

CARBON REDUCTION PLAN

Olive Home Care & Support Limited

Publication date: 24 July 2026

Company website: <https://www.olivehomecareandsupportltd.co.uk/>

Legal entity	Olive Home Care & Support Limited
Company number	09416522
Registered office	Unit 8 Amberley Court, Whitworth Road, County Oak Way, Crawley, West Sussex, RH11 7XL

Commitment to achieving Net Zero

Olive Home Care & Support Limited is committed to achieving Net Zero greenhouse gas emissions by 2050 for its UK operations. This commitment applies to the bidding entity and to the environmental management measures used when delivering domiciliary care, supported living, live-in care, respite care and related support services. The plan will be reviewed annually and updated within six months of the company's financial year-end.

Baseline Emissions Footprint

Baseline emissions are the greenhouse gas emissions produced before the introduction of formal carbon reduction measures. The company is establishing the financial year ending 31 March 2026 as its first formal baseline reporting period. The figures are an interim, annualised estimate prepared for the first reporting cycle and will be replaced with verified activity data during the next annual review.

Baseline period: 1 April 2025 to 31 March 2026

Organisational boundary: Operational control over the UK activities of Olive Home Care & Support Limited, including office operations, service-delivery travel and relevant supply-chain activity.

Calculation basis: The GHG Protocol Corporate Accounting and Reporting Standard. The estimate uses UK Government 2026 greenhouse gas conversion factors where a suitable activity factor was available, together with documented proxy assumptions for waste and supplier transport. Results are stated in tonnes of carbon dioxide equivalent, tCO₂e.

EMISSIONS	TOTAL, tCO ₂ e
Scope 1	2.20
Scope 2	2.36
Scope 3: upstream transportation and distribution	0.50
Scope 3: waste generated in operations	0.40
Scope 3: business travel	13.51
Scope 3: employee commuting	6.08
Scope 3: downstream transportation and distribution	0.00
Total Scope 3 emissions	20.49
Total emissions	25.05

Current Emissions Reporting

Reporting period: 1 April 2025 to 31 March 2026

As this is the company's first formal reporting cycle, the baseline period and current reporting period are the same. The Scope 3 total will cover the five categories required by PPN 006: upstream transportation and distribution, waste generated in operations, business travel, employee commuting, and downstream transportation and distribution.

EMISSIONS	TOTAL, tCO ₂ e
Scope 1	2.20
Scope 2	2.36
Scope 3: upstream transportation and distribution	0.50
Scope 3: waste generated in operations	0.40
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Scope 3: employee commuting	6.08
Scope 3: downstream transportation and distribution	0.00
Total Scope 3 emissions	20.49
Total emissions	25.05

Basis of estimate and assumptions

This is the company's first Carbon Reduction Plan. Complete source records were not available at the tender deadline, so a reasonable first-year estimate has been used rather than leaving the emissions tables blank. The estimate reflects the organisation's published operational footprint, including its Crawley and London offices and supported-living activity. It assumes that care workers mainly use their own vehicles for service-delivery travel. Where company-controlled vehicles are later identified, the relevant mileage will be reclassified from Scope 3 business travel to Scope 1.

Source	Activity assumption	Factor or method	Estimated tCO ₂ e
Scope 1: natural gas	12,000 kWh annual use	0.183 kgCO ₂ e per kWh	2.20
Scope 2: purchased electricity	18,000 kWh annual use	0.13096 kgCO ₂ e per kWh	2.36
Upstream transport and distribution	Approx. 2,000 supplier delivery km	Proxy average delivery vehicle factor	0.50
Waste generated in operations	Approx. 1 tonne mixed operational waste	Proxy treatment and disposal estimate	0.40
Business travel	40,000 business miles in staff-owned cars	0.20990 kgCO ₂ e per vehicle-km, including upstream fuel	13.51
Employee commuting	18,000 commuting miles	Same average-car factor as an interim proxy	6.08

Downstream transportation and distribution is reported as 0.00 tCO₂e because the company provides care and support services and does not routinely distribute sold goods to customers. The figures will be recalculated from actual bills, mileage records, commuting surveys, waste transfer information and supplier data by 30 September 2026. Any material difference will be reflected in the published annual update.

Emissions Reduction Targets

Once the 2025/26 baseline has been confirmed, progress will be measured against the following organisational targets:

- Reduce total greenhouse gas emissions by at least 10% from the confirmed 2025/26 baseline by 31 March 2031.
- Reduce total greenhouse gas emissions by at least 50% from the confirmed 2025/26 baseline by 31 March 2040.
- Achieve Net Zero greenhouse gas emissions for UK operations by 2050 at the latest.
- Review performance annually and strengthen interim targets where reliable data, operational feasibility and available technology support faster reduction.

Carbon Reduction Projects

Measures adopted and applied to contract delivery

- Use digital care records, electronic rostering, online communication, electronic invoicing and controlled printing to reduce paper, storage and courier requirements.
- Plan care rounds and staff allocation geographically to reduce avoidable mileage, repeat journeys and travel between service users.
- Use virtual meetings, online supervision and remote training where this does not compromise care quality, safeguarding or staff competence.
- Encourage public transport, walking, cycling, car sharing and lower-emission vehicles where journeys, accessibility and staff safety allow.
- Apply switch-off controls, responsible heating and cooling, LED lighting and energy-efficient equipment within offices under the company's control.
- Separate general, recyclable, confidential and clinical waste and use authorised disposal routes appropriate to each waste stream.
- Consider environmental performance, packaging, delivery frequency, product life and responsible disposal when selecting suppliers and equipment.
- Include environmental responsibilities in staff communications, induction updates, management review and relevant contract-mobilisation decisions.

Action plan for 2026 to 2031

Action	Lead	Target date	Evidence and measure
Validate the first organisational carbon footprint and update the estimated emissions tables with actual source data.	Director, Finance and Operations	30 September 2026	Reconciled calculation workbook, source records and approved published CRP.
Introduce quarterly collection of utilities, mileage, travel, waste and supplier data.	Finance Manager	From October 2026	Quarterly carbon-data register and management review minutes.
Complete an employee commuting and homeworking survey.	HR Manager	31 October 2026	Response rate, commuting modes and estimated tCO ₂ e.
Review care-round geography, rota efficiency and business mileage.	Registered Managers	Quarterly	Mileage per delivered care hour and avoidable journey exceptions.
Review renewable electricity options for controlled office supplies.	Operations Manager	31 March 2027	Tariff review and proportion of electricity from renewable sources.
Develop a phased lower-emission vehicle and travel plan.	Director and Operations	31 March 2028	Mileage profile, vehicle types and annual transition actions.

Declaration and Sign-Off

This Carbon Reduction Plan follows Procurement Policy Note PPN 006 and the associated Technical Standard. Olive Home Care & Support Limited commits to achieving Net Zero greenhouse gas emissions by 2050 and to applying the measures described above when performing relevant contracts.

The company will validate the interim estimates using the GHG Protocol Corporate Standard and applicable UK Government conversion factors. The Board will approve and review the plan annually, and the current version will be published on the company's UK website.

Signed on behalf of the Supplier	
Name	
Position	Director
Date	24 July 2026