

Carbon Reduction Plan

Publication Date: September 2023

Baseline Year – 2022/23

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. This is our first report on emissions. The baseline year of August 2022 to July 2023 has been set to more accurately reflect energy use, business travel and employee commuting, given the changes to working practices following the pandemic. This baseline will be used and reported against, with the target of Secure Construct achieving Net Zero by 2030.

Scope and Reporting Boundaries

Secure Construct works across the whole built environment life cycle and has three areas of focus: Consult, Deliver and Aftercare.

Our full reporting scope includes all Scope 1 and 2 emissions from Secure Construct offices and construction sites within our operational control. We also report on a number of Scope 3 emissions categories which have the most material impact.

The Secure Construct baseline was calculated in line with the Greenhouse Gas Protocol control approach for Operational Control.

How we determine operational control:

- All Secure Construct offices where we lease/own space and where we have operational control of the electricity supply are included in our reporting, the offices within the baseline year are 16 City Business Centre and 1 Little London – both in Chichester, West Sussex.

Reporting – 2022/23

Scope	tCO2e
Scope 1 Emissions - Direct	6.67
Scope 2 Emissions - Indirect	2.09
Scope 3 Emissions - Supply Chain	
Employee Business Travel	2.26
Waste	0.26
Employee commuting	17.85
Purchased Goods & Services	57.17
Scope 3 Emissions total	77.54
Total carbon emissions tCO2e	86.3

Carbon Reduction Initiatives

The following environmental management measures and projects will be implemented over the coming period. We assign each task under a heading of Done, Doing or Do Later. As this is our first Carbon Reduction Plan, we have not identified any Do Later tasks.

Done

- Continue to offer an EV Car Scheme to all staff
- Continue to offer a cycle to work scheme to all staff
- Continue to use 100% renewable gas & electric at our Little London Office

Doing

- Review Secure Construct supply chain PQQ and incorporate the requirement for our supply chain to be Net Zero by 2050 and encourage them to produce a Carbon Production Plan, if not in place
- Review internal systems and migrate the signing of the supplier onboarding process to e-signing and use e-sign for all Contracts
- Discuss with our website and IT Cloud provider to review the green status of the hosting.
- Review the Secure Construct expenses policy and make appropriate and measured changes to reflect our desire to be Net Zero by 2030.

Doing continued.....

- Review the existing LED lighting within offices to ensure it is appropriate
- Changing our gas electricity supplier to a renewable provider at our 16 City Business Centre office
- Apply pressure to our landlord at our Little London office to provide metered electric, gas and water bills
- Install energy efficient instant boiling water taps in our office
- Segregate and weigh our office waste – recycling where possible
- Installation of electronic thermostatic radiator valves on all radiators
- Improve our IT efficiency by tracking the energy consumption of printers and desks at our office in Little London
- Map how each member of staff and visitor arrives at our office
- Review our top 10 suppliers and discuss their approach to Net Zero

Secure Construct is committed to achieving Net Zero emissions by 2030. We don't need to be perfect, just better than yesterday!

Our environmental management system (EMS) includes policies, standards, guidance and processes to identify and reduce environmental impacts, including carbon emissions. Secure Construct has determined the issues it could influence, control, or prevent in order to build a life-cycle improvement opportunity. The overall environmental targets that we have set ourselves, are as follows:

1. **Improving Awareness and Understanding:** We will raise awareness and understanding of climate change among our team, supply chain, partners, and customers.
2. **Demonstrating the Collective Impact:** We believe that daily activities, when undertaken collectively, can make a significant difference in the fight against climate change.
3. **Motivating Stakeholders:** Secure Construct intends to motivate its employees, supply chain, partners, and clients to make small but meaningful changes to their daily routines.
4. **Carbon Reduction Plan:** We have a specific Carbon Reduction Plan in place, which outlines our strategy to reduce our carbon footprint and ultimately achieve Net Zero emissions by 2030. This plan will include a series of initiatives, such as energy efficiency improvements, renewable energy adoption, and carbon offset programmes, to reach these targets.

Our approach is to progressively reduce consumption and eliminate or minimise generation of waste by implementing the 'good practices' identified in the current EMS. The time parameter for all elements is through rolling annual improvement.

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 .

Signed on behalf of Secure Construct:

A handwritten signature in black ink, appearing to be "R. Rogers", written in a cursive style.

Richard Rogers, Managing Director.

Date: 1st September 2023