

## Carbon Reduction Plan

**Client name:** Southern Communications Corporate Solutions Limited t/a SCG Corporate (SCG)

**Company Registration Number:** 02645307

**Published date:** 15th November 2023

### Commitment to achieving Net Zero

SCG is committed to achieving Net Zero emissions by 2040.

### 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. We have chosen our baseline year to be the Current Reporting Year: August 2021 – July 2022.

Baseline Year: 2021-2022	
Baseline year emissions: 2021 – 2022	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	23.5
Scope 2	8.6
Scope 3 including: <ul style="list-style-type: none"> <li>Fuel &amp; Energy Related Services</li> <li>Business Travel</li> <li>Transportation &amp; Distribution (Downstream)</li> <li>Transportation &amp; Distribution (Upstream)</li> <li>Employee Commuting &amp; Home Working</li> <li>Operational Waste &amp; Water</li> </ul>	106.2
<b>Total Emissions</b>	<b>138.3</b>

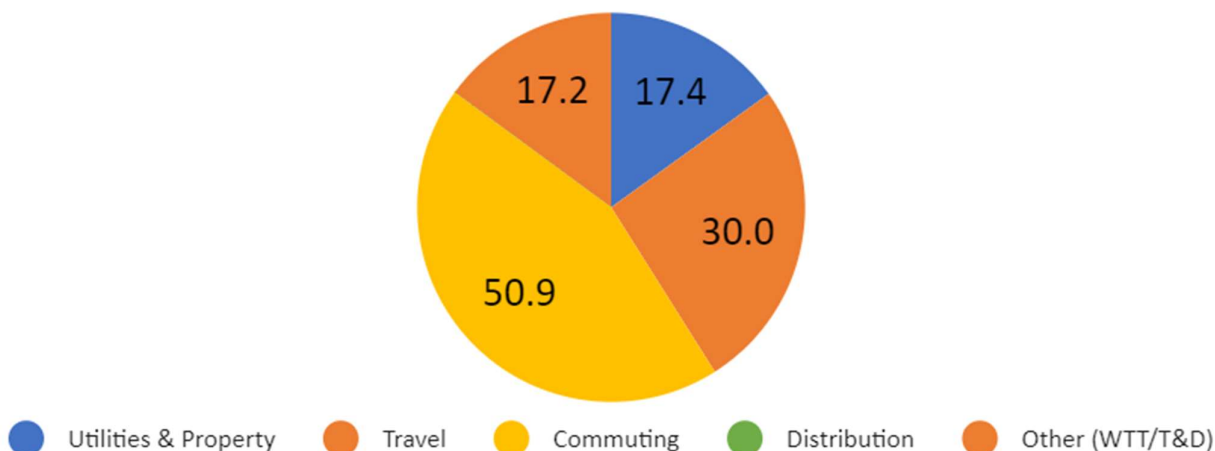
## Current Emissions Reporting

Reporting Year: 2022 - 2023	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	12.1
Scope 2	Market-based: 8.4 Location-based: 17.4
Scope 3 including: <ul style="list-style-type: none"> <li>• Purchased Goods &amp; Services</li> <li>• Capital Goods</li> <li>• Fuel &amp; Energy Related Services</li> <li>• Business Travel</li> <li>• Transportation &amp; Distribution (Downstream)</li> <li>• Transportation &amp; Distribution (Upstream)</li> <li>• Employee Commuting &amp; Home Working</li> <li>• Operational Waste &amp; Water</li> </ul>	92.8
<b>Total Emissions</b>	<b>Market-based: 113.3 Location-based: 122.3</b>

Our total emissions equate to a Carbon Intensity Metric of **2.27tCO<sub>2</sub>e per employee** based on **50** employees during the measurement period (using market-based emissions).

*\*Purchased electricity can be measured in two ways. A location-based method reflects the average emissions intensity of grids on which energy consumption occurs (using mostly grid-average emission factor data). A market-based method reflects emissions from electricity that companies have purposefully chosen (or their lack of choice). A market-based method therefore takes into account the purchase of electricity via a verified renewable energy tariff. We have chosen to base our Net Zero target on a market-based methodology.*

Emissions by Category 2023



### **Emissions reduction targets**

SCG is committed to achieving Net Zero by 2040.

To progress towards Net Zero, this plan sets carbon reduction targets for the 7-year period to 2030. During this time, targets will be set for the remaining period to ensure Net Zero will be achieved by 2040.

We are aiming to reduce our absolute carbon emissions by at least 90% from our baseline year, or achieve (and maintain) a carbon intensity metric of <1 tonne CO<sub>2</sub>e per employee, whichever comes soonest. This is in line with science-based Net Zero targets. To keep ourselves on track with these long-term targets, we have set the following near-term goals:

- Reduce our Scope 1 & 2 emissions to zero by 2030.
- Reduce our Scope 3 emissions by 18% from our baseline year by 2026.
- Reduce our Scope 3 emissions by 32% from our baseline year by 2030.

## Carbon Reduction Projects

### *Completed Carbon Reduction Initiatives*

The following environmental management measures and projects have been completed or implemented since the 2022-2023 baseline. The carbon emission reduction achieved by these schemes will be reflected in subsequent emission measurements and the described activities will be in effect when performing the contract.

Activity	Completion Date	Scope
Commit to measuring carbon footprint of business activities year on year to gain an understanding of pinch points and regularly be making efficient and direct improvements to reduce these emissions. Year 1 appointed Positive Planet to support with calculating baseline carbon footprint and reduction recommendations.	2023	1,2,3
Created a Green Team to lead initiatives. This team has been made up of members from different departments to support the roll out of initiatives and management of data, this includes sharing and collaborating throughout the organisation.	2023	1,2,3
ISO 9001 certification. As part of this management system, the organisation recognises that the following sustainable development goals are aligned.	2022	1,2,3
<i>This may include environmental management measures such as certification schemes like ISO14001 or PAS 2060, signing up to SBTi or specific measures you have taken such as; the adoption of LED/PIR lighting controls, changes to policy resulting in a reduction in company travel and flights or the electrification of the company fleet.</i>		

In the future we hope to implement further measures such as:

REDUCTION PLANS – Scope 1 & Scope 2				
Activity No.	Activity	Target Date	% Reduction Target	Category
1	Replace all company-owned combustion engine passenger vehicles with Battery Electric vehicles by 2028. Establish a procurement policy to determine that as a vehicle lease expires, it shall be replaced only with a Battery Electric vehicle.	2028	6%	Mobile Combustion
2	Encourage the landlord/management company at the office to procure a 100% renewable electricity tariff. This change will reduce <b>market-based</b> emissions (from chosen tariff) from the office (common areas) to 0 tCO <sub>2</sub> e.	2025	100% (market-based)	Purchased Electricity
3	<p>Total <b>location-based</b> electricity emissions (National Grid energy mix) are still 17.4 tCO<sub>2</sub>e so there is an opportunity to reduce energy use.</p> <p>We will implement behaviour change initiatives within the workplace for reduction of emissions, including clear messaging for turning off lights, monitors, computers, and other electrical appliances where appropriate. We will assign roles and responsibilities to Green Team members.</p> <p>High-level monitoring of energy use is key to understanding further pinch points.</p>	2024	20% (location-based)	Purchased Electricity
4	Implement energy efficiency measures to reduce the overall amount of electricity consumed at sites. Optimise operational procedures and implement energy management systems (such as ISO 14001). Examples of reduction measures include upgrading lighting, introducing more sensor lighting, installing timers on sockets/equipment. Also review and renew	2025	10% (location-based)	Purchased Electricity

	<p>inefficient equipment (when at end of life), and actively consider the energy efficiency of equipment when new purchases are required (e.g. laptops, fridges, dishwashers).</p> <p>Invite colleagues from different sites and different companies within the Southern Communications Group to openly explore challenges and barriers to collaboratively find solutions for reduction.</p>			
5	<p>To completely reduce market and location-based energy emissions to zero, install on-site renewable energy generation technologies such as solar PV panels, solar heating, heat pumps (following an energy audit to assess feasibility and payback periods), to generate 100% of heating and energy demand.</p> <p>Alternatively, encourage the landlord to do the above or consider moving to a new site which enables such control.</p>	2030	100% (location and market-based)	Stationary Combustion Purchased Electricity
6	<p>Improve data collection processes such that all consumption is recorded in measured units, eliminating the need to report based on £ Spend by Reporting Year 2023-2024.</p>	2024	-	Mobile Combustion

Based upon the above completed and planned initiatives, it is projected that Scope 1 & 2 carbon emissions will decrease to **0 tCO<sub>2</sub>e** by 2030.

We also aim to implement the further initiatives below to reduce Scope 3 emissions:

REDUCTION PLANS – Scope 3				
Activity No.	Activity	Target Date	% Reduction Target	Category
1	Consider training and engagement for the Green Team, leadership, and the wider employee base. Including and not limited to, creating spaces for environmental positive conversations (internal comms, newsletters, slack, Teams etc), certified Carbon Literacy Training for all applicable to roll out to further workforce and share with externals where appropriate. On average, certified learners reduce their carbon footprints by 5-15%, of which ~50% are work-related.	2023	2.5 - 7.5%	Commuting & Home Working Business Travel
2	<p>Implement a Sustainable Procurement Policy. Encourage suppliers to adopt sustainable practices and improve their own carbon footprint through supplier engagement, procurement policies and contracts, and monitoring reporting mechanisms.</p> <p>Commit to a Sustainability Audit or Survey to request further information regarding credentials – Plan to send these to the Top 5/10 suppliers by spend. This data collection will support reduction journey by gathering important data for year two measurement &amp; encourage supply chain integration towards Net Zero.</p> <p>Complete this audit within Two Phases –</p> <ol style="list-style-type: none"> <li>1. Identify suppliers for engagement.</li> <li>2. Formulate and collect data (survey/scoring)</li> </ol> <p>Once completed prioritise suppliers with lower carbon footprints as part of the above phased approach. This may also involve purchasing second hand/refurbished (furniture, IT equipment) and extending the lifespan of purchased items.</p>	2025 - 2027	20%	Purchased Goods & Services

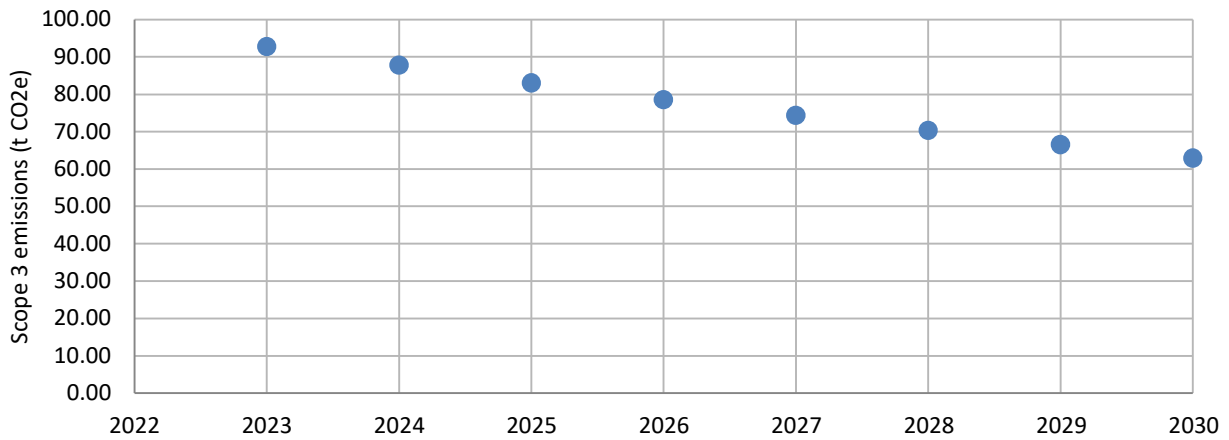
	<p>Develop and monitor procurement policy for all new suppliers to align to Net Zero goals.</p> <p>From Reporting Year 2023 - 2024, report on Procurement aspects of Scope 3 emissions (categories: Purchased Goods &amp; Services; Capital Goods).</p>			
3	<p>Review logistics partners/couriers and utilise the above Sustainable Procurement Policy. Work with providers to gather their emissions data, and/or switch to lower-carbon providers.</p> <p>Prioritise purchasing from local suppliers to limit delivery mileage.</p> <p>Combining orders will also reduce the total number of trips required.</p>	2024 - 2027	20%	Upstream Distribution Downstream Distribution
4	<p>Develop and implement a Sustainable Travel Policy to support the environmental impact of choices when travelling, staying in hotels and commuting. The priorities within this policy will support active travel and low emission travel options where appropriate.</p> <p>Monitor and consider alternatives to air-based travel as a priority and commit to offering support to workforce with options for active travel schemes; such as bike to work or car sharing opportunities.</p> <p>Utilise the emissions travel hierarchy –</p> <ul style="list-style-type: none"> <li>Digital communication</li> <li>Walking</li> <li>Cycling</li> <li>Public and shared transport</li> <li>Public and shared EV's and car sharing</li> <li>ICE vehicles and car sharing</li> <li>Air Travel</li> </ul> <p>Consider creative ways to engage and support the workforce to influence change.</p> <p>Examples include setting an internal organisation carbon credit scheme (limit that to a number of</p>	2024	15%	Business Travel Commuting



	tCO <sub>2</sub> e per year), extra holiday days for low emission travel choice, bonuses, subsidised travel, equal mileage payments for diesel/petrol/EVs/cycling.			
5	<p>Establish incentives to encourage employees to reduce their emissions when commuting to the workplace. Initiate this process by surveying the employee base to scope any potential barriers which are preventing employees from commuting in a low-carbon mode.</p> <p>Options to explore include enhanced mileage reimbursements for those who car-pool or travel by Battery Electric Vehicle, or active travel modes.</p> <p>Priority parking spaces for those who are car-pooling / riding in a Battery Electric vehicle shall also be explored as a low-carbon nudge.</p> <p>To reduce actual mileage requirements of staff, commit to an organisation-wide exploration of which roles could be given reduced on-site requirements.</p>	2025 - 2027	20%	Commuting & Homeworking
6	<p>Improve internal data collection and data storage processes, to improve access to High Quality data when reporting Scope 3 emissions, particularly for Business Travel.</p> <p>Requirements that employees report travel locations, method, and distance (km) will reduce the reporting burden and increase awareness among the employee base regarding the carbon impact of all travel choices.</p>	2024	-	Business Travel

Based upon the above completed and planned initiatives, it is projected that (as a minimum) Scope 3 carbon emissions will further decrease over the next seven years from the current normalised measurement of **92.8** tCO<sub>2</sub>e to **63.1** tCO<sub>2</sub>e by 2030. This is a reduction of **32%**

## Scope 3 (measured) Emissions to 2030



### **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<sup>1</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>2</sup>.

Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements, and the required subset of Scope 3 emissions have been reported in accordance with the published reporting standard for Carbon Reduction Plans and the Corporate Value Chain (Scope 3) Standard<sup>3</sup>.

This Carbon Management Plan has been reviewed and approved by the SCG Executive Team.

**Signed on behalf of SCCS Limited t/a SCG Corporate:**



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Name: Mark Sensier

Position: Managing Director

Date: 15<sup>th</sup> November 2023

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<sup>1</sup> <https://ghgprotocol.org/corporate-standard>

<sup>2</sup> <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

<sup>3</sup> <https://ghgprotocol.org/corporate-value-chain-scope-3-standard>