



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: Selecta UK Ltd

Publication date: 15.03.2025

## Commitment to achieving Net Zero

Selecta 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.

The baseline emissions for Selecta were established in 2019, primarily focusing on Scopes 1 and 2 emissions. These initial assessments provided a starting point for our emissions monitoring and reduction efforts.

In 2023, we expanded our emissions calculations to include Scope 3 emissions, which represent all other indirect emissions occurring in our organization's value chain and have established this year to become the base year.

<b>Baseline Year: 2019</b>	
<b>Additional Details relating to the Baseline Emissions calculations.</b>	
Before 2023, Scope 3 emissions were not included in the calculations, hence the reported figures represent the first instance of their inclusion in the reporting year.	
<b>Baseline year emissions: 2019</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
Scope 1	46095
Scope 2	2859
Scope 3 (Included Sources)	655174

<b>Total Emissions</b>	704128
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## Current Emissions Reporting

<b>Reporting Year: 2022</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
<b>Scope 1</b>	33511
<b>Scope 2</b>	2239
<b>Scope 3</b> (Included Sources)	704128
<b>Total Emissions</b>	690924

## Emissions reduction targets

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

A 46.2% reduction on our Scopes 1 and 2, aligned with SBTi requirements and the 1.5°C scenario.

This target will be achieved through the implementation of the following initiatives:

- 100% of the new benefit cars are electric by 2025.
- 100% of the new operations cars are electric by 2030.
- 100% renewable energy in owned warehouses and offices.

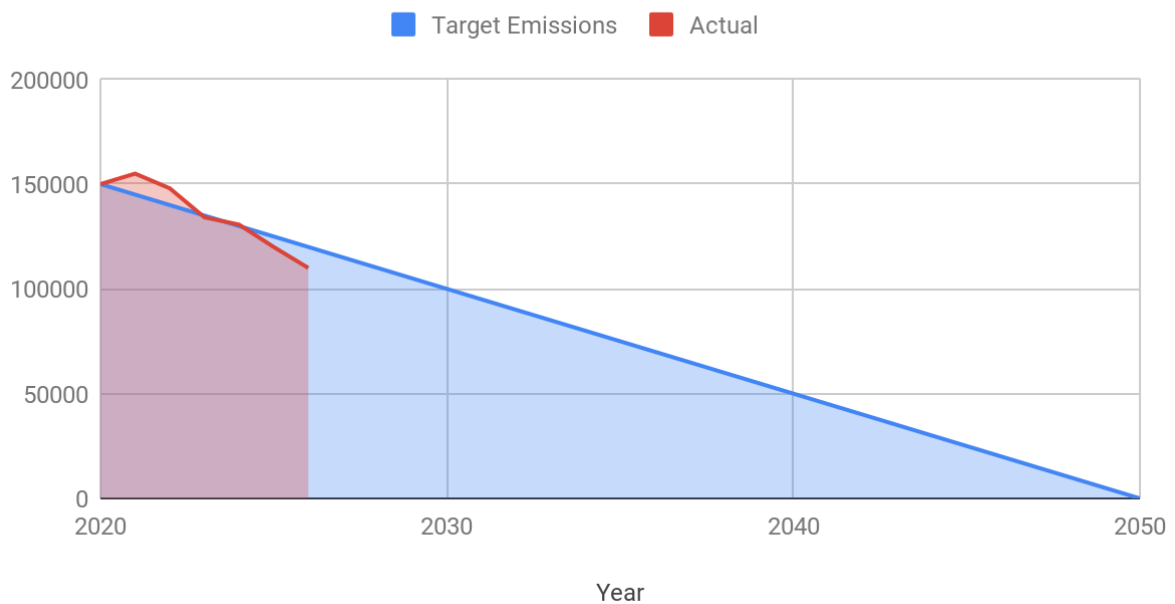
Net zero emissions in Scope 3 by 2040.

- 100% of the CO<sub>2</sub> Pelican Rouge coffee brand is compensated or reduced by 2025.

We project that carbon emissions will decrease over the next five years to 24799 tCO<sub>2</sub>e by 2030 for Scopes 1 and 2. This is a reduction of 46.2%.

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 2019 baseline. The carbon emission reduction achieved by these schemes equate to 13204 tCO<sub>2</sub>e, a 27% reduction against the 2019 baseline and the measures will be in effect when performing the contract.

#### Fleet related measures (Scope 1):

- Progressive fleet electrification: our fleet is undergoing a significant transformation as we steadily introduce electric benefit cars. This shift is a cornerstone of our mission to achieve CO<sub>2</sub> neutrality, representing our investment in renewable energy and sustainable transport solutions.
- Emissions reduction through telemetry: the integration of telemetry for route optimization is a game-changer in our operational approach. By smartly planning our delivery routes, we are systematically reducing unnecessary mileage, leading to lower fuel consumption and a consequent decrease in emissions.
- Comprehensive driver training: we are empowering our drivers with knowledge and skills through efficient driving programs. These initiatives aim to ensure that every team member

becomes an active participant in our environmental goals, driving responsibly and with eco-efficiency in mind.

### **Energy related measures:**

- Renewable energy procurement: a growing percentage of our energy is being secured through PPAs, reinforcing our commitment to green power, and contributing to the global demand for renewables.
- Reduced carbon intensity: by choosing greener energy, we are significantly lowering the carbon intensity (tCO<sub>2</sub>e/MWh) of our operations. Each reduction reflects our dedication to not just powering our service, but also protecting our planet.

### **Waste reduction measures:**

Our commitment to waste reduction is reflected in tangible outcomes:

- Recycling achievements: we are continually increasing the percentage of our waste that is recycled, ensuring materials are repurposed and reused.
- Landfill avoidance: our goal is to ensure 100% of our waste is diverted from landfill by 2030. Every step we take is a step closer to this milestone, significantly reducing our environmental footprint. Through these measures we are not just reducing waste; we're setting a new standard for environmental responsibility in the industry, demonstrating that a commitment to zero waste is both achievable and essential for a sustainable future.

### **Recyclable packaging:**

We strive to ensure that a significant percentage of our packaging materials are recyclable. Our goal is to continually increase this percentage, with the aim of achieving 100% recyclable packaging. Through these focused efforts, we are not only advancing towards reducing waste but also setting new standards in sustainability.

### **Circularity of machines:**

We have successfully refurbished a significant number of machines, demonstrating our commitment to circular principles and sustainable practices.

- CO<sub>2</sub> emissions avoided: through these refurbishment efforts, we have avoided a substantial amount of CO<sub>2</sub> emissions (tCO<sub>2</sub>e), underscoring the environmental benefits of extending the life of our machines rather than resorting to manufacturing new ones. These efforts and achievements highlight our proactive approach to sustainability, making every refurbished machine a testament to our commitment to not just the environment, but also to the innovation and quality that our clients expect.

### **Carbon neutral Pelican Rouge coffee:**

We're committed to transparency about the carbon impact of Pelican Rouge Coffee production. Our reporting details include:

- Contribution breakdown: we provide insights into the carbon reduction contributions from both farm-level initiatives and roasting facility improvements.
- Carbon reduction achievements: our reports highlight the total CO2 emissions reduced through our comprehensive approach, showcasing our commitment to not just carbon neutrality but also to making a positive environmental contribution.

In the future we hope to implement further measures such as:

### **Zero waste offer:**

A growing number of clients are embracing our Zero Waste Offer, benefiting from customized strategies that lead to tangible waste reduction outcomes. Through our dedicated zero waste initiatives, we not only support clients in significantly lowering their environmental impact but also showcases the scalable potential of zero waste practices. Our work in this area underscores a deep commitment to sustainability.

### **Sustainability as a service:**

At Selecta, our commitment lies in supporting our clients in comprehensively understanding the ramifications of our services. We take pride in guiding them towards making virtuous choices by providing meticulous calculations that illuminate the impact of our machines, products, and maintenance services. Through this detailed analysis, we aim to empower our clients with the knowledge they need to make informed decisions that align with their values and contribute to sustainable outcomes.

## **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>.

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<sup>4</sup><https://ghgprotocol.org/corporate-standard>

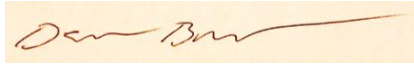
<sup>5</sup><https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

<sup>6</sup><https://ghgprotocol.org/standards/scope-3-standard>

This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

This Carbon Reduction Plan remains unchanged since the previous version.

**Signed on behalf of the Supplier:**

A handwritten signature in brown ink on a light beige rectangular background. The signature appears to read "Owen Brown".

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Date: 23/03/2025