

Emissions Management and Reduction Plan

Carbon Reduce and Carbon Zero programme



RPP

Person responsible: Natalie Bennett

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Dated: 16 September 2021

Verification Status: Verified (post-audit) to limited assurance

For the period: 01 April 2020 to 31 March 2021

Base year: 01 April 2020 to 31 March 2021



Approved for release by:



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INTRODUCTION

This report is the annual greenhouse gas (GHG) Emissions Management and Reduction Plan prepared for RPP and forms the manage step part of the organisation's application for Programme certification.¹²

RATIONALE

In its latest report, the UN noted that "Global surface temperature has increased faster since 1970 than in any other 50-year period over at least the last 2,000 years ... Meanwhile, global mean sea level has risen faster since 1900, than over any preceding century in at least the last 3,000 years."

According to that report, "the emissions of greenhouse gases from human activities" bear the greatest responsibility for the rise in the earth's temperature. To hold this position or at least slow global warming will take "rapid and deep reductions in CO₂ and other greenhouse gas emissions ... in the coming decades."

It is hard to ignore the pressing need to address the issue of climate change - the UN's report is strong call to action, aimed at driving change on a global scale. It states that "Strong and sustained reductions in emissions of carbon dioxide (CO₂) and other greenhouse gases, could quickly make air quality better, and in 20 to 30 years global temperatures could stabilize."

According to the UK Green Building Council, around 10% of the country's carbon dioxide emissions are directly associated with construction activities. The number rises to 45% when taking into account the whole of the built environment sector. Over recent years, there has been a drive, particularly among developers and Tier 1 contractors to reduce CO₂ emissions and greenhouse gas emissions. This is partly in response to Government commitments, such as the ambition to achieve net-zero carbon by 2050 and the recent law to cut emissions by 78% by 2035, and partly from client demand/expectations. The Government's Construction Playbook, developed with input from across the industry, includes a commitment to 'better, faster and greener' construction.

All of this means that climate change and carbon reduction, particularly net zero carbon in delivery and operation, is high on the agenda for RPP, it's clients and those we work closely with in the delivery of construction projects.

As a medium-sized construction consultancy company, our personal impact on the climate is minimal, coming mainly from our energy use and travel. However, if we all play our part, we can hopefully achieve the UN's aim of sustained reductions, improvements to air quality and the stabilisation of global temperatures.

RPP are committed to being responsible corporate citizens, operating as a socially and environmentally ethical company, one that is building for the future. This approach is underpinned by our company Value to 'Operate with Integrity', and is supported by our Sustainability, Corporate Social Responsibility, Equality and Diversity and Training and Development policies. This ensures that we support our local communities and treat people and the environment with empathy and respect. All policies can be found on our Company Intranet page.

We appreciate we are uniquely placed to influence projects to ensure they are designed and delivered to minimise the environmental impact and reduce carbon and greenhouse gas emissions and so help to address climate change and CO₂ and greenhouse gas emissions. We will be developing a new set of policies to support our approach and aim to have this in place ready for our next audit.

¹Throughout this document 'emissions' means 'GHG emissions'.

²Programme means the Toitū carbonreduce and Toitū carbonzero certification programme.

TOP MANAGEMENT COMMITMENT

Top management commitment to carbon reduction is demonstrated in our Corporate Values and in the following signed policies. All policies are reviewed annually in January.

Environmental Policy

Sustainability Policy

Corporate Sustainability Policy

Social Value Policy

We will also include a statement on our new website around our commitment to monitor, manage and reduce our carbon emissions, which is due to launch later this year.

RPP Corporate Values:

Operate with integrity – We are dedicated to providing an honest and thorough service with no surprises, supporting our local communities, and treating people and the environment with empathy and respect.

Deliver quality – We are committed to delighting our customers, advising on the best quality solution for their projects, delivering on time and to budget.

Be innovative – We continually strive for more cost-effective solutions and better ways of working.

Be reliable – We provide a consistent, high-quality, collaborative service for our clients. Our record of long-term relationships and 87% repeat business is testament to our reputation for reliability and the investment we make in our client relationships.

PERSON RESPONSIBLE

The person responsible for Carbon Reduction reporting and performance is Group Marketing Manager and Carbon Reduce Lead, Natalie Bennett, supported by Group Business Manager and Carbon Reduce Deputy, Dee Priestley.

Responsibilities include:

Collection of data

Ensuring accuracy and quality of data

Reporting of performance to the Executive Board

Quality data project completion

Promotion of carbon reduce programme across Group of companies

Training of staff and new starter induction on carbon reduction

Roll out of Green Travel Plan

Setting, allocation and delivery of Carbon Reduction Plan targets

Communication on all matters relating to Carbon Reduce Programme

AWARENESS RAISING AND TRAINING

We will use new starter inductions, the Group intranet page, monthly Group newsletter and annual awareness training to communicate our commitment to emissions reduction to employees. This will be undertaken by Group Business Manager, and Executive Director or our Carbon Reduce Lead.

SIGNIFICANT EMISSIONS SOURCES

RPP's main emissions come from energy use within our offices and business travel, with business travel being our major contributor to emissions. This is due to high amounts of business travel

required in carrying out our service as construction consultants - namely travel to and from construction sites to undertake surveys, inspections and meetings etc.

Business unit, Rex Procter and Partners have higher emissions due to having two office location in comparison to RPP Management and Asbestos.

All our top emissions sources are within the scope of our control and are therefore central to our reduction plan targets.

During the collation of our first set of data we have identified a number of data quality issues, including RPPML's office electricity bills for April 2021 onwards have been difficult to gain from the landlord. This has been identified on our Data Quality Project target spreadsheet and appropriate actions to resolve this issue in advance of the next audit. Data issues were also identified around the mileage/fuel usage of RPP Asbestos Vans, as the current fuel card only come into place in October 2020 and no data was kept prior to this of mileage or fuel used.

Data quality is also poor for Vehicle emissions as there is no current database of staff vehicles and their CO2 emissions. This is also an action on our Data Quality Project Plan and steps have already been taken to address this issue to ensure more robust data moving forwards.

TARGETS FOR EMISSIONS REDUCTION

In order to be in line with the UK's GHG emissions commitments the IPCC's suggested reduction targets to limit global temperature rises we are targeting a 2.5% intensity reduction target per year for the next five years. Longer-term, RPP would like to achieve zero carbon, and will look to align the companies policies, procedures and decision making to enable this.

Table 1: Emission reduction targets

| Scope of target | Target | Target date | Metrics/ KPI | Responsibility | Rationale |
|--|--------|-------------|--|---|---|
| Reduce vehicle CO2 emissions | 2% | April 2022* | Transport: Company Owned or Leased Passenger Vehicles | Group Business Manager | Staff do use hybrid and electric vehicles, this is not captured currently. Achievable through collation of staff vehicles and CO2 emissions data. Update car lists to include hybrid and electrical vehicles. Put green travel plan in place to encourage use of more public transport where possible. Staff awareness training on green travel plan. |
| Put a renewable energy policy in place | 2% | 1/03/2022 | Electricity UK (Generation) | Natalie Bennett | Achievable through commitment from Executive Directors. Switch to Green Energy Supplier. |
| Reduce purchased electricity emissions | 2% | 1/03/2022 | Electricity UK (Generation) | Group Business Manager Natalie Bennett | Achievable through switching to green electricity suppliers. Energy saving policy in place and communication to all staff to turn lights off etc. |

SPECIFIC EMISSIONS REDUCTION PROJECTS

In order to achieve the reduction targets identified in Table 1 specific projects have been evaluated to achieve these targets. These are detailed below.

Table 2: Projects to reduce emissions

| Objective | Actions | Responsibility | Completion date |
|---|--|---|---|
| Capture staff vehicle CO2 data to improve data quality | Update database of staff vehicles to ensure current. Addition of CO2 data for each vehicle type. | Group Business Manager | 1/04/2022 |
| Reduce CO2 from car journeys - increase hybrid and electric vehicle usage | Update car lists to include hybrid and electric vehicle options. | Group Business Manager / Executive Board | 01/04/2022* *Dependant on when car list updated. |
| Reduce CO2 from car journeys | Green travel plan introduction and staff awareness training. | Group Business Manager / Natalie Bennett | 1/04/2022 |
| Reduce CO2 emissions from purchased electricity | Gain agreement/commitment from Executive Board. Organise switch to Green Energy Supplier for Leeds and Marlow. Liaise with landlord for Bradford office and gain commitment to switch. Write energy saving policy and promote/communicate to staff. | Group Business Manager Group Business Manager Group Business Manager Natalie Bennett | 1/03/2022 |
| Carbon reduction KPIs | Discuss and agree KPIs with Executive Board | Natalie Bennett | 1/02/2022 |

Table 3: highlights emission sources that contributed to poor data quality and describes the actions that will be taken to improve the data quality in future inventories.

Table 3: Projects to improve data quality

| Emissions source | Actions to improve data quality | Responsibility | Completion date |
|-------------------|--|---|-----------------|
| Vehicle emissions | Staff do use hybrid and electric vehicles, this is not captured currently. Achievable through collation of staff vehicles and CO2 emissions data. | Group Business Manager Natalie Bennett | 1/04/2022 |

The emissions inventory identified various emissions liabilities. Table 4 details the actions that will be taken to prevent GHG emissions from these potential emissions sources.

Table 4: Projects to prevent emissions and reduce liabilities

| Project details |
|-----------------|
| n/a |

UNINTENDED ENVIRONMENTAL IMPACTS

The projects to reduce emissions (as listed in section 8) have been assessed to identify any impacts on other aspects of the environment and are listed in Figure 1.

Not applicable.

Figure 1: Risk assessment matrix for the emission reduction projects.

KEY PERFORMANCE INDICATORS

KPIs to be set with Executive Board ready for next audit.

Table 5: Key Performance Indicators (KPI)

| KPI | 2021 |
|------------------------------|------|
| Turnover/revenue (£Millions) | 8.23 |

Table 6: GHG emissions per KPI

| KPI | 2021 |
|--|-------|
| Total gross GHG emissions per Turnover/revenue (£Millions) | 11.50 |
| Total mandatory GHG emissions per Turnover/revenue (£Millions) | 11.50 |

MONITORING AND REPORTING

GHG emissions reductions will be monitored by the Group Business Manager and the Carbon Reduce Lead. Both the Group Business Manager and Carbon Reduce Lead will report into the Director responsible for Sustainability, Executive Director, Alex Blenard, and the rest of the RPP Executive Board. Performance will be monitored and reported on annually, using the metrics captured in E-manage.

EMISSIONS REDUCTION CALCULATIONS

Table 7: GHG inventory results

| | 2021 |
|---|-------|
| Scope 1 | 19.53 |
| Scope 2 | 28.54 |
| Scope 3 Mandatory | 46.54 |
| Scope 3 Additional | 0.00 |
| Scope 3 One time | 0.00 |
| Total gross emissions | 94.61 |
| Reporting reductions | |
| 5-year average (tCO ₂ e) | 94.61 |
| 5-year average (tCO ₂ e) (scope 1 & 2) | 48.07 |

PERFORMANCE AGAINST PLAN

Not applicable as this is our base year.

Because insight
beats hindsight



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