

Carbon Reduction Plan

Supplier name: Opencast Software

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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.	
Opencast Software have chosen 2021 as its Baseline Emissions period.	
Opencast Software has included all scope 1 and scope 2 emissions and the following required subsets of scope 3 emissions:	
- Upstream transportation and distribution - Downstream transportation and distribution* - Waste generated in operations, - Business travel, - Employee commuting (and homeworking)	
*Emissions from downstream transportation and distribution have been identified as not applicable for Opencast	
Baseline year emissions: 1st January 2021 to 31st December 2021	
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, capital goods and upstream transportation and distribution: 157.19* Downstream transportation and distribution: 0.00 (N/A) Waste generated in operations: 0.93 Business Travel: 19.48 Employee commuting (and homeworking): 140.39 Total: 317.99 *Emissions could not be separated for purchased goods and services, capital goods and upstream transportation and distribution estimates. This data improvement exercise was carried out for the 2024 reporting year where numbers have been provided below.
Total Emissions	Location-based: 321.93 Market-based: 321.93

Current Emissions Reporting

Reporting Year: 2024	
EMISSIONS	TOTAL (tCO2e)
Scope 1	1.10
Scope 2	Location-based: 7.26 Market-based: 3.07
Scope 3 (Included Sources)	Purchased goods and services: 451.16 Capital goods: 35.63 Fuel- and energy-related services (not included in Scope 1 and 2): 1.19 Upstream transportation and distribution: 0.16 Waste: 7.87 Business Travel: 80.98 Employee Commuting (and homeworking): 372.95 Total: 949.94
Total Emissions	Location-based: 958.30 Market-based: 954.10

Narrative of change Emissions for period 1 January to 31 December.

Annual Emissions (tCO2e)	% change from baseline	% change from Previous Year (PY)	FY24	FY23	FY22	FY21
Scope 1	-64%	-	1.10	0.00	4.89	3.01
Stationary combustion	-64%	-	1.10	0.00	4.89	3.01
Scope 2 (Location-based)	+628%	-49%	6.77	13.27	7.98	0.93
Scope 2 (Market-based)	+177%	+31%	2.57	1.96 ¹	7.98	0.93
Purchased Electricity (Location-based)	+628%	-49%	6.77	13.27	7.98	0.93
Purchased Electricity (Market-based)	+177%	+31%	2.57	1.96 ¹	7.98	0.93
Scope 3	+198%	-8%	948.75	1,035.91	499.19	317.99
Purchased goods & services	+187%	-23%	451.16	582.71 ¹	297.91	157.19
Capital goods	-	+10%	35.63	32.26	Not reported	Not reported
Fuel- and energy related services (not included in Scope 1 & 2) ²	+1389%	+86%	1.19	0.64	3.52	0.08
Upstream transport & distribution	-	+91%	0.16	0.08	Not reported	Not reported
Waste generated in operations	+746%	-24%	7.87	10.33	0.77	0.93
Business travel	+316%	+24%	80.98	65.27 ³	49.83	19.48
Employee commuting	+166%	+8%	372.95	345.26 ³	150.68	140.39
Total (Location-based)	+196%	-9%	957.64	1,049.18	512.06	321.93
Total (Market-based)	+195%	-9%	953.45	1,037.87	512.06	321.93
Scope 3 emissions intensity	+36%	-2%	2.08	2.12	1.68	1.53
Total emissions intensity location-based (tCO2e/FTE)	+35%	-2%	2.10	2.15	1.72	1.55
Total emissions intensity market-based (tCO2e/FTE)	+35%	-2%	2.09	2.12	1.72	1.55

1 Prior year values have been restated to align reporting across 2023 and 2024.

2 Fuel- and energy-related services (not included in Scope 1 & 2) were previously not included in reporting. This has been added for 2024 including figures for 2021, 2022 and 2023.

3 Prior year values have been restated to include Well To Tank (WTT) emissions

Progress against baseline

Our total emissions have increased between the baseline year (2021) and 2024. The reasoning for this is as follows:

- 1 The business has grown significantly since 2021, which is reflected in our reported numbers.
- 2 The COVID-19 pandemic was still impacting businesses, including ours, in 2021. Therefore, what we are seeing in 2024 is more of a business-as-usual representation of our emissions
- 3 Since 2020, we have been on a journey of data and methodology improvement for our GHG estimates. This has significantly improved for the 2024 reporting period, where more primary data and more accurate assumptions were used. Therefore, the 2024 numbers likely reflect the actual emissions of the business

However, there are areas where we have decreased our absolute emissions from 2021

- 1 Our Scope 1 emissions have decreased from the 2021 baseline, this is because in most of our offices we have begun to transition to electric heating in preparation for decarbonisation

Progress against PY

Our total emissions have decreased from 2023 to 2024. The reasoning for this is as follows:

- 1 Scope 2 location-based emissions have decreased driven by a large decrease in consumption at HQ. This is likely due to energy efficiency measures taken at the end of 2023 and the start of 2024.
- 2 Purchased goods & services emissions have decreased from 2023 to 2024 driven by overall decrease in spending coupled with improved data collection. In 2024, there was an increase in the use of supplier-specific emission factors compared to PY.



Emissions reduction targets

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

Opencast commit to being Net Zero in our greenhouse gas emissions (Scopes 1 and 2) by 2030 from a 2021 baseline year, and to measure and reduce our scope 3 emissions in the near term. In the long term, Opencast commit to becoming Net Zero in our emissions across scopes 1, 2 and 3 by 2040.

To account for business change, 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 period covered by the report we have taken steps forward with a focus on reducing greenhouse gas emissions first. Our actions cover facilities, travel and employee engagement and education. Key projects included:

Facilities

At the end of 2023, Opencast set their HVAC system at HQ to cool and heat up to set temperatures (heating to 19°C and cooling to 23°C). In addition, the HVAC system is set to switch off every day at 5pm. The full effects of these actions were realised in 2024 as electricity consumption at HQ has decreased. Maintenance plans continue to be in place for HVAC units at HQ to prevent leaks and this is included in our workplace procedures. Electricity at the HQ continues to be on a renewable electricity contract backed by Renewable Energy Guarantees of Origin (REGOs) via the site landlord.

In 2024, we moved to a new London office operated by Mindspace. This move was planned due to the original office no longer serving the needs of our people and our business. Following an extensive process, Mindspace was chosen based on their sustainability credentials and their fit for our people, especially where commuting is concerned. This move has already proven to be beneficial as we were able to get activity data relating to the consumption of the office building meaning we no longer are using benchmarks to estimate consumption in our London office. With the closing of our physical Leeds office and our recent move to our new London office, at the end of our office leases term, we will continue to consider whether a space continues to meet the needs of Opencast as well as the sustainability credentials of the space.

Travel

Opencast invested in a travel management system, Navan, to provide a gateway into monitoring and reporting our business travel. This was incorporated into our travel policy to include a requirement to select a green taxi if using that mode of transport. Education was provided to Opencast staff relating to planning journeys in advance as much as possible.

Employee engagement and education programme

In 2024 we rolled out an 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. Amongst other aspects, this included behavioral change campaigns to encourage people to turn off lights when leaving meeting rooms or the building, and using the single flush option as default. We also delivered this via our Planet OC series of events that had high engagement across the business, and we introduced an additional employee benefit of a second electric car scheme, providing colleagues with greater choice and an opportunity to lease used electric cars.

Planned Carbon Reduction Initiatives

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

- Pilot appointing sustainability champions on one of our client engagements and plan to roll that out more widely to other clients. These sustainability champions create a network of highly engaged colleagues who support our ambitions with net zero and actively amplify our messages with their colleagues and externally.
- Undertake an energy audit to help us better understand areas we can make improvements on.
- We have approved Ecosia as a preferred search engine and will undertake an engagement campaign to bring colleagues on board.
- Improve on our waste management tracking and processes, and aim to certify in ISO14001 Environmental Management
- Continue with our campaign of education & encouragement to promote practices that reduce energy consumption associated with remote work activities (use of energy efficient devices, energy-efficient usage of devices, home office set up).

Declaration and Sign Off

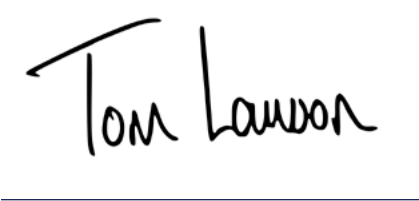
This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standard for Carbon Reduction Plans.

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 (or equivalent management body).

Signed on behalf of the Supplier:



Tom Lawson
CEO



Opencast 

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