Cabinet Office

CARBON REDUCTION PLAN

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[1] 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 Standard[2] and Guidance[3], 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

[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

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

Supplier name: CAPE MEDICAL SERVICES LIMITED

Publication date: 12/06/2026

Commitment to achieving Net Zero

CAPE MEDICAL SERVICES LIMITED is committed to achieving Net Zero emissions by 2040.

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: 2025
Additional Details relating to the Baseline Emissions calculations.
The CMS Net Zero report 2025-2026 (April 2026) is our second full voluntary report and will be compared with our April 2025 (2024 – 2025) emissions to track progress towards reducing emissions. **Cape Medical Services (CMS) Target Net Zero Plan for Decade Ahead** (*published September 2023*) introduces our company, illustrates goals and actions taken and identifies steps we plan to take to achieve lower emissions. By taking action from September 2023 and reviewing our plan annually, we will contribute to reaching net zero by 2050, aiming, along with our NHS clients and colleagues, to reach net zero for emissions we control directly by 2040. SMART targets we have set and monitor reflect our mission to improve. The marginal gains combined will have an holistic impact that we aim to demonstrate through voluntary reporting. We have devised our own expertly planned system to consolidate information, track impact and evaluate outcomes/ explore and reduce rate-limiting steps. We have identified areas to reduce carbon emissions via targets. CMS contacted DEFRA directly in 2025 to request a review of our report. Our details were passed on to DESNZ by DEFRA. Misalignment between these two organisations is noted in the Independent Review of Greenhouse Gas Removals (Dr Alan Whitehead, published October 2025) as is the confusion and lack of leadership from the Government. We find a parallel when

it comes to reporting as an SME. DESNZ responded that they could not review our report and further guidance is due in 2026. Copies of Dr Whitehead's report and the email to Cape Medical Services are available as annexes to our CMS Net Zero Report.
Baseline year emissions:

EMISSIONS	**TOTAL (tCO_2e)**
Scope 1	**0 CMS Company Vehicle (electric vehicle)**
Scope 2	**6** Office electricity and gas
Scope 3 **(Included Sources)**	**47.14** Business Travel Resident Doctors (RDs) *previously known as Resident Medical Officers (RMOs)* Business Travel Office Staff and Office Staff Commute Orchard House (RD House) gas and electricity emissions **Since April 2024, we have expanded our log of activity to now also include** Commutes via aeroplane *AND* air travel of overseas Doctors for arrival to the UK
Total Emissions	**53.14**

Current Emissions Reporting

Reporting Year: 2026	
EMISSIONS	**TOTAL (tCO_2e)**
Scope 1	**0 CMS Company Vehicle (electric vehicle)**
Scope 2	**6** Office electricity and gas

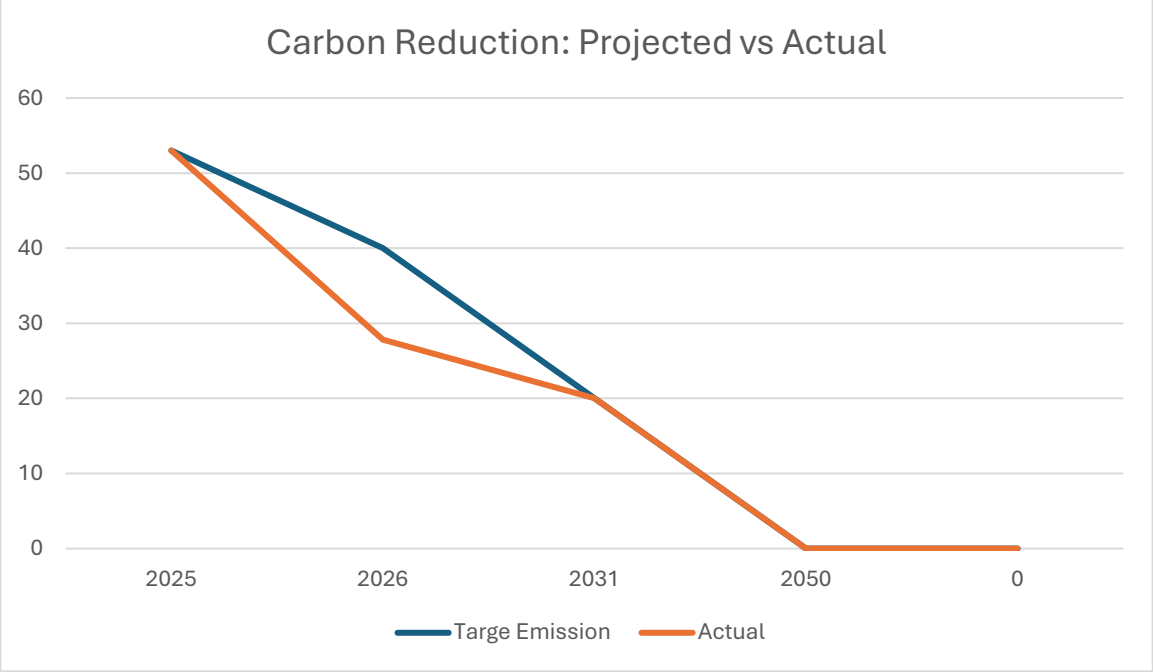
Scope 3 **(Included Sources)**	**21.802** Business Travel Resident Doctors (RDs) *previously known as Resident Medical Officers (RMOs)* Business Travel Office Staff and Office Staff Commute Orchard House (RD House) gas and electricity emissions Commutes via aeroplane *AND* air travel of overseas Doctors for arrival to the UK
Total Emissions	**27.802**

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 **20** tCO_2e by 2030
This is a reduction of **62%**

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 2025 baseline. The carbon emission reduction achieved by these

schemes equate to 25.338 tCO_2e, a 48% reduction against the 2025 baseline and the measures will be in effect when performing the contract

- Office Staff Commute: We have invested in a new computer system and laptops for each member of staff to enable working from home at least one day per week. Carpooling is encouraged: one third of our office staff members carpool thereby further reducing office staff commute emissions.
- Office Staff Business travel: We have reduced site visit meetings by instigating frequent online meetings. Where necessary, business travel has been made using the electric company car for every journey (Electric car: Skoda Enyaq 80 Jan 2023)
- Retention of current international staff, reducing incoming staff flights
- Business travel Resident Doctors (RMO/ RD): The nature of the role requires two journeys per shift rather than daily travel. We extend shifts where possible to reduce travel. We monitor Doctors' off rota locations as part of our Sponsorship duties and use this information to choose best-located Doctor in case of emergency deployment, reducing distance travelled.
- A large proportion- almost half- of RD travel emissions during 2024-2025 was air travel (10.31 tonnes CO2E for two members of staff vs 11.09 tonnes of bus/train/taxi travel for 38 employees)- although infrequent the emissions are considerable.

  To combat this, we have assisted one of the two members of staff who use air travel in finding a permanent UK-based residence. The second individual has moved on in their career.
- All new Doctor employees will be required to reside in the UK during their Cape Medical career- Orchard House, the CMS owned property to house Resident Doctors, remains available to all our employees.
- Rota working locations supported by local staff, reducing commute
- Orchard House (CMS owned Doctor accommodation)
  energy: Green supplier E.ON appointed and maintained for both gas & electricity
- Orchard House energy: Heating controlled and checked on a weekly basis. House verified post occupant vacation to ensure all lights/ heating is off

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

- Continue to seek advice from DEFRA/ DESNZ directly regarding the reporting process, **SBTi aligned targets**, **validation** and current support for SMEs
- Include market and location-based emissions calculation in 2026-2027 reporting.
- Further research into carbon offsetting with an aim to purchase meaningful carbon credits in 2027.
- Research updates from March 2026 regarding Kyoto Protocol:
  - Registry Systems under the Kyoto Protocol | UNFCCC
  - The Kyoto Protocol | UNFCCC
- Research carbon offsetting impact, pricing and availability of installation of solar panels on Orchard House by April 2027- per Defra GHG Guidance.

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[4] and uses the appropriate Government emission conversion factors for greenhouse gas company reporting[5].

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[6].

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:



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Date: ……12/06/2026……..……..

[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