



**NOVUS**  
Property Solutions

# Carbon Reduction Plan

Supplier Name: Novus Property Solutions Ltd

Publication Date: August 2023

## Net Zero Commitment

Novus are committed to responsible energy management and will practice energy efficiency throughout our organisation. We recognise that climate change is one of the most serious environmental challenges currently threatening the global community and we understand we have a role to play in reducing greenhouse gas emissions. Our aim is to be net zero by 2030.

## Baseline Emissions Footprint

Baseline emissions are a record of the greenhouse gases that have been produced in the past and were produced prior to the introduction of any strategies to reduce emissions. Baseline emissions are the reference point against which emissions reduction can be measured.

Emission related to energy, waste and transport have been calculated using the best available usage data. Emissions have been grouped according to the GHG Protocol Corporate Accounting and Reporting Standard.

The baseline year for comparisons is 2018, which was the last year our scope 1 and 2 emissions were externally verified during the Phase 2 Energy Savings Opportunity Scheme (ESOS) audit.

Upstream emissions for transportation and distribution (T&D) of electricity use has been included.

Data for scope 3 emissions was not fully available, but the reporting structure has been enhanced since.

Scope / Year	2018	2020	2021	2022
Scope 1	3077.88	2036.54	2244.78	3202.15
Scope 2	263.41	97.49	98.18	82.90
Scope 3	329.60	486.98	530.48	679.16
Offsets*	0.00	0.00	-620.00	-2802.00
Total Pre-Offset	3670.89	2621.01	2873.44	3964.21
Total Post-Offset	3670.89	2621.01	2253.44	1162.21

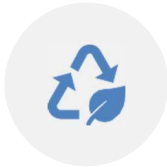
\*Offsets are provided via Verified Shell Carbon Retirement Credits based on fuel card purchases.

Emissions reduction targets

Novus Property Solutions aim to be carbon neutral by 2024 and Net Zero by 2030. In order to progress towards this, we have adopted the following reduction targets against the baseline year and will adjust as necessary:



We will reduce emissions from travel (including grey fleet and hired vehicles) by 30%.



We will reduce total emissions from energy use at branch offices by 30%.



We will promote the circular economy, identify waste by activity streams and reduce total construction waste by 45%.

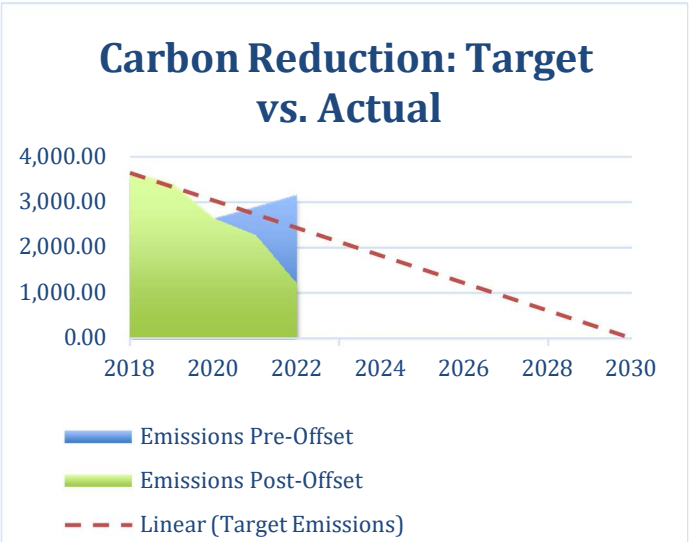
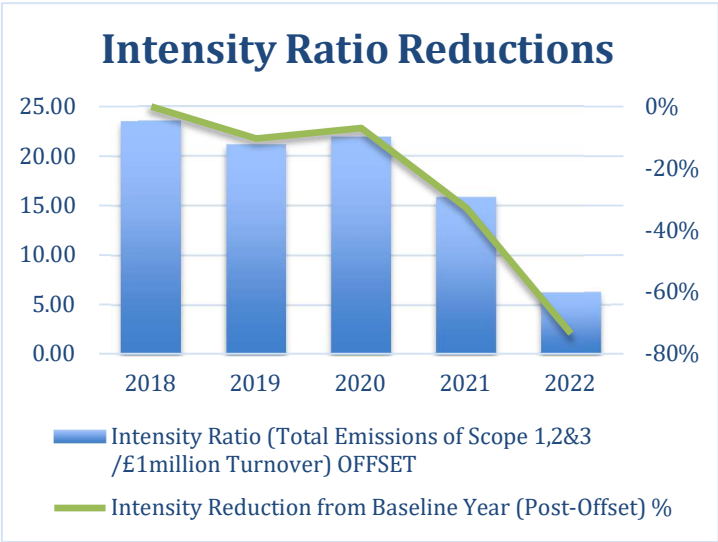


We will reduce office paper usage by 60%.



We will recycle paint cans purchased Novus – Greater than 80%.

Progress against these targets can be seen in the graphs showing intensity reductions (left) and carbon reductions (right).



## Carbon Reduction Projects

### Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2018 baseline. The carbon emission reduction achieved by these schemes equate 9% against the previous year, which increases to 61% following offsetting. This results in a reduction of 73% intensity ratio against the 2018 baseline year.

We have continued to introduced policies and initiatives to help us reduce our transport costs, mileage, energy use, waste, and emissions. These include:

Maintaining hybrid working practices and enhancing our suite of IT tools.

Fleet vans are speed limited to increase fuel efficiency and reduce carbon & NOx emissions.

We continue to increase the number of Euro 6 compliant vehicles within the fleet and are increasing the number hybrid vans.

Sustainable travel planning continues via work scheduling software and investment in our colleagues to ensure we have a high number of multi-trade workers to reduce the number of repeat trade person visits and thus mileage.

Launched our salary sacrifice grey fleet scheme to encourage take up of Ultra Low Emission Vehicles.

We have delivered environmental awareness training to all Novus colleagues to ensure a standard level of knowledge in which to grow initiatives and increase staff energy awareness to reduce energy consumption etc.

SMART energy meters continue to be installed across the remainder of our office assets to increase the visibility of data and improve accuracies.

Senior managers and Directors have completed IEMA Construction Certificates.

Achieved gold level of the Supply Chain Sustainability School. The School is an award-winning industry wide collaboration, providing the skills and knowledge to deliver a sustainable future.

We have maintained green energy tariffs across each of our offices (where we are responsible for energy procurement) as well as completed LED lighting upgrades.

We have maintained diversion from landfill rates to above 95%.

We have planted 803 trees (one for each colleague) which will sequester over 240 tCO<sub>2</sub>e.

Our cycle to work scheme remains operational.

## Future measures to be implemented.

The following energy efficiency measures are planned for implementation:

We will reduce our energy intensity ratio by 5% during 2023 based on the previous year.

We will complete the Energy Savings Opportunity Scheme Audits which will be externally verified, and review further saving opportunities.

We will be continuing environmental communications via SHE moments, a monthly topic discussed at all internal meetings and communicated to site teams.

We will release further environmental training through the Supply Chain Sustainability School.

Our procurement team will complete self-assessments and undertake training on the Supply Chain Sustainability School to upskill them as part of our procurement strategy.

Continue the implementation of our Environmental Commitments Plan – The five-year plan to drive energy and waste efficiencies on our journey towards Carbon Net Zero.

We will reduce our waste by applying circularity, working with our key clients and partnering with their environmental strategies.

Continued development of carbon tracking solutions in relation to waste, fleet and energy.

We will increase the use of e-learning training to reduce the number of face-to-face training sessions and associated travel.

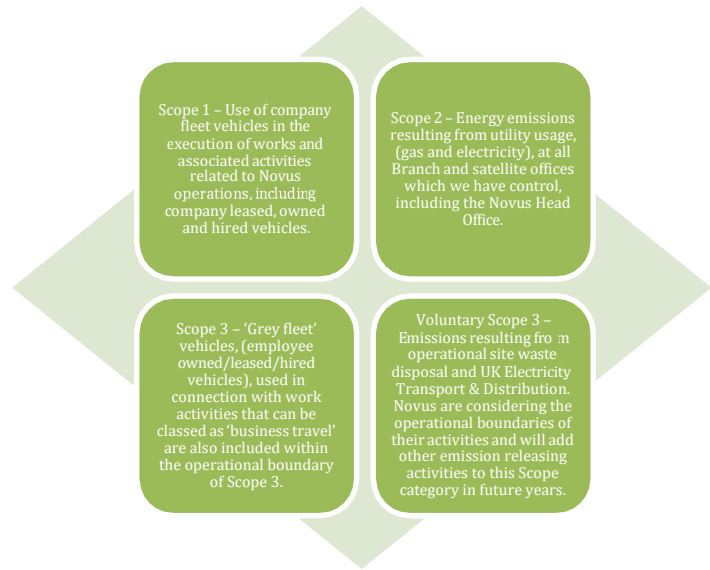
We will implement recommendations from office energy reviews to provide additional improvements and the business case for renewables.

We will be installing electric charging infrastructure within our offices to assist with carbon reduction targets.

## SECR Methodology Notes

The data has been produced using the GHG Reporting Protocol and in line with the Environmental reporting guidelines used in conjunction with Government GHG conversion factors.

For the purposes of this plan, Novus have identified their emissions-releasing activities, based on operational boundaries, as follows:



## 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.

This Carbon Reduction Plan has been reviewed and signed off by the Board of Directors of Novus Property Solutions Limited.