

Carbon Reduction Plan 2021-2022



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1. INTRODUCTION

1.1 Context and purpose

Under the Paris Agreement, national governments have committed to limit temperature rise to well-below 2°C and pursue efforts to limit temperature rise to 1.5°C. Beyond 1.5°C, the world will increasingly experience dangerous climate impacts such as sea level rise, flooding and extreme heat.

The UK Government amended the Climate Change Act 2008 in 2019 by introducing a target of at least a 100% reduction in the net UK carbon account by 2050. As part of this net zero target, the UK Government are looking to their supply chain's and are making it mandatory for government suppliers who are bidding for large contracts to provide a Carbon Reduction Plan (CRP) detailing their commitment to achieving net zero by 2050 and how they plan to reach this target.

Invenio Business Solutions Holdings Ltd and all group companies t/a "InvenioLSI" are actively taking steps to reduce carbon emissions to support the UK Government's net zero target. The below CRP underpins InvenioLSI's commitment to sustainable development and carbon reduction.

This report has been completed in line with the UK Government's Procurement Policy Note (PPN) 06/21: Taking account of Carbon Reduction Plans in the procurement of major government contracts.

This report sets out an assessment of InvenioLSI's greenhouse gas (GHG) emissions resulting from business operations for the years 2020-21.



2. COMMITMENT TO ACHIEVING NET ZERO

InvenioLSI is committed to protecting the environment by demonstrating high standards of environmental responsibility in all our operations and minimising the environmental impacts associated with our activities, products, and services. In particular, we recognise the importance of decarbonising our business and we have set an ambitious goal for InvenioLSI's operations to achieve net zero by 2050. Our strategy for our operations to achieve net zero carbon emissions is based on actions detailed in our Carbon Neutral Policy. Examples of these actions include:

- monitoring and analysing energy consumption data for premises, processes, and vehicles to establish performance and identify trends and opportunities to further reduce consumption, achieve efficiency improvements and reporting of our carbon emissions
- improving the energy efficiency of our buildings, processes and IT systems and sourcing renewable energy where technically and commercially practicable
- minimise waste, promote recycling and the use of recycled products to help reduce the burden of landfill and therefore methane generation
- establishment and regular review of objectives and targets and publication of our performance against these objectives
- working with our supply chain to improve environmental performance
- advising and working with our clients to achieve aligned carbon neutral goals

We have not yet set interim emissions targets beyond 2022 however, we will be looking into this in the near future as part of our new Carbon Neutral Policy. The interim targets will be vital for us to determine our decarbonisation road map and the target setting process will better inform the measures required to achieve our net zero target by 2050. The targets will be set in line with the reduction pathways for limiting global temperature rise to 1.5°C or 2°C.



3. METHODOLOGY

3.1 Reporting Period

The reporting period for this CRP is 1st January 2021 to 1st December 2021 and the baseline year is 1st January 2021 to 1st December 2021 and is InvenioLSI's first time for capturing the carbon footprint.

3.2 Organisational Boundaries

The operation control approach was taken to determine the organisational boundary. This means that any site where InvenioLSI has full authority to introduce and implement its operating policies, has been included within the reporting boundary. InvenioLSI do not currently own their own premises in the UK and as such do not have operational control. InvenioLSI will however enter into discussions with the property agents/owners to see what improvement can be made in terms of operational improvements.

3.3 Quantification Methodology

This assessment is produced in accordance with the PPN 06/21 and the calculation methodology is in line with the GHG Reporting Protocol corporate standard. The scopes are defined as follows:

- Scope 1 – Direct emissions resulting from the primary combustion of fuels in organisation-controlled premises, vehicles and plant
- Scope 2 – Indirect emissions resulting from the consumption of purchased electricity that has been generated off-site and supplied by the national grid
- Scope 3 – Indirect emissions associated with the consequences of the activities of the organisation but controlled by another entity outside of the corporate structure

The conversion factors published by the UK Government's Department for Business, Energy and Industrial Strategy (BEIS) have been used for the purposes of the greenhouse gas (GHG) calculations.

3.4 Inclusions

GHG emissions have been calculated for scopes 1, 2 and 3. The below sets out the sources of emissions that have been included in the inventory.

Scope 1 – Direct Combustible Fuels

- Emissions from combustion of gas (tCO₂e)
- Emissions from combustion of fuel for transport purposes (tCO₂e)

Scope 2 – Indirect Combustible Fuels

- Emissions from purchased electricity, location based (tCO₂e)

Scope 3 – Other Indirect Emissions

- Emissions from business travel via air and rail (tCO₂e)
- Emissions from employee commuting (tCO₂e)
- Waste – N/A as we are an office based business no waste is produced in our operations
- Upstream transportation of product – N/A as we are a services/people based business that does not produce a product
- Downstream transportation of product – N/A as we are a services/people based business that does not produce a product

3.5 Justifications of exclusions

InvenioLSI are in the process of obtaining data and engaging with our supply chain to further quantify sources within the Scope 3 category. We have outlined these actions within our Carbon Neutral policy as we understand it is vital to understand our GHG footprint as a whole in order to reduce our emissions accordingly. We will be focusing on obtaining data for additional Scope 3 categories initially, including business travel from vehicles, and waste generation.



3.6 Data Completeness and Verification

InvenioLSI have reported on all UK sites that we have operational control. This represents 100% coverage of our UK operations' energy consumption. Greenhouse gas emissions are primarily calculated from energy consumption records reported from verifiable primary evidence (invoices, meter readings and supplier statements). Where actual usage data is not available for UK sites, an estimated consumption is calculated using benchmark data.

3.7 Assumptions, Estimations and Uncertainties

Assumptions, estimations and uncertainties within the GHG assertion are detailed below:

- We have completed a high-level verification exercise on the energy consumption data and a sample of source data was reviewed against the reported figures.
- The employee commuting figure has been estimated using the Quantis Scope 3 Evaluator Tool (as recommended by GHG Protocol), and therefore has a high level of uncertainty.



4. GREENHOUSE GAS EMISSIONS

4.1 Emissions Footprint

GHG emissions associated with InvenioLSI's operations during baseline year 2021 have been calculated and are detailed in Table 1 below which form our baseline in this first report. Figure 1 represents the breakdown of emission sources per scope.

Emission Source	Baseline for 2021 (tCO ₂ e)
Scope 1	
Emissions from combustion of gas	28.70
Emissions from combustion of fuel for transport purposes	
Scope 2	
Emissions from purchased electricity (location based)	12.66
Scope 3	
Emissions from business travel via rail	790.95
Emissions from business travel via air	
Emissions from employee commuting	
Waste	-
Upstream transportation of product	-
Downstream transportation of product	-
Total	832.30

Table 1: Summary of Absolute GHG Emissions

Carbon footprint between 01/01/21 and 01/12/21 = 832.30 tCO₂e

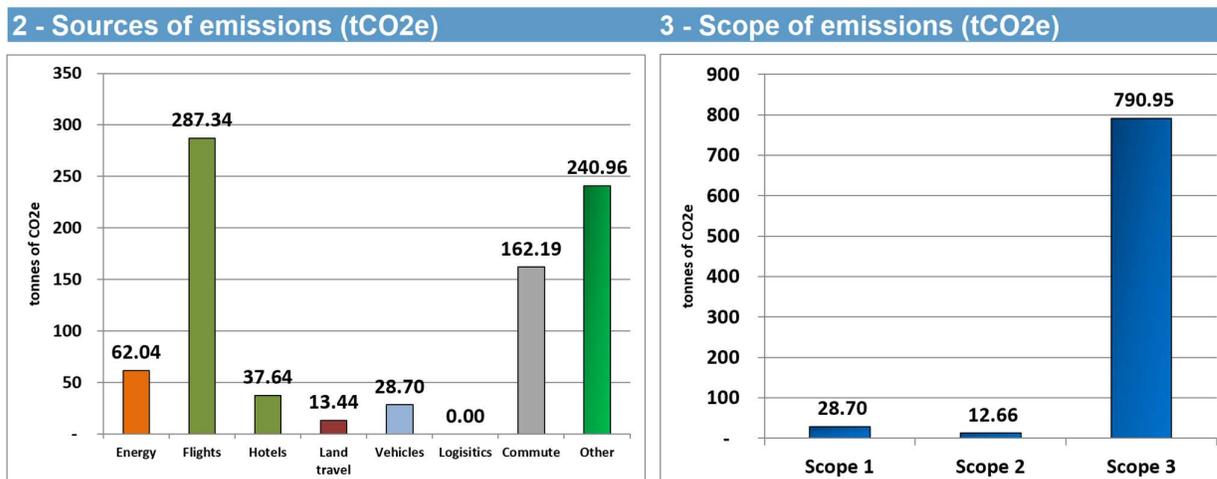


Figure 1: GHG Emissions per scope

In 2021, Scope 1 emissions accounted for 3.5% of total GHG emissions, Scope 2 emissions represented 1.5% of the total emissions and Scope 3 emissions currently account for 95%. The proportion of the scope 1&2 emissions is likely to increase as more data becomes available, however Scope 3 will be set to reduce significantly with the advent of green travel policies and greater use of video conferencing.



Actuals for 2021 are equal to our baseline as this is our first report:

Emission Source	Actuals for 2021 (tCO _{2e})
Scope 1	
Emissions from combustion of gas	
Emissions from combustion of fuel for transport purposes	28.70
Scope 2	
Emissions from purchased electricity (location based)	12.66
Scope 3	
Emissions from business travel via rail	
Emissions from business travel via air	790.95
Emissions from employee commuting	
Waste	-
Upstream transportation of product	-
Downstream transportation of product	-
Total	832.30



5. CARBON REDUCTION PROJECTS

InvenioLSI will work to reduce the energy consumed by the company and improve energy efficiency. The following environmental management measures and projects will be implemented from January 2022. The carbon emission reductions that will be achieved by these schemes have not yet been calculated, however, we look to quantify these savings in future years as this will be paramount for monitoring our progress against interim targets and our main goal of achieving net zero by 2050. The below measures will be in effect when performing the contract.

As a direct result of the new Carbon Footprint and Reduction policies that InvenioLSI will implement and the actions as set out below, we anticipate an overall reduction of approximately 115 tCO₂e or 14% by end of 2026.

5.1 Current (2022) Environmental Management Measures and Projects

The below table outlines the emission reduction opportunities that have been identified and implementation has not yet commenced.

No	Emission Reduction Opportunity	Action
1	Building Facilities- Energy Reduction	Discuss with property owner upgrading the lighting system to include PIR in meeting rooms
2	Building Facilities- Energy Reduction	Review temperature control and insert TVR across offices
3	Building Facilities- Energy Reduction	Enter into discussions with Property owner as to viability of installing solar panels on roof
4	Staff Training and Engagement	InvenioLSI- General environmental awareness training. Content covers energy/waste/water reductions and impacts on climate
5	Env. Management and Compliance	Seek to obtain ISO 14001 Initial Certification
6	Travel- Energy Reduction	InvenioLSI- Significant reduction in business travel (internal and international)
7	Travel- Energy Reduction	Look at providing incentives for electric vehicle users Installed additional electric car chargingpoints
8	Travel- Energy Reduction	Look at viability to install electric car charging points
9	Building Facilities- Energy Reduction	Office fluorescent tube lighting replacement with LED

5.2 Targets for 2022

Emission Source	Target for 2022 (tCO _{2e})
Scope 1	
Emissions from combustion of gas	27.84
Emissions from combustion of fuel for transport purposes	
Scope 2	
Emissions from purchased electricity (location based)	12.30
Scope 3	
Emissions from business travel via rail	767.22
Emissions from business travel via air	
Emissions from employee commuting	
Waste	-
Upstream transportation of product	-
Downstream transportation of product	-
Total	807.36

6. 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 publishing reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate standard and uses the appropriate Government emissions conversion factors for greenhouse gas company reporting.

Scope 1 and 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) Standard.

This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

Signed on behalf of Invenio Business Solutions Holdings Limited:



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Name: Stephen Coxhead

Job Title: CFO

Date: 14.09.2022