

Towards a sustainable future

Secure English Language Tests (SELTs)

An ambitious Carbon Reduction Plan compliant with PPN 06/21

Trinity College London 2023



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Introduction

The latest climate science indicates that the way we live is having a negative impact on our climate. The impacts of climate change are happening now. Forest fires and droughts are common, and scientists have documented evidence that sea levels are rising. There is a general consensus that unless we change, the future looks uncertain in terms of social, environmental and economic conditions. The *Paris Agreement* of 2015 established a global goal of limiting global temperature rise to well below 2°C above pre-industrial levels and to pursue efforts to limit warming to 1.5°C. In 2018, the Intergovernmental Panel on Climate Change warned that if global warming

continues at its current pace, we will exceed 1.5°C, which would have catastrophic impacts on the planet.

In 2019 the UK became the first major economy to pass a Net Zero emissions law, meaning the UK government is legally required to reach Net Zero emissions by 2050. When the UK government published its procurement policy notice 06/21 (PPN 06/21), it was clear that businesses should focus on building back the economy in a sustainable fashion. Furthermore, PPN 06/21 requires any company bidding for government contracts to have a Net Zero goal and have a **Carbon Reduction Plan** in place.



Our approach

Trinity College London is approved by United Kingdom Visas and Immigration (UKVI) to supply Secure English Language Tests – also known as SELTs. These tests are offered at over 20 test centres across the UK and may need to be taken for visa applications to live, work or study in the UK. Sustainability is the responsibility of all members of the Trinity community, and our dedicated, passionate and committed community can help us leave the world a better place. We recognise that climate change is the single biggest challenge the world faces.

At Trinity College London, our purpose is to create a positive and lasting impact on people's education. We have the opportunity to take climate change and create social value through our business, company culture and strategic partnerships. As a leading independent awarding organisation we are committed to sustainable development as a guiding principle within our work. Concern for the environment is an integral and fundamental part of these commitments.

Corporate responsibility and accountability

At Trinity College London, we are on a journey to create a sustainable future and we want to ensure that the journey is transparent, credible, impactful and measurable. To ensure we achieve our aims, we partnered with carbon consultancy Enistic, who assisted us in calculating and tracking our carbon emissions in accordance with the GHG protocol.

As part of our commitment to sustainability across our network of SELT Test Centres, we will continue to build on the effective environmental practices we have already introduced and create a dynamic and positive workplace culture where every employee feels educated and empowered to play their part. Staff involvement and feedback will be crucial in realising our goals, so sustainability will be a regular and ongoing feature of staff meetings, discussion and training.

We further commit to using local suppliers wherever possible giving extra weight to Small and Medium enterprises (SMEs) and Voluntary, Community and Social Enterprises (VCSEs)

where appropriate and engage in ethical sourcing practices by ensuring all our suppliers sign our *Supplier Code of Conduct* to reduce the risk of modern slavery.



Our carbon reduction targets

Trinity College London is committed to a 100% reduction in all Scope 1, 2 and 3 emissions by 2050.

All our emissions reductions will be primarily achieved through ambitious carbon reduction projects and offsetting carbon emissions will only be considered in cases of unavoidable emissions or residual emissions. Trinity College London will work with its partners to establish a yearly emission reduction target and this key performance indicator (KPI) will be integrated into our reporting system to ensure annual targets are met.



Emissions categories

Currently, we measure all our Scope 1 and Scope 2 emissions following the Greenhouse gases (GHG) protocol, and we measure a subset of Scope 3 emissions (PPN 06/21 requirement) following the Corporate value chain Scope 3 standard.

GHG Scope	Emission sources
Scope 1	Direct emissions resulting from sources that are owned and controlled by Trinity College London
Scope 2	Indirect emissions from purchase of electricity and onsite EV charging
Scope 3	Indirect emissions from other sources not included in Scope 1 and 2 categories

Commitment to Net Zero

Trinity College London is committing to become Net Zero by 2050. Our carbon reduction goals align with the IPCC's carbon reduction roadmap and we seek to go above and beyond where possible to achieve our goal.

This report sets out a Net Zero roadmap, detailing the strategies we have put in place to achieve this goal.

Emission comparison

The table below shows our baseline year **April 2022 to March 2023** emissions. Baseline emissions are a record of the GHGs that have been produced in the past before introducing any strategies to reduce emissions and are the reference point against which emission reductions can be measured.

2022-2023 is the first year where we had a complete GHG inventory, which is required for PPN 06/21 compliance.*

Emissions	Total (tCO ₂ e) for baseline period
Scope 1	N/A
Scope 2	N/A
Scope 3	953
Total emissions	953

* Note: UK-specific emissions factors were used for all calculations



Baseline year calculation assumptions

Scope 1 & 2 emissions – We presently do not have any Scope 1 and 2 emissions as we lack ownership or control over the heating and lighting systems.

3.05: Waste in operations – This has been calculated by taking the average kilograms per person from other Trinity College London locations and then multiplying it by the number of individuals at each site.

3.07: Commuting and working from home – This has been calculated by using a staff commuting survey sent out to all staff. The response rate was 49% and figures have therefore been extrapolated to encompass all SELT staff.

SELT CENTRES

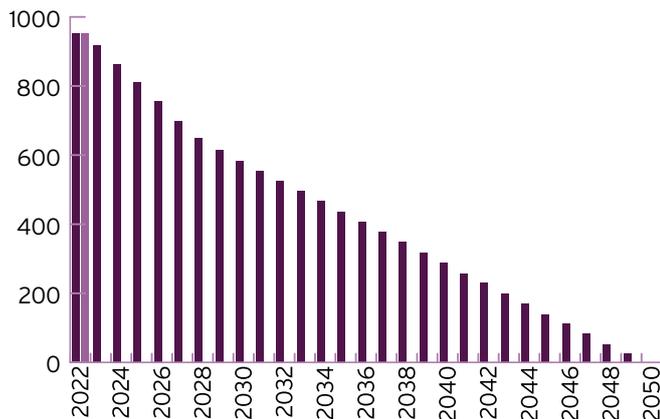
Emissions breakdown

Scope 1	Total (tCO ₂ e) for baseline period
1: Energy – natural gas	N/A
1: Refrigerant gas	N/A
Total emissions Scope 1	N/A

Scope 2	Total (tCO ₂ e) for baseline period
2: Energy – electricity	N/A
Total emissions Scope 2	N/A

Scope 3	Total (tCO ₂ e) for baseline period
3.04: Deliveries (upstream)	55.5
3.05: Waste generated in operations	0.2
3.06: Business travel	10.4
3.07: Commuting and home-working	3.2
3.09: Deliveries (downstream)	883.7
Total emissions Scope 3	953

Emission reduction targets



Actual emissions ● Projected emissions ●

Year	2022	2025	2028
Actual	953	-	-
Projected	953	850	748

At Trinity College London, we are committed to achieving our goal of reaching Net Zero by 2050.

We anticipate achieving an annual decrease in emissions from our baseline year, culminating in reaching Net Zero emissions by 2050. Preceding the baseline year, our organisation meticulously monitored Scope 1 and 2 emissions. Subsequently, we extended our tracking efforts to encompass a subset of Scope 3 emissions.

The graph on the left illustrates a comparison between our projected and actual emissions. The projected emissions exhibit a linear decline, representing the minimum reductions required to attain Net Zero status. The actual emissions reflect the recorded data since 2022.

Completed carbon reduction projects

The following environmental management measures and projects have been completed or implemented before the 2022-2023 baseline.

SELT Centre Sustainability champions

Each hub SELT centre has appointed a **Sustainability champion** who play a crucial role in managing energy consumption and office recycling within the centre. This initiative ensures localised oversight and control over energy usage, contributing to a more sustainable operation.

Supplier-initiated tree planting

The office equipment and stationery supplier has implemented an eco-friendly incentive by planting trees for every £50 spent. This has resulted in the planting of 820 trees which will sequester 246 tCO₂e from the atmosphere over the course of their growth life.

Localised water cooler suppliers

Previously, we utilised a single supplier for the entire UK. However, we have since made a change and now all water coolers are procured from local suppliers. This adjustment helps minimise the carbon emissions linked to

transportation and fosters support for local businesses.

Local printing for Preston office

The Preston office has embraced a comprehensive sustainable approach by sourcing all its leaflets and printing posters locally, which minimises the carbon footprint associated with long-distance printing and shipping. The materials are produced in an environmentally conscious manner the local printing office transitioned to using recycled paper for all printed materials as well as biodegradable ink in the printing process.

Electrical waste recycling

All electrical waste generated from the SELT centres is responsibly recycled. This commitment to recycling helps prevent harmful materials from entering landfills and promotes the proper disposal and reuse of electronic components.

Additional sustainability projects

Throughout all SELT test centres, a collaborative initiative was undertaken to tackle the problem of single-use plastic waste and internal paper consumption, aided by the digitisation of essential documents. From April 2022 to March 2023, a notable achievement has been realised, with a remarkable 60% reduction in the overall consumption of single-use plastic across all centres.

Reduction in business travel

All SELT centres have moved away from face-to-face to online exam sessions resulting in a significant reduction in all forms of business travel.



Future carbon reduction projects

We aim to implement the following carbon reduction projects to reach our emission goals.

Digital Certificates transition for SELT test centres

Trinity College London will continue with the transition of issuing digital certificates, which started for SELT candidates in September 2023. This initiative not only streamlines processes but also mitigates paper usage, thereby alleviating associated environmental impacts.

Digitisation of four skills exams

The ongoing effort to fully digitise four skills exams is expected to be completed by 2025/2026. This transition to digital assessments further reduces the reliance on traditional paper-based testing method.

Energy-efficient equipment replacement

The organisation plans to replace electrical equipment with more cost and energy-efficient options, such as biometric readers and laptops. This ensures that the technology infrastructure remains up-to-date while minimising energy consumption and operational costs.

Sustainable criteria

Trinity College London will aim to develop sustainable criteria for selecting new SELT centres. For example, this includes considerations for waste management, lighting efficiency, the use of green energy sources and preference for local suppliers, promoting environmentally responsible practices.



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 the Streamlined Energy and Carbon Reporting (SECR) requirements, and the subset of Scope 3 emissions have been reported in accordance with the published 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 for Trinity College London (or equivalent management body).

Signed *Evertahn*

Position Chief Executive Officer

Date 28 February 2025





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