

SYNECTICS
SECURITY

INNOVATING, INTEGRATING, PROTECTING



Carbon Reduction Plan

SYNECTICS
SECURITY

Company: Synectics Security Limited

Publication date: 28th February 2023

Commitment to Achieving Net Zero

Synectics Security is committed to achieving Net Zero emissions by 2050 in support of the UK's and global climate goals.

Baseline Emissions Footprint

Baseline emissions are a record of the greenhouse gases (GHG) that have been produced in the past, prior to the introduction of any new strategies to reduce emissions. Baseline emissions form our reference point against which further emissions reduction can be measured.

Synectics Security Limited places great importance on understanding the environmental impact and how emissions can be reduced by re-designing or adapting processes to ensure they are efficient, lean, clean and deliver a reduced carbon footprint. Previously, Synectics Security were not obliged to report Carbon Emissions as this is not a legal requirement for a business of this size and nature. However, Synectics Security recognises the importance of playing our part in combatting climate change. Therefore, we are developing processes to capture evolving data requirements and have implemented monitoring and measuring protocols to report against scope 1, 2 & 3.

Scope Definition

Scope 1	Covers direct emissions from owned or controlled sources.
Scope 2	Covers indirect emissions from the generation of purchased electricity, steam, heating and cooling consumed by the reporting company.
Scope 3	Includes all other indirect emissions that occur in a company's value chain.

In order to calculate carbon outputs, we have identified the following monitoring activities to aid the collection of Greenhouse gas emissions data, of which, will be targeted for continued reduction, year on year.

Emission Releasing Activity	Source of Data Collection
Electrical Usage	Electrical Bill – Kilowatt Hours Used
Natural Gas Usage	Gas Bill – Kilowatt Hours Used
Water Supply	Water Bill – Cubic Metres Supplied
Water Treatment	Water Bill – Cubic Metres Treated
Fuel Used – Company Owned vehicles	Invoices / receipts / payment / In-bound goods log
Fuel Used – Upstream Transportation	Invoices / receipts / payment / In-bound goods log
Fuel Used – Downstream Transportation	Purchase Orders / Invoices / payments / out-bound goods distribution log Vehicle Odometers / Mileage log
Employee Travel	Employee survey Travel Distance Calculator

Waste Disposal / Recycling	Waste Consignment Documentation – Waste to Landfill (Tonnage) Waste Consignment Documentation – Waste to Recycling (Tonnage)
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Note relating to baseline emissions

Scope 3 (Upstream) - Synectics Security supply chain is comprised of major corporate manufacturers or business entities, who report their carbon emission reduction activity independently. Although continued assessment and reporting is underway to monitor, assess, and calculate more accurate emission reductions for 2022 onwards.

Synectics Security use two distribution organisations, who deliver equipment, parts and components to our office based in Nottingham. These two major distributors are the largest contributors within our value and supply chain and therefore we have used the below emissions estimate and included these within the company's Scope 3 emissions totals for the current year. Due to the inclusion of scope 3 emissions, we have seen a minor increase from the baseline year and anticipate annual emission reductions year on year from the current year forward.

Synectics Security, on average, receive 36 deliveries per week from both distributors (as broken down from the following locations), and this equates to 1,872 deliveries per year. The below mileage calculations have been converted into Litres using an estimate of 35 miles per gallon (4.5 Litres).

Distributor 1 Locations	Travel Distance (Miles)	Weekly Deliveries	Total weekly Miles	Total Monthly Miles	Total Annual Miles	Usage Litres
Nottingham	9	12	108	468	5,616	722
Sheffield	27	8	216	936	11,232	1,444
Leicester	27	5	135	585	7,020	902.5
Birmingham	40	3	120	520	6,240	802
Manchester	49	2	98	424	5,096	655
				Total	35,204	4,525.5

Distributor 2 Location	Travel Distance (Miles)	Weekly Deliveries	Total Weekly Miles	Total Monthly Miles	Total Annual Miles	Usage Litres
Birmingham	49	6	240	1,040	12,480	1,604.5
				Total	12,480	1,604.5
Combined Total					47,684	6,130

Scope 3 – Downstream – Synectics Security utilise a distribution partner for all equipment being issued from our distribution warehouse. Our distribution partner collects one delivery per day and all collections are transported to their distribution hub 13 miles from Synectics Security depot.

The below mileage calculations have been converted into Litres using an estimate of 35 miles per gallon (4.5 Litres).

Distribution Locations	Travel Distance (Miles)	Weekly Deliveries	Total weekly Miles	Total Monthly Miles	Total Annual Miles	Usage Litres
Nottingham	13	5	65	281.66	3,380	96.57
				Total	3,380	96.57

Baseline year is 1st March 2021 – 28th February 2022

Baseline year emissions	
Emissions	Total (tCO ₂ e)
Scope 1	311.13
Scope 2	6.7
Scope 3	15.4
Total emissions	333.23

Current year is 1st March 2022 – 28th February 2023

Current year emissions	
Emissions	Total (tCO ₂ e)
Scope 1	310.08
Scope 2	8.77
Scope 3 – Category 4 Upstream transportation and Distribution	15.40
Scope 3 – Category 5 Waste Generated in Operations	1.29
Scope 3 – Category 6 Commuting related travel	5.67
Scope 3 – Category 7 Business related travel	<i>Business related travel is conducted using company owned vehicles and is reported in scope 1.</i>
Scope 3 – Category 9 Downstream transportation and Distribution	0.20
Total emissions	341.41

Notes pertaining to Scope 3

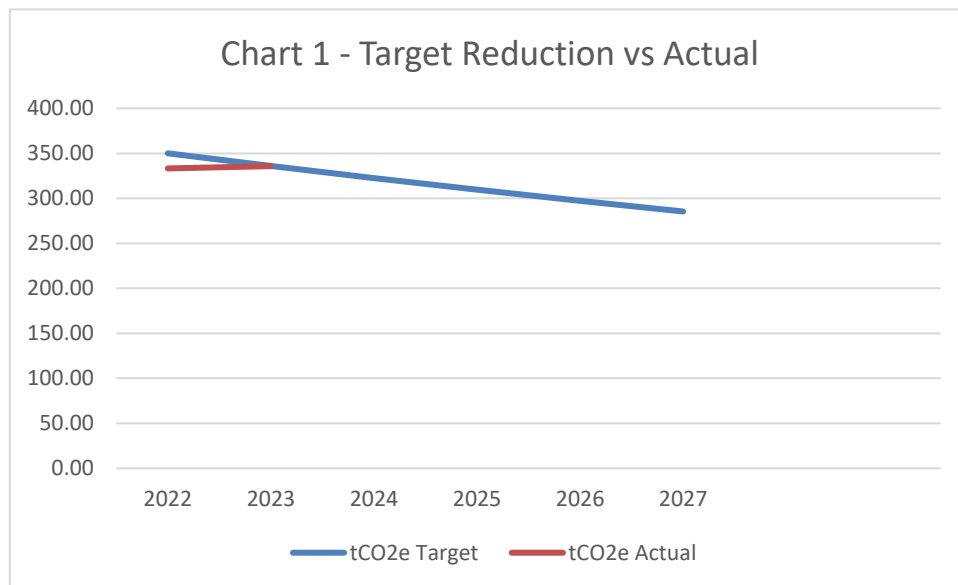
Scope 3 category 6 commuting related travel has been calculated using the results generated from an employee survey.

Emissions Reduction Targets

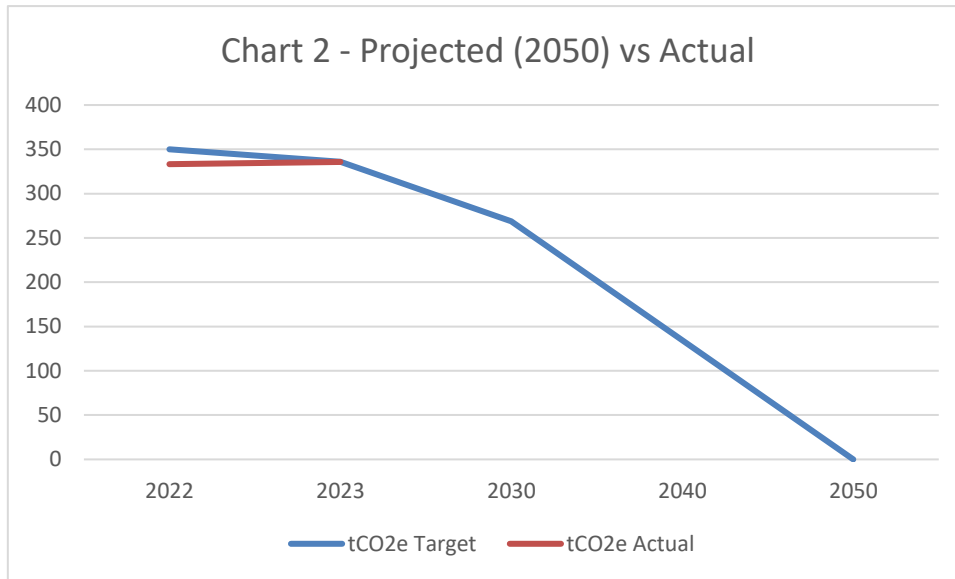
In order to continue progress to achieving Net Zero, Synectics Security have adopted the following carbon reduction targets.

Synectics Security project that carbon emissions will decrease over the next five years to 285.38 (tCO₂e) by 2027. This is a reduction of 20%.

Annualised Reduction Targets (5 years)						
Emissions	2023	2024	2025	2026	2027	Total
Scope 1	2%	2%	2%	2%	2%	10%
Scope 2	1%	1%	1%	1%	1%	5%
Scope 3	1%	1%	1%	1%	1%	5%
Total	-4%	-4%	-4%	-4%	-4%	-20%



NB: Synectics Security started its carbon emission data capture in the year of 2021, which was impacted by the various Covid 19 lockdowns and changes to business processes, activities, and practices. Our data shows, in 2021, there was a decrease within our carbon output, which is not representative of our normal business activities. Within our current reporting year, we have realised a slight increase in Carbon outputs which is due to personnel returning to normal working practices and frequenting office space, increased energy usage and increased travel and transport. Also, Synectics Security, whilst not legally required, have included scope 3 data within our reporting.



Existing, Ongoing and Completed Carbon Reduction and Environmental Initiatives and Actions

Synectics Security is not required to report under the Streamlined Energy and Carbon Reporting (SECR) legislation due to not meeting the thresholds in terms of Turnover, Balance Sheet or number of employees. Synectics Security have however implemented a number of initiatives as outlined below.

Our strategy toward improving the environment and environmental credentials is stipulated within our Environmental Policy. Synectics Security recognises its responsibility towards the environment, and both management and employees are committed to minimising the environmental impact of all associated business activities. In order to ensure effective management of these activities, which have the potential to reduce the effect to the environment, Synectics Security encourage and promotes best practice and continual improvement in environmental performance. Synectics Security commits itself to:

- Being aware of how activities, products, and services impact on the environment, and is committed to complying with relevant environmental legislation and regulations and to other requirements to which the organisation subscribes.
- Identifying objectives across the business aimed at continual improvement of its environmental performance by building environmental considerations into its decision-making processes and methods of operation, to minimise environmental impact and prevent pollution.
- Ensuring that all Synectics Security activities and services, give rise to significant environmental effects, and are covered by its environmental policy and that the policy is implemented, maintained, and communicated to all employees.
- Minimising the environmental impact for the life cycle (including disposal) of plant, equipment, and other assets.
- Communicating this policy to its customers and the general public, where requested.
- Requiring its suppliers and contractors to have a proper regard for the Synectics Security Environmental Policy for the goods and services they provide.

We take our environmental responsibilities very seriously and to this end, we have implemented many initiatives to aid the reduction of environmental impact borne from business activities, as detailed below.

Utility Usage Analysis

Synectics Security monitor utility usage on a monthly basis, analysing usage on a month-by-month basis with year-to-date consumption. Within our business budget setting exercises (each year) we appraise previous years consumption and allocate utility payment budgets based upon an annual forecast. At the forecasting phase, we review our Aspects and Impacts register to identify where reductions can be realised and therefore set annual utility reduction targets.

Office Infrastructure

Synectics Security commissioned an appraisal of physical infrastructure within its regional hub based in Watford. These report findings detailed “under utilisation”, therefore, we took the decision to close this hub and consolidate operations to our Head Office based in Nottingham. The result of this decision and office closure further underpinned Synectics Security’s commitment to carbon reduction and eliminated utility, water, travel etc. from this location.

Vehicle Fleet

We have a vehicle fleet comprising field-based engineer vans, cherry pickers and cars. Over the past two years we have replaced the vehicle fleet for more environmentally friendly low emission Hybrid Vehicles operating dual Petrol / Diesel and Electrical motors. Since the introduction of these Hybrid vehicles, Synectics Security have seen Diesel consumption reduce by over 50%, therefore providing a substantial reduction in particulate release and emissions borne from vehicle usage.

Paperless Environment

Synectics Security operate a clear desk policy which has seen a significant reduction in the use of raw materials (paper). Due to the successful implementation of this clear desk policy and the result yielded, we went one step further and implemented a paperless environment. To support this initiative, we reviewed our IT infrastructure and increased Cyber Secure server storage capacity. We also provided each employee with dedicated network folder and file space, to encourage all employees to move towards a paperless working environment.

Recycling

Synectics Security implemented a recycling policy and ensures that all waste generated is segregated between waste to landfill and waste for recycling. We employ the services of an external recycling specialist who collects waste and transfers it to a dedicated waste segregation facility for further waste segregation and recycling. Both office and site generated waste is segregated and recycled. Synectics Security also employ a WEEE specialist who collects electrical waste and again transfers it to a WEEE waste segregation / recycling facility. In order to maximise the environmental reduction impacts, our WEEE waste specialist operates on a national basis and therefore benefit from WEEE waste being collected direct from site, which negates any unnecessary waste transfer travel to the company’s waste segregation facility and therefore benefit from reduced carbon emissions through reduced road travel. Synectics Security, in conjunction with manufacturers and distributors, undertook an appraisal of equipment and component packaging and agreed a packaging reduction strategy, thereby, reducing the amount of packaging used and reducing the quantity of waste (for recycling) entering the business.

Lighting

As part of the Aspects and Impact strategy, Synectics Security appraised its electricity consumption and the associated impacts this has on carbon outputs. Existing lighting was old and inefficient fluorescent lighting tubes and therefore, took the decision to replace all lighting within offices with LED low usage luminaires and installed sensor-controlled lighting in low traffic areas and reduced electricity consumption, whilst realising lower light pollution.

IT Equipment Refresh

During the course of the past 18 months, we have undertaken a review of all IT hardware and made the decision to refresh all hardware including personnel Laptops and computers and are currently underway with our IT refresh programme and investing in updating hardware which utilises latest technology and lower power consumption.

Technology Appraisal

Whilst working in collaboration with clients and their identified specification, Synectics Security were able to advise on security system equipment that offers comparable optimal performance and high efficiency, whilst delivering low energy consumption and usage, therefore, providing a solution that yields lower lifecycle energy usage and associated cost.

Supply Chain Management

Synectics Security manage our supply chain to ensure all our partners continue to deliver services to meet both client's and Synectics Security business requirements. Synectics Security appraise each and every project for its requirements, installation and location and identify key manufacturers and supply chain suppliers that are local to the project wherever possible. We also use distributors, who both supply, store and deliver equipment direct to site and therefore negate the need to transport equipment to the distribution hub for redistribution to site. This management process reduces road travel and therefore carbon impacts. Synectics Security also use local sub-contractors where practicable and again are able to benefit from reduced travel, whilst supporting local economies.

UK Sourced Equipment

Synectics Security has an extensive approved list of supply chain partners ranging from manufacturers to distributors. Wherever we're able, we collaborate with clients and consult with them regarding their requirements and utilise manufacturers and equipment distributors within the UK, which negates global travel and reduces emissions borne from aviation and freight carbon outputs.

Efficient Resource Management

In tandem with supply chain management protocols, Synectics Security applies this methodology to its employed personnel. On each and every project serviced, we utilise highly trained, skilled and experienced personnel to deliver services and ensure they deploy local personnel. Whilst this approach demonstrates efficient financial benefits, they also benefit from reduced travel and positive environmental impacts from reduced carbon emissions.

Remote Working Hybrid Policy

To support employees during the Covid Pandemic period, Synectics Security introduced a Hybrid Working Policy which provided personnel with the option to work remotely rather than attending offices. This approach realised reduced travel leading to carbon reduction, and reduced electricity, gas and water consumption.

Synectics Security also commissioned a communications review and implemented improved video conferencing capabilities both within their offices and also individual employee's communication applications to promote remote working.

Rationalisation of Heating System

During the business environmental Aspects and Impacts review, Synectics Security realised that Gas consumption needed to be reduced in-line with reduction in Fossil Fuel consumption government initiatives and identified that office Air-conditioning units can be used to both cool and heat buildings, therefore, significantly reducing Gas consumption.

Car Sharing

Synectics Security implemented a car share initiative that is advertised and promoted internally. This initiative engaged personnel to plan their journeys and where feasible implement car sharing, therefore, reducing the number of personnel who are using their own vehicles to commute to the office, which in turn reduces the carbon outputs borne from vehicle emissions.

Future Carbon Reduction and Environmental Initiatives and Actions

Previously Synectics Security have detailed many Carbon reduction activities and continue to commit to aid the reduction in utility consumption and carbon emissions / outputs generated from business activities. These activities will continue, and Synectics Security will play our part in making business activities greener and less polluting and we plan to maintain and implement the following.

Environmental Aspects and Impacts

We will continue to maintain our business environmental aspects and impacts strategy and register. This register details key activities, products and services, their associated aspects, their associated impacts and the controls put in place to reduce carbon outputs and improve climate impact. Such as:

- Recycling of Waste Electrical and Electronic Equipment including printer consumables
- Re-use and recycling of Cardboard
- Shredding and recycling of Confidential Papers
- Recycling of Polythene
- General Waste and Other Recyclable Materials Inc. paper
- Wooden Pallets
- Hazardous Wastes
- Energy usage through the servicing and repair of electrical equipment
- Noise generated through general use of the building
- Chemical Spillage of Hazardous Material
- Use of Plant & Equipment
- Energy Usage
- Company travel by road, sea and air
- Travel to work
- Surface water run-off to groundwater
- Water consumption
- Discharges to water
- Reduced purchase of non-sustainable goods and services
- Increased purchase of sustainable goods and services
- Asbestos in the fabric of the building

Utility and Energy usage

Synectics Security will continue to evaluate utility and energy usage and set further consumption reduction targets year on year. Synectics Security will Implement further usage reduction initiatives, as and when they are identified. Also, in conjunction with the hybrid working policy, temporarily shut down areas within office locations which are under or infrequently utilised.

Recycling

Synectics Security is initiating a strategy to further improve its recycling capabilities.

Improvements identified are to further separate and segregate waste in categorised waste collection,

- Paper
- Cardboard
- Plastic
- Metal
- Wood / Timber

- General waste
- WEEE

Vehicle Fleet

In line with Synectics Security's vehicle fleet transport plan, a three-year vehicle fleet replacement plan is underway. This plan will change Petrol / Diesel and Hybrid vehicles to all electric vehicles.

Technology Champion

Synectics Security have recently appointed a Technology Champion whose role is to work in tandem with clients and Technical Design Teams to continue to appraise technological advancements of security equipment and to advise on developed, new or emerging equipment which offers low electrical usage, whilst maintaining specified functions and capabilities.

Supply Chain Management

Synectics Security will continue to operate a "think local" approach and assign supply chain suppliers and subcontractors who are local to projects and contracts serviced. We are also implementing further developments within their supply chain management system, to empower and support supply chain members in identifying and implementing environmental initiatives and further capture environmental credentials and management information to ensure full life cycle environmental reductions, borne from collective business activities.

Environmental Customer Collaboration

Synectics Security will continue to support and collaborate with customers regarding their varying environmental initiatives and dovetail these initiatives and therefore collectively benefit from lessons learnt, cross pollination of further Carbon Net Zero initiatives and harness the combined power of joint management information pertaining to environmental improvements. Synectics Security are aware everybody has a part to play in improving business activities to reduce carbon outputs and increase environmental credentials and recognise that a collective approach, can make greater improvements.

Synectics Security is working in collaboration with our customers to identify the potential to create efficient operating practices. Previously, Synectics Security have worked with customers to design, install and commission co-located Security Control Rooms and are currently working with customers to emulate this initiative. Therefore, reducing customer operating locations, by consolidating several Control Rooms into one multi-functional security Command and Control suite, which enables several customers (within close proximity) to utilise shared premises. Thereby, reducing utility and energy usage, water consumption, travel (employee and business), waste generation and generally enable a greater positive environmental impact.

IT Equipment Refresh

In tandem with Technology Champions recommendations, Synectics Security will continually refresh IT hardware infrastructure to ensure efficient utilisation of IT hardware that benefits from efficient / low power usage.

Hybrid Working

Having benefitted from the introduction of our Hybrid working policy, Synectics Security continue to evaluate the impacts this is having on business activities and the ability to provide ongoing high level service excellence via remote working. Synectics Security will review this policy periodically and the

management team is charged with identifying where further appropriate remote working initiatives can be implemented and therefore reduce unnecessary travel, reduce energy consumption, whilst delivering high level productivity.

Monitoring and Reporting

Synectics Security are not currently legally obliged to report on Green House Gas emissions and global energy usage (Carbon reductions), however, takes its responsibility to the environment very seriously and therefore adopt best practice principles, in line with government guidance. Therefore, Synectics Security have identified the following business activities which release Greenhouse Gas.

1. Electrical / gas use
2. Waste disposal / recycling
3. Business travel
4. Owned and controlled vehicles
5. Employee business travel
6. Personnel commuting

All identified initiatives and actions fall within the following reduction scope; 1, 2 & 3.

Declaration and Sign Off

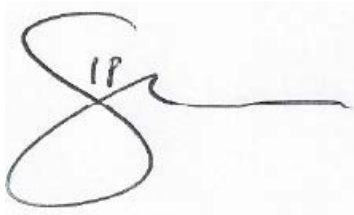
This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standard for Carbon Reduction Plans.

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) Standard¹.

This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

Signed on behalf of Synectics Security

A handwritten signature in black ink, appearing to be 'Iain Stringer', written over a light grey rectangular background.

Iain Stringer

Managing Director

Date: 28th February 2023