



Cabinet Office

CARBON REDUCTION PLAN GUIDANCE

Notes for Completion

Where an In-Scope Organisation has determined that the measure applies to the procurement, suppliers wishing to bid for that contract are required at the selection stage to submit a Carbon Reduction Plan which details their organisational carbon footprint and confirms their commitment to achieving Net Zero by 2050.

Carbon Reduction Plans are to be completed by the bidding supplier entity and must meet the reporting requirements set out in supporting guidance, and include the supplier's current carbon footprint and its commitment to reducing emissions to achieve Net Zero emissions by 2050.

The Carbon Reduction Plan should be updated regularly (at least annually) and published and clearly signposted on the supplier's UK website. It should be approved by a director (or equivalent senior leadership) within the supplier's organisation to demonstrate a clear commitment to emissions reduction at the highest level. Suppliers may wish to adopt the key objectives of the Carbon Reduction Plan within their strategic plans.

A template for the Carbon Reduction Plan is set out below. Please complete and publish your Carbon Reduction Plan in accordance with the reporting standard published alongside this PPN.

Carbon Reduction Plan Template

Supplier name: The Norse Group Limited

Publication date: 22 Jan 2024

Commitment to achieving Net Zero

The Norse Group Limited is committed to achieving Net Zero emissions by 2050.

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.

Baseline Year: Apr to Mar 2022-23

Additional Details relating to the Baseline Emissions calculations.

The Norse Group Limited (Norse Group) has measured and reported carbon emissions and energy usage since 2014. However, due to significant changes within the group structure and the requirements to report additional Scope 3 emission sources, a new baseline has been established and has been verified by Carbon Footprint.com

Scope 1, Scope 2 and Scope 3 (Business travel + WTT) have been reported as part of annual Companies (Directors' Report) and Limited Liability Partnerships (Energy and Carbon Report) Regulations 2018 (SECR), since the requirement was established.

Upstream, waste generated, employee commuting emissions are being collected from 2022-23. Upstream transport and distribution emissions are only applicable to a few business areas within the group. Downstream transport and distribution are not relevant to Norse Group operations.

Baseline year emissions:

EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	15,764
Scope 2	1,460
Scope 3 (Included Sources)	4,486,198 Includes: Scope 1 and 2 Well to Tank, Electricity Transmission and distribution, Upstream Transportation and distribution, Business Travel, Commuting, waste from operations ¹ .

¹ Upstream transportation and distribution and waste from operations data sets are only partially complete. These should be completed during 2024.

Total Emissions	4,503,422
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Current Emissions Reporting

Reporting Year: Apr to Mar 2023-24	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	13,278
Scope 2	1,532
Scope 3 (Included Sources)	5,564² Includes: Scope 1 and 2 Well to Tank, Electricity Transmission and distribution, Waste from operations, Business Travel.
Total Emissions	20,375

Emissions reduction targets

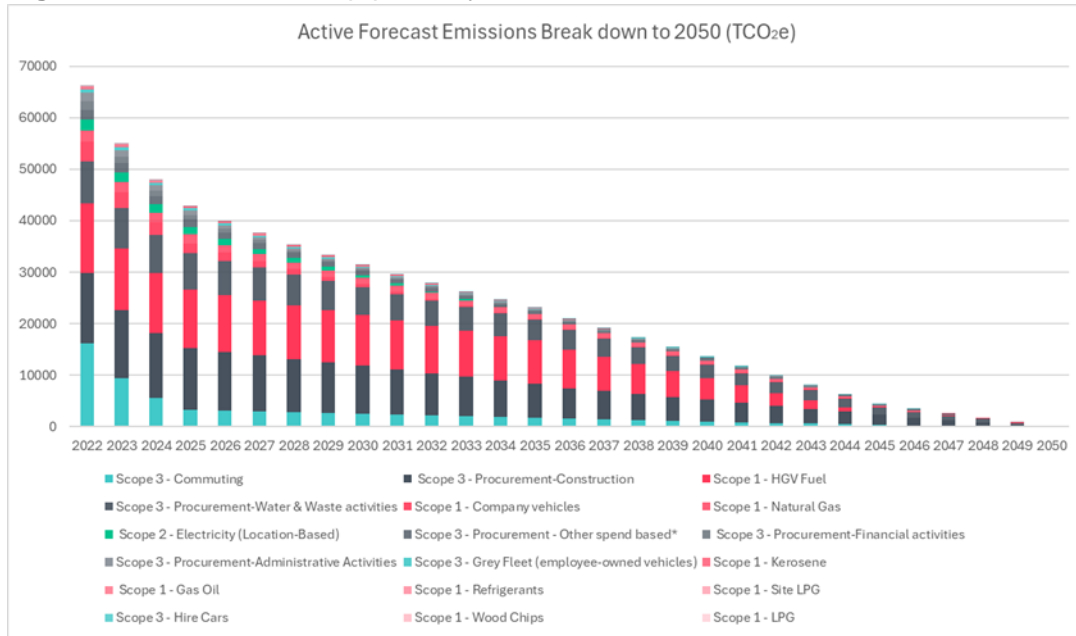
Our journey to net zero will be accomplished by 2050. Whilst we want to reduce our emissions as quickly as possible, we acknowledge that achieving true net zero will require investment and adoption of new working practices and technology. We will constantly seek to outperform our high-level plan towards 2050, but this may not always be financially or technically viable.

The high-level strategy will be broken down into 5-year phases, made up of annual delivery plans. This will allow us to ensure that progress is made throughout the process and is align with the Group 5-Year Strategies, whilst allowing us to react to operational and technological developments.

Figure 1 below shows the proposed pathway to net zero for the Norse Group. Our pathway reflects the challenges we will face reaching net zero in certain areas (most notably where operations require the use of HGVs for refuse collection / highways maintenance etc).

² Upstream transportation and distribution, waste from operations and commuting for 2023-24 will be added within 6 months of the end of the reporting year as allowed.

Figure 1. The Norse Group pathway to net zero.



Carbon Reduction Projects

Completed Carbon Reduction Initiatives

Five additional electric and three hybrid vehicles have been introduced within the business, with more on an ad-hoc basis.

Establishment of a new Fleet Department has resulted in better management of the fleet maintenance and replacement strategies. Focus has been on the roll out of energy efficient Euro 6 engine vehicles, ahead of a roll-out plan to transition to electric vehicles for Group fleets. This has resulted in the replacement of 42 ageing diesel vehicles with new equivalents.

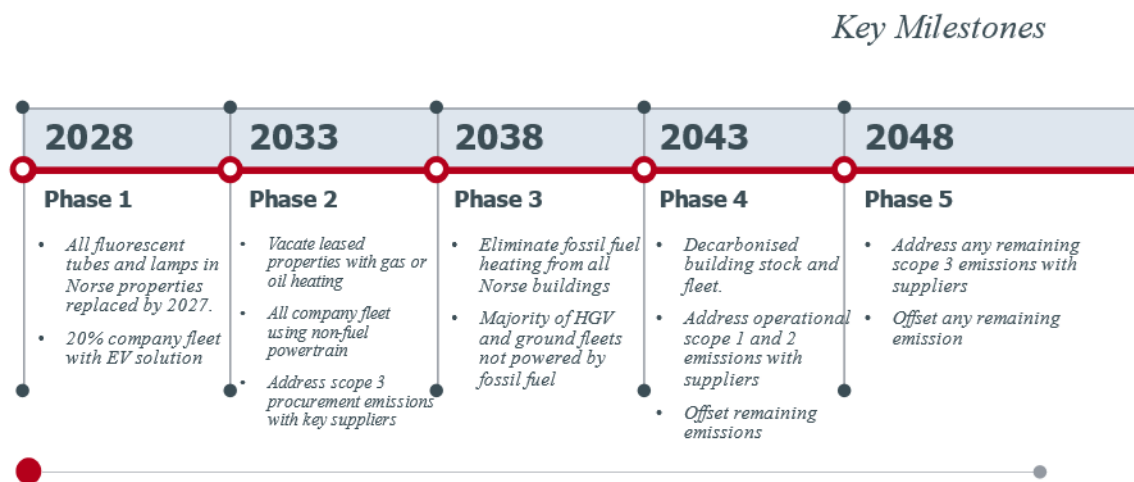
Ongoing engagements with suppliers to switch to green energy traffic for purchased electricity across the Group.

Engaging with Local Authority Partners to secure replacement funding for two of aging RCV fleets.

Agile working arrangements continued and has resulted in further space optimisation and vacating 3 buildings.

At this stage of the development and delivery of Norse's net zero journey it is not possible to have a detailed list of actions that will be undertaken. These will be developed in line with the action plan set out in the table below.

Figure 2: Key Milestones



It is possible to set out a list initiatives and goals that we will seek to take forward as part of our journey at a group level. These include:

Phase 1 04-2023 to 03-2028:

- Replace all fluorescent tubes and lamps within Norse Group owned and occupied properties by Mar 2027 .
- Establish the cost of switching electricity tariffs to renewable to allow reduce market-based footprint to be reduced.
- Replace 20% of van and car fleet per year with an EV solution, in line with group's fleet replacement programme, starting in 2024/25.
- Introduce a programme of driver Eco training for all fleet and business mileage drivers, to be rolled out by end of phase 1.
- Undertake a detailed net zero survey for each building we own and occupy resulting in a costed action plan for each building.
- Vacate leased properties with gas or oil heating at end of contract term or engage with landlords to have a zero-carbon heating system installed. To be complete by end of Phase 2

- Annually review significant technologies to assess viability in terms of cost and service delivery for deployment. Install sub metering for all significant energy using equipment and leased building with energy included in rent.
- Encourage take up of agile working and salary sacrifice schemes to reduce carbon footprint of business travel and commuting.
- Begin to work with key suppliers to address our Scope 3 procurement emissions.

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 standard³ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting⁴.

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) Standard⁵.

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

Signed on behalf of the Supplier:

Roger Smith

Date:16/05/2024

³ <https://ghgprotocol.org/corporate-standard>

⁴ <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

⁵ <https://ghgprotocol.org/standards/scope-3-standard>