

Sustainability KPI Definition Document 2023

L&Q

September 2023

| Definition | Calculation | Business Rules | Source | Frequency | KPI Owner | Data Provider | Comment | THT Reporting |
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| Funding invested in local community organisations to generate positive social impact on the communities where our residents live. | Amount of L&Q and Trafford Housing Trust (THT) financial funding invested into community organisations, through the L&Q Foundation, the North West Foundation and additional community fund pots i.e. regeneration schemes owned by L&Q, including Acton Gardens, Beam Park, South Grove, Grove Park, Walthamstow and others. | <p>To include financial funding only (not L&Q / THT staff time), from L&Q funds only. No externally sourced funding from charity partner organisations, supply chain donations, local authority or joint venture partners for example.</p> <p>To include spend from L&Q Foundation, North West Foundation, regen schemes, and other budget codes funding community organisations.</p> <p>To include funding distributed through donations, grant agreements and contracts</p> <p>Community organisations include organisations delivering strategically aligned activities, linked to our theory of change, in our communities, including social enterprises, registered charities, community voluntary sector groups, co-operatives, educational establishments, public sector organisations, company limited by guarantee, company limited by shares.</p> <p>Funding to exclude managing fees for projects distributing funding to community organisations, for example Rocket Science/ Place Makers and We are Digital/Pound Advice.</p> | L&Q Finance System | Quarterly | Matthew Corbett | Finance | <p>£10m target in Sustainability Masterplan by 31/3/2024.</p> <p>19/20 figure is L&Q Foundation only. From 2020/21 onwards, to include THT.</p> | <p>19/20 baseline figure is L&Q Foundation spend only.</p> <p>To be reported including THT for 2020-2021 onwards.</p> |
| Average SAP score for homes managed using Parity Projects data modelling tool Portfolio. | Portfolio modelling uses the latest Reduced Data Standard Assessment Procedure (RdSAP) method, with additional and enhanced analysis using georeferenced data. Portfolio uses all relevant asset data to produce a full energy model of an organisation's housing stock. The collation and cleansing of data will usually involve some cloning and highlight conflicting or missing data. To reflect this, a data confidence score is collected for every data point. This allows Portfolio to highlight the homes with the poorest data confidence as priority for survey, or to identify particular data areas (for example heating information, or floor information) that need improving across the stock. This could be used to focus a programme of energy surveys designed to improve the quality of energy data. | <p>Includes average SAP based on data for all L&Q Managed properties where there is maintenance responsibility for inside the property and excludes communal areas, shared owners and lease holders.</p> <p>RdSAP uses assumptions about the building which are based on the conventions and requirements of building regulations at the time of construction.</p> <p>SAP scores will change when L&Q upload data on any measures that have been changed. These changes will affect both lodged (EPC certificate) and un-lodged data (calculated using RdSAP data but not a lodged EPC).</p> | Parity Projects Portfolio | Annually | David Lewis | Property Services | Portfolio is L&Q's energy efficiency database and marker for SAP scores. By using Portfolio L&Q are able to ensure up to date energy efficiency information as part of upgrades. As the SAP score is updated as part of works programmes on an ongoing basis, the calculated score can be more accurate than the lodged EPC, meaning the two SAP scores may differ. | THT Average SAP is not currently included in L&Q total. THT are also using Portfolio and is now aligned with LQHT. |

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| <p>Streamlined Energy and Carbon Reporting (SECR)</p> <p>Organisational scope: the SECR calculation covers energy consumption for all entities within the L&Q Group, including QCS, L&Q Estates and Trafford Housing Trust.</p> | <p>All electricity and gas consumption figures have been extracted directly from supplier invoices, with the exception of energy supplies to void units. A pro-rata extrapolation method has been used to apportion consumption and estimate missing data in cases where, respectively, the invoice periods exceeded or fell short of the financial year reporting period.</p> <p>For temporary energy supplies to void units, consumption figures were calculated using the total energy spend data for electricity and gas, provided by our voids energy supplier, and applying the corresponding tariff and charge rates. Due to high switching costs, some void units remained with the incumbent energy supplier, and therefore proportion usage was calculated using existing energy supplier data.</p> <p>The quantity of transport fuel used by L&Q's vehicle fleet, covering activities such as direct maintenance, caretaking and development, has been extracted from fuel card and fleet management software and manually added to the reporting data.</p> <p>The amount of transport fuel used by employees for business purposes, i.e. grey fleet, has been calculated using consolidated mileage claims data and the corresponding vehicle specification information provided. Where specific vehicle information was unavailable, the GHG Conversion Factors for average passenger vehicles have been applied.</p> <p>For 2022/23 Energy for construction sites is calculated using invoices and meter readings for electricity where available, however not all sites are being consistently reported. The Head of Sustainability within Development is working to improve the data collection process and beginning in April 2023 fuel will also be reported directly by our construction teams using fuel deliveries every month. This has been added as a new KPI within our Sustainability Masterplan to ensure consistent reporting moving forward.</p> <p>Intensity ratio: in order to calculate the intensity ratio of our carbon emissions, total emissions (including scope 3) are divided by all units managed. Units are calculated using all tenure types for both LQHT and THT and are provided by our Financial Services Team.</p> | <p>In line with the GHG Protocol Corporate Accounting and Reporting Standard, greenhouse gas (GHG) emissions are reported separately as scope 1 (direct emissions), scope 2 (indirect emissions from purchased electricity) and scope 3 (all other indirect emissions) using a carbon dioxide equivalent. A carbon dioxide equivalent is used to enable the global warming potential (GWP) of a variety of GHGs to be combined and reported using a single, standardised unit of measurement.</p> <p>In accordance with SECR reporting recommendations, the UK Government's 2022 GHG Conversion Factors have been used to convert energy consumption and fuel usage into carbon emissions figures.</p> <p>REGO backed renewable electricity is 'dual reported' as per SECR reporting recommendations. Renewable electricity is 'netted off' our gross emissions.</p> <p>To reflect L&Q's leading role as both a housing association and residential developer, carbon intensity is calculated as L&Q's total carbon emissions divided by the total number of residential units owned, managed, completed or under construction at 31 March of the financial year in question. In the event of merger and acquisition activity completed during the year that leads to material changes in portfolio composition, the metric will be adjusted accordingly to reflect the period of the financial year for which L&Q has operational control.</p> <p>Data Sources:</p> <ul style="list-style-type: none"> • LQHT Electricity for offices - Consolidated consumption report provided by Inspired Energy • Electricity for residential portfolio (landlord-obtained) - Consolidated consumption report provided by Inspired Energy • Electricity for residential portfolio (voids) - Energy spend data and tariff rates provided by SSE plus estimation • Gas for offices - Consolidated consumption report provided by Inspired Energy • Gas for residential portfolio (landlord-obtained) - Consolidated consumption report provided by Inspired Energy • Gas for residential portfolio (voids) - Energy spend data and tariff rates provided by SSE plus estimation • Electricity consumption for offices not included in Inspired Energy contract - Consumption figures provided by Corporate Facilities team • Transport fuel for DM & caretaking - Fuel card data from Shell • Employee business mileage - Monthly expense claims • QCS Electricity for development sites - Consolidated consumption report provided by EDF Energy and site consumption added on Smartwaste • QCS Gas for development sites – Consolidated consumption report provided by Gazprom • Transport fuel for development - Fuel card data from Shell • LQ Estate Electricity for office and storage facilities - Monthly bills from Engie • Gas for offices - Monthly bills from SSE • Fleet vehicles - Mileage and vehicle specification information • Business mileage Monthly expense claims. | SECR Report | Annually | Matthew Corbett | Sustainability, L&Q Foundation | | THT currently supply completed SECR front page for all business activity – from next year the data will be fully merged and reported as one organisation. |
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| Streamlined Energy and Carbon Reporting (SECR) Trafford Housing Trust. | THT void data is estimated using energy consumption from L&Q voids as void consumption is not calculated. A proportion usage was calculated using the voids energy supplier data. | <p>Emissions reported and conversion factors used as per government 2022 methodology in-line with L&Q reporting.</p> <p>Data sources for THT:</p> <ul style="list-style-type: none">• Electricity - EDF monthly bills• Electricity - Bruntwood Sale Point - Landlord (Bruntwood) supply for Sale Point, monthly bills• Gas - Bruntwood Supply (Sale Point) - Landlord (Bruntwood) supply for Sale Point, monthly bills *54% (THT proportion of gas consumed in building)• Gas - Landlord Supply (Gazprom) - Gazprom monthly bills• Fleet emissions - Masternaut fleet management software• Business Mileage (Car) - Monthly expense claims. | SECR Report | Annually | Matthew Corbett | THT via Sustainability, L&Q Foundation. | | This row contains specific notes regarding THT SECR. |
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For more information

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