



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 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) 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

Supplier name: **Amey Community Limited**

Publication date: **September 2024**

1.0 Commitment to achieving Net Zero

Amey Community Limited is committed to achieving Net Zero emissions by 2040.

2.0 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: 2019	
Additional Details relating to the Baseline Emissions calculations.	
<p>The 2019 baseline detailed below, was calculated using established datasets for Scope 1 and 2 and Category 6 – Business Travel in Scope 3.</p> <p>The remaining Scope 3 Categories in the scope of this Carbon Reduction Plan have been calculated using new datasets and methodologies which were not established within the business before 2021. These were established to ensure we can calculate, monitor and reduce our Scope 3 emissions as an integral aspect of our Net Zero ambition, which was launched in April 2021.</p> <p>The Carbon Emissions detailed within this Carbon Reduction Plan are calculated in accordance with the GHG Corporate Accounting and Reporting Standard and the GHG Protocol Scope 3 Technical Guidance. The operational boundary has been set using the Operational Control approach.</p> <p>Amey continues to</p>	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	3421
Scope 2	9
Scope 3 (Included Sources)	Category 4 - Upstream Transport & Distribution: 86 Category 5 - Waste Generated in Operations: 106

	Category 6 - Business Travel	1192
	Category 7 - Employee Commuting	7621
	Category 9 - Downstream Transport & Distribution	0 ¹
	Scope 3 TOTAL	9,006
Total Emissions	12,436	

3.0 Current Emissions Reporting

Reporting Year: 2023		
EMISSIONS	TOTAL (tCO₂e)	
Scope 1	1,256	
Scope 2	440	
Scope 3 (Included Sources)	Category 4 - Upstream Transport & Distribution:	373
	Category 5 - Waste Generated in Operations:	2,041
	Category 6 - Business Travel	184
	Category 7 - Employee Commuting	3,091
	Category 9 - Downstream Transport & Distribution	0 ¹
	Scope TOTAL	5,690
Total Emissions	7,385	

4.0 Emissions reduction targets

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

In line with Amey's proposed SBTi targets we will reduce scopes 1 and 2 emissions by 53% by 2030. Amey UK Limited also commits to reduce absolute scope 3 GHG emissions from purchased goods and services, fuel- and energy-related activities, upstream transportation and distribution, waste generated in operations, business travel, employee commuting by 30% within the same timeframe. Amey UK Limited commits to reduce absolute Scope 1 and 2 GHG emissions 90% by 2040 from a 2019 base year.

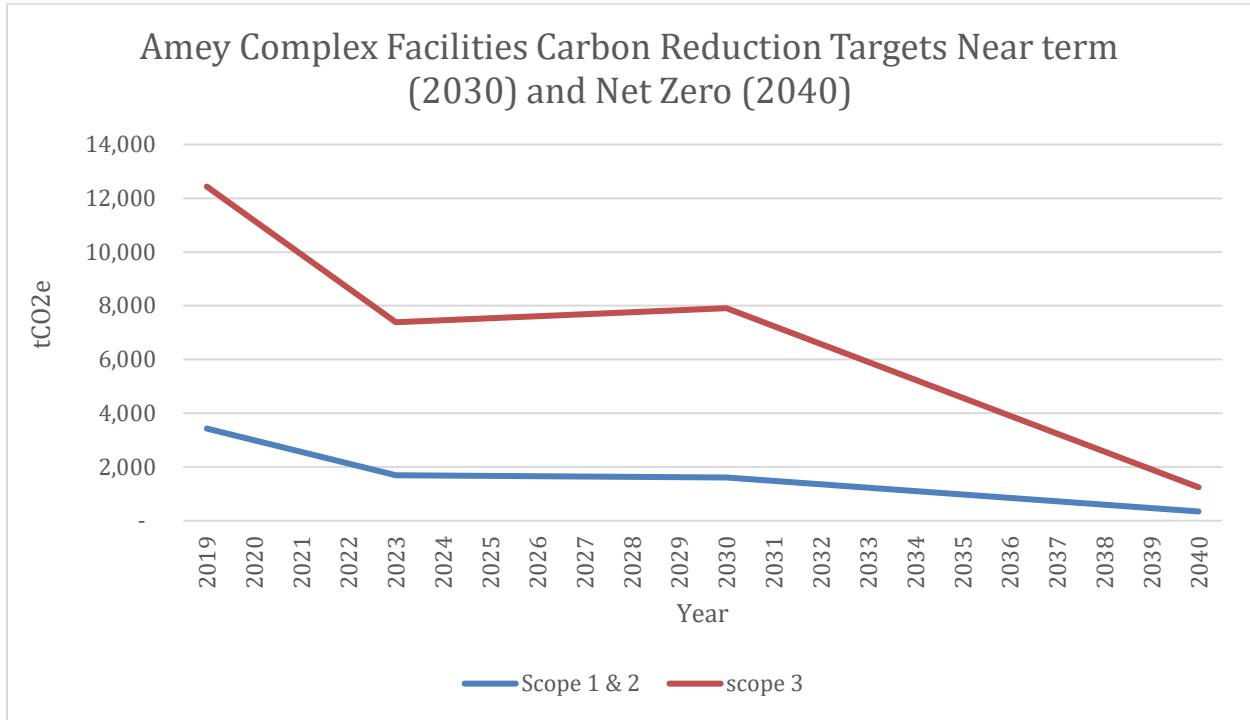
We project that:

- In line with SBTi targets Scope 1 and 2 carbon emissions will decrease over the next five years to 1,612 tCO₂e. This is a reduction of 53%. We are currently on track to exceed this target.

¹ (We do not sell goods that are transported to the consumer/purchaser by third parties)

- Scope 3 carbon emissions will decrease over the next five years to 6,304 tCO₂e. This is a reduction of 30%. We are currently exceeding this target.

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



5.0 Carbon Reduction Projects

5.1 Completed Carbon Reduction Projects

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 **5,051** tCO₂e, a **41%** reduction against the **2019** baseline and the measures will be in effect when performing the contract.

5.1.2 Our Environmental Management Measures

Our Framework	ESG Strategy
Our Commitment	ESG Targets:
	2030 – Amey UK is committed to reduce scopes 1 and 2 emissions by 53%. Amey UK Limited also commits to reduce absolute scope 3 GHG emissions by 30% within the same timeframe
	2040 - Amey UK Limited commits to reduce absolute Scope 1 and 2 GHG emissions 90% by 2040 from a 2019 base year.

Our Pledge



Our Ambitions

- Effective climate Leadership
- Climate change and energy recognised, integrated, and embedded as central and mainstream business issues
- Climate change and energy performance reported, disclosed and transparent
- New technologies and renewable energies used
- Management practices and behaviours changed
- Root cause of our carbon emissions addressed and reduced, as well as other associated greenhouse gas emissions
- Risks posed by the consequences of climatic changes lowered in the UK
- Our client's climate emergency declarations are translated into real actions through our support and product/services provision.

Our People

Our Professional Environmental & Sustainability Head and Business Partners within our HSEQ Support Function and carbon and energy technical services of Amey Consulting.

Working with our Supply Chain

Our Social Value Supply Chain Charter & Refreshed Contract Terms

Working with Climate Action organisations



5.1.3 Accreditations

- We have been successfully certified to ISO 14064-1, the organisation level for quantification and reporting of greenhouse gas emissions and removals
- We have successfully been certified to ISO50001:2018, the energy performance improvement standard.

5.1.4 Energy Management in our Buildings and those of our Clients

- We have changed our procurement arrangement to buy renewable energy only
- Ensure that we have adequate metering to monitor our consumption
- Validate energy usage against billed volumes where applicable
- Review space planning to optimise building usage and reduce energy consumed
- Roll out Building Energy Management Systems on our managed estate
- Deliver rolling building survey programmes using data to identify efficiencies
- Change out boilers to improve/increase efficiency as part of Whole Lifecycle
- Install Variable Speed Drives in boiler units as part of our Motor Policy (linked to ISO50001) accreditation
- Actively support Client led behavioural change campaigns
- Increase estate energy and water metering
- Install water efficiency technologies to reduce water usage

5.1.5 Climate Change

- Enhance our business continuity processes to include climate change
- Conduct extensive analysis of Client repairs to calculate climate impact
- Conduct a business wide Task Force on Climate-related Financial Disclosures (TCFD) analysis in Q1 of 2022, the outcomes of which are influencing decisions on risk and opportunity today
- Model Client estates to advise on where investment is needed to build resilience
- Complete asset upgrade works to combat the threat of climate change.

5.1.6 Sustainability

- Continue to enhance our project sustainability assessment process to identify more carbon reduction opportunities early in new works design
- Encourage innovation through reward and recognition schemes
- Evaluate whole life costs in design for new works including cost of carbon
- Continue to engage with and support our Clients to accelerate their Net Zero Carbon Roadmaps
- Continue to increase our competence in the use of BREEAM and CEEQUAL tools
- Ongoing access to NZC information via our recently updated intranet and ongoing employee awareness campaigns such as Webinar sessions on PAS2080 and carbon reporting continue to flag the importance of our NZC challenge.

5.1.7 Business Travel

- Working with each business sector to transition the LCV/Ops fleet to EV
- Piloting charging infrastructure appropriate for sector use
- Increased telematics across non-EV fleet
- Ongoing awareness around driving behaviour and behavioural change

5.1.8 Fleet

- 69% of our company leased cars are now either electric or hybrid
- 4% of our LCV/Ops fleet have transitioned to EV
- The 'Clean Vehicle Policy' was adopted with >90% telematics across the business commercial fleet

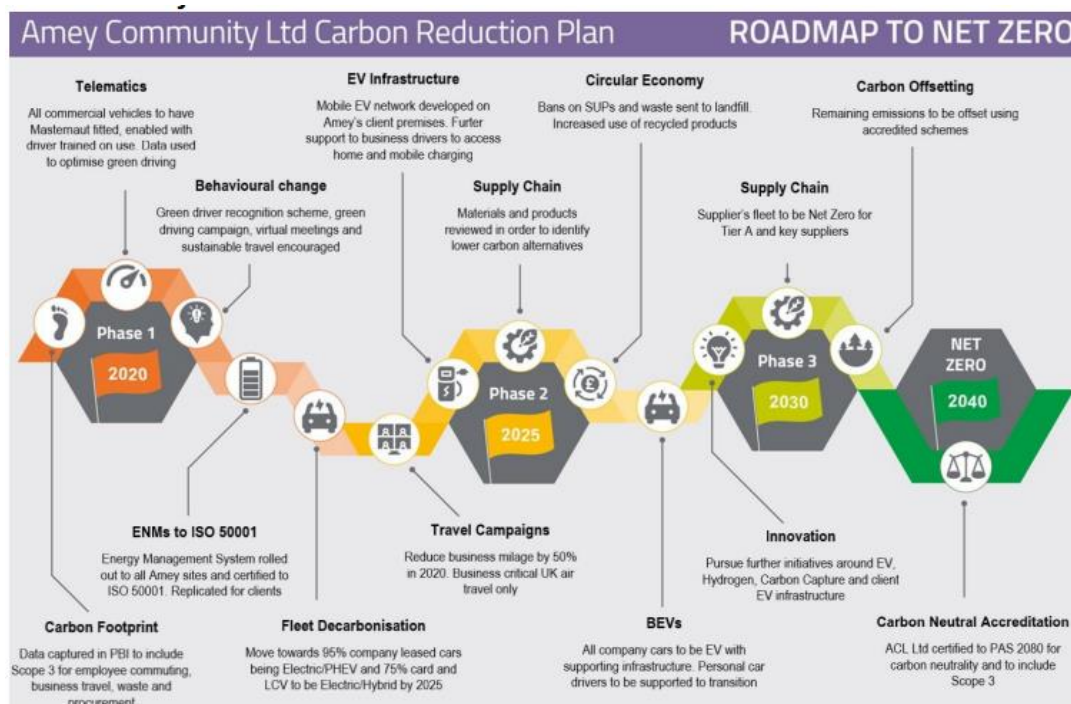
5.1.9 Supply Chain

- Continuing to improve our selection processes and implementing minimum standards for sustainable procurement which are aligned with ISO20400
- Changing waste providers wherever possible to ensure that the carbon impact of waste removals can be monitored and reduced
- Continuing to partner with the Supply Chain Sustainability School (SCSS) to support us in developing our own skills and competencies for sustainability and social value
- Continue to encourage the use of Small Medium Enterprises (SMEs) and Voluntary Community and Social Enterprises (VCSEs) through making opportunities visible and accessible – 60% of our supply chain are currently either SMEs or VCSEs
- We encourage our suppliers to use zero or low emission vehicles, machinery and equipment on our contracts. We also encourage them to be members of the Fleet Operator Recognition Scheme (FORS) to improve standards on fuel efficiency, emissions and road safety
- We request our Suppliers to actively develop their own plans to move to a Net Zero position and, where required, to provide data regarding their products and services and to innovate to reduce the emissions of their products or services
- We continue to work with our Suppliers to support circular economy initiatives that support our carbon reduction goals

5.1.10 Carbon Reporting

- Our Science based targets (SBTs) has been approved
- We are working on improving our data platform that captures scope 3 emissions providing tracked, fully visible emissions and decision focused insight.

5.2 Future Carbon Reduction Projects



As per our Roadmap, there are still a number of carbon reduction projects scheduled for completion in line with Phase 2.

5.2.1 Infrastructure – Energy & Carbon Management

How we can assist our Clients to meet their own specific Net Zero Carbon targets is a significant area of focus at the moment and there a number of projects/initiatives in progress:

- We continue to complete Energy Management System (EnMS) surveys across Amey managed sites in accordance with our ISO15001 certified system to identify and reduce energy and water consumption. This in turn will help our Clients meet their own specific Net Zero Carbon targets
- We are developing an end-to-end decarbonisation delivery service to help our clients achieve net zero emissions across the prisons and PFI schools estate
- We are creating an integrated energy and carbon technology platform to provide a single version of the truth to enable intelligent and proactive reporting back to Clients to deliver quick interventions to reduce energy costs and carbon
- We have developed bid carbon tracker so we can track our emissions from our bidding activities to make our bidding process net zero
- We continue to develop a framework for net zero carbon contract delivery for our clients
- We continue to explore various funding and commercial models to help our clients procure decarbonisation projects at scale

5.2.2 Sustainability

We will continue to utilise our sustainability assessment processes to identify carbon reduction opportunities early in the project design process. Where practicable, we will use BREEAM framework to improve the project's environmental credentials with the aim of achieving Excellent Ratings where the project allows.

5.2.3 Business Travel & Driver Behaviour

We will continue to reduce the need to travel through a combination of effective hybrid working, virtual meetings and sustainable transport choices.

Where travel is necessary, particularly for operational support, we will continue to implement the Green Driver Recognition scheme, supported by the installation of Masternaut, and the Idling Reduction Scheme across the Business Unit whilst we transition away from the reliance on fossil fuel vehicles.

5.2.4 Fleet

To assist with the transition of commercial vehicles to all-electric the focus is on the installation of chargers at depots and office locations across all contracts. Along with collaboration with our Clients, we are currently embarking on trials to find the most appropriate charging options.

5.2.5 Procurement & Supply Chain Management

Procurement and supply chain management have a pivotal role in helping to achieve the objectives set out in our ESG Strategy. There are a number of scheduled activities that will demonstrate our commitment to complying with the principles of ISO20400:

- All Suppliers to Amey will be offered the opportunity to enrol with Supply Chain Sustainability School and to undertake free of charge online training on a wide array of related courses
- When tendering for the supply of goods or services, tenderers will be asked to provide details on how they are reducing carbon emissions and adapting to climate change and how they are procuring materials and products from sustainable sources
- We continue to work on gaining greater, more accurate insight into our supply chain emissions and to progressively transition to applying a process-based methodology as detailed in the 'GHG Protocol Scope 3 Technical Guidance', which will require specific data from the supply chain

5.2.6 Carbon Reporting

- >90% of our strategic suppliers will have validated science based targets
- Actively reducing our scope 3 emissions through supply change innovation and partnership

5.2.7 Technology Innovation

We will continue to develop our Power BI reporting tool that will allow us to enhance energy and carbon reporting to both the business, our stakeholders and Clients.

6.0 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 standard² and uses the appropriate Government emission conversion factors for greenhouse gas company reporting³.

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) Standard⁴.

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:



Craig McGilvray

Managing Director, Complex Facilities

Date: ...16.12.2024.....

² <https://ghgprotocol.org/corporate-standard>

³ <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

⁴ <https://ghgprotocol.org/standards/scope-3-standard>

Appendix A

Amey Community Limited is a 100% owned subsidiary of the Amey PLC group which operates within the Amey Complex Facilities (one of 3 internal operating business units) and which has its own Managing Director and management team who are responsible for the delivery of the service. Each operating business unit operates in accordance with Amey plc group policies and procedures; adapted to the specific business unit and operating legal entity requirements. Therefore, Amey Community Limited trades as Amey, reflecting the operational branding of Amey PLC and relevant subsidiaries.