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: Rix Petroleum (Mercia) Ltd

Publication date: 14/04/2026

Commitment to achieving Net Zero

Rix Petroleum (Mercia) Ltd 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: 2021	
Additional Details relating to the Baseline Emissions calculations.	
The baseline figure is based upon the total number of staff, total number of fuel delivery trucks, company vehicles and on-sites energy consumption for the relevant trading company.	
Baseline year emissions:	
EMISSIONS	**TOTAL (tCO_2e)**
Scope 1	**712**
Scope 2	**8**
Scope 3 **(Included Sources)**	**53**
Total Emissions	**773**

Current Emissions Reporting

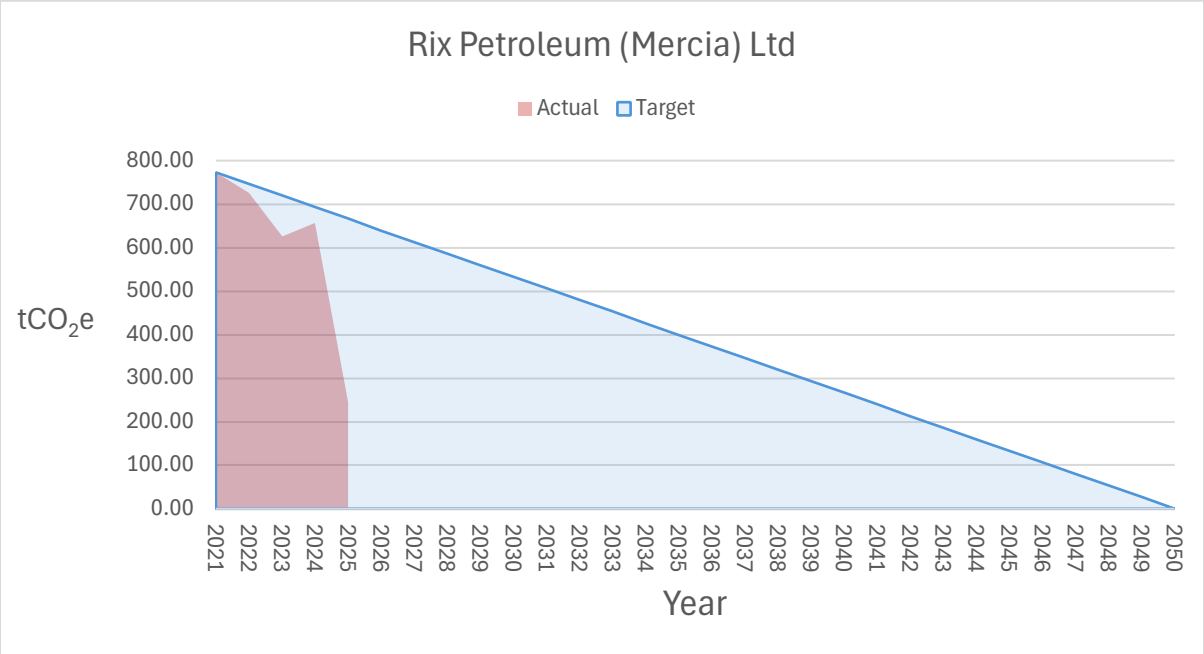
Reporting Year: 2025	
EMISSIONS	**TOTAL (tCO_2e)**
Scope 1	**227.65**
Scope 2	**0**
Scope 3 **(Included Sources)**	**17.85**
Total Emissions	**245.51**

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 five years to 603 tCO_2e by 2027. This is a reduction of 5%

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 2021 baseline. The carbon emission reduction achieved by these schemes equate to 90 tCO_2e, a 5% reduction against the 2021 baseline and the measures will be in effect when performing the contract

Rix Petroleum (Mercia) Ltd and its parent company J R Rix & Sons Ltd are working across its group of companies to reduce its CO2 emissions these include (but not limited) too:

- Accreditation to ISO14001 for the parent company
- Accredited to ISO50001 for the parent company
- Installation of a wind turbine at one of its static home manufacturing plants max rated at 80KW
- Installation of PV panels max rated at 180kw
- A LED light replacement plan where appropriate
- Vehicle replacement plan for company vehicles including encouraging company car drivers to choose hybrid or electric vehicles
- Use of Euro 6 engines in new trucks and use of Adblue to reduce emissions
- Drivers' efficiency plan for truck drivers to monitor driving styles and provide training where required
- Regular change of tyres on Rix Trucks to provide greater mpg
- New truck fitted with automatic gearboxes for smoother driving style
- Installation of electric charging points at J R Rix & Sons motor dealership and static home manufacturing plant
- Introduction of "bike to work" scheme for employees.

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

- Use of carbon neutral fuel for the tanker fleet such as HVO

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[1] and uses the appropriate Government emission conversion factors for greenhouse gas company reporting[2].

[1] https://ghgprotocol.org/corporate-standard
[2] https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting

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[3].

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:



……

Date: 14.04.2026……

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