

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)
- published and clearly signposted on the supplier's UK website.
- 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.

[Procurement Policy Note 06/21: Taking account of Carbon Reduction Plans in the procurement of major government contracts - GOV.UK \(www.gov.uk\)](#)

Carbon Reduction Plan Template

Supplier name: **Frontier Healthcare Ltd.**

Publication date: **14th February 2025**

Commitment to achieving Net Zero

Frontier Healthcare Ltd is committed to achieving Net Zero emissions by 20**30**.

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.	
<i>This is the first formal year Frontier Healthcare Ltd has assessed and reported emissions. As such, the 2023–2024 financial year (July to June) has been used as the baseline year. Frontier is a micro-SME operating from a small home-based office with all warehousing and distribution outsourced to third parties.</i>	
<i>No commercial utility accounts exist, and data has been estimated using UK Government GHG Conversion Factors and sector benchmarks. Scope 3 emissions (mainly from logistics and supply chain) represent the majority of the company's carbon footprint.</i>	
<i>At present, Frontier does not hold environmental certifications (e.g. ISO 14001), but this plan aligns with those standards and NHS Net Zero expectations.</i>	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	0.00
Scope 2	0.52

Scope 3 (Included Sources)	26.75 Upstream freight (road transport of approx. 200 pallets/month) • Downstream courier/pallet distribution • Business travel (car, train, 2–3 flights/year) • Waste generation (office & warehouse – estimated)
Total Emissions	27.27

Current Emissions Reporting

Reporting Year: 20 23–2024	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	0.00
Scope 2	0.52
Scope 3 (Included Sources: inbound freight, downstream distribution, business travel, waste)	26.75
Total Emissions	27.27

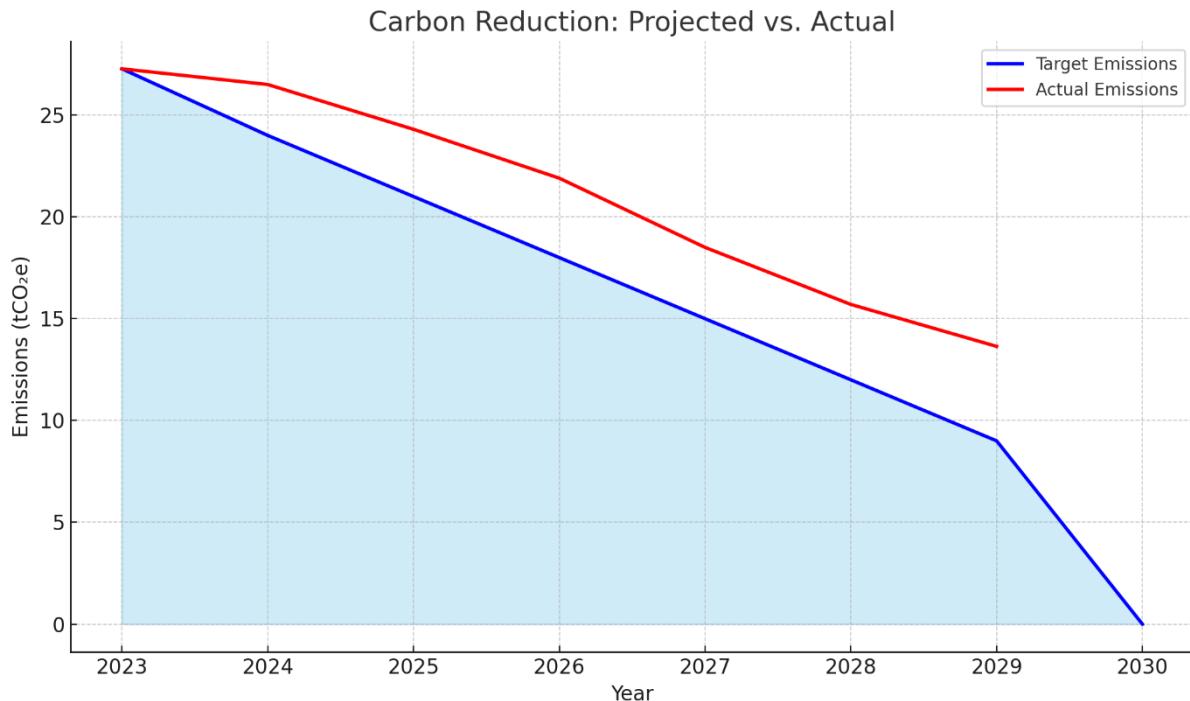
Emissions reduction targets

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 **13.64** tCO₂e by 20**29**. This is a reduction of **50**%

To achieve full **Net Zero by 2030**, we will continue reducing operational emissions and offsetting any residual emissions through accredited carbon offset schemes (e.g. Carbon Neutral Britain or Verified Carbon Standard [VCS] programs).

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 20**23–2024** baseline. The carbon emission reduction achieved by these schemes equate to **3.0** tCO₂e, a **11%**ge reduction against the baseline and the measures will be in effect when performing the contract

- **[Home-Based Working Model]**
All Frontier Healthcare staff work remotely, eliminating the need for commuting and reducing Scope 1 and Scope 3 emissions.
- **Paperless Operations**
All documentation, invoicing, and order processing have transitioned to cloud-based digital systems, significantly reducing paper waste and printing energy use.
- **Low-Energy Equipment**
Office IT equipment includes energy-efficient laptops, monitors, and LED lighting to reduce power consumption in home-based offices.
- **Reduced Business Travel**
Meetings are now conducted virtually wherever possible, reducing the frequency of travel by car, train, and short-haul flights.

- **Efficient Supply Chain Consolidation**

Pallet deliveries from suppliers are consolidated to minimise freight journeys and reduce fuel consumption across inbound logistics.

- **Waste Reduction with Fulfilment Partner**

Packaging and waste materials at UKFM (our fulfilment partner) are sorted and recycled wherever possible. Although data is not yet formally shared, this has reduced landfill reliance.

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

To accelerate progress toward Net Zero by 2030, we plan to introduce further environmental initiatives:

- **Green Energy Tariffs**

Transitioning the home office to a certified renewable electricity provider to reduce Scope 2 emissions.

- **Supplier Engagement on Carbon Data**

Work with key UK and EU suppliers to request and include carbon footprint information for all shipments.

- **Logistics Partner Audits**

Select and collaborate with delivery and freight partners who have active carbon reduction targets or offsetting schemes in place.

- **Carbon Offsetting Scheme**

Partner with an accredited provider (e.g. Carbon Neutral Britain or Gold Standard) to offset any residual emissions from warehousing, freight, and packaging by 2026.

- **Environmental Policy & ISO Alignment**

Although we are not currently certified, our internal policies are being aligned with ISO 14001 and PAS 2060 requirements to embed continuous improvement and lifecycle thinking.

- **Smart Meter Installation**

Track and monitor energy use more accurately in the home office to inform reductions and efficiency opportunities.

- **Quarterly Emissions Monitoring**

Begin regular reporting of Scope 1, 2, and 3 emissions using DEFRA and BEIS factors to proactively manage reduction targets year on year.

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

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

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:



Paul Capper
Director
Frontier Healthcare Ltd
Date: 14th February 2025

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

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