

Carbon Reduction Plan FY2023

Supplier name: **Opencast Software Europe Ltd**

Publication date: 28th June 2024

Commitment to achieving Net Zero

Opencast Software is committed to achieving Net Zero emissions by 2040.

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.

Baseline Year: 2021

Additional Details relating to the Baseline Emissions calculations.

Although Opencast has previously reported 2020 as its baseline emissions, it has now been decided that 2021 will act as the baseline. This is to capture more business-as-usual emissions after the covid pandemic, and also reflects business changes over the same period.

Opencast Software has included all scope 1 and scope 2 emissions and the following required subsets of scope 3 emissions:

- Waste generated in operations, -
- Business travel,
- Employee commuting,
- Upstream transportation and distribution

Opencast Software has also included additional scope 3 emissions as they recognise that it is important to account for all possible scope 3 emissions. Namely:

- Purchased Goods and Services (including water supply)
- Capital Goods,

Emissions from downstream transportation and distribution have not been reported due to lack of data availability. Opencast are working to collect more detailed data that would allow for these emissions to be estimated.

Baseline year emissions:

EMISSIONS

TOTAL (tCO₂e)

Scope 1	3.01
Scope 2	Location-based: 0.93 Market-based: 0.93
Scope 3 (Included Sources)	Purchased goods and services, upstream transportation and distribution and capital goods: 157.19 Waste generated in operations: 0.93 Business Travel: 19.48 Employee commuting (and homeworking): 140.39 Total: 317.99
Total Emissions	Location-based: 321.93 Market-based: 321.93

Current Emissions Reporting

Reporting Year: 2023	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	0.00
Scope 2	Location-based: 13.27 Market-based: 1.96
Scope 3 (Included Sources)	Purchased goods and services: 651.64 Capital goods: 32.30 Upstream transportation and distribution: 0.09 Waste: 10.33 Business Travel: 61.08 Employee Commuting (and homeworking): 317.26 Total: 1,072.07
Total Emissions	Location-based: 1,085.97 Market-based: 1,074.66

Narrative of change

Emissions have increased between the 2021 baseline and the 2023 footprint. The reasoning for this is threefold:

- 1) The business has grown significantly since 2021, which is reflected in our reported numbers. We are currently exploring forecasting what business-as-usual emissions look like for Opencast based on current strategy. This will inform how we will achieve our emissions targets and we will explore intensity-based targets to capture this growth in the meantime
- 2) The covid pandemic was still impacting businesses, including ours, in 2021. Therefore, what we are seeing in 2023 is more of a business-as-usual representation of our emission
- 3) Since 2020, we have been on a journey of data and methodology improvement for our GHG estimates. This has significantly improved for the 2023 reporting period, where more primary data and more accurate assumptions were used. Therefore, the 2023 numbers likely reflect the actual emissions of the business

Emissions reduction targets

In order to continue progressing to achieve Net Zero, Opencast Software have adopted the following carbon reduction targets to keep in line with 1.5 degrees warming post-industrial levels.

We commit to reduce our absolute scope GHG emissions (Scopes 1 and 2) by 42% by 2030 from a 2021 baseline year, and to measure and reduce our scope 3 emissions.

In the event that Opencast Software's growth makes an absolute reduction impractical for scope 3 emissions, Opencast Software has also set a scope 3 intensity reduction target of 51.6% by 2030 from the 2021 baseline using the number of employees as the intensity unit, in line with the Science Based Targets initiative (SBTi) guidance.

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

In the 2023 reporting period, we ended our lease for our Leeds office and moved to a virtual hub model whereby employees living in the local area can use co-working spaces only as and when needed. Going forward, if leases are near the end of their term, we will continue to consider the need for office space and whether a shared facility is sufficient.

Our headquarter offices in Hoults Yard, Newcastle have been equipped with energy efficient LED light bulbs, occupancy sensors, programmable thermostat and sleep mode has been installed on shared electrical equipment such as printers. Lighting, heating and office equipment are switched off at the end of the day. Maintenance plans are also in place for HVAC units at our Headquarters to prevent leaks and this is included into our workplace procedures. Change of refrigerant gases to lower global warming potential alternatives is also planned for these HVAC units.

The following environmental management measures and projects have been completed or implemented since the 2023 baseline. It is too early to assess the emission reductions

achieved by these, since Opencast is a growing business. We will report progress from next year.

In the future we hope to implement further measures such as:

- Further efficiency and emissions reduction projects planned for 2024 include identifying opportunities for downsize or removal of offices and a shift to more flexible working or hotdesking policies; further engagement and liaison with the landlord about energy efficiency improvements for offices and their input to regular energy audits and final phase out or conversion of any remaining gas appliances within offices to electric at fully renewable powered sites.
- Engage with suppliers of goods and services during 2024 in light of 2023 carbon footprinting results which revealed this to be the bulk of scope 3 emissions, to obtain further information on their sustainability performance and emissions to inform future actions and footprinting by Opencast.
- travel
- Continue employee engagement and education programme to help our staff learn about climate change and sustainability and give staff pathways to take action to help reduce our Scope 3 emissions and their own emissions at home overall.

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 standard¹ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting².

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) Standard³.

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:



Date: 28th June 2024

¹<https://ghgprotocol.org/corporate-standard>

²<https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

³<https://ghgprotocol.org/standards/scope-3-standard>