



Cabinet Office

## CARBON REDUCTION PLAN GUIDANCE

### Notes for Completion

Where an In-Scope Organisation has determined that the measure applies to the procurement, suppliers wishing to bid for that contract are required at the selection stage to submit a Carbon Reduction Plan which details their organisational carbon footprint and confirms their commitment to achieving Net Zero by 2050.

Carbon Reduction Plans are to be completed by the bidding supplier<sup>1</sup> and must meet the reporting requirements set out in supporting guidance and include the supplier's current carbon footprint and its commitment to reducing emissions to achieve Net Zero emissions by 2050.

The CRP should be specific to the bidding entity, or, provided certain criteria are met, may cover the bidding entity and its parent organisation. In order to ensure the CRP remains relevant, a Carbon Reduction Plan covering the bidding entity and its parent organisation is only permissible where the detailed requirements of the CRP are met in full, as set out in the Technical Standard<sup>2</sup> and Guidance<sup>3</sup>, and all of the following criteria are met:

- The bidding entity is wholly owned by the parent;
- The commitment to achieving net zero by 2050 for UK operations is set out in the CRP for the parent and is supported and adopted by the bidding entity, demonstrated by the inclusion in the CRP of a statement that this will apply to the bidding entity;
- The environmental measures set out are stated to be able to be applied by the bidding entity when performing the relevant contract; and
- The CRP is published on the bidding entity's website.

Bidding entities must take steps to ensure they have their own CRP as soon as reasonably practicable and should note that the ability to rely on a parent organisation's Carbon Reduction Plan may only be a temporary measure under this selection criterion.

The Carbon Reduction Plan should be updated regularly (at least annually) and published and clearly signposted on the supplier's UK website. It should be approved by a director (or equivalent senior leadership) within the supplier's organisation to demonstrate a clear commitment to emissions reduction at the highest level. Suppliers may wish to adopt the key objectives of the Carbon Reduction Plan within their strategic plans.

A template for the Carbon Reduction Plan is set out below. Please complete and publish your Carbon Reduction Plan in accordance with the reporting standard published alongside this PPN.

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<sup>1</sup>Bidding supplier or 'bidding entity' means the organisation with whom the contracting authority will enter into a contract if it is successful.

<sup>2</sup>Technical Standard can be found at:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/991625/PPN\\_0621\\_Technical\\_standard\\_for\\_the\\_Completion\\_of\\_Carbon\\_Reduction\\_Plans\\_\\_2\\_.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/991625/PPN_0621_Technical_standard_for_the_Completion_of_Carbon_Reduction_Plans__2_.pdf)

<sup>3</sup>Guidance can be found at:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/991623/Guidance\\_on\\_adopting\\_and\\_applying\\_PPN\\_06\\_21\\_\\_Selection\\_Criteria\\_\\_3\\_.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/991623/Guidance_on_adopting_and_applying_PPN_06_21__Selection_Criteria__3_.pdf)

# Carbon Reduction Plan Template

Supplier name: ...The Children's Healthy Food Company

Publication date: .....7<sup>th</sup> February 2023

## Commitment to achieving Net Zero

**The Children's Healthy Food Company** is committed to achieving Net Zero emissions by 20**37**

## Baseline Emissions Footprint

Baseline emissions are a record of the greenhouse gases that have been produced in the past and were produced prior to the introduction of any strategies to reduce emissions. Baseline emissions are the reference point against which emissions reduction can be measured.

### *[Instructions to Suppliers:*

*Please provide details of your organisation's baseline emissions below. If your organisation has not previously assessed or reported emissions, please detail this below and use your first reporting period as your Baseline.]*

**Baseline Year: 2022**

### **Additional Details relating to the Baseline Emissions calculations.**

*The Children's Healthy Food Company are a SME , which operate from a single room office, however our third party factories and delivery partners are all committed to achieving their Net Zero by 2037 or sooner, for example Yearsley/Linage have expanded their solar footprint in all of their UK locations, they have installed solar panels in Peterborough, Bellshell and Heywood and amount to removing over 500 tons of CO2 emissions per year, or the equivalent of planting over 21,000 trees. Our main factory are also introducing solar panels and electric vehicles and currently project a 6% reduction in carbon emissions by 2037.*

*In addition to that they are also committed to reducing carbon footprint on the roads, they operate over 300 trucks nationally and by retreading their tyres they are able to make significant environmental saving compared to new tyres.*

*75% of their fleet are now low emission EURO V1 engines, they also carry out regular driver training which reduces fuel usage by 3.5% nationally.*

**Baseline year emissions:2022**

EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	71,078
Scope 2	51,095
Scope 3 (Included Sources)	285,070 (BENCH MARKED FIGURES FROM DELOITTE@CARBON TRUST)
Total Emissions	407,243

## Current Emissions Reporting

Reporting Year: 2022	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	71,708
Scope 2	51,095
Scope 3 (Included Sources)	285,070 (Bench marked figures from Deloitte & Carbon Trust)
Total Emissions	407,243

## Emissions reduction targets

*In order to continue our progress to achieving Net Zero , we have adopted the following carbon reduction targets.*

Installation of solar panels to account for 50% of electricity usage in the next five years.

Electric vehicles to account for 50% of deliveries in the next five years.

Insulation of more modern machinery to reduced energy consumption when items are being replaced.

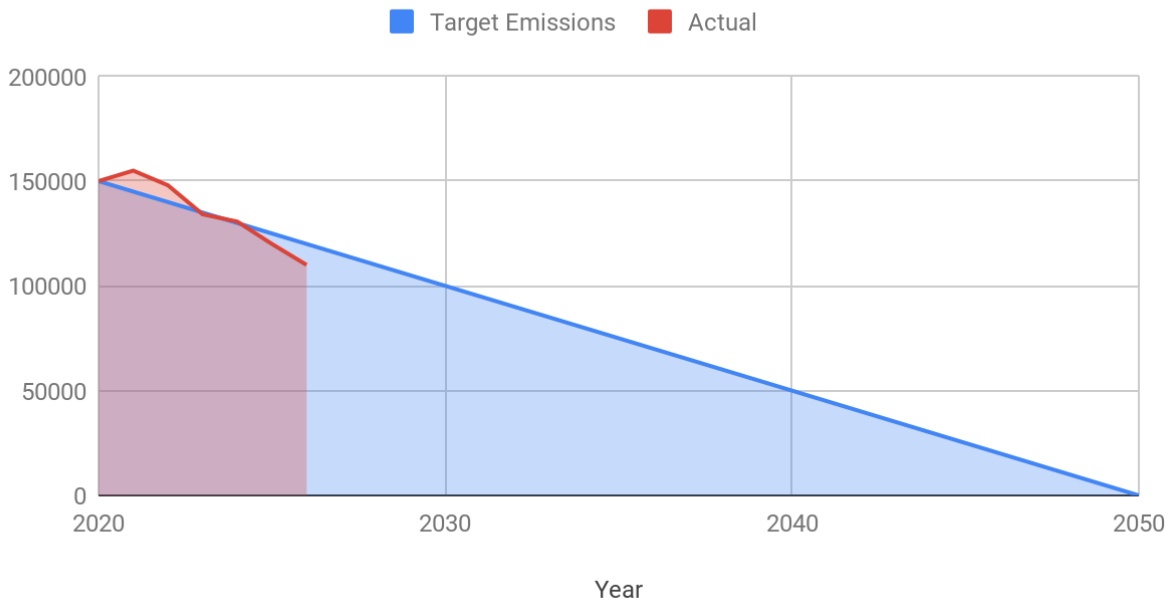
We project that carbon emissions will decrease over the next five years to 384,243 tCO<sub>2</sub> by 2027. This is our reduction of 6%.

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We project that carbon emissions will decrease over the next five years to 384,243 tCO<sub>2</sub>e by 2027. This is a reduction of 6%

Progress against these targets can be seen in the graph below:

## Carbon Reduction: Projected vs. Actual



## Carbon Reduction Projects

### Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2022 baseline. The carbon emission reduction achieved by these schemes equate to 384,243 tCO<sub>2</sub>e, a 6%ge reduction against the 2027 baseline and the measures will be in effect when performing the contract

*Carbon reduction plan has just been introduced this year so no information is available on completed innovative.*

*In the future we hope to implement further measure such as:*

*Installation of solar panels to account for 50% of electricity usage in the next five years.*

*Electric vehicles to account for 50% of deliveries in the next five years.*

*Installation of more modern machinery to reduce energy consumption when items are being replaced.*

*Installation of free cooling system to run in conjunction with existing blast cooling facilities.*

PPN 06/21 and associated guidance and reporting standard for Carbon Reduction Plans.

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>4</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>5</sup>.

Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements, and the required subset of Scope 3 emissions have been reported in accordance with the published reporting standard for Carbon Reduction Plans and the Corporate Value Chain (Scope 3) Standard<sup>6</sup>.

This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

**Signed on behalf of the Supplier:**

A handwritten signature in black ink, appearing to read 'P. Stansfield', with a stylized flourish at the end.

Peter Stansfield

Commercial Director

Date: 14.8.2023

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<sup>4</sup><https://ghgprotocol.org/corporate-standard>

<sup>5</sup><https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

<sup>6</sup><https://ghgprotocol.org/standards/scope-3-standard>