



PPN *CARBON* Reduction Plan

Allpay Ltd



PPN Carbon Reduction Plan

Baseline Emissions Footprint	4
Current Year Emissions Footprint	5
Emissions Reduction Targets	8
Carbon Reduction Projects	9
Net Zero Action Plan	10
Scope 3 Subset	11
Declaration	13

Allpay Ltd

19 February 2025

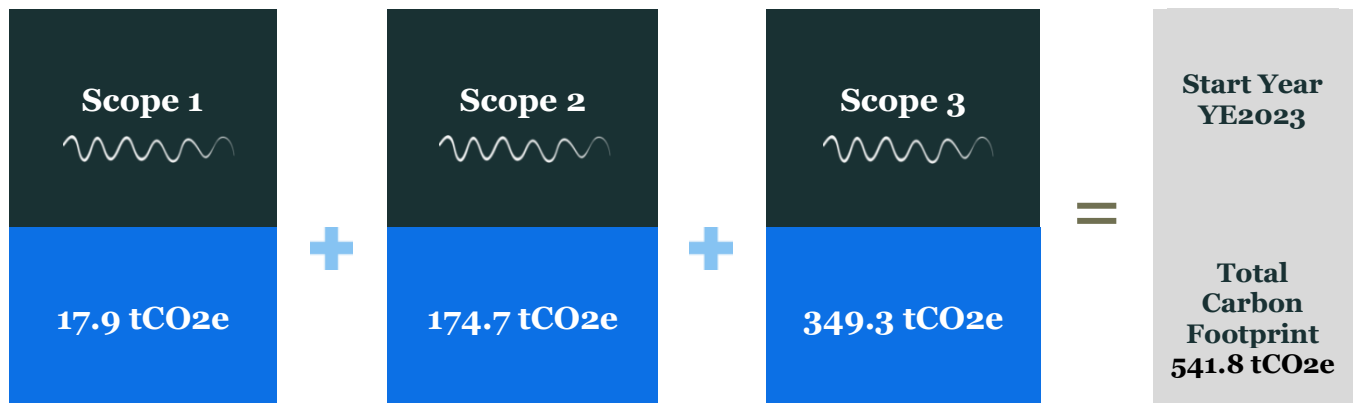
Commitment to achieving Net Zero

Allpay Ltd has an aspiration to achieve Net Zero emissions by 2030. To meet this target, Allpay Ltd has put in place a number of initiatives, which are detailed further within this document.

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.

Allpay Ltd reported its scope 1 and 2 emissions as well as the required subset of scope 3 emissions for the carbon reduction plan for the first time in YE2023.

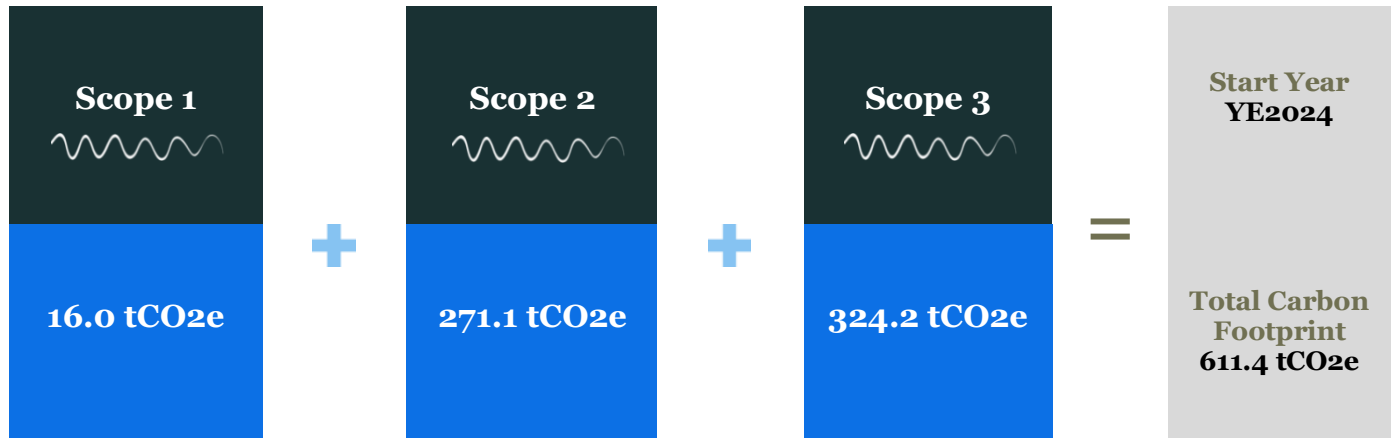


Additional details relating to the Baseline Emissions calculation

Baseline emissions calculations include the subset of scope 3 categories required for PPN 06/21. For Allpay Ltd, this includes waste, business travel, upstream transport and distribution and commuting. It has been confirmed that Allpay Ltd have no downstream transport and distribution which are part of the subset of Scope 3 emissions required for PPN 06/21.

Current Year Emissions Footprint

Current Year emissions are a record of the greenhouse gases that have been produced in the current year of reporting following the introduction of any strategies to reduce emissions. Current emissions are used to record the measurement of reduction in the reporting period.



Additional details relating to the Current Emissions calculation

Current emissions calculations include the subset of scope 3 categories required for PPN 06/21. For Allpay Ltd, this includes waste, business travel, upstream transport and distribution and commuting. It has been confirmed that Allpay Ltd have no downstream transport and distribution which are part of the subset of Scope 3 emissions required for PPN 06/21.

Current Year Emissions Breakdown

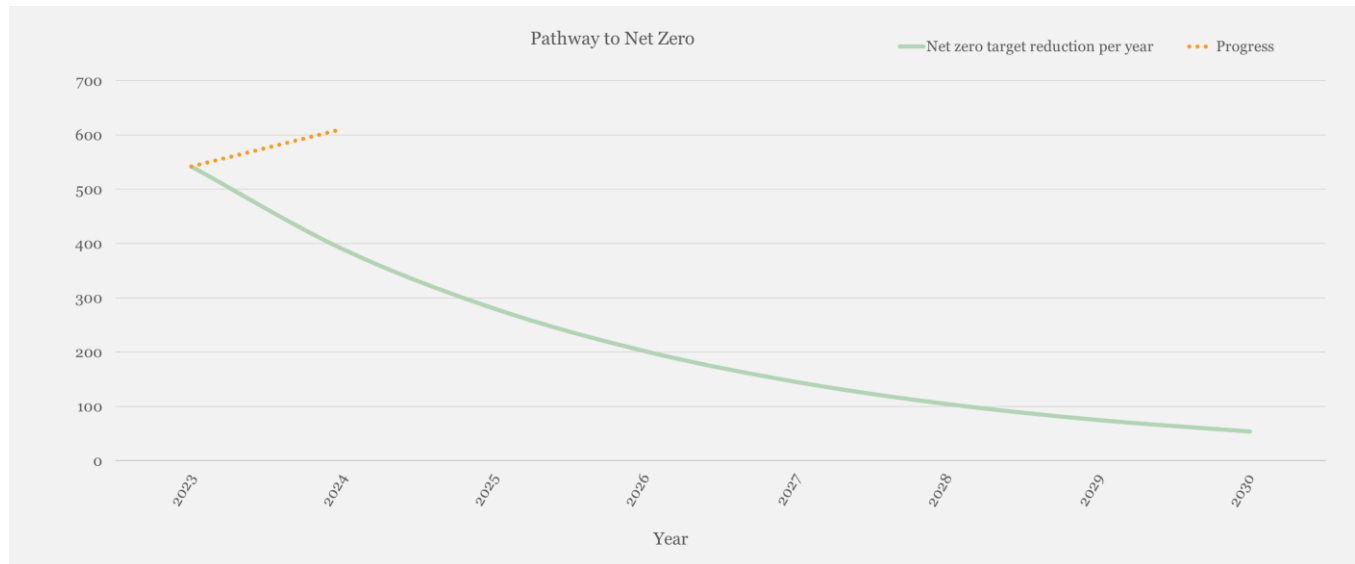
Source	Scope	Unit	Previous		Current		Current tCO ₂ e normalised	Current % Change in tCO ₂ e from previous year	% total carbon footprint	Current % Change in amounts from previous year
			01 June 2022 to 30 June 2023	01 June 2023 to 30 June 2024	01 June 2022 to 30 June 2023	01 June 2023 to 30 June 2024				
			Previous Amount	Previous tCO ₂ e	Current Amount	Current tCO ₂ e				
Buildings										
Biodiesel ME	1	litres	250.0	0.0	-	-	0.0	-	-	-
Diesel Fuel	1	litres	4,436.0	11.1	3,061.0	7.7	7.7	-30.98%	1.26%	-31.00%
Electricity (market based)	2	kWh	1,096,904.0	174.4	1,073,715.0	271.1	271.1	55.45%	44.35%	-2.11%
Electricity (location based)	2	kWh	1,096,904.0	227.1	1,073,715.0	221.0	221.0	-2.70%	-	-2.11%
Natural Gas	1	cubic metres	2,834.8	5.8	2,877.1	5.9	5.9	1.84%	0.96%	1.49%
Transmission and Distribution Losses	3	kWh	1,096,904.0	19.7	1,067,392.0	19.5	19.5	-0.60%	3.19%	-2.69%
Procurement										
Freight Air	3	tonne.km	13,596.9	13.3	5,552.6	5.1	5.1	-61.81%	0.83%	-59.16%
Freight HGV	3	tonne.km	3,264.5	0.3	16,428.2	1.6	1.6	406.15%	0.26%	403.24%
Freight Ship	3	tonne.km	118,769.3	1.6	54,971.0	0.7	0.7	-53.73%	0.12%	-53.72%
Freight Van	3	tonne.km	6,084.4	3.5	6,055.5	3.8	3.8	7.74%	0.62%	-0.48%
Paper Primary Content	3	tonnes	6.4	5.8	9.4	12.6	12.6	115.72%	2.06%	46.65%
Travel										
Fleet Van	1	km	5,563.5	0.9	6,326.3	1.7	1.7	103.16%	0.28%	13.71%
Fleet Petrol Car	1	km	77.7	0.0	4,171.4	0.7	0.7	6660.19%	0.12%	5269.65%
Fleet Diesel Car	1	km	250.2	0.0	-	-	0.0	-	-	-
Fleet Electric Van	2	km	3,588.8	0.3	5,149.9	0.0	0.0	-100.00%	0.00%	43.50%
Air Travel	3	passenger.km	-	-	5,897.8	0.8	0.8	-	0.12%	-
Petrol Fuel	3	litres	-	-	53.1	0.1	0.1	-	0.02%	-
Petrol Car	3	km	13,620.8	2.6	22,041.0	3.8	3.8	47.90%	0.62%	61.82%
Hybrid Car	3	km	2,051.9	0.3	746.7	0.1	0.1	-68.38%	0.02%	-63.61%
Hotel	3	room per night	106.0	1.2	-	-	0.0	-	-	-
Hotel	3	Room per night	-	-	111.0	1.2	1.2	-	0.20%	-
Fleet Electric Van	3	km	3,588.8	0.0	5,149.9	0.0	0.0	-100.00%	0.00%	43.50%
Electric Car	3	km	-	-	444.2	0.0	0.0	-	0.00%	-
Diesel Car	3	km	38,001.1	6.5	31,815.4	5.4	5.4	-16.75%	0.89%	-16.28%
Commuting Walking	3	km	1,069.9	0.0	2,010.9	0.0	0.0	-	0.00%	87.95%
Commuting Van	3	km	-	-	8,012.6	2.0	2.0	-	0.33%	-
Commuting Taxi	3	km	9,689.2	2.0	-	-	0.0	-	-	-
Commuting Rail	3	passenger.km	38,756.8	1.4	7,382.3	0.3	0.3	-80.95%	0.04%	-80.95%
Commuting Petrol Car	3	km	793,935.8	134.0	832,680.8	136.7	136.7	1.98%	22.35%	4.88%
Commuting PHEV	3	km	-	-	26,511.6	2.5	2.5	-	0.40%	-
Commuting Electric Car	3	km	133,835.9	6.8	136,222.7	6.1	6.1	-10.30%	0.99%	1.78%
Commuting Diesel Car	3	km	864,239.7	144.4	701,478.7	119.1	119.1	-17.50%	19.49%	-18.83%
Commuting Bus	3	passenger.km	4,699.0	0.6	3,016.3	0.4	0.4	-29.50%	0.06%	-35.81%
Commuting Bike	3	km	10,268.4	0.0	11,612.1	0.0	0.0	-	0.00%	13.09%
Average Car	3	km	20,249.9	3.4	-	-	0.0	-	-	-
Rail Travel	3	passenger.km	23,626.6	0.8	21,105.2	0.7	0.7	-10.75%	0.12%	-10.67%
Taxi	3	km	-	-	3,199.7	0.7	0.7	-	0.11%	-

Waste										
Energy from Waste	3	tonnes	15.1	0.3	12.7	0.1	0.1	-74.70%	0.01%	-16.02%
Landfill	3	tonnes	0.3	0.1	0.3	0.2	0.2	10.76%	0.03%	10.76%
Recycled	3	tonnes	13.2	0.3	10.6	0.1	0.1	-75.82%	0.01%	-19.72%
Water										
Water Supply	3	cubic metres	1,132.1	0.2	2,463.3	0.4	0.2	-14.08%	0.06%	117.59%
Water Treatment	3	cubic metres	1,102.0	0.2	2,339.9	0.4	0.2	-10.75%	0.07%	112.34%
Total (market-based)										
Total		tCO ₂ e	541.8		611.4					
No. employees		Number	258.0		285.4		285.4	12.75%		
Total per employee		tCO ₂ e	2.1		2.1		2.1	1.94%		
Turnover £m		£m	42.9		57.5		57.5			
Total per £m		tCO ₂ e	12.6		10.6		10.6	-15.90%		
Total floor space		m ²	8,116.0		8,116.0		8,116.0			
Building emissions per m ²		tCO ₂ e	0.0		0.0		0.0	44.17%		
Total (location-based)										
Total		tCO ₂ e	594.6		561.3		560.8	-5.68%		
No. employees		Number	258.0		285.4		285.4			
Total per employee		tCO ₂ e	2.3		2.0		2.0	-14.72%		
Turnover £m		£m	42.9		57.5		57.5			
Total per £m		tCO ₂ e	13.9		9.8		9.8	-29.65%		
Total floor space		m ²	8,116.0		8,116.0		8,116.0			
Building emissions per m ²		tCO ₂ e	0.0		0.0		0.0	-3.66%		

Emissions Reduction Targets

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

We project that carbon emissions will decrease over the next five years to 54.2 tCO₂e by 2030. This is a reduction of 90%.



Summary

Start Year	Year to achieve Net Zero	Net Zero target Reduction per year
YE2023		
541.8 tCO ₂ e	2030	33%





Carbon Reduction Projects

Allpay Ltd has successfully certified to The Planet Mark for the reporting period 01 July 2023 to 30 June 2024, which is Allpay Ltd's second year of certification. The Planet Mark is a sustainability certification that recognises continuous improvements, encourages action, and builds an empowered community of like-minded individuals. Allpay Ltd also makes a commitment upon certification of the Planet Mark to achieve a minimum 5% reduction in its measured market-based carbon footprint across Scopes 1 & 2, year on year.




Allpay Ltd is already working on several initiatives designed to reduce their carbon footprint. These include converting 99% of on-site lighting to LEDs and completing installation of solar panels on one site, with the ambition to expand solar installations further. Additionally, an extra two EV charging stations have been installed, bringing the total to nine stations at Allpay Ltd's premises, and a contract has been signed with Ecotricity to provide 100% renewable energy to Allpay Ltd from 1st September 2024.


Net Zero Action Plan

PPN Carbon Reduction Plan

		Projects	Accountability	Timeline	Costs	Carbon Saving	Priority
	Employee Engagement	<p>Run an internal campaign to raise awareness of the scale of emissions and the need to consider carbon impact in decisions.</p> <p>Embed carbon impact considerations into employee engagement/sustainability training platform.</p> <p>Recruit a team of champions across the business to drive our sustainability strategy in their areas. Sustainability champions could be people who are passionate about climate action and sustainability and making improvements in these areas within the business. This could include attending sustainability events or undertaking specific training to increase knowledge in these areas.</p> <p>Create an internal Green Team from motivated staff members across the company to own and drive plans and targets. They could establish regular sustainability updates to share new progress, stories and events.</p> <p>Continue, and plan to increase, staff engagement – to educate and encourage reduction in energy consumption when on site, and in taking personal ownership.</p> <p>Ensure supplementary net zero carbon training is delivered for all staff in relevant positions.</p> <p>Develop low carbon case studies to understand best practice, decision processes followed and share learnings.</p>	Senior Leadership	Ongoing	The vast majority of these measures could be able to be completed with either low or no direct costs.	Medium	Medium
	Energy Efficiency (Scopes 1 & 2)	<p>Introduce heating and cooling optimisation by introducing set points and out-of-hours.</p> <p>Conducts regular energy audits of all sites to ensure heating and cooling mechanisms are continuously optimised.</p> <p>Continue to investigate ways to reduce energy consumption at all sites.</p> <p>Develop an energy efficiency strategy for each premises.</p> <p>For Fleet, do consider telematics vehicle/driver tracking & analytics</p>	Senior Leadership	Ongoing	The vast majority of these measures could be able to be completed with either low or no direct costs.	Medium	High
	Decarbonise energy demand. Fuel Switching (Scopes 1 & 2)	<p>Completely electrify fleet, eliminating diesel and petrol vehicles.</p> <p>Introducing low carbon fleet & travel policy.</p> <p>To investigate alternative vehicles already on the market which may suit the required needs of the business.</p> <p>Explore the potential for Natural Gas elimination from the footprint via Heat Decarbonisation (where applicable) through Air/Ground/Water heat pumps or use of electricity.</p> <p>Investigate switching out high-emitting refrigerants for natural refrigerants where possible across all sites.</p>	Senior Leadership	Ongoing	High	High	High
	Decarbonise energy supply. Embedded Generation & Storage (Scope 2)	<p>Procure 100% renewable energy at all sites.</p> <p>Research and calculate return on investment for on-site green energy generation on owned buildings.</p>	Senior Leadership	Ongoing	Costs are highly dependent on the prevailing commercial tariff at the time.	Market-based emissions could be reduced to 0.	Medium

Net Zero Action Plan Scope 3 Subset

		Projects	Accountability	Timeline	Costs	Carbon Saving	Priority
	Business Travel	<p>Consider offering employee salary sacrifice schemes to incentivise those using personal vehicles for Company business to acquire EV's or other low-emission vehicles.</p> <p>Plan to embed robust, high-quality business travel data collection as part of expense recording. In this case, instead of assuming the average car, establish whether it is diesel/petrol/PHEV or Electric.</p> <p>Explore changing its business travel policy to include an essential travel decision hierarchy: public transport/lift sharing as priority modes.</p> <p>Explore the benefit of setting travel budgets or targets for each mode of transport to recognise and reward examples of best performance in achieving sustainable travel. This could prioritise the use of electric or hybrid vehicles for business travel or staying in hotels with strong sustainability credentials.</p> <p>Set annual business travel carbon footprint reduction targets.</p>	Senior Leadership	Ongoing	Low	Medium	Medium
	Employee Commuting	<p>Create a low-carbon toolkit to promote best practice among colleagues.</p> <p>Run an internal campaign to raise awareness of the benefits of walking/cycling to work.</p> <p>Provide individual travel plans for employees with sustainable options.</p> <p>Refresh HR and travel policies to include lift-sharing/public transport options as well as introducing flexible working.</p> <p>Share details of the tools available to make virtual work effective.</p> <p>Departmental travel budgets could also be introduced along with EV charging point help and financial rewards for having an active commute.</p> <p>Embed robust, high quality commuting data collection as part of commuting recording. In this case instead of assuming the average car, establish is it diesel/ petrol/ PHEV or Electric.</p> <p>Promoting public transport and rewarding employees who give up commuting with their private vehicle.</p> <p>Promote Government-approved employee salary sacrifice scheme (e.g., Green commute initiative Bike2work, cyclescheme) and provide information on the types of bikes available for the different needs (city bike, cargo bike, electric bike, e-cargo bike).</p>	Senior Leadership	Ongoing	Low	Medium	Medium
	Waste Generated in Operations	<p>Increase activity-based data collection to improve its footprint accuracy. This could include mandating waste data from their waste management company and measuring their waste footprint at all locations.</p> <p>Setting SMART waste reduction targets.</p> <p>Review composting waste and publish quarterly waste 'league tables'. Increase employee education, engagement, and knowledge around waste. Create waste reduction plans, promote waste toolkits, share challenges, and issue staff with reusable water bottles.</p> <p>Develop a zero waste-to-landfill policy and create supporting infrastructure. This policy could be embedded in site operating procedure, suppliers could be selected based on their disposal streams, composting bins could be introduced, and personal waste bins could be removed.</p> <p>Exploring opportunities to use only materials containing recycled content and that are recyclable at end-of-life in their supply chain, moving towards a circular economy model.</p>	Senior Leadership	Ongoing	The vast majority of these measures could be able to be completed with either low or no direct costs.	Medium	Medium

PPN Carbon Reduction Plan						
	Upstream Transportation & Operations	Review logistics associated with the supply chain and review efficiency, removing unnecessary journeys where possible.	Senior Leadership	Ongoing	The vast majority of these measures could be able to be completed with either low or no direct costs.	Medium
		Consider embedding the criteria for lower carbon delivery solutions (e.g., electrified fleet, route optimisation software) into the procurement policy when engaging with new suppliers. Implement a procurement policy favouring suppliers offering more carbon-efficient deliveries. Encourage current suppliers to decarbonise their fleet for last mile deliveries or switch to new suppliers already using electric fleet vehicles. Encourage the use of lower carbon delivery vehicles. This could include encouraging decarbonised fleet for last-mile deliveries, engaging with suppliers and switching to rail freight for longer-distance deliveries. Improving tracking of supplier transport data required for emissions measurement by collaborating with suppliers and updating terms and conditions in contracts. Encouraging optimisation of transport routes and schedules. Incorporating carbon efficient delivery into procurement policy. Prioritise large orders from one supplier rather than small orders from multiple suppliers and ensure low-carbon delivery solutions are built into procurement contracts.				

Declaration

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 standard and uses the appropriate Government emission conversion factors for greenhouse gas company reporting

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 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 signed off by the board of directors (or equivalent management body).

Signed

19th February 2025



Mary Cotton
Deputy Managing Director

