



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: .....Ewood Foods Ltd

Publication date: ...27/02/25.....

## Commitment to achieving Net Zero

Ewood Foods Ltd is committed to achieving Net Zero emissions 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: 2023                                                                                                                                                                                                                                                                                                                                     |                            |
| Additional Details relating to the Baseline Emissions calculations.                                                                                                                                                                                                                                                                                     |                            |
| Our annual Carbon Footprint Recording is aligned with the GHG protocol and as such, tracks material sources of emissions, which for Ewood Foods Ltd we did not separate our Scope 3 emissions from waste, water and business travel and have included them within our Scope 1 & 2 emissions. This will be rectified in any subsequent carbon footprint. |                            |
| Baseline year emissions:                                                                                                                                                                                                                                                                                                                                |                            |
| EMISSIONS                                                                                                                                                                                                                                                                                                                                               | TOTAL (tCO <sub>2</sub> e) |
| Scope 1                                                                                                                                                                                                                                                                                                                                                 | 278                        |
| Scope 2                                                                                                                                                                                                                                                                                                                                                 | 126                        |
| Scope 3<br>(Included Sources)                                                                                                                                                                                                                                                                                                                           | N/A                        |
| Total Emissions                                                                                                                                                                                                                                                                                                                                         | 404                        |

## Current Emissions Reporting

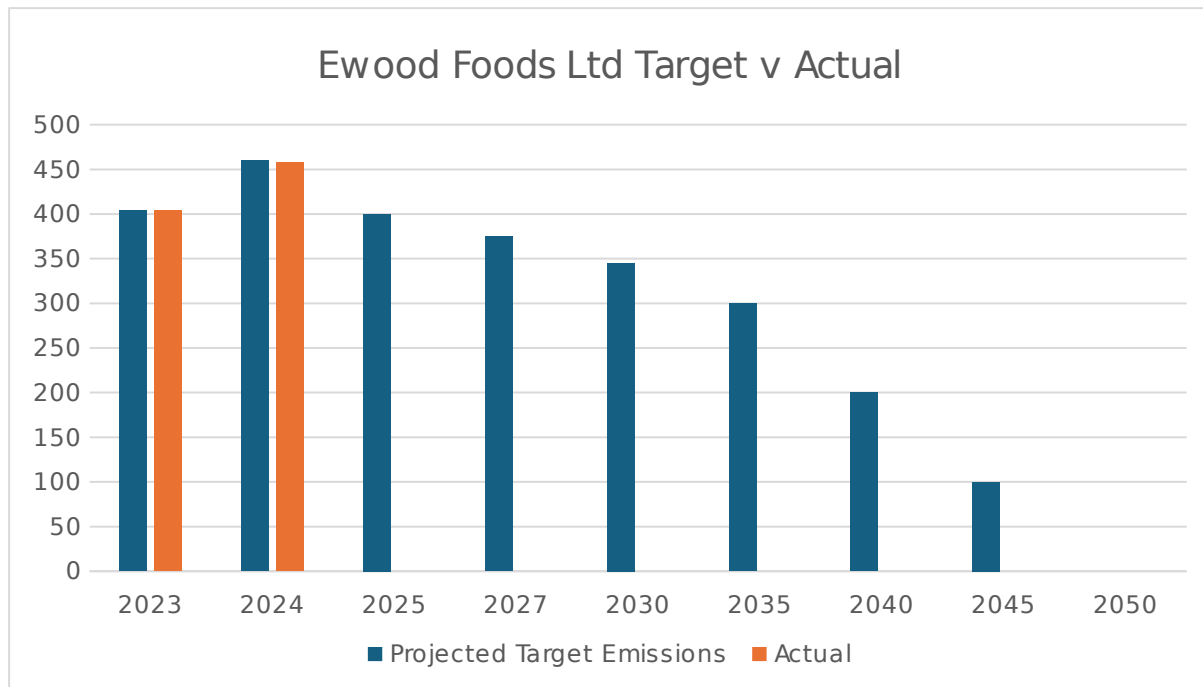
| Reporting: 2024               |                                                                                                                                                                                                   |
|-------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| EMISSIONS                     | TOTAL (tCO <sub>2</sub> e)                                                                                                                                                                        |
| Scope 1                       | 256.66                                                                                                                                                                                            |
| Scope 2                       | 104.99                                                                                                                                                                                            |
| Scope 3<br>(Included Sources) | 96.46      Gas 1.55 t CO <sub>2</sub> e<br>Company Vehicles t 60.17 CO <sub>2</sub> e<br>Electricity 34.38 tCO <sub>2</sub> e<br>Waste 0.34 t CO <sub>2</sub> e<br>Water 0,02 t CO <sub>2</sub> e |
| Total Emissions               | 458.11                                                                                                                                                                                            |

## Emissions reduction targets

Ewood Foods Ltd have set an ambitious target to reduce our Scope 1 & 2 emissions by at least 25% by 2030. This decrease will see our Scope 1 and 2 emissions drop from **361.65 tCO<sub>2</sub>e** to **271.24 tCO<sub>2</sub>e** by 2030.

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

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



## Carbon Reduction Projects

The 2023 data forms the baseline for the Carbon Reduction plans for Ewood Foods Ltd.

The following environmental management measures and projects would be considered as part of the steps to achieve our carbon reduction goals:

- Review the current thermostat settings and look to turn them down at least one degree Celsius and educate staff.
- Explore the opportunity for diesel substitution with HVO (Hydrogenated Vegetable Oil).
- Raise energy awareness among warehouse and butchery department staff and appoint “Energy Champions”, staff members responsible for turning off lights and equipment when not in use and making sure that heating and hot water are set at the right temperature.
- Explore technologies such as Power Factor Correction, Voltage Optimisation and Energy Management to reduce energy consumption
- Purchase energy from renewable sources
- Carry out a strategic waste review, which would identify opportunities for further recycling.
- Develop a companywide Sustainable Procurement Policy

## 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>4</sup> and uses the appropriate [Government emission conversion factors for greenhouse gas company reporting](https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting)<sup>5</sup>.

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

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

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, consisting of several loops and a long horizontal stroke at the end.

Date: 27/02/2025

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