

# Carbon Reduction Plan 2024 - Sectra Limited CO UKI

Sectra CO UKI (2024)



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Author	Michael Campbell
Approved by	Approved
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Security level	Unrestricted

## 1. Carbon Reduction Plan

Supplier name: Sectra Limited

Publication date: 31/01/25

### 1.1 Commitment to achieving Net Zero

Sectra Limited is committed to achieving Net Zero emissions by 2045.

### 1.2 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.

<b>Baseline Year: 2023</b>	
<b>Additional Details relating to the Baseline Emissions calculations.</b>	
Sectra UKI has decided to re-baseline our assessed and reported emissions on 2023 figures, as we feel that previous years do not accurately reflect normal working patterns within our UK office environment. There has also been an increase in the number of employees, customers and other external factors including changing our net zero target, therefore, the reporting period for 2023 is our Baseline. We do not have any Scope 1 or Scope 2 emissions as we are an IT software and services business with fully serviced offices owned by private landlords. We do not own any properties or purchase separate utilities. We have historically collected some data around Scope 3 activities, including information around public transport taken and commuting mileage paid for by the business. In developing our pathway to net zero, we have reviewed our Scope 3 carbon emissions categories and have aligned to the Greenhouse Gas Protocol. We made the decision not to estimate our Scope 3 performance for previous years (21 and 22), but to focus on implementing and refining the current reporting processes required to ensure Scope 3 data capture. As we refine our data capture, we may need to re-baseline.	
<b>Baseline year emissions: 2023</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
Scope 1	0 - As an IT Services and software company, Sectra Limited makes no Scope 1 emissions.

<b>Scope 2</b>	<b>0</b> - Sectra makes use of fully serviced offices with utilities provided by private landlords. The company makes no Scope 2 emissions. Sectra encourages our landlords to make use of responsible, green/sustainable sources of energy.
<b>Scope 3</b>  <b>(Included Sources)</b>	<b>139.0</b>  Upstream transportation & distribution 0.0*  Waste generated in operations 0.0**  Business travel 74.7  Employee commuting 64.3  Downstream transportation & distribution 0.0*
<b>Total Emissions</b>	<b>139.0</b>

\* This is a service-based business with no physical products being transported.

\*\* This is an office-based business with no formal waste monitoring and negligible emissions arising from waste generated

### 1.3 Current Emissions Reporting

Reporting Year: <b>2024</b>	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	<b>0</b> - As an IT Services and software company, the company makes no Scope 1 emissions.
Scope 2	<b>0</b> - Sectra makes use of fully serviced offices with utilities provided by private landlords. The company makes no Scope 2 emissions. Sectra encourages our landlords to make use of responsible, green/sustainable sources of energy.
Scope 3  <b>(Included Sources)</b>	<b>128.0</b>  Upstream transportation & distribution 0.0*  Waste generated in operations 0.0**  Business travel 69.5  Employee commuting 58.5  Downstream transportation & distribution 0.0*
<b>Total Emissions</b>	<b>128.0</b>

\* This is a service-based business with no physical products being transported.

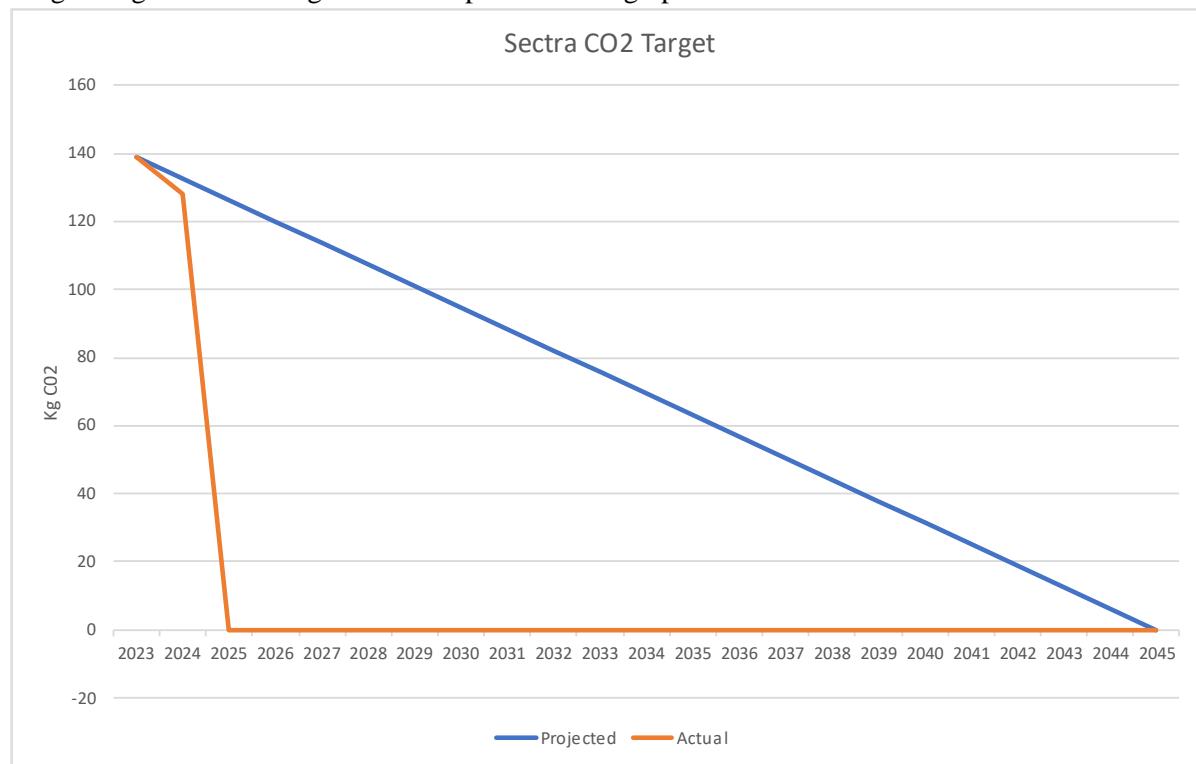
\*\* This is an office-based business with no formal waste monitoring and negligible emissions arising from waste generated

## 1.4 Emissions reduction targets

In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets.

We project that carbon emissions should decrease over the next three years to an estimated 114 tCO<sub>2</sub> by 2027. This is a reduction of 18%.

Progress against these targets will be updated in the graph below:



## 1.5 Carbon Reduction Projects

Completed Carbon Reduction Initiatives within Sectra Limited:

- This is a baseline year.

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

- Reduce and minimise the use of air travel where possible.
- Invest in new localised offices, hubs and working spaces centred strategic around the UK to support better hybrid working. This will help reduce travel for staff and customers for in person meetings and other uses.
- Encourage our suppliers, including our landlords, to make use of responsible, green/sustainable/renewable sources of energy.
- Increase the number of meetings taking place on-line and making use of localised working spaces.
- Migrate our internal IT from being hosted by our own servers to being hosted on cloud platforms such as Amazon Web Services, Microsoft Azure and Google Cloud Platform.
- Monitor the carbon reduction progress of cloud platforms and migrate our services to those which are most successful in carbon reduction (for example, Microsoft aims to be Carbon negative by 2030 and to remove all historical emissions by 2050).
- Encourage staff to use public transport, cycle or walk to work.

- Encourage staff to use electric cars where car travel is the only practical option, including the use of car sharing.

## 1.6 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 Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

**Signed on behalf of the Supplier:**



Jane Rendall  
Managing Director – Sectra Limited

31st January 2025

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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/standards/scope-3-standard>

# SECTRA

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