

Carbon Reduction Plan

Supplier name: Permanent Futures Limited

The legal entity responsible for this Carbon Reduction Plan is **Permanent Futures Limited** (trading as **Futures**). Throughout this document, “Futures” refers to Permanent Futures Limited as registered with Companies House. The Plan covers the activities of Permanent Futures Limited within our financial-control boundary.

Publication date: 10 October 2025

Commitment to achieving Net Zero

Futures is committed to achieving Net Zero emissions by 2050.

Historic 2020/21 emissions (non-comparable)

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: Was 1 August 2020 to 31 July 2021

Due to material methodology changes in 2024/25, 2024/25 is established as the new base year. Historic (2020/21) numbers are retained for record only and are not comparable.

Additional Details relating to the Baseline Emissions calculations.

Re-baselining due to methodology change. Because our 2024/25 inventory introduces a materially improved methodology (activity-based business travel; full reporting of the five mandatory Scope 3 categories; updated UK Government 2025 factors; clarified Scope 2 market/location treatment), the previous baseline year (2020/21) is not comparable. We therefore set 2024/25 as the new base year for future reduction tracking. Historic numbers are retained for record, but progress will be measured against the 2024/25 base to ensure methodological consistency going forward.

- Scope 2: reported location-based (0.177 kgCO₂e/kWh, UK 2025) and market-based (provisionally equal pending residual-mix/supplier factor).
- Scope 3 Cat 6 (Business travel): activity-based per-km using mode-specific £/km benchmarks and 2025 per-km factors; marked provisional pending merchant mapping and air-haul split.
- Scope 3 Cat 5 (Waste): measured tonnages, 2025 disposal factors; residual assumed EfW with landfill sensitivity.
- Scope 3 Cat 7 (Employee commuting): snapshot distances annualised with transparent per-mile factors and assumptions.

Change vs prior year (comparability note)

The increase in reported Scope 3 arises mainly from improved coverage and methodology rather than a like-for-like rise in activity. The 2024/25 inventory includes an activity-based

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business travel method and now reports all five mandatory Scope 3 categories. Until merchant mapping and air-haul split are completed, Business Travel is labelled provisional. Future reporting will use the 2024/25 method for consistency, enabling clearer trend tracking.

Historic 2020/21 emissions (non-comparable)

EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	0
Scope 2	16.1
Scope 3 (Included Sources)	66.2
Total Emissions	82.3

Current Emissions Reporting

Reporting Year: 2024 – 2025

EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	0
Scope 2	13.2
Scope 3 (Included Sources)	<p>1,930.2</p> <p>Scope 2 – Purchased electricity (2024/25): Using the 2025 electricity factor (location-based 0.177 kgCO₂e/kWh), our location-based Scope 2 is 13.2 tCO₂e¹ (74,513.6 kWh × 0.177 ÷ 1,000). A market-based value is also reported; in the absence of a 2025 UK residual-mix or a supplier-specific factor, we provisionally report market-based = 13.2 tCO₂e and will update if a residual-mix or supplier factor is confirmed.</p>

¹ Market-based Scope 2: Market-based value provisionally equals location-based pending confirmation of a 2025 UK residual-mix or a verified supplier-specific emission factor for the reporting period.

	<p>On-site solar PV was commissioned in September 2025. In line with the GHG Protocol, Scope 2 reflects purchased electricity only; self-consumed PV simply reduces grid import (already reflected in kWh), and exported PV is not credited to Scope 2. Because PV operated for only part of the year, the reduction in 2024/25 is partial; a larger reduction is expected next year when a full year of PV generation is captured.</p> <p>2) Mandatory Scope 3 categories (all five) with individual totals</p> <p>1. Upstream transportation & distribution – 0 tCO₂e (de minimis / not material) for a services business with no inbound freight of sold goods. Kept under review.</p> <p>2. Waste generated in operations – 0.032 tCO₂e² (provisional). Based on measured tonnages (1.134 t residual; 0.828 t mixed packaging for recycling). Residual is assumed to EfW and recycling to MRF/operations, using the UK Government 2025 conversion factors for waste (Category 5). As disposal route for residual could not be confirmed by the contractor, this figure is reported on an EfW base case with a sensitivity that landfill would be higher; we will update if confirmation is provided.</p> <p>3. Business travel – estimated 1,902.1 tCO₂e³ for 2024/25, derived via an activity-based method: spend was converted to distance (km) using mode-specific £/km benchmarks, then multiplied by UK 2025 per-km emission factors (DESNZ/UK Government). We will refine £/km benchmarks and merchant mapping in 2025/26 to reduce estimation uncertainty.</p> <p>4. Employee commuting – Based on a current-day staff snapshot of one-way commuting distances by mode, annualised at 5 days/week for 46 working weeks, our estimated 2024/25 employee commuting emissions are 28.1 tCO₂e. We used distance-based per-mile factors (ICE car 0.2112 kgCO₂e/mi; EV 0.0676 kgCO₂e/mi assuming 0.30 kWh/mi and 0.22535 kgCO₂e/kWh; bus 0.140 kgCO₂e/pass-mi; walk 0), and assumed car-share average occupancy of 2 (factor halved). We will refine these figures with a full-year mode split and staff survey in the next reporting cycle.</p> <p>5. Downstream transportation & distribution – 0 tCO₂e (not applicable) as you don't distribute sold physical products; this category is for outbound third-party logistics of products sold.</p>
<p>Total Emissions</p>	<p>1,943.4</p>

² Waste (Cat. 5): Residual waste assumed to Energy-from-Waste (EfW); landfill would increase Category 5 emissions. Final figure will be updated if the contractor confirms the disposal route.

³ Business travel method: Provisional activity-based estimate (spend → distance with mode-specific £/km benchmarks × 2025 per-km factors). To be refined by merchant mapping, air haul split, and £/km calibration.

Emissions reduction targets

Net Zero commitment and base year. Permanent Futures Limited (trading as Futures) is committed to Net Zero by 2050 (Scopes 1–2 and relevant Scope 3). Given material methodology changes in 2024/25—including activity-based business travel, full reporting of the five mandatory Scope 3 categories, use of 2025 factors, and clarified Scope 2 treatment—we have set 2024/25 as our base year. Historic 2020/21 values are retained for record only and are not directly comparable.

Interim targets (from the 2024/25 base year):

- **Scope 2 (location-based):** reduce by *at least* 20% by FY2027 (full-year PV self-consumption, sub-metering, night-load reduction).
- **Scope 3 – Business travel (Cat 6):** stabilise at or below FY2024/25 absolute emissions through FY2027 (method/data corrections only; no new travel policies).
- **Scope 3 – Commuting (Cat 7):** reduce emission-intensity per FTE by 15% by FY2027 (continued EV uptake, existing public-transport/cycling incentives).

Completed Carbon Reduction Initiatives

Completed initiatives (since 2021)

- **Solar PV (commissioned September 2025):** 39.56 kWp array (three roof aspects) with an expected ~29,336 kWh/year generation; SolaX three-phase inverters and a 5.8 kWh battery installed. On a 2025 location-based factor (0.177 kgCO₂e/kWh), a full year of operation equates to an indicative ~5.2 tCO₂e avoided grid import per year (Scope 2 impact). *2024/25 shows a partial-year benefit; 2025/26 will reflect the full year.*
- **HR system upgrade (Breathe):** moved to digital HR workflows, cutting paper and enabling e-processes (small Scope 3 reduction; productivity gain).
- **Phone system modernisation (RingCentral VoIP, Aug-2025):** removes legacy desk-phone hardware, supports hybrid working and reduces travel dependency (enabling effect on Scope 3).
- **Workplace Charging Scheme:** 6 EV charge points installed (2022); continued uptake through salary sacrifice—12 employees now in EVs, reducing commuting emissions.
- **Travel incentives:** membership of WY Metro Travel Plan Network; public transport discounts; cycle-to-work scheme; annual staff travel survey.
- **Digital by default:** CRM/HR/accounting systems; recycled paper only; sustained hybrid meeting options.
- **Targeted woodland donations (2021–2024)** alongside operational reductions (disclose separately from the GHG inventory).

Planned initiatives (2025–2027)

- **Full-year PV optimisation (2025/26):** monitoring, inverter scheduling, and night-load tuning to maximise self-consumption of the ~29 MWh/yr PV. Target: ≥75% self-consumption by 2026.
- **EICR (Electrical Installation Condition Report):** while not a reduction in itself, it identifies **remedial actions** (e.g., poor power factor, overloaded circuits, degraded cabling) that can cut waste loads and improve safety. Commit to closing all energy-related remedials within 12 months.
- **Distribution board upgrade:** specify sub-metering per major load (HVAC, EV chargers, server/comms, lighting, sockets) and space for smart controls. Sub-metering enables a 3–7% demand reduction in most offices by surfacing waste loads and supporting night-load campaigns.

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- **Lighting & controls:** confirm 100% LED with presence/ daylight control; run a night-time walk-through to eliminate phantom load (monitors, vending, chargers).
 - **HVAC optimisation:** seasonal setpoints, lockouts, and timed schedules
 - **EV commuting & charging:** keep salary sacrifice active
 - **Toilets refurbishment:** choose dual-flush WCs, aerated taps, and sensor controls; water savings have small direct CO₂e but are visible ESG wins and cut utility cost.
- Procurement & IT**
- **Supplier Net Zero clause:** suppliers to have a 2050 Net Zero commitment (or a plan) and to provide location-based electricity factors annually.
 - **Cloud & data:** prefer providers with published low-carbon energy sourcing and PUE; switch features on (cold storage, autoscaling) to cut compute hours.

5) Risks, improvements & next steps

Data quality & improvement plan (2025/26).

- **Business travel:** complete merchant mapping; obtain route info to split air by haul and apply correct per-km factors; align £/km assumptions to actual fare data.
- **Waste:** confirm residual route (EfW vs landfill) with contractor; update Cat 5 factors accordingly.
- **Scope 2 market-based:** obtain residual-mix or supplier factor for the reporting period and restate market-based value if different from location-based.
- **Commuting:** repeat the commuter survey (or automate HR capture) to replace snapshot with a representative annual dataset.

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 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 on behalf of the Supplier:


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Name: Tom Ryan
Job Title: Sales Director
Date: 10 October 2025