

# Carbon Reduction Plan Template

Supplier name: NHS Professionals LTD

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## Commitment to achieving Net Zero

NHS Professionals is committed to achieving Net Zero emissions by 2030

## 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: 2019/20 (01/04/2019 to 31/03/2020)	
Additional Details relating to the Baseline Emissions calculations.	
Emissions data had not been published in prior years therefore we selected 2019/20 as our base year. The methodology for measuring our carbon footprint is in line with the Greenhouse Gas protocol and the BEIS Environmental Reporting Guidelines. The calculations were completed on the SmartCarbon Calculator using the UK Government emissions factors.	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	48.28
Scope 2	85.01
Scope 3 (Included Sources)	<u>Scope 3 total – 2,047.85</u> Upstream T&D – 86.41 Waste - 0.10 Business Travel – 430.36 Employee Commuting – 507.39

	<b>Downstream T&amp;D – not relevant – explanation provided</b> ((NHS Professionals is a professional services organisation in the UK that supplies temporary staff to the National Health Service. We provide services rather than goods and, as such, transportation and distribution of goods are not relevant to us)  <b>Other Scope 3 – 1,023.59</b> – other purchased goods and services
<b>Total Emissions</b>	<b>2,181.14</b>

## Current Emissions Reporting

<b>Reporting Year: 2024/25</b> (01/04/2024 to 31/03/2025)	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
<b>Scope 1</b>	<b>6.94</b>
<b>Scope 2</b>	<b>31.34</b>
<b>Scope 3</b> (Included Sources)	<b><u>Scope 3 total – 1,313.50</u></b>  <b>Upstream T&amp;D – 82.58</b>  <b>Waste - 0.01</b>  <b>Business Travel - 364.76</b>  <b>Employee Commuting - 61.6</b>  <b>Downstream T&amp;D – not relevant – explanation provided</b> ((NHS Professionals is a professional services organisation in the UK that supplies temporary staff to the National Health Service. We provide services rather than goods and, as such, transportation and distribution of goods are not relevant to us)  <b>Other Scope 3 – 804.55</b> – other purchased goods and services
<b>Total Emissions</b>	<b>1,351.77</b>

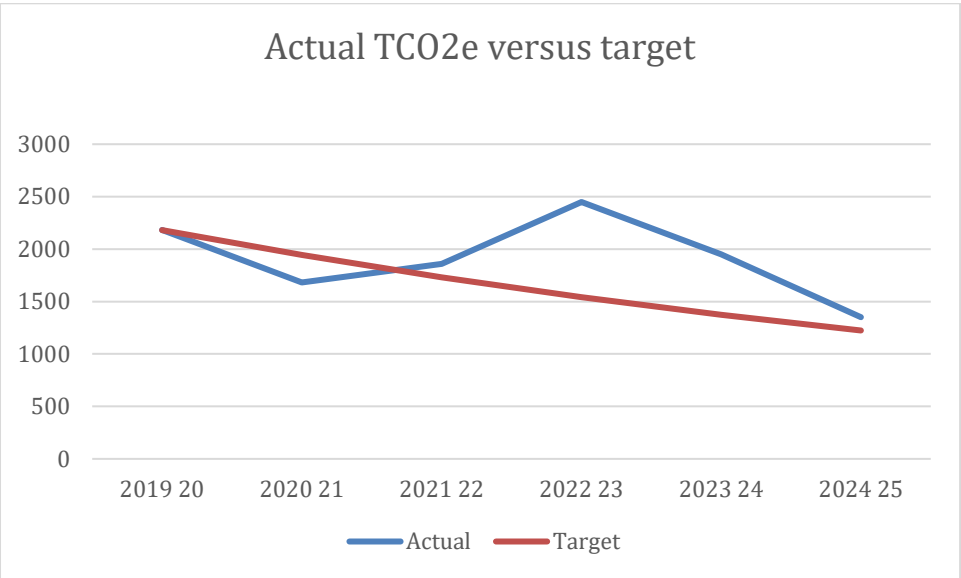
## Emissions reduction targets

We had no previous commitment to emissions reduction prior to 2019/20.

In order to continue our progress to achieving Net Zero since the base year 2019/20, we have adopted the following carbon reduction target. We project that carbon emissions will decrease to 1090 tCO<sub>2</sub>e by 2025/26. This is a reduction of 50% from 2019/20 and the projection is to reach net zero carbon by 2030. It is envisaged that carbon offsetting or technology such as carbon capture and storage will be deployed to achieve the difference between actual and net zero carbon.

It should be noted that this report for the first time includes full Scope 3 measurements (in addition to the Crown Commercial proscribed sources). The data for the base year has been updated in the same way.

Progress against these targets can be seen in the graph below (2019/20 to 2024/5 are actuals) with a total reduction tCO<sub>2</sub>e of 31.68% in 2024/25 when compared to the base year.



## Carbon Reduction Projects

### Completed Carbon Reduction Initiatives

It should be noted that lowered carbon emissions (from 2019/20) in CO<sub>2</sub> in 2020/21 and 2021/22 are attributed especially to the period during which COVID significantly impacted operational capacity. 2022/23 was a more typical operational year. Total tCO<sub>2</sub>e in 2022 was 2449 tCO<sub>2</sub>e. In 2023/24 tCO<sub>2</sub> was reduced to 1952 tCO<sub>2</sub>e.

In 2024/25 tCO<sub>2</sub>e reduced from the previous year by 31% to 1351 tCO<sub>2</sub>e. This represents a reduction of 1,097 tCO<sub>2</sub>e over a two year period. Of particular note for 2024/25 are year on year reductions in Scope 3 emissions for purchased goods & services – Manufacturing (-45%); Professional, scientific and technical activities (-42%); Admin & support services (-41%) as well as Business Travel (-22%)

The following environmental management measures and projects have been completed or implemented since the 2019 baseline. The measures will be in effect when performing the contract.

Carbon reduction projects have included:

- Implemented Environmental Management system and achieved ISO 14001: 2015 certification. Recertification has been confirmed as of August 2025
- Move to agile working that has resulted in reduction of company business travel and commuting. Since the base year business travel. tCO<sub>2</sub>e has reduced by 15% to 364 tCO<sub>2</sub>e in 2024/25. The 2024/25 data now includes well-to-tank factors (not included in the base year). tCO<sub>2</sub>e for commuting has reduced by 88% since the base year
- Launched fully electric vehicle lease scheme for staff
- Staff encouraged to use video conferencing where possible, that has reduced need for travel
- There is monthly reporting of all travel and this is reviewed at ExCo level to identify who is travelling and why
- Launched Hubble tool for booking on-demand co-working spaces with sites located by all of our Client Services team to discourage travel to corporate hubs for meetings
- Completed a Sustainability Opportunity assessment that will help us to build and implement our corporate sustainability strategy. This approach includes environmental, social and economic pillars of activity. Carbon reduction is an important element
- Launched "NHSP for Good: People, Planet, Prosperity" - the ESG strategy and vision for the business which includes the setup of a new sustainability advisory committee
- Partnered with Property providers for our Leeds Hub who have already achieved zero waste to landfill.
- All single use plastic items removed from Stationery contract
- Utilisation of a Carbon Reporting Tool to accurately record our carbon emissions
- Offset our unavoidable business travel carbon emissions for 2021/22 with Climatecare.org
- Pawprint app introduced for staff engagement and to promote carbon reduction behaviours
- Pilot completed for repair/reuse of IT equipment instead of recycling. Sourced a new supplier to provide refurbished laptops in place of buying new

- Initiated ESG supply chain assessment. The aim is to use a fresh approach to more accurately measure Scope 3 emissions with actual emissions data rather than through spend based data
- Downsizing of property portfolio with Hemel Hempstead site being reduced by two-thirds. This has reduced emissions, especially from energy and commuting. Completed in August 2023 and all excess furniture was sold to another company to promote re-use in place of recycling. Excess IT equipment reutilised for homeworking kits instead of being recycled
- Partnership implemented with CollectEco for all other furniture removal requirements – all items then refurbished (if required) and donated to local NHS Trusts or Charities avoiding hard-to-recycle items going to landfill
- With property searches sustainability is a key consideration. This is reflected in our Leeds office facility which is located in a building, designed specifically with environmental and social sustainability at its core
- Closure of our underutilised Manchester office which should see annual savings of 5,000 KgCO<sub>2</sub>e moving forward
- Monthly Board Report now has a dashboard reporting on sustainability related KPIs
- Introduction of full TCFD reporting into our Company Accounts

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

- Interventions to reduce power consumption focussed on staff awareness and specific actions to reduce energy from air conditioning as well as turning off computer monitors overnight
- Implementation of a supplier to refurbish our current IT equipment, including laptops, instead of purchasing new. Also, redeploying existing laptops and purchasing remanufactured laptops
- Engaging with our supply chain to support our net zero goal, requiring them to report on their carbon footprint data, and our apportionment, to improve the accuracy of carbon measurement
- All third-party suppliers to have completed a mandatory ESG assessment in the ARCUS Supplier Relationship Management system. This includes suppliers producing their own net zero target and plan (by 2030 at the latest) that align with NHS Professionals targets.
- Evaluation of purchased products with specific plans for more efficient usage such as switching from disposable to reusable equipment and reducing use of paper. Using low carbon substitutions where possible such as uniforms made from recycled materials.

- Active management and reduction of emissions from staff travel and, where possible, remove the need for travel. Measures to include working with our travel management company on highlighting the lowest emission options on our booking portal. This should result in switching domestic flights to rail and selecting lower emission flights, rail journeys and hotel stays. We will also introduce travel carbon budgeting and more effective reporting
- Deliver further reductions in emissions resulting from commuting to work. Encouragement of staff to use low carbon transport methods such as walking, cycling and public transport as well as a scheme to promote use of low or zero emission cars. Using the Pawprint app for data collection and encouraging carbon-friendly staff behaviours
- New partnerships in place to implement carbon offsetting that comprise traditional carbon offsetting projects alongside carbon removal processes and to offset 2024/25 carbon emissions and support our journey to Net Zero
- Increasing the frequency of Board level reporting on carbon emissions to quarterly
- Enhance reporting capabilities with full ESG metrics as an enabler for accelerating insight and progress – assisted by real time and predictive information.

## 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).

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<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>

Signed on behalf of the Supplier:

Signed by:

Richard Shearer

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Date: 27-08-2025 | 11:10 BST