




ANNUAL
REPORT
2022

**TRAC
INTERNATIONAL
GROUP
CARBON REDUCTION PLAN
GHG EMISSIONS**
REV 01 PUBLISHED SEPTEMBER 2023



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1.0 NET ZERO COMMITMENT

Radio Design, as part of the TRAC Company Group, have committed to the following net zero targets as part of the SME Climate Commitment Scheme, which is itself part of the UN's Race to Zero initiative and is as follows:

The SME Climate Commitment

Recognising that climate change poses a threat to the economy, nature and society at large, our company commits to take action immediately in order to:

Halve our greenhouse gas emissions before 2030

Achieve net zero emissions before 2050

Disclose our progress on a yearly basis

In doing so, we are proud to be recognised by the United Nations Race to Zero campaign, and join governments, businesses, cities, regions, and universities around the world that share the same mission.

This commitment can be verified here - <https://smeclimatehub.org/committed-businesses/>

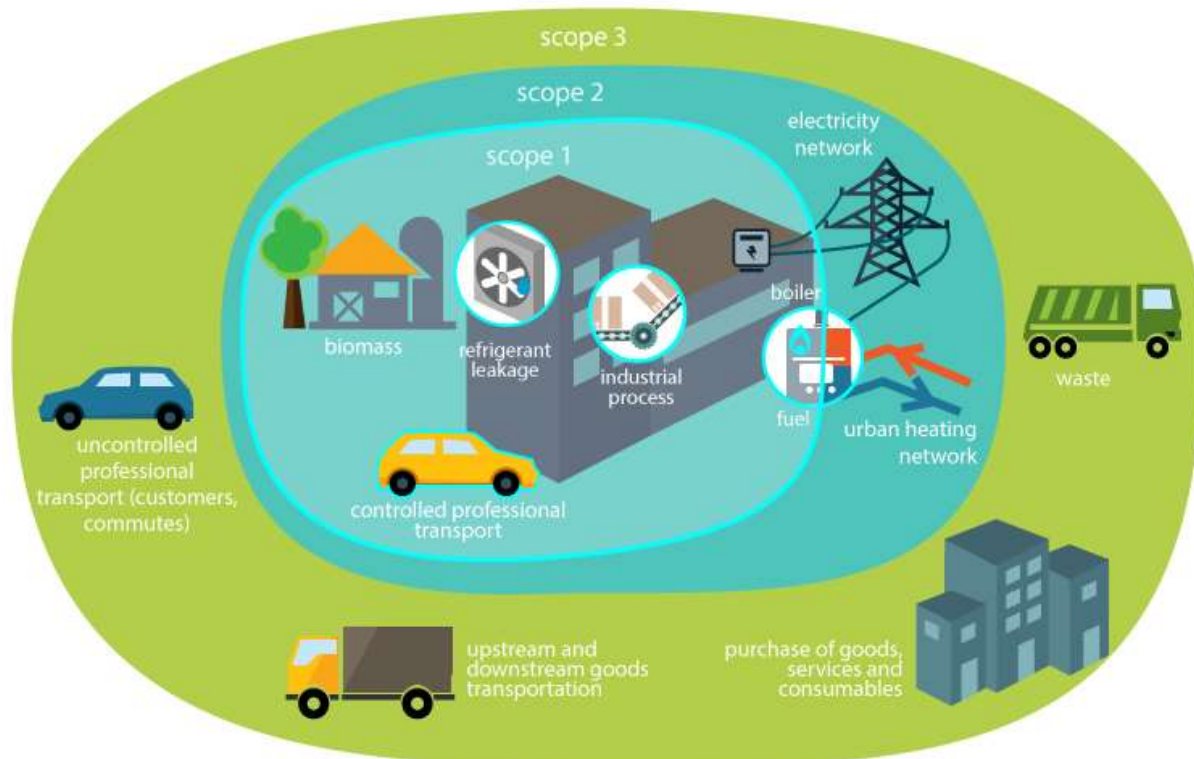
Furthermore, with our parent company office based in Scotland, we have committed to net zero by 2045, in line with the Scottish Government's aims.

1.1 SCIENCE BASED TARGETS

One of the key actions of our Environmental and Sustainability Strategy was to develop and implement Science Based Targets. We set a new baseline year of 2019 and had our target validated by the Science Based Targets Initiative (SBTi) in 2022.

As part of the TRAC Group, Radio Design is committed to reducing our scope 1 and 2 baseline figures by 46% by 2030 and being net zero across all scopes by 2045. As an SME, we are not required to set near-term targets on our Scope 3 emissions by the SBTi, however as a responsible organisation we are making efforts to widen what we monitor and include in our Scope 3 emissions and to take our own measures to reduce these as far as possible.

2.0 WHAT ARE SCOPES 1, 2, 3?



Schema : illustration of scopes perimeters for Greenhouse Gas emissions balance

When we calculate our greenhouse gas emissions, we do so by splitting the sources of our data into 3 scopes.

- Scope 1 is direct emissions on site – generally this is gas boilers and fuel used by our fleet for deliveries, business travel etc.
- Scope 2 is indirect emissions – these are emissions which are generated elsewhere but directly attributed to our business e.g. the electricity we use.
- Scope 3 is upstream and downstream activities and can encompass many elements. In TRAC/Radio Design we are currently monitoring waste, water and fuel expenses for staff. We have plans to develop our emissions monitoring for scope 3 over the next few years.

3.0 BASELINE FIGURES

| BASELINE 2019 YEAR: | | | | | | |
|---|-------------|--------------|---------------|--------------|--------------|---------------|
| ADDITIONAL DETAILS RELATING TO BASELINE EMISSIONS CALCULATIONS: | | | | | | |
| <ul style="list-style-type: none"> Figures for UK and India calculated using DEFRA Reporting Conversion factors 2019 published by the UK Government - Greenhouse gas reporting - Conversion Factors 2019 - GOV.UK (www.gov.uk) Scope 1 – UK - Gas used for fuel and diesel for fleet; India – diesel generator, and coolant top ups. N.B. Diesel for fleet is not currently part of the India baseline (see notes in 4.0) Scope 2 – Electricity used on sites Scope 3 – Waste, water, Business travel from expenses (UK only - Fuel, train, taxi), Employee commutes Exclusions – RD UK and India flights - data in progress, supplier data – unknown. UK - There were no AC unit or fire extinguisher unit top ups of F gases in 2019. N.B. High liragege of AC coolant in RD India due to setting up new office with new AC units. | | | | | | |
| Emissions Tonnes CO ₂ e | INT | ENERGY | ENG | RD UK | RD IN | Group total |
| Scope 1 | 9.6 | 48.7 | 1019.4 | 178.4 | 29.1 | 1285.8 |
| Scope 2 | 5.1 | 11.8 | 39.8 | 150.3 | 33.5 | 240.6 |
| Scope 3 | 38.0 | 124.1 | 185.2 | 219.5 | 91.7 | 658.1 |
| TOTAL | 52.7 | 184.6 | 1244.4 | 548.2 | 154.3 | 2184.5 |

Notes:

Employee commuting was added to scope 3 baseline data in 2022.

Radio Design disclosed their carbon data for 2019 as part of the Carbon Disclosure Project.

4.0 CURRENT YEAR FIGURES

| CURRENT 2022 YEAR: | | | | | | |
|---|------|--------|-------|-------|---------|-------------|
| ADDITIONAL DETAILS RELATING TO BASELINE EMISSIONS CALCULATIONS: | | | | | | |
| <ul style="list-style-type: none"> Figures for UK and India calculated using DEFRA Reporting Conversion factors 2022 published by the UK Government - Greenhouse gas reporting: conversion factors 2022 - GOV.UK (www.gov.uk) Scope 1 – UK - Gas used for fuel and diesel for fleet; India – diesel generator, diesel for fleet and coolant top ups Scope 2 – Electricity used on both sites Scope 3 – Landfill waste, water Business travel from expenses (Fuel, train, taxi etc, both sites), Employee commutes. Flights were added to UK data in 2023. Exclusions – RD India flights - data in progress, supplier data – unknown. UK - There were no AC unit or fire extinguisher unit top ups of F gases in 2022. | | | | | | |
| Emissions Tonnes CO ₂ e | INT | ENERGY | ENG | RD UK | RD IN | Group total |
| Scope 1 | 9.8 | 40.0 | 149.6 | 32.7 | 29.8 | 261.9 |
| Scope 2 | 2.5 | 5.9 | 11.0 | 78.8 | 18.7 | 117.0 |
| Scope 3 | 10.5 | 126.8 | 38.9 | 118.3 | 113.898 | 408.5 |
| TOTAL | 22.8 | 172.7 | 199.5 | 229.9 | 162.4 | 787.5 |

Notes:

Radio Design disclosed their carbon data for 2022 as part of the Carbon Disclosure Project in July 2023.

The pandemic and lockdowns exerted a substantial effect on the 2021 data, most notably when it came to business related travel in Scope 3. As expected, this figure has increased in 2022 for some companies, particularly **Radio Design UK-Radio Design India**. However, hybrid working has resulted in decreases in other areas.

TRAC International scope 3 figures came down as use of MS Teams has resulted in significantly less business travel, no flights were taken and because of hybrid working pattern with most staff working from home. See section 5.0.

Fleet fuel consumption for **Radio Design India** was available for the first time but we do not yet have the data for the baseline year. It will be added to data streams as soon as it has been calculated.

All companies - Flight data has been calculated for the UK. India flight data is currently in progress.

Radio Design UK began an energy review in 2022 – see projects table in 5.0. 55.6 tonnes CO₂e has been saved so far.

TRAC Energy - Scope 1 increased from 2021, mainly due to additional fleet travel as a result of mainland based jobs and supply base location changes.

TRAC Energy/TRAC International - Scope 2 decreased – attributed to lighting project – see section 5.0.

TRAC Energy - Scope 3 increased – The pandemic and lockdowns exerted a substantial effect on the 2021 data, most notably when it came to business related travel in Scope 3. As expected, this figure has increased in 2022 with a return to pre-pandemic levels of personnel mobilising offshore. Employee commutes were added for the first time this year. See section 5.0 for project details. Hybrid working however, saved 51512 km travel and approximately **8.79 tonnes CO₂e** from TRAC Energy statistics in 2022.

TRAC Engineering has had substantial restructuring and changes to fleet since baseline year and this accounts for much of the change in figures. Most staff are also hybrid working with the offices used minimally in 2022.

5.0 CARBON REDUCTION PROJECTS

| Project | Description | Status |
|---|--|--|
| Radio Design UK Energy Review | <p>Energy review conducted in 2022 – gas and electricity usage in Salts Mill appraised with the following results:</p> <p>Salts Mill Gas – 2022 figures are 18% lower than 2021’s readings. High usage months in 2022 may be up to 45% lower than 2021 readings. Reductions due to:</p> <ul style="list-style-type: none"> • Reprogramming of heating • Reduced shift working <p>Gas GHG emissions saving – 6.6 tonnes CO₂e</p> <p>Salts Electricity – 2022 figures are 38% lower than 2021’s readings. Reductions due to:</p> <ul style="list-style-type: none"> • Reduced staffing/premises • Implementation of LEDs • Supervisors walking round to check equipment switched off by operatives <p>Electricity GHG emissions saving – 49 tonnes CO₂e</p> | <p>Ongoing</p> <p>Shipley Wharf is now being targeted for LEDs and this will happen Summer/Autumn 2023.</p> <p>Total saving 55.6 tonnes CO₂e</p> |
| TRAC Engineering, Radio Design - Renewable Energy Contract | Electricity used at Shipley Wharf, Clydeside and Chesterfield premises is now on a 100% renewable energy tariff. | Complete June 2023. Data to follow in 2023 report. |
| All Companies - Electric Vehicles | <p>Radio Design - Electric Mini purchased. Campaigns issued regarding Electric Vehicles. Octopus Energy EV purchase scheme joined.</p> <p>TRAC Energy - Electric Minis purchased and charge points installed at bases. Campaigns issued to staff regarding electric vehicles, benefits.</p> <p>Octopus Energy EV purchase scheme joined and promoted to staff in 2022 to encourage and support uptake of lower emission vehicles throughout workforce.</p> <p>Additional electric vehicles added to TRAC Energy fleet 2023 – Van and Mini.</p> | Complete – RD have promoted EVs. First member of staff joined the Octopus Energy scheme December 2022. Data to follow in 2023 report. |

TRAC Energy -
Scope 3
enhancement -
Flights

Emissions from all flights are currently being calculated. Estimate is currently:

| ENERGY | UK tCO ₂ e |
|--------|-----------------------|
| 2019 | 44.6 |
| 2022 | 38.2 |

Nearing completion. Once complete, this document will be revised and republished.

6.0 COMPLETED CARBON REDUCTION INITIATIVES

The following environmental management measures and projects have been completed or implemented since the 2019 baseline.

| Project | Description | Output | | | | | | | | | | | | | | | |
|--|---|---|-----------------------|------|------|------|------|----|-----------------------|--------------------------|------|------|-------|------|-------|--------|---|
| Radio Design - Zero Waste to landfill | Radio Design Salts Mill, which generated most of the UK waste, now sends waste to B&M Waste’s Zero Waste facility. Waste is either recycled or converted to RDF. | 6.85 tCO ₂ e reduction from baseline. Case Study was issued to interested parties in 2021 to highlight scheme and benefits. | | | | | | | | | | | | | | | |
| Scope 3 enhancement – Employee Commute | <div>Surveys were issued to staff in the UK and India regarding their commutes pre and post pandemic in order to generate a baseline commute figure and current commute figure. This will help see differences made by hybrid working patterns where they exist and in future years, the difference made by uptake of electric vehicles.</div> <table><tr><th>Energy</th><th>UK tCO₂e</th></tr><tr><td>2019</td><td>50.5</td></tr><tr><td>2022</td><td>30.7</td></tr><tr><th>RD</th><th>UK tCO₂e</th><th>India tCO₂e</th></tr><tr><td>2019</td><td>41.7</td><td>90.53</td></tr><tr><td>2022</td><td>37.57</td><td>107.13</td></tr></table> | Energy | UK tCO ₂ e | 2019 | 50.5 | 2022 | 30.7 | RD | UK tCO ₂ e | India tCO ₂ e | 2019 | 41.7 | 90.53 | 2022 | 37.57 | 107.13 | Complete. Annual survey for 2023 data was issued to staff and completed in June 2023. |
| Energy | UK tCO ₂ e | | | | | | | | | | | | | | | | |
| 2019 | 50.5 | | | | | | | | | | | | | | | | |
| 2022 | 30.7 | | | | | | | | | | | | | | | | |
| RD | UK tCO ₂ e | India tCO ₂ e | | | | | | | | | | | | | | | |
| 2019 | 41.7 | 90.53 | | | | | | | | | | | | | | | |
| 2022 | 37.57 | 107.13 | | | | | | | | | | | | | | | |
| RD India – Single Use Plastics | Audit undertaken on site in line with government regulations. | Single use plastics eliminated. | | | | | | | | | | | | | | | |
| TRAC International/ Energy | <div>All lights within the base car park were replaced with LED low energy lighting.</div> <div>2022 figures show a 12% saving on electricity (like to also be more EV charging in 2022 so savings from project may have been even more).</div> | 7.78 tonnes CO ₂ e saved. | | | | | | | | | | | | | | | |
| TRAC International Hybrid working | <div>Most staff working from home the majority of the time. The plan for TRAC International is to continue hybrid working.</div> <div>Working from home in 2022 reduced commuting emissions by 73%.</div> | 25.8 tonnes CO ₂ e saved from scope 3. | | | | | | | | | | | | | | | |

7.0 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 and uses the appropriate Government emission conversion factors for greenhouse gas company reporting

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.

This Carbon Reduction Plan has been reviewed and signed off by the board of directors.

| | | |
|-------------------|----------------------|-----------|
| Managing Director | Kevin Stephen | Signature |
| Date | 29.09.2023 | |



8.0 REVISION STATUS

| REVISION NUMBER | DATE | REASON FOR AMENDMENT |
|-----------------|------------|--------------------------------------|
| 01 | 29.09.2023 | First published report for 2022 data |