

# Carbon Reduction Plan

Supplier name: **Total Futures Ltd**

Publication date: **January 2023**

## Commitment to achieving Net Zero

Total Futures Ltd is committed to achieving Net Zero emissions by 2030.

### Why should Total Futures measure our carbon footprint?

Human activity has already increased the global temperature by 1°C compared to pre-industrial levels, and the last 22 years have held 20 of the hottest years ever recorded; climate change isn't going to happen, it is happening. To mitigate against further destruction, world nations signed the Paris Agreement 2015 to limit global warming to 1.5°C, or well below 2 °C. This is important because the hotter the earth gets, the more frequently we will experience the effects of climate change, and the more severe they will be. For UK businesses this means higher risk of flooding, disrupted supply chains, more heatwaves (putting servers and data at risk), reduced crop yields and stunted economic growth. Importantly each risk comes with extreme risk to human health, safety and wellbeing. If the viability of human life is not reason enough, not only are there potential legislative risks as the UK Government seeks to reach its net-zero target, but there are also risks associated with the transition to a low carbon economy through taxes and carbon pricing. With risks come opportunities: we have the opportunity to limit our vulnerability to fluctuations in fossil energy pricing, increase efficiencies, limit risk of supply chain disruption and increase employee wellbeing and engagement. Consumers are increasingly environmentally conscious and as concerns around climate change grow, consumers will more willingly invest in products and services associated with businesses actively measuring, managing and reducing emissions. In every choice we make we can choose to accelerate climate change or be part of the solution. Measuring carbon emissions provides a consistent, accurate and transparent look at the amount of greenhouse gas the business creates and helps to identify which processes are contributing the most to climate change. Effective management of risks and identification of opportunities can optimise value creation. An important step to unlocking this value is understanding how your activities generate greenhouse gas emissions and then identifying how you can minimise them. On the basis that 'what gets measured gets managed', the first step to reducing your carbon footprint is to measure it.

### Facts about climate change

1. Climate change could be irreversible by 2030 - the world's carbon emissions have continued to increase year on year despite scientists warning that global carbon pollution must be cut in half over the next decade to avoid catastrophic irreversible damage to our planet.
2. We use more of the earth's resources than it can renew - The UK's Overshoot Day 2021 was the 19th of May, this is the date when our demand for natural resources and services in a given year exceeds what the earth can generate in that year. By now we are using resources the earth won't be able to restore.
3. By 2050, 30-50% of the total species found on earth will be extinct - The expected rate of species extinction is around 5 species a year, we're currently losing up to 1,000 times the normal rate. Ecosystem degradation is already affecting the wellbeing of at least 3.2 billion people – 40% of the world's population.
4. The wealthiest 51% of the world's population account for 86% of global CO2 emissions – Yet the world's poorest disproportionately suffer the effects of climate change, it is not just a climate crisis, but a humanitarian crisis too.
5. Climate change is creating a refugee crisis - As global temperatures increase, millions of people are fleeing their homes to avoid the impacts of droughts and extreme storms. And these numbers

are set to rise, estimating that up to 200 million people could be displaced by climate change by 2050. The more greenhouse gas we pump into the atmosphere, the hotter the earth gets.

**To fully capture a carbon footprint, the Greenhouse Gas (GHG) Protocol has split emissions up into 3 scopes:**

	Definition	Source
<b>Scope 1</b>	Direct GHG emissions from sources owned by the organisation	Onsite combustion of fuel (natural gas) or from company owned vehicles
<b>Scope 2</b>	Indirect emissions, consumed by the company, but not directly created	Purchased electricity and gas
<b>Scope 3</b>	Indirect emissions outside of a company boundary, but still related to company activities	Sources include the supply chain, emissions produced by employee commuting and end-of-life treatment of a product

## Baseline Emissions Footprint

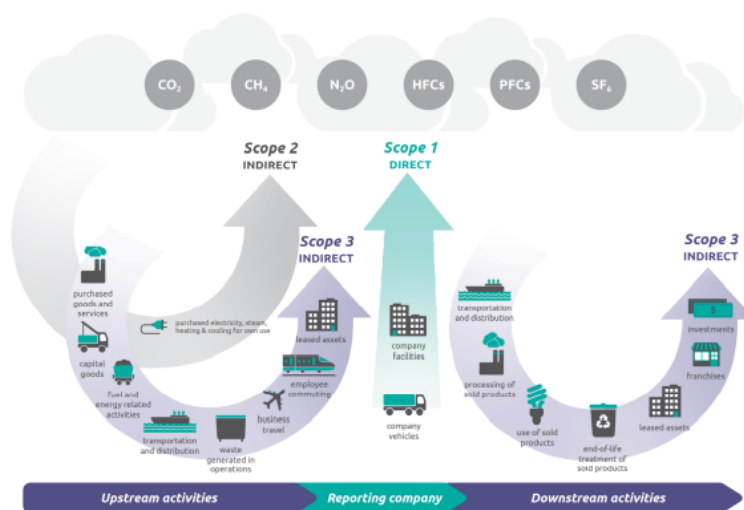
Baseline emissions are a record of the greenhouse gases that have been produced in the past and were produced prior to the introduction of any strategies to reduce emissions. Baseline emissions are the reference point against which emissions reduction can be measured.

When identifying Total Futures emission footprint the following was considered:

### GHG Protocol defines the scopes as follows:

For the most accurate carbon footprint measurement, it is best to measure all the emissions from each scope, often this means extending scope 3 measurements, to cover the entire value chain.

Figure [1.1] Overview of GHG Protocol scopes and emissions across the value chain



<b>Baseline Year: 2021</b>	
<b>Additional Details relating to the Baseline Emissions calculations.</b>	
<p>All offices are in leased buildings with therefore limited scope to influence the resource efficiency of the premises, although resource use is not considered to be significant.</p> <p>Historically Total Futures has delivered all training face to face in a classroom, resulting in significant business travel and commuting. Whilst the majority of the programmes being delivered require face to face interaction, due to the practical nature of the qualifications, the plan moving forward is to deliver as much remotely as is possible. This move to more remote delivery will reduce business travel, and in turn air and carbon emissions.</p> <p>Although minimising the company's environmental footprint is something that management are mindful of, and aligns with the company's values, it is something that is currently under-developed in terms of formal management, monitoring and reporting.</p> <p>There are limited direct emissions and waste generations from operations. The main waste streams generated are general office waste, electronics and used / out of date training materials. The partial move to remote learning has led to a reduction in physical training materials. A review of options to further digitalise materials would present an opportunity to minimise resource use and therefore waste, as well as to reduce costs.</p>	
<b>Baseline year emissions:</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
	Total Futures' 2022 total carbon footprint is: 13.21 tCO <sub>2</sub> e
<b>Scope 1</b>	<b>0% / 0</b>
<b>Scope 2</b>	<b>29% / 3.84 tCO<sub>2</sub>e emissions</b>
<b>Scope 3 (Included Sources)</b>	<b>71% / 9.37 tCO<sub>2</sub>e emissions</b>
<b>Total Emissions</b>	<b>13.21 tCO<sub>2</sub>e emissions</b>

## Current Emissions Reporting

<b>Reporting Year: 2022</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
	Total Futures' 2022 total carbon footprint is: 13.21 tCO <sub>2</sub> e
<b>Scope 1</b>	<b>0% / 0</b>
<b>Scope 2</b>	<b>29% / 3.84 tCO<sub>2</sub>e emissions</b>
<b>Scope 3 (Included Sources)</b>	<b>71% / 9.37 tCO<sub>2</sub>e emissions</b>
<b>Total Emissions</b>	<b>13.21 tCO<sub>2</sub>e emissions</b>

\*The current emission reporting is a mirror of 2022, as we this is our baseline and initial CRP.

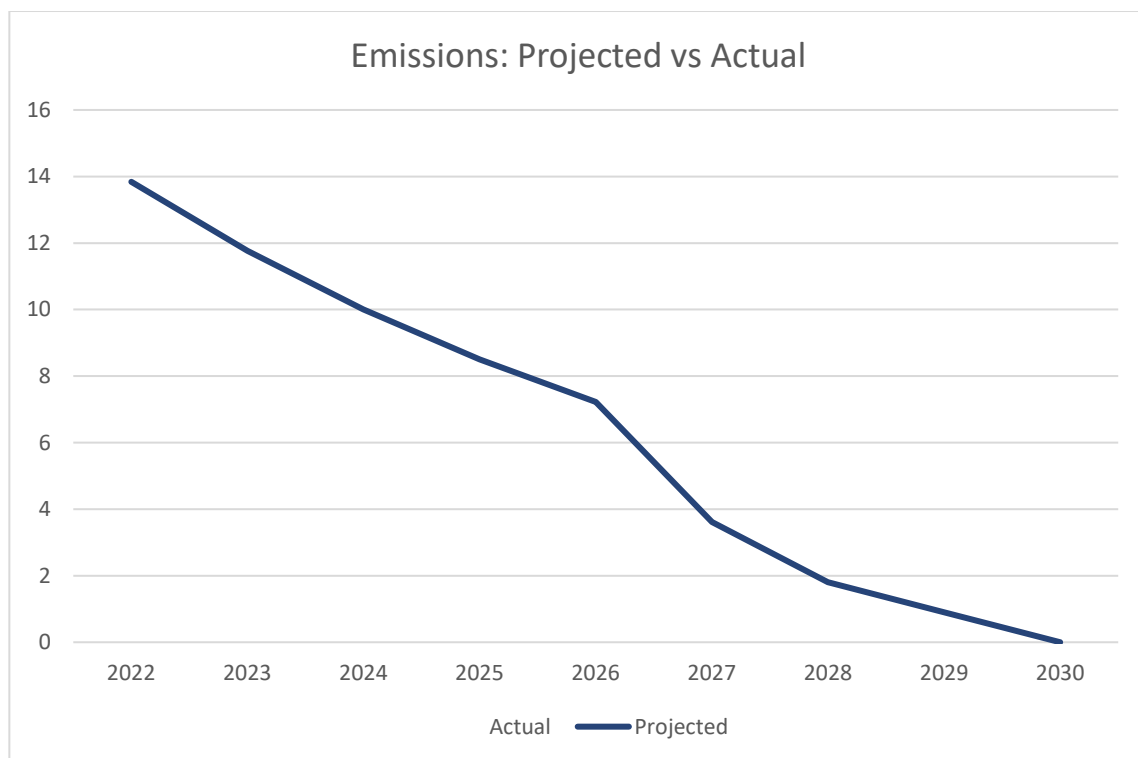
## Emissions reduction targets

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

- Reduce absolute carbon emissions by 5% by 2024
- Reduce business travel carbon emissions by 10% per capita by 2024.
- Reduce energy use per square metre by 10% by 2024
- Purchase 50% of purchased electricity (1.92 tCO<sub>2</sub>e) will come from verified renewable sources, eliminating scope 2 emissions by 2025.
- Invest in carbon offsetting schemes such as My Carbon Plan and Forest Carbon to offset 50% of our total emissions annually

We project that carbon emissions will decrease over the next five years to **1.81 tCO<sub>2</sub>e** by **2028**. This is a reduction of **86%**

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



## Carbon Reduction Projects

The following environmental management measures and projects have been completed or implemented since the 2022 baseline. The carbon emission reduction achieved by these schemes equate to 0 tCO<sub>2</sub>e, an estimated 0% reduction against the 2022 baseline and the measures will be in effect when performing the contract (this is currently 0 as this is the baseline CRP).

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

- Changes in employee contracts to represent more flexibility and promotion of hybrid working to support reduction in the level of scope 3 emissions.
- Reinstating the car share scheme to reduce the number of cars visiting offices.
- Introduce a cycle to work scheme.
- Moving to a paperless organisation with workers by limiting the use of printers/ photocopiers.
- Encouragement of staff to use public transport when visiting offices.
- Educate our staff and learners with meaningful CPD in sustainability and the reduction of individuals carbon footprint.
- Gain ISO 14001 accreditation

## 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<sup>1</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>2</sup>.

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<sup>3</sup>.

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:



**Garry Brown - Director of Skills**

**Date: 18/01/2023**

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<sup>1</sup><https://ghgprotocol.org/corporate-standard>

<sup>2</sup><https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

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