



# Carbon Management Plan – Vertas Group






### **Introduction**

Vertas Group Limited, an industry leader in facilities management, delivers a wide range of services to multiple sectors, including catering, cleaning, security, energy, property, grounds, environmental and design organisations. Vertas has demonstrated their commitment to sustainability by achieving 2 years of Planet Mark certification and has worked with Planet Mark to develop their net zero strategy.

This document translates Vertas' longer-term net zero strategy into an annual carbon management plan. The plan covers all three of Vertas' business units; Opus, Vertas and Concertus, as well as all three scopes of emissions. The plan provides a holistic, optimised suite of tailored carbon solutions to drive year-on-year carbon reduction, ensuring Vertas remain on track to achieving their net zero target by 2050.


## Carbon Management Plan – Buildings (Scopes 1 &amp; 2):


		Projects	Applicable offices	Timeline (short, medium, long term)	Costs	Payback (years)
	<b>Energy Efficiency (Scopes 1 &amp; 2)</b>	LED lighting	The Courtyard, Bailey Close Friars Bridge Road, Concertus Derbyshire new site	S	Initial cost of £6.5k with a repayment of £2k per year	4.0
		Heating & cooling optimisation: set points & out of hours	Friars Bridge Road, The Courtyard, Concertus Derbyshire new site, Bailey Close, Transport depots	S	Cost per year of £2.0k and a repayment of £4.6k per year	<1.0
		Energy efficient equipment & behaviours	All	S/M/L	Not quantified – embedded in ‘business as usual’ procurement policy and staff engagement	
		Electrify heating: Air source heat pump	Friars Bridge Road – in place; use ongoing instead of boiler. Concertus Derbyshire new site – in place	S	Cost per year of £1.3k.	N/A
			Bailey Close, Phoenix House	L	Initial investment from the landlord and a cost of £0.1k per year.	N/A
			Concertus Derbyshire new	S/M		N/A

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	<b>Decarbonise energy supply.</b>	100% renewable energy	site, The Courtyard, Bailey Close, Transport depots (Friars Bridge – in place 2021/22)		Dependent on prevailing commercial tariffs	
	<b>Embedded Generation &amp; Storage (Scope 2)</b>	On site solar PV	Friars Bridge Road	M	Initial cost of £32k with a yearly repayment of £6.5k.	4.0

## Carbon Management Plan – Fleet (Scopes 1 & 2):

	Vehicle type	Current fleet number	Divisions using	Net zero solution	Timing recommendation	Solution maturity/constraints	Estimated cost impact
	All	272	All	Low carbon fleet & travel policy	Immediate	N/A	N/A
	All	272	All	Telematics vehicle/driver tracking & analytics	Pilot 2022/23 100% roll out 2023/24	Mature; widely available	£18k one-off £20k - £40k p.a. + 10% fuel savings benefit


	Re-design for zero carbon	Car: petrol/ diesel/hybrid	71	Vertas Derbyshire (TBC) Oakpark security; Cleaning Churchill Catering; H.O.	Electric car	50% fleet by 2026/27 100% fleet by 2030/31	Maturing; widely available but long lead times	Dependent on models selected and commercial market conditions at implementation Overall total cost of ownership expected to reach parity with petrol/diesel vehicles
		Van – diesel <3.5t	97	All <u>except</u> Oakpark security, Churchill Catering, H.O.	Electric van	Pilot 2023/24 50% fleet by 2028/29 90% fleet by 2030/31	Available; more choice in smaller models	
		Minibus 8 -seater	23	Passenger transport, ETS	Electric mini-bus	Pilot 2023/24 & '24/25 50% fleet by 2030/31	Developing; some availability in purpose-built	
		Minibus 8>16 seater	22	ETS	Electric mini-bus			
		Coach	43	ETS	Electric coach and/or Hydrogen-fueled coach	Pilot 2025/26 & '26/27 33% fleet by 2030/31	Developing; some availability	

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		Tractor	12	Grounds	Short/mid term: HVO/bio-fuel Long term: future innovation, likely hydrogen	Pilot HVO 2023/34 50% fuel consumption by 2030/31 TBC**	HVO widely available but demand growing	Current price premium vs standard diesel
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		Vehicle type	Potential fleet number 2030/31	Net zero solution	Timing recommendation	Solution maturity/constraints	Estimate cost impact
	Decarbonise energy supply	Electric car	75	On site: 100% renewable charging at all sites.  On-the-road charging: policy to only use 100% renewable networks (e.g. Gridserve, BP Pulse, Osprey).	75% renewables by 2026/27 90%-100% by 2030/31	Mature, aligned to buildings roadmap.  Maturing rapidly.	No oncost expected compared to non-renewable energy in mid term
		Electric van	88	Supported by EV charge card e.g. Allstars.			

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		Electric minibus	23	All depots: 100% renewable charging.	100% renewables by 2025/26. Assumes all vehicles charged at depot.	BSE SEND eastern way depot required electrical upgrade.	£85k + cost of charging infrastructure TBC
		Electric coach	15	Include charging requirements in new depot selection criteria.		Availability of suitable alternative depots TBC.	
		Hydrogen-fueled coach		100% 'green' or 'pink' sourced hydrogen	TBC – future innovation	'Pink' hydrogen network enabled by local infrastructure	Not yet known Expand in future strategy refresh

## Carbon Management Plan – Commuting and Business Travel (Scope 3):


		Initiative	Distance travelled	Current transport mode	Opportunity	Estimated carbon saving per year (tCO <sub>2</sub> e)
	Re-design for zero carbon	1	under 5km	Any	100% switch to walking / biking	20.50
		2	5 – 15km	Car (Petrol / Diesel)	50% switch to bus	12.14
		3	5 – 15km	Car (Petrol / Diesel)	50% switch to EV	19.97




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		4	+100km (more than 1 day p/w)	Car (Petrol / Diesel)	Move to full time virtual	36.08
		5	15 – 100km (less than 3x p/w)	Car (Petrol / Diesel)	50% switch to train	35.95
		6	15 – 100km (less than 3x p/w)	Car (Petrol / Diesel)	50% switch to EV	30.73
		7	15 – 100km (more than 3x p/w)	Car (Petrol / Diesel)	50% switch to train	74.69
		8	15 – 100km (more than 3x p/w)	Car (Petrol / Diesel)	50% switch to EV	63.65
		9	15 – 100km (more than 3x p/w)	Car (Petrol / Diesel)	In addition to switching to train / EV 2 days WFH	(additional) 59.58
		10	Over 5km	Hybrid	Switch to EV	5.33

### Carbon Management Plan – Purchased Goods and Services (Scope 3):



Solution		Actions	Indicative cost
	<b>Increase activity-based data collection &amp; footprint calculation</b>	<ul style="list-style-type: none"> <li>Implement process and update procurement system to collect activity-based supplier data for goods and services (splitting out transportation).</li> <li>Measure supplier carbon footprint minimum every 3 years (increasing proportion of activity-based data as quickly as possible).</li> <li>Set annual carbon reduction targets to meet 2050 90% reduction goal.</li> </ul>	Unknown (dependent on software/process development req)



	<b>Supplier segmentation &amp; net zero targets</b>	<ul style="list-style-type: none"> <li>• Evaluate and segment current supplier network based on net zero maturity using questionnaire or high-level supplier review.</li> <li>• Agree targets for net zero commitment with key suppliers and add into contracts during renewal procedures.</li> <li>• Use supplier net zero maturity assessment, wider industry analysis and supplier contract review processes to develop a roadmap to set all suppliers net zero targets and transition all suppliers onto contracts incorporating net zero commitments.</li> </ul>	Low / Moderate (dependent on external support required)
	<b>Supplier engagement &amp; education</b>	<ul style="list-style-type: none"> <li>• Communicate clearly Vertas Groups net zero goals and the associated implications to all suppliers. Ensure that communication channels are multi-dimensional including 'top-to-top' communication from Vertas Group CEO to relevant supplier contact.</li> <li>• Run programme of net zero education and engagement to upskill suppliers on net zero, including legislative imperatives and data requirements:</li> <li>• Provide guidance on getting started with carbon measurement and management.</li> <li>• Consider incentivising suppliers to measure carbon emissions through certification schemes (e.g., Planet Mark Business Certification).</li> <li>• Prioritise supplier engagement and support initially to SMEs and the top 50 contributors to footprint.</li> </ul>	Low / Moderate (dependent on external support required)
	<b>Team &amp; supplier communication + best practice sharing</b>	<ul style="list-style-type: none"> <li>• Run an internal campaign to raise awareness of the scale of PG&amp;S emissions and the need to consider carbon impact in sourcing decisions.</li> <li>• Embed carbon impact considerations into employee engagement / sustainability training platform.</li> <li>• Ensure supplementary net zero carbon training is delivered for all staff holding a supplier relationship.</li> <li>• Develop low carbon supplier case studies to understand best practice, decision processes followed and share learnings.</li> </ul>	Low / Moderate (dependent on external support required)
	<b>Low carbon sourcing &amp; supplier questionnaire</b>	<ul style="list-style-type: none"> <li>• Create and implement a 'Responsible Sourcing Policies' to embed low carbon considerations into procurement decision making (e.g., prioritising local sourcing, actively targeting low carbon products / services*).</li> <li>• Develop supplier net zero or sustainability questionnaire (or add relevant questions into existing procurement questionnaires) to screen carbon credentials of current and potential suppliers.</li> <li>• Update current contracts with required sustainability and carbon disclosure attributes as appropriate during renewal process.</li> <li>• NB., indicative considerations across five key procurement areas are included on slides 18 and 19.</li> </ul>	Low / No (dependent on support required)

	<b>Integrate carbon criteria in service and product procurement</b>	<ul style="list-style-type: none"> <li>• Mandate carbon criteria in product / service supplier shortlisting and procurement evaluation.</li> <li>• Explore opportunities to consolidate and scale supplier selection within Vertas Group divisions, to increase influence in driving suppliers' carbon reduction plans.</li> <li>• NB., indicative considerations across five key procurement areas are included on slides 18 and 19.</li> </ul>	Low
	<b>Net zero action plans with key 'hotspot' suppliers</b>	<ul style="list-style-type: none"> <li>• Hold 1:1 review sessions with key suppliers to explore their net zero ambitions, future sustainability initiatives and plans.</li> <li>• Review key findings from 1:1 sessions to identify most significant opportunities and threats to Vertas Group's net zero targets.</li> <li>• Agree collaborative action plans where possible to drive net zero initiatives for mutual benefit e.g., decarbonisation of transport for supply of services / products.</li> </ul>	Low / Moderate (dependent on support required and offered)
	<b>Active membership of business community and industry hubs</b>	<ul style="list-style-type: none"> <li>• Investigate and review membership opportunities for industry net zero / climate action forums to drive systems change in Scope 3 measurement and management (e.g., Deloitte Scope 3 Community; UK GBC, SME Climate Hub).</li> <li>• Join regional business climate focused groups to access local insight and innovative suppliers (e.g., Suffolk Chamber of Commerce Net Zero Hub).</li> </ul>	Unknown (dependent on subscription / forum)

Product type	Specific procurement consideration
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	<b>Paper</b>	<p>Minimise paper use across all divisions and ensure sustainability considerations are factored into product selection:</p> <ul style="list-style-type: none"> <li>• Enable paper-free solutions where possible (e.g., paperless transactions, e-receipts and invoicing, digital record keeping, and tracking).</li> <li>• Ensure where possible paper products are made from recycled paper / sustainably sourced (e.g., FSC certified).</li> <li>• Educate relevant staff on best use of paper products (e.g., reduce quantity of 'blue roll' procured by ensuring that the correct amount is taken).</li> <li>• Review printing habits, educate all staff, encourage and incentivise sustainable decisions (e.g., install print-tracking software on all computers, produce a league-table to incentivise positive behaviours, support digital solutions where relevant).</li> <li>• Implement a paper-use minimisation policy.</li> </ul>
	<b>Food and Beverage</b>	<p>Review key opportunities to optimise procurement to reduce waste, streamline deliveries, reduce footprint per meal without compromising quality.</p> <ul style="list-style-type: none"> <li>• Prioritise procurement of seasonal UK produce to reduce associated transportation emissions.</li> <li>• Buy products in bulk where possible and preserve or freeze produce where practical, while adhering to all food standards. Educate staff as required.</li> <li>• Be innovative with menu planning to allow for ingredients cross-over, seasonal sourcing, and ingredient replacement as necessary.</li> <li>• Consider composition of menu options (e.g., increase plant-based meals, reduce beef options, reduce portion size of meat, reduce daily menus).</li> <li>• Rethink all recipes to reduce carbon. Analyse data to understand carbon footprint of all recipes and identify lower carbon alternatives.</li> <li>• Source milk from a local supplier that offers reusable packaging and an optimised delivery route and transport options.</li> <li>• Ensure correct amount of milk is used for beverage preparation (e.g., review size of pitchers for steaming, consider milk dispensing systems, control portion size when offering self-add milk).</li> </ul>
	<b>Packaging</b>	<p>Reduce packaging to reduce emissions associated with waste and upstream transport and distribution:</p> <ul style="list-style-type: none"> <li>• Encourage and incentivise reusable lunch boxes (e.g., charge an additional fee for single use packaging, offer a discount for purchasing reusable containers).</li> <li>• Ensure correct product quality and staff training is in place to limit single use packaging (e.g., single cups, fewer napkins, cutlery only as requested).</li> <li>• Encourage suppliers to reduce packaging through active engagement and experimentation (e.g., switching to paper-based packaging, packing free deliveries in re-useable containers, supporting suppliers to optimise scheduling to reduce packaging).</li> </ul>



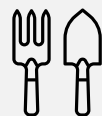
### Cleaning products and PPE

Limit single-use products and optimise processes:

- Investigate where reusable packaging could be used in place of cling film (e.g., invest in reusable boxes with lids for storing ingredients).
- Review replacement procedures, empower staff, and consider bin placement to ensure that bin bags are only changed when full.
- Review use of protective gloves for all purposes and where necessary update policies and guidance. Glove use can be reduced through education on hand washing importance and method, by using more eco friendly cleaning products.
- Identify cleaning products that minimise footprint (e.g., using reusable packaging, allowing on-site dilution, allowing bulk purchasing, enabling circular economy principles).

Replace chemical components of cleaning products with innovative technologies and sustainable solutions:

- Review business cleaning requirements to identify areas where 'disruptive' technologies may be suitable to replace traditional products / equipment.
- Prioritise cleaning products that do not contain alkylphenol ethoxylates, phosphorus, nitrogen or other volatile organic compounds (VOC) to increase sustainability credentials and improve durability of cleaning equipment.
- Interrogate purchasing decisions and switch to lower carbon products where appropriate.
- Bags and waste sacks: substitute polythene for plant-based products.
- Cloths and mops: substitute 100% cotton for lower carbon blend.
- Gloves: Sourcing a lighter-weight alternative without compromising quality and durability.



### Grounds and Landscaping

Prioritise battery operated grounds keeping equipment where practically possible:

- In line with equipment replacement cycle ensure all new push along lawn-mowers, hedge cutters, lawn trimmers, leaf blowers etc. are battery operated.
- Reduce as much as possible the use of fertilizers and chemicals:
- Organic fertilizers, herbicides, and pesticides reduce their contribution of harmful chemicals and compounds to the environment.
- Improve soil management techniques to improve soil quality and minimise need for chemical intervention.

Review management strategies of Vertas Group owned or managed green spaces to ensure maintenance interventions are timed appropriately:

- Improved management strategy may reduce product consumption, extend the life of machinery, reduce fleet fuel consumption while also improving soil health, increasing biodiversity, improving air quality and conserving water.



