

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.

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

² Technical Standard can be found at:
[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/991625/PPN_0621_Technic](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)

[al_standard_for_the_Completion_of_Carbon_Reduction_Plans__2_.pdf](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)

³ Guidance can be found at:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/991623/Guidance_on_adopti
ng_and_applying_PPN_06_21__Selection_Criteria__3_.pdf](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: Goldstar Care Services Limited

Publication date: 01st December 2024

Commitment to achieving Net Zero

Goldstar Care Services (GCS) Limited is committed to achieving Net Zero emissions by **2045**.

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.]

Goldstar Care Services Limited has not previously assessed or reported carbon footprint or emissions. Our Carbon Reduction Plan was created and published on 01st December 2024.

We intend to work with a third party and key suppliers to: **upstream transportation and distribution, waste generated in operations, business travel, employee commuting and downstream transportation and distribution.**

We will report these our future carbon footprint or emission report in **December 2024**.

Our first report will be in December 2025 and will be used as our Baseline.

Baseline Year: December 2025

Additional Details relating to the Baseline Emissions calculations – Not applicable for now, please see comment above .

[Instructions to Suppliers:

Add commentary regarding your Baseline Emissions as required: e.g. historic baseline which deviates from the requirements under this measure (e.g. no prior Scope 3 emissions reporting), where there is no previous reporting and the creation of a new baseline due to substantial organisational change or restructuring]

Baseline year emissions: Not applicable for now, see comment above.

EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	N/A
Scope 2	N/A
Scope 3 (Included Sources)	N/A
Total Emissions	

Current Emissions Reporting

Reporting Year: Not applicable for now, see comment above.	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	N/A
Scope 2	N/A
Scope 3 (Included Sources)	N/A

N/A

Total Emissions

Emissions reduction targets

[Instructions to Suppliers:

If existing emissions reduction targets are in place for your organisation, please provide details below.

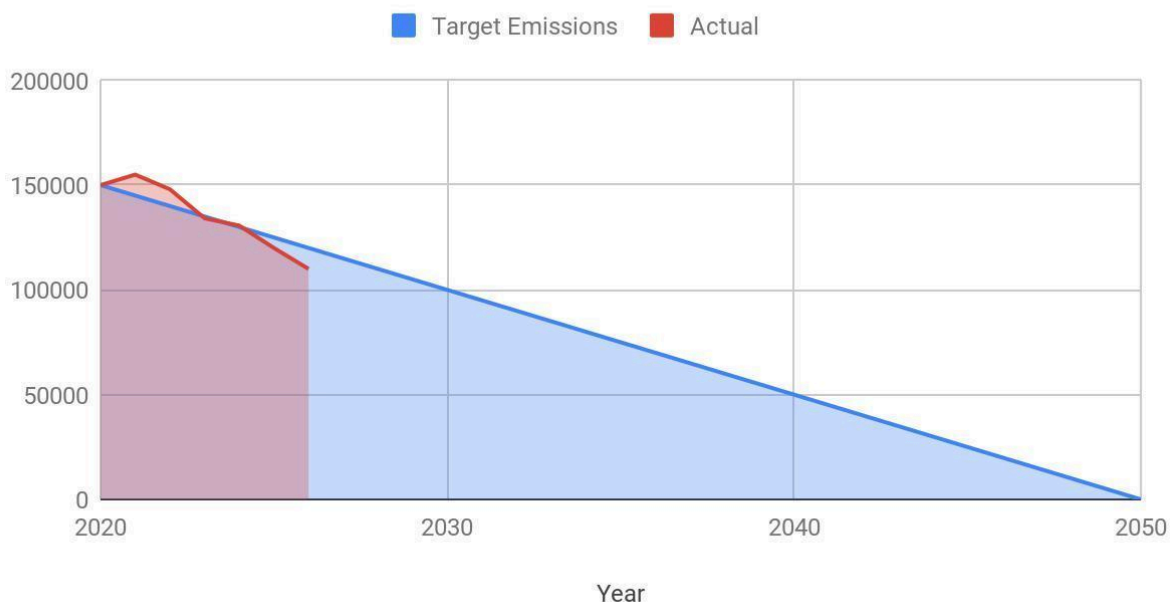
If you have no previous emissions reduction commitment, or if this is your organisation's first carbon footprint, please provide targets for your organisation]

In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets. (please see comment below)

We project that carbon emissions will decrease over the next five years to **1300** tCO₂e by 20**30**. This is a reduction of **20**%

Progress against these targets can be seen in the graph below: **Not applicable for now, see comment above.**

Carbon Reduction: Projected vs. Actual



Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented **since creating our Carbon Reduction Plan in 2023**. The carbon emission reduction achieved by these schemes equate to **N/A** tCO₂e, a **N/A** %ge reduction against the **N/A** baseline and the measures will be in effect when performing the contract.

[Instructions to Suppliers:

Briefly provide details of some of your completed carbon reduction projects. This is for information only.

This may include environmental management measures such as certification schemes like ISO14001 or PAS 2060, signing up to SBTi or specific measures you have taken such as; the adoption of LED/PIR lighting controls, changes to policy resulting in a reduction in company travel and flights or the electrification of the company fleet.]

As a part of our strategy on sustainability, and as a domiciliary care agency, we are committed to reducing the environmental impact of our operations. We have established an Environmental Management System (EMS) on a corporate level:

- We hold ISO certification which documents the company's management of the ecological aspects and our commitment to environmental protection.
- Our environmental policy is dedicated to analysing the company's environmental responsibility, processes, steady improvements, and supply chain management from an environmental perspective.
- Our overall goal is to ensure that our activities for protecting the environment are systematically and continuously improved.
- When implementing new activities/procedure, environmental impacts are fully assessed.
- All employees are integrated into the implementation and execution of the EMS and environmental awareness forms part of the mandatory induction training undertaken by all employees.
- We monitor and report on defined key environmental performance indicators, actively seeking to: **reduce energy/resource consumption, use sustainable resources/renewable energy where practical , minimise the use of hazardous materials, minimise the generation of waste, communicate best practice to staff and raise environmental awareness, encourage environmentally responsible behaviours , improve control of environmental risks and ensure compliance of environmental regulations.**

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

[Instructions to Suppliers: Please see comment below.

Briefly provide details of some of any likely/proposed future carbon reduction projects. This is for information only.]

Carbon Reduction Projects - The following environmental management measures and projects are ongoing:

- Continued transition to greener vehicle.
- Upgrading GCS office to LED lighting.
- Continue to reduce product packaging and waste.
- Move to cloud-based systems rather than on-premises.

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

- Continued transition to greener vehicles.
- Refurbishment and improvement/upgrade of facilities to be more energy efficient.
- On site renewable energy installations.
- Working with the supply chain and delivery partners to manage and reduce our Scope 3 carbon emissions.
- Continue to reduce waste across supply chain, production units and on site.
- Efficiency programmes to reduce deliveries.

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 **will be** 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 **will be** 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:

Mrs Parita Harrison - Managing Director & Register Manager

Date: 07th January 2025

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>