CARBON REDUCTION PLAN

1.EXECUTIVE SUMMARY

Civicare Beds, Herts & Bucks Ltd(Civicare) is committed to achieving Net Zero emissions at the latest by 2050. Reducing our Greenhouse Gas (GHG) emissions brings significant benefits for us, our service users, clients, suppliers and the wider community.

This Carbon Reduction Plan (CRP) will cover Civicare's baseline year information (2024), setting clear targets for reducing GHG emissions over key timeframes and planned actions to achieve Carbon Net Zero by 2050 at the latest. These will align with our obligations under the Greening Government Commitments (GGC).

Our aim is to ensure the highest levels of engagement with this Carbon Reduction Plan across the organisation. Some of these targets will be achieved through behavioural change, others will require funding in some cases, such as building and office improvements.

Civicare has no permanent vehicle fleet, and shared office space, hence Civicare already has a relatively small carbon footprint. These planned actions will reduce our levels of carbon production to Net Zero by 2050 at the latest, but an earlier date of Net Zero by 2040 is achievable as a stretch target.

2.MEETING THE REPORTING REQUIREMENTS

This plan follows the UK government Carbon Reduction Plan reporting approach and will be reviewed annually, with updated emissions reporting and reduction actions.

3.COMMITMENT TO ACHIEVING NET ZERO

Civicare is committed to achieving Net Zero GHG emissions by 2050. We recognise the urgent need to rapidly decarbonise the UK public sector, along with the whole of UK industry and global emissions.

4.CARBON FOOTPRINT METHODOLOGY

Civicare carbon footprint methodology is based on the assumptions of our operational model being largely administration-based and that our premises is controlled by a third party(private landlord).

Civicare is reporting its share of carbon emissions associated with its part-occupancy of shared office buildings. Civicare does not own or operate a vehicle fleet and has limited land use associated with its operations. Although Civicare has a relatively low carbon footprint due to its operational model, we remain committed to implementing targeted measures to reduce emissions across our operations and supply chain.

5.BASELINE CARBON EMISSIONS- APRIL 24 – MARCH 2025

5.1 Baseline year: FY 1st April 2024 - 31st March 2025

5.2 Scope 1

Civicare Scope 1 data consists of proportionate gas usage in our office.

Office location	Tonnes CO2e	Occupancy
Dunstable, Luton	0.1t	6 people
Total	0.1t	

For clarity, we do not own or operate a fleet of cars so there is no data to report in Scope 1.

5.3 Scope 2

Civicare Scope 2 data consists of electricity purchased for our office run by a landlord with multiple tenants so a change to tariff would need to come from them.

Office location	Tonnes of CO2e	Occupancy
Dunstable, Luton	0.1t	6 people
Total	0.25t	

5.4 Scope 3

Our Scope 3 footprint is primarily associated with business travel undertaken by employees using personal vehicles and public transport, hotel stays, waste disposal and water consumption. There are a number of roles and functions requiring travel across Civicare and we will continue to analyse this data to identify opportunities to reduce emissions.

Category	Tonnes CO2e
Employee business travel	2.6t
Hotel Stay	2.4t
Waste disposal	0.2t
Water Use	0.1t
Total	5.3t

5.5 Reporting year: 1st April 2025 – 31st March 2026

The 2024/25 reporting year establishes Civicare's baseline greenhouse gas emissions inventory against which subsequent annual performance is assessed.

For the reporting year 1 April 2025 to 31 March 2026, Civicare recorded total emissions of 5.65 tonnes of carbon dioxide equivalent (tCO_2e), comprising Scope 1 emissions of 0.10 tCO_2e, Scope 2 emissions of 0.25 tCO_2e and Scope 3 emissions of 5.30 tCO_2e. These figures are unchanged from the 2024/25 baseline. Civicare continues to prioritise measurable

reductions through efficient travel planning, digital working, energy management and responsible purchasing.

Emissions category	Baseline 2024/25	Reporting year 2025/26
Scope 1	0.10 tCO_2e	0.10 tCO_2e
Scope 2	0.25 tCO_2e	0.25 tCO_2e
Scope 3	5.30 tCO_2e	5.30 tCO_2e
Total	5.65 tCO_2e	5.65 tCO_2e

6.EMISSION REDUCTION TARGETS

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

Next 4 years to 2030: Target of 50% Carbon reduction

Period to 2040: Target of 75% Carbon reduction

Period to 2050: Target of 100% Carbon reduction to Net Zero

These are ambitious targets, with a steep initial reduction, but this ambition is deliberate as we recognise the urgency associated with the need to reduce carbon outputs. A lot of the proposed measures in the Projects & Initiatives section can be introduced or invested in by the first milestone of 2030.

7.1 CARBON REDUCTION PROJECTS

The carbon reduction opportunities in this section, once fully implemented, will reduce Civicare Greenhouse Gas (GHG) emissions each year in line with achieving Net Zero emissions by 2050 at the latest.

The projects listed below relate to Civicare's carbon reduction projects at three key milestone dates, 2030 (4 years ahead), 2040 (14 years ahead) and 2050 (our stretch target Net Zero date, 24 years ahead).

In order to achieve Net Zero, Civicare will be required to reduce across its Scope 1, 2 and 3 emissions.

The following environmental management measures and projects have been completed or started during the baseline year:

We will assess the benefits and feasibility of formal environmental management system certification, including ISO 14001, as the organisation develops its environmental controls.

Where the landlord and office arrangements permit, we will seek renewable electricity options and request relevant energy information.

In February 2025 our London head office LED spotlight fittings are now replacing fluorescent spot bulb fittings. The majority of the building is on passive infrared sensors with approx. 15 mins timer settings to reduce unnecessary energy usage.

Planned 30% reduction in printers across our office portfolio to reduce both paper and energy usage.

We prioritise energy-efficient laptops and responsible replacement cycles for management equipment, alongside power-saving settings.

We will set and review measurable internal reduction objectives for energy use and relevant travel emissions, drawing on recognised science-based approaches where appropriate.

Staff environmental awareness is supported through internal communications and practical guidance on energy use, travel and waste reduction.

We are implementing an engagement strategy to encourage our staff to learn more and reduce their environmental impact. This includes internal communications forums and events focused on environmental awareness days.

7.2 CARBON REDUCTION INITIATIVES

Over the next four years we plan to implement further measures which will continue to drive down emissions. We are considering several initiatives and those listed below are some examples of areas we are discussing.

Continuously work to collect the highest quality, primary data on our emissions to aid in reduction and progress measurement.

Work with operational leads to set carbon reduction priorities and engage suppliers on practical emissions reductions.

Reduce gas consumption by making sustainable choices for new buildings wherever possible.

Continue to procure renewable electricity for office locations where this is within our control and operational arrangements.

Reduce business travel by air, rail, and road through effective measurement and a sustainable travel policy.

Work with suppliers to understand their own emissions. Educate and encourage them to set their own carbon reductions targets in line with the science.

Continue to educate our staff to reduce their carbon impact both in and outside of work

Transparently report on our environmental metrics both internally and externally

8 SCOPE 1 (GAS) ACTIONS

We will review office heating efficiency with the landlord and explore feasible lower-carbon alternatives when heating systems are upgraded.

Offset any residual CO2 emissions through the purchase of equivalent carbon emissions credits from an International Carbon Reduction & Offset Alliance (ICROA) provider

9 SCOPE 2 (ELECTRICITY) ACTIONS

Implement all available technical solutions, including hardware and software building and energy management systems

Ensure we have power management policies in place for hardware such as laptops / PC / printers etc

Encourage behavioural change through publishing internally a dashboard of carbon output/energy consumption

Maximise purchase of renewable-backed energy tariffs as per latest guidance

Offset any residual CO2 emissions through the purchase of equivalent carbon emissions credits from an International Carbon Reduction & Offset Alliance (ICROA) provider

10 SCOPE 3 ACTIONS

10.1 Business travel

Continue to support and encourage hybrid working, in the context of continuing development of the Smarter Working policy. Encourage the continued use of virtual meeting platforms.

Continue to encourage the use of public transport, in particular trains, trams and buses

Provide a travel dashboard giving regular information on travel purpose and expenditure across the organisation.

Encourage transport sharing, increased use of public transport and the selection of lower-emission travel options, including electric vehicles for business travel where practical and available.

10.2 Employee commuting

Employee commuting is a relevant Scope 3 category. Civicare will strengthen commuting data collection through staff travel surveys and use the results to inform subsequent emissions reporting and sustainable travel initiatives.

Investigate the feasibility of offering staff who cover high mileage on Civicare business or make long commutes an Eco-Driving course to ensure that they are driving efficiently.

Investigate with Treasury any opportunity to offer a salary sacrifice, or discounted schemes offering employees access to sustainable travel options like e-bikes rather than using a car

Offer additional discounting for travel such as a bus pass scheme with local travel

10.3 Hotel Stays

Preference to be given to accommodation with the highest Green rating, using data from Click Travel.

Environmental criteria to be prioritised in booking accommodation or suppliers for corporate events. training and information should be provided to staff to understand how to reduce the impact of a hotel stay

Continued encouragement towards Hybrid / Remote meetings.

10.4 Employee learning and behaviour change

Every role in Civicare has an impact on our carbon emissions, and informed and motivated employees are key to making reductions. Every worker can reduce their energy footprint simply by switching off equipment at night, separating and sorting waste and travelling as sustainably as possible.

Actions taken to reduce the impact of employee behaviours and actions will have impact primarily on Scope 2 Electricity and some parts of Scope 3 Travel.

Regular information on reducing environmental impacts and carbon reduction could be shared with Civicare staff in various means such as a Blog, Newsletter, Webinar, Lunch-and-Learn sessions.

Role by role analysis could be undertaken and then each person given a number of actions and areas which they should ensure they act on. This could also be an essential part of the Annual Review process

An overall performance dashboard for Civicare carbon reduction should be regularly updated and displayed prominently on internal channels (eg WhatsApp and other social media forums)

Leadership team could have a budget to introduce measures and actions to reduce impact, or positively contribute to the environment through schemes such as tree-planting , bee hives or other Biodiversity Net-Gain actions

Regularly review and update working arrangements in line with best practice and latest technology developments

11 LEADERSHIP

The Executive Board of Civicare has given, and will continue to give, its full support to this Carbon Reduction programme and the team required to achieve Net Zero ambitions. The Executive Board will lead by example, by including regular updates in quarterly meetings and other Exec-level meetings. The Net Zero team will continue to have Exec-level support, helping to push for and then implementing changes, along with arranging for specific sub-project funding if and when needed.

12 DECLARATION AND SIGN OFF

This Carbon Reduction Plan is intended for publication on Civicare's website following director approval and will be reviewed and updated annually.

This plan sets out Civicare's baseline greenhouse gas inventory, reduction commitments and environmental management actions. The methodology will be reviewed against current government Carbon Reduction Plan reporting guidance and the GHG Protocol as part of annual reporting.

Scope 1 and Scope 2 emissions have been reported in accordance with Streamlined Energy and Carbon Reporting (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.

This Carbon Reduction Plan has been reviewed and approved at director level for publication.

Approved by: Rhoda Solomon | Position: Director | Date: 18 November 2026