

# Carbon Reduction Plan

Supplier name: **ioda** Limited

Publication date: TBC – DRFAT for agreement

## Commitment to achieving Net Zero

**ioda** is committed to achieving Net Zero emissions by 2030. This is 20 years ahead of the UK Government’s target date.

## 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.

<b>Baseline year:</b> 2021-22 (04/01/21 to 03/01/22)	
<b>Additional Details relating to the Baseline Emissions calculations:</b>	
Emissions data had not been published in prior years therefore we selected 2019/20 as our base year. The methodology for measuring our carbon footprint is in line with the Greenhouse Gas protocol and the BEIS Environmental Reporting Guidelines. The calculations were completed on the CarbonFootprint Calculator using the UK Government emissions factors.	
<b>Baseline year emissions</b>	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	8.6
Scope 2	4.5
Scope 3	Not currently measured due to complexity of calculations. Scope 3 total – N/A Upstream T&D – not relevant – explanation provided ( <b>ioda</b> is a professional services organisation in the UK that supplies temporary staff to the National Health Service. We provide services rather than goods and, as such, transportation and distribution of goods are not relevant to us) Waste – N/A Business Travel – N/A Employee Commuting – N/A

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	Downstream T&D – not relevant – explanation provided ( <b>ioda</b> is a professional services organisation in the UK that supplies temporary staff to the National Health Service. We provide services rather than goods and, as such, transportation and distribution of goods are not relevant to us)
Total emissions	13.1

## Current Emissions Reporting

<b>Baseline year: 2022 – 2023 (04/01/22 to 03/01/23)</b>	
<b>Additional Details relating to the Baseline Emissions calculations:</b>	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	8.6
Scope 2	4.5
Scope 3	Not measured
Total emissions	13.1

## Emissions reduction targets

We have had no previous emissions reduction commitment.

In order to continue our progress to achieving Net Zero since the base year 2021/22, we have adopted the following carbon reduction target.

We project that carbon emissions will decrease over the next five years to zero tCO<sub>2</sub>e by 2027/28. This is a reduction of 100% from 2021/22. It is envisaged that carbon offsetting will be deployed to achieve the difference between actual and net zero carbon.

Our Carbon Management Group monitors our contributions to our carbon reduction targets and reports on progress quarterly to the Chief Executive. Measuring our carbon footprint initiatives will enable us to determine the progress we are making through our carbon reduction opportunities.

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## Carbon Reduction Projects

### Completed Carbon Reduction Initiatives

It should be noted that there is a lower-than-expected base rate due to the effects of COVID on the operational capacity and running of the business. 2022/23 is likely to be a more typical operational year, more in line with expectations. However, there is a significant decrease on previous levels, had they been reported, due to the increased use of virtual classrooms for our training.

The following environmental management measures and projects have been completed or implemented since the 2019 baseline. The measures will be in effect when performing the contract.

Carbon reduction projects have included:

- Move to agile working that has resulted in reduction of company business travel and, especially, commuting.
  - Phased return to work following the pandemic with increased use of home working
  - Retention of hybrid working with one day a week spent working from home
- Provision of EV charging points.
  - Installed during 2022
- Reduction in internal combustion engine company vehicles.
  - Head of Training and Operations (highest mileage in baseline period) purchased an electric car in 2022
- Staff encouraged to use video conferencing where possible.
- Expansion of the training team which enables the use of more local trainers to provide our services which, in turn, reduces our carbon footprint
- Move towards a paperless office
  - All training materials (unless required for ALS students) are provided electronically and stored on our clients' LMSs.
  - Reports that were updated daily pre-pandemic had to move to electronic format to support our WFH processes which has continued.
  - Any paper that is used is recycled within the office as scrap before being shredded.
- Installation of low wattage lighting in managed properties. When installed, they were the most efficient available
  - Model no AAD249/HF 2x49w T5

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- Continued use of MYGroup for all refuse collection
  - They have years of experience in end-to-end recovery and landfill diversion. This ensures that all paper, cardboard and food waste is sorted at their local depot and they have a dedicated plastic processing facility to handle all types of 'difficult' wastes.
- Active management and reduction of emissions from staff travel.
  - Introduction of a tighter travel policy, increased use of rail from vehicles and switching domestic flights to rail.
- Carsharing – 50% of our staff car share
- Ban on single use plastics
- Powering off of all electrical equipment when not in use

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

- Completed a Sustainability Opportunity assessment that will help us to build and implement our corporate sustainability strategy. This approach includes environmental, social and economic pillars of activity. Carbon reduction is an important element.
- Interventions to reduce power consumption focussed on air conditioning, building fabric, insulation, space heating, ventilation and hot water.
- Feasibility study for onsite renewable energy sources through solar panel installation.
- Purchase of 100% renewable energy.
- Transition to zero emission vehicles. All vehicles purchased or leased to be ULEV towards goal of 90% of total fleet low, ultra-low or zero emissions by 2028 and totally net zero by 2030.
- Requiring suppliers to report their carbon footprint data to us to improve the accuracy of carbon measurement and engaging with suppliers to support our net zero goal.
- All suppliers to have produced their own net zero target and plan (by 2030 latest) that align with **ioda**'s targets.
- Deliver further reductions in emissions resulting from commuting to work.
  - Encouragement of staff to use low carbon transport methods such as walking, cycling and public transport
  - A scheme to promote use of low or zero emission cars.

## 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

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corporate standard and uses 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. Scope 3 are currently out with the remit of this report but will be considered over the next two years.

This Carbon Reduction Plan has been reviewed and signed off by the board of directors.

Signed on behalf of **ioda** Limited



Sean Stokoe



Sally Dale

Date: 02/05/2023