

1. Scope

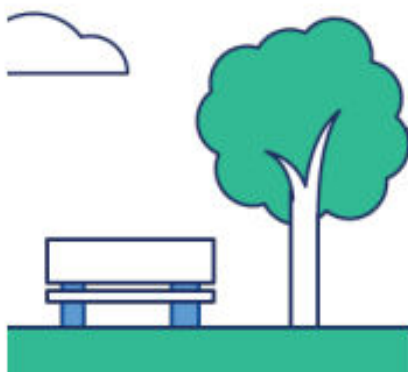
Seetec Business Technology Centre Limited is registered as a company in England & Wales with number 02291188 and part of Seetec Group. The registered address is Seetec Business Technology Centre, Main Road, Hockley, Essex, SS5 4RG.

Seetec Group Executive Board have produced a Documented Sustainability Pledge, alongside details of the intended outcomes to support the pledge.

2. Positive Environmental Impact Statement

At Seetec, we go beyond our existing ISO 14001 commitments to continually assess and reduce the environmental impact of our services. We support community groups, encourage community participation and work with local authorities and environmental organisations to maintain, and improve local environments from woodlands to roundabouts and community centres to furniture re-use networks.

Seetec Group are committed to achieve carbon neutral by 2030 as a milestone to achieve net zero carbon by 2050.



3. Environmental Impacts

Seetec Group have created an Environmental Aspects register and identified the main Environmental Impacts of the Organisation as follows:

- Burning of Fossil fuels to generate electricity
- Disposal of waste generated from business activities
- Natural resource consumption, and disposal of products
- Greenhouse gas emissions associated with vehicle use.

4. Carbon Reduction Projects

The following projects have been agreed by the business to support our achievement of the Carbon Reduction Plan:

1. Continued and ongoing ISO 14001 Certification
2. Sustainable travel schemes to be effectively embedded within the organisation will be facilitated through the following mechanisms:
 - Collaborative IT Solutions – Teams / SharePoint (which reduce the need for travel)
 - Corporate vehicles updated to be Euro6 or LEV
 - Prioritising and promoting the use of public transport.
 - Subsidised Cycle Scheme
 - Promoting vehicle sharing, when reasonably possible, in business travel.
3. Increase percentage of miles driven using no emission vehicles.
4. Increase percentage of miles driven that are at least Euro 6 or LEV.
5. Encourage supply chain partners to operate low or zero emission vehicles.
6. Procure renewable energy, wherever reasonably possible and Reduce Overall Energy Consumption.
7. Digitise documented processes and the storage of records.
8. Promote and use digital signature of documentation (to reduce the need to print and transport hardcopy documents)
9. Introduce solutions and projects to offset the carbon we emit
10. Manage & monitor resources to follow a circular economy model and zero waste to landfill through appropriate management of use of the following:
 - Paper
 - Print Cartridges
 - WEEE Waste
 - Furniture

5. Intended Outcomes

We intend, as a business, to produce the following outcomes as a result of this Carbon Reduction Plan:

- Reduce carbon emissions
- Reduce Air Pollution
- Safeguard the natural environment
- Promote Sustainable procurement
- Direct resource efficiency to reduce environmental impact.

6. Definitions

Scope 1 emissions are greenhouse gases that an organization emits from sources it owns or controls directly.

Scope 2 emissions are indirect: deriving from an organization's purchase of electricity, steam, heat, or cooling.

Scope 3 emissions are also known as its life cycle emissions, are those that arise across the value chain, both upstream and downstream

tC02e means tonnes of carbon dioxide equivalent, expended per scope measure and Total emissions.

The Intensity Ratio means the ratio of tC02e against the turnover of the (UK) business.

7. Emissions Report for previous years

The below tables detail the measures for Emissions for Seetec Group since 2020:

Year One: Financial Year 2020 (01/04/2020 to 31/03/2021)	
Emissions	Total (tCO ₂ e)
Scope 1	1043
Scope 2	875
Scope 3	108
Total Emissions	2026
Intensity Ratio	14.7 – tCO ₂ e/£m(e)
Year Two: Financial Year 2021 (01/04/2021 to 31/03/2022)	
Emissions	Total (tCO ₂ e)
Scope 1	994
Scope 2	797
Scope 3	284
Total Emissions	2075
Intensity Ratio	13.0 – tCO ₂ e/£m(e)
Year Three: Financial Year 2022 (01/04/2022 to 31/03/2023)	
Emissions	Total (tCO ₂ e)
Scope 1	172
Scope 2	328
Scope 3	357
Total Emissions	857
Intensity Ratio	6.7 – tCO ₂ e/£m(e)
Year Four: Financial Year 2023 (01/04/2023 to 31/03/2024)	
Emissions	Total (tCO ₂ e)
Scope 1	139
Scope 2	201
Scope 3	461
Total Emissions	801
Intensity Ratio	9.1 – tCO ₂ e/£m(e)
Year Five: Financial Year 2024 (01/04/2024 to 31/03/2025)	
Emissions	Total (tCO ₂ e)
Scope 1	132
Scope 2	194
Scope 3	464
Total Emissions	790
Intensity Ratio	9.5 – tCO ₂ e/£m(e)

8. Year Five Emissions Report

Year five emissions are the record of the greenhouse gases that have been produced in the last twelve months. During this period, the organisation continued to implement various sustainability strategies, to reduce emissions.

Seetec Group has shifted from rented premises under our own control to more rented properties under landlord control. As these are part of a wider property management scheme within the landlord's demise, we are unable to gain specific environmental data and serviced premises where the Landlord Organisation or the Managing Agent are responsible for submitting the data and therefore out of scope for our report.

Year Six: Financial Year 2025 (01/04/2025 to 31/03/2026)	
Additional Details - relating to Year Six Emissions calculations. The below data relates to the whole of Seetec Group, which includes Seetec Business Technology Centre Limited, Head Office at Main Road, Hockley, Essex, SS5 4RG.	
Emissions	Total (tCO2e)
Scope 1	197
Scope 2	185
Scope 3	0 Category 4 – Seetec does not conduct transportation or distribution activities for purchased products. 0 Category 5 – Seetec does not process or transport any waste. Majority of sites are multi occupied offices with waste managed by the landlords. 297 Category 6 – Includes the following sources. Company Vehicles, Grey Fleet & Other Business Travel. 136 Category 7 – Colleague Driving Survey 2026. (3.4 miles estimated average commute) (36.0% of colleagues work from home) (8.4% of colleagues walk or cycle) 0 Category 9 – Seetec does not sell, store, transport or distribute any products. 433 Total
Total Emissions	815
Intensity Ratio	9.7 – tCO2e/£m(e)
Carbon Offsetting	250 tonnes – Carbon Neutral Britain (Woodland Fund) 0.921 tonnes – Supplier schemes.

9. Emissions Reduction Targets

Seetec Group are committed to the production of a policy and programme to achieve Carbon Neutral in 2030, including a monitoring plan with specific reduction milestones, and take actions in an attempt to achieve Net Zero by 2050.

In this reporting period the most significant reduction is a 9% reduction in grey fleet emissions however the combustion of gas (heating boilers) has increased by 52% Seetec Plan to reduce the number of gas appliances across the estate and ensure more efficient heating systems for new office locations.

10. Declaration

This Plan has been completed in accordance with the published guidance and reporting standard for Carbon Reduction Plans set out in **PPN 006**.

Emissions are 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 3.

11. Sign-Off

This document has been produced by the Head of Health Safety & Environment and approved by the Group Executive Board and by the Statutory Board on the 9th of July 2026 and therefore signed on their behalf by the Executive Director of Commercial.

The next scheduled review of this document will be in June 2027.



Stuart Canning – Executive Director of Commercial –

12. Change History

Issue 1.0	11/03/2022	Initial Issue
Issue 1.1	11/07/2022	Issue Two – Year Two data.
Issue 1.2	21/06/2023	Issue Three – Year Three data. <i>minor technical amendments (30/10/2023)</i>
Issue 1.3	09/07/2024	Issue Four – Year Four data.
Issue 1.4	29/07/2025	Issue Five – Year Five data.
Issue 1.5	10/06/2026	Issue Six – Year Six data. <i>minor technical amendments (09/07/2026)</i>