CARBON REDUCTION PLAN

VossCare Group

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Supplier Name: Voss Care Group
Publication Date: 22 June 2026
Signed by: Blessing Gwindi
Position: Director and Registered Manager

Commitment to Net Zero

We are committed to achieving net zero carbon emissions by 2050. This Carbon Reduction Plan has been prepared in accordance with Procurement Policy Note (PPN) 06/21 and sets out our baseline position, our strategic approach to decarbonisation, and the measures that will guide our transition to Net Zero.

Our operational footprint includes office-based administration, training and compliance functions, workforce coordination, and the field-based delivery of care through support workers and clinical staff.

In line with our obligations under this procurement and all future public sector contracts, we will monitor, report and reduce emissions across Scope 1, Scope 2 and the mandatory Scope 3 categories. This Carbon Reduction Plan therefore serves as a formal statement of our compliance with government requirements and provides a clear roadmap for how we will achieve long-term carbon reduction and environmental responsibility.

Baseline Emissions

Baseline Year: 2023

Emissions Reporting Period: January 2023 – December 2023

We have established 2023 as our baseline emissions year. This reflects the organisation's first full year of operations and the first comprehensive assessment of greenhouse gas emissions across Scope 1, Scope 2 and the mandatory Scope 3 categories defined by Procurement Policy Note (PPN) 06/21.

As no previous emissions reporting has been completed, the data captured for 2023 forms the reference point against which all future carbon-reduction progress will be measured. This baseline provides a clear and consistent foundation for long-term monitoring, planning, and verification of reductions.

The baseline assessment covers all material emission sources relevant to our operational model, including:

- Office-based energy consumption, encompassing lighting, IT systems, heating and associated electricity use.
- Field-based service delivery, including travel undertaken by care and support staff when visiting service users and community locations.
- Digital and administrative infrastructure, including the operation of care management systems, training platforms and cloud-based storage services.
- Procurement-related emissions associated with uniforms, personal protective equipment (PPE), training materials and other operational supplies.
- Waste generation and employee commuting patterns, captured in accordance with Scope 3 reporting requirements under PPN 06/21.

Calculations follow the GHG Protocol Corporate Standard and apply the UK Government DEFRA 2023 conversion factors to estimate emissions in tonnes of carbon dioxide equivalent (tCO_2e).

Emission Scope	Category Description	tCO_2e
Scope 1	Direct emissions from company-owned vehicles	1.2
Scope 2	Indirect emissions from purchased electricity for office use	2.1
Scope 3	Staff commuting, business travel, procurement, waste management	47.8
Total		**51.1**

Emissions Reporting

Reporting Year: 2025

This reporting year covers the period from 1 January 2025 to 31 December 2025 and represents the organisation's most recent greenhouse gas emissions assessment. Emissions have been measured and reported against the baseline year of 2023 to monitor progress towards our carbon reduction objectives and Net Zero commitment.

All emissions have been calculated in accordance with the Greenhouse Gas (GHG) Protocol Corporate Standard and the UK Government's DEFRA 2023 greenhouse gas reporting conversion factors. The reported totals cover the full scope of our UK operations, including office-based functions, workforce travel, procurement activity, waste generation and the operation of digital and administrative systems.

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Scope 3	Staff commuting, business travel, procurement, waste management	47.8
Total		**51.1**

Compared with the baseline year, no material change in emissions has been identified. Total emissions are currently reported at 51.1 tCO_2e, consistent with the baseline assessment. As carbon reporting processes mature, future reporting periods will provide a more detailed assessment of year-on-year performance.

These figures will continue to be reviewed annually to enable transparent monitoring of progress against the reduction targets established within this Carbon Reduction Plan. Annual reporting will be used to identify further opportunities for carbon reduction and ensure continued progress towards achieving Net Zero emissions by 2050.

Reduction Targets

Voss Care Group remains committed to achieving Net Zero carbon emissions by 2050. Carbon reduction targets are reviewed annually to ensure they remain proportionate, achievable and aligned with government guidance and industry best practice.

Our carbon reduction strategy focuses on operational activities that generate the greatest proportion of emissions, including energy consumption, workforce travel, procurement, waste generation and digital infrastructure.

Progress against targets will be reported annually through governance arrangements and incorporated into future Carbon Reduction Plan updates.

Reduction Strategy

- **By 2030:** Further reduce office energy consumption through efficiency measures, digital working practices and reduced unnecessary travel.
- **By 2035:** Move to 100% renewable electricity contracts and begin transitioning business-related transport to electric or ultra-low emission vehicles.
- **By 2040:** Embed carbon requirements into procurement, including supplier sustainability checks and circular economy principles for uniforms and materials.
- **By 2050:** Achieve full Net Zero across all operational activities and contracted supply chains.

Projected Trajectory

Target Year	Projected Emissions (tCO_2e)	Reduction from Baseline
2028	43.4	15%
2035	30.7	40%
2040	20.4	60%
2050	Net Zero	100%

These milestones create a clear roadmap, showing how we will transition from our current baseline to full Net Zero, ensuring compliance with statutory requirements and providing evidence of continuous improvement.

Reduction Projects

Since establishing our baseline emissions position, Voss Care Group has continued to implement measures to reduce greenhouse gas emissions across its operations. These measures support reductions in energy consumption, travel-related emissions, resource usage and waste generation.

Office and Energy Efficiency

- Use of energy-efficient lighting and equipment across office functions.
- Energy-saving settings applied to IT equipment, including standby and shutdown controls.
- Ongoing reduction in paper consumption through digital administration and electronic document management.
- Monitoring and management of office energy usage to support efficiency improvements.

Workforce Travel

- Continued use of remote training platforms to reduce unnecessary travel.
- Management meetings, supervision sessions and some training activities are delivered virtually where appropriate, reducing unnecessary travel.
- Encouragement of efficient journey planning for community-based staff.

Digital Infrastructure

- Continued use of Birdie and cloud-based systems to reduce paper records and physical storage requirements.
- Electronic records, digital care planning and secure document storage.
- Digital signatures and electronic workflows to minimise paper usage.

- Cloud-based communication and collaboration systems supporting efficient working practices.

No additional carbon reduction measures have been formally implemented since December 2025 beyond those already described within this Carbon Reduction Plan. Voss Care Group continues to operate existing digital working practices, remote training arrangements and paper-reduction initiatives while developing further sustainability measures for future implementation.

Future Projects

Voss Care Group will continue to strengthen its environmental performance through a programme of initiatives focused on reducing emissions across Scope 1, Scope 2 and Scope 3 activities.

Energy Efficiency

- Transition to 100% renewable electricity supply for all office locations by 2035.
- Review renewable energy contracts annually.
- Review supplier sustainability information during procurement exercises.
- Introduce enhanced monitoring of energy consumption to identify efficiency opportunities.
- Assess future opportunities for low-energy heating, cooling and ventilation systems.

Work-Related Travel

- Expand the use of virtual compliance, supervision and case-review processes, reducing the need for staff to travel to central offices.
- Develop a formal Green Travel Framework that supports sustainable commuting behaviours, including public transport use, ride-sharing and efficient route planning for community-based staff.

Procurement and Supply Chain

- Continue to integrate mandatory environmental criteria into supplier evaluation and selection processes, with emphasis on demonstrable sustainability policies and carbon-reduction commitments.
- Continue to prioritise procurement of uniforms, PPE and operational materials that incorporate recycled content, reduced packaging or circular-economy design principles.
- Reduce unnecessary packaging and encourage sustainable purchasing practices.

Digital and IT Systems

- Continue investing in energy-efficient digital systems and cloud-based infrastructure.
- Replace outdated equipment with more energy-efficient alternatives as part of planned lifecycle management.

Staff Engagement

- Promote environmentally responsible working practices across the workforce.
- Increase staff awareness of sustainability initiatives and carbon reduction objectives.

Policy Integration and Operational Controls

We will embed carbon reduction objectives into our organisational policies and operational controls to ensure environmental considerations are consistently applied across business activities. Carbon reduction considerations are incorporated into business operations through:

- Digital records, electronic signatures and paper-light administration.
- Online training and remote meeting arrangements.
- Monitoring of resource usage and operational efficiencies.
- Procurement practices that consider sustainability alongside quality, value and service requirements.

Future initiatives under consideration include:

Increasing the use of virtual meetings and training to reduce travel-related emissions.

Further reducing paper consumption through digital record keeping and electronic workflows.

Incorporating sustainability considerations into procurement decisions where practical.

Encouraging environmentally responsible travel and working practices among staff. Reviewing energy consumption annually and identifying opportunities for efficiency improvements.

Exploring renewable energy options and low-emission transport solutions as the organisation grows.

Operational Controls

- Monitoring of office energy consumption and usage patterns.
- Digital systems that reduce paper, printing and postal requirements.
- Governance oversight of carbon reduction activities and environmental performance.

Accountability and Oversight

Overall responsibility for delivery of this Carbon Reduction Plan sits with Blessing Gwindi, Director and Registered Manager, supported by the senior management team. Progress against carbon reduction objectives is reviewed through governance arrangements, with actions monitored and updated as required.

KPIs & Monitoring

We will monitor progress against our current carbon reduction Key Performance Indicators (KPIs). These KPIs will be measured quarterly and reported annually as part of our Carbon Reduction Plan update, ensuring alignment with Procurement Policy Note (PPN) 06/21.

KPIs

- Annual office electricity usage reduced by 20% by 2028.
- 60% of office waste diverted from landfill by 2028 through recycling and reuse.
- 80% of suppliers to provide environmental credentials or Carbon Reduction Plans by 2030.

Monitoring Approach

- **Quarterly Reviews:** These reviews will examine progress against each emissions-reduction measure, assess performance against KPIs and verify that all planned initiatives remain on schedule. Findings will be recorded in governance minutes and action plans will be updated accordingly.
- **Annual Reporting:** Updated emissions figures and progress against reduction targets will be published annually on the organisation's website and provided to commissioning bodies, meeting the disclosure requirements set out in Procurement Policy Note (PPN) 06/21.
- **Documentation and Record-Keeping:** Comprehensive records of monitoring activity, carbon-reduction initiatives, audit findings and data submissions will be maintained to support transparency and external verification. Documentation will be available to commissioners on request.

Governance

Governance of the Carbon Reduction Plan is embedded within our strategic management framework to ensure carbon reduction remains a core organisational priority. Oversight sits with the Director and Registered Manager, Blessing Gwindi, who holds executive responsibility for environmental performance, supported by senior managers, operational leads and administrative teams.

Strategic Oversight

The Board will provide strategic direction and scrutiny of all carbon-reduction activity. Carbon performance will form a standing item on the quarterly Board agenda, covering updates on Scope 1, Scope 2 and Scope 3 emissions, progress against reduction milestones, assessment of risks and any new legislative or policy developments. The Board will also authorise the organisation's annual public reporting, ensuring compliance with Procurement Policy Note (PPN) 06/21 and national Net Zero frameworks.

Decision-Making and Accountability

Quarterly governance meetings will document progress and assign actions with clear timeframes and responsible officers. Decisions will be minuted, and all actions arising will be tracked through the organisation's governance and compliance system.

Operational Delivery Responsibilities

Operational leads will translate strategic decisions into practical measures across the organisation. This includes implementation of travel and fleet actions, procurement controls, digital-efficiency measures, waste-reduction initiatives and staff engagement programmes. Each operational team will maintain records of completed actions and provide monthly updates to senior management.

Declaration and Sign-Off

This Carbon Reduction Plan has been prepared in full accordance with Procurement Policy Note (PPN) 06/21 and the accompanying Technical Standard for Carbon Reduction Plans. All emissions data has been calculated and recorded using the methodologies set out in the Greenhouse Gas (GHG) Protocol Corporate Standard and the UK Government's DEFRA greenhouse gas reporting conversion factors.

This Carbon Reduction Plan has been formally reviewed, endorsed and approved by the Board of Directors of Voss Care Group and represents the organisation's official position for public sector tendering and ongoing environmental governance.

Name: Blessing Gwindi
Position: Director and Registered Manager
Date: 22 June 2026