

ANNUAL  
REPORT  
2024

**TRAC HLM**  
**CARBON REDUCTION PLAN**  
**GHG EMISSIONS**  
REV 01 PUBLISHED DECEMBER 2025

# CONTENTS

- 1.0 NET ZERO COMMITMENT
- 2.0 WHAT ARE SCOPES 1,2,3?
- 3.0 BASELINE FIGURES
- 4.0 CURRENT YEAR FIGURES
- 5.0 COMPLETED PROJECTS
- 6.0 DECLARATION AND SIGN OFF
- 7.0 REVISION STATUS

## 1.0 NET ZERO COMMITMENT

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/>

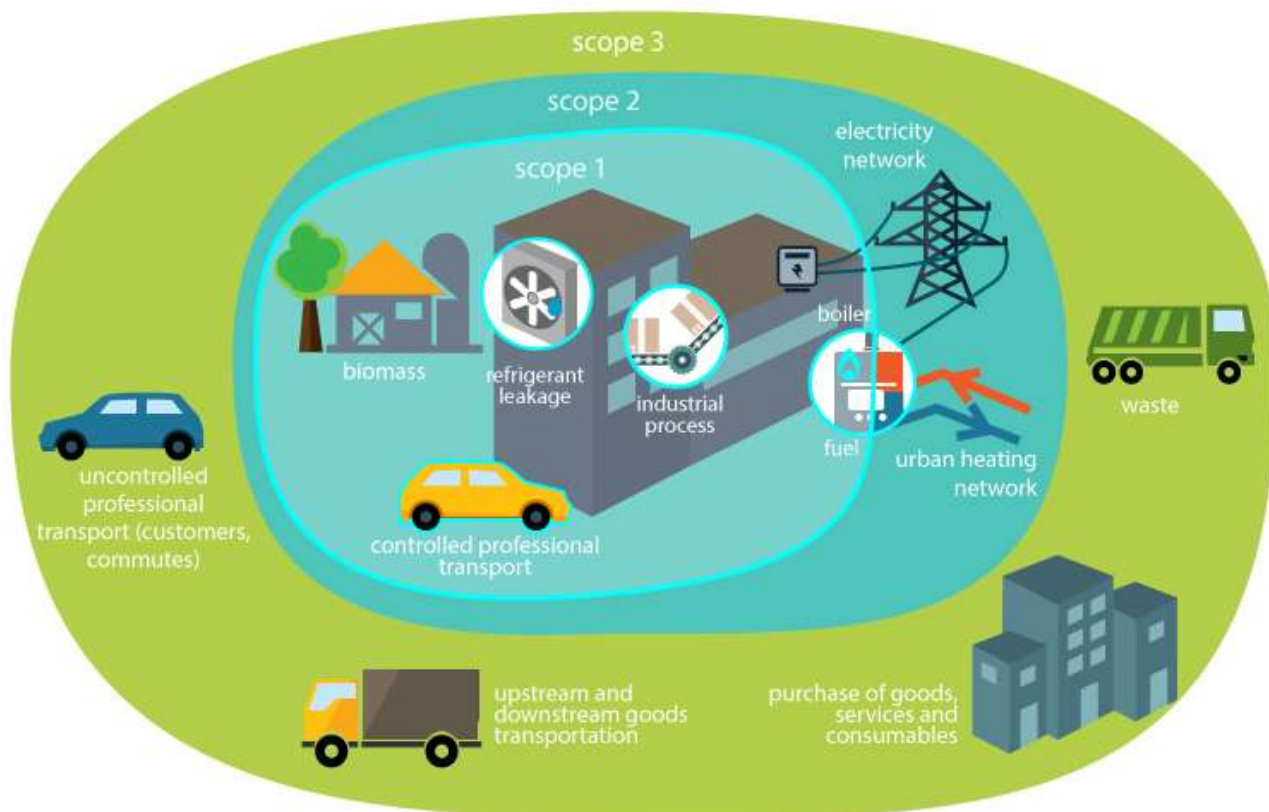
Furthermore, we have committed to net zero by 2045, in line with the Scottish Government's aims.

## 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.

The TRAC Group 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, fuel expenses and commuting for staff. We have plans to develop our emissions monitoring for scope 3 over the next few years.

## 3.0 BASELINE FIGURES

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                      |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| BASELINE YEAR: 2019                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                      |
| <b>ADDITIONAL DETAILS RELATING TO BASELINE EMISSIONS CALCULATIONS:</b> <ul style="list-style-type: none"> <li>Figures for UK and India calculated using DEFRA Reporting Conversion factors 2019 published by the UK Government - <a href="https://www.gov.uk/government/publications/greenhouse-gas-reporting-conversion-factors-2019">Greenhouse gas reporting - Conversion Factors 2019 - GOV.UK (www.gov.uk)</a></li> <li>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)</li> <li>Scope 2 – Electricity used on sites</li> <li>Scope 3 – Waste, water, Business travel from expenses (UK only - Fuel, train, taxi, flights), Employee commutes, distribution</li> <li>Exclusions – India flights - data in progress, supplier data – unknown.</li> <li>UK - There were no AC unit or fire extinguisher unit top ups of F gases in 2019.</li> <li>N.B. High literage of AC coolant in RD India due to setting up new office with new AC units.</li> </ul> |                      |
| <b>Emissions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>ENG &amp; HLM</b> |
| Tonnes CO <sub>2</sub> e                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                      |
| <b>Scope 1</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 1019.4               |
| <b>Scope 2</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 39.8                 |
| <b>Scope 3</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 193.7                |
| <b>TOTAL</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>1252.9</b>        |

### Notes:

Employee commuting was added to scope 3 baseline data in 2022. Full flight data was added to scope 3 in 2023, along with distribution data in Radio Design.

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

In April 2023, TRAC HLM was incorporated. Previously, these activities had been part of TRAC Engineering. For the baseline, their data remains combined but from 2023 onward, data has been separated out.

## 4.0 CURRENT YEAR FIGURES

| CURRENT YEAR: 2024                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |      |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|
| ADDITIONAL DETAILS RELATING TO BASELINE EMISSIONS CALCULATIONS:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |      |
| <ul style="list-style-type: none"> <li>Figures for UK and India calculated using DEFRA Reporting Conversion factors 2024 published by the UK Government.</li> <li>Scope 1 - Where applicable to sites, scope 1 includes - gas, heating oil, diesel generators and all fuels for fleet, tools and plant (diesel, petrol and HVO).</li> <li>Scope 2 - Electricity</li> <li>Scope 3 - Landfill waste, water use, business travel from expenses (including, flights, fuel, train, taxi etc), employee commuting. In addition, RD include some upstream distribution from suppliers and movements of RD products between UK and India.</li> </ul> |      |
| Emissions Tonnes CO <sub>2</sub> e                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | HLM  |
| Scope 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 49.3 |
| Scope 2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 1.2  |
| Scope 3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 13.5 |
| TOTAL                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 64.0 |

### Notes:

At present, targets for scope 1 and 2 have been achieved:

Scope 1 2024 reduction from baseline = 92.6%

Scope 2 2024 reduction from baseline = 96.9%

| Emissions | HLM 2023 |
|-----------|----------|
| Scope 1   | 34.8     |
| Scope 2   | 1.4      |
| Scope 3   | 24.2     |
| TOTAL     | 60.4     |

### Notes:

Scope 1 - Between 2023 and 2024 scope 1 increased - both fuel for heating premises and fleet. Within the fleet fuel figure a small reduction was achieved due to replacement of diesel with HVO fuel in some tools.

Scope 2 - Between 2023 and 2024 scope 2 decreased - due to hybrid working/low occupancy of office.

Overall reductions across all scopes due to:

- TRAC HLM was incorporated as its own separate subsidiary company within the TRAC Group in 2023. As such, it now has its own Carbon Reduction Report and it's GHG contribution was separated from TRAC Engineering figures.

| How figures for activities running from Clydeside farm base have been split |              |                  |                                                                                                                                                                       |
|-----------------------------------------------------------------------------|--------------|------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| GHG source                                                                  | TRAC HLM     | TRAC Engineering | Notes                                                                                                                                                                 |
| Electricity                                                                 | 70% of total | 30% of total     | HLM are occupying greater part of space due to permanent stores area located there. N.B. This split is only relevant for meters in areas shared by both subsidiaries. |
| Waste                                                                       | 90% of total | 10% of total     | HLM have active stores area that generates more waste than Engineering activities.                                                                                    |
| Water<br>Kerosene                                                           | 50% of total | 50% of total     | These streams are split 50/50 as we are unable to separate them between TRAC Companies and private non-TRAC use on site.                                              |

#### Scope 3 additional notes:

Since the baseline year, we have continued to develop our scope 3 emissions e.g. employee commutes were added to data 2022, with an estimate added to baseline year and flights were added in 2023.

## 5.0 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 <sub>2</sub> e reduction from baseline.<br>Case Study was issued to interested parties in 2021 to highlight scheme and benefits. |                       |  |      |      |  |      |      |  |    |                       |                          |      |      |       |      |       |        |                                                                                       |
| Scope 3 enhancement – Employee Commute | <p>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.</p> <table border="1"> <thead> <tr> <th>Energy</th><th colspan="2">UK tCO<sub>2</sub>e</th></tr> </thead> <tbody> <tr> <td>2019</td><td colspan="2">50.5</td></tr> <tr> <td>2022</td><td colspan="2">30.7</td></tr> <tr> <th>RD</th><th>UK tCO<sub>2</sub>e</th><th>India tCO<sub>2</sub>e</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> </tbody> </table> | Energy                                                                                                                                    | UK tCO <sub>2</sub> e |  | 2019 | 50.5 |  | 2022 | 30.7 |  | RD | UK tCO <sub>2</sub> e | India tCO <sub>2</sub> 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 <sub>2</sub> e                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                           |                       |  |      |      |  |      |      |  |    |                       |                          |      |      |       |      |       |        |                                                                                       |
| 2019                                   | 50.5                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                           |                       |  |      |      |  |      |      |  |    |                       |                          |      |      |       |      |       |        |                                                                                       |
| 2022                                   | 30.7                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                           |                       |  |      |      |  |      |      |  |    |                       |                          |      |      |       |      |       |        |                                                                                       |
| RD                                     | UK tCO <sub>2</sub> e                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | India tCO <sub>2</sub> 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             | <p>All lights within the base car park were replaced with LED low energy lighting.</p> <p>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).</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 7.78 tonnes CO <sub>2</sub> e saved.                                                                                                      |                       |  |      |      |  |      |      |  |    |                       |                          |      |      |       |      |       |        |                                                                                       |
| TRAC International Hybrid working      | <p>Most staff working from home the majority of the time. The plan for TRAC International is to continue hybrid working.</p> <p>Working from home in 2022 reduced commuting emissions by 73%,</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 25.8 tonnes CO <sub>2</sub> e saved from scope 3.                                                                                         |                       |  |      |      |  |      |      |  |    |                       |                          |      |      |       |      |       |        |                                                                                       |

| TRAC Energy - Scope 3 enhancement – Flights | <p>Emissions from all flights are currently being calculated. Estimate is currently:</p> <table><tr><th colspan="2">UK tCO<sub>2</sub>e</th></tr><tr><td>2019</td><td>169.1</td></tr><tr><td>2022</td><td>72.6</td></tr><tr><td>2023</td><td>105.1</td></tr></table>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | UK tCO <sub>2</sub> e                                                                                                                                               |  | 2019 | 169.1 | 2022 | 72.6 | 2023 | 105.1 | Full flight data now part of scope 3 statistics. |
|---------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|------|-------|------|------|------|-------|--------------------------------------------------|
| UK tCO <sub>2</sub> e                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                     |  |      |       |      |      |      |       |                                                  |
| 2019                                        | 169.1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                     |  |      |       |      |      |      |       |                                                  |
| 2022                                        | 72.6                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                     |  |      |       |      |      |      |       |                                                  |
| 2023                                        | 105.1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                     |  |      |       |      |      |      |       |                                                  |
| 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"><li>• Reprogramming of heating</li><li>• Reduced shift working</li></ul> <p><b>Gas GHG emissions saving – 6.6 tonnes CO<sub>2</sub>e</b></p> <p>Salts Electricity – 2022 figures are 38% lower than 2021’s readings. Reductions due to:</p> <ul style="list-style-type: none"><li>• Reduced staffing/premises</li><li>• Implementation of LEDs</li><li>• Supervisors walking round to check equipment switched off by operatives</li></ul> <p><b>Electricity GHG emissions saving – 49 tonnes CO<sub>2</sub>e</b></p> <p>Total saving for 2022 calculated as <b>55.6 tonnes CO<sub>2</sub>e</b></p> <p>In 2023, Shipley Wharf LEDS were replaced, with the project completing in autumn 2023. A further <b>7.9 tonnes CO<sub>2</sub>e</b> appears to have been saved (despite the published DEFRA factor for electricity rising in 2023).</p> <p>Salts Mill premises lighting upgrades were completed in September 2024. Compared to 2023 total, a further <b>9.4 tonnes CO<sub>2</sub>e</b> was saved.</p> | <p>Improvements made throughout 2022 - 2024.</p> <p>Total saving Gas – 6.6 tonnes CO<sub>2</sub>e</p> <p>Total saving Electricity – 66.3 tonnes CO<sub>2</sub>e</p> |  |      |       |      |      |      |       |                                                  |
| 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.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Complete – First member of staff joined the Octopus Energy scheme December 2022. So far 5 staff have joined the scheme.                                             |  |      |       |      |      |      |       |                                                  |

|                |                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                        |
|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                | <p>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> |                                                                                                                                                                        |
| HVO Fuel - HLM | <p>Throughout 2023 we investigated the potential to use this type of fuel across a variety of plant/tools. In 2024, we were permitted to use this fuel at one of our client sites.</p> <p>205l of HVO was purchased, generating <b>7.29kg CO<sub>2</sub>e</b></p>                                                          | <p>If we had used diesel the same volume would have generated <b>545.6 kg CO<sub>2</sub>e</b>.</p> <p>Therefore, this project <b>saved 538.3kg CO<sub>2</sub>e</b></p> |

# 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 | <b>Daniel Hawthorn</b> | Signature |
| Date              | 03.12.2025             |           |

# 8.0 REVISION STATUS

| REVISION NUMBER | DATE       | REASON FOR AMENDMENT                 |
|-----------------|------------|--------------------------------------|
| 01              | 03.12.2025 | First published report for 2024 data |

| REVISION NUMBER | DATE              | CONFIRM SCOPE 1       | CONFIRM SCOPE 2      | CONFIRM SCOPE 3       | CONFIRM TOTAL   | COMMENT                  |
|-----------------|-------------------|-----------------------|----------------------|-----------------------|-----------------|--------------------------|
| Rev 01          | Figures published | Total Scope 1<br>49.4 | Total Scope 2<br>1.2 | Total Scope 3<br>13.5 | Total =<br>64.0 | Figures signed off by CM |
|                 |                   |                       |                      |                       |                 |                          |