



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 Template

Supplier name: **WATER PLUS LIMITED**

Publication date: **18/12/2023**

Commitment to achieving Net Zero

Water Plus Limited is committed to achieving overall Net Zero emissions by 2040, or earlier, if possible. We aim to be carbon neutral for Scope 1 and Scope 2 emissions by the end of 2025 as part of our work. Our supply chain makes up most of our Scope 3 emissions, including those linked to the water provided and taken away from sites in England and Scotland through the water wholesaler network. The majority of those wholesalers in England are committed to achieving Net Zero by 2030, with Scottish Water by 2040.

As part of our commitment towards Net Zero, Water Plus publishes an annual environmental and corporate social responsibility update on the Water Plus website – ‘Taking Responsibility Report’, commencing in September 2022. We continue to gather data each year on the carbon impacts of our business and carbon emissions linked to our business.

Our ambition on Net Zero and the actions we’re taking also align with the UN SDGs including: SDG 6, which is all about clean water, including water efficiency and protecting it for the future; Goal 14 Life Below Water, along with Goal 11 Sustainable Cities and Communities, Goal 15 Life on Land and Goal 13 Climate Action.

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: 2020

Additional Details relating to the Baseline Emissions calculations.

Water Plus established initial baselines across our Scope 1, Scope 2 and Scope 3 emissions in 2020, including business travel for 2019/2020, the last full year prior to the pandemic. We relocated our main offices in May 2021 and introduced hybrid working from that time. We have worked closely with our landlords to track carbon emissions linked to our main office, where the majority of our staff are based.

Water Plus is working with our supply chain to gather carbon emissions data relating to the services they provide to us. This includes surveying all our suppliers to identify data linked to

carbon emissions for the services they provide to us. For baselines and tracking progress we are reliant on data from those businesses and organisations.

Baseline year emissions: 2020

EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	We are working towards gaining better data around utility use for our Staffordshire office
Scope 2	204
Scope 3 (Included Sources)	105 (from fuel combustion from staff business travel) 79,975.73 from water wholesalers (for 2021 calendar year)
Total Emissions	80,284.73

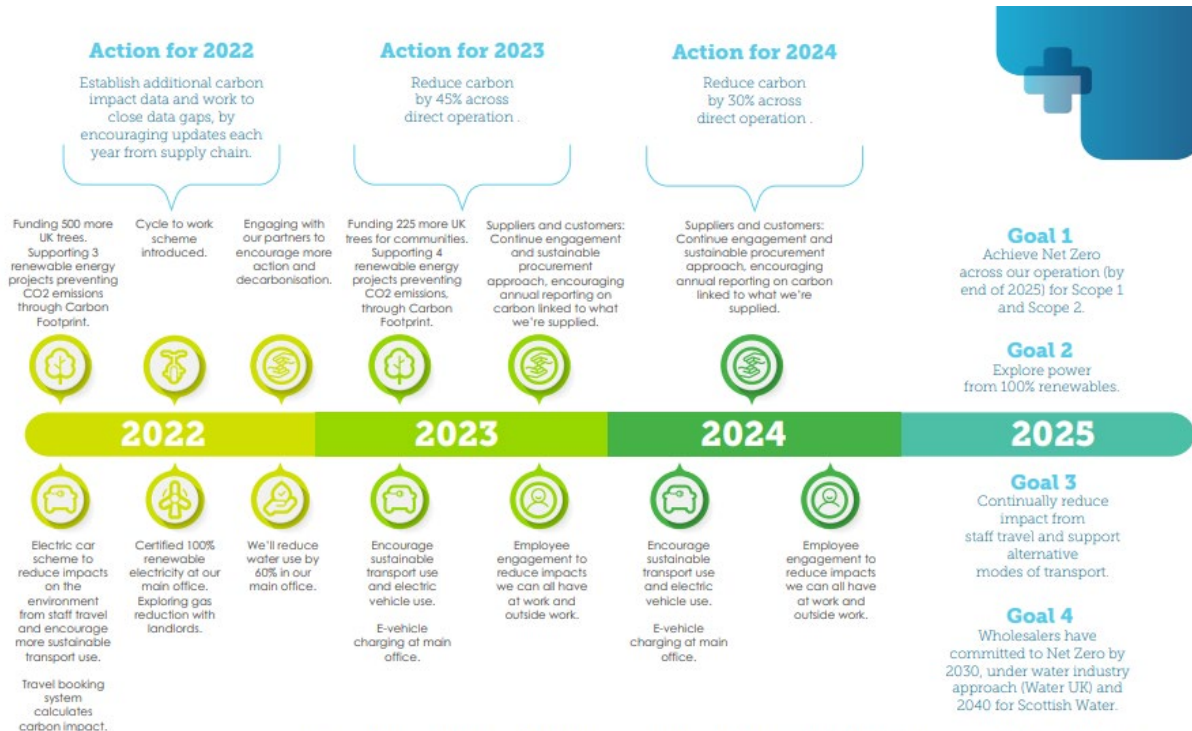
Current Emissions Reporting

Reporting Year: 2023

EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	We are working towards gaining better data around utility use for our Staffordshire office
Scope 2	166
Scope 3 (Included Sources)	18 (from fuel combustion from staff business travel) 83,607 from water wholesalers (for the 2022 calendar year)
Total Emissions	83,791 (note the reason for the increase in emissions is due to our customers using more water than in previous years)

Emissions reduction targets

Water Plus has an initial ambition around reducing carbon emissions by the end of 2025. We have set a detailed roadmap on actions for this, which is illustrated below:



Our ambition on Net Zero and the actions we're taking also align with the UN SDGs including: SDG 6, which is all about clean water, including water efficiency and protecting it for the future; Goal 14 Life Below Water, along with Goal 11 Sustainable Cities and Communities, Goal 15 Life on Land and Goal 13 Climate Action. See our section on what we're doing with communities, later in this report, for details on the other SDGs we're supporting.

Under our commitment towards Net Zero, Water Plus has, in 2022, launched an Electric Vehicle (EV) scheme and a Cycle to Work scheme to encourage employees to move to greener transport for commutes to and from our offices and for those who use vehicles during the working day. Water Plus does not own a fleet of vehicles. We continue to track and update the number of EVs used by staff annually and have surveys to gain further detail on how bicycles are being used by employees. Further details will be provided through our carbon reduction targets and progress reported in our 'Taking Responsibility Report' annually. This report also includes the table detailed below:

Progress against our ambition and targets can be seen below:

Tracking impacts: Emissions linked to our organisation and action taken

Scope emissions		Carbon Dioxide			Kilowatt hours			Action taken	
		Tonnes	per £1m of revenue	per employee	kWh	per £1m of revenue	per employee		
Scope 1	Emissions from gas used at office site	We continue to work towards gaining better data around utility use for our Staffordshire office.						We continue to explore with our landlord options around reducing gas used at office site. Our Scotland office has no gas use.	
Scope 2	Emissions from electricity purchase	2021	74	0.10	0.14	322,179	445.87	616	100% certified renewable electricity confirmed through site owners at new office location in Staffordshire.
		2022	182	0.24	0.35	858,212	1,142.98	1,647	
		2023	166	0.23	0.33	857,196	1,172.14	1,691	
Scope 3	Emissions from fuel combustion from staff work travel mileage claims	2020	105	0.12	0.19	400,257	470.00	707	Electric Vehicle initiative launched 2022 to encourage greener transport options by employees, with vehicles arriving with employees during 2023. Communications underway, to increase uptake and engage employees.
		2021	6	0.01	0.01	22,763	31.50	44	
		2022	11	0.01	0.01	25,791	34.35	50	
	2023	18	0.02	0.04	43,539	59.54	86		
Water wholesalers	Water wholesalers	2021	79,975 tonnes of CO ₂ e (assuming 95% Return to Sewer on the 196,307,641 m ³ water volume supplied Jan 2021 to Dec 2021)					Water wholesalers are working towards targets they have announced around Net Zero. Net Zero Hub due to be established by one wholesaler by Autumn 2023 to reduce operational emissions around water on network infrastructure.	
		2022	83,607 tonnes of CO ₂ e (assuming 95% Return to Sewer on the 205,221,721 m ³ water volume supplied Jan 2022 to Dec 2022).						

Further detail around the data in the above table can also be found in the Environment and CSR Reports on the Water Plus website: www.water-plus.co.uk/documents-and-guides/#environmental-and-sustainability

The content of the Environment and CSR Report 2023 has been endorsed by the Chairman of the Board.

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2020 baseline.

We have set actions for 2023 to reduce carbon by 45% across our direct operations and 30% in 2024. We already use 100% certified renewable electricity, the landlord of our main Staffordshire office has confirmed, and operate a zero to landfill waste policy.

Through accredited schemes, Water Plus has prevented 502 tonnes of CO₂ in 2022 and a total of 925 tonnes of CO₂ in 2023, by supporting UK-based Carbon Footprint verified renewable energy projects, including solar, wind and hydropower. Carbon Footprint Ltd retired Verified Carbon Standard credits for the projects, which meet BSi's PAS 2060 guidance on carbon neutrality requirements. We have also begun to phase out T8 lighting and replace it with LED lighting, where possible.

Our ambition towards Net Zero and the actions we're taking also align with the UN SDGs including: SDG 6, which is all about clean water, including water efficiency and protecting it

for the future; Goal 14 Life below water along with Goal 11 Sustainable Cities and Communities, Goal 15 Life on Land and Goal 13 Climate Action.

Water Plus has completed numerous 'Sustainability Days' at a range of industrial and public sector customer sites highlighting water efficiency and how using water in a more efficient way in workplaces and at home can save energy and reduce carbon emissions too. Our Key Account Managers visit sites to help customers with bespoke water management plans, highlighting additional water tracking and efficiency opportunities.

Within our Value Added Solutions team, we have completed water efficiency audits and installed water saving equipment which has delivered an average of 34.6% reduction in water consumption across 42 sites in Leicestershire. There are carbon emissions linked to all water provided to sites, so all water efficiency devices reduce the amount of carbon generated. We are expanding our work around water efficiency as part of helping our customers to achieve their sustainability targets and our approach, under our support towards Net Zero, will encourage further activities to help reduce Scope 3 emissions.

In the future, we hope to implement further measures such as launching a new 'Green Team' to work on internal engagement initiatives, further engagement with our large supplier base, encouragement of sustainable transport use and electric vehicle usage and the implementation of further water efficiency activities across our customer base.

Declaration and Sign Off

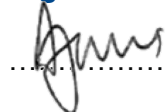
This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standard for Carbon Reduction Plans.

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 (or equivalent management body).

Signed on behalf of the Supplier:



..... Tony McHardy, Managing Director of Prime

Date: 15th December, 2023.

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>