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[1] 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 Standard[2] and Guidance, 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
- 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 to satisfy this particular condition of participation.

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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_Technical_standard_for_the_Completion_of_Carbon_Reduction_Plans__2_.pdf

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 Template

Supplier name: West Wallasey Car Hire Limited

Publication date: 29 October 2026

Commitment to achieving Net Zero

West Wallasey Car Hire Limited is committed to achieving Net Zero emissions by **2050.**

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: 2050	
Additional Details relating to the Baseline Emissions calculations.	
We have made a commitment to be a net zero organisation by 2050. We will achieve this by pursuing an ambitious 1.5°C aligned science-based target for our full value chain emissions and compensating residual hard-to-decarbonise emissions with certified greenhouse gas removal.	
Baseline year emissions: 2023	
EMISSIONS	**TOTAL (tCO_2e)**

Scope 1	**889**
Scope 2	**83**
Scope 3 (Included Sources)	**37,258**
Total Emissions	**38,230**

Current Emissions Reporting

Reporting Year: 2025	
EMISSIONS	**TOTAL (tCO_2e)**
Scope 1	**962**
Scope 2	**71**
Scope 3 (Included Sources)	**41,465**
Total Emissions	**42,498**

Emissions reduction targets

We are committed to making a meaningful contribution to the UN Sustainable Development Goals (SDGs). SDG13 requires us to take urgent action to combat climate change and its impacts, including reducing emissions to align with global commitments.

To achieve net zero emissions in our operations by 2050 we will:

- Reduce absolute scope 1 and 2 GHG emissions 30% by 2028 from a 2023 base year.
- Reduce scope 3 GHG emissions 30% by 2028 from 2023 base year.
- From 2035 compensate for other residual hard-to-decarbonise emissions with high quality certified greenhouse gas removal. • Commit to carbon emissions savings to achieve net zero by 2050 (NT44).
- Contribute to certified carbon offset funds (compliant with UKGBC guidance) (NT64).

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2023 baseline. The carbon emission reduction achieved by these schemes equate to 100 tCO2e, a 10%ge reduction against the 2023 baseline and the measures will be in effect when performing the contract

- We have installed 5 10kW wind turbines on-site at our Wallasey headquarters, with the capacity to offset c100 metric tonnes of CO2 annually. The impact of the wind turbines in the year is to reduce Net CO2 equivalent emissions to 874 metric tonnes; as well as reducing over energy consumption by 451,532 kWh.
- We are accredited for ISO50001 Energy Management.
- We have purchased a range of Renault Kangoo e-Tech and Peugeot e-Experts.
- We have installed two EV charging points at our Wallasey site.
- We participate in The Wirral Council Air Quality Strategy Forum which includes Carbon Reduction Strategy.
- We use Electric Vehicles for In-House Logistics.
- We are a Net Producer of Green Electricity.

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

- Developing our GHG Management Plan which will identify targets for Scope 1, 2 and 3 emissions, priorities for action, investment, governance and reporting.
- Increasing the proportion of renewable energy consumed in our workplaces and in powering our vehicle fleet.
- Increasing the proportion of electric and hydrogen fuel cell vehicles on our fleet.
- Reviewing our purchasing practices to reduce consumption, and in particular consumption of fossil fuels such as petrol and diesel, and we will operate proactively to minimise waste.
- Consulting and working constructively with our customers and our partners to proactively transition their operational vehicle fleets to electric and hydrogen fuel cell technologies.
- Establishing a carbon off-set fund to purchase high quality certified offsets at market rates and accelerate our own and others' efforts to decarbonise.

- Considering alternative working practices, review our vehicle delivery strategy, and provide information and support to employees on sustainable transport options to and from our places of work.
- Complying with the reporting requirements of the Science Based Target initiative.
- Communicating our progress to our customers, suppliers, employees, and other stakeholders via our Annual Report.
- Integrating our carbon reduction plans through the application of our Environmental & Sustainability Policy, our Environmental Management Systems certified to ISO14001 and our Energy Management Systems certified to ISO50001.
- With regards to Scope 3 we are in the process of preparing a Scoping Document including a Gap Analysis, to assess what categories are relevant to us and timeframe / cost to meet these requirements.

Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 006 and associated guidance and reporting standards 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 standard[3] and uses the appropriate Government emission conversion factors for greenhouse gas company reporting[4].

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) Standard[5].

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:

P. Ne

Date: 03/11/26

[3] https://ghgprotocol.org/corporate-standard

[4] https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting

[5] https://ghgprotocol.org/standards/scope-3-standard