



# LEROY HOMES CARBON REDUCTION PLAN

LEROYHOMES

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# LEROY HOMES CARBON REDUCTION POLICY

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# LEROY HOMES CARBON REDUCTION POLICY

## COMMITMENT & PURPOSE

### COMPANY DETAILS

Leroy Homes is a real estate business operating through its website Leroy Homes.co, providing property listing, marketing, and transaction services. As a digitally-focused property business, we recognise the importance of environmental responsibility and the need to operate sustainably as we grow.

### STATEMENT OF COMMITMENT

Leroy Homes is fully committed to reducing its carbon emissions and working towards achieving Net Zero by 2045.

This commitment reflects our responsibility to the property sector, our clients, and our intention to contribute positively to national and local environmental goals.

We understand that carbon reduction is a long-term journey, and we will take practical steps each year to reduce our environmental impact in line with government expectations and industry best practices.

### PURPOSE OF THIS CARBON REDUCTION PLAN

The purpose of this plan is to clearly set out:

- How we measure our carbon emissions
- What actions we will take to reduce them
- What targets we aim to achieve over the coming years
- How we will monitor and report our progress

This plan has been developed to support compliance with Public Procurement Notice (PPN) 06/21, and to demonstrate that Leroy Homes is taking active and responsible steps to manage its environmental impact.

### WHY CARBON REDUCTION MATTERS TO US

As a real estate business, we operate at the intersection of property, technology, and community development. We recognise that:

- The built environment accounts for a significant portion of UK carbon emissions
- Real estate businesses have a responsibility to promote sustainable property practices
- Environmental sustainability influences property values and buyer preferences
- Digital operations, while lower-impact than traditional businesses, still generate emissions



## LEROY HOMES CARBON REDUCTION POLICY

Reducing our emissions helps us to:

- Operate more efficiently and reduce costs
- Meet commissioner and partner expectations
- Build a responsible and future-focused organisation
- Support sustainable property development and transactions
- Lead by example in the real estate sector

### BASELINE EMISSIONS

#### BASELINE YEAR

Leroy Homes has selected 2025 as its baseline year for carbon reporting.

This reflects the first year in which the organisation will begin formally collecting and recording data on energy use, digital infrastructure, staff travel, procurement activities and other relevant emissions sources.

All future carbon reduction progress will be measured against the data collected during the 2025 reporting year.

### REPORTING METHOD

Our emissions will be measured and reported using recognised government standards, including:

- The Greenhouse Gas (GHG) Protocol
- UK Government GHG Conversion Factors
- PPN 06/21 Carbon Reduction Plan Guidance

These frameworks ensure that our data is consistent, accurate and suitable for public-sector tender requirements.

### SCOPE 1 EMISSIONS (DIRECT EMISSIONS)

Scope 1 emissions include fuel used in any company-owned or leased vehicles, and direct combustion of fuels.



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As Leroy Homes does not currently operate its own vehicle fleet and does not use gas heating in our office premises, Scope 1 emissions for 2025 are expected to be zero or negligible.

If any company vehicles or gas heating systems are added in the future, their emissions will be included in subsequent reports.

### SCOPE 2 EMISSIONS (PURCHASED ENERGY)

Scope 2 covers emissions from electricity used in our office premises. For 2025, energy consumption data will be collected across:

- Office lighting
- Heating or cooling (if electrically powered)
- Computer and IT equipment
- Servers and data storage equipment
- Office appliances (printers, kitchen equipment, etc.)

As this is our first formal reporting year, Scope 2 figures will be confirmed once full-year electricity data is recorded from our energy supplier.

### SCOPE 3 EMISSIONS (INDIRECT EMISSIONS)

Scope 3 includes emissions not directly controlled by the company but linked to our activities. For a real estate business, the most significant Scope 3 emissions usually come from:

Relevant Scope 3 Categories:

Staff Commuting:

- Employee travel to and from the office
- Business travel (if any staff travel for meetings or viewings)

Digital Infrastructure:

- Website hosting and cloud services
- Email and digital communication platforms
- Property listing platforms and online marketing
- Data storage and backup services



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### Procurement:

- Office supplies and equipment
- Marketing materials (printed brochures, signage, if applicable)
- Computer hardware and IT equipment
- Office furniture and fixtures

### Waste:

- Office waste disposal
- Recycling services
- Paper and packaging waste

### Water Use:

- Office water consumption

### Professional Services:

- Third-party services (legal, financial, IT support)

Because 2025 is the first year of structured data collection, Scope 3 emissions will be fully calculated and confirmed after the first 12 months of data gathering.

## TOTAL BASELINE EMISSIONS

Total emissions across Scopes 1, 2 and 3 will be published once the 2025 carbon assessment is completed. This ensures that future reduction targets are based on accurate and verified data.

### Expected Baseline Structure:

- Scope 1: 0 tCO<sub>2</sub>e (no company vehicles or gas heating)
- Scope 2: TBC (office electricity - to be measured throughout 2025)
- Scope 3: TBC (commuting, digital services, procurement - to be measured throughout 2025)
- Total: TBC tCO<sub>2</sub>e



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### IMPROVED DATA COLLECTION FOR 2025

As part of establishing the 2025 baseline, Leroy Homes will put in place improved systems to ensure accurate measurement, including:

- Quarterly electricity usage tracking from energy bills
- Digital service provider emissions data requests (hosting, cloud services)
- Staff commuting survey to estimate travel patterns
- Purchase record-keeping for office supplies and equipment
- Waste volume and recycling monitoring
- Water consumption tracking
- Documentation of any business travel

These improvements will help us produce a reliable baseline and support long-term carbon reduction planning.

### EMISSION REDUCTION TARGETS

Leroy Homes is committed to reducing its carbon emissions in a planned and realistic way. As a small but growing real estate business, our approach focuses on practical steps that can be achieved as we develop our systems, expand our services, and improve our data accuracy.

Our overall aim is to reduce emissions steadily each year and achieve Net Zero by 2045.

### SHORT-TERM TARGET (2025–2030)

Between 2025 and 2030, our goal is to:

Reduce total emissions by 15–25% from the 2025 baseline.

This will be achieved by focusing on actions that are simple, affordable and immediately effective, including:

- Transitioning to renewable electricity suppliers
- Optimising office energy use
- Reducing unnecessary printing and paper consumption
- Choosing low-carbon digital service providers where possible
- Encouraging sustainable commuting options



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- Improving procurement practices
- Implementing energy-efficient equipment upgrades

These early steps will help us build a strong foundation for long-term improvement.

### MEDIUM-TERM TARGET (2030–2035)

Between 2030 and 2035, Leroy Homes aims to:

Achieve a 35–50% reduction in emissions compared to the 2025 baseline.

As the organisation grows and gains more resources, we expect to move into more structured carbon reduction initiatives, such as:

- Achieving 100% renewable electricity use
- Implementing advanced energy management systems
- Transitioning to carbon-neutral web hosting
- Working exclusively with suppliers who demonstrate low-carbon practices
- Significantly reducing physical marketing materials
- Exploring carbon-neutral office operations
- Potentially implementing remote/hybrid working policies to reduce commuting

This stage reflects a more advanced sustainability commitment that grows with the company.

### LONG-TERM TARGET (2035–2045)

From 2035 onwards, our goal is to significantly reduce remaining emissions and prepare for our Net Zero milestone.

Our long-term commitment is to:

Achieve Net Zero emissions by 2045.

To reach this target, we will:

- Maximise reductions across Scopes 1, 2 and 3
- Ensure 100% renewable electricity
- Achieve carbon-neutral digital infrastructure
- Implement comprehensive sustainable procurement standards



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- Minimise all avoidable emissions
- Use certified carbon offsets only for emissions that cannot be eliminated

Net Zero means that by 2045, our remaining emissions will be reduced as far as possible and any unavoidable emissions will be balanced using approved offset solutions aligned with recognised standards (e.g., Gold Standard, Verified Carbon Standard).

### ALIGNMENT WITH NATIONAL GUIDANCE

These targets are aligned with:

- The UK Government's 2050 Net Zero Legislation
- Public Procurement Notice (PPN) 06/21
- Real Estate Industry Carbon Reduction Commitments
- Local authority sustainability expectations

This ensures Leroy Homes can fully meet tender requirements and demonstrate responsible environmental management.

### CARBON REDUCTION MEASURES

This section sets out the practical steps Leroy Homes will take to reduce emissions across all relevant areas of our operations. As a small and developing organisation, our approach focuses on realistic, achievable actions that will help us build strong environmental practices over time.

The measures below will support us in reaching our short-term, medium-term and long-term carbon reduction targets.

### OFFICE ENERGY USE AND BUILDING EFFICIENCY

Office energy is one of our primary direct emission sources. We will reduce these emissions by:

Immediate Actions:

- Monitoring electricity use quarterly through energy bills
- Switching off equipment and lighting when not in use
- Implementing automatic power-down settings on computers
- Using energy-efficient LED bulbs throughout the office
- Installing smart thermostats for optimal heating/cooling
- Setting appropriate temperature controls (heating to 19°C, cooling to 24°C)



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### Medium-Term Actions:

- Switching to a 100% renewable electricity supplier
- Upgrading to energy-efficient office equipment when replacements are due
- Installing occupancy sensors for lighting
- Improving office insulation and draught-proofing
- Conducting an energy audit to identify additional savings

### Long-Term Actions:

- Achieving carbon-neutral office operations
- Installing renewable energy generation if premises allow (e.g., solar panels)
- Implementing comprehensive building management systems

These measures help lower our Scope 2 emissions while also reducing operating costs.

## DIGITAL INFRASTRUCTURE AND IT SERVICES

As a digitally-focused business, our online operations contribute significantly to our carbon footprint.

We will:

### Website and Hosting:

- Request emissions data from our current hosting provider
- Transition to carbon-neutral or renewable-powered web hosting
- Optimize website code and images to reduce energy consumption
- Implement efficient content delivery networks (CDNs)
- Regular website performance audits to minimize unnecessary data transfer

### Cloud Services and Data Storage:

- Choose cloud providers with strong carbon reduction commitments
- Regularly review and delete unnecessary files and data
- Optimize data storage practices



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- Use providers powered by renewable energy where possible

### Digital Marketing:

- Prioritize digital marketing over printed materials
- Optimize email file sizes and frequency
- Use efficient video compression for property listings
- Implement lazy-loading for images on the website

### Office IT:

- Enable power-saving modes on all computers and monitors
- Use energy-efficient equipment (ENERGY STAR certified)
- Extend device lifespans through proper maintenance
- Recycle or responsibly dispose of old IT equipment

## STAFF COMMUTING AND BUSINESS TRAVEL

While we don't operate company vehicles, staff commuting contributes to our Scope 3 emissions. We will:

### Commuting Measures:

- Conduct annual staff commuting surveys
- Encourage use of public transport, cycling, or walking where practical
- Explore cycle-to-work schemes
- Consider flexible/remote working arrangements to reduce commuting frequency
- Provide secure bicycle storage facilities
- Share information about local sustainable transport options

### Business Travel:

- Prioritize virtual meetings over in-person meetings
- Use video conferencing for client consultations where appropriate



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- When travel is necessary, encourage public transport or car-sharing
- Establish a low-carbon travel policy

### PROCUREMENT AND SUPPLY CHAIN MEASURES

As a growing organisation, we aim to purchase responsibly by:

#### Office Supplies:

- Choosing suppliers with clear environmental policies
- Purchasing recycled or sustainably sourced products
- Buying in appropriate quantities to avoid waste
- Selecting products with minimal packaging
- Supporting local suppliers to reduce transport emissions

#### IT and Equipment:

- Prioritizing energy-efficient, certified equipment
- Extending equipment lifespans through maintenance
- Choosing suppliers with take-back and recycling programs
- Purchasing refurbished equipment where appropriate

#### Marketing Materials:

- Minimizing printed marketing materials
- When printing is necessary, using recycled paper and eco-friendly inks
- Choosing local printers to reduce transport emissions
- Using digital property portfolios and marketing where possible

#### Services:

- Working with suppliers who can demonstrate carbon reduction efforts
- Including sustainability criteria in supplier selection
- Engaging with suppliers about their environmental practices



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### WASTE AND RESOURCE MANAGEMENT

We will manage waste more responsibly by:

Paper Reduction:

- Transitioning to digital-first operations
- Using electronic signatures for contracts and documents
- Implementing digital filing systems
- Printing only when absolutely necessary
- Using double-sided printing when required

Recycling:

- Providing clearly labeled recycling bins for paper, plastics, and cardboard
- Ensuring proper segregation of recyclable materials
- Working with waste contractors that maximize recycling rates
- Properly recycling IT equipment and electronics

General Waste Reduction:

- Reducing single-use items in the office
- Encouraging reusable cups, water bottles, and food containers
- Monitoring and reducing overall waste volumes
- Composting food waste where facilities exist

### STAFF TRAINING AND ENGAGEMENT

Our staff play an important role in helping us achieve our environmental goals. We will:

Training and Awareness:

- Provide sustainability awareness training during induction
- Share regular updates through team meetings and internal communications
- Include environmental responsibilities in staff handbooks



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- Provide guidance on energy-saving and waste-reduction practices

### Engagement Initiatives:

- Encourage staff suggestions for reducing emissions
- Recognize and celebrate environmental achievements
- Create a "green champion" role to promote sustainability
- Participate in environmental initiatives (e.g., Earth Day, Recycle Week)

### Culture Building:

- Integrate sustainability into company values
- Lead by example through management commitment
- Foster a culture where environmental responsibility is valued

## PROPERTY SERVICES AND CLIENT ENGAGEMENT

While not directly within our emissions control, we can influence sustainability in the wider property sector:

### Digital Services:

- Offering virtual property viewings to reduce travel
- Providing comprehensive online property information
- Using digital communication for client interactions

### Sustainability Information:

- Highlighting energy efficiency ratings (EPCs) in property listings
- Providing information about sustainable property features
- Sharing guidance on energy-efficient homes with clients

### Industry Leadership:

- Staying informed about sustainable property developments



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- Supporting green building initiatives where possible
- Promoting energy-efficient properties

### MONITORING AND REPORTING MEASURES

To ensure transparency and track our progress, we will:

- Collect data throughout the year on energy use, digital services, and procurement
- Review our performance against the 2025 baseline quarterly
- Update our Carbon Reduction Plan annually
- Report progress to senior management
- Make improvements to data collection as the company grows
- Maintain accurate records for compliance and reporting

This ensures we remain compliant and focused on continuous improvement.

### FUTURE ACTIONS

As the organisation expands and resources increase, we will explore further carbon reduction opportunities, such as:

- Implementing comprehensive carbon management software
- Achieving carbon-neutral certification
- Participating in industry carbon reduction initiatives
- Exploring innovative low-carbon technologies
- Potentially relocating to a certified green building
- Expanding remote working capabilities

This long-term approach allows us to develop a strong and sustainable operational model.

### KEY PERFORMANCE INDICATORS (KPIs)

To ensure that our carbon reduction efforts are measurable and effective, Leroy Homes will monitor a set of Key Performance Indicators (KPIs). These indicators will help us track progress, identify areas for improvement, and demonstrate our commitment to reducing emissions.

The KPIs listed below cover the main sources of emissions relevant to our organisation.



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### EMISSIONS MONITORING KPIs

These KPIs provide a clear picture of our overall carbon footprint each year:

- Total annual carbon emissions (tCO<sub>2</sub>e) across all scopes
- Percentage reduction in emissions compared to the 2025 baseline
- Emissions per employee (to show efficiency as the organisation grows)
- Scope 2 emissions (office electricity) tracked quarterly
- Scope 3 emissions by category (commuting, digital, procurement)

These indicators ensure that our progress is visible and easy to compare year-on-year.

### ENERGY AND OFFICE USE KPIs

We will track:

- Annual electricity usage (kWh) for office premises
- Percentage reduction in electricity use year-on-year
- Percentage of electricity sourced from renewable suppliers
- Energy consumption per square meter of office space
- Number of energy-efficient equipment upgrades completed

These indicators help us monitor and control energy-related emissions.

### DIGITAL INFRASTRUCTURE KPIs

We will monitor:

- Website hosting carbon footprint (if data available from provider)
- Percentage of digital services using renewable-powered providers
- Website performance metrics (load times, data transfer efficiency)
- Cloud storage volume and optimization efforts
- Data efficiency improvements implemented

These KPIs help us understand and reduce our digital carbon footprint.



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### WASTE AND RESOURCE MANAGEMENT KPIs

To measure improvements in waste management, we will track:

- Amount of paper used each year (reams or kg)
- Percentage reduction in paper use year-on-year
- Volume of waste recycled vs. sent to landfill
- Recycling rate (percentage of total waste)
- Number of printed marketing materials produced

These KPIs help guide our progress towards more sustainable resource use.

### PROCUREMENT AND SUPPLIER KPIs

We will also monitor:

- Percentage of products purchased from suppliers with environmental policies
- Number of sustainable procurement criteria implemented
- Percentage of local suppliers used (to reduce transport emissions)
- Number of procurement categories reviewed for sustainability each year
- IT equipment lifespan extensions achieved

These KPIs support more responsible purchasing and improved supplier engagement.

### STAFF ENGAGEMENT KPIs

To understand how well staff are participating in sustainability efforts, we will track:

- Percentage of staff who complete sustainability awareness training
- Staff participation in low-carbon initiatives (e.g., cycling to work, reduced printing)
- Number of staff suggestions submitted for environmental improvements
- Staff commuting survey completion rates
- Sustainable commuting uptake (public transport, cycling, walking percentages)

These indicators help build a culture of shared responsibility.



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### REPORTING AND GOVERNANCE KPIs

These KPIs ensure that we remain compliant and accountable:

- Annual update of Carbon Reduction Plan completed on time
- Quarterly performance review meetings held
- Data quality checks completed
- Supplier emissions data requests sent and received
- Compliance with PPN 06/21 maintained

These measures ensure our commitments are maintained and reviewed regularly.

### GOVERNANCE & RESPONSIBILITY

Leroy Homes has put in place a clear governance structure to ensure that our carbon reduction work is properly managed and monitored. This ensures accountability at senior level while supporting practical action across the organisation.

### SENIOR MANAGEMENT RESPONSIBILITY

Overall responsibility for delivering this Carbon Reduction Plan sits with the Director/Owner of Leroy Homes.

The Director will:

- Review the organisation's carbon performance each year
- Approve the annual Carbon Reduction Plan update
- Ensure that the necessary resources are made available
- Oversee progress toward the 2045 Net Zero commitment
- Make decisions on major sustainability initiatives
- Integrate environmental considerations into business strategy

This ensures environmental responsibilities are integrated into the company's wider strategic planning.



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### SUSTAINABILITY LEAD

A designated Sustainability Lead will manage the day-to-day implementation of this plan.

This role may be combined with an existing position within the organisation until further growth occurs.

The Sustainability Lead will be responsible for:

- Gathering data for Scopes 1, 2 and 3
- Monitoring progress against KPIs
- Supporting staff with sustainability practices
- Coordinating awareness and training activities
- Preparing information for the annual carbon report
- Identifying practical opportunities to reduce emissions
- Liaising with suppliers about environmental performance
- Managing relationships with energy providers and digital service vendors

This role helps ensure consistency and keeps the organisation on track.

### STAFF ROLES AND RESPONSIBILITIES

All employees play an important part in reducing carbon emissions. Staff are expected to:

- Follow energy-saving practices in the office
- Minimize paper use and printing
- Use recycling facilities correctly
- Consider environmental impact when making purchasing decisions
- Participate in sustainability training
- Report any ideas that may help reduce environmental impact
- Support sustainable commuting where practical
- Adopt digital-first working practices

This encourages shared responsibility and supports everyday improvements.



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### REPORTING STRUCTURE

We will maintain a simple internal reporting structure:

- Staff provide input on operations, identify improvement opportunities
- Sustainability Lead reviews and collates data, monitors KPIs
- Senior Management receives quarterly updates on performance
- Annual report published with the updated Carbon Reduction Plan
- External stakeholders receive updates through website publication

This helps maintain transparency and supports tender compliance.

### INTEGRATION WITH COMPANY POLICIES

To support this plan, environmental responsibilities will be reflected within relevant policies, including:

- Environmental Policy
- Procurement Policy
- IT and Digital Services Policy
- Travel and Expenses Policy
- Waste Management Procedures
- Staff Handbook and Induction
- Office Management Procedures

Integrating sustainability across policies ensures it becomes part of everyday operations.

### FUTURE GOVERNANCE DEVELOPMENT

As the organisation grows, Leroy Homes will strengthen its governance arrangements by:

- Expanding the Sustainability Lead role into a dedicated position
- Creating an internal "Sustainability Working Group"
- Introducing more structured carbon reporting tools and software
- Increasing the frequency of internal environmental reviews
- Seeking external verification or certification of carbon performance
- Participating in industry sustainability networks



## LEROY HOMES CARBON REDUCTION POLICY

This staged approach ensures our governance system grows in line with the organisation.

### RISKS AND OPPORTUNITIES

This section outlines the main risks that could affect our carbon reduction progress, as well as the opportunities that arise from improving our environmental performance. Understanding these factors helps Leroy Homes plan effectively and make informed decisions as we grow.

#### KEY RISKS

##### 1. Limited Data in Early Years

As a growing organisation, we are still developing our systems for collecting carbon data. In the early stages, this may affect the accuracy or completeness of our reporting.

Mitigation: Improve data collection methods each year, introduce simple tracking tools, and work with suppliers to obtain emissions data.

##### 2. Third-Party Service Dependencies

A significant portion of our emissions (digital infrastructure) comes from third-party service providers whose carbon performance we cannot directly control.

Mitigation: Choose providers with strong environmental commitments, request emissions data, and switch to greener alternatives when contracts allow.

##### 3. Financial Constraints

Being a small real estate business, certain low-carbon initiatives (e.g., solar panels, major office upgrades) may not be immediately affordable.

Mitigation: Prioritize low-cost measures first (behavioral changes, operational efficiencies), and introduce larger investments gradually as resources grow. Many energy-saving measures also reduce costs.

##### 4. Supplier Limitations

Some suppliers may not yet offer low-carbon options or provide clear environmental data, particularly for digital services and office supplies.



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Mitigation: Choose responsible suppliers where available, engage suppliers in dialogue about environmental performance, and encourage improvement through purchasing decisions.

### 5. Data Quality and Availability

Obtaining accurate emissions data, particularly for Scope 3 categories like digital infrastructure and staff commuting, can be challenging.

Mitigation: Use industry-standard estimation methods where precise data is unavailable, improve data collection systems over time, and be transparent about data limitations in reporting.

### 6. Market and Industry Changes

The real estate market, technology platforms, and client expectations may change in ways that affect our carbon footprint.

Mitigation: Build flexibility into the plan, conduct annual reviews to adapt to changes, and stay informed about industry trends and best practices.

## KEY OPPORTUNITIES

### 1. Reduced Operational Costs

Improving energy use, reducing printing, and optimizing resource consumption can help lower costs over time.

Examples include:

- Lower electricity bills through efficiency improvements
- Reduced paper and printing costs
- Potential savings from renewable energy contracts
- Lower waste disposal costs

### 2. Improved Tender Performance

Demonstrating strong carbon reduction commitments supports compliance with:

- PPN 06/21
- Local authority and public sector sustainability requirements



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- Partner organisation environmental standards

This gives us a competitive advantage when applying for contracts or partnerships.

### 3. Stronger Brand Reputation

A clear commitment to environmental responsibility helps build trust and differentiate Leroy Homes in a competitive market:

- Appeals to environmentally-conscious clients
- Demonstrates forward-thinking business practices
- Supports marketing and brand positioning
- Aligns with growing consumer expectations

### 4. Enhanced Digital Efficiency

Optimizing digital infrastructure for lower carbon impact often improves performance:

- Faster website loading times improve user experience
- Efficient data management reduces costs
- Streamlined digital processes improve productivity

### 5. Better Staff Engagement and Recruitment

Environmental initiatives can increase staff motivation, pride, and retention:

- Attracts environmentally-conscious employees
- Improves workplace culture
- Demonstrates company values
- Supports employee wellbeing

### 6. Industry Leadership

Taking early action positions Leroy Homes as a leader in sustainable real estate practices:

- Opportunity to influence industry standards
- Potential for partnerships with green building initiatives



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- Positioning for future market demands
- Early adoption advantages as regulations tighten

### 7. Future-Proofing the Business

Investing in sustainability early helps reduce risk and ensures long-term viability:

- Prepares for stricter environmental regulations
- Reduces exposure to energy price volatility
- Builds resilience into business operations
- Creates competitive advantage as market expectations evolve

### BALANCING RISKS AND OPPORTUNITIES

While challenges exist—especially for a small growing business—the opportunities associated with carbon reduction offer long-term financial, operational, and reputational benefits.

Our aim is to:

- Manage risks carefully through planning and mitigation
- Make steady, achievable improvements each year
- Take advantage of opportunities as they arise
- Build environmental responsibility into business growth

The net effect of carbon reduction efforts is expected to be positive across multiple dimensions of business performance.

### IMPLEMENTATION TIMELINE

The table below outlines how Leroy Homes will implement its carbon reduction activities over the short, medium and long term. The timeline reflects what is realistic for a small but developing real estate business and ensures steady progress toward the 2045 Net Zero target.

#### SHORT-TERM PLAN (2025–2027)

These actions focus on building a strong foundation and improving data accuracy.



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### Key Actions:

#### Data Collection and Baseline (2025):

- Begin formal carbon data collection across Scopes 1, 2 and 3
- Establish electricity usage tracking system (quarterly bill reviews)
- Conduct initial staff commuting survey
- Request emissions data from digital service providers
- Implement procurement tracking for office supplies
- Set up waste monitoring and recycling measurement

#### Office Energy Efficiency (2025-2026):

- Switch to LED lighting throughout office
- Install automatic power-down settings on all computers
- Implement smart thermostat controls
- Research renewable electricity suppliers
- Conduct basic energy audit

#### Digital Optimization (2025-2027):

- Audit website hosting carbon footprint
- Optimize website performance and loading times
- Review all digital service providers' environmental policies
- Implement efficient data storage practices
- Transition to carbon-neutral web hosting (by 2027)

#### Waste and Resource Management (2025-2026):

- Introduce comprehensive recycling system
- Begin transitioning to digital-first operations
- Reduce printed marketing materials by 50%
- Implement double-sided printing as default



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### Staff Engagement (2025-2027):

- Provide sustainability awareness training to all staff
- Introduce cycle-to-work scheme or sustainable commuting incentives
- Establish regular environmental communications
- Designate a Green Champion

### Reporting (2025-2027):

- Publish first annual carbon report (early 2026)
- Review procurement options for sustainability
- Establish quarterly performance monitoring
- Publish updated Carbon Reduction Plan on website

### MEDIUM-TERM PLAN (2027–2035)

These actions support more structured and measurable reductions as the organisation grows.

### Key Actions:

#### Energy Transition (2027-2030):

- Switch to 100% renewable electricity supplier
- Upgrade to energy-efficient office equipment
- Install occupancy sensors for lighting
- Improve office insulation and climate control
- Consider renewable energy generation if premises allow

#### Digital Infrastructure (2027-2035):

- Achieve carbon-neutral digital infrastructure
- Work exclusively with renewable-powered cloud services
- Implement advanced website optimization



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- Regular digital carbon audits
- Maximize digital efficiency across all platforms

### Procurement Excellence (2028-2035):

- Establish comprehensive sustainable procurement policy
- Work with suppliers demonstrating carbon reduction commitments
- Increase local supplier usage to 70%+
- Eliminate unnecessary single-use items
- Extend IT equipment lifecycles by 30%

### Commuting and Travel (2027-2035):

- Implement flexible/hybrid working policies
- Achieve 50%+ sustainable commuting rate
- Maximize use of virtual meetings
- Support electric vehicle charging if needed

### Waste Minimization (2027-2035):

- Achieve 90%+ paperless operations
- Maximize recycling rates (80%+ target)
- Eliminate all non-essential printed materials
- Implement circular economy principles

### Verification and Certification (2030-2035):

- Consider external carbon verification
- Explore carbon-neutral certification options
- Engage with industry sustainability initiatives
- Achieve recognized environmental standards



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### LONG-TERM PLAN (2035–2045)

These actions prepare the organisation for achieving full Net Zero.

#### Key Actions:

##### Net Zero Preparation (2035-2040):

- Conduct comprehensive emissions review
- Identify all remaining unavoidable emissions
- Maximize reduction efforts across all scopes
- Explore high-quality carbon offset options
- Develop detailed Net Zero roadmap

##### Infrastructure and Operations (2035-2045):

- Achieve carbon-neutral office operations
- Maintain 100% renewable energy use
- Optimize all systems for minimum emissions
- Consider relocation to certified green building
- Implement advanced carbon management technologies

##### Supply Chain Excellence (2035-2045):

- Work exclusively with Net Zero committed suppliers
- Achieve comprehensive Scope 3 reductions
- Support supplier carbon reduction efforts
- Implement circular economy practices

##### Carbon Offsetting (2040-2045):

- Research and select high-quality offset projects
- Focus on UK-based nature restoration projects where possible
- Support verified international offset programs
- Ensure offsets meet Gold Standard or equivalent



## LEROY HOMES CARBON REDUCTION POLICY

### Net Zero Achievement (2045):

- Complete final emissions audit
- Implement offsetting for residual emissions
- Achieve certified Net Zero status
- Publish Net Zero achievement report
- Set post-2045 sustainability goals

### Industry Leadership (2035-2045):

- Share learnings with real estate sector
- Support industry-wide carbon reduction
- Participate in sustainability networks
- Contribute to development of best practices

## ANNUAL REVIEW AND UPDATES

Each year, Leroy Homes will:

- Review progress against the 2025 baseline and annual targets
- Update the Carbon Reduction Plan with new data and initiatives
- Set new annual priorities based on performance
- Report performance to senior management and stakeholders
- Make adjustments where targets are falling behind
- Identify new opportunities for emission reductions
- Update timelines if circumstances change

This ensures the plan remains accurate, relevant and aligned with operational growth and evolving best practices.



## LEROY HOMES CARBON REDUCTION POLICY

### COMMUNICATION & PUBLICATION

Clear communication is essential to ensuring transparency and encouraging staff, stakeholders, clients and partners to support our carbon reduction goals. Leroy Homes will share this plan and future updates in a consistent and accessible way.

#### INTERNAL COMMUNICATION

To ensure staff understand their roles in supporting carbon reduction, we will:

Regular Updates:

- Share key updates during team meetings and briefings
- Provide quarterly sustainability progress reports
- Distribute environmental tips and reminders through internal communications
- Celebrate achievements and milestones

Training and Resources:

- Include environmental responsibilities in staff induction materials
- Provide simple guidance on energy-saving and low-carbon practices
- Offer sustainability awareness training
- Make this Carbon Reduction Plan available to all staff

Engagement:

- Encourage staff to provide feedback and suggestions
- Recognize individual and team contributions
- Create opportunities for staff input on environmental initiatives
- Foster a culture of shared environmental responsibility

These steps ensure all employees remain informed and engaged.

#### EXTERNAL COMMUNICATION

We will communicate our carbon reduction commitments to external stakeholders by:



## LEROY HOMES CARBON REDUCTION POLICY

### Website Publication:

- Publishing this Carbon Reduction Plan on Leroy Homes.co
- Making annual updates available in a dedicated sustainability section
- Sharing progress reports and achievements
- Providing contact information for environmental enquiries

### Stakeholder Communication:

- Including key environmental information in tender submissions
- Sharing updates with commissioners, partners and clients
- Responding clearly to any external requests for environmental data
- Participating in industry sustainability discussions

### Client and Market Communication:

- Highlighting our environmental commitment in marketing materials
- Sharing our carbon reduction progress in annual business updates
- Demonstrating leadership in sustainable real estate practices
- Building trust through transparent environmental reporting

This demonstrates our commitment to transparency and responsible business practices.

## ANNUAL REPORTING

Every year, we will:

- Update this Carbon Reduction Plan with new emissions data
- Report on progress made towards our targets
- Identify areas for further improvement
- Highlight any new initiatives introduced during the year
- Compare performance against previous years
- Set objectives for the coming year
- Publish the updated plan by March of each year



## LEROY HOMES CARBON REDUCTION POLICY

Annual reporting ensures we remain accountable and compliant with PPN 06/21 requirements.

### STAKEHOLDER ENGAGEMENT

We will maintain open communication with:

Public Sector Partners:

- Commissioners and contracting authorities
- Local authorities
- Government agencies requiring compliance

Business Partners:

- Digital service providers and suppliers
- Property sector partners
- Professional service providers

Clients and Community:

- Property buyers and sellers
- Local community stakeholders
- Industry networks and associations

Engaging stakeholders ensures that our carbon reduction work aligns with wider environmental priorities in the real estate and property sectors.

### CONTINUOUS IMPROVEMENT

As the organisation grows, our communication methods will be reviewed and strengthened. This may include:

- More detailed reporting formats and dashboards
- Additional sustainability updates and case studies
- Improved visibility of environmental achievements
- Enhanced digital platforms for sharing progress
- Participation in industry sustainability awards or recognition



## LEROY HOMES CARBON REDUCTION POLICY

- Collaboration with sector-wide initiatives

This approach ensures our message remains clear and consistent as we progress toward Net Zero.

### REVIEW & CONTINUOUS IMPROVEMENT

Leroy Homes is committed to reviewing and improving its carbon reduction efforts on an ongoing basis. As a small but developing organisation, we recognise that our environmental approach will evolve over time as our systems, resources and operational needs grow.

This section explains how we will keep the Carbon Reduction Plan up to date and ensure long-term progress.

### ANNUAL REVIEW PROCESS

Each year, the organisation will carry out a structured review of:

Performance Assessment:

- Total carbon emissions across Scopes 1, 2 and 3
- Performance against yearly reduction targets
- Progress on the actions outlined in this plan
- Effectiveness of implemented measures
- Cost savings achieved through carbon reduction

Data Quality Review:

- Accuracy of data collection systems
- Completeness of emissions reporting
- Availability of supplier emissions data
- Improvements needed in tracking methods

Risk and Opportunity Analysis:

- Any new risks or challenges that have emerged
- New opportunities for emission reductions
- Changes in external environment (regulations, technology, market)



## LEROY HOMES CARBON REDUCTION POLICY

- Lessons learned from the previous year

### Approval and Publication:

- Review conducted by Sustainability Lead
- Approved by Director/Senior Management
- Updated Carbon Reduction Plan published by March each year
- Progress communicated to all stakeholders

This structured approach ensures consistent oversight and accountability.

### UPDATING REDUCTION MEASURES

As we collect more accurate data and gain more experience, we will:

#### Action Plan Updates:

- Introduce new carbon reduction actions based on data insights
- Strengthen or replace measures that are not delivering expected results
- Update staff guidance and procedures where necessary
- Adjust timelines if circumstances change significantly
- Prioritize high-impact, low-cost measures

#### Technology and Innovation:

- Explore new technologies that support emission reductions
- Stay informed about innovations in digital efficiency
- Consider emerging solutions for office energy management
- Investigate new carbon management tools and software

#### Target Refinement:

- Adjust targets if baseline data reveals different emissions profile
- Set more ambitious goals if early progress exceeds expectations
- Break down long-term targets into detailed annual milestones



## LEROY HOMES CARBON REDUCTION POLICY

- Align targets with evolving industry standards

This ensures that our approach remains flexible, effective and responsive to real-world performance.

### IMPROVING DATA QUALITY

During the first few years, the organisation will focus heavily on improving data accuracy. We will:

Enhanced Tracking Systems:

- Implement more sophisticated energy monitoring tools
- Develop better systems for tracking digital infrastructure emissions
- Improve procurement records and supplier data collection
- Strengthen waste and recycling measurement
- Create standardized data collection templates

Supplier Engagement:

- Request annual emissions data from all key suppliers
- Work with digital service providers to obtain carbon footprints
- Engage energy suppliers for detailed consumption analysis
- Collaborate with waste contractors for accurate reporting

Estimation Improvements:

- Use UK Government emission factors for calculations
- Apply industry-standard methodologies
- Document all estimation methods and assumptions
- Improve accuracy as primary data becomes available

Verification:

- Consider third-party verification of emissions data
- Cross-check data sources for consistency
- Implement quality control procedures



## LEROY HOMES CARBON REDUCTION POLICY

- Maintain audit trail for all calculations

Better data will help us make stronger decisions and identify the areas where we can achieve the greatest reductions.

### RESPONDING TO EXTERNAL CHANGES

The real estate sector, environmental standards and government expectations continue to evolve. We will monitor and respond to:

#### Regulatory Changes:

- Updated PPN 06/21 or replacement procurement requirements
- New environmental legislation affecting businesses
- Changes in carbon reporting standards
- Local authority sustainability requirements

#### Industry Developments:

- Best practices emerging in the real estate sector
- New technologies for carbon reduction
- Industry-wide sustainability initiatives
- Sector-specific guidance and frameworks

#### Market Evolution:

- Changes in client expectations regarding sustainability
- Shifts in property market toward energy-efficient homes
- Growth of green finance and sustainable investment
- Competitive landscape and peer performance

#### Technology Advancements:

- Improvements in renewable energy availability and cost
- New digital efficiency tools and platforms
- Carbon management software developments



## LEROY HOMES CARBON REDUCTION POLICY

- Innovations in low-carbon office solutions

### Scientific Understanding:

- Updated climate science and emissions research
- Refined carbon accounting methodologies
- New insights on effective reduction strategies
- Evolving best practices for Net Zero pathways

### We will:

- Monitor relevant developments quarterly
- Attend industry events and sustainability networks
- Subscribe to relevant government and industry updates
- Adjust our plan proactively to align with best practice

This ensures our organisation stays compliant, competitive and aligned with leading environmental standards.

## LONG-TERM COMMITMENT

Achieving Net Zero by 2045 requires long-term planning and consistent action. Each improvement we make—small or large—supports this goal.

Leroy Homes will remain committed to:

### Continuous Learning:

- Staying informed about carbon reduction strategies
- Learning from our own performance data
- Sharing knowledge across the organisation
- Participating in industry learning networks

### Responsible Growth:

- Integrating environmental considerations into business decisions
- Ensuring growth does not undermine carbon reduction progress



## LEROY HOMES CARBON REDUCTION POLICY

- Scaling sustainable practices as the business expands
- Maintaining carbon intensity reductions as we grow

### Supporting Our Community:

- Contributing to environmental goals in the property sector
- Promoting energy-efficient properties
- Supporting clients with sustainability information
- Being a responsible local business

### Transparency and Accountability:

- Maintaining honest reporting of progress and challenges
- Being transparent about data limitations
- Holding ourselves accountable to stated commitments
- Demonstrating genuine environmental responsibility

### Innovation and Improvement:

- Remaining open to new approaches and technologies
- Continuously seeking better ways to reduce emissions
- Challenging ourselves to exceed targets
- Leading by example in the real estate sector

We will maintain this plan as a living document that grows with the organisation and reflects our ongoing dedication to sustainability and environmental responsibility.

### DECLARATION

This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance to support our commitment to achieving Net Zero by 2045.



## LEROY HOMES CARBON REDUCTION POLICY

Signed:

*Esther F. Ogunrinde* \_\_\_\_\_

Director, Leroy Homes

### CONTACT INFORMATION

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Leroy Homes

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Website: <https://LeroyHomes.co>

\*This Carbon Reduction Plan demonstrates Leroy Homes' commitment to environmental sustainability and our determination to contribute positively to the UK's Net Zero goals. We recognise that this is a journey requiring consistent effort, transparency, and continuous improvement over the coming decades.\*