



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 entity 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 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.

# Carbon Reduction Plan Template

Supplier name: TPXimpact

Publication date: 04/11/2021

## 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

|   |   |
|---|---|
| <b>Baseline Year: April 2019 - March 2020</b>   |   |
| <b>Additional Details relating to the Baseline Emissions calculations.</b>  |   |
| Our measurement standards are that the full scope 1, 2 and 3 emissions are calculated, using the carbon accountancy products and services from Emitwise. Actual spend/procurement data, expenses data, utility bills and employee surveys are used to give a very detailed assessment of our emissions sources. There are no emissions sources/categories excluded from our data collection and analysis. |   |
| <b>Baseline year emissions:</b>   |   |
| <b>EMISSIONS</b>  | <b>TOTAL (tCO<sub>2</sub>e)</b>   |
| <b>Scope 1</b>  | 3.55  |
| <b>Scope 2</b>  | 47.41   |
| <b>Scope 3</b>  | Category 4 – Upstream transportation and distribution = 1.14<br>Category 5 – Waste generated in operations = 11.36<br>Category 6 – Business travel = 184.59<br>Category 7 – Employee commuting (including Teleworking) = 60.61<br>Category 9 – Downstream transportation and distribution = 0<br><b>TOTAL = 257.7</b> |
| <b>Total Emissions</b>  | 308.66  |

## Current Emissions Reporting

### Reporting Year: April 2020 - March 2021

The 22% decrease from the baseline to the reporting year is despite the fact that we acquired four companies and increased our turnover by 63%.

Additionally, we have made a significant breakthrough in starting to break the connection between economic growth and environmental damage. Between FY19/20 and FY20/21 we have reduced our tCO<sub>2</sub>e per £1million of revenue by 23%, even when all scope emissions are included.

| EMISSIONS              | TOTAL (tCO <sub>2</sub> e)   |
|------------------------|--|
| Scope 1                | 6.41   |
| Scope 2                | 29.90  |
| Scope 3                | Category 4 – Upstream transportation and distribution = 0.27<br>Category 5 – Waste generated in operations = 13.19<br>Category 6 – Business travel = 10.90<br>Category 7 – Employee commuting (including Teleworking) = 180.57<br>Category 9 – Downstream transportation and distribution = 0<br><b>TOTAL = 204.93</b> |
| <b>Total Emissions</b> | 241.24   |

## **Emissions reduction targets**

We will reduce our scope 1 and 2 emissions to 0 before 2027.

From the scope 3 categories listed in CRP, we will reduce those emissions by at least 50% by 2030 and, in line with Science Based Targets, by 90% in the longer term, before 2050.

## **Carbon Reduction Projects**

### **Completed Carbon Reduction Initiatives**

Our recent office moves have centred around leasing office space that is powered solely by 100% renewable energy and away from offices powered by fossil fuels/ fossil gas. We will continue this move over the next six years to have a net zero office estate by 2027.

We have enrolled in the OctopusEV leasing scheme, incentivising the transition to electric vehicles. Although these vehicles aren't TPXimpact's fleet (we don't own any fleet cars), they will still contribute towards lower employee commuting and business travel emissions.

We know business related travel (and therefore emissions) will gradually increase as more of our employees and client's return to more office based working. This is being managed in multiple ways. We have a public transport by default travel policy, we use electric taxis where possible, we don't fly unless the distance dictates it and we never fly business class.

In the future, we will reduce our employee commuting and teleworking emissions in two further ways. By incentivising our employees to power their homes using renewable energy via Ripple Energy shared wind farm ownership, or one of the 100% renewable energy tariffs from the UK's 100% renewable energy companies.

We will also soon be moving to a net zero pensions provider, changing our supplier strategy to focus on suppliers who share our commitment to the planet, getting every employee a personal net zero commuting plan via MobilityWays, offsetting/removing our entire historical footprint and removing future emissions via carbon dioxide removal projects, not avoidance offsets.

## Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with 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>1</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>2</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>3</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:

Dr E G Harris



.....

Date: .....19/10/2021.....

---

<sup>1</sup> <https://ghgprotocol.org/corporate-standard>

<sup>2</sup> <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

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