# PPN 06/21
# CARBON REDUCTION PLAN

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**March 2025**

# Contents

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| Version | Date | Summary of Changes | Name |
|---------|------|--------------------|------|
| 1.0 | 24/03/2025 | Initial Version | Mike Bartlett |
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# Symology Ltd Carbon Reduction Plan

Supplier name:        Symology Ltd
Publication date:    March 2025

# Commitment to Achieving Net Zero

Symology Limited (hereafter referred to as Symology) is committed to achieving Net Zero emissions by 2050 through the implementation of a range of carbon reduction initiatives.

Symology is committed to reviewing its emissions on an annual basis and maintaining its commitment to carbon neutrality in alignment with PAS 2060. Commitment to carbon neutrality will be supported by the annual quantification of 100% of Scope 1 and 2 emissions, as well as relevant Scope 3 emissions.

# 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.
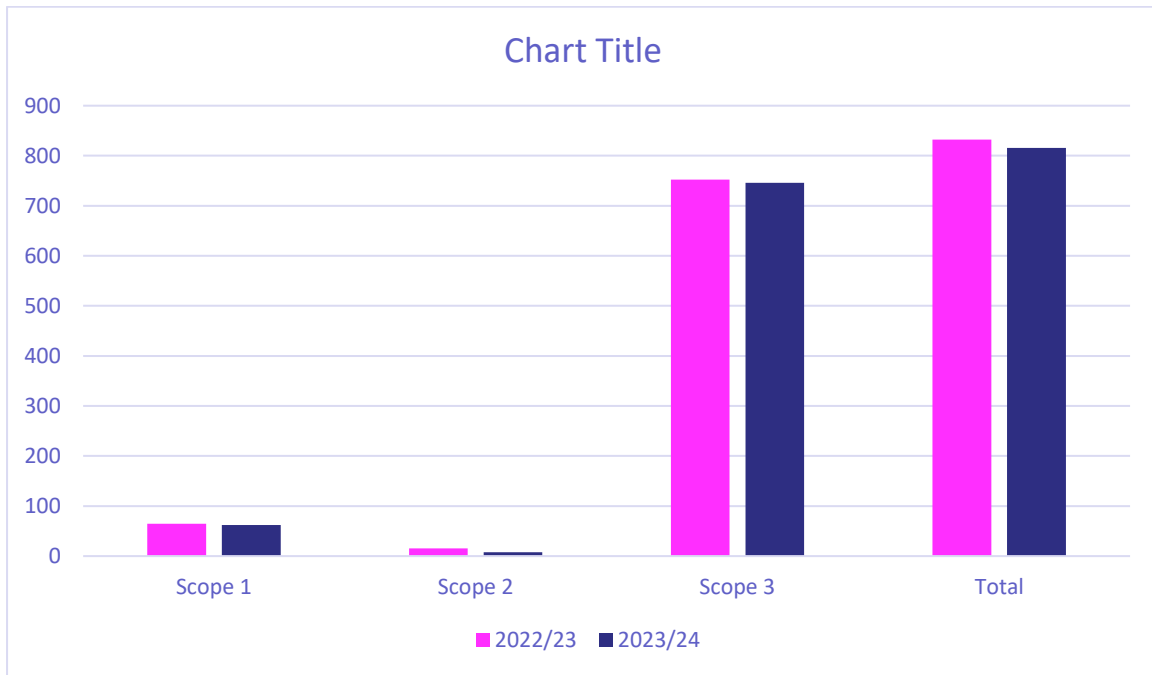
| Baseline Year: 2022/23 (01/04/2022 – 31/03/2023) | |
|---|---|
| Additional Details relating to the Baseline Emissions calculations. | |
| Baseline year emissions: | |
| **EMISSIONS** | **TOTAL (tCO2e)** |
| Scope 1 | 64.8 (tCO2e) |
| Scope 2 | 15.7 (tCO2e) |
| Scope 3 (Included Sources) | 752 (tCO2e) <br><br> Purchased goods and services (Category 1) <br> Capital Goods (Category 2) <br> Fuel and Energy Related Activities (Category 3) <br> Upstream Transportation and Distribution (Category 4) <br> Waste Generated in Operations (category 5) <br> Business Travel (Category 6) <br> Employee Commuting (Category 7) <br> Upstream Leased Assets (Category 8) <br> Downstream Transportation and Distribution (Category 9) <br> Downstream Leased Assets (Category 13) |
| Total Emissions | 832.5 (tCO2e) |

# Current Emissions Reporting

| Reporting Year: 2023/24 (01/04/2023 – 31/03/2024) | |
|---|---|
| **EMISSIONS** | **TOTAL (tCO2e)** |
| Scope 1 | 61.9 (tCO2e) |
| Scope 2 | 7.6 (tCO2e) |
| Scope 3 (Included Sources) | 746.1 (tCO2e)<br><br>Purchased goods and services (Category 1)<br>Capital Goods (Category 2)<br>Fuel and Energy Related Activities (Category 3)<br>Upstream Transportation and Distribution (Category 4)<br>Waste Generated in Operations (category 5)<br>Business Travel (Category 6)<br>Employee Commuting (Category 7)<br>Upstream Leased Assets (Category 8)<br>Downstream Transportation and Distribution (Category 9)<br>Downstream Leased Assets (Category 13) |
| Total Emissions | 815.6 (tCO2e) |

# Emissions Reductions Progress

The year-on-year progress is shown in the following chart:

### Chart Title



Bar chart comparing emissions for 2022/23 (magenta) and 2023/24 (navy) across Scope 1, Scope 2, Scope 3, and Total. Scope 1 approximately 65 for both years; Scope 2 small values near 15 and 5; Scope 3 approximately 755 and 745; Total approximately 835 and 815.

# Emissions Reductions Targets

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

We project that carbon emissions will decrease by 20% by 2030. This will be achieved by the Carbon Reduction projects defined in the next section.

# Carbon Reduction Projects

The following environmental management measures and projects have been completed since the 2022/23 baseline.

- Implementation of a hybrid works instruction for all staff.
- Sustainable travel policy promoting the use of public transport where viable.
- All waste produced at our offices is sent to be recycled.
- All monitors & computers are set to sleep after 15 minutes of activity to reduce energy consumption.
- Reduction of travel by maximising use of Microsoft Teams for internal and external meetings, training etc.
- Introduction of LED lighting in some offices.
- Lighting and Heating in unused rooms/offices is turned off.
- Instructing staff to turn off technology when not in use.
- Carbon literacy training for senior managers.
- Implementation of a Cycle to Work scheme for staff.
- Implementation of an Electric Car scheme for staff.
- Ensuring all customer conferences have good public transport links.
- Closure of the Caddington office.

In addition, we have an ISO 14001:2015 Environmental Management System for ongoing improvement of environmental performance and support of carbon reduction across all our offices.

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

- Ensure all energy comes from renewable sources and paired with a REGO certificate (UK).
- Maximising occupancy within the Dunstable office and renting out unrequired units.
- Implementing Smart Heating and PIR sensors within the Dunstable office.
- Further reductions and/or phasing out of the Company Car fleet.
- Introduction of LED lighting in more offices.
- Co-ordinating staff to attend the office on particular days to minimise energy usage.
- Completing Staff travel surveys to actively target improvements.
- Limiting short-haul company funded to only those where there is no feasible low-carbon alternative.
- Carbon Literacy training across all staff.
- Taking measures to reduce use of paper and printers.
- Donation of computing equipment to charities for reuse/recycling.
- Implementation of a Supplier Management process to engage with them on their carbon reduction plans.
- Migrate all customers from private cloud infrastructure to Microsoft Azure.
- Participating in a voluntary carbon disclosure scheme.

# Beyond Value Chain Impact

As part of our commitment to sustainability, we recognise that pension fund investments can have a significant carbon footprint through financed emissions. While we do not directly control how employees allocate their pension investments, we acknowledge the impact of our default workplace pension scheme, which is selected and provided by the company.

To address this, we will be taking the following steps:

- **Engagement with Pension Providers**: We will discuss with our pension provider(s) to understand and assess the carbon intensity of default pension investments.
- **Exploring Sustainable Options**: We will review the availability of low-carbon or ESG-aligned pension funds that could be offered as the default option for employees.
- **Employee Education**: We will provide information to employees about sustainable pension choices and encourage them to explore ethical investment options within their pension scheme.
- **Monitoring and Reporting**: While financed emissions from pensions are currently outside the scope of our formal carbon reporting, we aim to track and disclose relevant data where feasible, in line with industry best practices.

By taking these actions, we aim to encourage more sustainable investment practices while maintaining compliance with existing reporting requirements.

Within our flagship Asset Management solution our product innovation team has developed solutions that enable our customers to reduce their energy consumption and thus contribute to climate action outside of our direction operations: This includes:

- **Mobile Route Optimisation:** A software service that optimises travel for inspectors, operatives and contractors to minimise the travel required when completing multiple actions within a day.
- **TomTom Integration:** Allowing software users to view live Traffic information, so that planners and co-ordinators can view the impact of their actions and minimise traffic disruption.
- **Carbon Reporting:** Organisations can capture their own CO2 emissions as a result of their activities at task, job or gang level and then accumulate this data to provide accurate carbon monitoring and reporting.
- **Collaboration:** In the future we will provide enhanced solutions to identify Works Collaboration opportunities for Works Promoters, to minimise the number of excavations and reinstatements on the road network.

In addition we have signed up to the Road to Net Zero charter which commits to driving sustainable transformation across the street works and road works sectors. https://www.roadtonetzero.org.uk/

# 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[1] and uses the appropriate Government emission conversion factors for greenhouse gas company reporting[2].

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[3].

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

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Mike Bartlett (Managing Director)

Date: 24th March 2025

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[1] https://ghgprotocol.org/corporate-standard
[2] https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting
[3] https://ghgprotocol.org/standards/scope-3-standard