

# MITSkills' Carbon Reduction Plan 2023

## **MITSkills's Carbon Reduction Plan**

MITSkills' Carbon Reduction Plan is in accordance with the Technical Standard of PPN 06/21 for the completion of Carbon Reduction Plans.

### **Commitment to achieving Net Zero**

MITSkills is committed to achieving Net-Zero emissions by 2030

### **Baseline Emissions Footprint**

Our Baseline emissions are a record of the greenhouse gases that have been produced in the past and were produced prior to the introduction of our strategies to reduce emissions. Baseline emissions are the reference point against which emissions reduction can be measured.

Baseline Greenhouse Gas (GHG) Emissions have been calculated for the year ending 31st December 2021 to align with MITSkills' monthly billing returns from the Energy suppliers.

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) Standard<sup>3</sup>: Business travel - transport related emissions from staff travel for work. Postage - transport related emissions from post and courier use. Waste Management – use approved providers and recycle as much as possible. Employee commuting - transport related emissions from staff commuting to and from work. Printing - emissions from producing printed material (e.g. training packs). Home working - emissions from energy use while working at home from additional heating and electricity consumption.

MITSkills have established a target of a further 5% reduction in energy consumption by January 2024. This will be achieved through further education and CPD for all staff.

Our reduction in 2022 was achieved through:

- Reduction in carbon emission profile by having certain members of staff working from home at least one day per week
  - Providing 4 days per working month of reduced car travel
  - Reducing Carbon footprint by equivalent of 1.2 tonnes per annum – 5 mature trees based on approx. 200 miles reduction in car journeys, per month at 21 mpg per day (average car)
- Number of staff working from home either full-time or part-time. Equivalent to 3.8FTE.
  - Providing 874 days per annum of reduced car travel
  - Reducing Carbon footprint by equivalent of 8.4 tonnes per annum – 46 mature trees based on approx. 380 miles reduction in car journeys, per week at 21 mpg per day (average car)
- Company electric Combi Van utilised 10,000 miles per annum, equivalent to 5 tonnes - 27 mature trees by variety of staff members

We have used the Carbon Trust's calculator, and the UK Government's Conversion Factors for Company Reporting to calculate our baseline emissions (<http://www.carbonify.com/carbon-calculator.htm>)

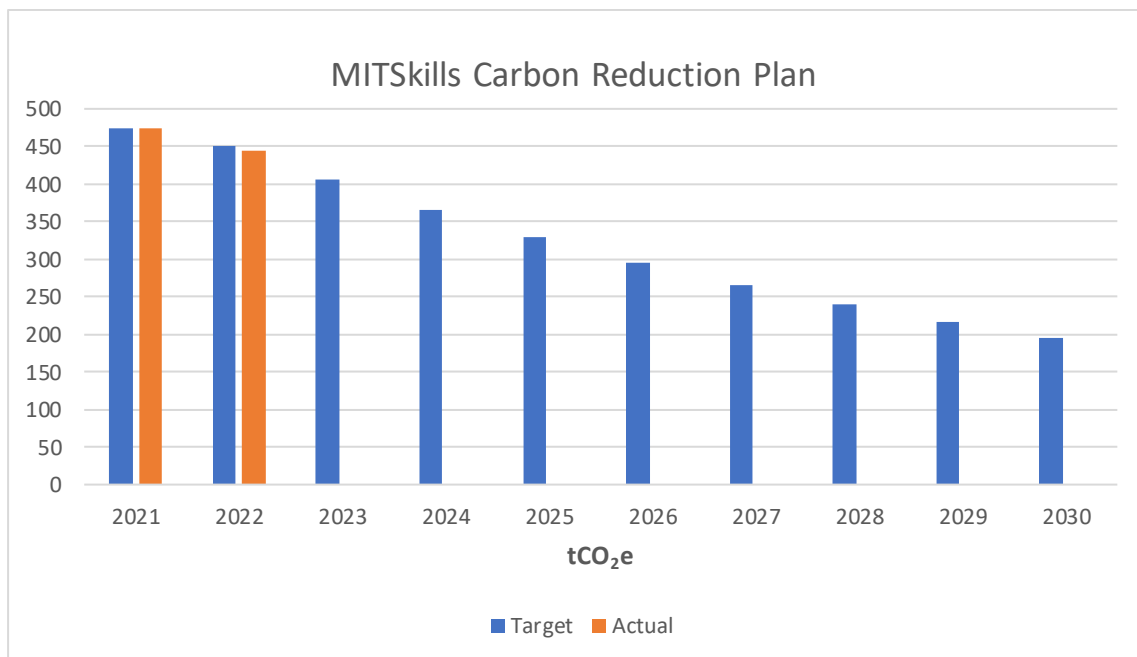
Emissions Scope	Baseline Emissions	Current Emissions
	2021 (Figures January 2022)	2022 (Figures January 2023)
<b>Scope 1 Emissions</b> (Natural Gas / Company Vehicles / Additional Fuel / Refrigerants)	<b>4.6 tCO<sub>2</sub>e</b>	<b>4.8 tCO<sub>2</sub>e</b>
<b>Scope 2 Emissions</b> (Purchased Electricity)	<b>114.26 tCO<sub>2</sub>e</b>	<b>101.76 tCO<sub>2</sub>e</b>
<b>Scope 3 Emissions</b> (Business travel, postage, printing, commuting, waste management and home working)	<b>356.03 tCO<sub>2</sub>e</b>	<b>338.10 tCO<sub>2</sub>e</b>
<b>Total Emissions</b>	<b>474.89 tCO<sub>2</sub>e</b>	<b>444.66 tCO<sub>2</sub>e</b>

To achieve Net-Zero, we have adopted the following carbon reduction targets:

- To achieve net-zero by reducing carbon emissions and offsetting residual emissions by 2030

### Emissions reduction targets

We project that carbon emissions will decrease to 194 tCO<sub>2</sub>e by 2030. This is a reduction of approximately 60% on the baseline year (2021). We will then be able to achieve net-zero through offsetting the residual emission.



Our plan includes the following implementation of carbon reduction measures:

- Reducing resource consumption (including fuel, water, electricity, waste, paper, etc.)
- Investigate installation of solar panels at West Byfleet site.
- Reducing the need for transport and transitioning towards hybrid/electrified company fleet.
- Increasing space use efficiency, building insulation and leasing energy efficient property.
- Achieving level 2 Sustainability CPD for staff to ensure all staff are compliant with MITSkills' commitment to achieve NetZero by 2030.
- Promoting the green economy and green job creation.
- Ensure that MITSkills explicitly promotes education for sustainable development through the curriculum.
- Ensure registered waste contract is in place for Brentford and West Byfleet.
- Ensure electrical Goods are disposed of in accordance with WEEE regulations.
- Encourage all staff to minimise waste, wherever possible.
- Update/review posters promoting recycling in place and introduce more effective recycling bins to encourage further recycling.
- Update/review signage to encourage energy saving e.g. Switch off after use for IT and lights, close doors to reduce heat loss.
- Update/Review posters to encourage Cycling to work, walking to work, car sharing and public transport options to learners & staff through highlighting environmental & personal benefits.
- Ensure Environmental & Sustainability Policy is referenced via QR code on all posters to encourage awareness.
- Ensure consumables are purchased that are sustainably sourced.
- Monitor water usage on a six monthly basis.
- Monitor energy usage and publish annual report per site which identifies amount of energy used, resources, suppliers & developments.
- Positively influencing our colleagues, stakeholders and extended networks to reduce emissions.
- Offsetting residual emissions via verified carbon offset projects which also maximise social value.

## **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 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, 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.



Hisham Zubeidi  
Managing Director

Date 21<sup>st</sup> February 2023