



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: 26/07/2022

Commitment to achieving Net Zero

TPXimpact is committed to achieving the Science Based Targets Initiative definition of near term emissions reductions aligned to the 1.5 degree pathway by 2030, and long term reductions by 2050 to adhere to the SBTi Net-Zero Standard.

Baseline Emissions Footprint

Baseline Year: April 2019 - March 2020	
Additional Details relating to the Baseline Emissions calculations.	
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. Category 9, which regards the downstream transportation and distribution of sold products, is not relevant to us as we are a digital native professional service company. We don't manufacture or sell physical products that negatively impact nature, land use, ecological sensitivity, freshwater availability or water consumption.	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	3.55
Scope 2	47.41
Scope 3	Category 4 – Upstream transportation and distribution = 1.14 Category 5 – Waste generated in operations = 11.36 Category 6 – Business travel = 184.59 Category 7 – Employee commuting (including Teleworking) = 60.61 Category 9 – Downstream transportation and distribution = 0 TOTAL = 257.7

Total Emissions	308.66
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Current Emissions Reporting

Reporting Year: April 2021 - March 2022

We have lowered our scope 1 and 2 emissions from FY19-20 despite acquiring multiple companies over this time and growing massively as a company in terms of revenue and number of employees. Business travel has also decreased. Teleworking emissions have increased due to the number of full time employees increasing and increased homeworking following the pandemic. For category 5, we have changed the way we handle waste. Previously we would have waste collected from our office and we had data on how much had been taken. We no longer have direct operational control over waste in our offices and it is managed by the landlord. Category 9, which regards the downstream transportation and distribution of sold products, is not relevant to us as we are a digital native professional service company. We don't manufacture or sell physical products that negatively impact nature, land use, ecological sensitivity, freshwater availability or water consumption.

EMISSIONS	TOTAL (tCO₂e)
Scope 1	3.84
Scope 2	36.04
Scope 3	Category 4 – Upstream transportation and distribution = 0.11 Category 5 – Waste generated in operations = 0 Category 6 – Business travel = 64.21 Category 7 – Employee commuting (including Teleworking) = 285.74 Category 9 – Downstream transportation and distribution = 0 TOTAL = 350.06
Total Emissions	389.94

Emissions reduction targets

We've committed to setting short and long-term Science Based Targets to align with the SBTi Net-Zero Standard by 2050. This means that by 2030 we will halve our scope 1 emissions, use 100% renewable electricity and reduce the economic intensity of our scope 3 emissions by 58%. By 2050 we will reduce our scope 1 emissions by 90% and reduce the economic intensity of our scope 3 emissions by 97%.

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

Our recent office moves have centred around leasing office space that is powered solely by renewable energy and away from offices powered by fossil fuels/fossil gas. We will continue this move over the coming years to have an office estate running off 100% renewable energy by 2030. Where it is not possible to have a renewable energy supplier in our Bulgaria and Norway offices, we will purchase renewable energy certificates equivalent to our usage.

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 procurement strategy to work only with suppliers who share our commitment to the planet, offsetting 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 standard¹ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting².

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) Standard³.

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:

Bryony Wilde

Purpose Director



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Date:21/11/2022.....

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

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

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