Cliffe Packaging
CSR Report 2023

Introduction

It is with great pride that Cliffe Packaging Ltd introduces you to the business's first annual CSR report for reporting year 2023, an annual publication which is now part of the business's ongoing CSR commitments. Following the increase in external interest in the ESG performance of the business, Cliffe Packaging has appointed a dedicated Environmental and Sustainability Manager in 2021, whose role was to develop a CSR strategy to address these issues.

This report is intended to summarise the performance of the business against its aims to measure its environmental and social impact in the value chain (including parties downstream of the business in the supply chain). The measures reported on directly relate to objectives of the business as laid out in its policies.

This document, along with our policies, is publicly available.

Foreword from Environmental & Sustainability Manager

Cliffe Packaging Ltd is one of the largest UK distributors of flexible intermediate bulk containers (FIBC). Operating with a global supply chain, we acutely recognise the potential environmental and social impacts our operation has and the importance of minimising and controlling these. Our CSR strategy has quickly become one of the business's priority focuses, and this report delivers on a key milestone set in 2023 which is part of a continually developing bank of objectives.

Following our achievement of a Platinum Medal in our September 2023 EcoVadis assessment, we strive to continually improve our initiatives to maintain our Platinum Medal.

If you have any questions, or would like any further information, please contact me using the following contact information:

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1   Greenhouse Gas Emissions

1.1   Introduction

We have 2026 goal to achieve carbon neutrality, with a 2025 target of calculating Scope 3 GHG emissions. We currently only record and monitor Scope 1 and 2 emissions. Following the flexible working arrangements we established following the enforced work-from-home instruction during the COVID-19 pandemic, and a move to our new state-of-the-art premises, we established a baseline of minimum achievable consumption. It is our target to maintain controls to ensure we do not rise above the baseline set in 2022 of **42,474kg CO$_2$e**. For 2023, we reported **32,029kg CO$_2$e**, demonstrating a decrease of **8.11%**.

1.2   Scope 1 and 2 GHG Emissions

Scope	Category	CO$_2$e Emissions (kg)		
		2021	2022	2023
Scope 1 (Direct)	Gas (heating and fork-lift)	16,225	15,326	16,274
	Company vehicles	10,719	11,853	7,759
Scope 2 (Indirect)	Electricity purchase for own use[*]	16,102	15,295	14,996
	Total	**43,046**	**42,474**	**39,029**

2   Resource Use

2.1   Introduction

Following the flexible working arrangements we established following the enforced work-from-home instruction during the COVID-19 pandemic, and a move to our new state-of-the-art premises, we established a baseline of minimum achievable consumption. It is our target to maintain controls to ensure we do not rise above the baseline set in 2022 of **115,395kWh** of total energy consumed and **52 litres** of water consumed. For 2023, we reported a total of **110,603kWh** of energy consumed and **52 litres** of water consumed, demonstrating a **4.15%** decrease in energy consumption and no change in water consumption The reason 2021 cannot be taken as the baseline is that permanent homeworking arrangements were still in place for part of the year.

2.2   Energy Consumption

Type	Unit	2021	2022	2023
Electricity	kWh	69,482	66,001	64,709
Gas	kWh	53,825	49,394	45,894
Total Energy	**kWh**	**123,307**	**115,395**	**110,603**

2.3   Water Consumption

Resource	Unit	2021	2022	2023
Water	Litres	45	52	52

3   Waste Production

3.1   Introduction

The business only introduced recycling facilities for the offices and breakout areas in October 2022, as part of its environmental management system. Although we have a goal to reduce our net waste production, those wastes sent for diversion or landfill are the totals we wish to reduce through increasing recycling rates. Wastes generated in warehouse operations can be recycled directly back into a circular economy to reproduce the same material. The net waste production of **4,674kg** became our baseline, with a reported total of **2,358kg** for 2023, demonstrating a decrease of **49.55%** against the baseline and a **24.71%** decrease against 2022.

3.2   Waste Produced

Disposal Route	2021 (kg)	2022 (kg)	2023 (kg)
Diversion	4,764	3,078	2,153
Landfill	0	0	0
General recycling	0	54[*]	205
Re-sold material for re-production (including bought back)	9,455	4,100	26,801[**]
Total Waste Production	**14,219**	**7,232**	**29,159**
Net Waste Production[***]	**4,764**	**3,132**	**2,358**

[*]Recycling facilities only introduced into offices in October 2022
[**]Inflated due to scrapping of stocked material following administration of a customer
[***]Net waste = total produced minus material sold for re-use

4 Health and Safety

	2021	2022	2023
Average hours of H&S training (per employee)	2	3	3
Number of DSE assessments performed	0	10	8
% of staff completing a DSE assessment	0	55	100
Total number of sickness leave days[*]	4	2	3
Number of H&S events	0	0	0
Leave due to injury (hours)	0	0	0
Accident frequency rate[**]	0	0	0
Accident severity rate[***]	0	0	0

[*]does not include days where ill staff fit to work have been asked to work from home to avoid illness spread
[**]calculated using formula ([total number of lost time injury events] x [1,000,000/total hours worked])
[***]calculated using formula ([number of days lost due to injuries] x [1,000/total hours worked])

5   Working Conditions

	2021	2022	2023
Number of employees receiving private healthcare	5	5	5
% of employees receiving private healthcare	31	29	29
% of staff on a living wage (legal requirement)	100	100	100
% of areas within the business undergoing risk assessment	100	100	100
% of staff covered under health and safety risk assessment	100	100	100

6   Ethics

	2021	2022	2023
Reported incidents of discriminatory or harassing behaviour	0	0	0
Reported incidents of bribery or corruption	0	0	0
Reported instances of privacy breaches	0	0	0
Reported incidents of non-compliance concerning marketing	0	1[*]	0
Number of female employees	4	3	3
% of number of female employees	22	18	18
Number of female employees in management positions	1	1	1
% of management positions filled by female employees[**]	25	25	25
Number of reported spam emails received	5	4	5

[*]infringement of trademark use of a trademark
[**]based on the number of current management positions within the business

7 Training and Development

	2021	2022	2023
% of staff completing anti-bribery training	100	94[*]	100
% of staff completing anti-discrimination training	100	100	100
% of staff completing information security training	100	100	100
% of staff completing energy conservation training	100	94[*]	100
% of staff completing waste reduction training	100	94[*]	100
Average hours on skill development[**]	2.9	2.7[*]	2.9
% of staff completing annual PDR	100	94[*]	100
Number of staff with self-initiated PDP	1	1	2