



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.

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

²Technical 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

³Guidance 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 Template

Supplier name: Terrafix Ltd.

Publication date: 23rd December 2025

Commitment to achieving Net Zero

Terrafix 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: 2022	
Additional Details relating to the Baseline Emissions calculations.	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	42
Scope 2	107
Scope 3 (Included Sources)	151
Total Emissions	300

Current Emissions Reporting

Reporting Year: 2025	
EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	1
Scope 2	106
Scope 3 (Included Sources)	161
Total Emissions	268

Emissions reduction targets

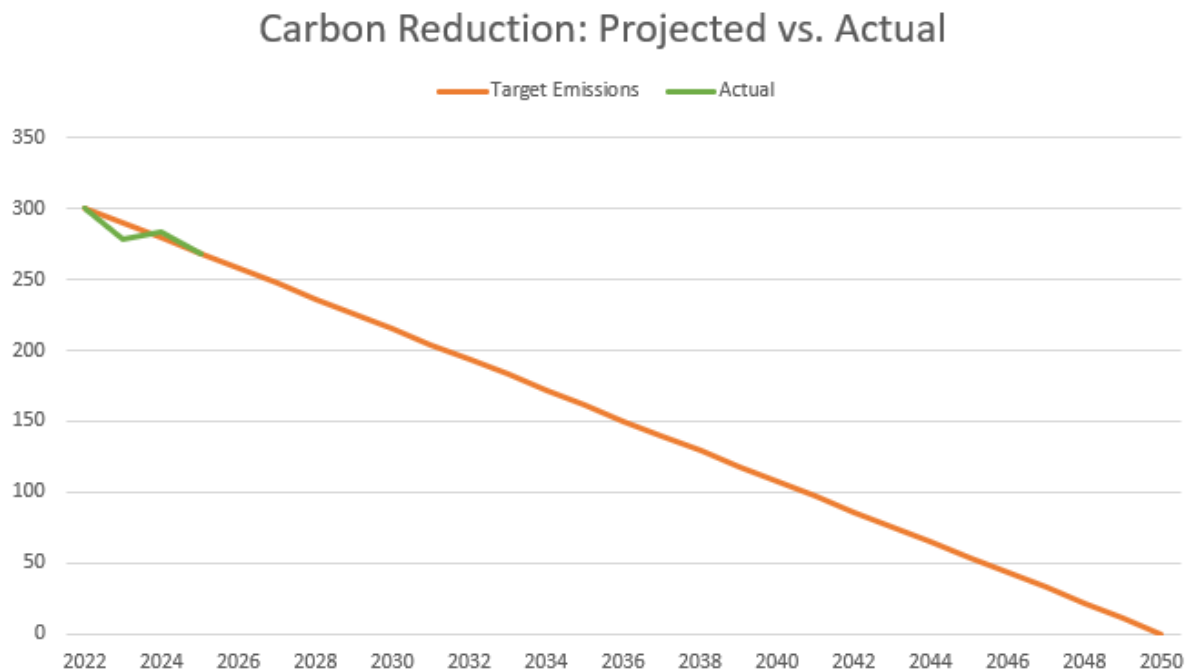
In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets.

We project that carbon emissions will decrease over the next five years to 86 tCO₂e by 2030. This is a reduction of 29%.

This in the main will be achieved by the installation of solar panel on the roof of our Bladon House premises. We are looking at 36 tCO₂e by 2029. This equates to a 16% reduction on the Bladon House premises electricity consumption.

The percentage of EV or Hybrid vehicles has increased to 46% this year. Two years before our initial target.

Progress against these 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 achieved by these schemes equate to 33 tCO₂e, a 11% reduction against the 2022 baseline and the measures will be in effect when performing the contract.

- LED's throughout premises & grounds, Bladon House.
- Finished Aircon up grades, Bladon House.
- New wet heating controllers, Bladon House.
- Premises consolidation, moving activities & systems to more efficient locations.
- Finished increasing insulation in roof space, Bladon House.
- 46% of the company car fleet are either all electric or Hybrid.
- Upgraded existing 6 EV charging stations to better charge the newer type vehicles.
- Continuation of ISO 14001 certification.
- Final permission for solar panels to be fitted to Bladon House.
- Continuing to recycle old IT assets or reduce them down to their base components so they can be better be recycled. i.e. strip out all metal, plastics and PCB's then re-cycle separately.
- Continuation in consolidation of part deliveries to our engineers around the country.

In the future we are looking to implement further measures such as:

- 200 solar panels on the roof of Bladon House. *At the time of writing the panels have been commissioned.* Looking to reduce electricity consumption for this building by 16+% which equals 36 tCO₂e by 2029.
- Further premises consolidation.
- Expand the number of motion sensors for certain areas of Bladon House.
- Scope impacts and solution to improve Merlin Way premises.
- Increase the number of EV charging points for staff. (Current 12)

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 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:

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Recoverable Signature

X Chris Green

Chris Green

Managing Director

Signed by: aa141308-429f-4f9c-979f-9dbba0841f19

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Date:

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>