

# Carbon Reduction Plan

Supplier name: QubeGB Limited

Publication date: 16 June 2022

## General Information

QubeGB Limited organisational boundaries are set according to the control approach, under which QubeGB Limited accounts for GHG emissions from operations over which it has control. In this way, we have control over the reduction efforts we put in place. Our operational boundaries consist of the following, all of which have been considered as per guidelines associated with Carbon Reduction Plan's:

- **Scope 1** emissions include the use of fuels for QubeGB Limited vehicle fleet & employer owned vehicles used for work purposes
- **Scope 2** emissions from the generation of purchased electricity by QubeGB Limited
- **Scope 3** emissions generated from activities associated with:
  - **Business travel**
  - **Waste generated in operations**
  - **Employee commuting**
  - **Upstream transportation and distribution**
  - **Downstream transportation and distribution**

## Commitment to achieving Net Zero

QubeGB Limited is committed to achieving Net Zero emissions by 2050 or sooner.

## 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: 2021/22	
Additional Details relating to the Baseline Emissions calculations.	
<p>Qube has been collecting data to calculate and report on carbon emissions from January 2021. We will, therefore, use data appropriate for Qube’s reporting year as our baseline year (1 Feb 2021 to 31 Jan 2022). We have completed this CRP to display and confirm our commitment to the UK Government’s target to be net zero by 2050, and to understand our impact. As we develop and improve our data recording and quality, we will look to update this CRP annually.</p> <p>As only data for the most recent reporting year is available, this will act as the baseline and as the current emissions for Qube. We have also calculated a carbon intensity figure based on average employee numbers. However, future current emission reporting and the intensity figure is likely to vary and increase as our portfolio of recording carbon emissions improves and expands.</p> <ul style="list-style-type: none"> <li>• Number of employees as of June-2022               <ul style="list-style-type: none"> <li>○ <b>567</b> - used for baseline reporting</li> </ul> </li> </ul>	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	<b>137 tCO<sub>2</sub>e</b>
Scope 2	<b>11 tCO<sub>2</sub>e</b>
Scope 3	<b>11 tCO<sub>2</sub>e</b> Sources: <ul style="list-style-type: none"> <li>• <b>11 tCO<sub>2</sub>e</b> <i>Employee commute</i></li> </ul>
Total Emissions	Total tonnes of CO <sub>2</sub> e: <b>158 tCO<sub>2</sub>e</b>  Total tonnes of CO <sub>2</sub> e in Scope 1 & Scope 2: <b>147 tCO<sub>2</sub>e</b>  Total tonnes of CO <sub>2</sub> e per employee in Scope 1 & Scope 2: <b>0.26 tCO<sub>2</sub>e</b>

## Current Emissions Reporting

Reporting Year: 2021/22	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	136.84 tCO <sub>2</sub> e
Scope 2	10.58 tCO <sub>2</sub> e
Scope 3	11.01 tCO <sub>2</sub> e <u>Sources:</u> <ul style="list-style-type: none"><li>• 11.01 tCO<sub>2</sub>e <i>Employee commute</i></li></ul>
<b>Total Emissions</b>	Total tonnes of CO <sub>2</sub> e: <b>158.43 tCO<sub>2</sub>e</b>

### Scope 1 Emissions

#### Fuel Consumption

Qube hold and record spend data for vehicles where they are responsible for purchasing the fuel. Records are kept of the date these are acquired and the current fuel cost they have incurred for the year. This value was used to calculate emissions (tCO<sub>2</sub>e) by using an emission factor for large diesel car, as most of the vehicles in use by Qube are diesel vans.

We have included gas usage from actual meter readings that span from Feb-21 to Jan-22, using the invoices the usage across this period was calculated and then subsequently converted into tCO<sub>2</sub>e using the appropriate emission factor. There is a period between Jul-Oct 21 where there is no recorded gas usage, we have therefore used the monthly average for the year for this period.

### Scope 2 Emissions

#### Electricity use

Electricity use has been calculated in a similar fashion to gas within scope 1. The invoices give usage data between Feb-21 and Jan-22, these figures were used to calculate the yearly usage.

### Scope 3 Emissions

#### Business travel

Qube is currently unable to provide any business travel data. Qube moving forward will record all its car mileage transactions/expenses. Business travel emissions will then be calculated in a similar fashion to the combustion of fuel for transport purposes in Scope 1. We will aim to record specific details of the vehicle types (petrol or diesel) and investigate recording the distances per trip to give greater accuracy compared to using spend data.

## **Employee commute**

As specific data on employee commuting distance at Qube is unavailable, the average commuting distance was estimated using the UK average employee commuting distance. As specific data on transport modes taken by employees is unavailable, data from National Averages (Transport Statistics Great Britain: 2021) was used to understand the likelihood of the number of staff who take certain transport modes. We have assumed 5 days working in the office per week and therefore total working days per year = 252. Emission factors for unknown average car, average local bus and national rail was used. Many of Qube's employees have their own vehicles, any commuting emissions incurred by these employees would have been captured under scope 1.

This was to create an initial estimation of the emissions caused by employees commuting to Qube sites. We aim to revise this in the future using a company-wide survey for more accurate data.

## **Waste**

We produce minimal waste in the warehouse, all the transport and recycling of waste products is arranged by our clients. Currently, that information is unavailable to us. However, we will work to better understand the impact of the waste generated in our operations.

At Qube, we have clear policies and signage within our premises to encourage recycling of all waste and to prevent landfill. Regarding electronic waste, we resell and reuse as much as possible and dispose of anything we cannot reuse or resell, ecologically. Goods received from or returned to our Telco partners are handled in an environmentally responsible way and in line with our partners WEEE Directive.

## **Upstream Transport & Distribution**

All deliveries coming into Qube sites are organised by our clients through stock holding agreements, therefore currently, this information is unavailable to us.

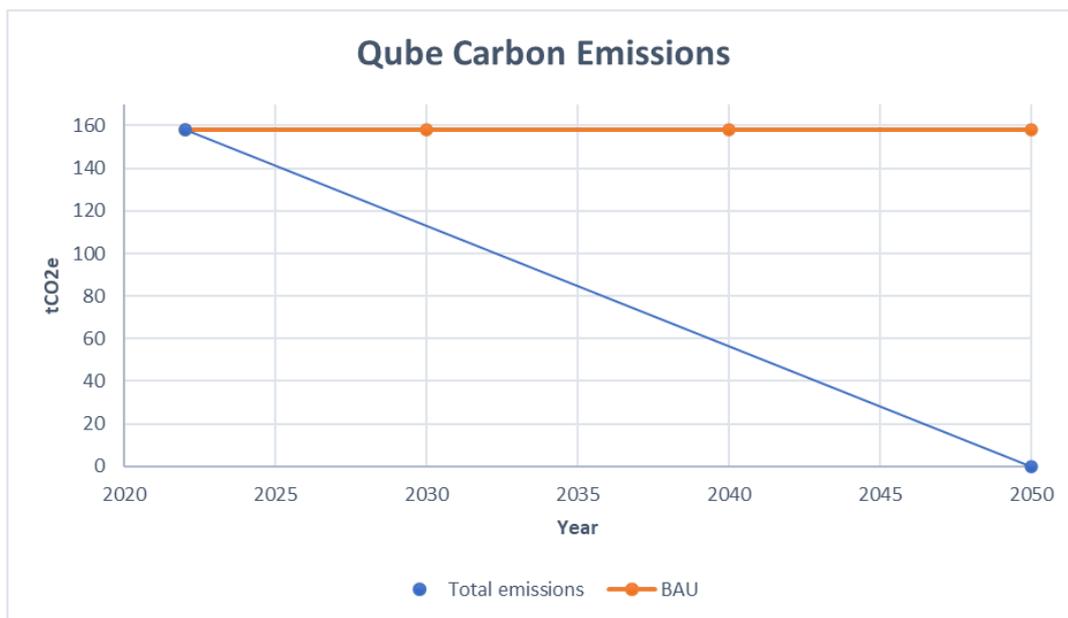
In 2022/23, we aim to improve on our reporting in upstream transportation and distribution by liaising closely with our suppliers and clients, which might bring an increase to our scope 3 emissions.

We see Scope 3 reporting as an evolving area over the next few years and predict fluctuations as we improve our capture of emissions related to this scope and we may re-baseline in the next two years to reflect a more accurate account of our carbon impact.

## Downstream Transport & Distribution

We are unable to provide information regarding this category due to difficult in attaining spend data from our distribution suppliers. We are looking to improve this by requesting specific data from our suppliers that allows us to calculate the emissions caused through the transport of our goods (by using mass and distance data).

## Emissions reduction targets



Qube is committed to become a net zero carbon emissions business by 2050. Once Qube have completed some of the planned carbon reduction initiatives (such as the Net Zero Blueprint), we will aim to revisit and revise the above graph on an annual basis, setting interim targets that will keep our journey to become a net zero carbon emissions business by 2050, on track.

## Carbon Reduction Projects

### Completed Carbon Reduction Initiatives

Over 2021/2022 the following initiatives have been completed or are in progress and are scheduled for completion.

As a business, we are aware of our impact on the environment, and we continue to work in sustainable ways to reduce our footprint.

This year we have improved our vehicle carbon footprint by c8% thanks to routing-based system enhancements to the ways jobs are allocated and due to increased engineer numbers creating a better geographical spread.

Our vehicles meet the current Euro 6 or above Vehicle Emission Standards and the Ultra-Low Emissions Standard (ULEZ) required by key UK Cities. Emission based vehicle selection, optimal & efficient routing and the use of vehicle trackers will continue to reduce fleet emissions and improve our overall carbon footprint.

Similarly, we have reduced the size of our Scottish premises, with the increased incidence of home working also reducing support staff mileage.

Our Stevenage office is fitted with motion sensor lighting to ensure unoccupied areas remain unlit increasing our energy efficiency.

We have clear policies and signage within our premises to encourage recycling of all waste and to prevent landfill. As regards electronic waste we resell and reuse as much as possible and dispose ecologically of anything we cannot reuse or resell. Goods received from or returned to our Telco partners are handled in an environmentally responsible way and in line with our partners WEEE Directive.

### Planned Carbon Reduction Initiatives

As a company we are looking at how we can best introduce EV's to the business. We are confident that we will start to implement EV's into the Fleet during our next renewal cycle and are working through challenges such as engineer home charging requirements (Full UK Coverage). In addition, the Business Wide, Net Zero Blueprint will help guide Fleet with the process as we move towards 2050.

Our Scottish office is planning a relocation and reduction in size, with home working details in the plan. We have also reduced the amount of office workers in our Stevenage office also, with this now being utilised as a training centre and small set of desk-based workers.

## Declaration and Sign Off

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

Emissions are in the process of being identified and will be 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 are in the process of being identified and will be reported in accordance with SECR requirements, and the required subset of Scope 3 emissions will be 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 QubeGB Limited Chief Executive Officer.

**Signature:**

A handwritten signature in black ink, appearing to read 'Mark J. Kent-Sell', with a long, sweeping underline.

**Title: CEO**

**Date: 16<sup>th</sup> June 2022**