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[1] 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[2] and Guidance, 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
- 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 to satisfy this particular condition of participation.

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

2 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

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: Glasgiven Contracts Ltd

Publication date: 7th October 2026

Commitment to achieving Net Zero

Glasgiven Contracts 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: June 2025 – May 2026
Additional Details relating to the Baseline Emissions calculations.
Glasgiven Contracts Ltd where trading 40 years in 2025. As a part of the milestone on achieving 40 years in business we moved into our new state of the art purpose-built building and warehouse facilities. This move was significant and involved many operational and non-operational changes including a restructure of the Senior Management Team. With our changes to Management, we recognise how important becoming Net Zero will be moving the business into the future for the next 40 years. For the reasons above we will only be able to include our baseline figures for the 2026 year thus far as our journey to Net Zero begins.
Baseline year emissions: June 2025 – May 2026

EMISSIONS	TOTAL (tCO_2e)
Scope 1	168.85
Scope 2	2.85
Scope 3 (Included Sources)	602.80
Total Emissions	774.5

Current Emissions Reporting

Reporting Year: Same as Baseline Emissions	
EMISSIONS	TOTAL (tCO_2e)
Scope 1	168.85
Scope 2	2.85
Scope 3 (Included Sources)	602.80
Total Emissions	774.5

Emissions reduction targets

Short Term Targets (1-2 Years)

- Establish a complete carbon reporting process
- Reduce office electricity by 10%
- Reduce fuel consumption across our fleet and plant by 5%
- Introduce waste segregation on all sites

Medium Term Targets (3-5 Years)

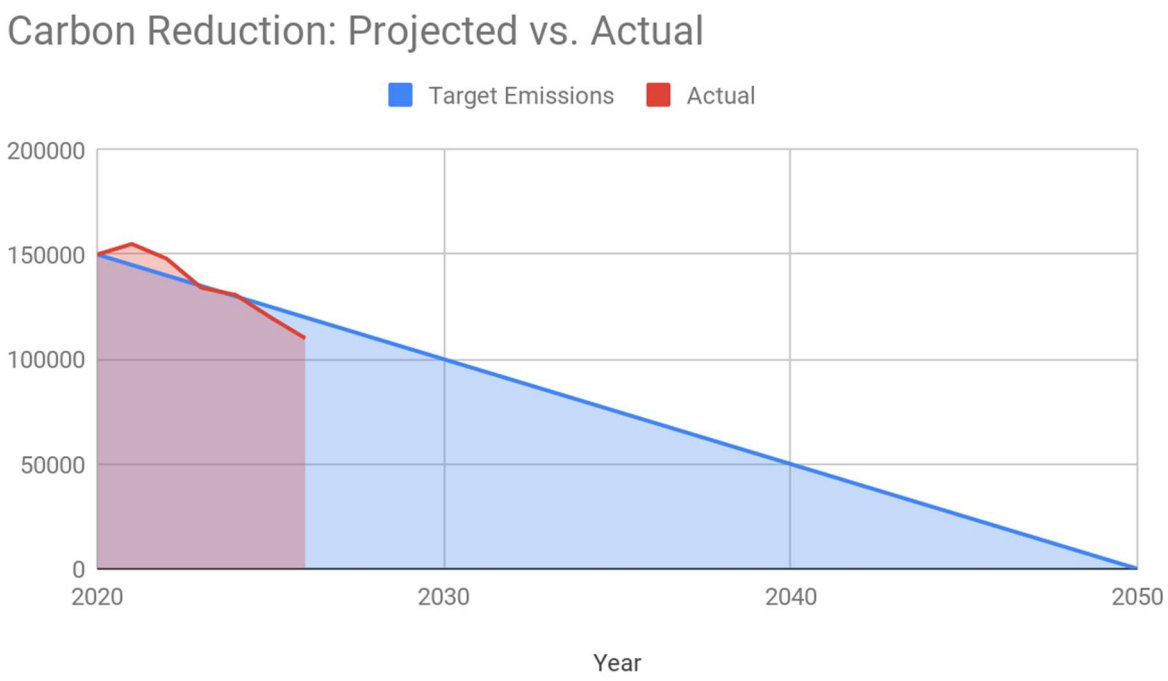
- Reduce overall operational emissions by 10% from Baseline
- Transition 5% pf fleet to hybrid or electric vehicles
- Source 100% renewable electricity tariffs
- Reduce landfill waste by 75%

- Increase the use of lower carbon materials on all sites.

Long Term Targets (by 2035-2050)

- Achieve substantial reduction in Scope 1 and 2 emissions
- Eliminate unnecessary diesel plant where possible
- Implement low-carbon construction practices across all projects
- Work towards Net Zero operations

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 **697.1** tCO_2e by **2031**. This is a reduction of **10**%
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 **June 2025 – May 2026** baseline. The carbon emission reduction achieved by these schemes equate to **TBC** tCO_2e, a **TBC** %ge reduction against the **June 2025 – May 2026** baseline and the measures will be in effect when performing the contract

We currently hold environmental management certifications for ISO14001 and we have a Achilles Sustainability score badge of 4 stars. When we designed our new office in 2025 we adopted the use LED/PIR lighting controls along with the use of solar coated glass to stop overheating and improve comfort levels without the need for cooling. We adopted the use of super insulation as a part of the envelope for office scheme also. As part of the ongoing improvements we hope to install PV panels in the near future to run our lighting in our warehouse facility.

Future carbon reduction initiatives
In the future we hope to implement further measures such as:

- Replace inefficient plant with modern fuel – efficient equipment
- Use battery powered tools where suitable
- Introduce anti-idling policies
- Schedule preventative maintenance
- Trial low-carbon generators
- Consolidate deliveries with our own lorry to reduce transport miles
- Use LED lighting in all our site accommodation with motion sensors
- Trial solar PV on sites to reduce the use on generators
- Encourage route planning and vehicle sharing
- Reuse and upcycle site setups where possible
- Minimise landfill disposal wherever possible
- Deliver sustainability awareness training
- Promote digital documentation to reduce paper use

Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 006 and associated guidance and reporting standards 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[3] and uses the appropriate Government emission conversion factors for greenhouse gas company reporting[4].

Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements, and the required subset of Scope 3 emissions have

[3] https://ghgprotocol.org/corporate-standard
[4] https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting

been reported in accordance with the published reporting standard for Carbon Reduction Plans and the Corporate Value Chain (Scope 3) Standard[5].

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:

Cormac Murphy - Glasgiven Contracts Managing Director

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Date: 07/10/2026 ……