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## Carbon Reduction Plan

Novatia is committed to achieving net zero emissions by 2050 at the latest. Our emissions reporting will be aligned with our financial year, which runs from 01 April to 31 March.

### Baseline Emissions Footprint

Baseline year: 2021/22

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Our baseline emissions includes all measurable scope 1, 2 and 3 emissions.

#### Scope 1

Novatia is a services company. We operate from a serviced office and do not own or lease machinery or company cars. Therefore, Scope 1 (direct emissions resulting from vehicles, fuel use and/or chemical leakage) is calculated as zero.

#### Scope 2

Calculations include our Winchester facility (within the serviced office block).

#### Scope 3

Covers upstream and downstream expenses, including business travel and supply of equipment to clients.

It is noted that Novatia have been ISO 14001 certified since 2009 and this has had a positive impact our baseline emissions due to historic environmental strategies.

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Baseline year emissions:

Emissions	Total tCO <sub>2</sub> e
Scope 1	0
Scope 2	0.158
Scope 3	297.84
Total Emissions	298

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Our baseline emissions have been established using the Nominative Business Carbon Calculator that follows the Greenhouse Gas Protocol (<https://ghgprotocol.org/>) for carbon accounting. The engine uses science-based emissions data and a combination of spend-based and activity-based methods to calculate Novatia's greenhouse gas emissions.

## Current Emissions Reporting

Reporting year: 2022/23

Data for our first year of reporting to 31 Mar 2023 has shown a large increase in total tCO<sub>2</sub>e. As we calculate our emissions using spend-based and activity-based methods, an increase in the number projects has impacted our result.

Scope 1 remains zero as Novatia operate out of a serviced office block with purchased energy being calculated under Scope 2.

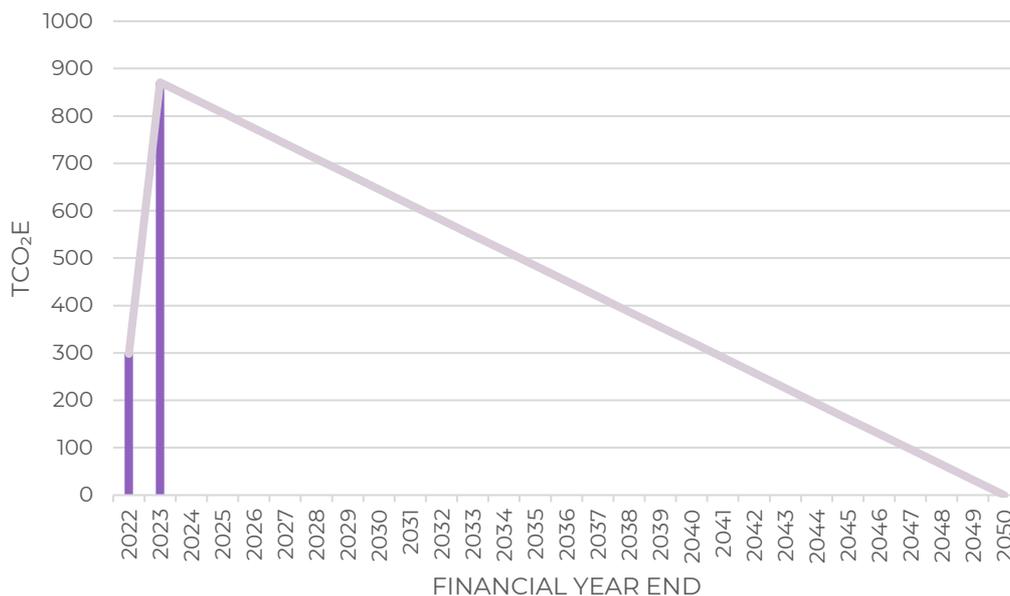
Increases in the purchase of materials, transportation and emissions generated from the services we provide as a result of business growth has seen an increase in Scope 3. This has highlighted the need to work more closely with our established supply chain to better understand and reduce the emissions linked to our projects.

Year 1 emissions:

Emissions	Total tCO <sub>2</sub> e
Scope 1	0
Scope 2	3.38
Scope 3	868
<b>Total Emissions</b>	<b>871</b>

## Target for Emissions Reduction

Following the first year of reporting, we will focus on carbon reduction projects to reduce emissions over the next five years by 129 tCO<sub>2</sub>e annually to 742 tCO<sub>2</sub>e by 2027, a reduction of 15%. Tracking can be seen in the graph below:



Novatia maintain ISO 14001 certification and set objectives annually to support our target for emissions reduction. These include achieving Net Zero carbon emissions by 2050 at the latest and auditing the carbon reduction plans of our supply chain.

## Carbon Reduction Projects

The following environmental management measures and projects are in progress to support our work to reduce our emissions following a large jump from our 2021/22 baseline.

- To work closely with our supply chain to ensure they are reducing emissions in the services provided to Novatia. We will also collaborate with suppliers to better understand the emissions produced in the manufacture and supply of the equipment we are purchasing.
- Following the successful implementation of the Cycle to Work scheme, Novatia will seek to improve cycle storage facilities to support employees wishing to cycle to the Winchester office.
- To support our clients delivering building projects using the Building Information Modelling (BIM) structure, Novatia are working to implement the requirements of ISO 19650. BIM projects enable all Appointed Parties to work collaboratively, supporting efficient decision making on the carbon footprint of a project.
- To procure equipment in single orders to reduce number of deliveries to building sites.
- Technical consultants to deliver energy efficient solutions by setting up automatic close down and other power saving settings in ICT equipment.
- Travel to client sites and building projects is a necessity for our work and Novatia will instigate a Green Car Salary Sacrifice Scheme to promote the use of electric cars by our consultants.
- Promote electronic document signing to reduce the use of hard copy Sub-Contracts that impact emissions by increasing printing and postage requirements.

## 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<sup>1</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>2</sup>.

Using the Normative Business Calculator, 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<sup>3</sup>.

This Carbon Reduction Plan has been reviewed and signed off by the Board of Directors



Richard Sambrook Smith  
**Managing Director**

24th August 2023

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<sup>1</sup> <https://ghgprotocol.org/corporate-standard>

<sup>2</sup> <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

<sup>3</sup> <https://ghgprotocol.org/standards/scope-3-standard>