



ACTUA CHARTERED SURVEYORS CARBON REDUCTION PLAN

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Introduction

ACTUA Chartered Surveyors' operations cover consultancy services including; building surveying and project management activities on refurbishment and new build projects. Our journey to Net Zero and associated carbon reduction targets and action plans will be structured in line with our core business operations and bidding entities.

ACTUA Chartered Surveyors financial year starts on 1st May to 30th April; our carbon reporting has been aligned to this reporting cycle since financial year 2023/24. The current reporting period covered by this plan is 1st May 2023 to 30 April 2024.

Our Purpose

Our purpose is to provide construction consultancy services that help sustainably deliver projects vital to our clients and the wider community. We are a provider of property, construction and estate wide built environment consultancy services and are committed to ensuring our advice helps deliver projects for communities and leave lasting legacies through our involvement.

At the core of our service delivery is technical excellence, wherever we are able utilising the latest innovations, methods and technology to ensure we offer the best value for our clients.

We have set a target to reduce scope 1 and 2 carbon emissions intensity by 10% by end of 2024/25, with a 20% reduction to be achieved by 2029. Our target is to reduce energy and fuel use by 40% by 2036 based on our 2023/24 baseline.

Reporting Standard and Scope

The process follows of the principles of ISAE 3410, Assurance Engagements on Greenhouse Gas Statements standard, but is not a formal assurance to that standard at this time. It is undertaken to ensure that the statement is considered materially correct, a fair representation of the Greenhouse Gases emitted and is prepared in alignment with the Greenhouse Gas protocol and the relevant scope of activities of Actua Solutions Ltd trading as Actua Chartered Surveyors.

Our current carbon footprint accounts for carbon emissions over which the Company has financial control.

Commitment to Achieving Net Zero

ACTUA Chartered Surveyors is committed to achieving net zero carbon emissions by 2050.

We are referring to our Scope 1 and 2 Carbon Emissions as our Business Operations Carbon, as it relates to our Company's own use of energy for our own operations therefore is under our control.

Given this we will achieve net zero for scope 1 and 2 by 2045. We are aiming to achieve this target without offsetting.

We will achieve Net Zero across our Value Chain Carbon (Scope 3) by 2050. As part of our journey to Net Zero we will achieve a number of interim targets as detailed below.

Baseline Emissions Footprint

ACTUA Chartered Surveyors herein confirm that our Baseline year is 2023/24. As this is our first reporting period the following information relates to data collected reflective of our current business structure and operations and provides a robust base from which to measure improvements.

Additional details relating to the Baseline Emissions Calculations

Our Baseline Emissions calculations have been calculated using the Normative Business Carbon Calculator and relate to our own activities only and do not include the emissions resulting from the activities of our Supply Chain and any Subcontractors.

Current measures include Scope 1, 2 and 3 emissions including information relating to the carbon associated with our business travel, purchased goods and capital goods.



The following Baseline information is our year 1 data currently available.

Through 2024/25, as our Net Zero strategy and associated action plan is developed, and implemented, the volume of measurement will increase.

First Reporting Period 2023/2024 Year Emissions – Baseline

Emissions	Total tonnes CO ₂ e
Scope 1	0.00
Scope 2	5.02
Electricity	1.21
Heat	3.81
Scope 3	55.6
Business Travel	3.78
Purchased goods and services	17.3
Capital goods	34.5
Total Emissions	60.6

Emission Reduction Targets

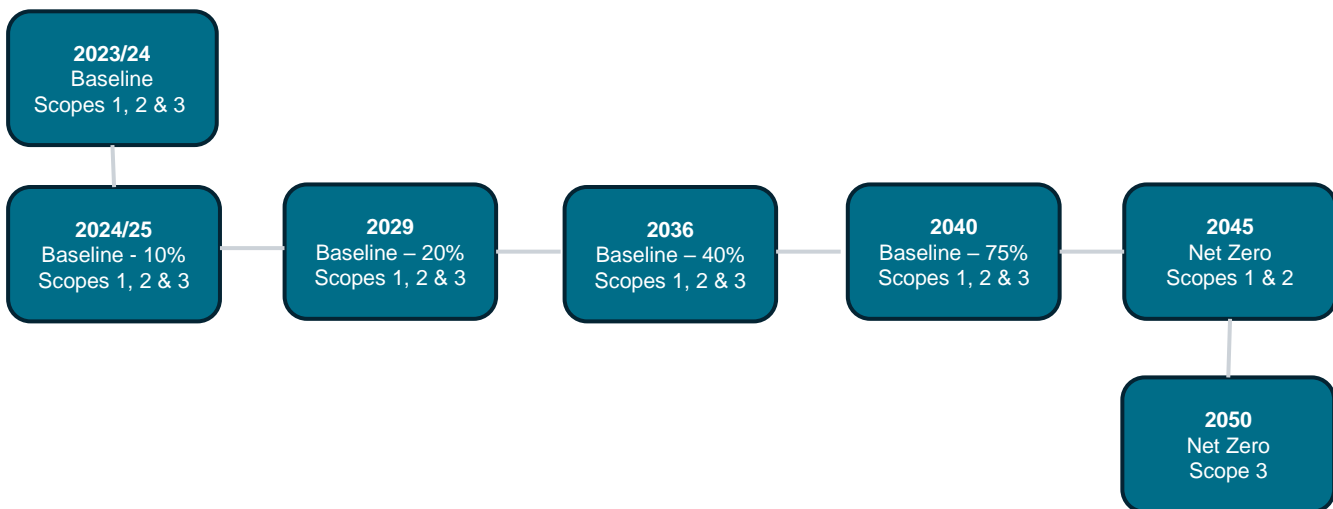
In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets.

We project that our carbon emissions will decrease over the next five years to 50.5 tCO₂e by 2029.

This is a reduction of 20%

Target for Period 2024/2025 Year Emissions

Emissions	Total tonnes CO ₂ e
Scope 1	0.00
Scope 2	4.56
Scope 3	50.54
Total Emissions	55.10



In addition, the following targets are measured and reported annually:

OBJECTIVE	TARGET
Reduce Electricity consumption within head office (power requirements)	5% Reduction of electricity used per head against previous year
Reduce vehicle fleet fuel consumption	3% reduction in fleet fuel consumption normalised against turnover
Reduce emissions associated with space heating office space (gas)	5% reduction based on fuel switch / tariff use

Carbon Reduction Projects

ACTUA Chartered Surveyors has a detailed Environmental Policy which is fundamental to our business strategy and by implementing this policy we strive to continually improve our ISO14001:2015 Environmental Management System.

Our Environmental Management System (EMS) includes policies, standards, guidance and processes to identify and reduce environmental impacts, including carbon emissions. During the next 2 years we are looking at further developing the following elements of our EMS:

- Energy and Carbon Reporting Standard and Guidance
- Carbon Glossary
- Climate Change Risk Management Process

Environmental Management Planning as an ISO14001:2015 Certified Company our Business operations are delivered under formal Environmental Management Plans.

In applying these, third-party audited, Management Plans we focus on, but not limited to, the following key areas:

- Working to ensure in line with our ISO14001 EMS, we work to streamline our operations by incorporating SMART travel and project management protocols to reduce our carbon footprint.
- Include within design and work specifications methods and practices to encompass recovery and recycling rates of 98.5% for the refurbishment and new build projects we are responsible for.
- Work at tender evaluation stage to formally assess carbon related activities and track records of bidding contractors to ensure that lowest price does not always win and the most carbon efficient and best value operator is awarded the contract.
- Local sourcing – Applying a ‘Buy local’ policy to maximise the volume of orders placed with Local Businesses. Using local suppliers naturally reduces the CO2 emissions in the delivery of our services. This policy also focusses our efforts on the recruitment and training of local people. Collectively this approach supports our Corporate Social Responsibility Policy and maximises Social Value.

Vehicles and Fleet

Vehicles and Fleet over the next five years the Company is looking at procuring more ultra-low emissions vehicles (Electric EV) to add to the fleet and switching to Life Cycle Costings for the Company Car List to encourage the take up of low-emission vehicles by employees, and the installation of / access to more EV Charging Points at our Head Office.



Other Carbon Reduction Initiatives we will look to incorporate within our business operations

- Switching energy suppliers to a Green renewable tariff with REGO Certification
- Inclusion of full LED lighting to office space
- Move to new managed office space with smaller footprint and energy efficient heating system
- Adoption on SMART travel planning / Car sharing
- Grow vehicle fleet with the provision of electric vehicles for all fee earning staff
- Programme of IT equipment and hardware recycling
- Continue to work to decarbonise our supply chain partners and Sub Consultants
- Continue with staff education on the importance of carbon reduction targets
- Office Champion(s) for carbon reduction on project-by-project basis
- Staff incentive programme for carbon reduction
- Staff CPD and mandatory RICS training to include carbon reduction factors

Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with Public Procurement Notice (PPN) 06/21 and its Associated Guidance and Reporting Standard for Carbon Reduction Plans.

Measurement of emissions follows the Greenhouse Gas Protocol for all scopes.

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 Streamlined Energy and Carbon Reporting (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.

Signed for and on behalf of ACTUA Chartered Surveyors:



Simon Fullard - Managing Director

Dated: 03 May 2024



David Sharp – Commercial Director

Dated: 03 May 2024