



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: .....Breadwinners.....

Publication date: ...08/05/2024.....

## Commitment to achieving Net Zero

**Breadwinners** is committed to achieving Net Zero emissions by 20**40**.

## 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: 2023/ 2024**

### 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]*

**Scope 1:** Breadwinners doesn't own factory to produce bread but we are a partner with Celtic bakers (Manufacture of bread; manufacture of fresh pastry goods and cakes, Company number 03143330). Also, we don't own vehicles but we are a partner with Gteam logistic company who do our day to day deliveries). Therefore our emissions equal 0 of **CO<sub>2</sub>e**.

**Scope 2:** Breadwinners renting a share for the total of 8 employees at the rate of 6.3 full time working per week.. The indirect emissions ( using climate impact partner calculator )

<https://www.climateimpact.com/business-solutions/small-business-calculator/>

1- **Electricity** :  $6.25 \times 8.5(\text{avge usage per person kWh}) \times 233 \text{ of working days per year} = 3.15 \text{ Carbon emissions/ tonnes of CO}_2\text{e}$ .

2 - **Gas**:  $6.25 \times 35(\text{avge usage per person kWh}) \times 233 \text{ of working days per year} = 0.02 \text{ Carbon emissions/ tonnes of CO}_2\text{e}$

**Scope 3:**

**Distribution of products:** 15890 (total mileage per year for diesel vehicle) X 5 (average miles per location) = 4.43 **Carbon emissions/ tonnes of CO<sub>2</sub>e**

**Water waste:** 6.3 x 50 L (avg usage per person Litre) x 233 of working days per year = **0.8 Carbon emissions/ tonnes of CO<sub>2</sub>e.**

**Baseline year emissions:**

EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	<b>0</b>
Scope 2	<b>3.17</b>
Scope 3 (Included Sources)	<b>5.2</b>
<b>Total Emissions</b>	<b>8.37</b>

## Current Emissions Reporting

Reporting Year: 20**XX**

EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	<b>0</b>
Scope 2	<b>3.17</b>
Scope 3 (Included Sources)	<b>5.2</b>
<b>Total Emissions</b>	<b>8.37</b>

## Emissions reduction targets

**[Instructions to Suppliers:**

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

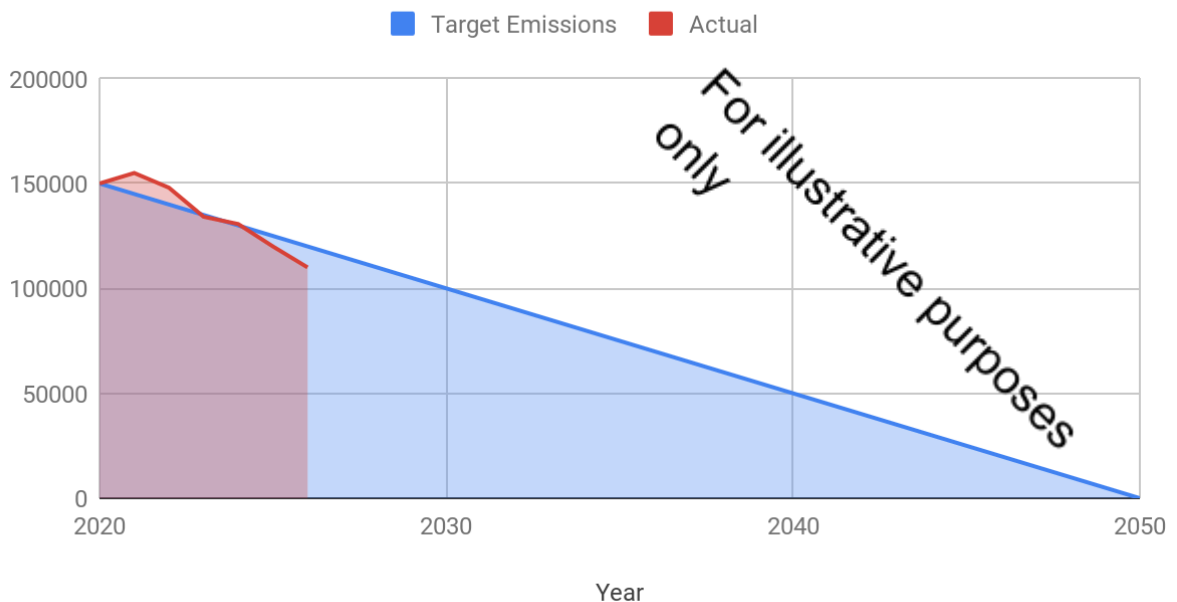
***If you have no previous emissions reduction commitment, or if this is your organisation's first carbon footprint, please provide targets for your organisation]***

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 **7.5** tCO<sub>2</sub>e by 20**28**. This is a reduction of **10.5**%

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

### Carbon Reduction: Projected vs. Actual



# Carbon Reduction Projects

## Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2023 baseline. The carbon emission reduction achieved by these schemes equate to 7.5 tCO<sub>2</sub>e, a 10.5%ge reduction against the 2022 baseline and the measures will be in effect when performing the contract

### Carbon Commitment

Agreement between Breadwinners (Distributor, Charity Registration Number 1166646) and Celtic Bakers (Manufacture of bread; manufacture of fresh pastry goods and cakes, Company number 03143330)

Breadwinners and Celtic Bakery are taking a comprehensive approach to delivering additional environmental benefits in the performance of their contract. By optimising transportation, reducing waste, using organic ingredients, and exploring sustainable practices, they are making significant strides towards achieving net zero greenhouse gas emissions by 2040.

Transportation optimization is a critical step towards reducing the carbon footprint of Breadwinners. This contract will enable the use of hybrid vehicles and software optimising their delivery routes, this will bring a significant carbon reduction.

Partnering with Shipton Mill organic flour provider is also a great way to further reduce the impact on the environment collectively. Using organic ingredients minimises their impact on the land. Organic farming practices are sustainable and help reduce the use of harmful pesticides and fertilisers, which contribute to pollution and soil degradation. Shipton Mill, the supplier of their organic flour, is also committed to net zero greenhouse gas emissions.

Reducing waste is another crucial aspect of their sustainability strategy. By using data analysis to forecast demand and minimising surplus, they are reducing the likelihood of over-ordering, which would result in wastage. They have also partnered with TooGoodToGo to tackle food waste, saving 9.48 tons of CO<sub>2</sub> so far. Moreover, Celtic Bakery has a partnership with TosteAle, waste reduction company that turns old bread into beer, which not only reduces waste but also generates additional value.

The use of sustainable packaging is an essential aspect of their environmental strategy. By ensuring their suppliers are also committed to net zero greenhouse emissions, they are promoting sustainability throughout their supply chain.

Finally, we also partner with Torosay.org, a sister organisation of Breadwinners, helping Breadwinners to offset the carbon emissions that are not possible to reduce. Torosay reduces carbon emissions and fights climate change by planting trees in Scotland. Trees are natural carbon sinks that absorb carbon dioxide from the atmosphere, and Scotland is an ideal location for tree planting due to its forestry history and favourable climate. Torosay.org has partnered with local organisations to ensure that the trees planted are appropriate and will have the greatest impact. Tree planting also has benefits for the environment and local communities, including providing wildlife habitats and supporting sustainable forestry practices. This commitment sets an example for others to follow and contributes to the global effort to combat climate change.

Breadwinners and Celtic Bakery are taking a holistic approach towards achieving net zero greenhouse gas emissions by 2040. By optimising transportation, reducing waste, using organic ingredients, and adopting

sustainable practices, they are demonstrating their commitment to sustainability and helping to create a more sustainable food system. Their efforts can serve as an inspiration to other businesses in the food industry to adopt similar measures and work towards a more sustainable future.

## 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:

Martin Cosarinsky Campos.....

Date: ...08/05/2025.....

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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>