



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 supplier¹ 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 Standard² and Guidance³, 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.

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

² 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

³ 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

Carbon Reduction Plan

Supplier name: TPXimpact

Publication date: 31/07/24

Commitment to achieving Net Zero

TPXimpact is committed to achieving the Science Based Targets Initiative definition of near term emissions reductions aligned to 1.5 of warming by 2027, and long term net zero reductions by 2050.

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.

Baseline Year: Financial Year 2022	
Additional Details relating to the Baseline Emissions calculations.	
This year we have recalculated our baseline (FY22) and FY23 figures due to significant changes in our operations. The factors that drove this decision were the divestment of our international businesses equating to more than 5% (the SBTI threshold for significant changes to business operations) and due to the use of DEFRA emission factors for Supply Chain Spend calculations which change every year as their practices evolve to become more accurate.	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	4.24
Scope 2	14.35
Scope 3 (Included Sources)	Category 4 – Upstream transportation and distribution = 0 Category 5 – Waste generated in operations = 0 Category 6 – Business travel = 27.87 Category 7 – Employee commuting (including Teleworking) = 328.23 Category 9 – Downstream transportation and distribution = 0
Total Emissions	374.69

Current Emissions Reporting

Reporting Year: April 2023 - March 2024	
EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	2.77
Scope 2	22.48
Scope 3 (Included Sources)	Category 4 – Upstream transportation and distribution = 0 Category 5 – Waste generated in operations = 0.79 Category 6 – Business travel = 107.69 Category 7 – Employee commuting (including Teleworking) = 411.08 Category 9 – Downstream transportation and distribution = 0
Total Emissions	544.81

Emissions reduction targets

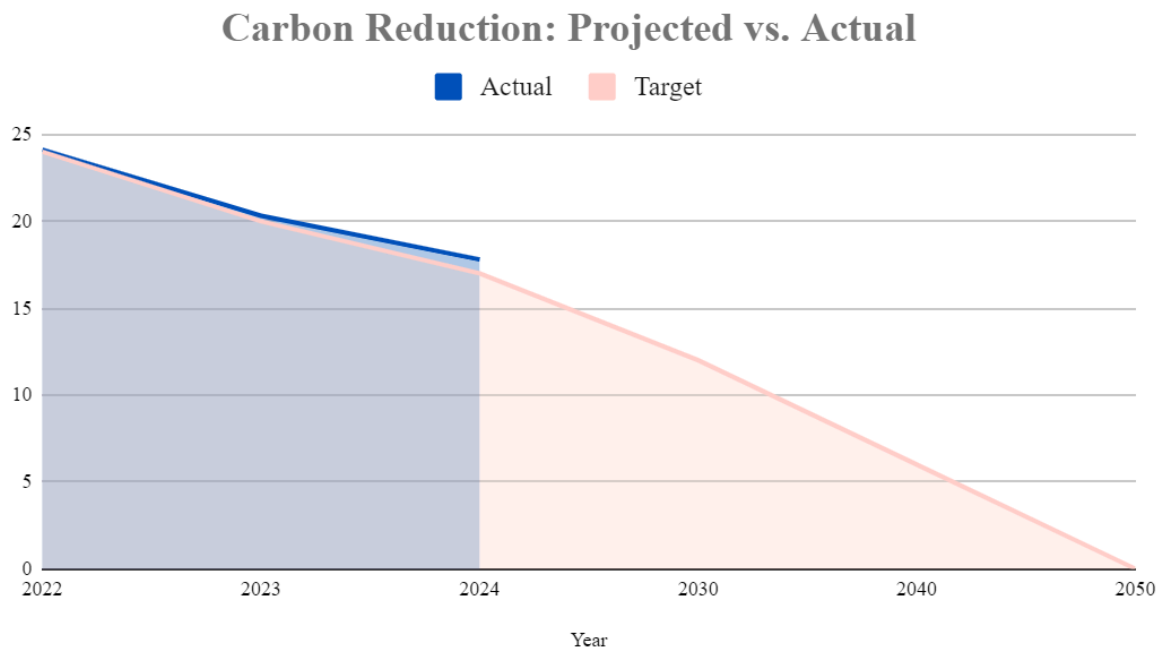
From our baseline FY22 year we will:

- Reduce our absolute scope 1 emissions by 42% by 2030
- Ensure 100% of our scope 2 electricity is coming from renewable sources
- Reduce the carbon intensity of our scope 3 emissions per £ revenue by 52%

We have achieved our near-term 2030 net zero target this year with 100% of our scope 2 energy coming from renewable sources.

In order to continue our progress to achieving Net Zero, we project that carbon emissions for scope 1 will decrease over the next five years to 2.46 tCO₂e by 2030. This is a reduction of 42% and our carbon intensity of our scope 3 emissions per £ revenue will decrease to 9.54 tCO₂e by 2030 which is a decrease of 52%.

Progress against the remaining scope 1 and scope 3 targets can be seen in the graph below:



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 for scope 1 and scope 3 achieved by these schemes equate to 6.31 tCO₂e, a 26% reduction against the 2022 baseline and the measures will be in effect when performing the contract.

We have made significant improvements to our internal reporting systems, giving us more confidence in our carbon data. We've been using this data to inform decisions across the business from procurement to employee engagement.

We are delighted to have hit our 2030 Scope 2 target to run the whole business off of renewable electricity this year. This is largely due to building sustainability objectives into our office procurement policy, with requirements around energy efficiency, renewable electricity and public transport provision. This policy led us to consolidate our London offices this year into a single campus. The Hickman, the office we chose, is the first building globally to achieve the prestigious SmartScore 'Platinum' rating which means it is the best in class for delivering an exceptional user experience, driving cost efficiency, meeting high standards of sustainability and being fully future-proof.

We completed our Energy Savings Opportunity Scheme (ESOS) assessment within the period and received recommendations for reducing the energy output in each of our offices which we will be working on in FY25.

We were accredited for ISO 14001 on 17 May 2024.

In the future we hope to implement further measures such as:

- Reviewing options to reduce the carbon footprint of our offices
- We will review how we can mobilise our workforce within our offices through various employee engagement exercises.
- Improve data collection on scope 3 emissions
- Apply our commercial and procurement policy, including continuing to review our practices around Scope 3 emissions by analysing our supply chain, and taking appropriate action where possible

Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standards 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 standard⁴ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting⁵.

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) Standard⁶.

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:


Steve Winters (Jul 31, 2024 12:02 GMT+1)

Date: 31/07/24

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

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

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