

# Reporting Criteria

**Lloyds Banking Group**

2022 Consolidated Reporting Criteria



**This reporting criteria document details the approach and scope applied to key diversity, community investment and environmental indicators. It is the responsibility of the Group's management to ensure that appropriate procedures are in place to prepare the ESG reporting in line with these reporting criteria.**

## Inside this report

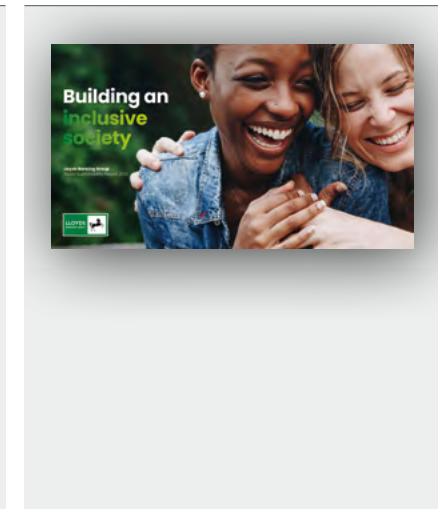
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[Environmental sustainability report 2022](#)

[ESG performance review 2022](#)

### Assurance

Deloitte LLP has provided limited assurance over selected environmental key performance indicators. Deloitte's 2022 assurance statement and the 2022 consolidated reporting criteria are available on the **Responsible Business downloads centre**

✓ Indicator is subject to Limited ISAE 3000 (revised) assurance by Deloitte LLP for the 2022 Annual Responsible Business Reporting. Deloitte's 2022 Assurance Statement and the 2022 consolidated reporting criteria are available to download in our Responsible Business Downloads Centre.

Part 1					
Parameter	Definition	Scope	Units	Method	Source
<b>Percentage of senior roles to be held by women</b>	Senior roles held by women: The total number of women at Grades F+. Grades at F+ are F, G, X (F being the lowest of these).	Calculation is based on headcount, not FTE (full-time employee value) as at 31/12/2022. Data source is HR system (Workday) which contains details of all permanent colleagues. It includes international colleagues, those on parental/maternity leave, absent without leave (AWOL) and long-term sick. Excludes contractors, Group non-executive directors, temps and agency staff.	Percentage	The total number of women at Grades F+ is divided by the total population of colleagues at Grades F+.	Data is sourced from the HR team which has an automated feed from the systems mentioned above. (Note: International colleague data is not held as a colleague record in Workday, it is manually uploaded by the People Insights team to the Workday system at month end).
<b>Percentage of all roles held by Ethnic Minority colleagues</b>	Roles held by Ethnic Minority colleagues: The total number of colleagues at any Grade who identify as Ethnic Minority.	Calculation is based on headcount, not FTE as at 31/12/2022. Data source is HR system (Workday) which contains details of all permanent colleagues. It includes MBNA, those on parental/maternity leave, AWOL and long-term sick. Excludes international colleagues, contractors, Group non-executive directors, temps and agency staff. Ethnicity is a data field which is voluntary to complete on Workday. In order to be classified as Ethnic Minority, a colleague must have positively selected a relevant option (e.g. Black African). The in-scope population for the calculation includes all colleagues, irrespective of whether they have completed the ethnicity data field.	Percentage	The total number of colleagues who have identified as Ethnic Minority is divided by the total population of colleagues.	Data is sourced from the HR team which has an automated feed from the systems mentioned above.
<b>Percentage of senior roles held by Ethnic Minority colleagues</b>	Senior roles held by Ethnic Minority colleagues: The total number of colleagues at Grades F+ who identify as Ethnic Minority. Grades at F+ are F, G, X (F being the lowest of these).	Calculation is based on headcount, not FTE as at 31/12/2022. Data source is HR system (Workday) which contains details of all permanent colleagues. It includes MBNA, those on parental/maternity leave, AWOL and long-term sick. Excludes international colleagues, contractors, Group non-executive directors, temps and agency staff. Ethnicity is a data field which is voluntary to complete on Workday. In order to be classified as Ethnic Minority, a colleague must have positively selected a relevant option (e.g. Black African). The in-scope population for the calculation includes all colleagues, irrespective of whether they have completed the ethnicity data field.	Percentage	The total number of colleagues who have identified as Ethnic Minority at Grades F+ is divided by the total population of colleagues at Grades F+.	Data is sourced from the HR team which has an automated feed from the systems mentioned above.

# Part 2

## Community investment

### Scope of reporting

The indicators relate to community investment covering the Group's UK<sup>1</sup> operations. We use the Business for Societal Impact (B4SI) measurement framework to define our corporate community investment in a clear, consistent and robust way. The B4SI measurement framework and guidelines provide a global standard for measuring corporate community investment. Out of the three main sections of the framework, our reporting focuses on:

**Inputs** which include contributions from cash donations, time, in-kind and management costs.

**Outputs** in the form of leverage which include additional resources from other sources.

Community Investment is the total amount invested in communities by the Group. This includes all charitable and voluntary donations and engagement with charitable organisations/activities/causes that extend beyond our core business activities.

<sup>1</sup> UK includes Channel Islands for all measures and references. Lloyds Banking Group is primarily a UK based organisation with 99% of operations in the UK and 1% non-UK.

Part 2					
Parameter	Definition	Scope	Units	Method	Source
<b>Cash donations</b>	The gross monetary amount from the Group in support of a community organisation/project/cause.	Covers the investment by your division in the UK during the reporting period 1 January 2022 to 31 December 2022. It includes: <ul style="list-style-type: none"> <li>• Direct donations/grants to charitable organisations or activities or programmes that benefit the community</li> <li>• Social sponsorship of cultural events or institutions that promote community and health benefits</li> <li>• Membership and subscriptions to organisations that benefit communities through ethical practices including sustainability</li> <li>• Covering the expenses of employee involvement in these activities</li> <li>• Grants made to the Foundations</li> <li>• Budgets used to manage responsible business activity and external community programme delivery costs (current and legacy)</li> </ul>	£ Sterling	Data is collated by the Responsible Business team. The amount of money donated to the Foundations is calculated by Group Finance and advised to Lloyds Banking Group each year.	The information is provided by programme leads and colleagues who manage budgets and includes internal financial reporting, invoices paid and bank account balances/transactions. Foundations donations data is collated by the Foundations and sent to the Responsible Business team.
<b>Colleague time</b>	This is the monetary equivalent value of colleagues' time when they volunteer.	Applies to all colleagues across the Group that are UK based. It covers the reporting period 1 January 2022 to 31 December 2022. It includes: <ul style="list-style-type: none"> <li>• Employee volunteering as recorded in the Volunteering Management System (VMS)</li> <li>• Supervision of work experience placements (Salary of supervisor)</li> <li>• Secondments to charitable/community organisations (salary of secondee)</li> <li>• Volunteering hours not recorded in the this should be VMS, such as Trustees' time</li> </ul>	£ Sterling	<ul style="list-style-type: none"> <li>• To calculate the value of employee volunteering we multiply the average Group colleague hourly rate by the number of volunteering hours logged into the VMS</li> <li>• To calculate the value of secondments to community organisations we use the average annual salary for the relevant grade. These staff costs include: pensions, expenses, Group performance share payments and employer national insurance contributions for the member of staff – pro rata for the period of the secondment within the reporting period</li> <li>• To calculate the value of Trustees' time we use the hourly rate pertaining to their grade as sourced below</li> </ul>	<ul style="list-style-type: none"> <li>• The total annual cost of colleague time i.e. average hourly rate or annual average salary is sourced from Group Finance and Group Reporting and Cost Management. The number of volunteering hours completed is taken from the Group's VMS</li> <li>• Trustees' time is provided by The Foundations</li> </ul>

Part 2					
Parameter	Definition	Scope	Units	Method	Source
<b>In-kind giving</b>	The monetary equivalent (cost) to the Group of non-cash resources to a community group or activity.	Covers the reporting period 1 January 2022 to 31 December 2022. It includes: <ul style="list-style-type: none"> <li>Using the Group's in-house training and recruitment resources to benefit a community organisation</li> <li>Use of the Group's premises/resources by a community organisation</li> <li>Contribution of products or other assets</li> <li>Revenue forgone by the Group by providing services for the benefit of a community organisation, pro bono/discounted professional services</li> </ul>	£ Sterling	The training, recruitment resources and premises costs are valued at cost to the Group from the services shared or donated, not the market value the beneficiary would have had to pay in the open market.	The monetary equivalent for the training and recruitment element is an agreed value between the Group and the Community organisation.  Premises costs are sourced from the Group Property systems or beneficiary's Annual Report.
<b>Management costs</b>	The monetary equivalent value of employee salaries for managing the Responsible Business programmes/activity including internal programme management and advertising costs.	Applies to all UK based colleagues and covers the reporting period 1 January 2022 to 31 December 2022. It includes: <ul style="list-style-type: none"> <li>Salaries, pension, national insurance, benefits and recruitment costs incurred in supporting colleagues deliver Responsible Business activity</li> <li>Running costs and overheads – phones, IT, travel, subsistence for business as a whole</li> <li>Professional advice – when brought in to improve or develop the programme</li> <li>Communicating the community programme to relevant audiences</li> <li>Research</li> </ul>	£ Sterling	Management costs include salary costs for the time spent by colleagues supporting and delivering responsible business activity and the communications associated to raise awareness.  Costs are based on the programme resources required for operating activities, the average annual salary and staff costs including pensions and employer national insurance.  Only the proportion of costs (i.e. salaries, overheads, expenses) relating to the time spent managing the programme, if management of the programme/activity is not their sole responsibility.	The number and details of employees within this scope will be submitted by each individual division. The total annual cost of colleagues is sourced from the Group Finance and Group Reporting and Cost Management.  All other Management costs are provided by divisional programme leads or obtained from Finance Reports.

Part 2					
Parameter	Definition	Scope	Units	Method	Source
<b>Leverage</b>	This is the measure of any additional resources contributed to a community organisation or activity that comes from sources other than the company. The monetary amount from the Group's employees or customers that support external community organisations.	Covers the investment by the Group's employees in the UK. It covers the reporting period 1 January 2022 to 31 December 2022. It includes: <ul style="list-style-type: none"> <li>Charitable giving leveraged through Group-led programmes, schemes or other activity</li> <li>Payroll giving</li> <li>Rectification Grants</li> <li>Colleague non Charity Of The Year charitable giving (A proxy of matched giving claimed is used for non-COTY charities)</li> </ul> It excludes: <ul style="list-style-type: none"> <li>Matched giving provided by the Group's associated Foundations which is captured and reported separately under grants to the Foundations (Lloyds Bank Foundation for England and Wales, Halifax Foundation for Northern Ireland, Lloyds Bank Foundation for the Channel Islands, Bank of Scotland Foundation for Scotland.)</li> </ul>	£ Sterling	Data is collated by the Responsible Business team.	The information is provided by the programme leads who collect data on funds raised by employees, customers and the Foundations as well as finance reports and Payroll team.

# Part 3 Environment

## Reporting period

Our Environmental indicators are reported annually from 1 October 2021 to 30 September 2022. This reporting period is used to allow more accurate information to be received from our utility and business travel suppliers ahead of our external reporting.

### 1. Greenhouse Gas emissions (Scope 1, 2 and 3)

Greenhouse Gas emissions reported by the Group are generated by the business travel we undertake and the energy we use on our sites as defined by the GHG Protocol. We report the data under Scopes 1, 2 and 3. Carbon emissions are reported in line with the UK's Streamlined Energy and Carbon Reporting Initiative (SECR) framework, which builds upon the requirements within the Mandatory GHG Reporting previously in place. Scope 2 emissions figures have been calculated using the location-based and the market-based methodology, in line with the GHG Protocol's dual reporting guidance. We report emissions of all Kyoto gases in terms of CO<sub>2</sub> equivalent tonnes (tCO<sub>2</sub>e).

Where possible emissions factors have been sourced from the UK's Department for Business, Energy and Industrial Strategy (BEIS) publications, which was previously managed by the UK's Department for Environment, Food and Rural Affairs (DEFRA). Factors applied change on a calendar year basis, as per BEIS/DEFRA published guidance.

## Part 3

Parameter	Definition	Scope	Units	Method	Intensity Calculation	Source
<b>Scope 1</b>	Scope 1 covers: Emissions generated from the gas and liquid fossil fuels (oils) used in all the buildings the Group operates from (UK and International); emissions generated from UK company owned vehicles used for business; and fugitive emissions arising from the use of air conditioning and chiller/refrigerant plant to service the Group's UK facilities when associated assets are under operational control. The Group does not currently have operational control over any of these assets outside of the UK, and they are therefore currently excluded from this figure.	The reporting period is 1 October 2021 to 30 September 2022.  We report emissions arising from activities for which we are responsible. Our reporting scope is against an operational boundary (definition above). The data is for UK and International properties and UK fleet business travel only. The Group currently has no international fleet business emissions.	tCO <sub>2</sub> e	<p>Energy Data (Gas and liquid fossil fuels (oils)) – Core UK sites where the Group holds the energy supply contract directly with the supplier. Energy data for Core UK sites is managed by our Facilities Management (FM) partner who uploads the information to the Group's central environmental system supplied by Credit 360, which then calculates the CO<sub>2</sub>e generated using the BEIS 2022 emission factors.</p> <p>The amounts of gas (in kWh) and oils (in litres) are received directly from suppliers' invoices.</p> <p>We use a combination of historical consumption trends, forward-projected patterns of usage and budget forecasts to report on accruals to fit in with unbilled periods by the gas suppliers.</p> <p>No estimated/accrual data is applied to oils, as all oils figures are reported according to the month in which they were delivered to site.</p> <p>If no data is available for a Core site in a given period, yet the site is known to still be active within our portfolio according to our internal property database, we will use the consumption data reported in the equivalent period previous year as an approximate.</p> <p>Shadow/landlord sites, including Non-UK sites – this is the term we use for sites where the Group does not hold the energy supply contract directly with the supplier.</p> <p>As the Group is not billed directly for energy consumed in these sites, we do not have full visibility of consumption data. To allow emissions relating to these sites to be included within our emissions reporting for 2022, an estimation using an average gas consumption level per occupied square metre (obtained from sites where the Group holds the energy supply contract direct with the supplier) has been calculated and applied based on each site's location.</p> <p><b>Fugitive emissions</b></p> <p>Fugitive emissions for Lloyds Banking Group arise from the use of air conditioning and chiller/refrigerant plant to service our UK property portfolio. Actual data relating to fugitive emissions is not currently collated centrally by the Group, though is available for some of our assets. Therefore, for the 2022 reporting period, these emissions have been estimated based on a register of unique assets used by our FM partner to maintain and service the assets within the Group's estate. Leakage rates and emissions factors from BEIS 2022 and Climate Change (DECC's) GHG emissions factors have been applied to each asset on the register according to the gas type used within the asset.</p> <p><b>Fleet data</b></p> <p>The distance travelled in kilometres (kms) for fleet cars is calculated from the Group's expense systems which reimburses colleagues on a cost per km travelled basis.</p> <p>The Group Sourcing travel team manages the fleet data and uploads the information to the Group's central environmental system supplied by Credit 360 which calculates the CO<sub>2</sub>e generated using BEIS 2022 emissions factors.</p> <p>Mobile branch fuel consumption is estimated by dividing total fuel expenditure by the charged cost per litre of diesel used. Resulting volumes are multiplied by BEIS emissions factors.</p>	To normalise year-on-year comparisons in line with business performance, we are also disclosing an intensity of emissions per million pounds of underlying income. This figure is in line with the revenue to be disclosed in our annual report and accounts, and so covers calendar year 2022.	The Group's environmental system provided by Credit 360.

Part 3						
Parameter	Definition	Scope	Units	Method	Intensity Calculation	Source
<b>Scope 2</b>	<p>Scope 2 covers: Emissions cover emissions generated from the electricity used in all the buildings the Group operates from (UK and Non-UK sites), as calculated by the location-based and market-based methodology.</p>	<p>The reporting period is 1 October 2021 to 30 September 2022.</p> <p>We report emissions arising from activities for which we are responsible; our reporting scope is against an operational boundary. This comprises: emissions generated from the use of electricity in UK buildings where the Group holds the supply contract direct with the electricity supplier; emissions generated from the use of electricity in UK buildings where the Group does not hold the supply contract direct with the energy supplier (shadow/landlord sites/Non-UK sites).</p> <p>As part of our strategy, the Group has made efforts to source renewable electricity throughout our portfolio.</p>	tCO <sub>2</sub> e	<p>Energy (Electricity) – Core UK sites where the Group holds the energy supply contract directly with the supplier.</p> <p>Billed Electricity data for Core UK sites is managed by our FM partner, which uploads the information to the Group’s central environmental system supplied by Credit 360. The amount of energy used (in kWh) is received directly from suppliers’ invoices.</p> <p>We use a combination of historical consumption trends, forward-projected patterns of usage and budget forecasts to report on accruals to fit in with unbilled periods by the electricity suppliers.</p> <p>If no data is available for a Core UK site in a given period, yet the site is known to still be active within our portfolio according to our internal property database, we will use the consumption data reported in the equivalent period previous year as an approximate.</p> <p>Energy data (electricity) – shadow/landlord sites/Non-UK sites are those sites where the Group does not hold the energy supply contract directly with the electricity supplier.</p> <p>As the Group is not billed directly for energy consumed in these sites, we do not have full visibility of deliver data.</p> <p>To allow emissions relating to these sites to be included within our emissions reporting for 2022, an estimation using an average electricity consumption level per occupied square metre (obtained from sites where the Group holds the energy supply contract direct with the supplier) has been calculated and applied based on each site’s location.</p> <p><b>Unmetered ATMs</b></p> <p>As a proportion of the Group’s ATMs are not billed directly, applicable consumption has been estimated based on the expected electricity consumption calculated from metered ATMs, multiplied by the number of unmetered ATMs in our portfolio.</p> <p><b>Location-based reporting</b></p> <p>In accordance with the GHG Protocol’s Scope 2 guidance, total electricity as calculated above is multiplied by the UK average grid factor, sourced from BEIS 2022. Emissions factors applied change on a calendar year basis in line with BEIS.</p> <p>Continued overleaf &gt;</p>	<p>To normalise year-on-year comparisons in line with business performance, we are also disclosing an intensity of emissions per million pounds of underlying income. This figure is in line with the revenue disclosed in our annual report and accounts, and so covers calendar year 2022.</p>	<p>The Group’s environmental system provided by Credit 360.</p>

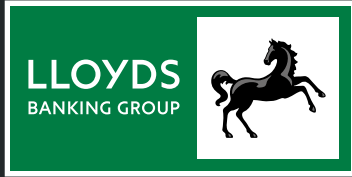


Part 3					
Parameter	Definition	Scope	Units	Method	Intensity Calculation Source
<b>Scope 2</b> continued				<p><b>Market-based reporting</b></p> <p>The Group is procuring Renewable Energy Guarantees of Origin (REGO) as proof of renewable origin for our electricity consumption across the UK. REGOs are recognised as the sole guarantee of renewable supply in the UK, mediated by Ofgem, the regulator of the UK energy industry. Additionally, the Group is sourcing Guarantees of Origin (GO) to cover our European sites, Renewable Energy Certificates (RECs) for our US operations and International Renewable Energy Certificates (IRECs) for our Singapore operations. Like REGOs in the UK, these each represent a unique claim to specific MWhs of renewable energy generated within their respective markets.</p> <p>Owing to the nature of renewable supply that qualifies for these certificates, per GHG Protocol guidance, associated carbon is zero. As the Group is sourcing REGOs equivalent to our total UK electricity consumption, the Group's UK electricity emissions are zero under the market-based methodology.</p> <p>Overseas locations are accounted for as zero carbon since January 2020 as the Group sourced GOs, RECs and IRECs equivalent to our estimated overseas electricity. Prior to January 2020, overseas locations have been accounted for at a residual mix factor (the grid mix after all contracted supply has been discounted) in accordance with GHG Protocol guidance.</p>	

Part 3					
Parameter	Definition	Scope	Units	Method	Source
<b>Scope 3</b>	<p>Our operational disclosure pertains to Scope 3 emissions generated by (per GHG protocol definitions). We adhere to the GHG protocol on the Scope 3 emissions categories we are disclosing.</p> <p><b>Category 3 – Upstream fuel and energy use</b>            Well to Tank (WTT) emissions of energy sources, which account for greenhouse gases emitted during the extraction and transportation of fuels from the source to the point of supply; covering natural gas, liquid fossil fuels (oils), fuels used in the generation of the electricity and fuels used in our vehicles we consume.</p> <p>Transmission and distribution (T&amp;D) emissions account for the greenhouse gases associated with electricity lost during transmission on the national grid, relative to those consumed on site.</p> <p><b>Category 5 – Waste in operations</b>            The operational waste we generate from our own UK and non-UK direct business activities. The word 'operational' is used to distinguish this from the waste that is generated by construction, refurbishment and maintenance work we undertake on our existing sites or through the construction of new sites, as well as the disposal of any IT/electronic equipment.</p> <p><b>Category 6 – Business travel</b>            All colleagues undertaking business travel using rail, privately owned vehicles, hired vehicles, taxis, tube or by air, including direct and WTT elements and overnight hotel stays of colleagues during business trips, as claimed through Lloyds Banking Group travel expense platforms.</p> <p><b>Category 7 – Employee commuting (and teleworking)</b>            Commuting of UK and Non-UK colleagues to and from their home address to Group sites.</p> <p>Global colleagues' energy use whilst working from home.</p> <p>WTT emissions of commuting of UK and Non-UK colleagues to and from their home address to Group sites.</p>	<p>The reporting period is 1 October 2021 to 30 September 2022.</p> <p>The data is for:</p> <ul style="list-style-type: none"> <li>WTT and T&amp;D emissions from source energy i.e. gas, liquid fossil fuels (oils) and electricity</li> <li>Operational waste, which includes general and confidential waste services for UK properties, provided by our FM partner overnight hotel stays of all Group colleagues during business around the world</li> <li>Business travel undertaken by UK-based colleagues and the associated WTT emissions</li> <li>Commuting of all Group colleagues by any means of transport for each working day of the reporting period</li> <li>Colleague heating and electricity energy use whilst working from home</li> </ul>	tCO <sub>2</sub> e	<p><b>Rail and air travel</b>            The distance travelled in kms is calculated from the Group's online travel booking system HRG (Hogg Robinson Group) and the Group's expense systems.</p> <p>The Group Sourcing travel team manages the data and uploads the information to the Group's central environmental system supplied by Credit 360 which calculates the CO<sub>2</sub>e generated using BEIS 2022 emissions factors. The factors used change on a calendar year basis as per BEIS guidance.</p> <p><b>Privately owned vehicles</b>            The distance travelled in kms for business travel in privately owned vehicles is calculated from the Group's expense systems which reimburses colleagues on a cost per km travelled basis.</p> <p>The Group Sourcing travel team manages this data and uploads the information to the Group's central environmental system supplied by Credit 360 which calculates the CO<sub>2</sub>e generated using BEIS 2022 emissions factors. The factors used change on a calendar year basis as per BEIS guidance.</p> <p><b>Hire cars</b>            Hire car data is managed by the Lex Autolease business within the Group who collate the data from our hire cars suppliers. Data is then uploaded into the Group's central environmental system supplied by Credit 360, which then calculates the CO<sub>2</sub>e generated using BEIS 2022 emissions factors. The factors used change on a calendar year basis as per BEIS guidance.</p> <p>Where distance travelled is not known for a hire period an average mileage for their specific trip is used.</p> <p><b>Commuting</b>            As part of our annual colleague survey, we ask colleagues to specify their primary mode of transport used to travel to work both before and during the coronavirus pandemic. Knowing colleagues' place of work and place of residence, we estimate the expected daily commuting distance through straight line distance mapping, adjusted to reflect additional distance associated with indirect travel routes. Utilising colleague entry card-swipe data and expected colleague commute distance by transport, by business unit, we can determine an expected annual distance travelled by colleagues. Results are upscaled according to the proportion of colleagues who did not respond to the survey and those who could not be mapped and multiplied by emissions factors supplied by BEIS 2022.</p> <p>Continued overleaf &gt;</p>	The Group's environmental system provided by Credit 360.

Part 3						
Parameter	Definition	Scope	Units	Method	Source	
<b>Scope 3</b> continued				<p><b>Home working</b></p> <p>Lloyds Banking Group has accounted for incremental emissions activities now occurring at colleagues' households as a result of colleagues working from home. Number of homeworkers globally is multiplied by expected incremental thermal energy allowance per work hour in the UK heating season (October to March). Workstation power allowance for the sum total of all devices used to facilitate work (lighting, laptop computer, secondary monitor, phone, printers etc.) are multiplied by number of work hours to provide total workstation electricity usage. Thermal and electrical energy requirements are multiplied by the UK natural gas conversion factor and grid electricity average respectively, as published by BEIS 2022, to determine total emissions.</p> <p><b>Upstream emissions of other source</b></p> <p>The base data captured for gas, oils, electricity, fleet, rail and air travel, private vehicles, hire cars, commuting – calculated within the above Scope 1, 2 and 3 parameters – are applied to BEIS 2022 emissions factors covering WTT and T&amp;D emissions.</p> <p><b>Operational waste</b></p> <p>Operational waste is managed by our FM partner, which receives information relating to the number and type of collections per site each month directly from sub-contractors and uploads this information to the Group's central environmental system supplied by Credit 360, which calculates the CO<sub>2</sub>e generated using BEIS 2022 emissions factors. Where primary waste data is unavailable, we estimate approximate waste volumes for sites which are not covered by waste collections by multiplying floor area by an intensity of actual data per unit floor area where both are available. Less than 10 per cent of data is estimated in this way.</p> <p><b>Hotel stays</b></p> <p>Hotel stays data is managed through our HRG platform, recording room nights booked by country. Data is then uploaded into the Group's central environmental system supplied by Credit 360, which then calculates the CO<sub>2</sub>e generated using BEIS 2022 emissions factors. The factors used change on a calendar year basis as per BEIS guidance.</p>		

Part 3						
Parameter	Definition	Scope	Units	Method	Source	
<b>Total energy consumption</b>	This relates to the energy consumption data used to generate the emissions reported as part of the Group's Scope 1 and 2 GHG emissions, where the sum of total energy from the electricity, gas, liquid fossil fuels (oils) and vehicle fuel used as a result of our own direct business activities is calculated and converted to Gigawatt hours (GWh).	<p>The reporting period is 1 October 2021 to 30 September 2022.</p> <p>Scope includes total energy used in our Core UK sites plus energy used in UK sites where the Group does not hold the supply contract direct with the energy supplier (shadow/landlord sites) and energy consumed in international locations (non-UK sites), plus unmetered ATMs and company owned vehicles.</p>	GWh (Gigawatt hours)	<p><b>Energy data (gas, liquid fossil fuels (oils) and electricity)</b></p> <p>Energy data relating to the Group's Core UK sites is managed by our FM partner who uploads the information to the Group's central environmental system supplied by Credit 360.</p> <p>The volumes of gas (kWh), electricity (kWh) and oils (litres) for Core UK sites are received directly from suppliers' invoices.</p> <p>We use a combination of historical consumption trends, forward-projected patterns of usage and budget forecasts to report on accruals to fit in with unbilled periods by the electricity and gas suppliers.</p> <p>Oils data is only captured at the time of delivery/invoicing, therefore, oils usage is reported for the month when the oils are delivered (not when it is actually subsequently consumed).</p> <p>Shadow/landlord sites/Non-UK sites, those where the Group does not hold the energy supply contract directly with the supplier. As the Group is not billed directly for energy consumed in these sites we do not have full visibility of consumption data. To allow consumption relating to these sites to be included within reporting, an estimation using an average gas/electricity consumption level per occupied square metre (obtained from sites where the Group holds the energy supply contract direct with the supplier) has been calculated.</p> <p>To calculate energy totals.</p> <p>Gas (kWhs) used in Core UK sites, shadow/landlord sites/non-UK sites are added together and converted to GWh to calculate oils energy totals.</p> <p>Oils (in litres) delivered to UK sites, are converted to GWh using corresponding BEIS 2022 emissions factors for the type of oil used to calculate electricity energy totals, Electricity (kWhs) used in Core UK sites, shadow/landlord sites/non-UK sites, and unmetered ATMs are added and converted to GWh.</p> <p><b>Energy data (fleet)</b></p> <p>The distance travelled in kilometres (kms) for fleet cars is calculated from the Group's expense systems which reimburses colleagues on a cost per km travelled basis.</p> <p>The Group Sourcing travel team manages the fleet data and uploads the information to the Group's central environmental system supplied by Credit 360 which calculates the CO<sub>2</sub>e generated using BEIS 2022 emissions factors.</p> <p>Mobile branch fuel consumption is estimated by dividing total fuel expenditure by the charged cost per litre of diesel used. Resulting volumes are multiplied by BEIS emissions factors.</p> <p>Total vehicle emissions are then divided by the BEIS emissions factor for kgCO<sub>2</sub>e per unit energy for the corresponding fuel type burned in order to express consumption in terms of GWhs.</p> <p>To calculate the Total Energy Consumption, all individual energy consumption totals are added together.</p>	The Group's environmental system provided by Credit 360.	



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