



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 entity 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 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: HH Global

Publication date: January 2022

## Commitment to achieving Net Zero

HH Global is committed to achieving Net Zero emissions by 2035.

## 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.

<b>Baseline Year: 2020</b>	
<b>Additional Details relating to the Baseline Emissions calculations.</b>	
2020 was the most recent full year of carbon emissions data when we modelled our Science Based Target and is therefore used as our baseline.	
<b>Baseline year emissions:</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
<b>Scope 1</b>	<b>0 (no Scope 1 emissions)</b>
<b>Scope 2</b>	<b>377</b>
<b>Scope 3</b> (Included Sources)	<b>408,698</b> <b>Our Scope 3 emissions breakdown is as follows:</b> <ol style="list-style-type: none"><li><b>1. Purchased Goods &amp; Services (405,144 tCO<sub>2</sub>e)</b></li><li><b>2. Capital Goods (N/A - no capital goods purchases made in the reporting period that are not already accounted for in Scopes 1/2 or other Scope 3 categories)</b></li><li><b>3. Fuel &amp; Energy Related Activities (30 tCO<sub>2</sub>e)</b></li><li><b>4. Upstream Transport &amp; Distribution (N/A - all transport &amp; distribution is paid for by the customer, included in category 10 which is an aggregate of outbound logistics direct from supplier to customer)</b></li><li><b>5. Waste Generated in Operations (N/A - not included in FY20)</b></li></ol>

	<p>6. Business Travel (1,659 tCO<sub>2</sub>e)</p> <p>7. Employee Commuting (306 tCO<sub>2</sub>e)</p> <p>8. Upstream Leased Assets (N/A - no other material emission sources from assets we lease that are not already accounted for in Scopes 1/2 or other Scope 3 categories)</p> <p>9. Downstream Transport &amp; Distribution (842 tCO<sub>2</sub>e)</p> <p>10. Processing of Sold Products (N/A - processing of sold products is not a material source of emissions)</p> <p>11. Use of Sold Products (N/A - majority of products sold by HH Global do not consume energy during their use phase)</p> <p>12. End of Life Treatment of Sold Products (716 tCO<sub>2</sub>e)</p> <p>13. Downstream Leased Assets (N/A - no downstream leased assets during the reporting period)</p> <p>14. Franchises (N/A - no franchises in business model)</p> <p>15. Investments (N/A - no significant investments made in the reporting period that are not already accounted for in Scopes 1/2 or other Scope 3 categories)</p> <p>*Please note, N/A is where a category has been reviewed and deemed immaterial to HH Global's operations.</p>
<b>Total Emissions</b>	<b>409,075</b>

## Current Emissions Reporting

Reporting Year: 2021	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
Scope 1	0
Scope 2	220
Scope 3 (Included Sources)	<p>360,514</p> <p>Our Scope 3 emissions breakdown is as follows:</p> <ol style="list-style-type: none"> <li>1. Purchased Goods &amp; Services (360,514 tCO<sub>2</sub>e)</li> <li>2. Capital Goods (N/A - no capital goods purchases made in the reporting period that are not already accounted for in Scopes 1/2 or other Scope 3 categories)</li> <li>3. Fuel &amp; Energy Related Activities (45 tCO<sub>2</sub>e)</li> <li>4. Upstream Transport &amp; Distribution (N/A - all transport &amp; distribution is paid for by the customer, included in category</li> </ol>

	<p>10 which is an aggregate of outbound logistics direct from supplier to customer)</p> <p>5. Waste Generated in Operations (2 tCO2e)</p> <p>6. Business Travel (152 tCO2e)</p> <p>7. Employee Commuting (299 tCO2e)</p> <p>8. Upstream Leased Assets (N/A - no other material emission sources from assets we lease that are not already accounted for in Scopes 1/2 or other Scope 3 categories)</p> <p>9. Downstream Transport &amp; Distribution (6,807 tCO2e)</p> <p>10. Processing of Sold Products (N/A - processing of sold products is not a material source of emissions)</p> <p>11. Use of Sold Products (N/A - majority of products sold by HH Global do not consume energy during their use phase)</p> <p>12. End of Life Treatment of Sold Products (5,649 tCO2e)</p> <p>13. Downstream Leased Assets (N/A - no downstream leased assets during the reporting period)</p> <p>14. Franchises (N/A - no franchises in business model)</p> <p>15. Investments (N/A - no significant investments made in the reporting period that are not already accounted for in Scopes 1/2 or other Scope 3 categories)</p> <p>*Please note, N/A is where a category has been reviewed and deemed immaterial to HH Global's operations.</p>
<b>Total Emissions</b>	<b>373,687</b>

## Emissions reduction targets

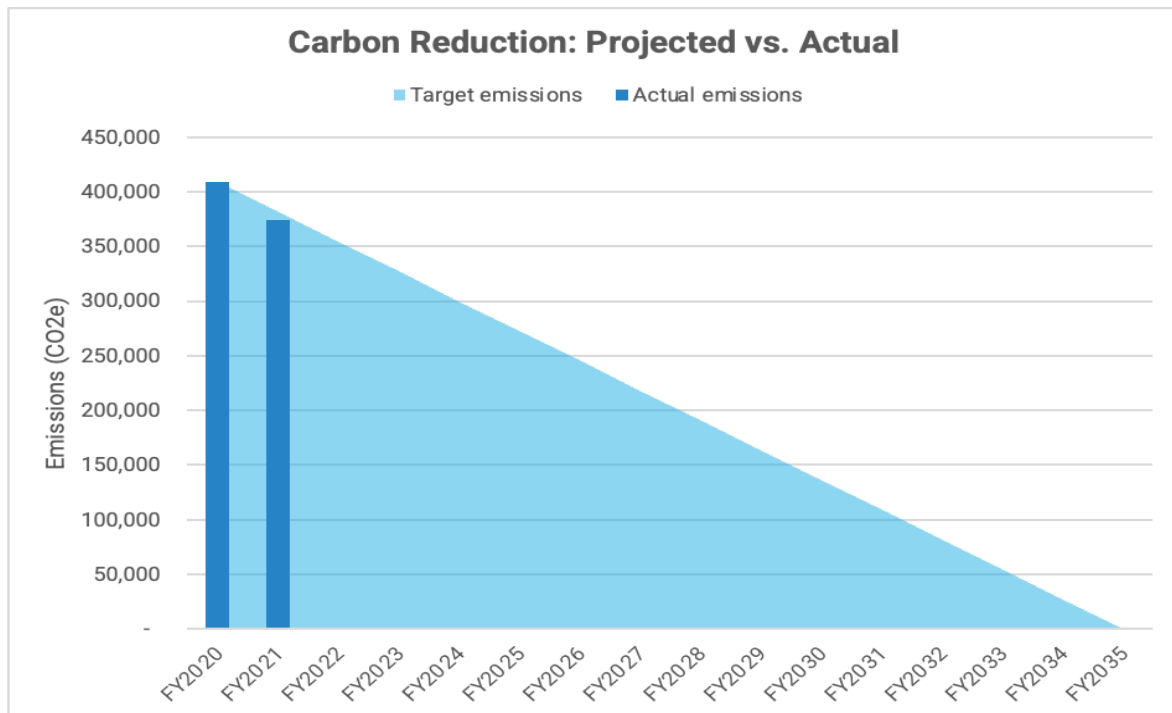
In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets.

**1) HH Global commits to reduce Scopes 1, 2 and 3 GHG emissions 25% per £m of revenue by 2025 from a 2020 base year.**

**2) Global commits to increase annual sourcing of renewable energy from 1.31% in 2020 to 100% by 2025.**

**3) Net zero emissions from our entire value chain by 2035.**

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



## Carbon Reduction Projects

### Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the **2020** baseline. These are examples of numerous projects we have carried out, and the carbon emission reduction achieved by all of these equates to **16,000 tCO<sub>2</sub>e**, a **4%** reduction against the **2020** baseline.

### Carbon Dashboards

We have invested in technology and processes to understand the carbon footprint of the products we purchase on behalf of our clients and this data is presented in clear and simple dashboards that help them visualise the environmental impact of their product choices and identify opportunities for choosing more sustainable alternatives.

In partnership with a third party, HH Global developed a tracking system that calculates the amount of carbon generated by individual projects, recommends and manages activities to offset that carbon and produces a certificate to verify the project as carbon neutral.

The result was a saving of 827.60 kg of CO<sub>2</sub>e.

### Backing Boards

HH Global has joined AIM-Progress, a forum of leading Fast-Moving Consumer Goods (FMCG) manufacturers and suppliers assembled to enable and promote responsible sourcing practices and sustainable supply chains.

In partnership with one of our clients, we transformed the store's backing boards using recyclable PET, which is now a permanent fixture. This change also decreased the weight of the materials used by 30% and reduced implementation time in-store.

The final result has supported our client in significantly reducing their carbon footprint through display and branding optimisation and more efficient logistics with transportation to store.

There are seven campaigns executed each year which make use of these backing boards. The project resulted in a saving of 301 tonnes of CO<sub>2</sub>e.

### 3D-printed POS

HH Global worked with one of our clients to introduce new sustainable material guidelines in December 2019, ensuring that all corrugated cardboard and board used in their products was 100% recycled. As a direct result of the new guidelines, a saving of 88 tonnes of CO<sub>2</sub>e was achieved.

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

#### General

HH Global will help keep global warming below 1.5C by reducing our carbon footprint and moving to net zero emissions. Many of our suppliers have their own environmental savings targets, working towards net zero – addressing water, electricity and carbon reduction, and recycling and repurposing waste materials from the production process. Identifying and on-boarding like-minded suppliers is key to HH Global reaching our 2035 Net Zero target.

### 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 standard<sup>1</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>2</sup>.

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<sup>3</sup>.

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: Kevin Dunckley – Chief Sustainability Officer**



DocuSigned by:

Kevin Dunckley

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Date: **31st January 2022**

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

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

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