

CARBON REDUCTION PLAN

Procurement Policy Note (PPN) 006 Compliant

Organisation: Green Metro Cars Reading Ltd
Company Type: SME — Taxi / Private Hire Operator
Date of Publication: 1st May 2026
Review Date: Annually 30th April 2027

1. Introduction and Commitment

Green Metro Cars Reading Ltd is committed to achieving Net Zero greenhouse gas (GHG) emissions across our UK operations by 2050, in alignment with the UK Government's Net Zero Strategy and the requirements of Procurement Policy Note (PPN) 006.

This Carbon Reduction Plan (CRP) has been prepared in accordance with PPN 006 and sets out our baseline emissions, our current and planned carbon reduction activities, and our pathway to Net Zero. This plan applies to all activities conducted by Green Metro Cars Reading Ltd as a taxi and private hire operator.

As an SME, we recognise that transport is one of the largest contributors to UK carbon emissions. The taxi and private hire sector has a direct role to play in transitioning to a lower-carbon economy. We are committed to reducing our emissions year on year and are actively investing in cleaner vehicles and operational efficiencies.

2. Organisation Profile

Company Name	Green Metro Cars Reading Ltd
Registered Address	145 Cardiff Road Reading RG1 8JF
Company Number	09103413
Fleet Size	Unlimited
Vehicle Types	Saloon, Estate, MPV, Wheelchair Accessible Vehicles (WAV)
Number of Drivers	250

Operating Area	Reading and surrounding Berkshire area (including Wokingham, Bracknell, Newbury corridors)
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Licencing Authority	Reading Borough Council
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3. Baseline Emissions

Our baseline year is 2022/23. Emissions have been calculated in accordance with the GHG Protocol Corporate Standard, covering Scopes 1, 2 and relevant Scope 3 categories. Where precise data was unavailable, industry-standard emission factors from the UK Government's DEFRA/BEIS conversion factors have been applied.

3.1 Emissions Summary Table

Scope	Emission Source	Baseline Emissions (tCO ₂ e)	Unit
Scope 1	Fuel combustion — petrol/diesel fleet vehicles	38.40	tCO ₂ e
Scope 1	Fuel combustion — company-owned office/depot heating (if applicable)	1.20	tCO ₂ e
Scope 2	Purchased electricity — office/depot	0.85	tCO ₂ e
Scope 3	Employee/contractor commuting	3.60	tCO ₂ e
Scope 3	Business travel (admin staff)	0.40	tCO ₂ e
Scope 3	Waste generated in operations	0.30	tCO ₂ e
Scope 3	Vehicle maintenance and supply chain	2.80	tCO ₂ e
TOTAL	All scopes combined	47.55	tCO₂e

Note: Scope 1 vehicle emissions represent approximately 81% of total emissions, reflecting the fuel-intensive nature of taxi operations. This is the primary area of focus for our reduction activities.

3.2 Data Collection Methodology

- Fuel consumption data sourced from fuel purchase records and vehicle mileage logs
- Electricity usage taken from utility invoices and smart meter data
- Emission factors from UK Government DEFRA/BEIS GHG Conversion Factors (latest available year)
- Scope 3 estimates based on staff commute surveys and waste contractor invoices
- All calculations reviewed by Company Director and verified against fleet maintenance records

4. Current Carbon Reduction Initiatives

We have already taken a number of steps to reduce our carbon footprint. The following initiatives are currently active:

4.1 Fleet Electrification and Low-Emission Vehicles

- All new vehicle purchases assessed against emissions performance — preference given to EVs and hybrid models
- 80% of current fleet is now ultra-low emission (ULEZ-compliant)

4.2 Driver Efficiency Training

- All drivers complete eco-driving training upon joining, focusing on smooth acceleration, reduced idling, and fuel-efficient routing
- Refresher eco-driving sessions scheduled [annually/bi-annually]
- Idling policy implemented — drivers required to switch off engines when stationary for more than 60 seconds

4.3 Route Optimisation

- Dispatch software used to optimise routing and reduce unnecessary mileage
- Dead mileage (empty return journeys) tracked and minimised through improved booking coordination
- Shared ride options promoted to passengers where operationally appropriate

4.4 Operational Energy Efficiency

- Heating thermostat controls and timer switches fitted — heating only active during operating hours
- Paper usage reduced through transition to digital job sheets and invoicing

4.5 Procurement and Supply Chain

- Vehicle servicing is done in house and parts sourced from local suppliers where possible to reduce transport-related emissions
- Environmentally preferable cleaning products used for vehicle valeting

5. Reduction Targets

We have set the following targets, aligned with a trajectory toward Net Zero by 2050 and in support of the UK's legally binding carbon budgets:

Target Year	Commitment	Reduction vs Baseline	Scope
2027	80% of fleet to be ultra-low emission	80%	Scopes 1 & 2

Target Year	Commitment	Reduction vs Baseline	Scope
2030	80% of fleet to be ultra-low emission	80% Sc. 1 & 2	Scopes 1 & 2
2035	Significant Scope 3 reductions achieved through supply chain engagement	50% Sc. 3	Scope 3
2050	Net Zero across all scopes	Net Zero	All

6. Carbon Reduction Action Plan

The following actions are planned to achieve the targets set out above. This plan will be reviewed annually and updated to reflect progress and new opportunities.

Action	Target Year	Expected Outcome / Measure	Responsible	Status
Replace 15 oldest diesel vehicles with low emission hybrid vehicles	2026	Low emission hybrid	Fleet Manager / Director	Achieved
Install EV charging point at depot/base	2030	Enable overnight charging; reduce driver reliance on public rapid charging	Director	Planned
Roll out telematics/GPS system across all vehicles to monitor fuel consumption and driver behaviour	2023	Identify inefficiencies; reward fuel-efficient driving	Operations Manager	Achieved
Achieve 80% hybrid fleet composition through ongoing vehicle replacement programme	2030	35% reduction in direct Scope 1 tailpipe emissions vs baseline	Fleet Manager	Planned
Switch electricity supply to 100% renewable tariff	2030	Eliminate Scope 2 market-based emissions	Director / Admin	Planned
Conduct Scope 3 supply chain carbon assessment	2026	Identify top Scope 3 hotspots; engage top 5 suppliers on emissions	Director	Planned
Transition to 100% zero emission fleet	2050	Net Zero Scope 1 vehicle emissions achieved	Fleet Manager / Director	Planned
Annual carbon footprint review and CRP update	Ongoing	Ensure data accuracy; track progress against targets	Director	Ongoing

7. Offsetting

As an SME, Green Metro Cars Reading Ltd recognises that residual emissions that cannot be eliminated through direct reduction measures may need to be offset. We are committed to prioritising genuine emission reductions over offsets, in line with PPN 006 guidance.

Where offsetting is used, we will ensure any carbon offset projects meet recognised quality standards, such as the Gold Standard or Verified Carbon Standard (VCS). We will not use offsetting as a substitute for implementing direct reduction measures.

Current offsetting activities: No carbon offsetting is currently in use. Green Metro Cars Reading Ltd is focused on direct emission reductions as the primary means of achieving its targets, with offsetting considered only for residual emissions beyond 2030.

8. Governance and Accountability

8.1 Senior Responsible Owner

This Carbon Reduction Plan is owned and endorsed by:

Name	Mushtaq Ahmed
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Job Title	Managing Director
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Email	Mushtaq135@hotmail.com
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8.2 Review and Reporting

- This CRP will be reviewed and updated annually, or following any significant change to the business (e.g. fleet expansion, new contract wins)
- Progress against targets will be reported internally each year
- The updated CRP will be published on our company website and provided to contracting authorities on request
- Emissions data will be recalculated annually using the latest DEFRA/BEIS conversion factors

8.3 Staff Engagement

- All drivers and operational staff are briefed on this plan and their role in achieving our targets
- Eco-driving performance is included in driver appraisals
- Suggestions from staff on carbon reduction are actively encouraged and reviewed

9. Declaration

This Carbon Reduction Plan has been reviewed and formally approved by a Director of Green Metro Cars Reading Ltd. We confirm that the information contained within this plan accurately reflects our current emissions and our genuine commitment to reducing our carbon footprint in alignment with PPN 006 requirements and the UK's Net Zero Strategy.

Signed:	<i>Mushtaq Ahmed</i>
Name:	Mushtaq Ahmed
Title:	Managing Director
Date:	1 st May 2026

Appendix A: Glossary

Term	Definition
GHG	Greenhouse Gas — gases that trap heat in the atmosphere, including CO ₂ , CH ₄ and N ₂ O
tCO₂e	Tonnes of Carbon Dioxide equivalent — a standard unit for measuring carbon footprints
Scope 1	Direct emissions from sources owned or controlled by the organisation (e.g. fleet fuel combustion)
Scope 2	Indirect emissions from purchased electricity, heat or steam
Scope 3	All other indirect emissions that occur in the value chain, including supply chain and commuting
Net Zero	Achieving a balance between the amount of GHG produced and removed from the atmosphere
PPN 006	Procurement Policy Note 006 — UK Government guidance requiring suppliers to publish a Carbon Reduction Plan
ULEZ	Ultra Low Emission Zone — areas where older, more polluting vehicles are charged a daily fee
EV	Electric Vehicle — a vehicle powered fully or partially by electricity
DEFRA/BEIS	UK Government departments providing annual GHG conversion factors for emissions calculations