

Carbon Reduction Plan

Focus 4 U Ltd (trading as Focus Group)

Commitment to Net Zero

Focus Group is committed to achieving Net Zero greenhouse gas emissions in the UK by 2050 and is working to establish credible, long-term carbon reduction targets to support that commitment. We are currently reviewing the suitability of Science Based Targets (SBTi) as part of that process. We report on our progress annually and publish our sustainability performance to key stakeholders.

We measure and report our full organisational carbon footprint annually in accordance with the GHG Protocol Corporate Accounting and Reporting Standard and the Corporate Value Chain (Scope 3) Accounting and Reporting Standard, verified to ISO 14064-3:2019.

The emissions figures in this Carbon Reduction Plan are reported in tonnes of carbon dioxide equivalent and cover the greenhouse gases required for company reporting, using relevant Government conversion factors for the applicable reporting year. Scope 1 and Scope 2 emissions are reported in line with SECR requirements, and Scope 3 emissions are reported in line with the minimum boundary required by the Carbon Reduction Plan technical standard where sufficient activity data is available.

Baseline Emissions Footprint

Baseline emissions are a record of the greenhouse gases 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: 1st December 2020 – 30th November 2021

Additional details relating to the baseline emissions calculations:

The period December 2020 – November 2021 represents Focus Group's first GHG reporting period and serves as the base year for all subsequent reporting cycles and PPN 006 compliance. Reporting was conducted in accordance with the GHG Protocol Corporate Accounting and Reporting Standard. Scope 3 categories excluded from the baseline inventory were excluded due to insufficient activity data being available at that time or because they fell outside Focus Group's operational boundary. As data collection frameworks have matured, additional Scope 3 categories have been incorporated in subsequent reporting periods to improve completeness and accuracy. The base year has not been recalculated in the current reporting period; therefore, bidders and contracting authorities should note that the baseline year is not directly comparable to the current reporting year where Scope 3 coverage has expanded.

Baseline Year Emissions	Total (tCO ₂ e)
Scope 1	416.75 tCO ₂ e Buildings: 76.85 tCO ₂ e, Fleet: 339.90
Scope 2	233.8 tCO ₂ e
Scope 3 (included sources)	593.1 tCO ₂ e tCO ₂ e, Purchased Goods & Services: 2.83 tCO ₂ e, Fuel & Energy-Related Activities:

	9.50 tCO ₂ e, Upstream Transport & Distribution: 2.40 tCO ₂ e, Waste from Operations: 10.17 tCO ₂ e, Business Travel: 29.92 tCO ₂ e, Employee Commuting & Homeworking: 538.30 tCO ₂ e
Total Emissions	1243.7 tCO ₂ e

Current Emissions Reporting

Reporting Year: 1st December 2024 – 30th November 2025	
Additional details relating to the current emissions calculations:	
This is Focus Group's fifth GHG reporting period. Emissions have been calculated using UK Government DESNZ emission conversion factors for 2024 and 2025 as applicable to the reporting period. Scope 3 reporting covers the categories for which sufficient activity data is available, including Fuel and Energy-Related Activities (3.3), Waste Generated in Operations (3.5), Business Travel (3.6), Employee Commuting (3.7), and Downstream Transportation and Distribution (3.9). Categories for which data remains unavailable or outside Focus Group's operational boundary have been excluded in line with the GHG Protocol Corporate Value Chain Standard. The footprint has been verified by an independent third party to ISO 14064-3:2019 with a level of limited assurance.	
Current Emissions	Total (tCO ₂ e)
Scope 1	640.20 tCO ₂ e
Scope 2	485.55 tCO ₂ e
Scope 3 (included sources)	Total Scope 3: 2,908.26 tCO ₂ e Fuel & Energy-Related Activities: 340.83 tCO ₂ e, Waste from Operations: 3.09 tCO ₂ e, Business Travel: 344.80 tCO ₂ e, Employee Commuting & Homeworking: 1,491.53 tCO ₂ e, Downstream Transport & Distribution: 728.01 tCO ₂ e
Total Emissions	4,034.01 tCO ₂ e

Emissions Reduction Targets

In order to continue our progress towards net zero, Focus Group has adopted the following approach to carbon reduction targets. We project that carbon emissions will decrease over the next five years to approximately 2,950 tCO₂e by 2031, a reduction of around 27% against our 2024/25 reporting year.

Focus Group is committed to achieving Net Zero greenhouse gas emissions in the UK by 2050 and are working to establish the credible, long-term carbon reduction goals that will get us there. We are currently reviewing the suitability of Science Based Targets (SBTi) as part of that process. We report on our progress annually and publish our sustainability performance to key stakeholders.

In the near term, Focus Group is focused on continuous improvement in data quality and Scope 3 coverage, with targeted reduction initiatives in our highest-emission categories:

employee commuting and homeworking (36.97% of total footprint), downstream transport and distribution (18.05%), and mobile combustion from our vehicle fleet (14.90%).

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and carbon reduction initiatives have been completed or implemented since our baseline year. These measures will be in effect when performing the contract.

Initiative	Target Reduction	Actual Reduction
Annual carbon footprint measurement and third-party verification to ISO 14064-3:2019, providing a verified, accurate emissions baseline for reduction planning	Enables targeted reduction	Ongoing
Companywide sustainability communications and employee engagement programme to encourage behavioral change, including travel reduction and energy awareness	Estimated 1–2 tCO ₂ e	Ongoing
Cycle to Work scheme to support sustainable commuting and reduce commuter emissions	Estimated 1 tCO ₂ e	Ongoing
Hybrid and remote working policy enabling employees to reduce commuting frequency, addressing our largest Scope 3 category	Estimated 10+ tCO ₂ e	Ongoing
Annual ESOS-compliant energy audits across UK offices to identify and implement energy efficiency improvements	TBA	Ongoing
Engagement with supply chain on carbon footprints and reduction plans as part of Scope 3 reduction commitment	TBA	Ongoing
Virtual meeting culture via Microsoft Teams to reduce domestic air travel and business mileage	Estimated 1–5 tCO ₂ e	Ongoing

Future Carbon Reduction Initiatives

In the future, Focus Group is reviewing further carbon reduction measures, including:

Future Initiative	Target Reduction	Target Date
Transition of 50% fleet vehicles to electric vehicles (EVs), addressing Scope 1 Mobile Combustion (14.90% of total footprint)	Estimated 601 tCO ₂ e	Under review
100% renewable energy procurement for all Focus Group offices where influence or control over energy	Estimated 485 tCO ₂ e	Under review

Future Initiative	Target Reduction	Target Date
procurement exists, eliminating Scope 2 electricity emissions		
Supplier engagement programme to obtain carbon data for upstream supply chain categories currently excluded from Scope 3 reporting, improving accuracy and identifying reduction opportunities	TBA	Under review
Submission of Science Based Targets (SBTi) for validation, establishing independently verified interim reduction milestones aligned with our net zero ambition	TBA	Under review
Enhanced data collection programme covering all Scope 3 categories to improve completeness and allow identification of further emission hotspots	TBA	Under review

Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 006: Taking account of Carbon Reduction Plans in the procurement of major government contracts, the associated technical standard for completion of Carbon Reduction Plans, and the published 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 use 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 and Senior Management body responsible for Focus Group's environmental reporting and governance.

Signed on behalf of the supplier:

Name: Rhys Bailey

Date: 28/09/2026

Title: Chief Revenue Officer

Signature:



Organisation: Focus 4 U Ltd (trading as Focus Group)

References

GHG Reporting Protocol corporate standard: <https://ghgprotocol.org/corporate-standard>

Government emission conversion factors for greenhouse gas company reporting: <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

Corporate Value Chain (Scope 3) Standard: <https://ghgprotocol.org/standards/scope-3-standard>