



# Basis of Reporting, July 2024

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## Basis of Reporting

This document lays out the basis of reporting the greenhouse gas (GHG) emissions in the BBC's Annual Reports and Accounts (ARA). It covers all entities within the ARA.

The BBC's reporting year is the fiscal year which runs from 1<sup>st</sup> April - 31<sup>st</sup> March. Each year, we compare our GHG footprint for that reporting year with our GHG footprint from the baseline year, which for us, is financial year 2019/20. We do this to understand the progress we are making towards our goals and to track changes year-on-year.

## 1 Net Zero Targets

The BBC has set science-based near-term GHG reduction targets which have been verified by the Science-Based Targets Initiative (SBTi), as follows:

- Reduce Scope 1 and Scope 2 (market based) GHG emissions by 46% by FY2030/31 from a FY2019/20 base year
- Reduce Scope 3 GHG emissions by 28% by FY2030/31 from a FY2019/20 base year

## 2 BBC GHG Footprint Calculation Methodology

The BBC reports in line with the operational control boundary which, defined by the Greenhouse Gas Protocol, includes all sources of environmental impact over which we have operational control. For all reported emissions, we have included impacts that fall within the reporting scope, as described below. We exclude emissions from the energy produced by our on-site owned and controlled renewables since they have a zero-emission factor. Emissions from Joint ventures are calculated on an equity share basis.

We divide our emissions into three main categories: Scope 1, Scope 2, and Scope 3. Scope 1 refers to direct GHG emissions occurring from sources that are owned or controlled by us, e.g. boilers and fleet vehicles. Scope 2 includes indirect GHG emissions associated with the purchase of electricity, steam, heating or cooling. Scope 3 includes indirect emissions from the BBC's value chain, including but not limited to, products and services procured, business travel, investments and sold products. Each category is explored in more detail below. We follow the Greenhouse Gas Protocol's Corporate Standard guidance for calculating our GHG footprint, which can be found here: [GHG Protocol Corporate Standard](#).

In order to calculate our GHG footprint, we use activity data combined with the relevant emissions factor, usually from [the UK government](#) or [IEA](#), to calculate the associated GHG footprint. Where possible, we use primary activity data. If this is not available, we use spend-based and revenue-based methods as specified in the GHG protocol.

'Spend data' and 'revenue data' are derived from how much we have spent or received from a particular activity, which is multiplied by the relevant emissions factor from a specialist dataset, known as an 'Environmentally Extended Input Output' (EEIO) dataset. We use [Exiobase](#) as our EEIO database, because it is global and open source. In order to adjust for inflation, we deflate the current year's spend or revenue to FY19/20 levels using the Consumer Price Inflation (CPI) measure from the UK Government, convert to Euros and then use the 2019 Exiobase Emissions Factors. This deflation process is followed wherever Exiobase is referred to within the Scope 3 table in Section 2.4.

## 2.1 Scope 1: Emissions details

Unit of measure: tCO<sub>2</sub>e

Scope 1 refers to direct emissions from sources that are controlled by the BBC.

Emission Source	Meaning	Methodology
<b>Stationary Combustion</b>	The combustion of fuels for our own use e.g. natural gas used in boilers for heating or diesel burned in generators	<p>We use a combination of metered data and invoice data for energy consumption where possible.</p> <p>Where data is unavailable, we use estimates from historical data if possible.</p> <p>Where historical data is not available, we estimate consumption by using similar sized sites to create benchmarks using floor area or headcount. If this is not appropriate or not possible, we use Chartered Institution of Building Services Engineers (CIBSE) Guide F benchmarks for the most similar office type.</p> <p>We then multiply the energy consumption (kWh or litres of fuel) value by the relevant emissions factor published by the UK Government.</p>
<b>Mobile Combustion</b>	Fuel used for vehicles that we own and operate e.g. diesel, petrol	<p>Mobile combustion emissions are largely based on litres of fuel consumed. Where fuel consumption is not available, we collect data on distance travelled or fuel expenditure.</p> <p>For fuel expenditure from the UK, we estimate litres of fuel consumed using average prices published by the UK Government. For international sites, we estimate litres of fuel consumed using average prices collected from site managers.</p> <p>We then multiply actual fuel consumed, estimated fuel consumed, or distance travelled, by the relevant UK Government emissions factor.</p>
<b>Fugitive Emissions</b>	Refrigerant leakage from air conditioning and refrigeration systems across all sites	<p>F-Gas refers to the substance used in refrigerant, air conditioning, and heat pump systems to heat and cool air.</p> <p>The amount of refrigerant that needed to be replaced is assumed to be equal to the amount of refrigerant lost to leakage. The emissions are calculated using a combination of F-Gas leakage quantities recorded via top-up records and their Global Warming Potential.</p>

## 2.2 Scope 2: Emissions details

Unit of measure: tCO<sub>2</sub>e

Scope 2 emissions are indirect emissions that are released from BBC operations. They are from the BBC's use of electricity, heat, steam and cooling which have been generated by a third party.

We use two different methods to calculate our scope 2 emissions – location-based and market-based. The reason we do this is to make sure that we identify and report all emissions associated with our purchased or acquired energy.

For purchased electricity, the location-based method captures emissions from the intensity of the local grid in which energy consumption occurs. Grid emissions factors are sourced from the UK Government and the IEA.

The market-based method captures the emissions intensity of electricity purchased specifically by the energy supplier, rather than that of the local grid. This takes into account any approved Energy Attribute Certificates (EACs), for example REGOs (Renewable Energy Guarantee of Origin) in the UK, International Renewable Energy Certificates (I-RECs) internationally, or Power Purchase Agreements (PPAs) used by the company, which would affect the GHG intensity of their specific purchased power.

The methodology and contractual instruments used by the BBC in the market-based method for Scope 2 accounting is in line with the requirements within the Scope 2 Quality Criteria. All retired market instruments are retained.

Emission Source	Meaning	Methodology
<b>Purchased or acquired electricity, heat, steam and cooling</b>	Power generated by third parties and used on our sites	<p>We use a combination of metered data and invoice data for energy consumption where data is known.</p> <p>For sites where data is unavailable, consumption is estimated by either using actual data from similar sites and creating a benchmark based on floor area or headcount or, if this is not suitable or possible, using CIBSE Guide F published benchmarks for the most similar office type.</p> <p>We then multiply the energy consumption (kWh) value by the relevant emissions factor.</p> <p>Location-based electricity: for UK sites, we use the UK government emissions factor. For international sites, we use the IEA emissions factors.</p> <p>Market-based electricity: For UK sites, we use supplier specific emission factors, where the supplier is known, and residual mix, where the supplier is unknown. For international sites, we use the IEA emissions factors. Where we can identify the suppliers and supplier specific factors, we will use these in place of the IEA factors.</p> <p>For purchased heat (via a district heating network) we use the UK Government emissions factor.</p>

## 2.3 Emissions intensity of Scope 1 & 2

Unit of measure: tCO<sub>2</sub>e / £millions of income

The emissions intensity is calculated by dividing the Scope 1 and Scope 2 market-based emissions by the BBC Group income.

## 2.4 Scope 3: Emissions details

Unit of measure: tCO<sub>2</sub>e

Scope 3 refers to the indirect emissions from activities in our value chain. These emissions are divided into 15 categories, of which 13 are relevant to BBC business activities (Categories 9 and 10 are not relevant). The table below defines each category and the associated methodology, including justifications for exclusions where relevant.

Scope 3 Category	Meaning	Methodology
<b>1. Purchased Goods and Services</b>	Emissions from goods & services purchased by BBC Group. For example, TV & Audio content, production resources, Information Technology (IT) services (and online distribution as it is not possible to disaggregate these emissions from other IT related emissions).	Where available, we use supplier data when the supplier has third-party verified emissions, gathered through supplier questionnaires submitted through the <a href="#">Carbon Disclosure Project (CDP)</a> .  For the remainder, we use spend data multiplied by the relevant Exiobase emissions factor, the mapping of which aligns to our procurement categorisation.
<b>2. Capital Goods</b>	Emissions from capital goods purchased or acquired by BBC Group that are not included in Category 1 Purchased Goods and Services.  Capital goods are final products that have an extended life – they are fixed assets such as camera equipment and large technical machinery.	Where available, we use supplier data when the supplier has third-party verified emissions, gathered through supplier questionnaires submitted through the Carbon Disclosure Project (CDP).  For the remainder, we use spend data to calculate this, taking spend categorised as Capital Goods and multiplying it by the relevant Exiobase Emissions factor.
<b>3. Fuel- and Energy-Related Activities not Included in Scope 1 or Scope 2</b>	Upstream emissions (from extraction and transportation) of purchased electricity and fuel, electricity transmission and distribution losses.	We use the latest UK Government conversion factors and IEA conversion factors to calculate the upstream emissions in this category, including transportation and distribution losses.

<p><b>4. Upstream Transportation and Distribution</b></p>	<p>Emissions from third-party transportation &amp; distribution services purchased by BBC Group.</p> <p>For example, courier services. At the BBC, this category includes emissions related to programme transmission.</p>	<p><b>For Couriers &amp; Freight:</b> We use activity data, where available from suppliers, and apply the UK Government emissions factors. When this is unavailable, we use spend data and apply the relevant Exiobase emissions factors.</p> <p><b>For Transmission:</b> For our main UK transmission provider, we use a combination of: 1 - activity data on electricity consumption and apply the appropriate supplier-specific emissions factor for the electricity providers And 2 - spend data, multiplied by the relevant Exiobase emissions factor.</p> <p>If the actual electricity consumption data at their transmission sites is unavailable, we estimate it using prior year data and known changes to the transmission network. (Fugitive emissions related to air conditioning at transmission sites are included as part of the spend-based emissions.)</p> <p>To calculate the emissions associated with the other transmission suppliers, the spend is multiplied by the appropriate Exiobase emissions factor.</p>
<p><b>5. Waste Generated in Operations</b></p>	<p>All emissions from third-party disposal and treatment of waste.</p>	<p>Waste type, weight, and end fate (how the waste is disposed of) are recorded where possible, with estimates based on available data from other sites and headcount.</p> <p>We then use the appropriate UK government Waste Disposal emissions factors.</p>
<p><b>6. Business Travel</b></p>	<p>Emissions from the transport of employees for business-related activities in vehicles owned or operated by third parties.</p>	<p>We take travel activity data (type of travel, type of vehicle, mileage, country of hotel stays and number of nights etc.) and apply the appropriate UK Government emissions factor with the well-to-tank factors to give the full lifecycle emissions.</p> <p>For the minority of travel where we do not have activity data, we take travel spend and use the appropriate Exiobase emissions factor.</p>

<b>7. Employee Commuting</b>	<p>Transport of employees between their homes and their work at the various BBC buildings and additional emissions in their home when working from home.</p>	<p>For employees based in the UK, we calculate employee commuting emissions using 2021 UK Census Data (mode of transport and average distance travelled to work) and the relevant UK Government emissions factors.</p> <p>For employees based outside the UK, we calculate employee commuting emissions using a combination of average commuting data at a regional level and the relevant UK Government emissions factors.</p> <p>To calculate working from home emissions we follow Anthesis' Homeworking Methodology.</p>
<b>8. Upstream Leased Assets (where BBC is a tenant)</b>	<p>This category includes emissions from the operation of assets that are leased by the BBC and not already included in our Scope 1 or Scope 2 inventories.</p> <p>Leased assets for the BBC can refer to places we lease short-term, for filming and non-filming purposes.</p>	<p>Data here is mainly constituted of gas, electricity and heating and ventilation usage from short-term leases.</p> <p>We convert spend into activity data based on average non-domestic price/kilowatt hour (calculated by the UK Government) and then apply the appropriate UK Government full lifecycle emissions factor.</p>
<b>9. Downstream Transportation and Distribution</b>	<p>Transportation &amp; distribution of sold products in vehicles and facilities not owned or controlled by the BBC (i.e. not paid for by BBC) between the BBC and the end consumer.</p>	<p>This category isn't applicable to us as we pay for the transmission and distribution of our services, meaning that these emissions are already accounted for in category 4 (upstream transmission and distribution)</p>
<b>10. Processing of Sold Products</b>	<p>Emissions associated with the further processing of any products sold by us.</p>	<p>Inapplicable as the BBC does not sell products that require further processing.</p>
<b>11. Use of Sold Products</b>	<p>Electricity use from devices used by our audience when consuming BBC services. For example, content consumed on televisions, radios, computers, phones, etc.</p>	<p>Not reported. Use-phase emissions for BBC Group products are all classified as 'indirect' by the GHG Protocol and are not included in our SBTi net zero targets.</p>
<b>12. End-of-Life Treatment of Sold Products</b>	<p>Emissions from waste disposal and treatment of tangible products sold by BBC at the end of their life.</p>	<p>Calculated by splitting the quantity of sold products into product types and then multiplying the total mass of each type by the relevant emissions factor, assuming 50% goes to landfill and 50% is recycled and applying the relevant UK government emissions factor. This is assumed because we have no way of confirming the end-fate of sold products.</p>

<p><b>13. Downstream Leased Assets (where BBC is a landlord)</b></p>	<p>Emissions from operation of assets that are owned by BBC (acting as lessor) &amp; leased to other entities, that are not already included in Scope 1 or 2.</p>	<p>For buildings part-occupied by the BBC, we have data on total electricity and natural gas consumption and the tenants' metered electricity and natural gas consumption and/or the area of the building they occupy.</p> <p>For buildings wholly leased to third parties, we do not have access to this information and so use floor area and CIBSE benchmarks to estimate electricity and natural gas consumption.</p>
<p><b>14. Franchises and Licenses</b></p>	<p>Emissions from the operation of licensed activity. For example, emissions from licensing our intellectual property to producers of t-shirts, live action shows etc.</p>	<p>The licensed products and activities are mapped to the relevant Exiobase categories. The relevant emission factor is then applied to the revenue relating to the licensing activity the BBC received in the financial reporting year.</p>
<p><b>15. Investments</b></p>	<p>Emissions associated with the BBC's investments in which we have a part share. Investees we wholly own are included in Scope 1 and 2 as well as other parts of Scope 3.</p>	<p>We multiply the investees' revenue by emissions factors as described below. We then allocate these emissions to the BBC based on our proportional share of equity.</p> <p>For a small number of our investees, we have primary data from their parent company, taken from their statutory accounts filed at Companies House. This provides us with an intensity ratio showing their tCO<sub>2</sub>e emissions per £m in revenue. We use that to create an emissions factor for those investees which we also applied to others in the same sector. We hope to increase our use of this methodology as more companies publish the emissions from their value chain.</p> <p>For our other investees where this information is unavailable, we use the relevant Exiobase emissions factor.</p> <p>Where investees are also our suppliers, to avoid double counting, we take the BBC's total spend associated with an investment company and subtract that from the investee's estimated turnover.</p>



### 3 BBC Base Year re-calculation policy

This policy applies to Scope 1, Scope 2 (market-based) and Scope 3 emissions. The base year Scope 2 emissions were calculated using the market-based method.

The BBC has used our financial year, 1 April 2019 - 31 March 2020 as the baseline year for our GHG emissions calculations related to our SBTi approved near term Net Zero targets.

In order to accurately track progress towards our GHG reduction targets, and in accordance with the GHG Protocol guidance on 'Tracking Emissions Over Time', we will adjust our base year emissions inventory to account for significant changes. We have set the threshold for 'significance' as changes that increase or decrease the baseline year emissions by more than 5%. We may also choose to recalculate our baseline for changes less than 5%, especially when structural changes occur. There is more detail on this below.

We will publicly restate our baseline when we report the latest carbon footprint, typically within our next Annual Report and Accounts, which covers the previous financial year.

We will recalculate our baseline year emissions in the following cases:

- **Structural changes**  
Structural changes that have a significant impact on our baseline year emissions, such as mergers, acquisitions, divestments and outsourcing and insourcing of emitting activities. While a single structural change might not have a significant impact on the baseline year emissions, the cumulative effect of several minor structural changes may trigger a recalculation.
- **Calculation methodology changes**  
Methodology changes that have a significant impact on our baseline year GHG emissions. This includes updated emission factors, improved data access and updated calculation methods or protocols.
- **Data errors or other changes**  
We will recalculate our emissions in the event of discovering of a significant error, or several cumulative errors that, collectively, are significant.

#### 3.1 Links:

UK Government factors for company reporting of greenhouse gas emissions (often known as Defra factors) published annually by the Department of Energy Security and Net Zero (DESNZ): [Greenhouse-gas-reporting-conversion-factors-2023](#)

Exiobase: [Exiobase. Exiobase uses GHG emissions AR5 \(GWP100\) | GWP100 \(IPCC, 2010\)](#)

GHG Protocol Scope 2 Guidance: [Scope 2 Guidance.pdf](#)

GHG Protocol Scope 3 Guidance: [Scope3\\_Calculation\\_Guidance\\_0.pdf](#)

GHG Protocol Standard: [GHG Protocol Corporate Standard](#)

IEA factors: [Emissions Factors 2023 - Data product - IEA](#)

[Estimating Energy Consumption & GHG Emissions for Remote Workers | Anthesis Group](#)