



Consulting Engineers Ltd

CARBON REDUCTION PLAN

PPN 06/21





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THIS CARBON REDUCTION PLAN HAS BEEN WRITTEN IN ACCORDANCE WITH THE PPN 06/21. TAKING ACCOUNT OF CARBON REDUCTION PLANS IN THE PROCEUREMENT OF MAJOR GOVERNMENT CONTRACTS

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QUALITY CONTROL

Issue	Date	Checked by	Approved By
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1.0 INTRODUCTION

The Company's plan applies to all JCP offices in the UK.

As an Office based SME Building Services Design Consultancy with 23 staff members, reducing our carbon footprint can not only help the environment but also lead to cost savings, increased efficiency, and a positive reputation.

2.0 COMMITMENT TO ACHIEVING NET ZERO

Our Strategy:

- Onboarding our Net Zero Carbon (NZC) Lead at the earliest stage of commissions as **NZC Coordinator** where challenges to key decisions impact on carbon reduction potential.
- Developing an initial **Energy and Carbon Strategy** updated across the project lifecycle including a route map and performance targets on reducing operational building energy demands, embodied carbon in construction and operational carbon, evidenced in the PEP, Client Requirements, Business Cases and Carbon Reduction Plan (CRP).

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Implement:

- Using compliance tools including Design Management, whole life carbon/operational energy and carbon tools to deliver the strategy, including:
 - Embedding digitalisation
 - Standardising design
 - Maximising MMC
 - Flexibility/adaptability to increase building lifespan.
- Sharing all commitments during our **internal project launch** so our team embrace them.

Monitor:

- Collectively monitor performance outputs of the CRP during the design and construction stage using KPIs and monthly reporting through agreed governance structures. Each commitment will have an assigned **responsible owner**.
- Establish a Monitoring and Verification plan at RIBA Stage 2 to monitor and report performance against targets across handover and during operational stages.

Continuous Improvement:

- Feedback on output data and lessons learned to enhance learning across the industry.

JCP commit to the Government Net Zero Target for 2050 **setting our Net Zero Target for 2028** with our **CRP** based on reducing Scope 1, 2 and 3 emissions and will adapt to align with priorities in our clients **wider Green Plan**. We are continuing to implement this through:



Energy Efficiency – improving premises energy performance certificates by incorporating LED lighting, increasing insulation, maximising natural ventilation and introducing renewable energy measures.

Carbon Reduction – reduce emissions by: Incorporating Renewable Energy (ASHP/PV/electric boilers) in offices, 50% electric cars by 2024; 100% by 2028 supported by 4 EV charging points on site, Reduce travel through work from home, online meetings and use of public transport/car sharing

Waste reduction – reduce, re-use, recycle by: Buying sustainably sourced consumables, Reduction of packaging/paper use, Re-use of office consumables, Recycling & segregating waste, Recycling computers/mobile phones to schools/charities.

Our Project Engineers will be accountable for **monitoring and measuring** JCP's and suppliers' commitments against our **CRP targets** with **time specific ISO14001 based KPI's** and utilise measurement tools e.g. Supply Chain Sustainability School - Carbon Calculator. This will allow us to provide consistent measurement, data collection and reporting across the Framework. We will report against the KPI's monthly to our customers to **evidence** progress towards achieving our Net Zero target by 2028

3.0 BASELINE EMISSION 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: 2023
Additional Details relating to the Baseline Emissions calculations.
N/A This is a fresh baseline as a first-year report
Baseline year emissions:

JCP Consulting Engineers Carbon Footprint Results

The Carbon Footprint Calculator has been designed to help UK-based SMEs measure their corporate emission footprint by following GHG Protocol Guidance. This includes direct emissions from fuel and processes (Scope 1 emissions) and emissions from purchased electricity (or Scope 2 emissions) for the assets they operate.

Results for 2023

Total Emissions: 4,595.138 kg CO₂e

- **Scope 1:** 4,092.22 kg CO₂ (89.8%)
- **Scope 2:** 372.47 kg CO₂ (8.10%)
- **Scope 3:** 130.448 kg CO₂ (2.84%)

4.0 EMISSIONS REDUCTION TARGETS

This is JCP's first report and therefore we have provided targets below:

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

Reduce Energy Use: Energy consumption is one of the primary sources of carbon emissions for most businesses. We have identified the following ways to reduce energy consumption for our business:

Target	Implemented
Installing energy-efficient lighting, appliances, and equipment:	2021
Encouraging employees to turn off electronics and lights when not in use:	2018
Implementing a "power down" policy for electronics outside of business hours	
Conducting regular maintenance on HVAC systems to ensure they operate efficiently	
Improving the external windows	July 2024
Improving the external wall with cavity wall insulation or internal insulation.	

Replacement of boilers with energy-efficient gas boilers or heat pumps.	2024
Replacement of the cooling system with an energy-efficient system.	
Installation of intelligent controls to allow the heating system to operate to the desired set point and not above as this will create wastage.	
Improving the thermal insulation in the roof.	
Replacement of IT equipment with energy efficient type.	

Reduce Business Travel: Business travel is another significant source of carbon emissions. Identify ways to reduce your business travel, such as:

Target	Implemented
Encouraging remote meetings and teleconferencing	2021
Encouraging public transportation, cycling, or walking for employees	2022
Providing incentives for employees to carpool or use electric vehicles	Car Pooling (2020)

Reduce Paper Waste: Reducing paper waste can also help reduce your carbon footprint. Consider implementing a paperless office policy, such as:

Target	Implemented
Encouraging employees to send and receive documents electronically	2020
Providing electronic forms and signatures	2018
Recycling paper and other office waste	2020
Provide Employees the Option for Direct Deposit & Online Pay Stubs	2018
Store Manuals & Company Policy Information in internal & external servers	2018
Store Files Digitally with Document Scanners	2020

5.0 CARBON REDUCTION PROJECTS

In the future we hope to implement further measures such as:

Projects	Implemented
Achieving a third-party ISO 14001:2015; consequently, all our activities are subject to defined environmental management	July 2024

standards: ds applicable across all of our business activities.	
JCP company Fleet Cars (reduce)	Jan 2020

6.0 DECLARATION and SIGN OFF

This Carbon Reduction Plan has been completed following PPN 06/21 and associated guidance and reporting standards for Carbon Reduction Plans.

Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the Greenhouse Gas Reporting Protocol corporate standard and use the appropriate Government emission conversion factors for greenhouse gas company reporting.

Scope 1 and Scope 2 emissions have been reported following Streamlined Energy and Carbon Reporting (SECR) requirements and the required subset of Scope 3 emissions have been reported following 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 by:



Simon Jackson
Managing Director
JCP Consulting Engineers Ltd

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