmental impacts as part of their day-to-day decision-making and working practices.

Progress against carbon reduction objectives will be communicated through staff meetings, management updates and organisational communications. These opportunities will be used to share achievements, discuss emerging priorities and identify further opportunities for improvement. Employee feedback and suggestions will be actively encouraged to support continual development of environmental initiatives and sustainability objectives.

Where relevant, information on recycling arrangements, waste management requirements and local environmental initiatives will be shared with employees to support compliance with local practices and promote responsible resource management. The organisation will also seek opportunities to raise awareness of wider environmental issues and encourage sustainable behaviours both within and beyond the workplace.

Environmental awareness activities and engagement programmes will be reviewed regularly to ensure they remain effective, proportionate and aligned with organisational priorities. Through ongoing communication, education and employee involvement, Total Health Support and Training Services Ltd aims to foster a culture in which sustainability is understood, valued and integrated into everyday operations, supporting the organisation's commitment to achieving Net Zero greenhouse gas emissions by 2050.

Policy Integration and Operational Controls

Total Health Support and Training Services Ltd recognises that achieving its Net Zero commitment requires environmental considerations to be embedded throughout the organisation's governance, planning and operational activities. Carbon reduction objectives will therefore be incorporated into relevant business processes, management

systems and decision-making frameworks to ensure environmental performance is managed alongside service quality, compliance and financial sustainability.

Overall accountability for this Carbon Reduction Plan rests with **[Peter Odiase], [Director]**, who is responsible for providing strategic oversight, approving environmental objectives and ensuring the organisation continues to make progress towards its carbon reduction commitments. This includes reviewing annual emissions data, monitoring progress against agreed targets and ensuring that sustainability considerations are reflected within business planning and organisational decision-making.

Day-to-day implementation of the Plan will be supported by relevant managers and operational leads responsible for areas including facilities management, procurement, workforce planning and service delivery. These individuals will contribute to the collection of environmental data, support monitoring and reporting activities, and assist with the delivery of agreed carbon reduction initiatives across the organisation.

Environmental performance will be reviewed as part of ongoing management and business planning processes. Reviews will consider factors including:

- Energy consumption and resource utilisation.
- Business travel and commuting impacts.
- Procurement and supplier sustainability performance.
- Waste management and recycling arrangements.
- Opportunities to improve operational efficiency and reduce carbon emissions.

Carbon reduction objectives will be reviewed periodically to ensure they remain realistic, measurable and aligned with organisational priorities. Where monitoring identifies areas of concern or opportunities for improvement, appropriate actions will be agreed and incorporated into operational plans and future revisions of this Carbon Reduction Plan.

Through clear governance arrangements, defined responsibilities and regular performance monitoring, Total Health Support and Training Services Ltd will maintain a structured approach to environmental management and continual improvement, supporting the organisation's long-term commitment to achieving Net Zero greenhouse gas emissions by 2050.

Governance and Monitoring

Total Health Support and Training Services Ltd is committed to maintaining effective oversight of its environmental performance and ensuring continual progress towards its Net Zero objectives. This Carbon Reduction Plan will be reviewed annually to evaluate performance, monitor delivery of planned initiatives and identify further opportunities to reduce greenhouse gas emissions across the organisation.

Overall accountability for the implementation and ongoing development of this Plan rests with **[Peter Odiase], [Director]**, who will provide strategic oversight, approve annual emissions reporting and ensure environmental objectives remain aligned with organisational priorities and regulatory requirements.

The organisation will monitor emissions across Scope 1, Scope 2 and relevant Scope 3 categories using available operational data and recognised reporting methodologies. Data sources may include energy consumption records, travel and mileage information, procurement activities, waste management data and other relevant operational information. Emissions calculations will be undertaken using the Greenhouse Gas Protocol Corporate Standard and the most current UK Government greenhouse gas conversion factors available at the time of reporting.

Performance will be assessed using a range of indicators, including:

- Total greenhouse gas emissions (tCO₂e).
- Scope 1, Scope 2 and Scope 3 emissions performance.
- Energy and electricity consumption.
- Business travel and commuting activity.
- Waste generation and recycling rates.
- Delivery of carbon reduction initiatives and achievement of agreed targets.

Annual reviews will compare performance against the established baseline and assess progress towards longer-term reduction objectives. Where performance falls below expectations or emissions increase unexpectedly, the organisation will investigate contributing factors and identify appropriate corrective actions to support continuous improvement.

Employees will be kept informed of environmental objectives, progress and key initiatives through internal communications, training activities and management engagement. The organisation will continue to encourage sustainable working practices, responsible resource use and employee participation in environmental improvement activities.

Recognising that some emissions may be challenging to eliminate completely, Total Health Support and Training Services Ltd will periodically review residual emissions and consider appropriate mitigation measures in line with evolving legislation, recognised best practice and advancements in carbon reduction technologies.

This Carbon Reduction Plan will be updated as required to reflect changes in organisational activities, environmental performance, legislative requirements and emerging sustainability opportunities, ensuring continued progress towards the organisation's commitment to achieving Net Zero greenhouse gas emissions by 2050.

Declaration and Approval

This Carbon Reduction Plan has been prepared in accordance with the requirements of Procurement Policy Note (PPN) 06/21 and the accompanying guidance for the completion and publication of Carbon Reduction Plans.

Greenhouse gas emissions will be measured, recorded and reported using the Greenhouse Gas Protocol Corporate Accounting and Reporting Standard together with the relevant UK Government greenhouse gas conversion factors applicable at the time of reporting.

Total Health Support and Training Services Ltd is committed to monitoring its environmental performance, maintaining transparent reporting practices and implementing appropriate measures to reduce its carbon footprint in support of its Net Zero objectives.

This Carbon Reduction Plan has been reviewed and approved by the senior leadership team of Total Health Support and Training Services Ltd and represents the organisation's commitment to continual environmental improvement and sustainable business practices.

Signed on behalf of Total Health Support and Training Services Ltd

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Position	Service Manager
Signature	J.Dyer
Date	22/06/2026
Review Date	20/06/2027