



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: Healios

Publication date: 17th October 2024

## Commitment to achieving Net Zero

Healios is committed to achieving Net Zero emissions by 2040.

## 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: 2024 - first reporting period**

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

### ***[Instructions to Suppliers:***

***Add commentary regarding your Baseline Emissions as required: e.g. historic baseline which deviates from the requirements under this measure (e.g. no prior Scope 3 emissions reporting), where there is no previous reporting and the creation of a new baseline due to substantial organisational change or restructuring]***

Healios has not previously assessed or reported on emissions. Healios has undergone significant restructuring over the last year, which has also resulted in the transition to a remote-first working environment whereby all staff are now employed under a home-based contract and our permanent office space has now been vacated thus representing a new baseline for emissions reporting.

**Baseline year emissions:**

**EMISSIONS**

**TOTAL (tCO<sub>2</sub>e) 440**

**Scope 1**

**Premises:**

	<ul style="list-style-type: none"> <li>- Since we no longer occupy local office space, we do not generate any local waste or additional emissions associated with providing energy to an office for lighting, heating and cooling, minimising our pollution and environmental impact on the local ecosystem.</li> <li>- During the close down of our permanent office space, every effort was taken to recycle and reuse/re-home office and minimise landfill waste at all costs.</li> <li>- We are a paper-free organisation thus promoting sustainability within our workforce.</li> </ul>
<p><b>Scope 2</b></p>	<p><b>Operational model:</b></p> <ul style="list-style-type: none"> <li>- <b>Agile Working:</b> Carbon reductions are built into our ‘remote-first’ approach to service provision. Within our workforce, we embrace a remote-first operational model that allows our team to work from home efficiently. This highlights our commitment to reducing the carbon footprint associated with traditional office-based setups. This includes both clinicians and support staff. By eliminating the need for regular commutes to a place of work, we lessen our environmental footprint.</li> <li>- Healios is a remote-working organisation, and hence why our current carbon footprint baseline emissions are so low: as a small organisation with staff working from home, with clinicians providing our assessment and outcome reports as digital by default, the majority of our negligible carbon footprint is produced by homeworkers using their computers at home, as well as the energy, material and water used by our staff working from home.</li> <li>- <b>Employee Engagement &amp; Education:</b> Occasionally our staff require meeting spaces for meetings with colleagues or external parties. For such occasions, we have partnered with Desana, a flexible workspace provider whereby spaces can be hired on an hourly basis. By utilising pre-existing shared-working spaces, this is another example of how we are able to control our emissions by only using energy for the precise times required, and keep consumption to a minimum.</li> <li>- <b>Carbon literacy:</b> Where meetings are convened, staff are aware to travel by train to minimise carbon footprints through air mileage (outlined in our policies) and undertake sustainable commuting wherever possible.</li> <li>- We have a registered address for legal and administrative purposes, however encourage and utilise digital correspondence wherever possible All onboarding processes within our People Operations team are undertaken digitally wherever possible.</li> </ul>

	<p><b>Sustainable Procurement:</b></p> <ul style="list-style-type: none"> <li>- Procure goods and services from suppliers committed to net-zero emissions.</li> <li>- Encourage our supply chain partners to adopt similar goals.</li> <li>- <b>Circular Economy:</b> Working with our suppliers to move towards a circular economy by reusing, recycling, and minimising waste.</li> </ul> <p><b>Technology and infrastructure:</b></p> <ul style="list-style-type: none"> <li>- Use of IT kit loaning company- minimising waste wherever possible.</li> <li>- Lifecycle Assessments: We use loaning companies who evaluate the environmental impact of our IT equipment. They also consider lower-carbon alternatives and responsible reconditioning.</li> </ul> <p><b>In the future we hope to implement further measures such as:</b></p> <p><b>Energy Efficiency:</b> Optimise data centres, servers, and infrastructure for energy efficiency. Implement other energy-saving measures. We use Amazon Web Services as our third party provider and are reliant on them to uphold best practice and energy efficiencies wherever possible.</p> <p><b>Increased Carbon literacy and environmental awareness:</b> through educational content to be included within our onboarding processes, Learning &amp; Development, and Governance initiatives.</p>
<p><b>Scope 3</b> (Included Sources)</p>	<p><b>Mission:</b> Our mission is to provide integrated care and services for children and young people in the field of mental health, using our unique digital delivery platform. Through personalised digital activities and video sessions with clinicians, we prioritise the well-being of our clients while upholding our commitment to environmental wellness.</p> <p>Within our community and our partnerships with NHS organisations we remain committed to environmental consciousness. Thanks to the low carbon footprint of our digital services, and the ability of our clients to access our services without using transport, Healios reduces indirect emissions as a result.</p>
<p><b>Total Emissions</b></p>	<p><b>Estimate for 2024 baseline reporting: 440 (tCO<sub>2</sub>e)</b></p> <p><b>Scope 1: 0</b></p> <p><b>Scope 2: 0</b></p>

	Scope 3: 440
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**Current Emissions Reporting - NA**

Reporting Year:	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
Scope 1	
Scope 2	
Scope 3 (Included Sources)	
<b>Total Emissions</b>	

**Emissions reduction targets**

*[Instructions to Suppliers:*

***If existing emissions reduction targets are in place for your organisation, please provide details below.***

***If you have no previous emissions reduction commitment, or if this is your organisation’s first carbon footprint, please provide targets for your organisation]***

No previous emission reduction commitment. established targets for 2024:

- It is projected that the company's carbon emissions will decrease to below 350 tCO<sub>2</sub>e by 2028. This is a reduction of 20% as the company adopts carbon friendly providers and aims to achieve carbon neutral growth.
- This projection was based on the 2023 accounts of Healios, and using the UK business generated tonnes 440 CO<sub>2</sub>. This was based on 302 employees and using the Business Carbon Calculator by Normative.
- The impact of reducing the number of employees in the business and continued efforts to minimise travel and carbon generating activities shall have a projected impact of reducing the emission to under 300 during 2024.

## 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<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:



Date: 16/10/24

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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>