

HQIP Carbon Reduction Plan 2022

Supplier name: Healthcare Quality Improvement Partnership (HQIP)

Publication date: 10 November 2022

Commitment to achieving Net Zero

The **Healthcare Quality Improvement Partnership (HQIP)** 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: April 2022 – March 2023

Additional Details relating to the Baseline Emissions calculations.

HQIP has not been required to report on its carbon footprint historically, so our Carbon Reduction Plan (CRP) is new and has been developed in response to this ITT. The HQIP Chair, on behalf of the Board of Trustees has given their approval, committed to and signed-off this CRP on the 04 November 2022

HQIP is a fully homeworking organisation, this is why our current carbon footprint baseline emissions are so low: as a small organisation working from home, the majority of our negligible carbon footprint is produced by homeworkers using their computers at home.

In 2021, HQIP made the conscious decision to close its office and move all staff to homeworking contracts. This happened in May 2021, and since then there has been no commuting into an office with associated carbon emissions from use of transport, so the only area where HQIP is producing carbon emissions is through use of laptops and home lighting during the working week.

Before HQIP moved to a fully remote working operating model, the estimated tCO₂e was 136.81 per annum, this was estimated purely on scope 2 emissions taking into account 45 colleagues commuting for 60 minutes a day into the London office.

We have worked through a number of calculations to provide estimated figures for our baseline and projected energy usage, using the 'average' homeworker's energy consumption. Conversion factors have been used from data provided in the Homeworking Emissions Whitepaper, available on request¹.

HQIP encourage 'in-person' attendance at our Annual General Meeting held once a year and the suggested mode of transport is via train.

We are an organisation that is already committed to:

- Full working from home contracts.
- Paperless environment (no printed reports – web-based only) for both HQIP and commissioned NCAPOP providers.
- No photocopy facilities.
- Virtual meetings only and no provider face-to-face meetings in over two years.
- HQIP staff virtual meetings with only one face-to-face meeting in two years (the HQIP Annual General Meeting).

As a charity with a social value strategy in place, we are committed to achieving Net Zero by 2050 in concordance with the UK Government's commitment under the Climate Change Act.

As such we have identified areas of carbon emissions as follows:

- Scope 1 (direct emissions): homeworker use of electricity.
- Scope 2 (indirect emissions): homeworker occasional work-related travel.
- Scope 3 (third party indirect emissions): NCAPOP provider emissions.

In addition, HQIP commits to:

- Review and update the CRP annually to reflect changes in HQIP structure and to take account of the efforts made to reduce emissions over time.
- Ensure HQIP Board sign-off of each annual review.
- Review and update within 6 months of HQIP's financial year-end.
- Make publicly available the annual CRP on the HQIP website

Operational boundary methodology:

The below declaration accounts for emissions within the HQIP operational boundary and all sources of carbon emissions over which HQIP has operational control (i.e. full authority to introduce and implement HQIP operating policies).

Baseline year emissions:

HQIP has already cut baseline emissions by 136.81 tCO₂e per year (as defined above) with the contractual arrangement that all colleagues are fully remote workers. The following data has been converted using the Homeworking Emissions Whitepaper 2020, available on request¹.

EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	4.11 tCO ₂ e

¹ *Homeworking emissions whitepaper*; L Skillet and L Ventress, EcoAct 2020

Scope 2	11.90 tCO₂e
Scope 3 (Included Sources)	N/A
Total Emissions	16.01 tCO₂e

Current Emissions Reporting

Reporting Year: 2022	
HQIP foresee reduction measures to take place from reporting year 2023-24 onwards to account for amendments to be made to the plan. As such the 2022 emissions are reflective of the baseline figures.	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	4.11 tCO₂e
Scope 2	11.90 tCO₂e
Scope 3 (Included Sources)	N/A
Total Emissions	16.01 tCO₂e

Emissions reduction targets

Our projected cumulative carbon emissions over the next five years if we do nothing are as follows:

Year	Scope 1 Projected Cumulative Co2 on Current Trajectory (T)	Scope 2 Projected Cumulative Co2 on Current Trajectory (T)	Total Scope 1 and 2 emissions (T)
1 (Nov 2023)	4.11	11.90	16.01
2 (Nov 2024)	8.22	11.90	20.12
3 (Nov 2025)	12.32	11.90	24.22
4 (Nov 2026)	16.43	11.90	28.33

5 (Nov 2027)	20.54	11.90	32.44
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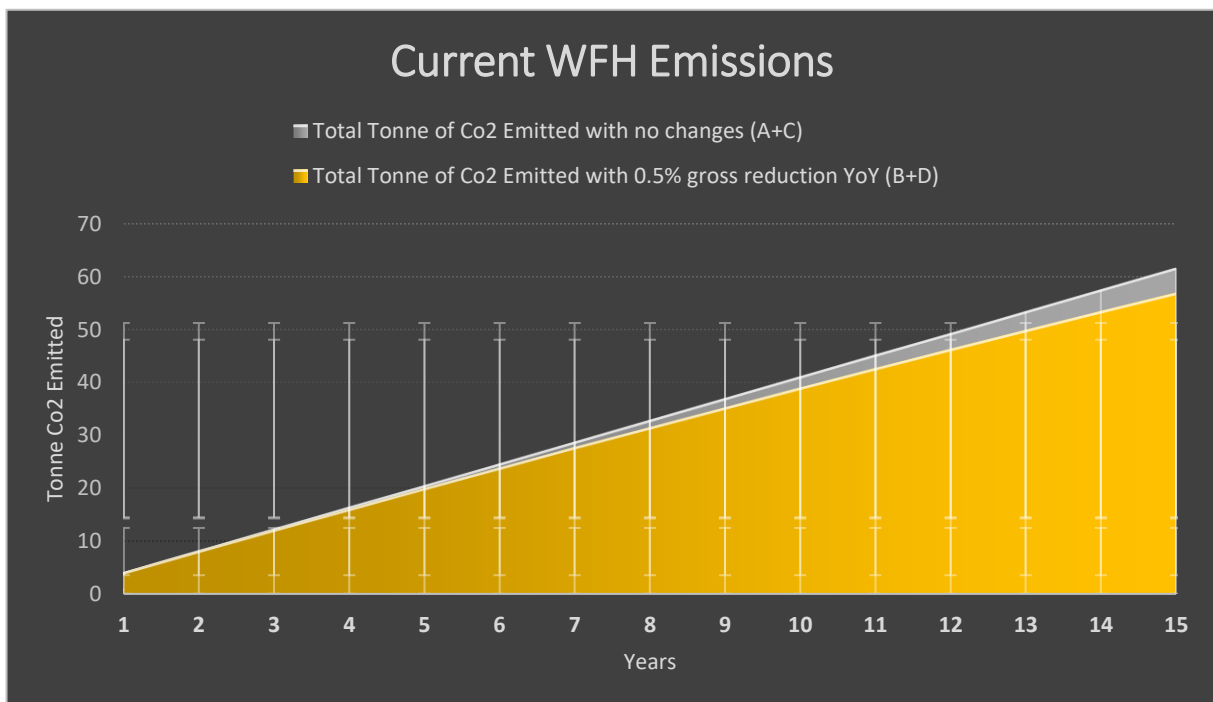
In order to continue our progress to achieving Net Zero, we have adopted the below noted carbon reduction targets.

We project that carbon emissions will decrease over the next five years to 60.49 tCO₂e by 2027. This is a reduction of 2.5%.

With the large reduction in tCO₂e already gained as a result of moving to a fully remote working operating model, HQIP's long term plan is to manage carbon reduction through effective supply chain management and HQIP's asset register. It is expected that HQIP provided hardware will decrease carbon emissions through increased energy efficiency as the asset register is refreshed throughout the estate.

Year	Scope 1 & 2 Projected Cumulative Co2 on Current Trajectory (T)	Cumulative Emissions 0.5% YoY Reduction (T)
1	16.01	15.93
2	20.12	20.02
3	24.22	24.10
4	28.33	28.19
5	32.44	32.28

Progress against these targets can be seen in the graph below:



Carbon Reduction Projects

HQIP has not pursued any carbon reduction projects to date (apart from moving all staff to home worker contracts in May 2021, which has achieved a significant carbon emissions reduction of 136.81 tCO₂e per year).

This Carbon Reduction Plan is the first that HQIP has developed, and it will develop further with contract maturity.

The areas below outline the projects that HQIP will seek to develop over the next five years:

Project	Description	Approach	Timescales
HQIP internally facing project including the following measures (parent / host organisation):			
Strategic project			
Appoint an HQIP lead for CRP and sustainability	Lead plans and continue commitments	Nominated lead person	Immediate
Ensure clearly defined key objectives within the HQIP strategic plan for CRP	Defining key objectives	Inclusion and hardwiring into the HQIP operational and strategic plan	Annual
Ensure annual HQIP Board review of CRP	Lead to update the Board	Board Trustee review	Annual
Supporting a continuation of WFH and change in work travel habits	Ensuring no face to face (F2F) meetings If urgent F2F meeting requirement, signed off at Director level with use of public transport only	Continue the current WFH contract arrangements	Constant and ongoing
Communications project			
Advice on reducing heating at home	Advice	Themed newsletter and e-bulletin	Within 3 months of contract award and then annually
Advice on improving energy efficiency and usage at home including the use of Installing smart meters and energy monitoring tools and more efficient lighting	Advice	Themed newsletter and e-bulletin	Within 3 months of contract award and then annually

Raising awareness of use of renewable energy at home	Advice	Themed newsletter and e-bulletin	Within 3 months of contract award and then annually
Internal Governance			
Environmental management certification	Such as ISO14001 or PAS 2060	This certification to be explored if awarded the contract	Within 12 months of contract award
Cabinet Office guidance and legislation	Updating internal governance to reflect in CRP	Review published Cabinet Office guidance	Within 3 months of contract award with quarterly review
Update to Invitation to Tender documents	Inclusion of net zero requirements in line with Public Contract Regulations 2015	Criteria to be set as pass/fail for net zero plans	Immediately on contract award

Supply Chain Management

HQIP's operating model through the existing NCAPOP contract requires the purchasing of services and doesn't require the purchase of goods, therefore, HQIP is committed to ensuring our secondary and tertiary supply chains have strict net-zero plans in place.

Suppliers we use going forwards will be asked to demonstrate their emission reporting in line with legislation. Where a supplier is not bound by the legislation, HQIP will encourage transparent reporting to ensure we are working with suppliers who are dedicated to achieving net-zero by 2050.

All our current NCAPOP provider host organisations have publicly available mission statements on their plans to reduce the carbon they emit, both through their purchase of goods and internal practice.

It will be a requirement for providers to demonstrate their capability to commit to carbon reduction measures in their supply chain from April 2023 onwards, and this requirement will be reflected in HQIP's internal procurement governance.

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 standard² and uses the appropriate Government emission conversion factors for greenhouse gas company reporting³.

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

²<https://ghgprotocol.org/corporate-standard>

³<https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>



accordance with the published reporting standard for Carbon Reduction Plans and the Corporate Value Chain (Scope 3) Standard⁴.

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:

A handwritten signature in black ink, appearing to read 'Carrie McEwan', is written over a light blue horizontal line.

Carrie McEwan – Chair of the Board

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Date: 04 November 2022.

⁴<https://ghgprotocol.org/standards/scope-3-standard>