

FORTIX LTD

Carbon Reduction Plan

PPN 06/21 Compliant | Baseline Year 2023/24 | Published April 2025

Organisation	Fortix Ltd
Registered Office	Blades Business Hub, John Street, Sheffield, S2 4QX
Baseline Year	2023/24
Reporting Year	2023/24
Operational Scope	Head office (Sheffield, England) and remote/community operations across England
Publication Date	1st April 2025
Next Review	April 2026
Company Number	13758047
Incorporated	22 November 2021
Website	www.fortix.co.uk
Net Zero Target	2050 (interim 50% reduction by 2035 against 2023/24 baseline)

Executive Summary

Fortix Ltd is a Sheffield-based organisation delivering accommodation and housing support services to vulnerable adults across England. This Carbon Reduction Plan sets out our baseline greenhouse gas emissions for 2023/24 and the practical, structured steps we are taking to achieve Net Zero by 2050, in accordance with PPN 06/21 and the GHG Protocol Corporate Standard.

Our total baseline footprint is 20.0 tCO₂e across all three scopes. Scope 3 activities, principally supply chain, purchased services and business travel, account for the largest share at 71%, which is consistent with the service-based nature of our operations. Scope 1 and Scope 2 emissions from vehicles and purchased electricity represent the remaining 29% and are the focus of our most immediate reduction actions.

We are committed to measurable, transparent reductions. Our interim targets are 15% by 2026, 30% by 2030, and 50% by 2035 against the 2023/24 baseline. We will not use carbon offsets to meet any of these interim targets. This plan is reviewed quarterly by our Sustainability Lead and updated publicly on an annual basis.

1. Commitment to Achieving Net Zero

Fortix Ltd is committed to achieving Net Zero greenhouse gas emissions by 2050 at the latest. As a provider of accommodation and housing support services operating across England, and rooted in the Sheffield community, we recognise that operating sustainably is both an ethical obligation and a practical one. The people we support deserve services delivered by an organisation that takes its responsibilities seriously, including its responsibilities to the environment.

Our pathway to Net Zero is built on real emissions reductions, not accounting manoeuvres. We will achieve it through:

- A 50% absolute reduction in emissions by 2035 against our 2023/24 baseline

- Continuous improvement in energy efficiency across our office and managed properties
- A clear and enforced transition to low- and zero-carbon travel and fleet
- Low-carbon procurement with a preference for locally-based suppliers
- Robust data improvement and active engagement with our supply chain on Scope 3 emissions

We will not use carbon offsets to meet our 2026, 2030 or 2035 interim targets. Limited, high-integrity carbon removal credits may only be considered for hard-to-abate residual emissions as we approach Net Zero in 2050, and any credits used will meet recognised quality standards such as Gold Standard or Verra VCS, with full disclosure in our annual reporting.

2. Reporting Standard and Methodology

This Carbon Reduction Plan is prepared in accordance with PPN 06/21 (Procurement Policy Note, Taking Account of Carbon Reduction Plans), the GHG Protocol Corporate Accounting and Reporting Standard, and UK Government GHG Conversion Factors (latest available at the time of calculation).

We report Scope 1, Scope 2 and relevant Scope 3 categories, including fuel- and energy-related activities (transmission and distribution losses), business travel, waste generated in operations, and purchased goods and services where material. Where precise activity data was not available at the time of this publication, Fortix has applied a conservative hybrid of activity-based and spend-based estimation methods. All estimates will be replaced with metered and actual data within twelve months of this publication, and any material restatements of the baseline will be disclosed transparently in the annual update.

3. Organisational Boundary

Fortix applies the operational control approach for consolidating GHG emissions, in line with the GHG Protocol. The following sources are included within our reporting boundary:

- Fortix head office, Blades Business Hub, John Street, Sheffield (owned or leased premises): energy, heating, and building-related emissions
- Staff business travel: mileage (own vehicle and company fleet), rail, and air travel where applicable
- Energy consumed in operations: electricity and gas at the office and any properties within Fortix's operational control
- Upstream purchased goods and services material to accommodation delivery, where data is available
- Waste arising from office operations and Fortix-managed properties

Where Fortix does not hold operational control, for example, utilities managed by third-party landlords in properties where we act as managing agent, we will evidence the reasonable steps taken to exercise influence over those emissions, and document any material constraints clearly in our annual updates.

4. Baseline Emissions Footprint, 2023/24

2023/24 is our first full baseline year. The table below summarises total GHG emissions across all three scopes. Where precise activity data was not available at publication, a conservative hybrid estimation approach has been applied. Figures will be updated following improved meter data and supplier returns, with any material changes transparently disclosed.

Scope	Source Examples	2023/24 (tCO ₂ e)	% of Total
Scope 1	Company vehicles; gas heating (where applicable)	3.2	16%
Scope 2	Purchased electricity (location-based method)	2.6	13%
Scope 3	Fuel & energy-related activities (T&D losses); business travel; waste; purchased goods and services (material categories)	14.2	71%
TOTAL	All scopes combined	20.0	100%

Scope 3 emissions at 71% of the total reflect the reality of operating a service-based organisation where the majority of environmental impact lies in the supply chain and travel rather than in direct energy use. This profile also means that supplier engagement and procurement decisions are among the most impactful levers available to us, and these are accordingly central to our reduction strategy.

5. Current Year Emissions, 2023/24

For this first reporting year, current year and baseline year emissions are reported together as 2023/24 is the inaugural period. Reporting boundary, methodology and emission factors are consistent throughout. Future annual updates will present year-on-year comparisons against this baseline and will disclose any material changes to boundaries or methodology. Progress will be shared publicly on the Fortix website and with public sector clients as part of our contract review obligations.

6. Emissions Reduction Targets

Fortix commits to the following absolute reduction trajectory, measured against the 2023/24 baseline of 20.0 tCO₂e. Progress against these targets will be reviewed quarterly by the Sustainability Lead and reported publicly each year. Where performance falls below trajectory, corrective actions will be identified promptly and disclosed in the annual update.

Year	Reduction Target	Target tCO ₂ e	Milestone Description
2023/24	Baseline Year	20.0 tCO ₂ e	Reference point, first full reporting year
2026	15% reduction	17.0 tCO ₂ e	Near-term, energy and travel quick wins delivered
2030	30% reduction	14.0 tCO ₂ e	Mid-term, fleet electrification and procurement reforms embedded
2035	50% reduction	10.0 tCO ₂ e	Interim milestone, low-carbon operations fully established
2050	Net Zero	Less than 1.0 tCO ₂ e	Full Net Zero, residual hard-to-abate emissions only

7. Carbon Reduction Projects and Measures

7.1 Property and Energy Efficiency

- Switch to 100% REGO-backed electricity contracts at the Fortix office and any properties within our operational control, where value-for-money criteria are met
- LED lighting retrofits and smart controls programme, office buildings first, extending to managed properties where Fortix holds influence

- Heating optimisation and insulation improvements to reduce Scope 1 and Scope 2 emissions at the head office
- Pursue EPC rating improvements within leased accommodation where Fortix holds sufficient influence to request or fund works
- Sub-metering installation to enable accurate, activity-based energy reporting and replace current estimates

7.2 Travel and Fleet

- Implement and enforce a travel hierarchy, remote collaboration first, public transport second, private vehicle only where no alternative is reasonably available
- Reduce business mileage through improved route planning, collaborative scheduling, and expanded use of video conferencing for meetings that do not require a physical presence
- EV-first policy: all pool and lease vehicle renewals to be ultra-low emission or fully electric, with no new petrol or diesel vehicles added to the fleet after Q2 2025/26
- Install or arrange EV charging access for staff at the Sheffield office and for field-based staff through network membership schemes
- Replace estimated travel data with actual mileage records and public transport receipts within twelve months of this publication

7.3 Procurement and Supply Chain

- Apply a local, low-carbon procurement preference across all supplier categories, favouring local suppliers who can demonstrate active carbon management
- Embed sustainability requirements into all new supplier contracts, including delivery consolidation, recycled content standards, and take-back schemes for furniture and equipment
- Engage the top Scope 3 suppliers by estimated emission to obtain activity-level data and improve the accuracy of our supply chain carbon calculations
- Align procurement decisions with community wealth-building principles, where quality and value-for-money criteria are met, Sheffield-based and other local and regional suppliers will be preferred

7.4 Waste and Circular Economy

- Furniture reuse before replacement across all Fortix properties, a repair and refurbish policy is embedded in our property management approach
- Segregated recycling at the head office and all Fortix-managed properties, with a minimum of recycling, food waste and residual waste streams separated
- Contractor requirements for waste transfer notes, minimum recycling targets, and responsible disposal documentation on all property works
- Track and report waste volumes annually to monitor and reduce Scope 3 waste-related emissions

7.5 Digital Operations

- Default to digital document workflows across all Fortix operations, secure e-signatures for standard contracts and agreements, eliminating unnecessary printing
- Print reduction targets with follow-me printing for essential outputs only; paper purchasing tracked and reported annually
- Cloud-based case management and file storage to reduce local hardware energy demands and enable more efficient remote working

7.6 Data and Disclosure

- Annual Carbon Reduction Plan update published on the Fortix website and submitted to all relevant public sector clients

- Quarterly internal carbon performance reporting as a standing agenda item at the Risk and Compliance meeting
- Supplier engagement programme to progressively improve the completeness and accuracy of Scope 3 data year on year

8. Governance, Responsibilities and Monitoring

The Fortix Board holds ultimate accountability for this Carbon Reduction Plan and for the organisation's Net Zero commitment. The Board appoints a Sustainability Lead who holds day-to-day operational authority and responsibility for delivery, monitoring, and external reporting.

The governance structure is as follows:

- Board, strategic oversight, annual approval of the Carbon Reduction Plan, and review of Net Zero progress against trajectory
- Sustainability Lead, day-to-day delivery of reduction projects, quarterly performance reporting to the Board, supplier engagement on Scope 3 data, and publication of the annual update
- Contract Managers, integration of carbon criteria into operational purchasing decisions, supplier approvals, and property management choices
- Risk and Compliance Meeting, quarterly review of Scope 1, 2 and 3 performance against trajectory, delivery status of reduction projects, and agreement of corrective actions where required

Carbon performance is included as a standing agenda item at every quarterly Risk and Compliance meeting. Progress against this plan is shared with public sector clients, including the London Borough of Sutton, as part of scheduled contract reviews, ensuring that our accountability is not limited to internal governance alone.

9. Risks, Dependencies and Assumptions

Fortix acknowledges the following key dependencies and risks to the delivery of this plan:

- Landlord and property owner cooperation for building energy efficiency measures in properties where Fortix does not hold operational control
- UK grid decarbonisation trajectory, Scope 2 reductions are partially dependent on the continuing reduction of the UK grid's carbon intensity
- EV charging infrastructure availability in Sheffield and for field-based staff operating across England
- Supplier willingness and capacity to engage with Scope 3 data requests and carbon management requirements
- Availability of REGO-backed electricity tariffs at commercially viable rates

Where Fortix lacks direct operational control, we will document constraints clearly in each annual update and provide evidence of the reasonable steps taken to exercise influence across our value chain. We do not treat these dependencies as reasons not to act, we treat them as variables to be managed and, where possible, resolved through partnership and advocacy.

10. Year 1 Action Plan

The following priority actions will be completed within twelve months of the publication date of this plan. Each action is assigned a target quarter and a responsible role to ensure clear accountability:

Action	Target Date	Responsibility
Finalise metered energy and staff travel data; replace spend-based estimates and re-publish the updated baseline if material changes result	Q1 2025/26	Sustainability Lead
Execute LED lighting and smart controls programme at the Fortix office; complete heating optimisation and insulation quick wins	Q2 2025/26	Operations Manager
Renew or renegotiate electricity contracts to 100% REGO-backed tariffs where commercially justified	Q2 2025/26	Finance / Sustainability Lead
Implement EV-first policy for all new and replacement vehicles; publish a charging access plan for Sheffield office staff	Q2 2025/26	Operations Manager
Embed low-carbon and local procurement criteria into all new supplier agreements across Fortix operations	Q3 2025/26	Contract Managers
Launch supplier data collection programme to improve Scope 3 completeness and replace estimates with activity data	Q3 2025/26	Sustainability Lead
Publish this Carbon Reduction Plan on the Fortix website and submit to relevant public sector clients	Q1 2025/26	Managing Director
Appoint and formally resource the Sustainability Lead role with defined KPIs and a direct Board reporting line	Q1 2025/26	Board

11. Supporting Our Local Community

Fortix is based in Sheffield and operates across England. Our carbon reduction strategy is not designed in isolation from the communities we serve, it is designed to deliver environmental and social co-benefits that support local people, businesses and economies wherever we work.

- Reducing travel and sourcing locally lowers transport-related emissions and keeps spending circulating within local economies, including Sheffield where we are based
- Energy-efficient properties reduce running costs, freeing resources for front-line service delivery to vulnerable adults
- Low-carbon procurement and local supplier development contribute to community wealth building, local skills development and job creation
- Transparent annual reporting on environmental co-benefits demonstrates our commitment to the long-term wellbeing of local communities alongside our commercial obligations

These community benefits will be reported alongside our emissions data in each annual Carbon Reduction Plan update, reflecting our view that environmental responsibility and social value are not competing priorities, they reinforce each other.

12. Carbon Offsetting Position

Fortix prioritises real, in-boundary emissions reductions above all else. We will not use carbon credits or offsets to meet our 2026, 2030 or 2035 interim reduction targets. Our targets are absolute, they represent genuine reductions in the emissions we produce, not accounting adjustments.

Limited, high-integrity carbon removal credits may be considered only for genuinely hard-to-abate residual emissions as we approach Net Zero in 2050. Any credits used will meet recognised quality

standards, such as Gold Standard or Verra VCS, and will be clearly disclosed in our annual reporting, including the type, volume, vintage and project details of any credits purchased.

13. Data Quality and Continuous Improvement

Fortix is committed to improving the quality and completeness of our emissions data year on year. This baseline reflects our best available data for 2023/24, applying conservative estimates where precise activity data was not yet available. Our data improvement plan for the coming twelve months includes:

- Installation of sub-meters at the Fortix office to enable accurate, activity-level energy attribution and eliminate the need for estimation
- Improvements to mileage and travel expense data capture to replace estimated Scope 1 and Scope 3 business travel figures with actual records
- A supplier engagement programme targeting the top Scope 3 categories by spend and estimated emission, aiming to obtain activity data directly from key suppliers
- Annual review of UK Government GHG conversion factors to ensure all calculations reflect the most current data available
- Transparent disclosure of any material baseline restatements in the next annual Carbon Reduction Plan update, in line with GHG Protocol guidance on base year recalculation

14. Declaration and Sign-Off

This Carbon Reduction Plan has been prepared in accordance with PPN 06/21 and associated guidance. It has been reviewed and approved by the Fortix Ltd Board.

Signed:

Zeeshan Raja

Date:

28th October 2025

Name:

Zeeshan Raja

Title:

Managing Director, Fortix Ltd