

The logo for radio design, featuring the words "radio" and "design" stacked vertically in a bold, lowercase, sans-serif font, enclosed within a black diamond shape.

radio<sup>™</sup>  
design

The logo for trac, featuring the word "trac" in a bold, lowercase, sans-serif font, enclosed within a black diamond shape.

trac

A series of vertical lines of varying heights and colors (yellow, light green, and dark green) located on the left side of the page, creating a modern, abstract design element.


ANNUAL  
REPORT  
2021

# RADIO DESIGN LTD CARBON REDUCTION PLAN GHG EMISSIONS

REV 02 PUBLISHED OCTOBER 2022



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# 1.0 NET ZERO COMMITMENT

Radio Design, as part of 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*

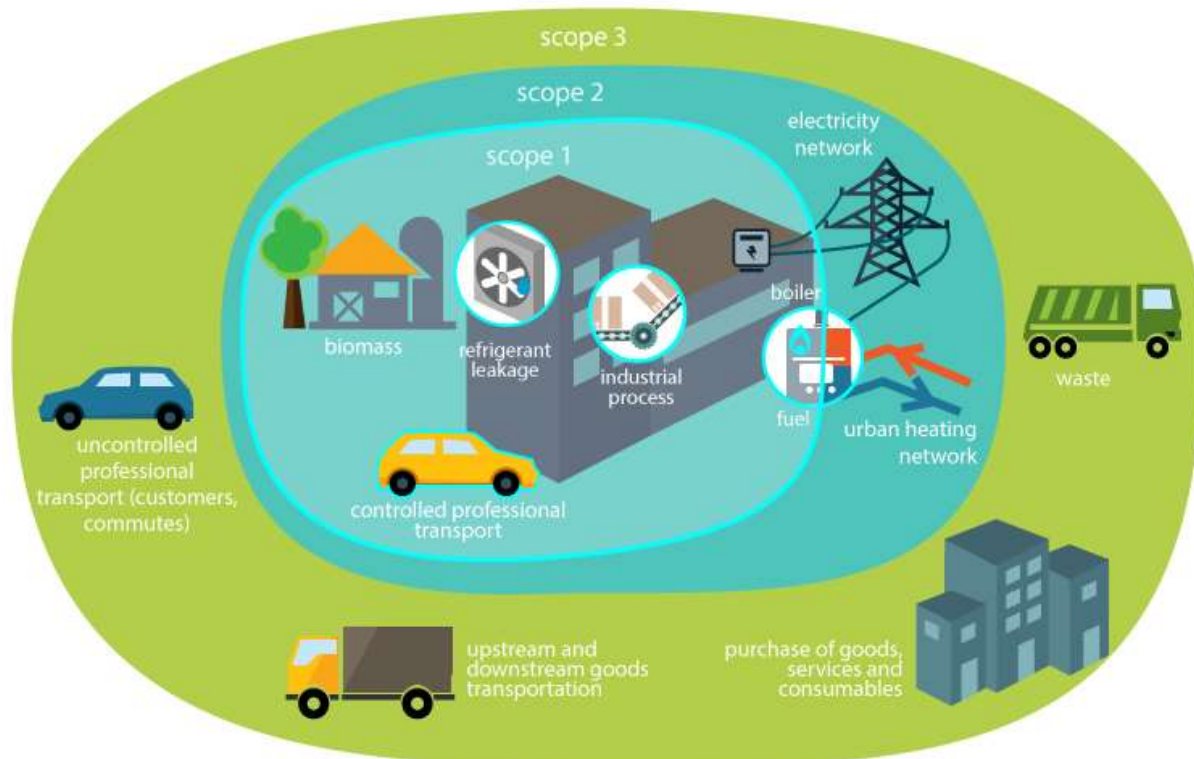
*Disclose our progress on a yearly basis*

*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, with our parent company office based in Scotland, we have committed to net zero by 2045, in line with the Scottish Government's aims.

## 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 and fuel expenses for staff. We have plans to develop our emissions monitoring for scope 3 over the next few years.

## 3.0 BASELINE FIGURES

BASELINE 2019 YEAR:			
ADDITIONAL DETAILS RELATING TO BASELINE EMISSIONS CALCULATIONS:			
<ul style="list-style-type: none"> <li>• Scope 1 – Gas used for fuel and diesel for fleet calculated using</li> <li>• Scope 2 – Electricity used calculated using</li> <li>• Scope 3 – Waste, water, Business travel from expenses (Fuel, train, taxi)</li> <li>• Exclusions – business travel – flights, 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>			
Emissions Tonnes CO <sub>2</sub> e	RD UK	RD IN	Group total
Scope 1	178.277	29.12	207.397
Scope 2	150.313	33.51	183.823
Scope 3	33.25	1.18	34.43
TOTAL	361.84	63.8	425.65

### Notes:

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

Employee commuting was added to scope 3 baseline data in 2022.

## 4.0 CURRENT YEAR FIGURES

CURRENT YEAR: 2021			
ADDITIONAL DETAILS RELATING TO BASELINE EMISSIONS CALCULATIONS:			
<ul style="list-style-type: none"> <li>Figures for UK and India calculated using GHG Reporting Conversion factors 2021 published by the UK Government - <a href="https://www.gov.uk/government/publications/greenhouse-gas-reporting-conversion-factors-2021">Greenhouse gas reporting: conversion factors 2021 - 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</li> <li>Scope 2 – Electricity used on all sites</li> <li>Scope 3 – Waste, water (all sites), Business travel from expenses (Fuel, train, taxi, UK only))</li> <li>Exclusions – business travel – flights, supplier data – unknown.</li> <li>UK - There were no AC unit or fire extinguisher unit top ups of F gases in 2021.</li> </ul>			
Emissions Tonnes CO <sub>2</sub> e	RD UK	RD IN	Group total
Scope 1	38.794	4.053	42.85
Scope 2	121.47	18.25	139.72
Scope 3	3.353	0.652	4.005
TOTAL	163.62	22.952	186.57

### Notes:

Radio Design disclosed their carbon data for 2021 as part of the Carbon Disclosure Project.

The pandemic and lockdowns exerted a substantial effect on the 2021 data, most notably when it came to business related travel in Scope 3.

The water figure in scope 3 is based in part on the 2019 baseline figures. In the Salts Mill premises the meter was replaced after failing to work for several months. Therefore, accurate water use figures for Salts Mill in 2021 were not available.

Fleet fuel consumption for India is not available but will be added to data streams as soon as it is.

Commuting by staff was analysed for the first time in 2021 and added to baseline and 2021 figures (details in table below).

A review of Scope 3 business travel figures was undertaken which identified expenses that were claimed for RD fleet vehicles and should therefore be attributed to Scope 1. A Hybrid vehicle was also identified. This has resulted in a reduction in Scope 3 for the UK.

## 5.0 CARBON REDUCTION PROJECTS

Project	Description	Status									
Single Use Plastics	Review use of these items in UK and India and to eliminate as far as possible.	Ongoing									
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></th><th>UK</th><th>India</th></tr> </thead> <tbody> <tr> <td>2019</td><td>1.107tCO<sub>2</sub>e</td><td>unknown</td></tr> <tr> <td>2021</td><td>0.51tCO<sub>2</sub>e</td><td>0.18 tCO<sub>2</sub>e</td></tr> </tbody> </table>		UK	India	2019	1.107tCO <sub>2</sub> e	unknown	2021	0.51tCO <sub>2</sub> e	0.18 tCO <sub>2</sub> e	<p>Ongoing, nearing completion. Data is still being interrogated to ensure it is correct.</p> <p>The data gathered for India staff was more variable and contained modes of transport that we do not have carbon emissions factors for.</p>
	UK	India									
2019	1.107tCO <sub>2</sub> e	unknown									
2021	0.51tCO <sub>2</sub> e	0.18 tCO <sub>2</sub> e									
EV100	Declared as an objective. Electric Mini purchased. Campaigns to follow regarding electric vehicles, benefits. Further investment in fleet to be undertaken.	Ongoing									

## 6.0 COMPLETED CARBON REDUCTION INITIATIVES

The following environmental management measures and projects have been completed or implemented since the 2019 baseline.

Project	Description	Output
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. Case Study was issued to interested parties in 2021 to highlight scheme and benefits.

## 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>M Gostling</b>	Signature	
Date	04/10/2022		

## 8.0 REVISION STATUS

REVISION NUMBER	DATE	REASON FOR AMENDMENT
00	30/04/2022	Draft document for management review
01	31/07/2022	Final published figures for 2021 added
02	04/10/2022	Additions: <ul style="list-style-type: none"><li>• Section 1.0 Net Zero Commitment</li><li>• Revision table</li></ul>