CLIMATE ACTION FOR
ASSOCIATIONS.

CERTIFIED NET ZERO ASSOCIATION

Carbon Emissions Report & Recommendations.

Prepared for

The Foodservice Equipment Association. March 2023

FEA Carbon Emissions Report & recommendations.

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Aim

The aim of this report is to provide the Foodservice Equipment Association (FEA) with an accurate representation of their carbon emissions for Scopes 1 and 2 for the dates provided in compliance with the Greenhouse Gas (GHG) Protocol.

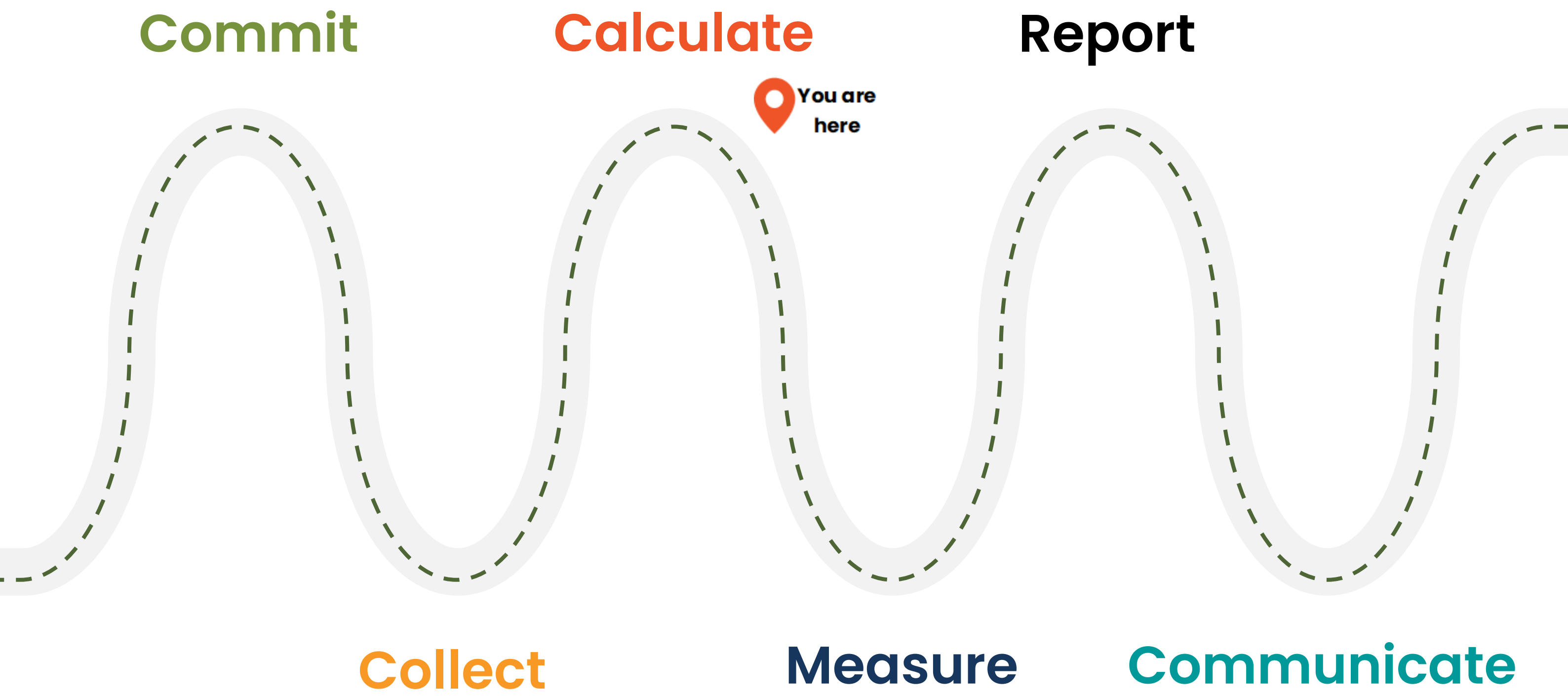
Scope

The data in this report is reflective of the data received from the association and has been used to calculate the baseline emissions of the organisation.

The baseline data has been used as a basis for setting a mutually agreeable action plan to reduce and/or remove the carbon emissions to the greatest extent. The data set used for this calculation includes scopes 1, 2 and the following scope 3 categories; category 6 (business travel) & category 5 (waste generated from operations including wastewater).

CAFA follows GHG Protocol regulations on leased offices. Should a lessee not have ownership or financial control over their office, emissions associated with fuel combustion, fall under a scope 3 category 8 (upstream leased assets) analysis. This category is not covered in this report.

Any remaining emissions may be offset through Verified Carbon Standard (VCS) certified programs to achieve a 'Certified Carbon Neutral Association' status for FEA in the particular year. FEA's 'Net Zero Association' certification will be awarded for a particular year once it has removed and reduced its emissions to the greatest extent possible and offset the remaining emissions for the year.



Definitions

For the purposes of this report, the Greenhouse Gas Protocol definitions have been used to address the following:

- **Carbon footprint:** The total set of GHG emissions caused directly and indirectly by an individual event, organisation, or product expressed as Carbon Dioxide Equivalent (CO2e).

- **Scope 1:** direct emissions from activities owned or controlled by your organisation. Examples of Scope 1 emissions include emissions from combustion in owned or controlled boilers, furnaces, and vehicles; and emissions from chemical production in owned or controlled process equipment.

- **Scope 2:** energy indirect emissions are those released into the atmosphere that are associated with your consumption of purchased electricity, heat, steam, and cooling. These indirect emissions are a consequence of your organisation's energy use but occur at sources you do not own or control.

- **Scope 3:** other indirect emissions are a consequence of your actions that occur at sources you do not own or control and are not classed as Scope 2 emissions. Examples of Scope 3 emissions are business travel by means not owned or controlled by your organisation, waste disposal, materials or fuels your organisation purchases and emissions as a result of your annual events programme. Deciding if emissions from a vehicle, office, or factory that you use are Scope 1 or Scope 3 may depend on how you define your operational boundaries. Scope 3 emissions can be from activities that are upstream or downstream of your organisation. More information on Scope 3 and other aspects of reporting can be found in the Greenhouse Gas Protocol Corporate Standard.

*Note: GHG Protocol regulations are followed on leased offices. Should a lessee not have ownership or financial control over their office, emissions associated with fuel combustion fall under a scope 3 analysis which is not covered in this report.

Reference: Categorizing GHG Emissions Associated with Leased Assets Appendix F to the GHG Protocol Corporate

Carbon footprint report for the Foodservice Equipment Association (FEA) For the reporting period of 01 January 2021 to 31 December 2021

Food Equipment Association (FEA) emitted 0 kgCO2e (Kilogrammes of carbon dioxide equivalent) for 2021 (across scope 1 and 2). This can be presented as 0 tCO2e (tonnes of carbon dioxide equivalent) with an intensity indicator of 0.00 tCO2e per total full-time equivalent employee (FTE) and 0 tCO2e per million GBP £.

When Scope 3 is added, this brings the total to 4 tCO2e with an intensity indicator of 0.85 tCO2e per total full-time equivalent employee (FTE).

Table 1. UK GHG emissions and energy use data for period 01 January 2021 to 31 December 2021

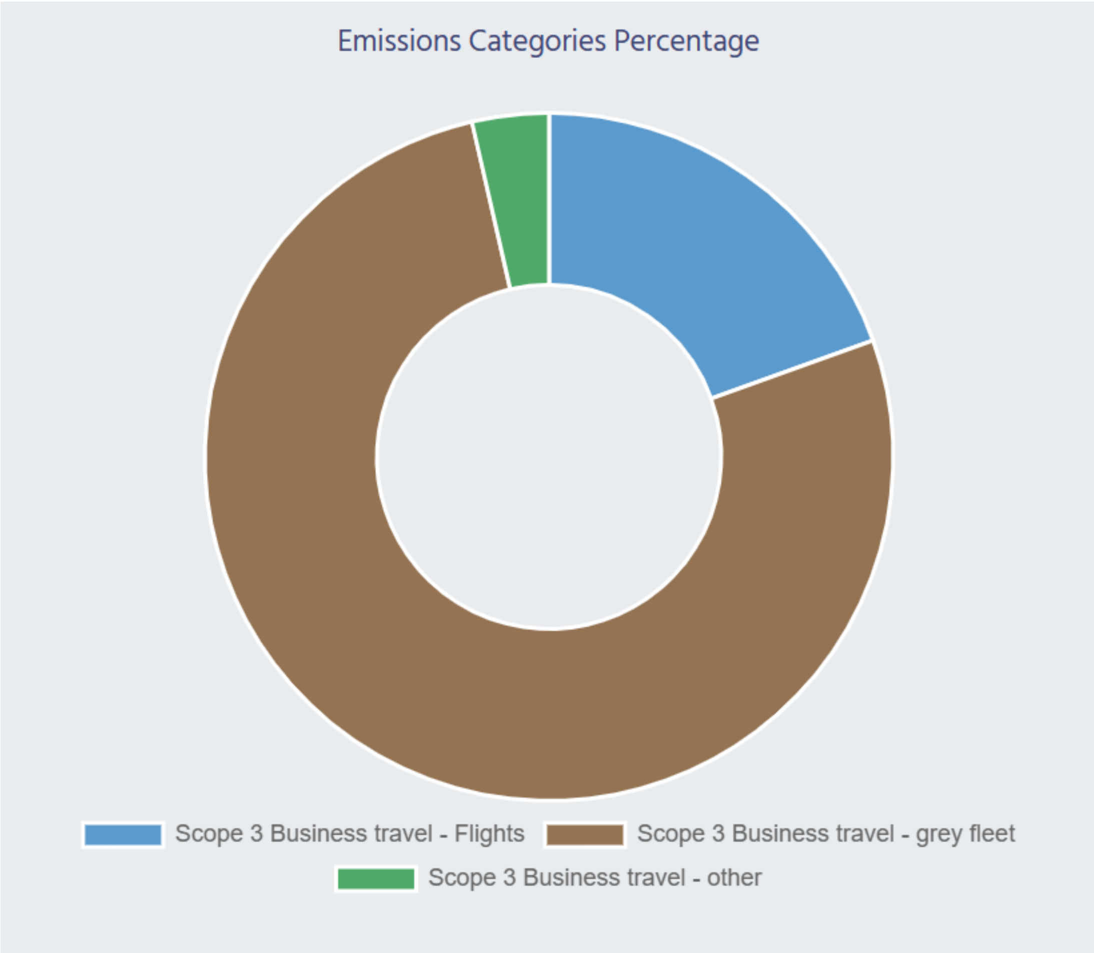
Emissions source	Units	kWh	Carbon (kgCO2e)	Carbon (tCO2e)
Scope 1				
Total Scope 1			**0**	**0**
Scope 2				
Total Scope 1 & 2			**0**	**0**
Total tCO2e per *FTE on gross scope 1 & 2				**0.00**
Total tCO2e per *£m Turnover on gross scope 1 & 2				0
Scope 3				
Average car (Unknown fuel)	19,055 km	13,281	3,267.57	3.27
Regular taxi	176 km	-	36.65	0.04
Coach	28 km	-	0.74	0.00
National rail	2,887 km	-	102.46	0.10
London Underground	519 km	-	14.43	0.01
Total Scope 3			**4,248**	**4**
Total Scope 1, 2 & 3			**4,248**	**4**
Total tCO2e per *FTE on gross scope 1, 2 & 3				**0.85**
Total tCO2e per *£m Turnover on gross scope 1, 2 & 3				**0**
Adjustments				

*Notes: For 01 January 2021 to 31 December 2021 the number of Full-time equivalent employees (FTE) was 5 and the Turnover was GBP UNKNOWN

Carbon footprint analysis for the Foodservice Equipment Association (FEA) For the reporting period of 01 January 2021 to 31 December 2021

Your carbon footprint is 4 tonnes of total CO_2 equivalents. Your carbon intensity per FTE is 0.85, which is considered low.

Your largest source of emissions is Scope 3, with the bulk coming from Business Travel (grey fleet)



Recommended Actions

The following draft actions have been recommended after discussion with FEA to formalise a plan of action and transition steps.

Existing Sustainable Practices

- FEA has already switched to motion detectable LED Lighting. LED lights will save an average of £20 per year on energy costs, with a 15-year lifespan (based on 10 hours use over 52 weeks p.a.), each bulb will save £300.

- Although a ‘Cycle to Work’ Scheme may not be relevant to FEA, the organisation already has encouraged and implemented sustainable commuting through a remote and hybrid working scheme for employees to reduce travel.

- FEA already ensures all IT equipment have energy saving features enabled. Their printer turns off automatically and all LED lights are motion sensored. The screens go black on laptops when not in use and are taken home at end of day, ensuring that they are not left plugged in overnight.

Actions & Quick Wins

- Keith Warren was appointed a Net Zero Champion for FEA to lead their journey. In order to make the required changes, there must be whole organisational buy-in strategy and communications and the Net Zero Champion shall be accountable and provided with the tools and support in which to carry out their role.

- Currently FEA is in a serviced office, however FEA will explore the option of switching their energy tariff to a green or full renewable tariff with their landlord. An average of 25% of all SME carbon emissions come from energy consumption. By switching tariffs, FEA can immediately mitigate a large portion of their (indirect) $CO2$ emissions.

- FEA will benchmark all business overheads. This function will ensure you re-look at your core providers, ensuring they too are on the net zero journey, but also look to free up capital in order to re-invest in net zero initiatives.

- Currently all thermostats are correctly monitored and managed by the property manager/landlord. A reduction of 1 degree can save 8% of your energy and FEA will discuss this plan with the landlord/property manager.

- The importance of smart meter readings or regular updates on meter readings was discussed with FEA. This will allow a real time review of energy consumption and highlight areas that may be causing a spike or prolonged increase in consumption.

- FEA will ensure all unoccupied areas are not unnecessarily heated.

- FEA will establish an energy awareness campaign amongst staff. Awareness is essential to ensure all staff are bought in to the changes and will ensure a successful outcome. CAFA can support FEA on internal engagement and awareness campaign.

- FEA will communicate energy consumption targets to all staff. If the reduction in energy usage is a whole company agenda, staff are more likely to take initiatives to drive consumption down.

- FEA will introduce a suggestion scheme to encourage new ideas.

- FEA will implement a 'switch off' policy for all equipment when not in use.

Operational Changes

- As FEA is in a serviced office most infrastructural changes will fall to the landlord to implement. However, the following options will be raised with FEA's landlord.
    - Ensure all heating pipes and cylinders are insulated.
    - Ensure boilers and air-conditioning units are well-maintained and serviced.
    - Use only energy efficient kitchen equipment (kettles, fridges etc).
    - Install draught proofing around leaky doors and windows.

- FEA will consider sustainable procurement within its supply chain.

- FEA will encourage members to adopt its environmental practices.

- FEA shall encourage the circular economy and upcycling – reduce, reuse, recycle.

- FEA will buy less or items that can be recycled or upcycled – and contribute to the circular economy.

- FEA will go paperless wherever possible by introducing e-receipts and invoices.

- FEA will use rechargeable batteries and refillable printer cartridges and consumable items that will last longer.

- FEA will avoid over-packaged products.

- FEA will establish recycling collection points on the premises.

- FEA will bulk buy and refill where possible to reduce packaging waste.

- FEA will encourage employees to get involved with local conservation activities.

- FEA will look to become ISO 14001 certified in the future.

Infrastructural Changes

- As FEA is in a serviced office most infrastructural changes will fall to the landlord to implement. However, the following options will be raised with CITMA's landlord.

    1. Solar panels.
    2. Air/ground source heat pumps.
    3. Power purchase agreements.
    4. Double or triple glazing.
    5. Insulation (loft or cavity wall).

Currently FEA only has 1 hybrid fleet vehicle, and electric vehicles for employees would be outside of the company's control.

Offsetting Options (to be carbon neutral for 2021) and be awarded CAFA Certified Carbon Neutral Association status.

FEA currently uses the Tree for Cities campaign for offsetting. This project allows for trees to be planted in the UK to regreen cities. However, this project is not verified to a standard that CAFA can certify for carbon neutrality.

CAFA encourages investing in the highest standard of verified offsetting projects to achieve the greatest and most tangible impact in your journey towards carbon neutrality and net zero.

There are several verified schemes backed by Gold Standard and VFS that are globally recognised and can be used to verify FEA's carbon neutral status.

The projects occur across the globe and are at a range of prices. Based upon FEA's emissions for 2021 (4 tCO_2e) the below schemes present an affordable option for FEA to offset and achieve its CAFA Carbon Neutral Association status.

- Global Portfolio (£9.00 a tonne of CO2)
- UK Tree Planting (£19.80 a tonne of CO2)
- Reforestation Kenya (£16.00 a tonne of CO2)
- Americas Portfolio (£9.50 a tonne of CO2)
- Community Projects (£10.50 a tonne of CO2)

CAFA can connect FEA to the above schemes as part of FEA's next steps.

Timelines

- Calculate carbon footprint for FY 2022
- Quarterly bills to be submitted where applicable for 2023 footprint calculation on an ongoing basis.
- Publish baseline report and agreed action plan (next 12 months, 2-3 years, by 2030)
- CAFA to issue FEA a Carbon Neutral Association Certificate at point of offsetting.
- Diarise update call for progress on actions with CAFA Net Zero Team. Recommended quarterly update calls (first week of each month):
    - June
    - September
    - December
- Year-end reporting (baseline vs current year), including absolute reductions and key actions taken throughout the year.
- CAFA to workshop employee engagement and communication requirements of CITMA to support the implementation of CITMA's transition plan.
- Undertake detailed scope 3 calculations.

Appendix

Notes about methodology:

- Food Equipment Association (FEA) has adopted an operational control approach to establishing the boundary. The methodology adopted in line with the Greenhouse Gas Protocol[1] and the BEIS Environmental Reporting Guidelines[2]. The calculations were completed on the SmartCarbon™ Calculator[3] using the UK Government emissions factors[4].

- CO_2e is the universal unit of measurement to indicate the global warming potential (GWP) of Greenhouse Gases (GHGs), expressed in terms of the GWP of one unit of carbon dioxide. There are seven main GHGs that contribute to climate change, as covered by the Kyoto Protocol: carbon dioxide (CO_2), methane (CH_4), nitrous oxide (N_2O), hydrofluorocarbons (HFCs), perfluorocarbons (PFCs), sulphur hexafluoride (SF_6) and nitrogen trifluoride (NF_3). Different activities emit different gases. Using CO_2e allows all greenhouse gases to be measured on a like-for-like basis.

- For National grid electricity consumption, THE ORGANISATION has included factors for the transmission and distribution of electricity (T&D) losses, which occur between the power station and site(s). The emissions from T&D has been accounted for in Scope 3. As with other Scope 3 impacts, reporting T&D is voluntary but is recommended standard practice by UK Government[2].

- Smart Carbon Dashboard and Carbon Calculator Platform used.

Data Estimations/Assumptions:

- FEA's footprint under Scopes 1 and 2 is low largely because they operate from a leased office with little access to and control over energy data and consumption

References:

1. The GHG Protocol Corporate Accounting and Reporting Standard. Revised Edition (2015) World Resource Institute and World Business Council for Sustainable Development.

2. Environmental Reporting Guidelines: Including streamlined energy and carbon reporting guidance (March 2019) UK Government Department for Business, Environment and Industrial Strategy.

3. SmartCarbon Calculator: https://www.smartcarboncalculator.com/

4. Greenhouse gas reporting: conversion factors - Full set (for advanced users). More at this link: https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting

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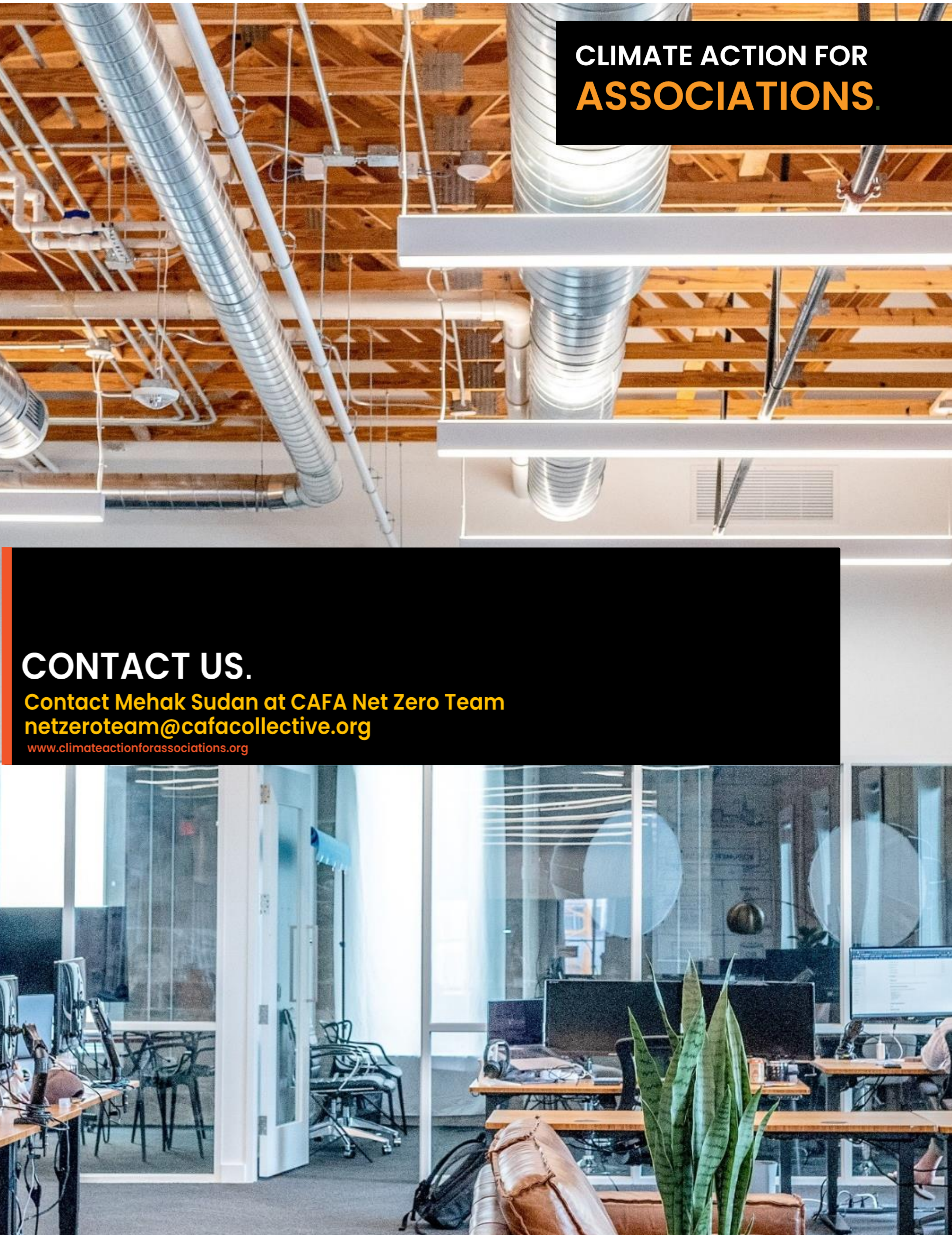

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