Code of Ethics and Quality Statement

This policy sets out the approach NOV8 Consulting is committed to maintaining throughout the current and future financial years, with the aim of ensuring all business is conducted in an ethical and professional manner.

Business Activities

We are committed to delivering high-quality construction advisory and consultancy services that provide clarity, confidence, and measurable value to our clients. Our strategic direction is built on technical excellence, integrity, collaboration, innovation, and sustainable delivery. This policy applies to all Personnel including consultants and any other persons acting on behalf of NOV8 Consulting regardless of their working location.

Legislation

NOV8 Consulting is committed to ensuring compliance with applicable standards:

- Equality Act 2010
- The Health and Safety at Work Act 1974
- The UK General Data Protection Regulation (UK GDPR)
- The Bribery Act 2010 (UK) – including the corporate offence of failing to prevent bribery
- The Environment Act 2021 (UK)
- Cyber Security and Essentials Certification
- Working towards ISO 9001:2015 and ISO14001:2015 Certification
- Client-specific standards and contractual requirements applicable to individual engagements

Our Values in Action

NOV8 Consulting follows the following core strategies in all our business functions:

Integrity: All Personnel must always act with honesty and integrity and learn from mistakes, and actively avoid and disclose any actual, potential, or perceived conflicts of interest, as detailed in the Employee Handbook.

Innovation: We improve how we plan, collaborate and deliver, using better tools and methods.

Client Focus: Through professional communication we deliver reliable, high-quality outputs that build confidence and trust.

Trust: Through collaboration and team support we succeed.

Social Responsibility: We consider environmental and community impacts in our business and client decisions.

N.O.V8 Consulting Ltd
Pre-construction Consultants

Roles & Responsibilities

Managing Director: The Board has overall accountability for policy implementation, communication, resource allocation, risk assessment completion and incident reporting. Ensures the Quality Management System (QMS) aligns with NOV8's strategic goals ensuring a culture of quality and continual improvement.

Quality Manager: Overall accountability to maintaining the QMS, monitoring KPIs, reporting performance, coordinating internal audits, and managing the corrective and preventive action (CAPA) process.

All Personnel: Are responsible to follow the Code of Ethics and Quality Policy, raise concerns, protect information and contribute towards improvements of the QMS.

Our Quality Commitments

Client Focus: We are committed to understanding our client needs. Through proactive communication we deliver on our promises on time, and address feedback promptly to enhance client satisfaction.

Leadership: Our management sets direction, provides resources, review performance and champion continual improvements.

Approach: We plan, operate and control processes using a structured risk-based approach ensuring early identification of risks & opportunities maintaining documented procedures consistent across services.

Competence: We provide training, mentoring and continual performance development, encouraging innovation and knowledge sharing.

Information Control: We control our documents and record to ensure accuracy, accessibility and approvals.

Suppliers: We vet and monitor our suppliers on capability, quality, safety, sustainability and ethical conduct ensuring they meet standards.

Improvements: We investigate and address corrective action cases; capture lessons learned and continually improve our approach. We review our QMS monthly and report annually.

Mental Health & Wellbeing

Health, safety and wellbeing is the responsibility of every member of Personnel. To facilitate psychosocial safety, NOV8 Consulting will provide:

- Safe working environments and clear expectations for all colleagues.
- Access to wellbeing resources and reasonable adjustments.
- Support for managers to identify and respond to signs of stress or mental ill-health.
- Stress risk assessments where foreseeable risks to mental health exist.
- Signposting to appropriate support services.

Training and Awareness

NOV8 Consulting provides structured training and awareness programmes to ensure all our staff are equipped to meet their responsibilities:

- Health and safety induction training.
- Display Screen Equipment (DSE) assessment training for screen-based workers.
- Quality management and QMS awareness training, incl. policy induction,

data protection, anti-bribery & corruption and modern slavery practices.

- Role-specific training where hazards, skills gaps, or quality risks are identified
- Refresher training at regular intervals and following any incident or process change

Reporting Incidents

All Personnel are encouraged and expected to report hazards, near-misses, accidents, and wellbeing concerns promptly. Reports should be made to the line manager or Managing Director without delay. Lessons learned will be communicated to relevant Personnel and used to prevent recurrence and drive continuous improvements.

Diversity, Inclusion and Social Value

We are committed to building and sustaining a diverse, inclusive, and socially responsible organisation. Diversity and inclusion are not aspirations, they are reflected in our leadership, our workforce, our supply chain, and the communities we serve.

Female Leadership

With women making up the majority of our staff and 50% of our leadership team, we demonstrate a genuine commitment to gender balance across our organisation. We operate a Women in Construction Forum, which provides a platform for networking, mentoring and advocacy in an industry with underrepresented women. We are committed to equal gender representation across all roles as we grow.

Diversity and Inclusion

We are proud to have a workforce that reflects diverse ethnic and cultural backgrounds. We foster an inclusive environment where different perspectives are encouraged and drive stronger outcomes for our clients. Discrimination of any kind is not tolerated, and we uphold equality in all employment and procurement practices. We also champion career changers and diverse talent, supported by our Skilled Worker Sponsorship license.

STEM Skills Growth

We are actively investing in the next generation of built environment professionals. We have welcomed two graduates onto our team to develop STEM careers in construction and planning, with structured mentoring and development support in place. Our Environmental Lead holds an active mentoring and facilitation role with Stemettes, a social enterprise dedicated to growing STEM careers among women and non-binary individuals aged 16–25, demonstrating our commitment to broadening access to technical careers well beyond our own organisation.

Accessible Supply Chain

As an SME, we understand the barriers smaller businesses face in accessing supply chain opportunities. We are committed to ensuring our own supply chain is accessible and inclusive, actively seeking to engage local SMEs, micro-businesses, and Voluntary, Community and Social Enterprises. We vet and monitor suppliers on capability, quality, safety, sustainability, and ethical conduct, and will continue to develop our procurement approach to embed these principles in our QMS as we grow.

Community Engagement

All our staff receive an annual volunteering day, encouraging active participation in local communities and charitable causes. We deliver community-focused and education projects

across the public sector, including internationally, and actively contribute to social responsibility through youth mentorship, women's support initiatives, and disaster relief construction work. Community investment is a core value at NOV8, not an afterthought.

Quality Commitment Statement

This policy forms part of the N.O.V8 Integrated Management System and applies to all Personnel. Leadership is responsible for ensuring adequate resources, training and support to implement this policy.

This statement will be reviewed at least annually by the Board of Directors and updated to reflect changes in legislation and regulatory guidance.

For and behalf of the NOV8 Consulting Executive Board

Neil Porter
Managing Director
April 2026