



Cabinet Office

CARBON REDUCTION PLAN GUIDANCE

RM6116 Network Services 3

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.

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

³ Guidance 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

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: Block Solutions Ltd

Publication date: July 2024

Commitment to achieving Net Zero

Block Solutions is committed to achieving Net Zero emissions by 2050. We have held this commitment from 2021 when we undertook an assessment of our ESG issues and impacts (environmental, social and governance) working with an external expert consultancy Profit with Purpose. It is vital to us as a responsible business and a key supplier to public services within the UK to minimise our impact on society and the environment. Our ESG strategy and Net Zero plans are central to this.

Our baseline footprint is 2021(71.70tco_{2e}), details of which are provided below. To reach Net Zero by 2050 or sooner, we will achieve a 50% reduction in our Scope 1, 2 and relevant scope 3 GHG emissions by 2030. We will purchase credible carbon removal offsets to reach a Net Zero balance, via nature based and technological solution. In the intervening period we are purchasing carbon avoidance offsets to neutralise our annual emissions.

Achieving Net Zero will require targeted effort and actions in our offices, with our employees and across the supply chain in terms of driving the decarbonisation of purchased capital goods and hardware. As a small office-based organisation our material emission sources are found within the carbon embodied in the products we procure for our clients, from transportation of these products and from the use of the systems we implement. Our carbon footprint boundary excludes the products we purchase and supply; it remains a clear focus for us to consistently demand low carbon component parts and seek the most energy efficient transportation routes.

We will, therefore, work tirelessly upstream and downstream with our supply chain to realise emissions reductions in our processes and operations.

This will include actions across the following key areas across all Scope 3 emissions.

- Ensuring that our technical design and high-level architecture maximises opportunities to leverage the benefits of digitisation to utilise best in class hardware components, networks, and intelligent software
- Ensuring our design leverages technology, including hardware components, software, devices, and hosting services which significantly reduce power and resource consumption
- Working with our suppliers and clients to optimise the use of energy efficient products in the design and delivery of client projects and to design optimum processes for the distribution, delivery and installation of all project components and services.

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.

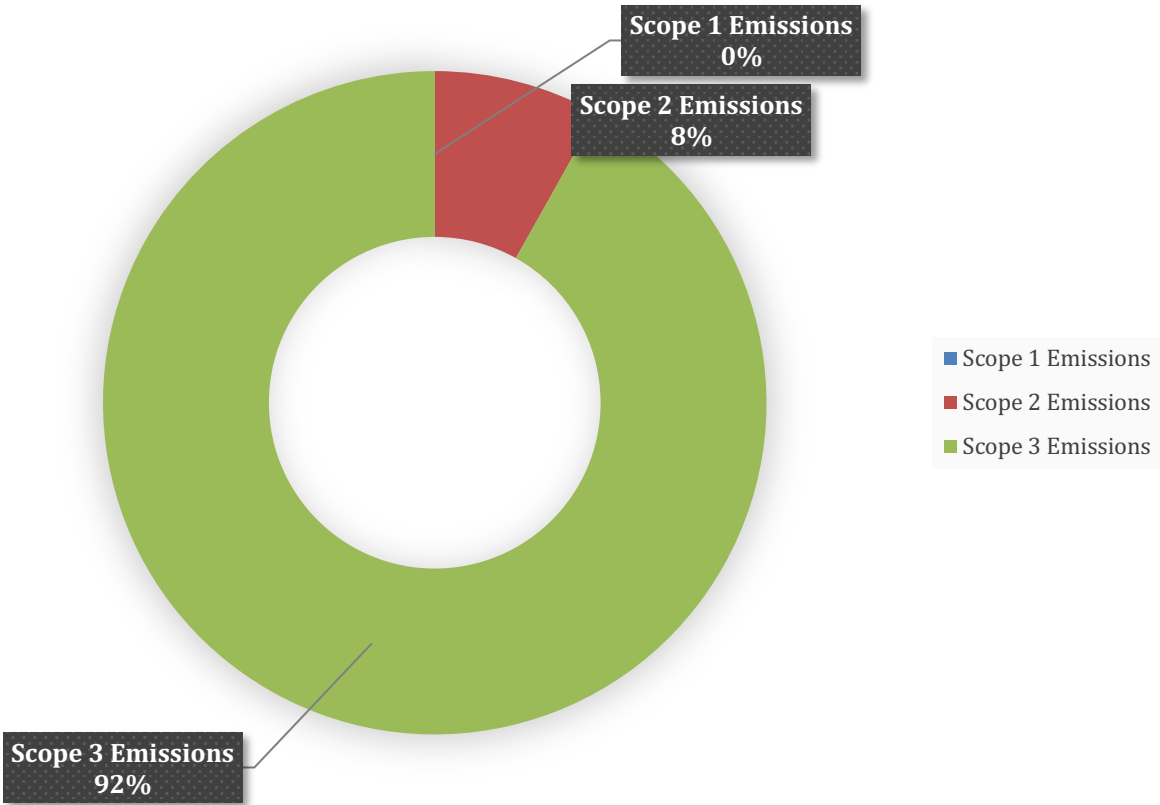
Baseline Year: 2021	
Additional Details relating to the Baseline Emissions calculations.	
<i>Our baseline year emissions relate to office based emissions – in this case electricity only (Scope 2). We have no gas or company owned vehicle emission sources. Scope 3 emissions relate to business travel and employees working from home.</i>	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	0
Scope 2	6.31
Scope 3 (Included Sources)	65.39
Total Emissions	71.70 tCO₂e

Current Emissions Reporting

Reporting Year: 2023	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	0

Scope 2	
Market based	5.41
Location based	12.39
Scope 3 (Included Sources)	61.12
Total Emissions	66.53 tCO₂e

Footprint Summary - Scope 1, 2 & 3



Scope 2 emissions – electricity use in our offices
 Scope 3 emissions – largely transportation and accounting for energy used by employees working from home

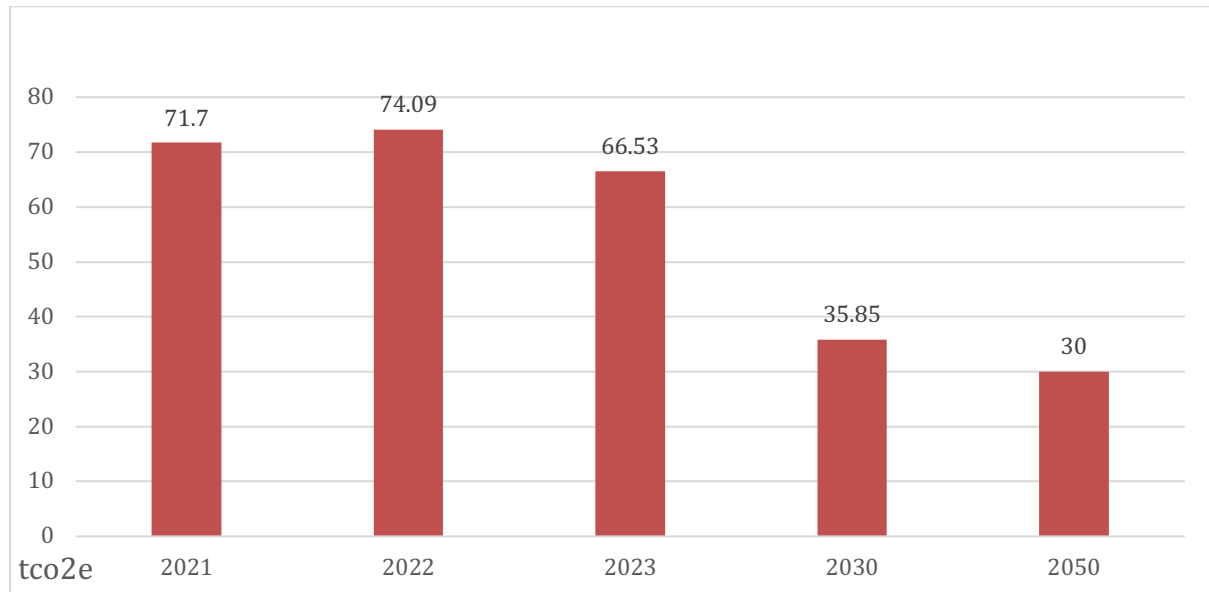
Our 2021 baseline year falls in the Covid-19 period when the majority of employees were working from home and business travel was much reduced. Although business travel has increased since this period, we have prioritised train travel over car or flights and are now

starting to see these emissions reduce. We now purchased 100% renewable zero carbon electricity from our energy provider in the London office.

Emissions reduction targets

In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets.

We project that carbon emissions will decrease over the next six years to **30.68 tCO₂e** by 2030 (on a market based approach). This is a reduction of **50%** from our baseline.



Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2021 baseline.

Since the introduction of our sustainability strategy in 2021, we have:

- Introduced an electric vehicle salary sacrifice scheme supporting our employees to reduce impact along with our cycle to work scheme. Our vehicle salary sacrifice scheme currently has a take up of 6% and we are regularly promoting its environmental benefits to our employee community.
- Developed new products that increase our ability to carry out work remotely rather than on site, reducing the need for our employees to travel to client sites. This is now producing results as our train travel emissions have reduced 22% over the year.
- Removed all our disposable cups from the office and provided staff with keep cups for use both at work and at home.
- Donated surplus office furniture to a school local to our Crewe office

- Maintained our Cisco Environmental Specialisation and recertified to an enhanced level - <https://www.block.co.uk/block-awarded-cisco-environmental-sustainability-specialisation/> (Cisco is our main supplier)
- Asked all teams to print only when essential which has reduced paper usage by 63%.
- Installed new video collaboration technologies within all workspaces to reduce the requirement to travel between office locations.
- Engaged our client community in our environmental efforts to gain cooperation in increasing our remotely delivered deployment services reducing the requirement for engineering teams to travel to client sites.

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

Utilising our real estate (offices and other premises) and hosting capabilities more efficiently,

- By taking specific measures to increase energy efficiency
- By committing to the procurement of 100% renewable electricity where possible
- By engaging our employees and stakeholders in our wider sustainability strategy

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:

Marc Chang - CEO



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>