INSPIRED PLC

Carbon Reduction Plan

QA

2023

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Contents

Overview

QA aims to achieve net-zero Scope 1 and 2 emissions by 2035, and net-zero Scope 3 emissions by 2040 from an FY19-20 base year.

Document Purpose

Our reduction plan is presented in response to the recent Procurement Policy Note (PPN) 06/21 and provides transparency and demonstrates our progress towards building a robust carbon reduction programme.

To achieve net-zero we are aiming for an at least 90% reduction in absolute emissions compared to our base year – any residual emissions will be offset with carbon sequestration offsets, as per the Science-Based Targets Initiative's Net-Zero Standard guidance.

Our Scope 2 emission target will be reported using a market-based methodology.

QA plans to have its Science-aligned near-term and net-zero targets validated by the Science-Based Target Initiative.

Short-term Targets

On the journey to net-zero, QA commits to the following Science-aligned near-term targets:

QA commits to reduce Scope 1 and 2 emissions by 68.8% by 2030 from an FY19-20 base year.

QA also commits to reduce Scope 3 emissions 42.3% by 2030 from an FY19-20 base year.

Baseline Emissions

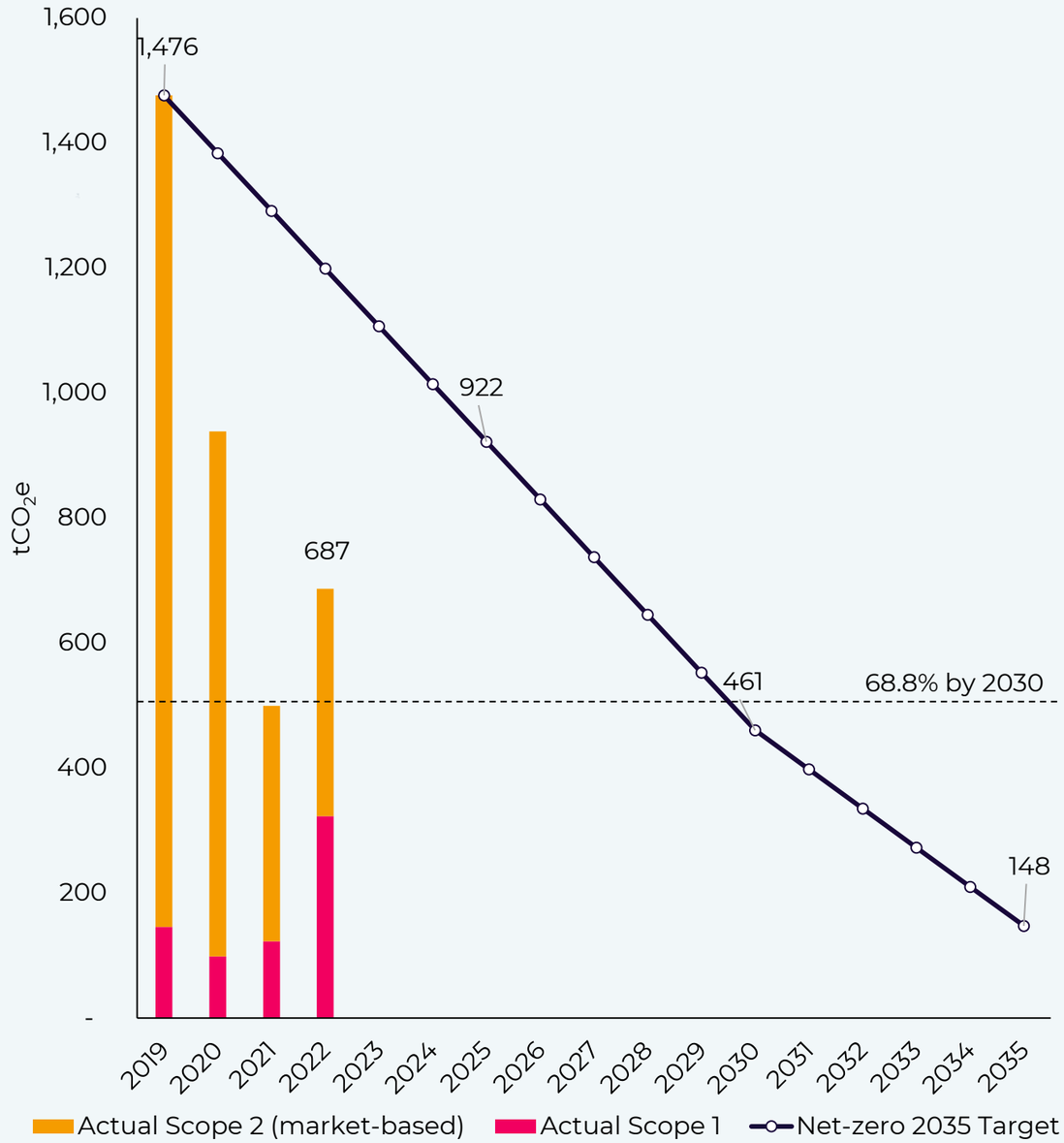
Scope 1, 2 and 3 – FY19-20 (1st June 2019 – 31st May 2020)		
Additional Details relating to the Baseline Emissions calculations.		
The GHG emissions scope boundary, used to establish our FY19-20 baseline, was determined via an operational control model following the GHG protocol. The baseline includes all Scope 1 and 2 emissions in accordance with SECR requirements; however, it excludes company cars which were removed from operation in FY19-20. These company cars have been excluded from our baseline emissions as their removal would artificially cause our emissions to decrease in FY20-21 onwards. All our office space, whether leased or owned has been included in our Scope 1 and 2 emissions, rather than Scope 3 Category 8 Upstream Leased Assets. Scope 3 emissions have been calculated as per the Greenhouse Gas Protocol Corporate Value Chain (Scope 3) Standard Guidance.		
Emissions	Source	tCO_2e
Scope 1	Direct	146
Scope 2	Indirect	1,330 (market-based)
Scope 3	Total Value Chain	16,475
	1: Purchased Goods and Services	10,012
	2. Capital goods	3,395
	3. Fuel-related emissions	388
	4. Upstream Transportation and Distribution	34
	5. Waste generated in operations	147
	6. Business travel	1,118
	7. Employee commuting	1,381
	8. Upstream leased assets	N/A (all leased offices included in Scope 1 and 2)
	9. Downstream Transportation and Distribution	N/A (no products sold)
	10. Processing of sold products	N/A (no products sold)
	11. Use of sold products	N/A (no products sold)
	12. End-of-life treatment of sold products	N/A (no products sold)
	13. Downstream leased assets	N/A (no downstream leased assets)
	14. Franchises	N/A (no franchises)
	15. Investments	N/A (no investments)
Total Emissions		17,951 tCO_2e (market-based)

FY22-23 Emissions

Scope 1, 2 and 3 – FY22-23 (1st June 2022 – 31st May 2023)		
Additional Details relating to the FY22-23 emissions calculations.		
The GHG emissions scope boundary, used to calculate our FY22-23 emissions, was determined via an operational control model following the GHG protocol. This includes all Scope 1 and 2 emissions in accordance with SECR requirements. Scope 3 emissions have been calculated as per the Greenhouse Gas Protocol Corporate Value Chain (Scope 3) Standard Guidance.		
Emissions	Source	tCO_2e
Scope 1	Direct	323
Scope 2	Indirect	364 (market-based)
Scope 3	Total Value Chain	16,230
	1: Purchased Goods and Services	11,903
	2. Capital goods	1,844
	3. Fuel-related emissions	213
	4. Upstream Transportation and Distribution	44
	5. Waste generated in operations	57
	6. Business travel	970
	7. Employee commuting	1,199
	8. Upstream leased assets	N/A (all leased offices included in Scope 1 and 2)
	9. Downstream Transportation and Distribution	N/A (no products sold)
	10. Processing of sold products	N/A (no products sold)
	11. Use of sold products	N/A (no products sold)
	12. End-of-life treatment of sold products	N/A (no products sold)
	13. Downstream leased assets	N/A (no downstream leased assets)
	14. Franchises	N/A (no franchises)
	15. Investments	N/A (no investments)
Total Emissions		16,917 (market-based)

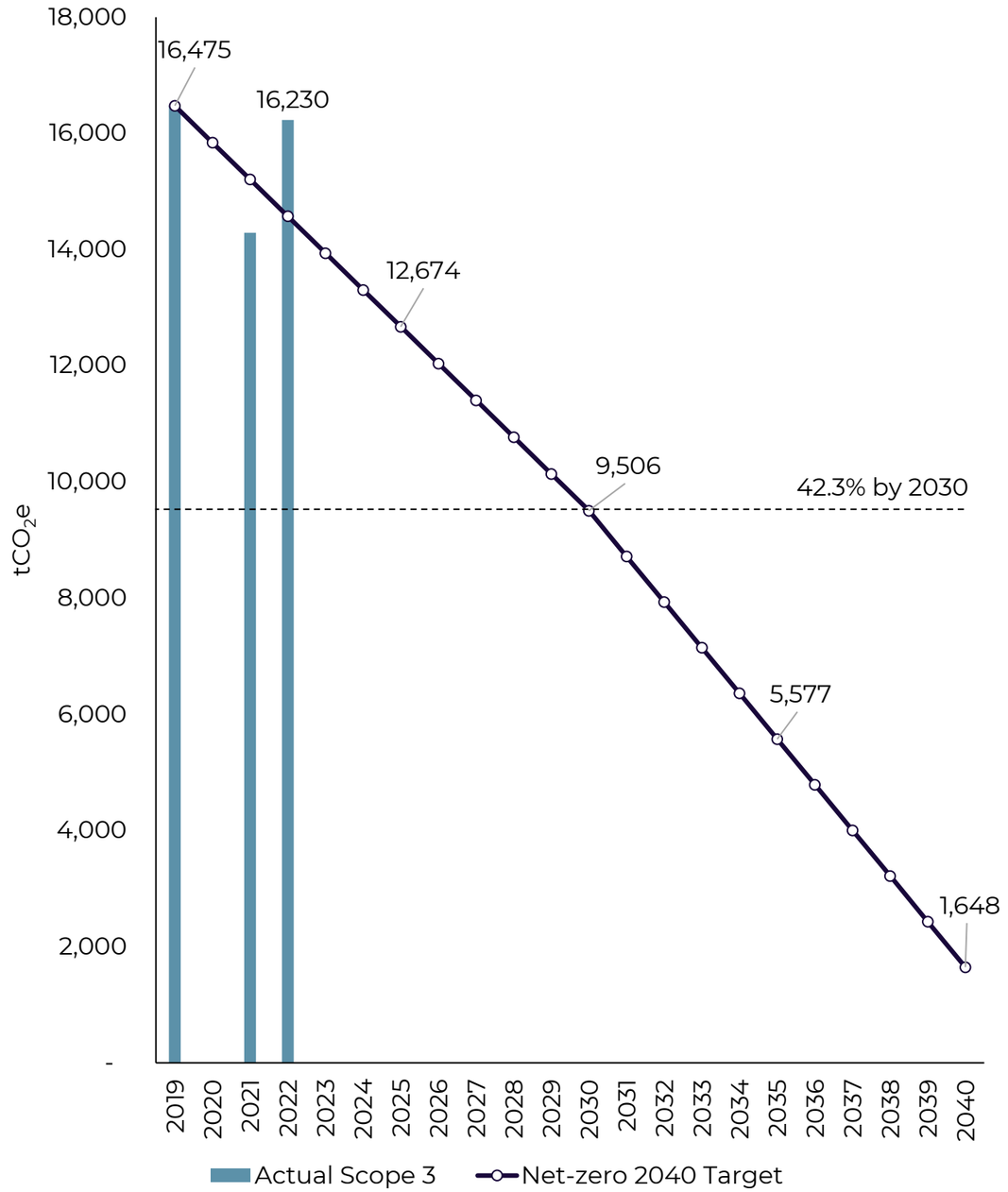
Near-term Emission Reduction Targets

Reduce Scope 1 and 2 emissions by 68.8% by 2030 from an FY19/20 base year. A 53.5% reduction has been achieved to date. QA commits to reach net-zero Scope 1 and 2 emissions by 2035.



The increase in Scope 1 emissions in 2022 is due to refrigerant loss data being available for the first time.

Reduce Scope 3 emissions by 42.3% by 2030 from an FY19/20 base year. A 1.5% reduction has been achieved to date. QA commits to reach net-zero Scope 3 emissions by 2040.



Carbon Reduction Projects

Completed Carbon Reduction Initiatives

Office Consolidation
We have continued to consolidate our office space, closing three offices throughout the year. For example, our two offices in the Leeds region have been condensed into one office. Our total floor space (ft2) decreased from 359,000 to 280,000 throughout the year.

Virtual Course Delivery
We continue to drive virtual course delivery as it is more cost and carbon efficient than face-to-face delivery. This allows us to reduce the number of physical training rooms across the business. We have also invested in a dedicated studio within the existing office footprint to support growing our digital delivery rather than hiring external studios.

Waste reduction
We continued to recycle IT equipment to schools and charities, in excess of £150,000. We have actively removed all disposable cups from all locations and halved the number of photocopiers in offices to target a paper-free office. We have also installed a greater range of recycling bins.

Identified opportunities for implementation

Continued Office Consolidation
In FY23-24 we will continue to close sites to reduce our overall footprint and increase efficiency. For example, we plan to reduce the size of our Glasgow office and close our Newcastle and Edinburgh offices. Where new space or new buildings in the same location may be acquired, we will lease only Highly efficient buildings, including BREEAM certification.

I: Declaration & 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[5] and uses the appropriate Government emission conversion factors for greenhouse gas company reporting[6].

Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements, and 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[7].

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:

Name:Nathan Runnicles

Role: Chief Financial Officer

Signature:

Date: 17th November 2023

II: Reporting Methodology

Scope 1 and 2 greenhouse gas emissions have been calculated according to the 2019 UK Government environmental reporting guidance. Consistent with the guidance, relevant emissions factors published in the UK Government's Department for Business, Energy and Industrial Strategy (BEIS) "Greenhouse gas reporting: conversion factors" database-specific reporting year have been used. The CO_2 equivalent conversion factor has been used throughout and, where applicable, the kWh gross calorific value (CV) was used.

Scope 1 and 2 emissions have been calculated using both a location-based and market-based approach:

- Location-Based: This method calculates emissions associated with fuel and electricity consumption by using UK average emissions intensities. BEIS provides UK emissions factors for fuel and grid electricity annually, which are used in location-based reporting.
- Market-Based: This method calculates emissions associated with fuel and electricity consumption by using contract-specific emissions intensities. Market-based reporting enables companies that purchase lower carbon fuel and electricity to demonstrate the benefit of their investment.

Transport-related emissions from fuel combustion were calculated using the BEIS "Greenhouse gas reporting: conversion factors" database.
Scope 3 emissions have been calculated based on the guidance in the Greenhouse Gas Protocol "Corporate Value Chain (Scope 3) Standard".

For all operations, applicable Scope 3 categories were identified based on an operational control boundary. Scope 3 emissions for applicable categories were calculated following methodologies outlined in the GHG Protocol "Technical Guidance for Calculating Scope 3 Emissions", with further guidance taken from the GHG Protocol's detailed methodology chapters for each applicable Scope 3 category.

Most conversion factors were sourced from the BEIS Greenhouse gas reporting: conversion factors, v1.0 2023 database. Where a spend-based approach was used, as per the GHG Protocol guidance, conversion factors were taken from the University of Leeds and the Department for Environment, Food and Rural Affairs' UK Footprint Results (1990 – 2018)' study or the Department for Environment, Food and Rural Affairs' Indirect emissions for the supply chain' database. Scope 3 emissions include Well to Tank and T&D losses.

INSPIRED PLC

Inspired Energy PLC
Progress Business Park, Orders Lane
Kirkham, Preston
Lancashire
PR4 2TZ
United Kingdom

t +44 (0) 1772 689 250
investors@inspiredplc.co.uk
https://inspiredplc.co.uk/