

CARBON REDUCTION PLAN



2022

This report has been prepared by Crown Agents in compliance with UK Government Procurement Policy Note 6/21:
Taking Account of Carbon Reduction Plans in the procurement of major government contracts.

This report comprises Version 2, dated 1 December 2021, and will be updated annually.

Report prepared with support from:



December 2022



FOREWORD

As an organisation focused on improving human lives, Crown Agents' adoption of an ambitious **Net Zero by 2050** climate protection target is a critical part of our commitment to the planet and future generations.

Societies around the world are facing the consequences of some of the most devastating crises in living memory, the impacts of which are being exacerbated by climate change in many cases. Collectively, if we are to provide meaningful support to these people, achieve the Sustainable Development Goals, and restrict global temperature rise to 1.5°C, the next few years are critical for actions to be taken to protect people and the planet.

We believe that it is imperative for every organisation to take responsibility for the impact it has on the planet, setting short, medium and long-term goals for eliminating their emissions. This Carbon Reduction Plan sets out our carbon emissions associated with our UK operations for our latest financial year (July 2021 to June 2022).



A handwritten signature in blue ink, appearing to read "Fergus Drake".

Fergus Drake
Chief Executive Officer



1. Commitment to Achieving Net Zero

Crown Agents Ltd is committed to achieving **Net Zero Emissions by 2050** for its UK operations.

2. 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 July 2018 to 30th June 2019 (Financial Year)

Additional Details relating to the Baseline Emissions calculations:

We have made a comprehensive audit of the included scope emissions in our UK operations from this baseline year in order to get a full impression of business as usual before the impacts of the COVID-19 lockdown. Our projections are based on growth of the business which are reflected in our Business-As-Usual CO₂ emissions. We have made these calculations based on our **Financial Control** over our emissions.

Baseline year emissions:

EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	12.1
Scope 2	83.7
Scope 3 (Included Sources)	1,736.1 This includes the following sources which are within the inclusion categories for Scope 3: <ul style="list-style-type: none"> • Delegates attending courses • Employee travel • Staff commuting • Waste normal • Upstream/downstream transportation and logistics • Trainers' travel • Waste IT
Total Emissions	1,831.8



3. Current Emissions Reporting

Reporting Year: 1st July 2021 to 30th June 2022 (Financial Year)

Additional Details relating to the Reporting Year Emissions calculations:

We have made a comprehensive audit of the included scope emissions in our UK operations from this reporting year, which reflects to a large extent the impacts of the COVID-19 lockdown. which still reflects to a large extent the impacts of the COVID-19 lockdown, the same as Reporting Year 1st July 2020 to 30th June 2021. We have made these calculations based on our **Financial Control** over our emissions.

Reporting year emissions:

EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	13.3
Scope 2	5.7
Scope 3 (Included Sources)	<p>321.1</p> <p>This includes the following sources which are within the inclusion categories for Scope 3:</p> <ul style="list-style-type: none"> • Delegates attending courses • Employee travel • Staff commuting • Waste normal • Upstream/downstream transportation and logistics • Trainers travel • Waste IT
Total Emissions	340.1



4. Previous Year's Reported Emissions

Reporting Year: 1 st July 2020 to 30 th June 2021 (Financial Year)	
Additional Details relating to the Reporting Year Emissions calculations:	
We have made a comprehensive audit of the included scope emissions in our UK operations from this reporting year, which reflects to a large extent the impacts of the COVID-19 lockdown. We have made these calculations based on our Financial Control over our emissions.	
Reporting year emissions:	
EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	15.3
Scope 2	8.1
Scope 3 (Included Sources)	287.9 This includes the following sources which are within the inclusion categories for Scope 3: <ul style="list-style-type: none"> • Delegates attending courses • Employee travel • Staff commuting • Waste normal • Upstream/downstream transportation and logistics • Trainers travel • Waste IT
Total Emissions	311.3

5. Emissions Reduction Targets

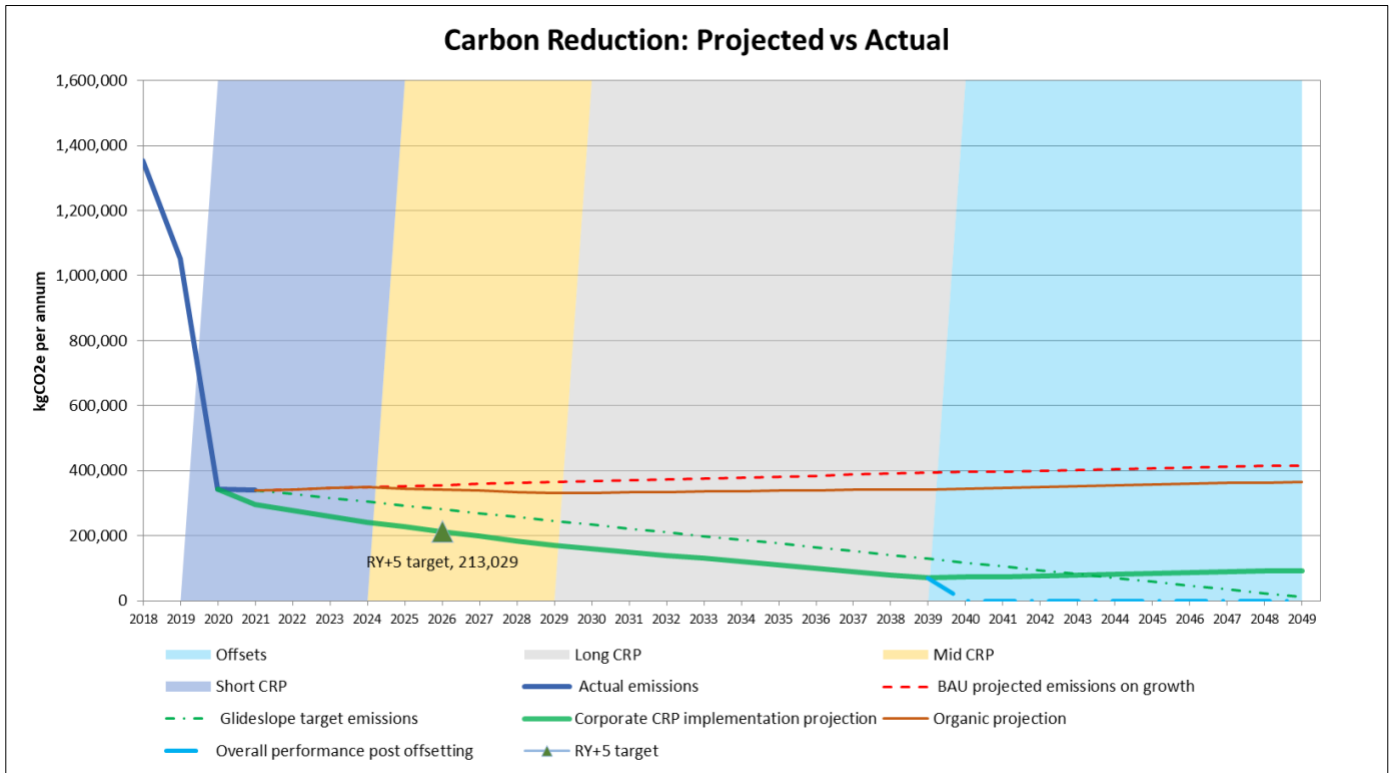
To continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets:

- We project that our carbon emissions will decrease over the next five years (from our baseline year figure) to 1,431 tCO₂e by Financial Year (FY) 2025-26. This is a reduction of 22% off our baseline year.
- Our current strategy is to achieve a smooth reduction slope originating from our baseline year emissions and concluding with zero emissions by 2050/51 at the latest. It is our current intention



to practicably minimise all emissions by 2040/41. From that point we aim to offset all residual emissions such that our carbon footprint as defined by PPN 06/21 is zero from 2041/42 through to 2050/51.

Progress against these targets can be seen in the chart below:



6. Carbon Reduction Projects

6.1 Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2018-19 baseline. The carbon emissions reductions achieved by these schemes equate to 76 tCO₂e, a 4.1% reduction against the 2018-19 baseline. These measures are ongoing.

- Source renewable energy for head office (Scope 2 emissions)
- Employee schemes to move to green commuting, homeworking
- Waste reduction policies (paperless office, IT re-use/recycle)
- Recruitment to further develop our corporate sustainability policies and carbon reduction strategies



6.2 Further Possible Reduction Initiatives

Over time the plan will need to be upgraded as further information comes to light. Among the areas where extra measures are currently thought likely to be needed are:

- Reducing staff travel by greater use of online/remote interactions
- More training via online/remote interactions
- The development of interactive training courses to minimize the need for face-to-face meetings
- Greater use of electric office heating
- Greater use of the most fuel-effective airlines
- Greater use of surface transport (mainly rail)

Other opportunities may also emerge.

Furthermore, we will monitor whether the actions of others could also contribute to Crown Agents' carbon reduction objectives. Examples of this could include carbon reductions through:

- transport, especially by Transport for London (TfL)
- logistics support
- use of alternative greener logistics suppliers

7. Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with UK Government Procurement Policy Note 06/21 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 standard¹ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting².

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) Standard³.

This Carbon Reduction Plan has been reviewed and signed off by the Crown Agents Board of Directors.

Signed on behalf of Crown Agents:

David Richardson
Chair

Date: 1st December 2021

¹ <https://ghgprotocol.org/corporate-standard>

² <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

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