

# forward

## The Forward Trust

### Carbon Reduction Plan 2024

Registered Charity Number: 1001701

Published: 31<sup>st</sup> March 2024



# Forward Trust Carbon Reduction Plan 2024

## 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.

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 Forward Trust:



**John Biggin OBE**

Chief Operating Officer

## 2024 Plan

The Forward Trust are committed to achieving Net Zero emissions for Scopes 1 & 2 by 2033, and Scope 3 by 2040. This strategy deals with the first 5 years of this process.

Our strategy is structured around 4 Strategic Themes, and these are described below.

Fig 1. Forward Trust Environment & Sustainability Strategy Themes



### Overarching Aim

Our overarching aim is to reduce scope 1, 2 and 3 carbon emissions while supporting the charity's plans for growth in staff and client numbers.

In order to take action to reduce these emissions, we need to understand and measure where they're sourced from in the first place. The three scopes are a way of categorising the different kinds of emissions a company creates in its own operations and in its wider 'value chain' (its suppliers and customers).

### Definitions of Scope 1, 2 and 3 Emissions

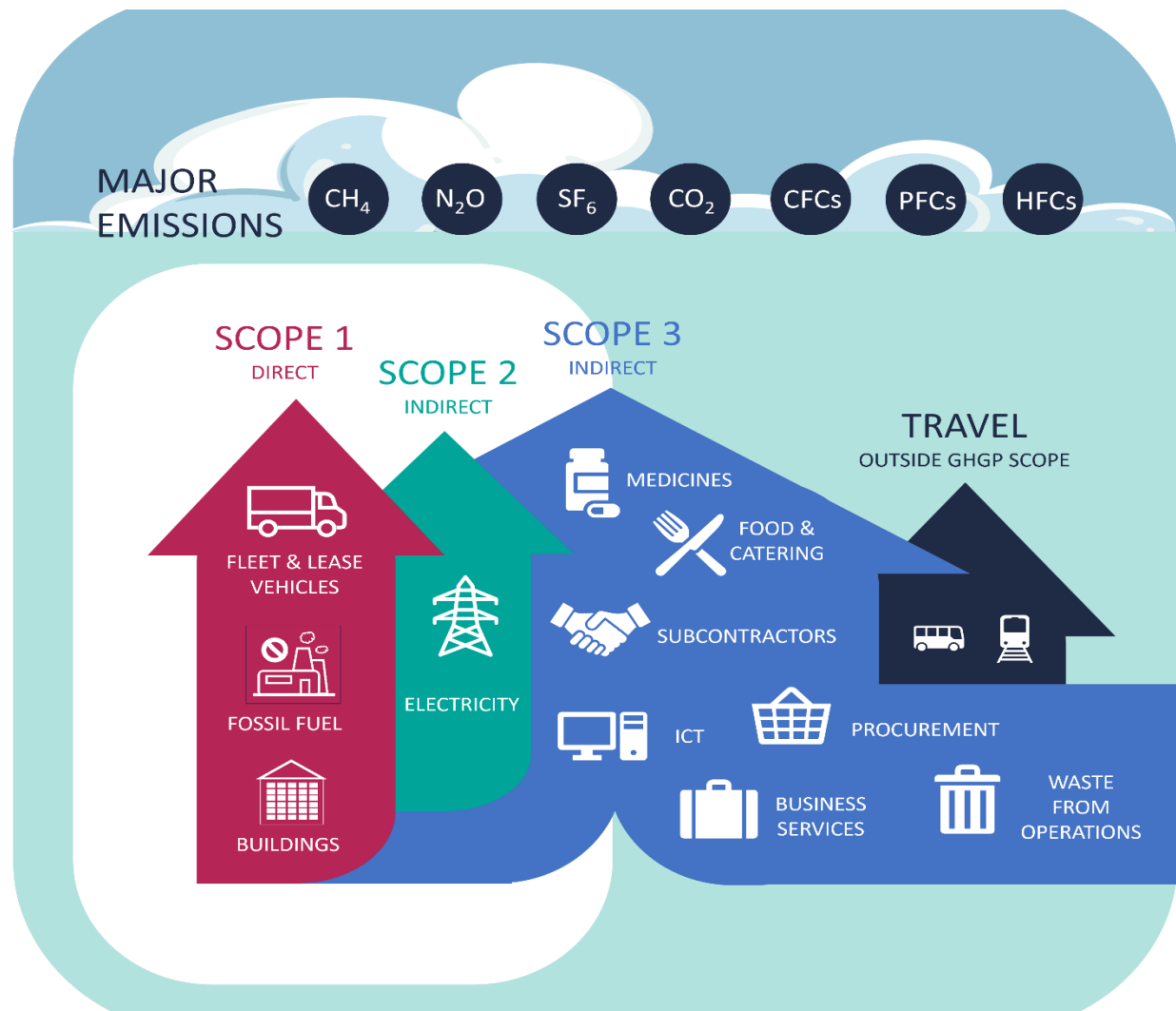
Essentially, Scope 1 are those direct emissions that are owned or controlled by a company, whereas scope 2 and 3 indirect emissions are a consequence of the activities of the company but occur from sources not owned or controlled by it.

**Scope 1 Emissions** - Scope 1 covers emissions from sources that an organisation owns or controls directly – for example from burning fuel in our fleet of vehicles (if they're not electrically-powered).

**Scope 2 Emissions** - Scope 2 are emissions that a company causes indirectly and come from where the energy it purchases and uses is produced. For example, the emissions caused when generating the electricity that we use in our buildings would fall into this category.

**Scope 3 Emissions** - Scope 3 encompasses emissions that are not produced by the company itself and are not the result of activities from assets owned or controlled by them, but by those that it's indirectly responsible for up and down its value chain. An example of this is when we buy, use, and dispose of products from suppliers. Scope 3 emissions include all sources not within the scope 1 and 2 boundaries.

Fig 2. Examples of Forward Trust activities that fall into Scopes 1, 2, and 3.



*Note. - Aligned with definitions within the NHS Carbon Reduction Plan*

### Key Performance Indicators

- Carbon emissions from energy use (tonnes)
- Carbon emissions from water use (tonnes)
- Carbon emissions from energy use per staff and student (tonnes/FTE)
- Carbon emissions from water use per staff and student (tonnes/FTE)
- Carbon emissions from energy use per total income (tonnes/£)
- Carbon emissions from water use per total income (tonnes/£)
- Percentage of energy generated from on-site renewable or low carbon sources (%)

## 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.

<b>Baseline Year:</b>	2022 (1st April 2021-31st March 2022)
<b>Additional Details Relating to the Baseline Emissions Calculations</b>	
<p><b>1. REPORTING PERIOD</b></p> <p>The reporting period is 1st April 2021-31st March 2022, which aligns with our company accounting period, and has been set using a fixed-base year approach.</p> <p><b>2. APPROACH</b></p> <p>We have used the GHG Protocol Corporate Accounting and Reporting Standard (revised edition), and emission factors from UK Government's GHG Conversion Factors for Company Reporting 2022.</p> <p><b>3. ORGANISATIONAL BOUNDARY</b></p> <p>We have used the financial control approach to identify the GHG emissions for which Forward Trust have responsibility. The boundaries of the reported emissions comprise all office/building related emissions including business travel, covering car and train.</p> <p><b>4. OPERATIONAL SCOPES</b></p> <p>We have measured the scope 1 &amp; 2, and significant scope 3 emissions (Categories 1, 2, 3, 4, 5, 6, 7 &amp; 9)</p>	
<b>Baseline Year Emissions:</b>	2021-22 (1st April 2021-31st March 2022)
<b>Emissions</b>	<b>Total (tCO<sub>2</sub>e)</b>
<b>Scope 1</b>	3.45
<b>Scope 2</b>	122.97
<b>Scope 3 (Categories 1, 2, 3, 4, 5, 6, 7 &amp; 9)</b>	141.00
<b>Total Emissions</b>	<b>267.42</b>

## Current Emissions Reporting

Current emissions are a record of the greenhouse gases that have been produced in the current reporting year which is 2023-24.

<b>Baseline Year Emissions</b>	2023-24 (1st April 2024-31st March 2024)
<b>Emissions</b>	<b>Total (tCO<sub>2</sub>e)</b>
<b>Scope 1</b>	8.07 (2.28 Prior Year)
<b>Scope 2</b>	62.33 (101.71 Prior Year)

<b>Scope 3</b>	121.70 (currently estimated at target for 2023-24)
<b>Total Emissions</b>	<b>192.10</b>

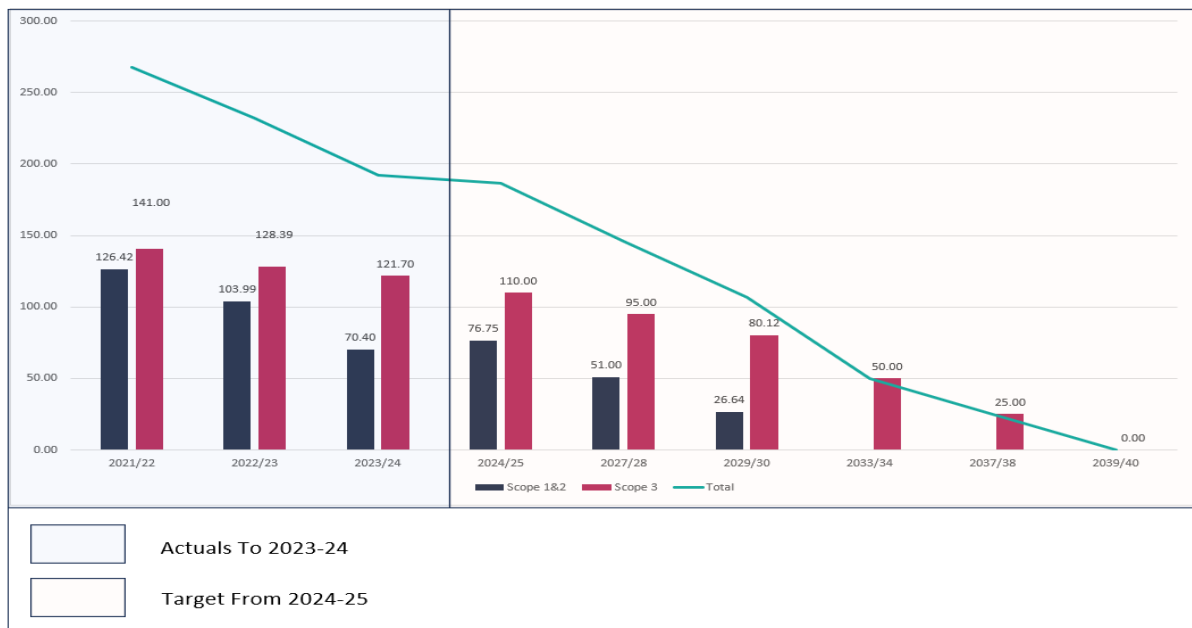
### Emissions Reduction Targets

Emission reduction targets are calculated in line with the Science Based Target Initiative (SBTi), to keep Global Warming under the 1.5-degree scenario.

In order to continue our progress toward achieving Net Zero since the base year 2021-22, we have adopted the following carbon reduction target.

- Scope 1 & 2 carbon emissions will decrease over the next 6 years to 26.64 tCO<sub>2</sub>e by 2029-30 and then to zero by 2033.
- Scope 3 carbon emissions will decrease over the next 10 years to 50.00 tCO<sub>2</sub>e by 2033-34 and then to zero by 2040.

Fig 3. Forward Trust Carbon Reduction Targets 2021-22 to 2040



### Carbon Reduction Projects

#### Completed Carbon Reduction Initiatives

It should be noted that the reductions (from 2019/20) in CO<sub>2</sub> in 2020/21 and 2021/22 are attributed especially to the period during which COVID significantly impacted operational capacity. 2023/24 is likely to be a more typical operational year, more in line with pre-COVID.

The following environmental management measures and projects have been completed or implemented since the 2021-22 baseline. The Scope 1&2 carbon emission reduction achieved by these schemes equates to 56.02 tCO<sub>2</sub>e, a 44.3% reduction against the 2021-22 baseline.

Carbon reduction projects have included:

- **Implementation of an EMS that meets the requirement of ISO** - ISOQAR audit conducted in 2023-24 passed with zero non-conformities.
- **Boiler Replacement** - Replacement of old Boiler System at Clouds House with a newer and more fuel-efficient system.
- **Development of Flexible Working Policy** – We have built on the post-COVID-19 initiatives for staff to work remotely and expanded this with the introduction of a specific policy to reduce Head Office and other office travel and utilities use.
- **Measuring Our Carbon Footprint** – We now measure this in accordance with the SBTi protocol.
- **Staff Awareness Measures** – We have introduced Zero Waste Weeks and have included specific information and guidance on Environmental Sustainability on our Intranet.
- **Salary Sacrifice Full Electric Vehicle scheme** – We have introduced an organisation-wide scheme to allow our staff to move to zero-emission motoring.
- **Virtual/Hybrid Meetings** - We have introduced virtual meeting technology to reduce travel.

### Centrally Driven Carbon Reduction Initiatives

In the future, we will implement further measures such as:

- Interventions to reduce building power consumption focused on air conditioning, building fabric, insulation, space heating, ventilation, and hot water.
- Bridges Refurbishment – Ensure Carbon Reduction is implicit in the refurbishment, including LED lighting.
- Purchase of 100% renewable energy.
- For IT systems – these will be designed with optimisation as key from Day 1. We will implement software solutions to manage and optimise the power consumption of assets.
- Requiring suppliers to report their carbon footprint data to us to improve the accuracy of carbon measurement and engaging with suppliers to support our net zero goal.
- All suppliers are to have produced their net-zero target and plan (by 2030 at the latest) that aligns with Forward Trust targets.
- Evaluation of all clinical and non-clinical purchased products with specific plans for more efficient use such as reducing single-use plastic, switching from disposable to reusable equipment and reducing the use of paper.
- Deliver further reductions in emissions resulting from commuting to work. Encouragement of staff to use low-carbon transport methods such as walking, cycling and public transport.

### Contract Specific Carbon Reduction Initiatives

At each location where we are in control of buildings, we will implement the following measures:

- We will measure the carbon footprint of each one of our building locations each year, and report this.
- Each building location and service delivery point will operate in line with the processes and procedures contained within our Environmental Management System.
- All waste associated with each building location and each service delivery point will be diverted from landfill.
- All building locations and each service delivery point will align with our internal Net-Zero Carbon Target e.g., to have Net-Zero emissions by 2040.

### Key Implementation Mechanisms Supporting Policies and Plans

Review of the Carbon Management Plan in 2024-25 to include the development of a roadmap to carbon reductions and appropriate targets and key performance indicators across all carbon emission scopes.

Implement energy efficiency and carbon reduction projects within existing buildings and investigate opportunities for strategic estate-wide renewable energy with the aim of increasing the volume of energy generated from renewable or low-carbon sources.



