



# Carbon Reduction Plan

Supplier name: SG Fleet UK Limited

Publication date: 11<sup>th</sup> July 2024

## Commitment to achieving Net Zero

SG Fleet UK are committed to achieving net zero on or before 2050.

## 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: 2023 (Financial Year 1 July 2022 to 30 June 2023)**

Additional Details relating to the Baseline Emissions calculations.

2023 is the base year, so at this stage no progress graph can be provided.

### Baseline year emissions

Emissions	Total (tCO <sub>2</sub> e)
Scope 1	87
Scope 2	62
Scope 3 (included sources)	231
<b>Total emissions</b>	<b>380</b>

## Current Emissions Reporting

**Reporting Year: 2023 (Financial Year 1 July 2022 to 30 June 2023) (same as baseline year)**

Emissions	Total (tCO <sub>2</sub> e)
Scope 1	87
Scope 2	62
Scope 3 (included sources)	231
<b>Total emissions</b>	<b>380</b>



## Emissions reduction targets

We project that carbon emissions intensity\* will decrease by 33% by the 2030 financial year.

\*considers the growth of the business as expressed in FTE (full time equivalent) employment terms

## Carbon Reduction Projects

### Completed Carbon Reduction Initiatives

As an office-based services company, the SG Fleet UK has limited direct emissions. The Scope 1 emissions are solely direct tailpipe emissions from a small internal fleet. The scope 2 emissions are calculated by the electricity produced through electricity usage. SG Fleet UKs' carbon footprint is composed largely of Scope 3 emission equivalents, over which the Group has limited control.

2023 is the base year, so at this stage no progress graph can be provided. Other than Scope 1, the Group cannot measure the emission reduction impact of specific initiatives as they target emission equivalents only.

The Company's Environmental Policy outlines its approach to continually improve its overall environmental performance and management, and reduce the Scope 1, 2, and 3 emissions that fall within the boundaries of its environmental impact assessment. The Policy has set an emission intensity reduction target of 33% in total, across Scopes 1, 2, and 3. This target takes into account the growth of the business as expressed in full time equivalent employment terms. This target is to be achieved by the end of the 2030 financial year and is using the 2023 financial year as its baseline.

SG Fleet's emission reduction strategy is executed via a dedicated Emission Reduction Action Plan ('ERAP'), which is a component of the Company's overall ESG Action Plan. Action Plans are reviewed and amended on a yearly basis.

To achieve the above target, the Company operates an Environmental Management System ('EMS'), which is based on global and local standards, including ISO 14001:2015, and all applicable regulations and laws. The EMS has a particular focus on the emission sources identified as the main contributors to the Company's total emissions. As these emission sources are generated across areas of the business that are an integral to the Company's day-to-day operations, the execution of the Policy and the EMS involve the implementation of adjustments to a range of ongoing business practices.

Execution and progress of the Emission Reduction Action Plan against the Environmental Policy's target are managed by a dedicated resource and reviewed by the Company's ESG Committee on a quarterly basis.

During the period to which this document applies (FY23), SG Fleet's Emission Reduction Action drove initiatives across the following key areas:

1. General
2. Emissions
3. Energy Consumption
4. Waste
5. Other (residual activities that form the remaining total of emissions across our organisation)



Principal areas targeted included:

- Computer and technical services
- Electricity both tenancy and third-party (e.g. base building)
- Employee commute
- IT equipment
- Controlled petrol and diesel (i.e. Scope 1)
- Telecommunications
- Landfill
- Residual activities that form the remaining total of emissions across our organisation

## Emissions reduction actions

The execution and/or assessment of 37 initiatives started during the period.

### Completed were:

- Phase-out of printed/laminated staff awards (Scope 3)
- Increase in capacity for free EV-charging for staff (Scope 3)
- Introduction eBikes for staff CBD travel (Scope 1/3)
- Free staff shuttle bus to and from train stations to encourage use of public transport (Scope 3)
- Installation of office bike sheds to promote bicycle commuting (Scope 3)
- Discussion of environmental initiatives, including solar panels, with landlords (Scope 2/3) – ongoing
- Additional measures to reduce office printing (Scope 3)
- Sourcing of lower emission IT equipment and services, and telecommunication services (Scope 3) – ongoing
- Initiatives to obtain 100% of electricity from renewable sources (Scope 2)
- LED lighting in all offices (Scope 2)
- Recycling bins in all offices (Scope 3)
- Phase-out of plastic water bottles in meeting rooms (Scope 3)
- Improved disposal of IT assets (Scope 3)
- Recycling of business and personal mobile phones (Scope 3)
- Sale of unused business laptops to staff (Scope 3)

The initiatives contributed to lower emission equivalent intensity in a number of areas. While staff numbers increased by 6% during the period and business activity continued to recover post-COVID, emission equivalent totals declined year-on-year in the following areas: cleaning and chemicals, electricity, ICT services and equipment, postage, courier, and freight, and waste.



SG Fleet is currently executing the Emission Reduction Action Plan for the 2024 Financial Year, which continues to focus on general environmental impacts, emissions, energy consumption, waste, and other residual activities that form the remaining total of emissions across the organisation. The Emission Reduction Action for the 2025 Financial Year will be finalised in June 2024.

## **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>4</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>5</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>6</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:**

Jacqueline Maya, Risk and Compliance Specialist

Date: 8th February 2024

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<sup>4</sup><https://ghgprotocol.org/corporate-standard>

<sup>5</sup><https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

<sup>6</sup><https://ghgprotocol.org/standards/scope-3-standard>