

# Carbon Reduction Plan For Priority Express Couriers

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# Net Zero Commitment & Targets

**Priority Express Couriers is committed to achieving Net Zero by 2050.**

## What does Net Zero mean in practice?

To achieve Net Zero companies should be aiming to reduce emissions in line with the latest science-based targets (SBTs). SBTs are greenhouse gas reduction goals set by organisations, they are defined as "science-based" when they align with the scale of reductions required to limit global temperature increases to 1.5°C compared to pre-industrial temperatures. To achieve Net Zero under this scenario, Priority Express Couriers will need to reduce absolute scope 1 and 2 emissions by 90% and achieve scope 3 reductions equating to either 90% absolute reduction or 97% overall reduction for both physical and economic intensity metrics.

In line with Science Based Targets initiative (SBTi) recommendations it is suggested that organisations commit to near-term targets (that cover a minimum of 5 years/maximum of 10 years from establishment), as well as long-term targets.

## Long-term targets:

- Reduce scope 1 emissions by at least 90% by 2045.
- Reduce market-based scope 2 emissions to zero by 2040 at the latest.
- Reduce scope 3 economic and physical intensity by 97% by 2050.
- Neutralise any residual emissions using verified carbon offsets.

## Near-term targets:

- Reduce scope 1 emissions by 25.7% by 2030, representative of the 4.3% linear annual reduction required to achieve long-term targets.
- To procure 100% renewable electricity by 2030 achieving zero market-based scope 2 emissions.
- Reduce scope 3 intensity metrics by 56.6% overall by 2030, representative of 13% annual compound reduction required to achieve long-term targets.

**Scope 1 emissions:** direct greenhouse gas emissions that occur from sources owned or controlled by a company, such as emissions from the combustion of fuels in on-site boilers, furnaces, or vehicles.

**Scope 2 emissions:** indirect greenhouse gas emissions that result from the generation of purchased electricity, steam or other forms of energy consumed by a company.

**Scope 3 emissions:** all other indirect greenhouse gas emissions that occur in an organisation's value chain, including emissions from upstream and downstream activities.

# Greenhouse Gas (GHG) Emissions

## Base Year GHG Emissions

Base year emissions are a record of the greenhouse gases that have been produced in the past and prior to the introduction of any strategies to reduce emissions. Base year emissions are the reference point against which emissions reduction can be measured. Priority Express Couriers' base year covers January - December 2024.

Base Year: January - December 2024	
<p>The current reporting year (January - December 2024) is the first year that Priority Express Couriers has measured and reported its carbon footprint and will serve as the base year against which future measurements and reduction targets will be compared.</p> <p>The base year measurement will be updated in line with updates to emissions accounting methodologies, relevant emission factors or other influencing factors to ensure future measurements are comparable. The base year measurement may also be adjusted where a significant organisational change occurs.</p>	
Emissions	Total (tCO <sub>2</sub> e)
Scope 1	77.7
Scope 2*	Market-based: 7.8 Location-based: 18.6
Scope 3 including: <ul style="list-style-type: none"> <li>- Purchased Goods &amp; Services</li> <li>- Capital Goods</li> <li>- Fuel &amp; Energy Related Services</li> <li>- Business Travel</li> <li>- Transportation &amp; Distribution (Upstream)</li> <li>- Employee Commuting &amp; Homeworking</li> <li>- Operational Waste &amp; Water</li> <li>- Leased Assets (Upstream)</li> </ul>	1,350.9
<b>Total Emissions*</b>	<b>Market-based: 1,436.4</b> Location-based: 1,447.1

\*Purchased electricity can be measured in two ways. A location-based method reflects the average emissions intensity of grids on which energy consumption occurs (using mostly grid-average emission factor data). A market-based method reflects emissions from electricity that companies have purposefully chosen (or their lack of choice). A market-based method therefore takes into account the purchase of electricity via a verified renewable energy tariff. Priority Express Couriers has chosen to use a market-based approach for Net Zero targets.

## Base Year Carbon Intensity Metrics

Priority Express Couriers should work to minimise absolute emissions. However, the use of intensity metrics to factor company growth/contraction are useful indicators of organisational progress towards increasing carbon efficiency.

### Total base year emissions intensity

Intensity Metric	tCO <sub>2e</sub> / unit
Employees (tCO <sub>2e</sub> per FTE)	23.3
Revenue (tCO <sub>2e</sub> per £m)	156.4

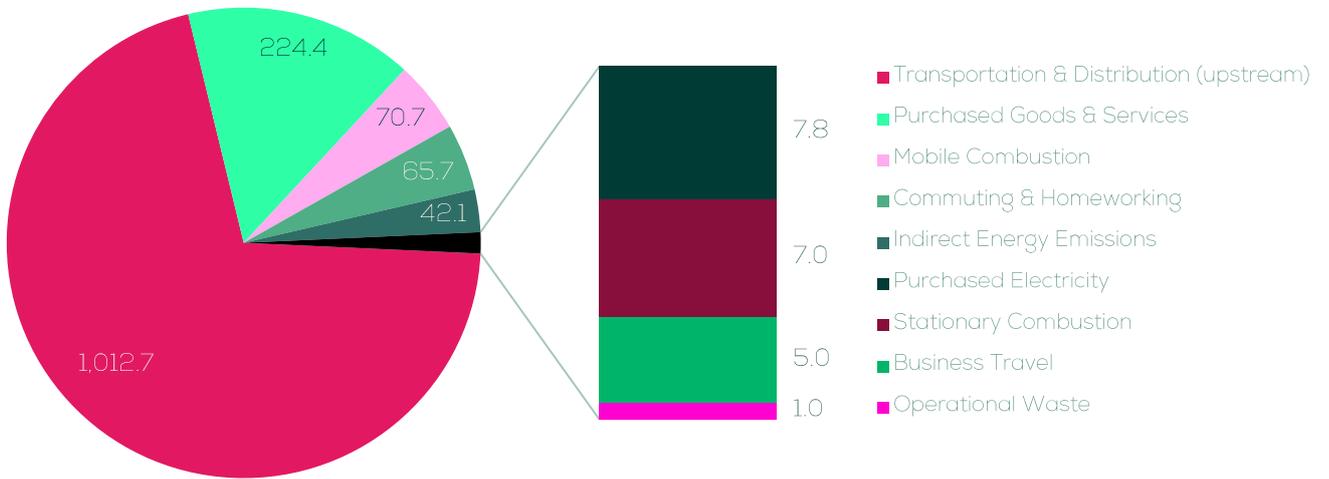
### Scope 3 base year emissions intensity

Intensity Metric	tCO <sub>2e</sub> / unit
Employees (tCO <sub>2e</sub> per FTE)	21.9
Revenue (tCO <sub>2e</sub> per £m)	147.0

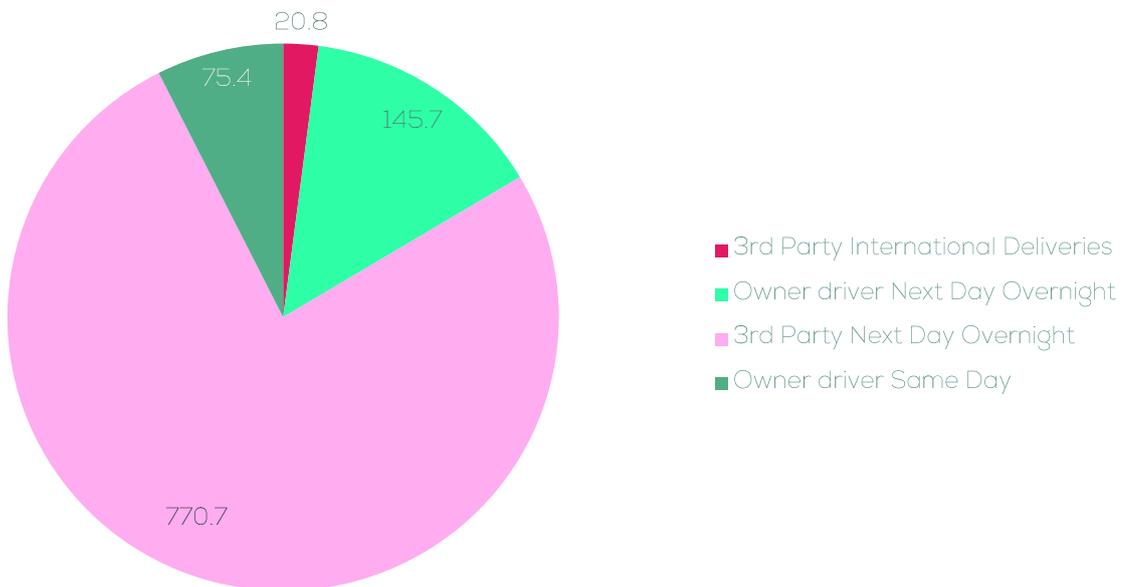
The above carbon intensity metrics use market-based emissions and are based on 61.6 FTEs and a £9.187 million revenue during the base year period.

# Base Year GHG Emissions Breakdown

## Emissions by GHG Category (tCO<sub>2</sub>e)



## Transportation & Distribution Breakdown (tCO<sub>2</sub>e)



## Base Year Measurement Results

By Scope	tCO <sub>2</sub> e	% of total
Scope 1	77.7	5.4%
Scope 2 (Location-based)	18.6	-
Scope 2 (Market-based)	7.8	0.6%
Scope 3	1,350.9	94.1%

By Source	tCO <sub>2</sub> e	% of total
Direct	77.7	5.4%
Upstream	1,358.7	94.6%
Downstream	0	0%

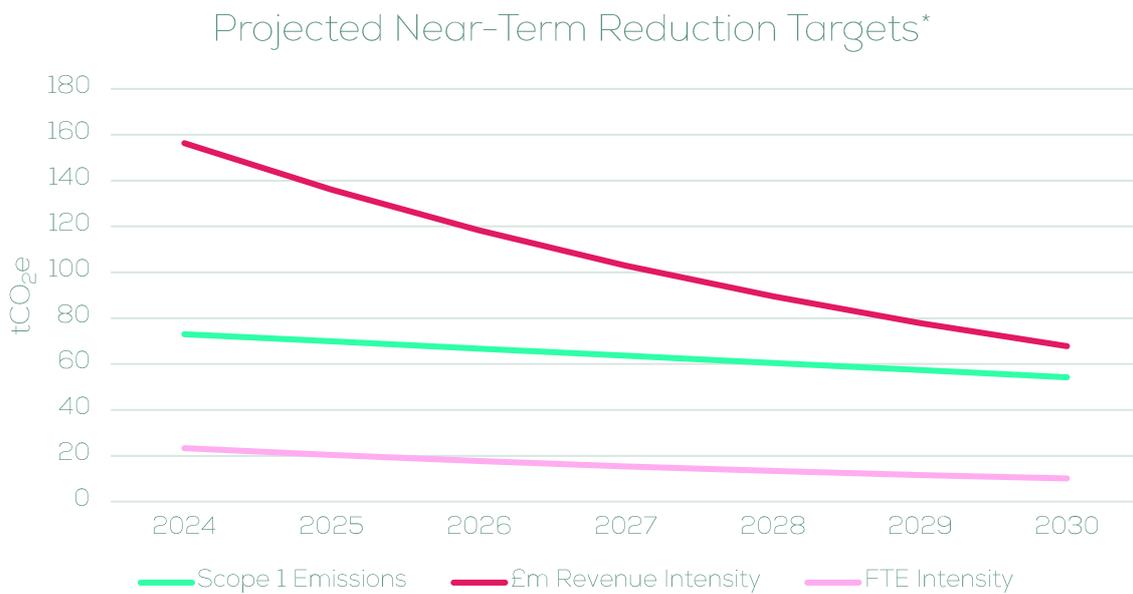
By Category	tCO <sub>2</sub> e	% of total
Office Utilities	14.8	1.0%
Company Cars	70.7	4.9%
Business Travel	5.1	0.4%
Employee Commuting	65.7	4.6%
Procurement	224.4	15.6%
Distribution	1,012.7	70.5%
Waste	1.0	0.1%
Indirect Energy Emissions	42.1	2.9%

Total	tCO <sub>2</sub> e	% of total
Location-based	1,447.1	-
<b>Market-based</b>	<b>1,436.4</b>	<b>100%</b>

# Carbon Reduction Planning

## Progress against Base Year Emissions

There are no previous existing carbon emission reduction targets against which to report progress, as this reporting period is Priority Express Couriers' first measurement. As such, there are no comparable previous measurements. Future reporting will assess progress against reduction targets, explore trends by category and identify any notable changes to data used to measure emissions.



\*Market-based scope 2 emissions are not shown here as procurement of 100% renewable energy will cause measured emissions to fall to zero.

## Completed Carbon Reduction Initiatives

The following emissions management measures and projects have been completed or implemented prior to, and since, engaging with Positive Planet.

Activity	Completion Date	Scope
<p>Committed to measuring carbon footprint of business activities year on year to track progress against SBTi-aligned targets and regularly be making improvements to reduce emissions.</p> <p>In Year 1, Positive Planet was appointed to support with calculating GHG emissions and reduction recommendations.</p>	2025	1, 2, 3
<p>As part of Priority Express Couriers' partnership with Positive Planet Carbon Awareness Training for up to 20 employees is scheduled to take place in 2025. This will equip attendees with the skills and knowledge to confidently discuss sustainability related issues internally and with stakeholders.</p>	2025	1, 2, 3
<p>Bristol and Cardiff distribution centre (DC) electricity tariffs are 100% renewable for the base year measurement. With only Frome left to switch.</p>	2025	2
<p>8 operating courier cycles to facilitate and promote active, zero emissions options where local delivery routes allow.</p>	As at July 2025	1, 2, 3
<p>Priority Express Couriers' fleet consists of 42 diesel, 2 plug-in hybrid and 3 battery electric vans. To support the plug-in hybrid and electric fleet 1 DC and 2 AC charge points have been installed at our Bristol site, with a DC charger also installed at Cardiff. Total charging capacity is 6 across all sites.</p>	As at July 2025	1, 2, 3
<p>Yellow fleet vehicles (forklifts) at Bristol and Frome are fully electric.</p>	2022	1, 2, 3
<p>LED lighting has been installed across all areas of Bristol, Frome and Cardiff operations. PIR lighting controls have also been partially installed, with further opportunities for utilisation outstanding.</p>	2025	2, 3

## Future Carbon Reduction Initiatives

Based on the current measurement, Positive Planet recommends the following actions to begin addressing and reducing emissions.

Scope 1 & 2 Reduction Initiatives			
Activity No.	Activity	Target Date	Category
1	<p>Implement low-cost energy efficiency measures to reduce gas demand for heating purposes across Bristol, Cardiff and Frome centres. Examples of reduction measures include:</p> <ul style="list-style-type: none"> <li>• Adding heat &amp; solar control reflective window sheets.</li> <li>• Optimise heating system configurations to reduce fuel consumption, including reducing target temperatures.</li> <li>• Reviewing building operations to ensure efficient use of space during operational hours, including preventing heat escape through unnecessarily leaving entry ways/windows open.</li> <li>• Investigate automation of heat system controls to prevent overuse and align with use patterns.</li> <li>• Implement regular maintenance, leak detection and repair programmes for boilers and associated systems. Ensuring optimum running efficiency.</li> </ul>	2027	Stationary Combustion
2	<p>To support the above actions encourage energy-saving behaviours among staff to reduce heating demand through implementing behaviour change initiatives within the workplace, such as turning thermostats/radiators down and not opening windows or leaving entry ways ajar during heating hours. Assigning roles and responsibilities to Green Team members, once established, will allow for high-level monitoring of energy use to understand savings and pinch points.</p>	2026	Stationary Combustion
3	<p>Conduct site energy efficiency audits with the aim of further minimising consumption of energy where possible. This can be completed either through using an external consultant or in-house using tools such as Business Energy Scotland's energy audit checklist: <a href="https://businessenergyscotland.org/guides/energy-audit/">https://businessenergyscotland.org/guides/energy-audit/</a>. This will assess feasible options and payback periods for energy efficiency improvements and onsite energy generation, and can inform longer-term strategy.</p>	2026	Stationary Combustion, Purchased Electricity

4	Priority Express Couriers' fleet currently consists of 42 diesel, 2 plug-in hybrid and 3 battery electric vans. Regular reviews of vehicles to ensure operation at maximum efficiency is recommended. Ensure tyres are consistently at optimal inflation pressure and wheels are correctly aligned on all owned vehicles.	<i>ongoing</i>	Mobile Combustion & Purchased Electricity
5	It is understood that further replacement of internal combustion (ICE) engine vehicles is planned as current assets reach end of lease/life. To solidify this commitment, it is recommended to update company/procurement policy documents to prioritise fully electric, plug-in hybrid and hybrid in that order. This will demonstrate commitment to this initiative to external stakeholders and further support engraining sustainability into company culture.	2026	Mobile Combustion
6	Priority Express Couriers currently has 4 EV charge-points across Frome, Cardiff and Bristol DC's. Increasing capacity at these sites will be necessary to support the fleet electrification outlined above. Increasing charging capacity across DCs may also impact employee and contracted driver choices regarding transportation in the future.	2027	Mobile Combustion, Purchased Electricity & scope 3
7	It is understood that all fleet vehicles are covered by fleet management systems and as such improved data for vehicles where no fuel consumption data was available will be provided in the next reporting period. This will improve measurement quality and quantification of emission reduction initiatives by facilitating a move from distance to fuel consumption data.  Where fuel consumption data is not available vehicle CO <sub>2</sub> e per mile information and total mileage should be provided to Positive Planet.	2026	Mobile Combustion
8	To address market-based scope 2 emissions, which are solely derived from Frome DC, purchase electricity through a 100% renewable energy tariff or power purchase agreements (PPAs) as soon as financially feasible. This will reduce market-based emissions for Purchased Electricity to zero.  To inform projections around when this will be possible information regarding current contract end date at the Frome office should be obtained.	2025 (contract details)	Purchased Electricity

9	<p>Consider upgrading to smart metering for real-time (half-hourly) monitoring of energy use, or confirm where this is already available.</p> <p>This will allow for high-level monitoring of energy use to understand savings and pinch points. Having a smart meter also opens us opportunities to access smart/time-of-use tariffs to reduce grid demand and potentially reduce energy costs (e.g. for processes that can occur during off-peak hours).</p> <p>Although overnight charging is not permitted by the landlord at Bristol or Cardiff there may still be opportunities to charge during off-peak hours.</p>	2026	Purchased Electricity
10	<p>Investigate and outline a timeline for the implementation of energy efficiency measures to reduce the overall amount of electricity consumed at operational sites. This will reduce energy demand, reducing the amount of electricity consumption that needs to be decarbonised. Examples of reduction measures include:</p> <ul style="list-style-type: none"> <li>• introducing more PIR sensor lighting and aligning sensor times to usage patterns where safe to do so (e.g. 3 minutes for corridors, 20 minutes for working spaces).</li> <li>• installing timers on sockets/equipment to align with operating periods and reduce passive standby energy consumption.</li> <li>• reviewing and renewing inefficient equipment and machinery (when at end of life), and actively considering energy efficiency when new purchases are required.</li> </ul> <p>Invite colleagues from the Green Team, once established, and across departments to openly explore challenges and barriers to optimising energy efficiency and strategy.</p>	2026	Purchased Electricity

Based upon the above completed and planned initiatives, it is projected that scope 1 & 2 emissions will decrease from 85.5 tCO<sub>2</sub>e to 54.2 tCO<sub>2</sub>e by 2030.

### Reduction Plans – Scope 3

Activity No.	Activity	Target Date	Category
1	Establish a Green Team to lead on initiatives. This team will be most effective if comprised of members from different departments who can support the roll out of initiatives, management of data and communication of progress throughout the organisation.	2025	All
2	Consider further training and engagement for the Green Team, leadership, and the wider employee base. Including and not limited to, creating spaces for environmental positive conversations (internal comms, newsletters, slack, Teams etc), certified Carbon Literacy Training for all applicable to roll out to further workforce and share with externals where appropriate. On average, certified learners reduce their carbon footprints by 5-15%, of which ~50% are work-related.	<i>ongoing</i>	All
3	Review current data collection processes to facilitate a move away from low-quality data (e.g. spend) in producing emissions figures for Purchased Goods and Services, Capital Goods and Transportation & Distribution. Digitalisation of invoicing and supplier reports will allow improved data collation and reporting for future reporting.  Guidance on what constitutes low, medium and high-quality data is available through <a href="#">Positive Planets Data Quality Guidance</a> .	2026	Purchased Goods and Services, Capital Goods, Transportation & Distribution

4	<p>Expand on the existing Environmental Strategy by developing a formalised group-level Sustainable Procurement Policy, with the twin goals of being able to assess and prioritise the sustainability credentials of suppliers and collect data from suppliers on an annual basis in an effective way.</p> <p>Existing and new suppliers should be engaged to ensure alignment with sustainability goals and target of Net Zero by 2050 Possible mechanisms to do so could include:</p> <ul style="list-style-type: none"> <li>• engaging suppliers by sharing Priority Express' Carbon Reduction Plan, communicating net zero targets and asking for suppliers' information in return</li> <li>• introducing/increasing sustainability weighting in tender processes/contracts</li> <li>• adding sustainability criteria to all purchasing decisions, focusing on lifespan and efficiency</li> <li>• increasing supplier monitoring/reporting requirements including provision of supplier-specific data</li> <li>• partnering with sustainable suppliers and vendors for events and other business requirements.</li> </ul> <p>Alternative suppliers with in-place decarbonisation strategies can also be explored.</p> <p>This action will embed sustainability considerations into the procurement process and enable suppliers with lower organisation carbon footprints, lower embodied carbon of products, or a demonstrated commitment to Net Zero to be prioritised, as part of a phased approach. Taking action here is essential, as over 97% of measured emissions sit within Priority Express' supply chain.</p>	2026	Purchased Goods & Services, Capital Goods
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5	<p>Third-party goods transportation emissions are currently being measured using spend, which is low-quality data. It is understood that parcel management/tracking systems are in place for outsourced deliveries, however, this data was not available for use in measuring emissions.</p> <p>For future measurements working with partners to obtain emissions reports will allow increased reliability of emissions and incorporation of reporting parties own decarbonisation achievements. Alternatively, data around the mode of transport (e.g. size and type of fuel/engine), weights and distances shipments travel will allow improved estimation of emissions over a spend-based approach.</p>	2026	Transportation & Distribution
6	<p>It is understood that mileage data is available for owner driver activities. Consolidating this data on a regular basis throughout the year will allow for streamlined reporting at the end of each measurement period.</p> <p>Systems to track vehicle class and engine details would also improve emissions quantification efforts, in addition to parcel weights where owner drivers may be undertaking deliveries for other organisations.</p>	2026	Transportation & Distribution
7	<p>It is understood Priority Express Couriers is exploring the viability of leasing low/no-emission company fleet vehicles to contracted drivers and that facilitating the installation of home EV charging facilities may form part of this approach. Further investigation and development of this solution, in tandem with a review of data collection as part of this, is encouraged.</p>	2028	Transportation & Distribution
8	<p>Develop and implement a Sustainable Distribution Policy to lower the environmental impact of transportation and distribution of goods. Utilise the Low Emissions Distribution Hierarchy when considering distribution providers and routes, where appropriate:</p> <ul style="list-style-type: none"> <li>• sea freight</li> <li>• rail freight</li> <li>• road transportation</li> <li>• air transportation</li> </ul>	2027	Transportation & Distribution

9	<p>Employee commuting and homeworking surveying undertaken as part of the most recent measurement achieved a 57% response rate following correction/omission of potentially inflated responses. &gt;70% response rates are ideal to ensure a representative sample.</p> <p>Future reporting periods could look to increase response rates though assigning Green Team resource, once established, to drive engagement. Ideas include discussing results with employees to demonstrate where their actions could have impact or providing an incentive for completion of the survey.</p>	2026 & onward	Employee Commuting & Homeworking
10	<p>Once surveying achieves consistency high response rates, consider including questions in future surveys about employee's homeworking environment to assess whether:</p> <ul style="list-style-type: none"> <li>● Employees have gas heating.</li> <li>● Employees are on renewable energy tariffs at home.</li> </ul> <p>To support engagement with the above part of the Green Team's initiatives should be driving wider employee engagement with the company's sustainability journey. This could include communicating the benefits of switching to a renewable home energy supplier. Additional questions can also be asked about commuting support initiatives to gauge interest and potential uptake from employees.</p>	TBC	Employee Commuting & Homeworking

### Near-Term Reduction Projections (scope 3)

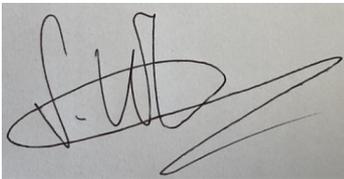
Based upon the above completed and planned initiatives scope 3 economic and physical intensity are expected to reduce by 56.6% overall. Falling to 67.8 tCO<sub>2</sub>e and 10.1 tCO<sub>2</sub>e respectively.

# Declaration and Sign Off

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>.

This Carbon Reduction Plan has been reviewed and approved by the Executive Team at Priority Express Couriers.

**Signed on behalf of Priority Express Couriers:**



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**Name: Simon Whitehead**

**Position: Sustainability Operations Manager**

**Date: 29/08/2025**

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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>