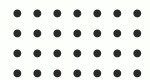


# SUSTAINABILITY REPORT

DESIGN & BUILD  
FACILITIES MANAGEMENT  
RELOCATIONS & CLEARANCE  
FURNITURE



2025



# FOREWORD

We are delighted that Active continues to be recognised within our marketspace as a front-runner in placing sustainability at the heart of our business practices. It is a just reflection of the level of investment and industry leadership we have been committing to measuring and reducing not only our own carbon footprint but also enabling our clients to make greener choices for design & build, clearances and moves as well as Facilities Management.

Each year we are gaining more insight and granularity into our own emission measurements and earlier this year we were delighted to be accepted for an ambitious reduction target by the Science Based Targets Initiative whose accountability and diligence serves as a Gold Standard for net zero goals.

When it comes to being sustainable it is easy for businesses to concentrate their efforts on the low-hanging fruit. A solar panel here and a PIR light there. Whilst these will have an impact when adopted more broadly across all businesses - to make a real difference takes more effort. To make the real change that our planet needs we need to knock down a domino.

With this in mind, we conducted a management review of this year's calculations, our annual progress, and the stakeholder impacts revealed in our materiality analysis in order to reach a decision to widen and extend the reach of our sustainability ambitions going forward.

We will commence these new drivers with piloting Project-Level carbon reporting in 2026 which will provide the detailed insight our clients need to understand the impacts of their individual projects. We will couple this by making our calculator available to all our suppliers to be adapted to their own emissions requirements. Of course, the day-to-day business of reducing waste, water and energy will carry on and we will continue to embrace sustainable careers, support charities and our community.

However, these initiatives should ensure that our sustainable efforts and investments ripple up, down and out.

**Ben Martin, Managing Director**  
**Dawn Mancer, Sustainability Lead**



# STANDARDS & MONITORING

Active partnered originally with specialist consultancy JustOne to analyse the relevant and measurable sources of emissions for our business. We created a bespoke comprehensive calculation system with set processes that delivers a comparable report year on year.

## GRI STANDARDS

GRI is the independent, international organisation that helps businesses and other organisations take responsibility for their impacts, by providing them with the global common language to communicate those impacts. It provides the world's most widely used standards for sustainability reporting – the GRI Standards. Active reports in accordance with standards 305-1 to 7 as summarised below:

GRI	Description	Required Data / Information	Reported?	Where Reported	Alignment	Gaps / Actions Needed
305-1	Direct (Scope 1) GHG emissions	Gross direct (Scope 1) GHG emissions in metric tons of CO <sub>2</sub> e by gas type (CO <sub>2</sub> , CH <sub>4</sub> , N <sub>2</sub> O, etc.), base year, standards/methods used, and biogenic CO <sub>2</sub> emissions separately	Yes	24-25 Carbon Calculator	Partially	CO <sub>2</sub> only
305-2	Energy indirect (Scope 2) GHG emissions	Gross energy indirect (Scope 2) emissions in metric tons of CO <sub>2</sub> e, both location-based and market-based (if applicable), methods and base year	Yes	24-25 Carbon Calculator	Fully	
305-3	Other indirect (Scope 3) GHG emissions	Gross other indirect (Scope 3) GHG emissions by category (upstream and downstream), base year, and standards/methods used	Yes	24-25 Carbon Calculator	Fully	
305-4	GHG emissions intensity	Emissions intensity ratio (e.g., per unit of revenue, production, or energy) and basis for calculation	Yes	24-25 Carbon Calculator	Fully	
305-5	Reduction of GHG emissions	Reduction of GHG emissions achieved (absolute or intensity-based), base year, and reduction methods	Partial	24-25 Carbon Calculator	Partially	Publish Reduction Methods
305-6	Emissions of ozone-depleting substances (ODS)	ODS emissions in metric tons of CFC-11 equivalent, by type of substance and source	No - None applicable		Fully	
305-7	Nitrogen oxides (NO <sub>x</sub> ), sulfur oxides (SO <sub>x</sub> ), and other significant air emissions	Emissions by type and weight, methodology, and control technologies	Yes	24-25 Carbon Calculator	Fully	

## SBTI - SCIENCE BASED TARGETS INITIATIVE

The Science Based Targets initiative (SBTi) is a corporate climate action organisation that enables companies and financial institutions worldwide to play their part in combating the climate crisis.

Active has been accepted for an ambitious Near-term target of 63% reduction in Scope 1 & 2 by 2035 with the SBTi. The SBTi's Target Validation Team has classified Active's scope 1 and 2 target ambition and has determined that it is in line with a 1.5°C trajectory. The SBTi commends our ambitious 1.5°C-aligned target, currently the most ambitious designation available through the SBTi process. The targets can be viewed through the SBTi dashboard.





# SUSTAINABILITY STANDARDS BOARD ACCOUNTABILITY (SASB)

Global investors recognise SASB Standards as essential requirements for companies seeking to make consistent and comparable sustainability disclosures. Active makes the following declarations:

SASB Topic		Code	Response
<b>Greenhouse Gas Emissions</b>	Gross global Scope 1 emissions, percentage covered under emissions-limiting regulations	EM-MM-110a.1	Direct Emissions (Scope 1) and Indirect Emissions (Scope 2) are reported in metric tonnes within this report
<b>Air Quality</b>	Air emissions of the following pollutants: (1) CO, (2) NOx (excluding N2O), (3) SOx, (4) particulate matter (PM10), (5) mercury (Hg), (6) lead (Pb), and (7) volatile organic	EM-MM-120a.1	NOX emissions are reported from Fleet Vehicle and Private Business Mileage
<b>Energy Management</b>	1) Total energy consumed, (2) percentage grid electricity, (3) percentage renewable	EM-MM-130a.1	Included in this report. Active consumes 100% renewable electricity in its office and warehouse.
<b>Water Management</b>	(1) Total fresh water withdrawn, (2) total fresh water consumed, percentage of each in regions with High or Extremely High	EM-MM-140a.1	Included in this report in Scope 2 Emissions
	Number of incidents of non-compliance associated with water quality permits, standards, and regulations	EM-MM-140a.2	Not Applicable
<b>Waste and Hazardous Materials Management</b>	Total weight of tailings waste, percentage recycled	EM-MM-150a.1	Detailed Reporting under Scope 3 Emissions
	Total weight of mineral processing waste, percentage recycled	150a 2	Not Applicable
	Number of tailings impoundments, broken down by MSHA hazard potential	150 a3	Not Applicable
<b>Biodiversity Impacts</b>	Description of environmental management policies and practices for active sites	EM-MM- 160a.1	Not Applicable
<b>Community Relations</b>	Discussion of process to manage risks and opportunities associated with community rights and interests	EM-MM-210b.1	Reported under community relations and social impact section in Sustainability Report
<b>Security, Human Rights</b>	Percentage of (1) proved and (2) probable reserves in or near areas of conflict	EM-MM-210A.1	Active reports on Labour and Human Rights KPIs as appropriate for the size and nature of the business.
<b>Labor Relations</b>	Percentage of active workforce covered under collective bargaining agreements.	EM-MM-310a.1	Not Applicable. Active's workforce is independent of any trade union.
	Number and duration of strikes and lockouts	EM-MM-310a.2	Not Applicable
<b>Workforce Health &amp; Safety</b>	1) MSHA all-incidence rate	EM-MM-320a.1	Active reports on incidents of workforce health and safety and operates a continuous process of awareness and training for both employees and contractors. Training Hours are full reported.
	(2) fatality rate		
	(3) near miss frequency rate (NMFR) (4) Average hours of health, safety, and emergency response training for (a) full-time employees and (b) contract employees		
<b>Business Ethics &amp; Transparency</b>	Description of management system for prevention of corruption and bribery throughout the value chain	EM-MM-510a.1	Active takes a holistic approach which also incorporates various policies and codes that guide us in the prevention of corruption and bribery throughout the value chain.
	Production in countries that have the 20 lowest rankings in Transparency International's Corruption Perception Index	EM-MM-510a.2	Not Applicable
<b>Activity Metric</b>	Total number of employees	EM-MM-000.B	Active reports on employee and subcontractors used numbers within this report.

# ECOVADIS

The EcoVadis sustainability intelligence suite spans the full spectrum of sustainability risk and performance management with broad-scale supply chain risk screening and mapping, reliable scorecards with actionable ratings, and complete audit and improvement management. Active has an award of 66/100 and Bronze level achievement on our previous assessment. We are working on a programme of continuous improvement to increase this for next year.

## DATA COLLECTION

### MATERIALITY ANALYSIS

A full version of the materiality analysis is available within our GHG Calculator which is publicly available from the link on our website.



### CONVERSION FACTORS

Unless stated otherwise, the emission conversion factors used for the calculations were sourced from the Department for Environment, Food & Rural Affairs. If a market-based conversion factor for electricity were needed, it would have been sourced from the Association of Issuing Bodies (AIB).

The conversion factors used for the calculations of emissions associated with purchased goods and services was sourced from DEFRA.

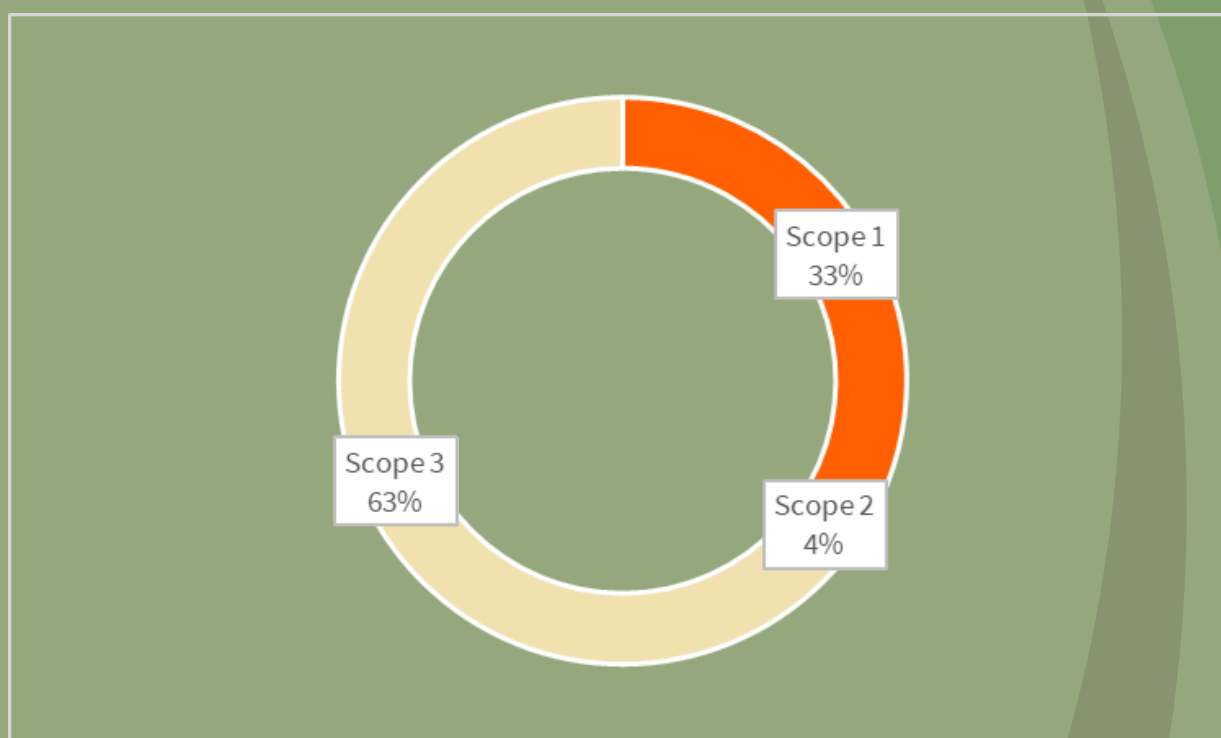


# CARBON REPORT SUMMARY

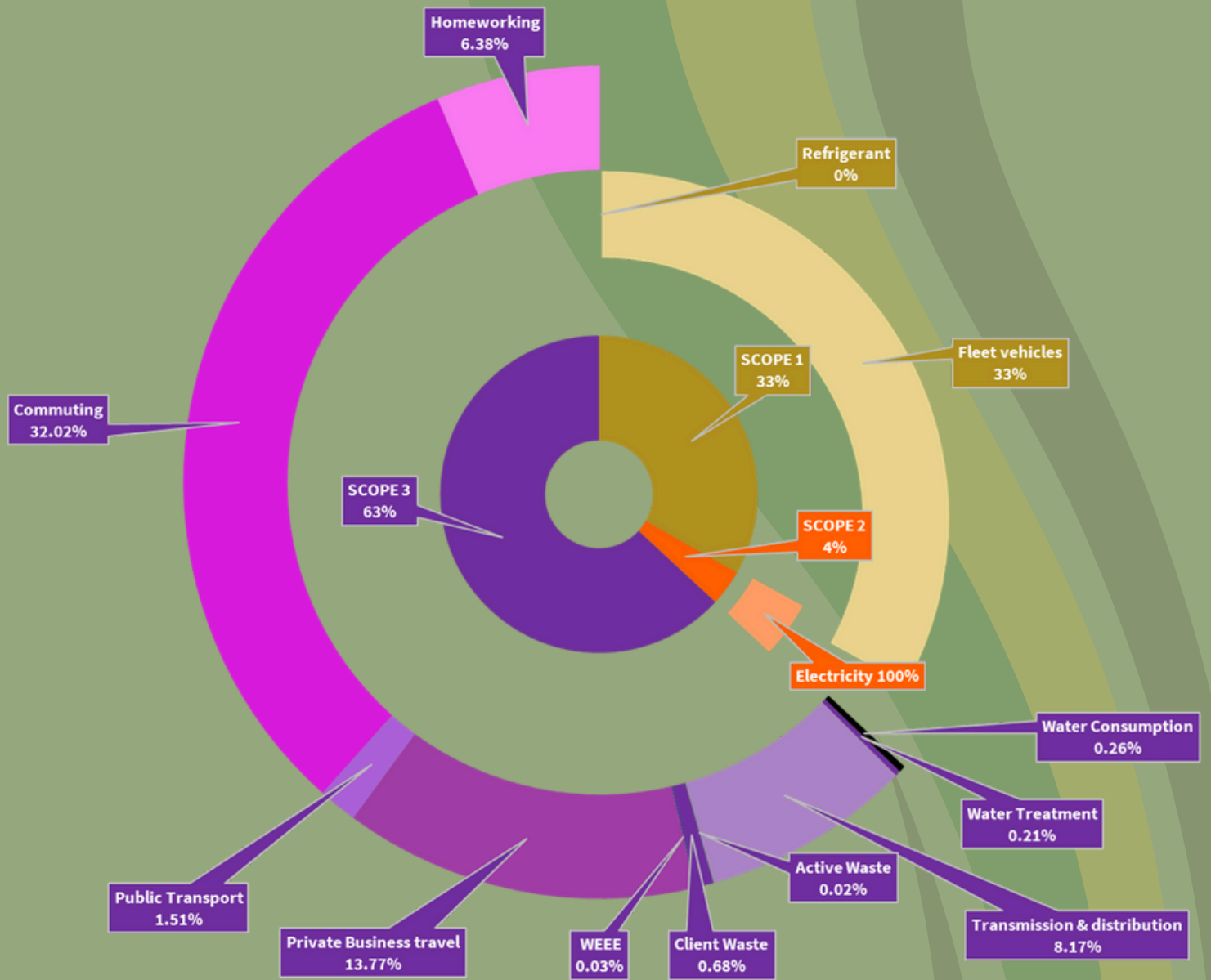
## EMISSIONS TOTALS BY SCOPE

SCOPE	Energy Source	Units	Tonnes CO2e
	Refrigerant	kg	0.00
	Fleet vehicles	Litres of fuel	39.57
<b>SCOPE 1 TOTAL</b>			<b>39.57</b>
Scope 2 - Location based	Electricity - Location Based	kWh	4.37
<b>SCOPE 2 TOTAL</b>			<b>4.37</b>
	Water use - Consumption	Litres	0.32
	Water use - Treatment	Litres	0.24
	Transmission and distribution	kWh	9.74
	Waste - Active Waste	Tonnes	0.16
	Waste - Client's Waste	Tonnes	1.42
	Waste - WEEE	Tonnes	0.04
	Purchased Goods & Services	£	2371.12
	Business travel - Private vehicles	Miles	16.42
	Business travel - Public Transport	km	1.80
	Commuting	Miles	38.18
	Homeworking	Hours	7.60
<b>SCOPE 3 TOTAL</b>			<b>2447.04</b>
<b>TOTAL</b>			<b>2490.98</b>

## SCOPE CONTRIBUTION EXCLUDING PROCUREMENT



# CONTRIBUTION BREAKDOWN



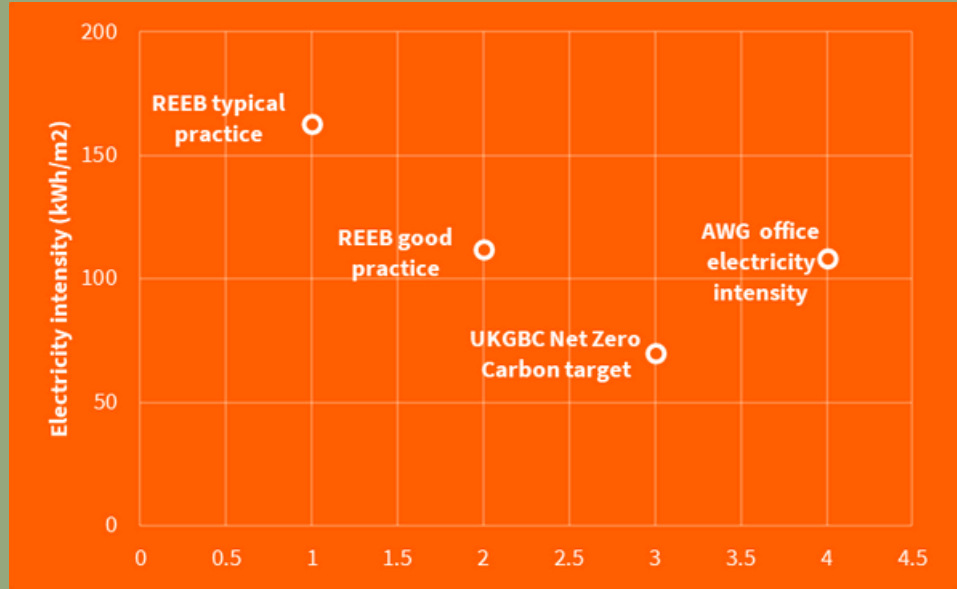
# SCOPE 1

Source of carbon	Tonnes of CO2e
Refrigerant	0.0
Fleet vehicles	39.6
<b>SCOPE 2 TOTAL</b>	<b>39.6</b>

# SCOPE 2

Total energy use, office + warehouse (kWh)	24,692.00
Office floor area (ft2)	2000
Office floor area (m2)	185.81
Warehouse floor area (ft2)	8000
Warehouse floor area (m2)	743.22
Typical warehouse energy consumption (kWh/m2)	6.1
Estimated annual warehouse energy consumption	4,533.67
Estimated annual office energy consumption (kWh)	20,158.33
Office energy intensity (kWh/m2)	108.49
<b>TOTAL SCOPE 2 EMISSIONS (Tonnes CO2e)</b>	<b>4.37</b>

# ENERGY INTENSITY



REEB typical practice	174
REEB good practice	124
UKGBC Net Zero Carbon target	70
AWG office electricity intensity	108





# ODS EMISSIONS

Source	Refrigerant/Agent	Units Used 24-25	Notes
Office HVAC System	R-32	0	Not an ODS. Not reportable under GRI 305-6
Office HVAC System	R 401-A	0	Not an ODS. Not reportable under GRI 305-6

# NOX EMISSIONS

Vehicle Type	Fuel Type	NOx Rate	Miles	NOx Total
Private Use Car	Diesel	0.00060452	31253	30.40543846
Private Use Car	Petrol	0.00008933	18460	2.65472198
Fleet Van	Diesel	0.00125732	594240	1202.421108
Fleet Van	Petrol	0.00013486	23310	5.05911228
			KG Nox	1240.54038



# CARBON REDUCTION TARGETS

Below are Active Workplace Group's emission targets for Scope 1,2 & 3 leading up to our Unlocking Potential target of NetZero by 2030. Alongside these are Active's sustainability targets that are outside GHG reporting – these include our three pillars of sustainability in people, places and partnerships as specified in our Sustainability Strategy – Unlocking Potential. These targets and our performance<sup>1</sup> are reviewed annually after the publication of our GHG Report.

## SBTI

Active has been accepted for an ambitious Near-term target of 63% reduction in Scope 1 & 2 by 2035 with the SBTi.

## SCOPE 1 TARGETS

**Target 1-1:** Reduce Fleet Vehicle Emission Intensity Year on Year.

**Target 1-2:** Introduce Hybrid Vehicles into fleet for new vehicle purchases.

## SCOPE 2 TARGETS

**Target 2-1:** Achieve REEB Net Zero Target for Electricity Intensity by 2030.

**Target 2-2:** Maintain A Rating for Energy Performance Certification.

**Target 2-3:** Report below REEB Best Practice Electricity Intensity .

**Target 2-4:** Report Falling Electricity usage emissions per employee.

**Target 2-5:** Renewable Energy Use –100% Renewable Tariff

## SCOPE 3 TARGETS

**Target 3-1:** Reduce Active Waste Intensity

**Target 3-2:** Reduce Client Waste Intensity

**Target 3-3:** Reduce Total Scope 3 Emissions Intensity

## ADDITIONAL TARGETS

**Target 4-1:** Sustainable Careers - Monitor Labour KPIs

**Target 4-2:** Sustainable Supply Chain - Proactively support carbon reduction across the supply chain.

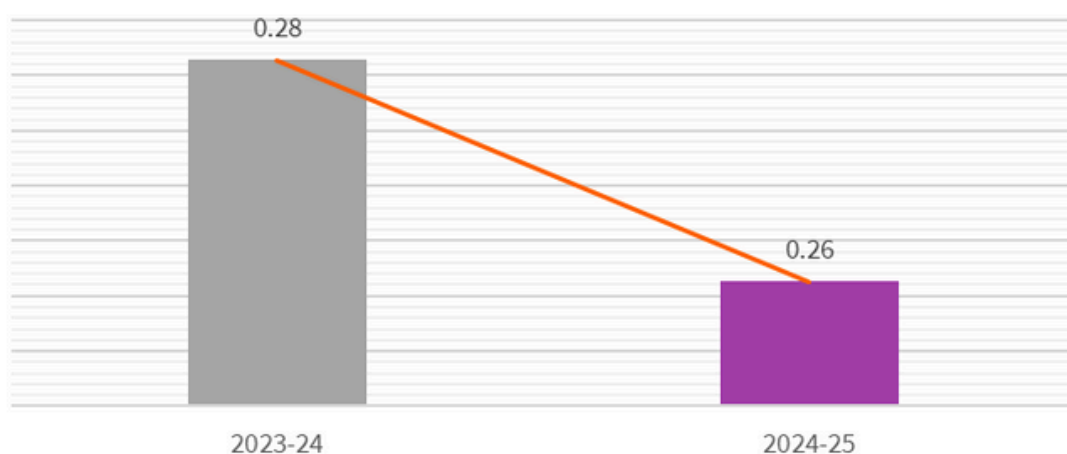


# ANNUAL PROGRESS

## TOTAL EMISSIONS INTENSITY

Overall, Active has achieved a 7% decrease in Emissions Intensity across all Scopes year-on-year.

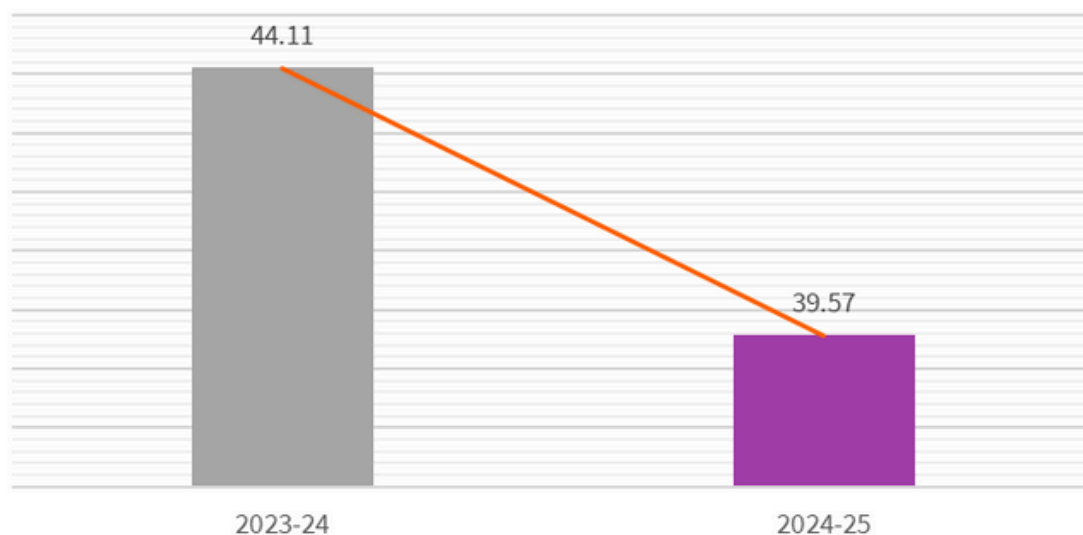
### Total Emissions Intensity (TCO<sub>2</sub>e/£m)



## SCOPE 1

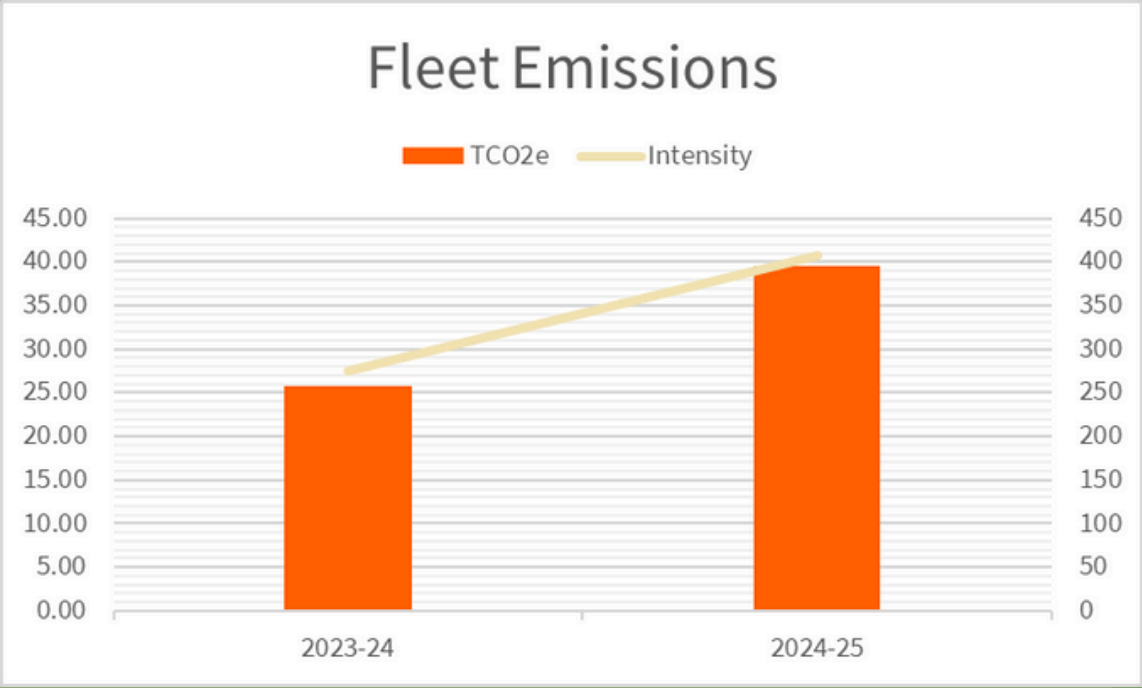
Overall, Scope 1 emissions have fallen but this has been driven by the fall in use of CFC and refrigerants in the office HVAC system in the reporting period. Fleet vehicle emissions have grown in intensity during 2024-25.

### Total Scope 1 Tonnes CO<sub>2</sub>e



# SCOPE 1 CONTD.

Reporting Year	Fleet Vehicle Emissions Tonnes Co2e TARGET	Hybrid/EV Vehicles in Fleet Target
21-22	N/A	0
23-24	35	0
24-25	22	2
2030	10	5



# SCOPE 2

Active has achieved an 18 per cent decrease in Scope 2 emissions. This is set to be even better in the coming reporting period with the installation of new solar panels on the warehouse roof in August 2025.

Active continues to beat REEB Good Practice intensity targets

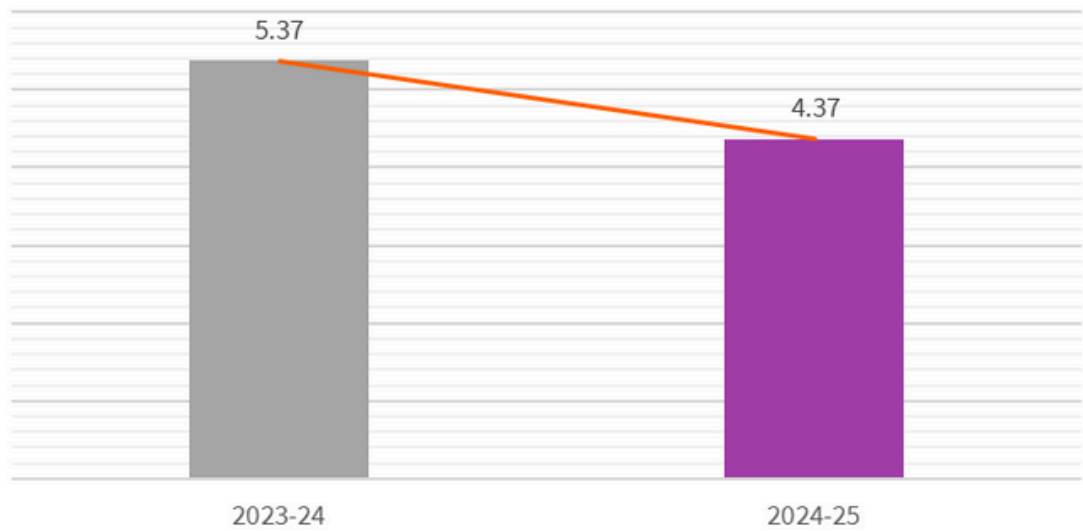
	ACTUAL 2-2 EPC Rating	TARGET 2-1 / 2-3 Electricity Intensity Kwh/m2	ACTUAL Electricity Intensity Kwh/m2	TARGET Electricity Tonnes CO2e per employee	ACTUAL Electricity Tonnes CO2e per employee
2021-22	B	n/a	123	n/a	5.307/30 0.177
2023-24	A	120	115	0.15	5.373/38 0.141
2024-25	A	110	108.49	0.12	0.11
2030	A	70		0.09	



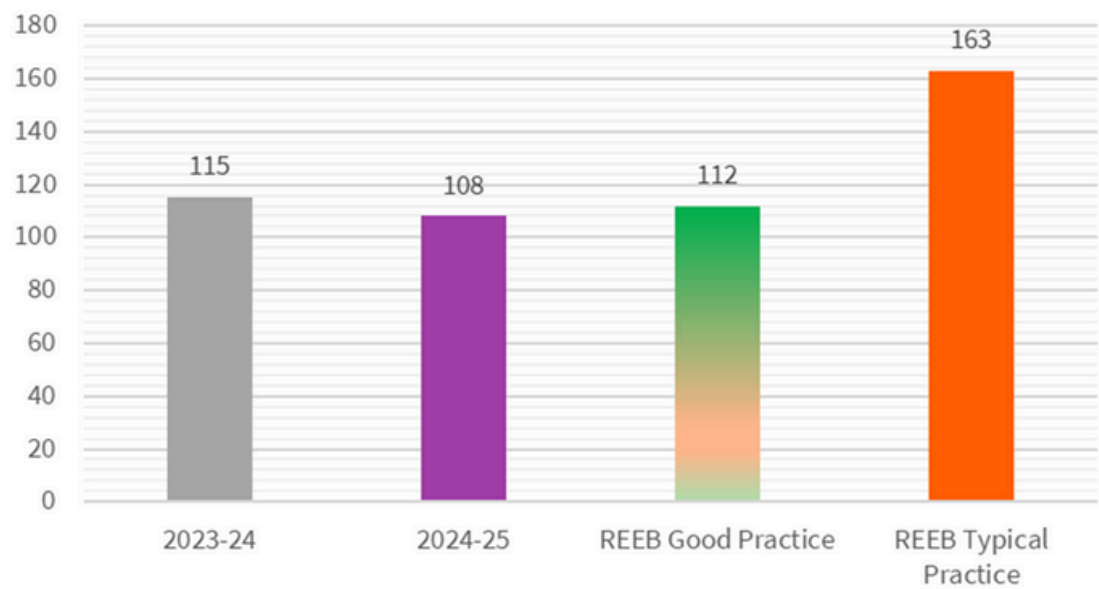


SCOPE 2 CONTD.

Total Scope 2 Tonnes CO2e

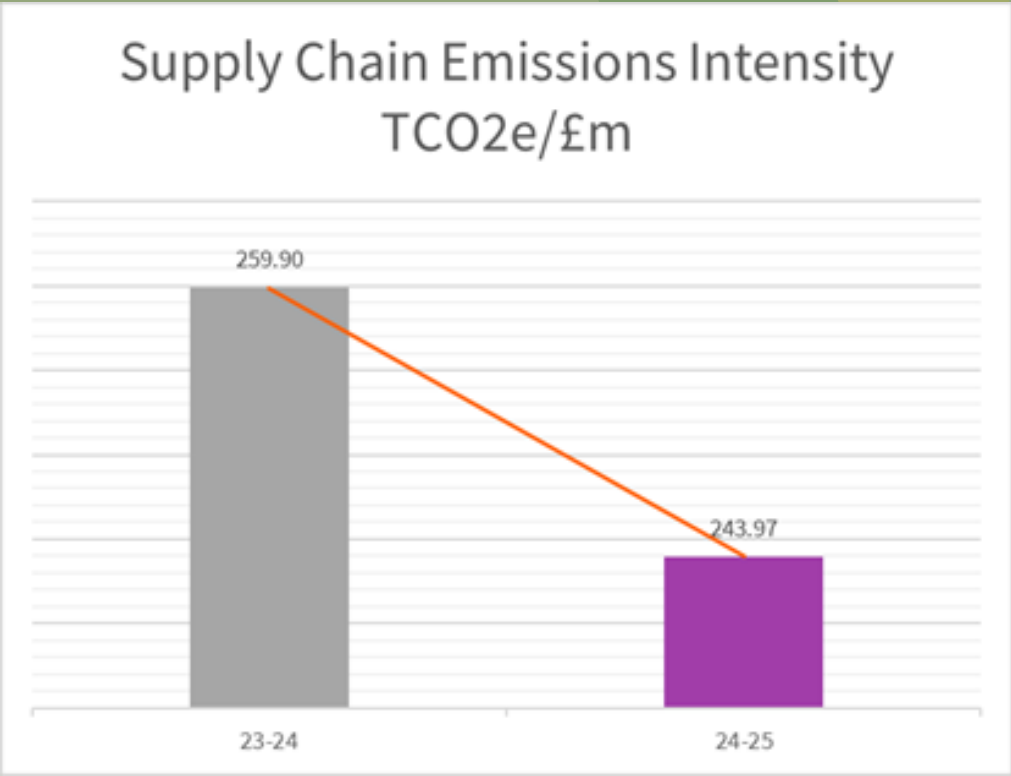


Active Office Electricity Intensity

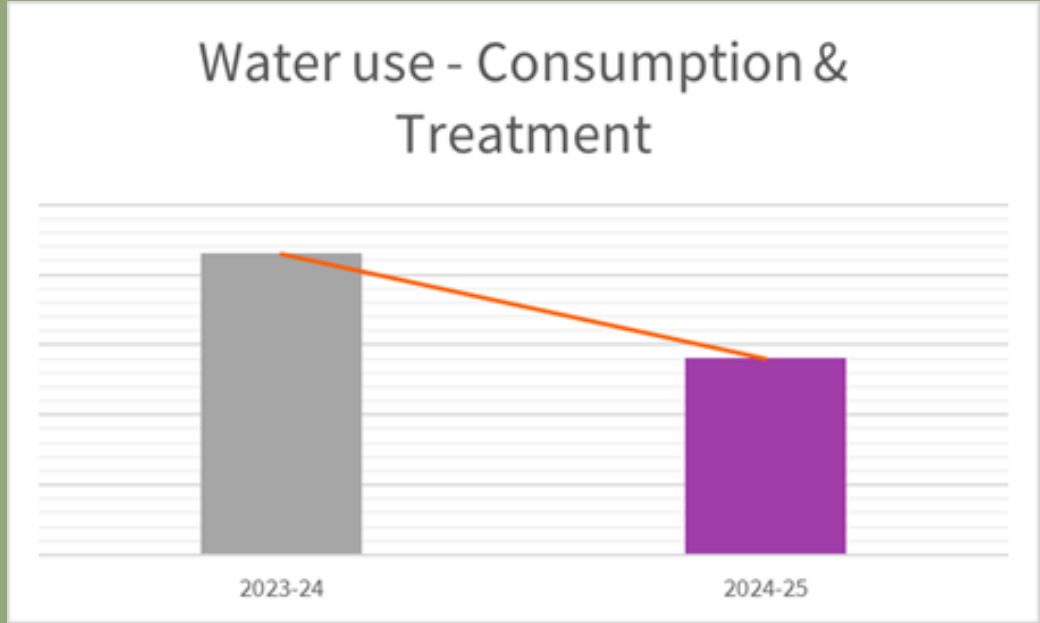


# SCOPE 3

Overall, Active is satisfied with progress but Waste intensity appears to have risen. Our suspicion is that we have measured this more accurately each year, which may account for the intensity increase. We will be monitoring next year’s results closely to ascertain this.

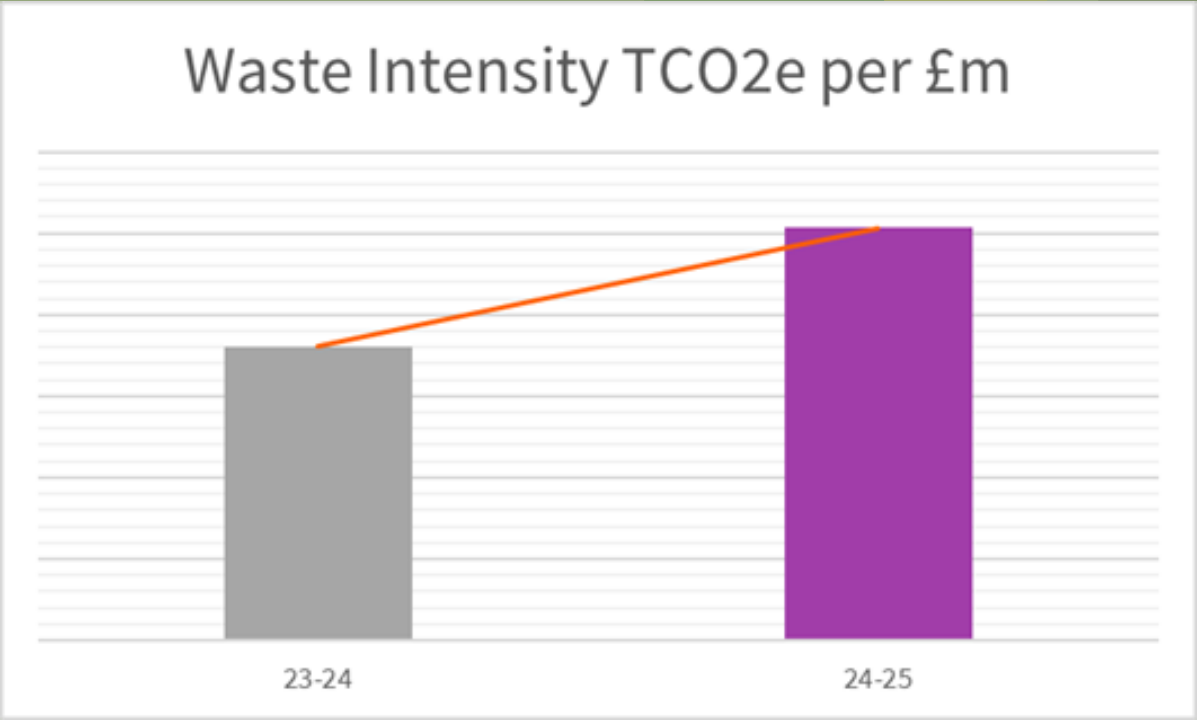


Reporting Year	Scope 3 KG CO2e/Turnover TARGET	Scope 3 KG CO2e/Turnover ACTUAL
21-22	n/a	0.325
23-24	0.280	0.277
24-25	0.270	0.260
2030	0.15	



SCOPE 3 CONTD.

Reporting Year	Active Waste KG/Turnover TARGET	Active Waste KG %Turnover ACTUAL	Client Waste KG %Turnover TARGET	Client Waste KG/Turnover ACTUAL
21-22	n/a	n/a	n/a	n/a
23-24	n/a	.308%	n/a	3.3%
24-25	.28%	.352	3.1%	4.7%
2030	.17%		2.2%	



# EMPLOYEE SATISFACTION SURVEY 2025

## RESULT



## LABOUR KPIS

	Metric	Base Line 2023-24	2024/25	Target	Notes
Employee Engagement	Total Employees	30	36		Active is in a period of rapid growth and headcount is expected to rise significantly year on year.
	Turnover Rate	40%	51%	<50%	Tracks retention to signal workplace satisfaction or issues.
	Average Tenure	6.70%	5.30%	>4	Longer tenure indicates employee engagement
	Training Hours per Employee	6.23	3.28%	>4	Including H&S, DEI Cyber Security & Anti Bribery
	Accidents & Injuries RIDDOR Reportable	1	0	0	Higher rates of Accidents and injuries highlight increased need for Health & Safety training
	Minor Accidents/Injuries non-reportable	2	0	0	
	Absenteeism Rate	<1%	<1%	<5%	Can signal health or morale issues
Reward	Living Wage Coverage	100%	100%	100%	Excludes current Apprentices which are salaried at legislated minimum wage
Diversity KPIs	Gender	46% Women	42% Women	>33%	Measure gender, age distribution and ethnic diversity/ For monitoring purposes only - No target set
	Average Age	45	45		Age distribution indicates sustainable recruitment and business longevity
	19-30	17%	16%		
	31-40	14%	13%		
	41-50	20%	22%		
	51-60	29%	33%		
	61+	20%	16%		
	Minority Representation	<5%	<5%		
Apprenticeships	Number of Apprentice Roles	3	5		Sustainable Careers and support for local employment
	Graduated	0	3		
	Moved On	1	2	0	
Safe Working Practices	Total Required		76		Comprehensive Training in H&S, Site Safety, Asbestos, working at height etc.
	Total Trained		80		
	Total Outstanding		5	0	



# SOCIAL IMPACT



A GOOD THING

Active uses this platform to match unwanted furniture and fittings from refurbishments, dilapidations and moves, with charities and good causes that can make use of them and save them from landfill.



YMCA has benefitted from a large amount of office furniture and equipment from our sustainable clearances policy. Items such as desks, chairs, storage units, fire extinguishers, radiators and electrical equipment have all entered the circular economy and been saved from landfill.

Other smaller charities such as Basingstoke Community Radio, and Wycombe Multicultural Organisation also benefit from our clearance products.

This charity benefits from free storage within our warehouse for their items used in this invaluable way of supporting patients undergoing chemotherapy. We also sponsor events such as Gala dinners for their fundraising efforts.



Active has a donation point within its premises and donations are made on a throughout the year, to this valuable local source of support.



# SOCIAL IMPACT CONTD.



BERKSHIRE  
COMMUNITY  
FOUNDATION

Active commits to annual membership to this local organisation to support its efforts to raise, then distribute, money directly to vital local causes.



Active commits to annual membership to this local organisation to support its efforts to bring sectors together for a better local environment, local community and local economy. We also support their annual initiatives such as the Giving Tree.

"IT MEANS THE WORLD FOR THE BENEFICIARIES OF THE CHARITY YOU'VE BEEN MATCHED WITH TO RECEIVE NOT JUST ANY OLD GIFT, BUT THE GIFT THAT THEY ASKED FOR. THANKS FOR BREATHING HOPE AND MAGIC INTO CHRISTMAS FOR LOCAL PEOPLE IN NEED!"

## EMPLOYEE VOLUNTEER DAYS

All Active employees are granted 2 days paid leave to volunteer in the local economy or complete fundraising activities.

These contributions from our staff take many forms – from London Marathon entries to Afternoon Tea's for Breast Cancer Now.



"WHAT AN INCREDIBLE ACHIEVEMENT  
THANK YOU SO MUCH TO EVERYONE AT ACTIVE  
WORKPLACE GROUP FOR RAISING AN AMAZING  
£685, SMASHING YOUR £500 TARGET!  
WE'RE SO GRATEFUL FOR YOUR SUPPORT, AND A  
SPECIAL SHOUT-OUT TO JO FOR THOSE NEXT-  
LEVEL BAKES" BREAST CANCER NOW



FOR MORE  
INFORMATION

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2025