



Carbon Reduction Plan



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 supplier¹ 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 Standard² and Guidance³, 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.

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

²Technical 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

³Guidance 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



Carbon Reduction Plan

HTG-UK, Danwood House, Harrison Place, Whisby Road, LINCOLN, LN6 3AH

Supplier name: HTG-UK

Publication date: September 2022 v1.0. Revised October 2023 v1.1

Commitment to achieving Net Zero

HTG-UK are 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.

Baseline Year: 1st January to 31st December 2018

Additional Details relating to the Baseline Emissions calculations.

HTG-UK's baseline is built upon our ESOS Phase 2 reporting data which was formally notified to the Environment Agency. This is calendar year 2018 and captures the ESOS qualification date of 31st December 2018. Our ESOS Phase 3 is currently in progress with our independent consultants who have completed site audits and fleet profiling and inspections.

As the ESOS phase 3-year mirrors the calendar year reference period ESOS Phase 2, we are awaiting data from now until 31st December 2022 before we can report. HTG-UK have not previously been captured by SECR, but we are working on gathering data for the relevant period.

Baseline year emissions: 2018

EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	3,181
Scope 2	138



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Scope 3 (Included Sources)	408 Grey Fleet, (water and waste included)
Total Emissions	3,727

Current Emissions Reporting

Reporting Year: 1 st January 2022 to 31 st December 2022	
EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	<p>Data from January to December 2022. Narrative:</p> <p>Following our baseline, we have moved all bar one of our company cars to battery electric vehicles. The one that remains, is a Plug-in Hybrid Electric Vehicle (PHEV) and we plan to move this to a Battery Electric Vehicle (BEV) at the next contract change. We have also installed EV charge points at several our sites. This to allow for on-site charging of these and future vehicles.</p> <p>2,497</p>
Scope 2	<p>Data from July to December 2022 awaited. Narrative:</p> <p>We have begun to transition our premises lighting to LED across our sites and now operate better control over our air-to-air heat pumps such that we have locked comfort zones and are instigating an energy policy for staff.</p> <p>84</p>
Scope 3 (Included Sources)	<p>Data from July to December 2022 awaited. Narrative:</p> <p>Grey Fleet, (water and waste tbc).</p> <p>We are in discussions with our consultants about moving some of our grey fleet to company cars and, where possible making these BEVs. This will not only reduce our emissions but will also allow us to take better control over this aspect of our fleet.</p> <p>11 (Water, waste, and additional scope 3s to be added)</p>



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Total Emissions	Data from July to December 2022 is awaited and this will form our ESOS Phase 3 submission and our next assessment of our emissions which we expect to collect annually from then on. 2,952
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Emissions reduction targets

The above represents the organisation's baseline and follow up year 2022. Due to internal changes in the organisation, not least the transition from TASL to HTG-UK and the massive effects that Covid-19 had on our organisation as a healthcare provider from March 2020, we have not documented our emissions between our 2018 baseline and 2022. The reasons behind this are as follows:

The effect of the pandemic on our business means that the intervening years will not demonstrate anything especially useful.

We are focusing on our future which is the areas in which we have the potential to make savings.

We have a 2018 baseline year that is pre pandemic and serves as a solid base from which to build.

We are driving our scope 3 emissions alongside our Tier 1 providers, and we feel that this is much more important than calculating data between 2018 and 2022.

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

Targets

We have expectations to follow the NHS targets, specifically:

- For the emissions we control directly (the NHS Carbon Footprint), we will reach net zero by 2040, with an ambition to reach an 80% reduction by 2028 to 2032.
- For the emissions we can influence (our NHS Carbon Footprint Plus), we will reach net zero by 2045, with an ambition to reach an 80% reduction by 2036 to 2039.

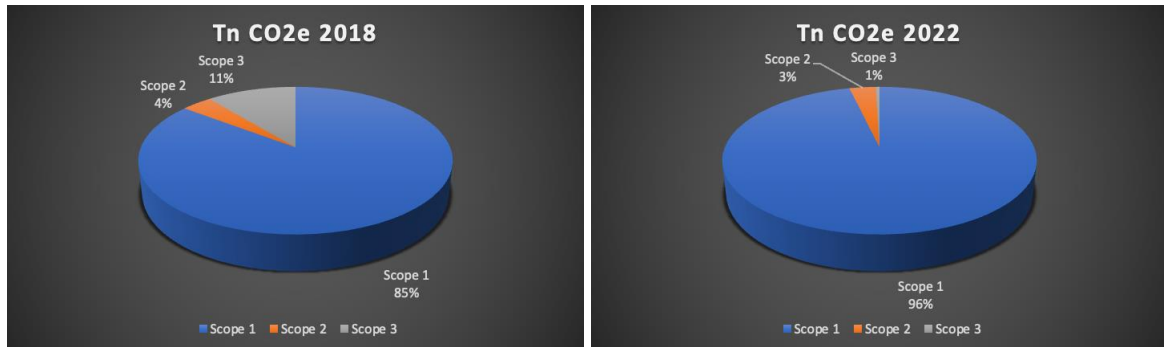
Our CO2e footprint in terms of scope is tabled below:

	Tn CO2e 2018
Scope 1	3,181
Scope 2	138
Scope 3	408
Totals	3,727

And graphed as below:



Carbon Reduction Plan



We recognise that as an organisation, our transport is our largest emitter. This is apparent in the pie charts above and the table below (note water and waste not available for 2022 and other scope 3s remain excluded from 2018 and 2022):

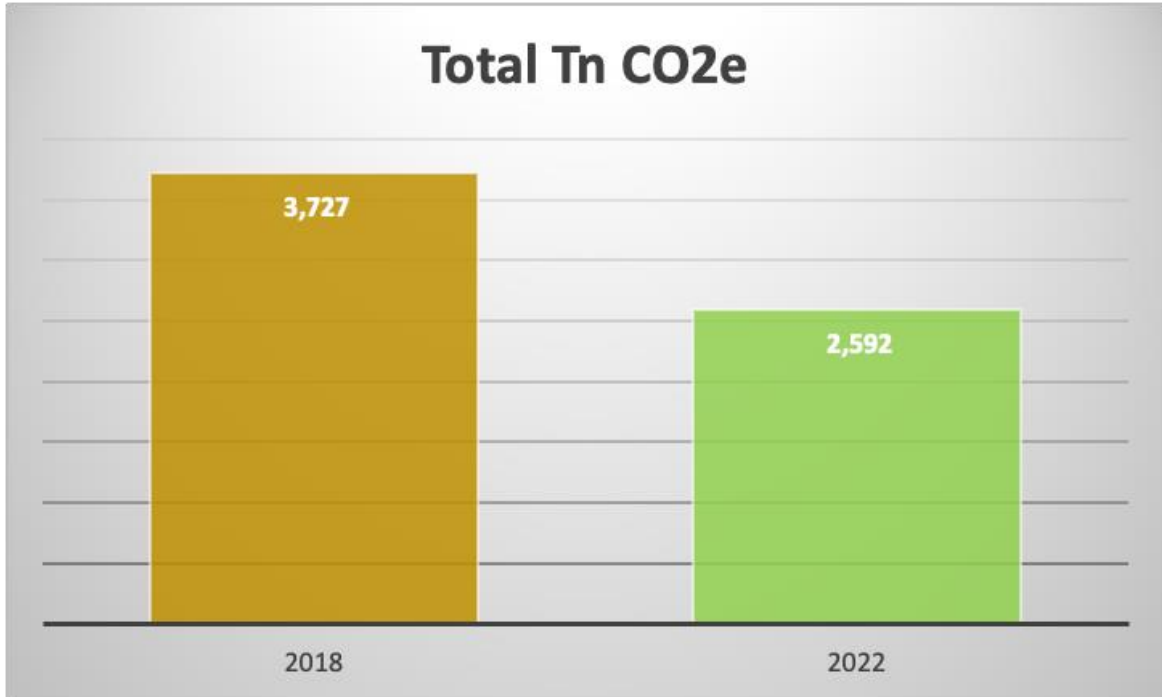
	Tn CO2e 2018	Tn CO2e 2022
Scope 1 Space Heat and Gas	9	26
Scope 1 Transport	3,172	2,471
Scope 2 Electricity	138	84
Scope 3 Transport	400	11
Scope 3 Water and Waste	8	
Total	3,727	2,592



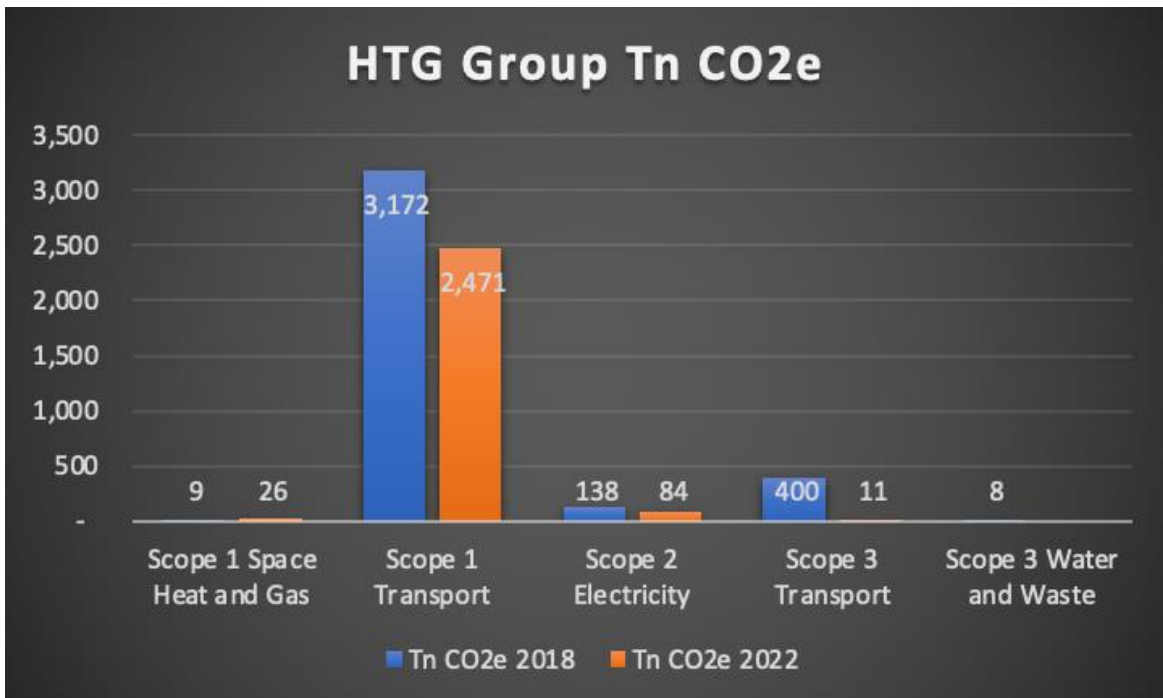
Carbon Reduction Plan

Direction of Travel

Since 2018 our emissions have reduced significantly. This can be seen in the graphs that follow:



Viewed in more detail, it is clear that our emissions have reduced across all areas:





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Intensity Metrics

- Awaiting intensity metrics for 2018:
- Turnover
- M2 areas
- Internal Journey Units
- Journeys (all units)
- Miles driven.

Carbon Reduction Projects

Completed and progressing Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since our 2018 baseline. The carbon emission reduction achieved by these schemes is significant. These measures will be in effect when performing the contract. We fully intend to move our fleet towards zero carbon at the exhaust as technologies and practicability allows.

Given that our significant energy consumer is our fleet, our principal focus is to devote our energies to reducing our transport emissions through specific SMART actions directed at our fleet vehicles, using technologies, measures, controls, and driver behaviours.

After a 12-month trial period, we have recently appointed a new telematics provider and, as of October 2022, now have accurate telematics across our fleet. This allows us to monitor and target poor driver behaviour and help establish where to focus our early changeovers to BEV ambulances and wheelchair accessible vehicles.

We have already moved our directors and managers cars to BEVs (and one PHEV).

Having rolled out LED lighting at certain of our sites, we continue to deliver this at sites where this is practicable and viable. There were only three of our sites at Louth, Leicester and Wath, that heat with gas. The remaining sites are electrically heated, two with efficient air-to-air heat pumps.

Work in Progress

We recognise that our electrical infrastructure needs work to improve capacity and allow additional battery electric vehicle charging points (EVCPs) to be introduced at our centres. Not only will this help make us energy independent in the event of fuel shortages and strikes etc, but will also allow our drivers the peace of mind of knowing that they don't necessarily have to rely on public charging infrastructure.

We are looking at several of our sites with a view to electrifying heat and removing gas heating. Naturally, some of these sites rely on landlord agreements.



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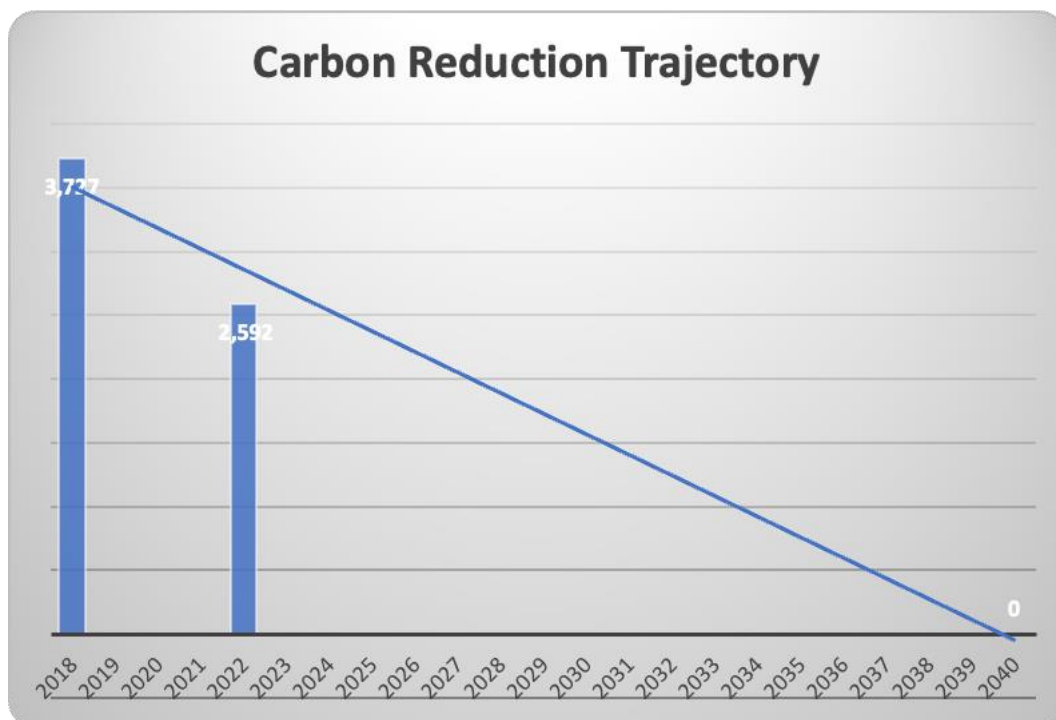
Where possible we are leasing newly acquired sites in concert with the land operators and this includes rugby clubs where our operational needs are well synchronised.

We are considering PAS2060 although at this stage our focus is on implementing tangible and actual measures and not relying on sequestration and offsetting. Our aims, as far as reasonably practicable, are to be net zero as opposed to carbon neutral. We are placing emphasis on ESOS as opposed to ISO 50001 as we understand that at this stage, the former will provide us with more calculated and actual actionable opportunities to implement.

This report has been conducted using the guidance of the Greenhouse Gas Protocol. HTG-UK is accredited to ISO 14001 (2015) No: 324322021 and ISO 9001 (2015) No: 324262021.

We project that carbon emissions will decrease significantly over the next five years and with the measures in place. Assuming same size operational fleet as of 2018, we expect to see a 10%-15% reduction in emissions by 2026. We will have a much clearer appreciation of this post our ESOS reporting in early 2023. It is important to us that all our targets and emissions reductions calculations are SMART and can be verified independently.

Direction of trajectory against these targets can be seen in the graph below:



Estimates and exceptions



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Our electricity and gas data are built around our ESOS Phase 2 and Phase 3 data which was independently compiled and notified to the Environment Agency in accordance with the directive (2012/EU/27) and which contains some estimates due to non-half hourly billing at most sites and reliance on readings and estimates.

Our water use is based on an extrapolation of water billing for a similar period for three sites, calculation for water use per staff member at these sites is then calculated for staff numbers at each site during the baseline year. **We await data for 2022.**

Our waste and recycling data is based on Eurobin lifts and litre data in 2020/21 which did not change since 2018 for five sites and extrapolated for remaining sites based on staff numbers during our baseline year. A figure for litres to kg of material has been provided using the UK Government's waste classification scheme for commercial paper and card. Our material is not source segregated but goes for closed loop recycling. **We await data for 2022.**

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

A move of our wheelchair accessible vehicles and ambulances to battery electric vehicles. The increased electrical capacity at our sites and roll out of more electric vehicle charging infrastructure.

The installation of renewable energy including solar PV arrays.

Continued operations on energy efficiency measures, controls, and behaviours within our buildings and across our fleet through the more consistent use of our new and more intelligent telematics system that are now in operation.

Having delivered several of the recommendations for our ESOS Phase 2 report, we are working through the findings of our ESOS Phase 3 report, provided in Autumn 2023. This is allowing us to begin further tangible activity on our estate and fleet.

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 standard⁴ and use the appropriate Government emission conversion factors for greenhouse gas company reporting⁵.

Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements, and our 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) Standard⁶.

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

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

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



Carbon Reduction Plan

This Carbon Reduction Plan has been independently produced from HTG-UK data by our consultants CLS Energy (Consultancy) Ltd and reviewed and signed off by the board of directors.

We fully intend to include the following scope 3 emissions within our future reporting, back-dated to our baseline where possible:

1. Upstream transport and distribution - outbound logistics. The transportation and distribution of products purchased and use of these services by HTG in the reporting year between our tier 1 suppliers and our own operations (in vehicles and facilities not owned or controlled by HTG as the reporting company).

Upstream emissions are indirect GHG emissions related to purchased or acquired goods and services.

2. Operational use waste and recycling. Based on Eurobins per site, size of these in litres, number of lifts per week and type of waste.

3. Business travel – To include all business-related travel activities including flights, trains, buses, ferries, taxis where data available, as well as company car travel, BEV claims or miles, grey fleet (mileage reimbursement) and (where available) cycling and walking for 2018 and 2022.

4. Employee commuting. Where data and GDPR permit.

5. Downstream transport and distribution - Downstream logistics (after point of sale). The transportation and distribution of products sold by us in the reporting years between our operations and the end consumer (if not paid for by HTG). This includes retail and storage (in vehicles and facilities not owned or controlled by HTG). **Downstream emissions** are indirect GHG emissions related to sold goods and services.

Signed on behalf of the Supplier:

Signed

Name Mr Derek Laird

Position Managing Director

Company HTG UK

<https://www.htg-uk.com>

Date: 4th October 2023



Carbon Reduction Plan

Signed on behalf of independent report producer:

Signed

A handwritten signature in blue ink, appearing to read "AAs", with a stylized flourish at the end.

Name Alan Asbury

Position Director

Company CLS Energy (Consultancy) Ltd

<https://clsenergy.com>

Date: 4th October 2023