



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.

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.

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

Supplier name: ...BioteCH₄ Limited.....

Publication date: ...31st July 2024.....

Commitment to achieving Net Zero

The UK Government amended the Climate Change Act 2008 in 2019 by introducing a target of at least a 100% reduction in the net UK carbon account (i.e. reduction of greenhouse gas emissions, compared to 1990 levels) by 2050. The BioteCH₄ group including its affiliated companies is committed to working hard to achieve Net Zero emissions by 2050 at the latest.

This Carbon Reduction Plan applies to the following companies:

BioteCH₄ Limited
EnriCH₄ Limited
Hemswell Biogas Limited
Local Generation Limited
Thornfield 001 Limited
R100 Limited
Holme Bioenergy Limited
Changing Waste Limited

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. Our financial year runs from 1st January to 31st December. The baseline for future GHG reporting is 2021.

Baseline Year: 1st January to 31st December 2021

Additional Details relating to the Baseline Emissions calculations.

The internationally recognised Greenhouse Gas (GHG) Protocol categorises emissions into three scopes. This Carbon Reduction plan covers Scope 1 (Direct) and 2 (Indirect) and a defined subset of Scope 3 emissions. While it is optional to include Scope 3 emissions under the GHG Protocol, we are including them where data are available, as this is considered best practice. We have included the subset of five Scope 3 categories as required by Procurement Policy Note (PPN) 06/21.

The emission sources included in the baseline are:

Scope 1:

- Stationary combustion - natural gas, plant machinery, refrigerants;
- Mobile combustion - plant machinery, company owned/controlled vehicles, exports.

Scope 2:

- Purchased grid electricity used in on-site operations.

Scope 3, as required by PPN 06/21:

- Upstream transportation and distribution
- Waste generated in operations
- Business Travel
- Employee commuting
- Downstream transportation and distribution

Baseline year emissions:

EMISSIONS	TOTAL (tCO₂e)
Scope 1	9,704
Scope 2	428
Scope 3 (Included Sources)	4,766 By Category Upstream transportation and distribution: 2,260 Waste generated in operations: 1,718 Business Travel: 0 Employee commuting: 320 Downstream transportation and distribution: 466
Total Emissions	14,899 29kg CO ₂ e per tonne of waste handled. Most of our emissions are associated with the treatment of waste which is consistent with our primary business function. Given our carbon emissions are linked to the volume of waste we handle, we have chosen to monitor our progress to Net Zero by monitoring the carbon emissions per tonne of waste handled. An

	emissions intensity ratio of 32kgCO ₂ e per tonne of waste handled has been calculated for the baseline year, 2021.
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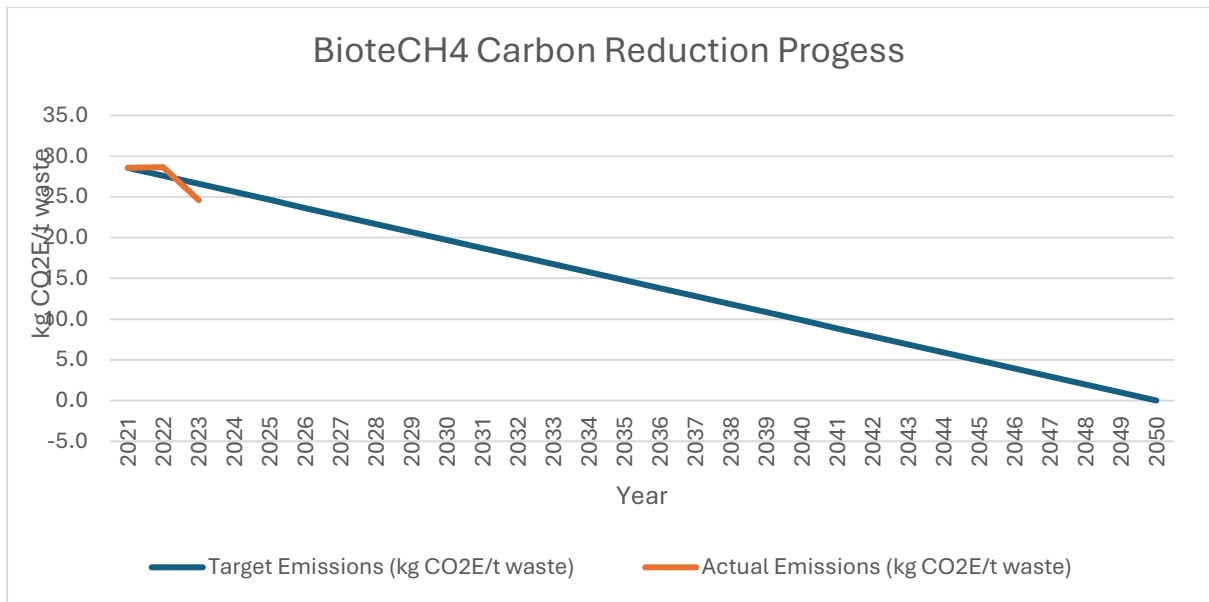
Current Emissions Reporting

Reporting Year: 1 st January to 31 st December 2023	
EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	9,743
Scope 2	566
Scope 3 (Included Sources)	5,835 By Category Upstream transportation and distribution: 2,615 Waste generated in operations: 2,433 Business Travel: 27 Employee commuting: 332 Downstream transportation and distribution: 427
Total Emissions	16,145 24kg CO ₂ e per tonne of waste handled

Emissions reduction targets

In order to continue our progress to achieving Net Zero, we have adopted following carbon reduction targets, which project that carbon emissions will decrease to ultimately reach 0 tCO₂e by 2050.

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 2021 baseline. The carbon emission reduction achieved by these schemes equate to a 24kgCO₂e per tonne, a 17% reduction against the 2021 baseline and the measures will be in effect when performing the contract.

During 2022, we:

- started the implementation of ISO14001;
- Streamlined our website and moved hosting platform to reduce Scope 3 emissions;
- Commenced six-monthly measurement of fugitive emissions from our AD sites, including identifying leaks and mitigation measures to stop the leaks; and,
- Installed and commissioned a biogas boiler at Holme Bioenergy, which has removed the need for heating oil.

During 2023, we have:

- continued with the implementation of ISO14001 to raise awareness and increase our focus on reducing environmental impact and carbon emissions in a structured and controlled manner;
- Reduced Scope 1 emissions through the installation, commissioning and ongoing operation of a 1MW natural gas Combined Heat and Power units at R100;
- Installed a biogas boiler at R100 which has removed need for heating oil; and
- Increased waste segregation and recycling drive across the group.

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

- While the CHP projects were completed at R100, Thornfield and Holme remain outstanding. We therefore hope to complete the installation and commissioning of onsite natural gas CHP at Thornfield and Holme.
- Increasing the volume of waste carried by each lorry, reducing both spare capacity in vehicles and the number of journeys made.
- We are working with our customers to reduce the level of non-organic packaging and contamination arriving in the waste feedstock. This will, in turn, reduce the volume of material we dispose to EfW or landfill.
- Diverting waste currently sent to landfill into Refuse Derived Fuel or Energy from Waste to reduce our reliance on landfill.
- Complete the roll-out and become ISO14001 accredited.

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 uses 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 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) Standard⁶.

This Carbon Reduction Plan has been reviewed and signed off by the board of directors.

Signed on behalf of the Supplier:



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Date:31st July 2024.....

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>