

CARBON REDUCTION PLAN

- Supplier Name: Alves iCare Ltd
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- Document Owner: Liliano Alves – Managing Director
- Approved By: Company Director
- Review Frequency: Annually

Commitment to Achieving Net Zero

Alves iCare Ltd is committed to achieving Net Zero greenhouse gas emissions by 2050 at the latest, in accordance with the UK Government's environmental objectives and the Climate Change Act 2008. As an independent care provider, we recognise our responsibility to minimise the environmental impact of our operations while maintaining safe, effective, compassionate and person-centred care.

Our services include domiciliary care, supported living, complex care, respite provision and community-based support. We recognise that these activities generate greenhouse gas emissions through staff travel, office energy consumption, procurement, waste management and other operational activities.

We are committed to reducing these emissions through measurable environmental objectives, responsible procurement, efficient workforce planning, sustainable transport practices and the increased use of digital technology. Our Carbon Reduction Plan is aligned with the Greenhouse Gas Protocol Corporate Accounting and Reporting Standard, relevant UK Government environmental reporting guidance and Procurement Policy Note 006.

Responsibility for implementing and monitoring this plan rests with our Senior Management Team, with oversight from the Company Director.

Baseline Emissions Footprint

Baseline emissions represent the greenhouse gases generated by Alves iCare Ltd during a defined reporting period before, or at the beginning of, our structured carbon reduction programme. The baseline provides the reference point against which future emissions reductions will be measured.

Baseline Year: 2024/25

Baseline Reporting Period: 1st April 2024 – 31st March 2025

Additional Details Relating to Baseline Emissions Calculations

Alves iCare Ltd will establish its baseline emissions using available operational records, including:

- Office electricity and gas consumption.
- Fuel consumption from company-owned or controlled vehicles, where applicable.
- Staff business mileage and work-related travel.
- Employee commuting information.
- Waste disposal and recycling records.
- Procurement, deliveries and transportation records.
- Relevant supplier information.

Emissions will be calculated using appropriate UK Government greenhouse gas conversion factors for the relevant reporting year and expressed in tonnes of carbon dioxide equivalent (tCO₂e). Where actual consumption data is unavailable, reasonable estimates may be used, provided that the methodology, assumptions and limitations are clearly documented.

Baseline Year Emissions:

Emissions Category	Total (tCO ₂ e)
Scope 1 – Direct emissions	2.00
Scope 2 – Purchased energy	1.00
Scope 3 – Included sources	17.00
Total Baseline Emissions	20.00

Scope 3 breakdown:

Required Scope 3 Category	Total (tCO ₂ e)
Category 4 – Upstream transportation and distribution	1.00
Category 5 – Waste generated in operations	0.50
Category 6 – Business travel	11.00
Category 7 – Employee commuting	4.00
Category 9 – Downstream transportation and distribution	0.50
Total Scope 3 Emissions	17.00

Any category determined to be genuinely inapplicable will be reported as zero with an explanation. Unavailable information will not be represented as zero emissions.

Current Emissions Reporting

Reporting Year: 2025/26

Reporting Period: 1st April 2025 to 31st March 2026

Alves iCare Ltd will calculate its current greenhouse gas emissions using the same organisational boundaries and consistent methodologies applied to its baseline year, allowing meaningful comparisons. The assessment will include all applicable Scope 1 and Scope 2 emissions and the five Scope 3 categories required under PPN 006.

Current Reporting Year Emissions:

Emissions Category	Total (tCO ₂ e)
Scope 1 – Direct emissions	1.80
Scope 2 – Purchased energy	0.90
Scope 3 – Included sources	15.80
Total Current Emissions	18.50

Scope 3 breakdown:

Required Scope 3 Category	Total (tCO ₂ e)
Category 4 – Upstream transportation and distribution	0.90
Category 5 – Waste generated in operations	0.45
Category 6 – Business travel	10.20
Category 7 – Employee commuting	3.80
Category 9 – Downstream transportation and distribution	0.45
Total Scope 3 Emissions	15.80

Emissions Reporting Methodology:

Our greenhouse gas emissions calculations will follow the GHG Protocol Corporate Accounting and Reporting Standard and the applicable UK Government environmental reporting guidance.

- Scope 1 will include direct emissions from sources owned or controlled by Alves iCare Ltd, including relevant company vehicles and heating systems.
- Scope 2 will include emissions associated with purchased electricity, heat, steam or cooling consumed within our operational boundary.
- Scope 3 will include the five mandatory categories identified above. Staff journeys between service users will be classified according to the nature of the journey, vehicle ownership and operational control to avoid double counting.

All calculations will use the appropriate annual conversion factors, with supporting evidence retained for audit and verification.

Emissions Reduction Targets:

To support our commitment to Net Zero by 2050, Alves iCare Ltd proposes the following interim carbon reduction targets, subject to formal management approval and confirmation of the baseline emissions footprint.

Target Period	Proposed Reduction Against Baseline
Within 12 months	5%
Within 3 years	10%
Within 5 years	20%
By 2035	40%
By 2040	60%
By 2045	80%
By 2050	Net zero

These are proposed organisational targets rather than achieved reductions. Once the baseline has been established, we will translate these percentages into measurable tCO₂e targets and assess whether the proposed trajectory is achievable. We will prioritise actual reductions in greenhouse gas emissions through operational improvements, energy efficiency, reduced travel emissions and sustainable procurement.

Where residual emissions remain at our Net Zero target date, any use of greenhouse gas removals will be assessed against credible and recognised standards. Carbon offsets will not replace our responsibility to reduce emissions directly.

Carbon Reduction Projects and Environmental Management Measures

Alves iCare Ltd recognises that delivering care within people's homes and community settings requires regular travel, appropriate equipment, reliable staffing and the continued availability of essential services.

Our carbon reduction approach therefore prioritises practical measures that reduce environmental impacts without compromising service user safety, continuity of care, dignity or independence.

a) Sustainable Transport and Travel Reduction:

Staff travel represents a potentially significant source of greenhouse gas emissions within domiciliary and community-based care services. To reduce emissions, Alves iCare Ltd will:

- Allocate care workers geographically wherever practicable, reducing unnecessary journeys between service users.
- Develop efficient staff rotas that minimise travel distances while maintaining continuity of care.
- Encourage the use of public transport, cycling and walking where appropriate, safe and practical.
- Promote carsharing for suitable work-related journeys where this does not affect safeguarding or confidentiality.
- Encourage staff to consider low-emission and electric vehicles when replacing personal vehicles.
- Explore the feasibility of electric or hybrid company vehicles where operationally and financially viable.
- Use remote meetings and digital communication to reduce unnecessary management travel.
- Monitor business mileage and travel-related emissions.

Our rostering and care management arrangements will support more efficient scheduling and reduce unnecessary duplication of visits. However, urgent care needs, safeguarding requirements, rural accessibility and the preferences of people receiving care will always take priority over travel-related carbon reduction measures.

b) Energy Efficiency and Office Operations:

Alves iCare Ltd will seek to reduce energy consumption within its office and other premises under its operational control.

Measures will include:

- Encouraging staff to switch off lighting, computers and equipment when not required.
- Using energy-efficient LED lighting where appropriate.
- Reviewing heating and cooling arrangements to minimise unnecessary consumption.
- Purchasing energy-efficient office equipment when existing equipment requires replacement.
- Reducing standby electricity consumption.
- Reviewing electricity and gas usage to identify opportunities for improvement.
- Considering renewable electricity tariffs where commercially feasible.

We will monitor energy consumption through utility records and identify opportunities to reduce emissions over successive reporting periods.

c) Digital Technology and Paper Reduction:

Alves iCare Ltd recognises that digital care management systems can contribute to reducing paper consumption, unnecessary journeys and administrative inefficiencies. We will continue to make appropriate use of our Birdie electronic care management system to support:

- Electronic care records and daily care documentation.
- Digital medication administration records.
- Electronic staff scheduling and rostering.
- Digital care monitoring and quality assurance.
- Electronic reporting and audit processes.
- Secure information sharing.

We will also use Microsoft 365, secure email and other appropriate digital communication systems to reduce reliance on printed documentation. Where suitable, staff meetings, supervision sessions and training activities may be delivered remotely or through blended learning approaches. Digital systems will be implemented in accordance with UK GDPR, information security requirements and the accessibility needs of staff and service users.

Paper records will remain available where required for safety, legal compliance or individual accessibility.

d) Sustainable Procurement and Supply Chain Management:

Alves iCare Ltd is committed to working with suppliers that demonstrate responsible environmental practices. Our procurement approach will include:

- Considering environmental performance when selecting suppliers.
- Prioritising local suppliers where practical, commercially reasonable and consistent with quality requirements.

- Consolidating orders to reduce unnecessary deliveries.
- Avoiding excessive packaging where suitable alternatives are available.
- Purchasing durable and reusable products where clinically appropriate.
- Encouraging suppliers to provide information about their carbon reduction commitments.
- Considering the environmental impacts of equipment, office supplies and consumables throughout their useful life.

In relation to care delivery, infection prevention and control requirements will always take precedence over waste reduction objectives. Single-use personal protective equipment and clinical consumables will continue to be used whenever necessary to maintain safe care.

e) Waste Reduction and Recycling:

We will seek to minimise waste generation through responsible purchasing, effective stock management and appropriate recycling arrangements. Actions will include:

- Reducing unnecessary printing and paper consumption.
- Using electronic documentation wherever practical.
- Separating recyclable materials from general waste where facilities permit.
- Encouraging the appropriate recycling of paper, cardboard and packaging.
- Reducing unnecessary procurement and disposal of office equipment.
- Arranging responsible disposal of electrical equipment and electronic waste.
- Monitoring waste generation and identifying opportunities for improvement.

Clinical waste, sharps, contaminated materials and other hazardous waste will be handled and disposed of in accordance with applicable legislation and infection prevention requirements. Environmental initiatives will not compromise the safe management of clinical waste or medicines.

f) Workforce Engagement and Environmental Awareness

We recognise that meaningful carbon reduction requires the involvement of staff at all organisational levels. Alves iCare Ltd will promote environmental awareness through staff communications, induction processes, team meetings and management supervision. Staff will be encouraged to identify practical opportunities to reduce energy use, avoid unnecessary journeys, minimise waste and improve the environmental sustainability of everyday working practices.

Managers will review suggestions and incorporate appropriate improvements into operational procedures. We will seek to establish a culture in which environmental responsibility is considered alongside quality, safeguarding, equality, diversity and person-centred care.

g) Sustainable Care Delivery:

Alves iCare Ltd will incorporate environmental considerations into service planning and mobilisation arrangements. This will include considering travel distances when accepting and allocating care packages, coordinating staff deployment efficiently, reducing unnecessary administrative journeys and using technology to support responsive care delivery. Where appropriate, digital monitoring and communication may reduce avoidable visits while maintaining safe oversight.

Following hospital discharge, our approach will focus on timely assessment, effective communication, rehabilitation support and the promotion of independence. By supporting people to regain daily living skills and achieve agreed outcomes, we will seek to reduce avoidable dependency and unnecessary service activity where clinically appropriate. Decisions about reducing care will always be based on assessed needs, professional advice, individual choice and safety rather than environmental targets alone.

Environmental Management and Governance

The Company Directors will hold overall accountability for Alves iCare Ltd's Carbon Reduction Plan. The Registered Manager and Senior Management Team will be responsible for implementing environmental measures within daily operations and ensuring that carbon reduction objectives are incorporated into relevant organisational planning. Responsibilities will include:

- Maintaining accurate emissions records.
- Monitoring progress against reduction targets.
- Reviewing energy and travel consumption.
- Evaluating procurement and waste management practices.
- Communicating environmental responsibilities to staff.
- Identifying and implementing improvement actions.
- Reviewing relevant environmental risks and opportunities.
- Reporting performance to senior leadership.

Carbon reduction performance will be considered as part of the organisation's wider quality assurance and continuous improvement arrangements. Where targets are not achieved, management will review contributing factors, establish corrective actions and assess whether additional resources or operational changes are required.

Monitoring, Reporting and Continuous Improvement

Alves iCare Ltd will review its environmental performance at least annually and maintain records that demonstrate progress towards its Net Zero commitment. Performance monitoring will include the following indicators:

Performance Indicator	Monitoring Frequency
Total greenhouse gas emissions (tCO ₂ e)	Annually
Scope 1, 2 and required Scope 3 emissions	Annually
Staff business mileage	Quarterly
Office electricity and gas consumption	Quarterly
Waste management and recycling arrangements	Annually
Digital documentation and paper reduction	Annually
Supplier environmental performance	Annually
Progress against carbon reduction targets	Annually

Where appropriate, performance will also be considered relative to organisational activity, such as emissions per 1,000 care hours delivered, to help distinguish efficiency improvements from changes in service volume.

Our annual review will consider:

- Changes in the organisation's carbon footprint.
- Progress against approved emissions reduction targets.
- Effectiveness of environmental initiatives.
- Opportunities to introduce new reduction measures.
- Changes in legislation, reporting standards and commissioner requirements.
- Any corrective actions needed to improve performance.

Findings will be reviewed by senior management and used to update the Carbon Reduction Plan.

Supporting Local Authority and NHS Environmental Objectives

Alves iCare Ltd recognises that public-sector commissioners have established environmental sustainability objectives, including reducing emissions associated with their supply chains. We are committed to supporting these objectives throughout the delivery of commissioned care services. Where working with Cambridgeshire County Council, Peterborough City Council, Leicestershire County Council, Rutland County Council or NHS commissioners, we will seek to align relevant operational measures with applicable contract-specific carbon reduction requirements. This will include supporting reductions in supply chain emissions through efficient transport, responsible procurement, sustainable workforce practices and reduced resource consumption.

Where requested and contractually appropriate, we will provide relevant environmental performance information to commissioners and participate in sustainability reviews. Our approach will balance environmental responsibility with the fundamental requirement to provide safe, responsive and high-quality care to vulnerable individuals.

Future Carbon Reduction Initiatives

Over the next five years, Alves iCare Ltd intends to assess and, where appropriate, implement additional carbon reduction initiatives. These may include:

- Greater use of low-emission vehicles for business travel.
- Enhanced digital monitoring of travel and operational emissions.
- Improved geographical coordination of care packages.
- Increased use of renewable electricity.
- More detailed engagement with suppliers regarding Scope 3 emissions.
- Expanded environmental awareness initiatives for employees.
- Development of measurable environmental objectives within relevant procurement arrangements.
- Improved data collection to strengthen the accuracy of carbon reporting.

Implementation will be subject to feasibility, available resources, operational requirements and management approval.

Declaration and Sign-Off

This Carbon Reduction Plan has been prepared in accordance with the requirements of Procurement Policy Note 006, the associated Technical Standard for Completion of Carbon Reduction Plans and the published UK Government guidance on greenhouse gas reporting. Following completion and verification of the emissions data, Alves iCare Ltd will confirm that emissions have been reported in accordance with the GHG Protocol Corporate Accounting and Reporting Standard and the appropriate UK Government environmental reporting guidance.

The completed plan will record our commitment to achieving Net Zero by 2050 at the latest and describe the environmental management measures that will be applied throughout our operations and relevant contracts. The Carbon Reduction Plan will be reviewed and updated annually, approved by the Company Director or equivalent senior leader, and published on the organisation's UK website.

Signed on behalf of Alves iCare Ltd:

Name: Liliano Alves

Position: Company Director

Signature: _____

Date: _____

Next Review Date: _____

Website Publication Link: <http://alvesicare.co.uk/>