



Carbon Reduction Plan guidance

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, as a condition of participation, to submit a CRP which details their organisational carbon footprint and confirms their commitment to achieving net zero by 2050.

CRPs are to be completed by the bidding supplier 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 2050.¹¹

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 CRP 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 Standard¹² and Guidance, 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
- 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 CRP may only be a temporary measure to satisfy this particular condition of participation.

The CRP 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 commitment to emissions reduction at the highest level. Suppliers may wish to adopt the objectives of the CRP within their strategic plans.

A template for the CRP is set out below. Please complete and publish your CRP in accordance with the reporting standard published alongside this PPN.

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- ¹¹ 'Bidding supplier' or 'bidding entity' means, for the purpose of this guidance, the organisation with whom the Contracting Authority will enter into a contract if it is successful.
- ¹² <https://www.gov.uk/government/publications/ppn-006-guidance-on-taking-account-of-carbon-reduction-plans-adopting-and-applying-conditions-of-participation-html>

Carbon Reduction Plan template

Supplier name

Portakabin

Publication date

18 May 2026

Commitment to achieving net zero

Portakabin is committed to achieving net zero emissions by 2050.

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: 2024

Additional details relating to the baseline emissions calculations:

We have previously reported our baseline year as 2019; however, the calculation of our Scope 3 emissions did not meet the requirements of this measure, so we have now set our baseline as 2024. This is in line with our most up-to-date methodology and covers all relevant categories to our business.

Baseline year emissions:

Emissions	Total (tCO ₂ e)
Scope 1	6,457
Company vehicles	3,361
Natural gas	1,648
Other stationary energy	1,394
Refrigerants	54
Scope 2	467
Purchased electricity (market based)	356
Battery Electric Vehicles	111
Scope 3	313,882
Purchased goods and services	162,795
Capital goods	3,780
Fuel and energy-related losses (T&D)	1,895
Upstream transport and distribution	19,548
Waste generated in operations	1,404
Business travel	755
Employee commuting	1,953
Use of sold products	32,561
End-of-life treatment of sold products	26
Downstream leased assets	89,165

Total emissions (market based)	320,806
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Current emissions reporting

Reporting year: 2025	
Emissions	TOTAL (tCO₂e)
Scope 1	4,337
Company vehicles	1,967
Natural gas	1,294
Other stationary energy	1,031
Refrigerants	44
Scope 2	348
Purchased electricity (market based)	169
Battery Electric Vehicles	179
Scope 3	314,960
Purchased goods and services	170,421
Capital goods	5,502
Fuel and energy-related losses (T&D)	1,588
Upstream transport and distribution	14,983
Waste generated in operations	3,278
Business travel	1,045
Employee commuting	1,893
Use of sold products	35,488
End-of-life treatment of sold products	27
Downstream leased assets	80,733
Total emissions (market-based)	319,645

Please note that totals in the two tables above are correct, but the value of the sum of all emissions in each scope may differ slightly from the sum totals of the each category line due to rounding.

Emissions reduction targets

In order to continue our progress to achieving net zero, we are currently aligning our near-term and long-term net zero targets to the Science Based Targets Initiative (SBTi) standards.

Carbon reduction projects

Completed carbon reduction initiatives

The following environmental management measures and projects have been completed or implemented since the 2024 baseline. The carbon emission reduction achieved by these schemes equate to 1,161 tCO₂e, a 0.36% reduction against the 2024 baseline and the measures will be in effect when performing the contract.

- We will continue to purchase 100% renewable electricity at our managed sites, as we have been doing since January 2024.
- We have made an array of low-carbon and energy efficient building service solutions available to our customers including heat pump air conditioning units, solar assisted heat pump hot water units, smart lighting controls, water efficient toilets, energy storage solutions, remote monitoring sensors, EV charging and modular solar and wind generation units that can be fitted on the roofs of our buildings.
- We continue to implement our electric-first company car policy in the UK and Ireland. From 2023, no new diesel or petrol cars were ordered, only electric vehicles (EV) or hybrids where home charging is not possible for EV. At the time of publishing, more than 90% of our UK company car fleet is hybrid or fully electric.
- We have trialled our first all-electric vans and will begin to integrate electric vans into the company vehicle fleet where practical.
- We trialled a system to measure real-time energy use across a selection of offices and hire centres. Using this information, the site teams have implemented behaviour change and energy management programmes that resulted in baseline energy reductions.

Future carbon reduction initiatives

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

- Transitioning all company vehicles to fully electric.
- Working with suppliers to procure materials with lower embodied carbon.
- Obtaining lifecycle carbon emissions from suppliers for key materials, and integrating carbon impacts into procurement decision-making processes.
- Replacing fossil-fuels such as natural gas and LPG on our sites with renewable alternatives.
- Working with our customers to lower energy use in our hire buildings fleet, through implementing building management systems or integrating renewable and lower-energy building services.
- Implementing energy-reduction strategies across all Portakabin sites.

Declaration and sign off

This Carbon Reduction Plan has been completed in accordance with PPN 006 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 standard¹³ and uses the appropriate government emission conversion factors for greenhouse gas company reporting.¹⁴

Scope 1 and Scope 2 emissions have been reported in accordance with SECR

requirements (where required), 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.¹⁵

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:



Simon Thomson

General Counsel & Company Secretary

Date: 18 May 2026

¹³ <https://ghgprotocol.org/corporate-standard>

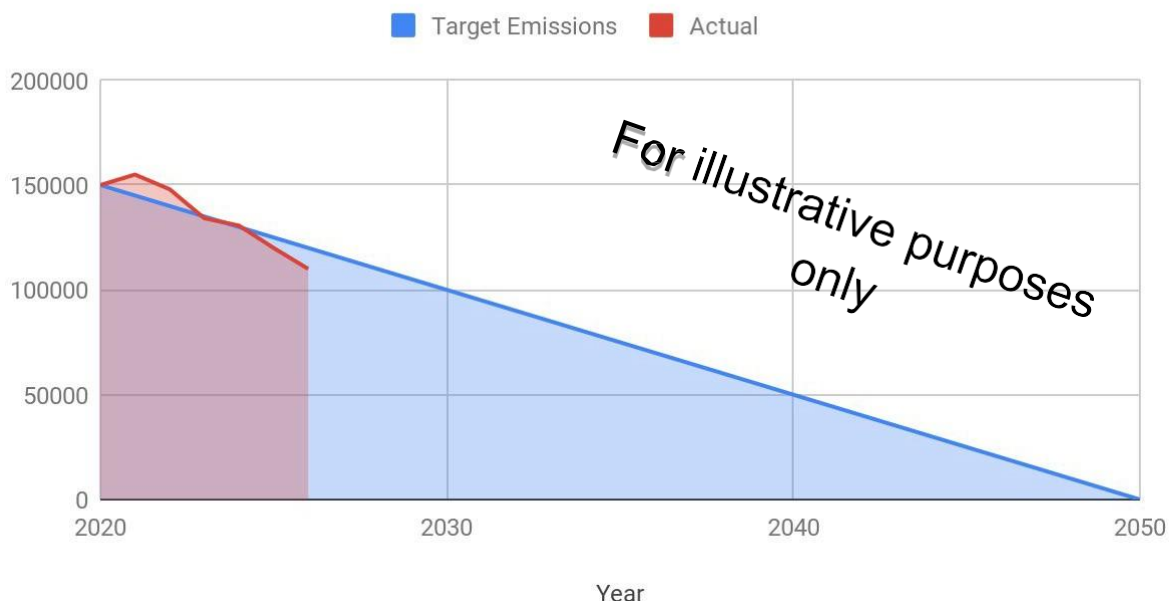
¹⁴ www.gov.uk/government/collections/government-conversion-factors-for-company-reporting

¹⁵ <https://ghgprotocol.org/standards/scope-3-standard>

Annex – Guidance notes

- Please provide details of your organisation's baseline emissions. If your organisation has not previously assessed or reported emissions, please state this and use your first reporting period as your baseline.
- Under **Additional details relating to the baseline emissions calculations**, please add details of your baseline emissions as required: for example, that it is a historic baseline which deviates from the requirements under this measure (e.g. no prior Scope 3 emissions reporting); that there had been no previous reporting; or that you have created a new baseline due to substantial organisational change or restructuring.
- Under the heading **Emissions reduction targets**, if your organisation already has emissions reduction targets, please give those targets. If your organisation had no previous emissions reduction commitment, or if this is your organisation's first carbon footprint, please provide targets for your organisation. You may want to show progress against your targets in a graph, like the one show below:

Carbon Reduction: Projected vs. Actual



- Under the heading **Completed carbon reduction initiatives**, please provide brief details of some of your completed carbon reduction projects. This is for information only. This may include environmental management measures such as certification schemes like ISO14001 or PAS 2060, signing up to SBTi or specific measures you have taken such as: the adoption of LED/PIR lighting controls, changes to policy resulting in a reduction in company travel and flights or the electrification of the company fleet.
- Under the heading **Future carbon reduction initiatives**, please provide brief details of some of your likely/proposed future carbon reduction projects, if any. This is for information only.