CARBON REDUCTION PLAN AND STREAMLINED ENERGY & CARBON REPORTING (SECR)

1st April 2022 - 31st March 2023

Produced by
Lindsey Hall
Green Steps
Sustainability Consultancy

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GREEN STEPS.

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About BJF Group

Founded in 2007 as a small mechanical and electrical contractor, BJF Group has grown and evolved into a highly diverse business, delivering a comprehensive range of services across the UK.

We work in partnership with clients to enhance their built environments, making them better, safer, and greener. We provide everything needed to design, build, maintain, and upgrade spaces and the essential services that bring them to life.

Our expertise spans key areas of the built environment, with a particular focus on complex, high-security settings such as Ministry of Defence sites, prisons, major government departments, and healthcare facilities. We are also well-established in residential construction and the Mechanical & Electrical sector.

Our work ranges from multi-million-pound Facilities Management contracts to residential and commercial construction projects, major M&E fit-outs, refurbishments, and smaller projects. Our success is built on investing in our people, fostering strong teams, and cultivating close client relationships.

Commitment to Achieving Net Zero

BJF Group is committed to achieving net zero carbon in line with the government's date of 2050. In order to achieve this goal, we have quantified our carbon emissions and begun implementing strategies to reduce our emissions.

This Carbon Reduction Plan is the first step in our journey towards net zero, outlining the actions that we are currently undertaking to reduce our carbon footprint, and that we plan to make over the longer term to meet our goal.

SECR report

Time Period

This document presents the GHG emissions Inventory of BJF Group occurring between 01/04/2022 – 31/03/2023. This mirrors the company's financial year.

Organisational Boundaries

The GHG Inventory includes all GHG emissions issued from BJF Group business activities.

The GHG emissions were consolidated according to a control approach. Thus, all GHG emissions from facilities over which BJF Group has operational control were taken into account.

BJF Group is a large unquoted company.

Operational Boundaries

Definition of the operational boundaries began by identifying all GHG sources that BJF Group should include in its inventory. These were subdivided into three different categories:

Scope 1: Direct GHG emissions are those issued from sources directly controlled by BJF Group, such as stationary combustion equipment used for building heating, and combustion of fuel by the commercial vehicle fleet.

Scope 2: Energy-related indirect emissions are those issued from electricity production, or from the imported heat or vapor consumed in the buildings and equipment operation, provided by an external entity (sources out of the organisational boundaries).

Scope 3: Other indirect GHG emissions are those issued from BJF Group's business activities but from sources that are not under their control. For the purposes of this report, this includes the business miles claimed by private vehicles.

Methodology

This report was produced in accordance with the "GHG Reporting Protocol - Corporate Standard" methodology and uses DEFRA GHG conversion factors data from 2022, since this was the calendar year in which the greatest proportion of their data falls. The GHG Reporting Protocol recommends that BJF Group as the reporting organisation quantifies, minimally, GHG emissions from direct and indirect categories (scope 1 and 2 in the Greenhouse Gas Protocol). We have also reported on Scope 3 emissions from business travel in private cars, since this is a significant activity. These are included in the GHG inventory.

In order to calculate the total energy consumption of business activities in kWh, we have had to convert mobile combustion from the commercial vans from litres to kWh. This calculation used data from the "fuel properties' tab of DEFRA's GHG conversion factors 2022, using the Net CV kWh/litre.

To convert business mileage claims from business-owned vehicles, we used the "SECR kWh passenger and delivery vehicles" tab of DEFRA's GHG conversion factors 2022, using the car and fuel types specified in BJF Group's mileage claims spreadsheet and thus defining cars as small, medium or large, and petrol or diesel.

To convert business mileage claims from privately-owned vehicles, we used the "SECR kWh passenger and delivery vehicles" tab of DEFRA's GHG conversion factors 2022, using average car type, since car size detail is not recorded by the company for private vehicles. Petrol vehicle miles were estimated to account for 65% of all claims, with the remaining 35% estimated to be diesel, based on the current ratios of licensed vehicles in the UK, together with the current ratio of fuel use of the company-owned vehicles.

To estimate the electricity consumption at the sites BJF Group manages, we took meter readings from the one site where they were recorded, and extrapolated these for the other sites on a pro-rata basis.

Omissions

None.

Adjustments to base year

We have adjusted the base year's Scope 2 emissions to account for all the sites that BJF Group managed. The base year report recorded just one site's electricity consumption, but four sites were operational during this period. As such, we have extrapolated the data to allow for the electricity consumption and associated Scope 2 emissions at these sites. This has increased the base year's Scope 2 emissions from 16.49 tCO2e to 36.69 tCO2e, and Scope 2 energy consumption from 85,224kWh to 205,224 kWh.

Identification of GHG sources

The potential GHG emissions sources were:

- Fixed combustion: combustion of fossil fuels in fixed installations such as central heating boilers, radiators and motors.
- Mobile combustion: combustion of fossil fuels in motorised equipment such as cars and vans.

Selection and collection of GHG activity data

Selection and data collection were based on primary information sources, using two distinctive methods:

1. Direct interviews with stakeholders
2. Official documentation, such as bills, invoices and supplier reports

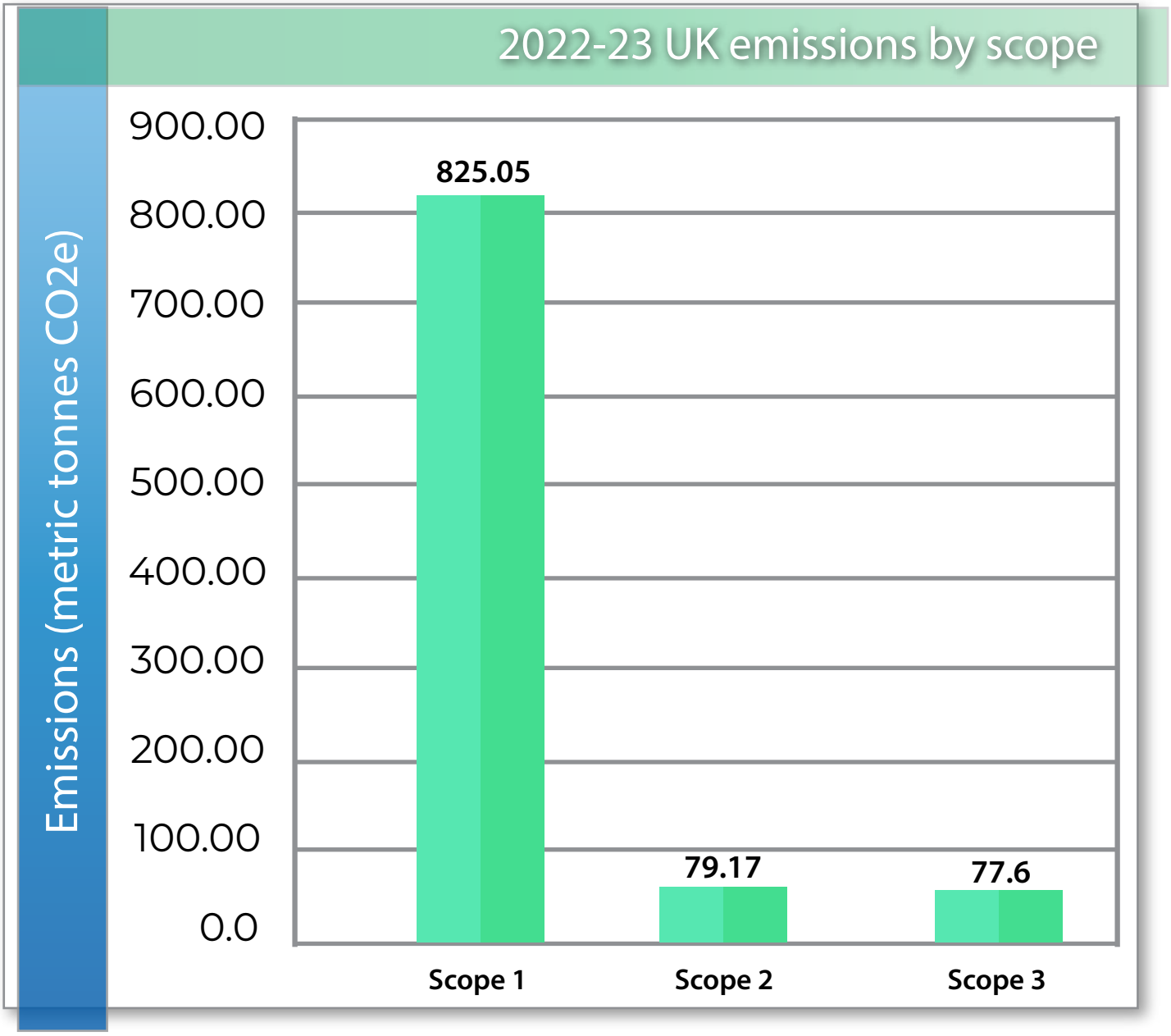
SECR data

The following tables and charts provide a breakdown of BJF Group's GHG emissions between 1st April 2022 and 31st March 2023. Emissions were calculated using the GHG Protocol Corporate Standard. The base year was chosen to be 2021 – 2022*, since this was the first year to have a comprehensive carbon audit conducted.

	2022-23 UK Emissions	Base Year UK Emissions*	% change
EMISSIONS BREAKDOWN BY SCOPE	tCO2e	tCO2e	
Scope 1	825.05	527.85	56%
Scope 2	79.17	39.69	99%
Scope 3	77.6	95.33	-19%
Total Scope 1 & 2 (tCO2e)	904.22	567.54	59%
Total Scope 1 2 & 3 (tCO2e)	981.82	662.87	48%
Total kgCO2e	981,825	662,867	48%
Intensity Ratio: tCO2e/£m turnover	23.10	23.02	0%
Intensity Ratio: tCO2e/Full time employee	3.65	3.64	0%
Scope 1 & 2 UK Energy Consumption (kWh)	3,641,002	2,263,794	61%
Scope 3 Energy Consumption (kWh)	317,258	373,959	-15%
Total UK Energy Consumption (kWh)	3,958,260	2,637,752	50%

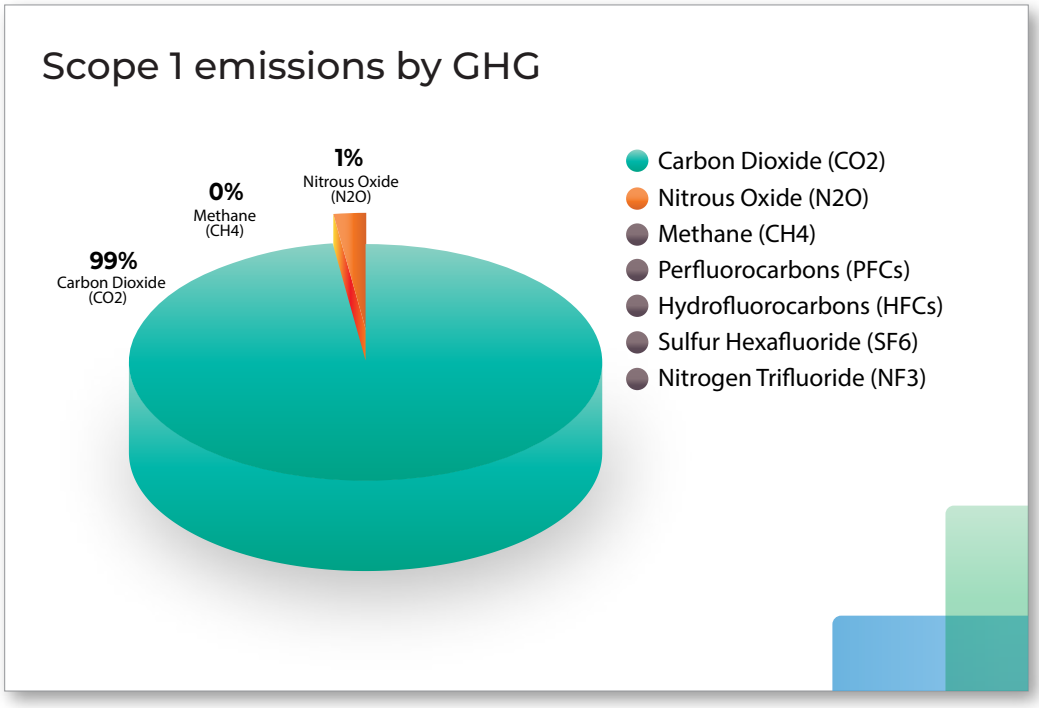
* The base year report was calculated from **01.01.22.** to **31.12.22.**

2022 – 2023 UK emissions by scope



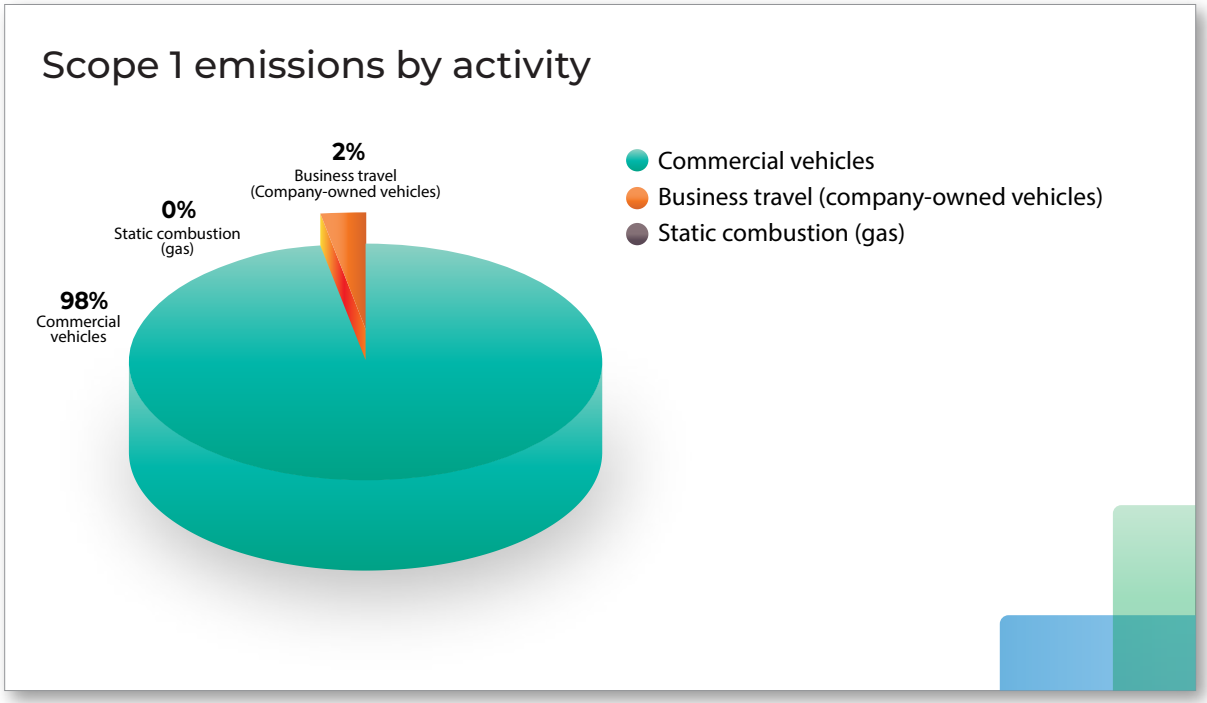
Scope 1: Breakdown by GHG emissions

	UK Carbon Emissions	
GHG type	tCO2e	kg CO2e
Carbon dioxide (CO2)	813.42	813,423
Methane (CH4)	0.20	195
Nitrous Oxide (N2O)	11.44	111,435
Perfluorocarbons (PFCs)	-	-
Hydrofluorocarbons (HFCs)	-	-
Sulphur Hexafluoride (SF6)	-	-
Nitrogen Trifluoride (NF3)	-	-
TOTAL	**825.05**	**825,054**



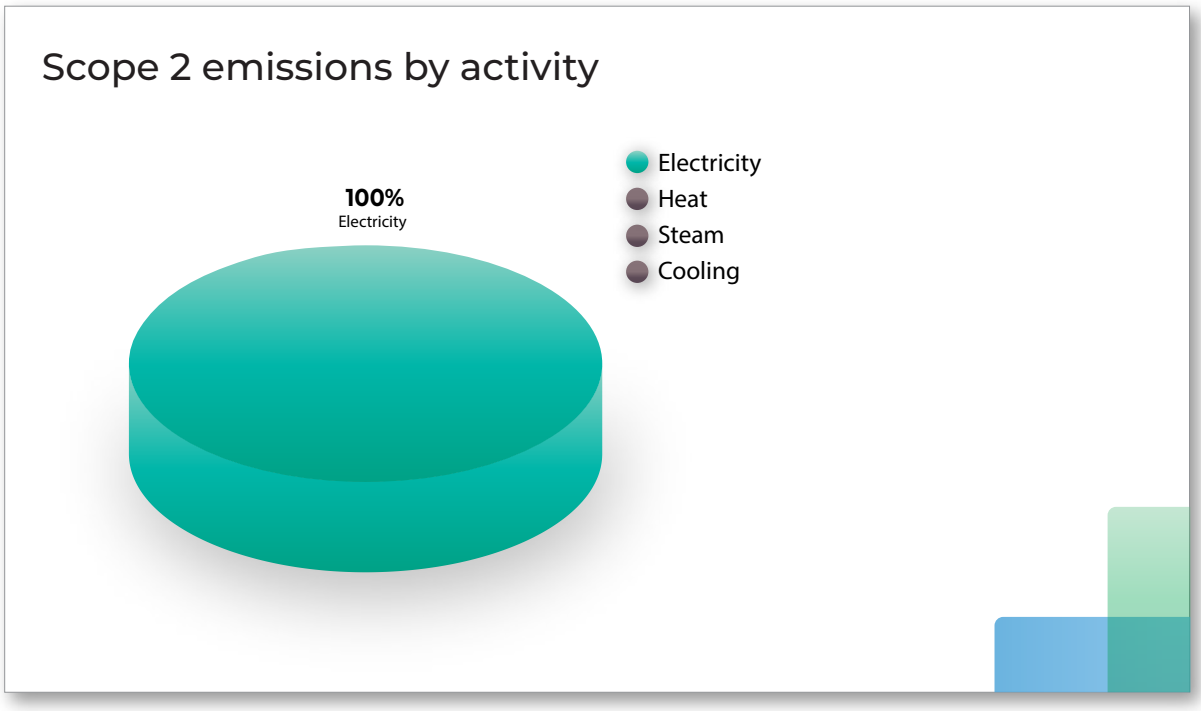
Scope 1: Breakdown by activity

Activity	UK Carbon Emissions	
	tCO2e	kg CO2e
Commercial vehicles	808.59	808,594
Business travel (company-owned vehicles)	15.80	15,803
Static combustion (gas)	0.66	656
TOTAL	**825.05**	**825,054**



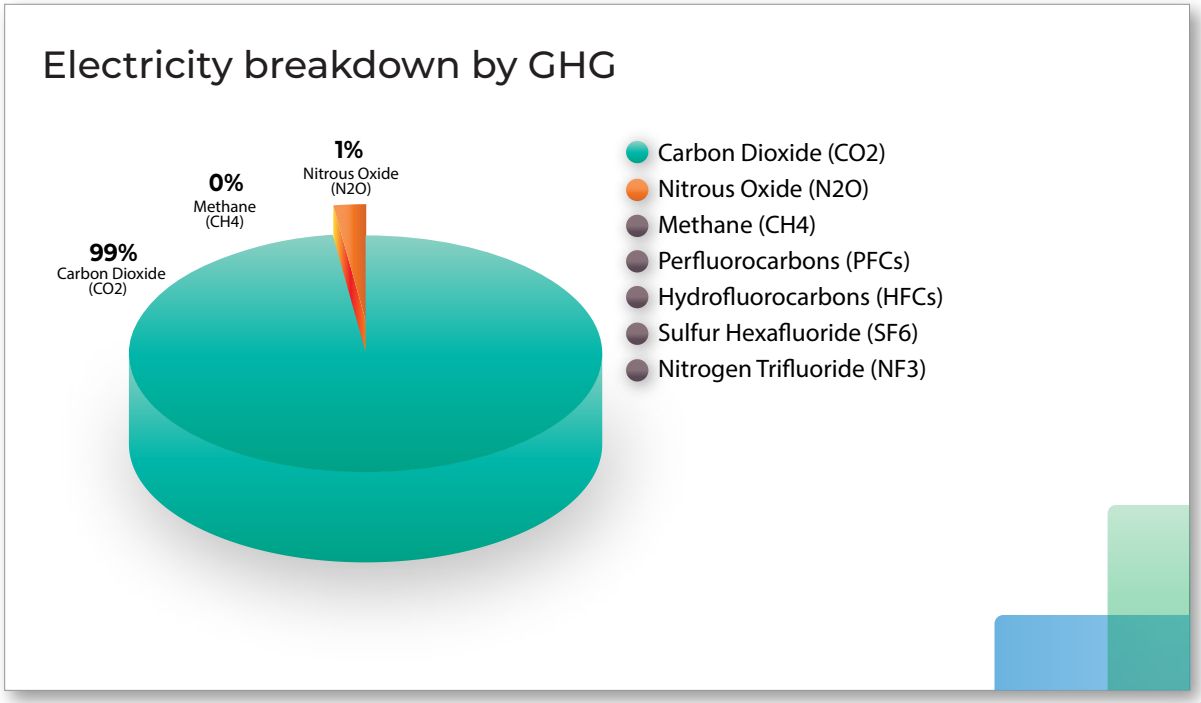
Scope 2: Breakdown by activity

Activity	UK Carbon Emissions	
	tCO2e	kg CO2e
Electricity	79.17	79,168
Heat	-	-
Steam	-	-
Cooling	-	-
TOTAL	**79.17**	**79,168**



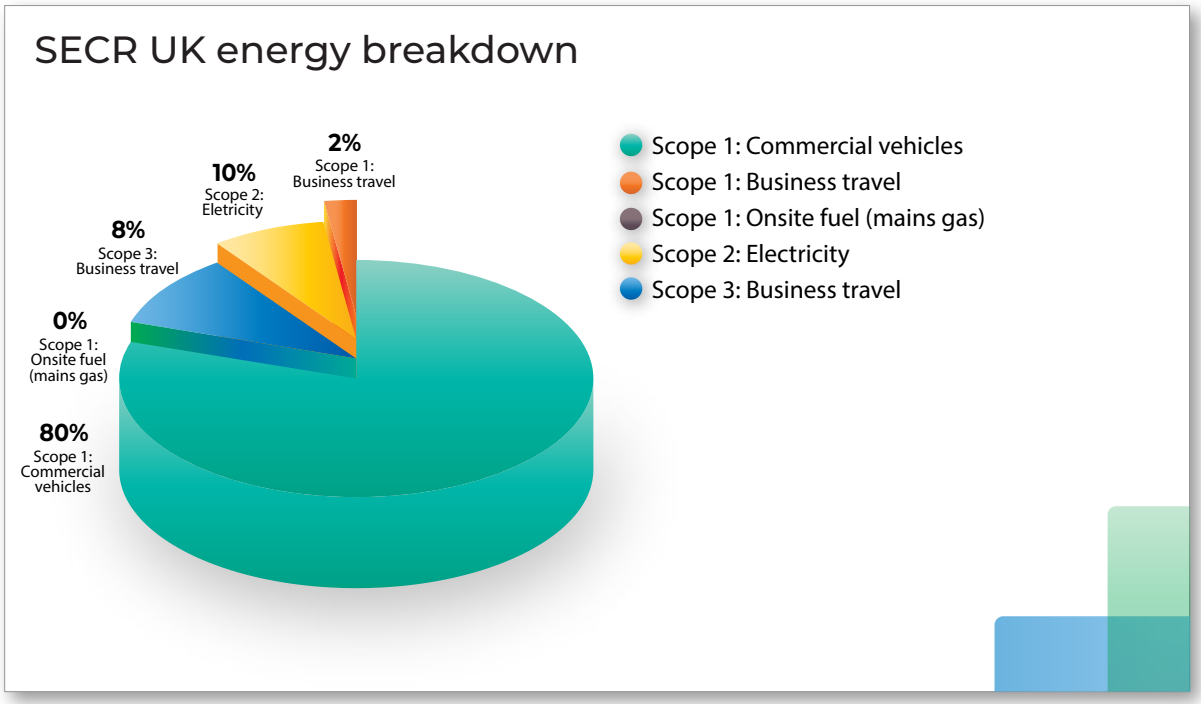
Scope 2: Electricity breakdown by GHG

	UK Carbon Emissions	
GHG type	tCO2e	kg CO2e
Carbon dioxide (CO2)	78.28	78,280
Methane (CH4)	0.33	328
Nitrous Oxide (N2O)	0.56	561
Perfluorocarbons (PFCs)	0.00	-
Hydrofluorocarbons (HFCs)	0.00	-
Sulphur Hexafluoride (SF6)	0.00	-
Nitrogen Trifluoride (NF3)	0.00	-
TOTAL	**79.17**	**79,168**



SECR UK energy breakdown by fuel type

	UK Energy Consumption	
Fuel	MWh	kWh
Scope 1: Commercial vehicles	3,162	3,162,236
Scope 1: Business travel	66	65,780
Scope 1: Onsite fuel (mains gas)	4	3,595
Scope 2: Electricity	409	409,392
Scope 3: Business travel	317	317,258
TOTAL	**3,958**	**3,958,260**



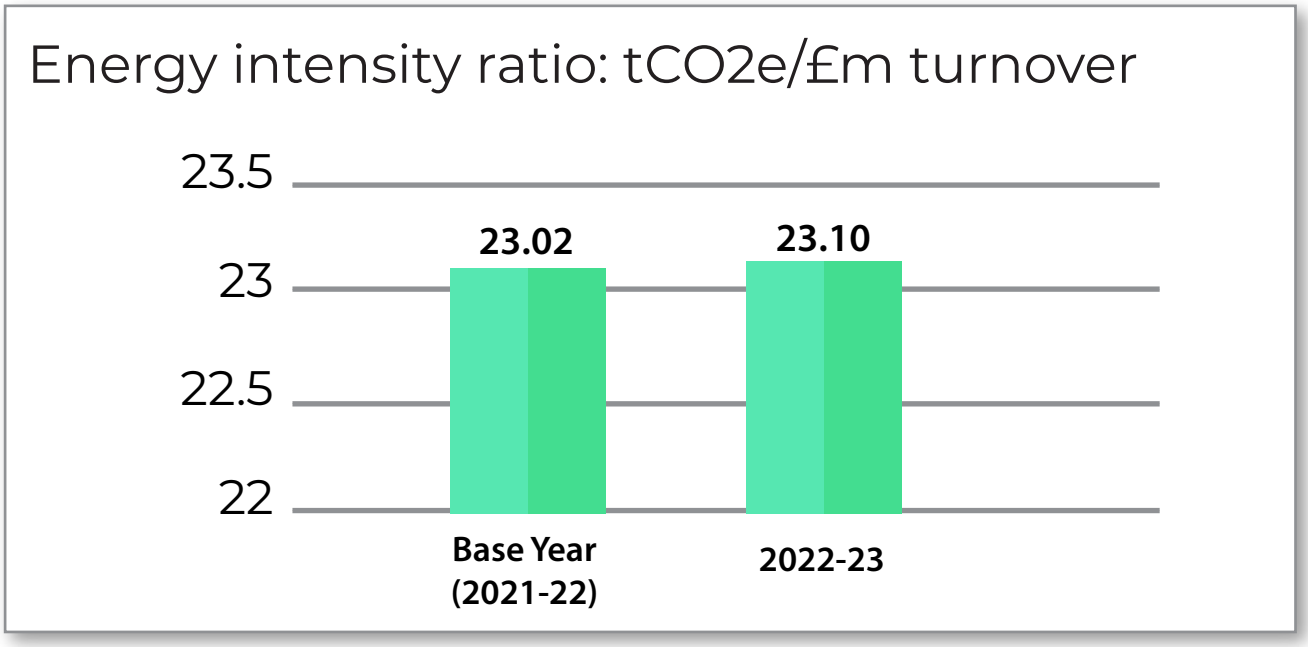
Energy Intensity Ratio

SECR requires organisations to express the organisation's emissions by way of at least one intensity ratio. These intensity ratios compare emissions data over time against an appropriate business metric or financial indicator.

The baseline year's report used the intensity metric full time employee (FTE), and therefore we have applied this same metric for the purposes of comparison. We have also included the intensity metric net turnover, which provides a clearer picture of business activity and therefore makes for a more useful comparison of year-on-year energy and carbon intensity.

Net turnover (£m)

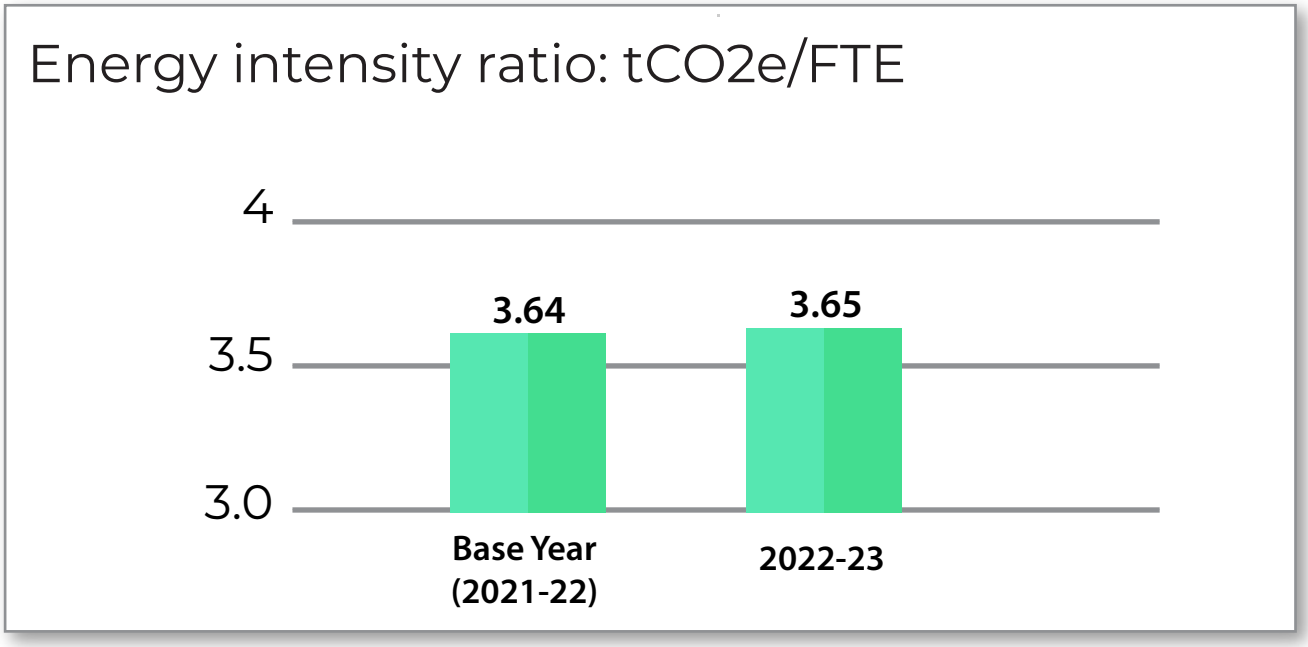
	Base Year (2021-22)	2022-23	% change
Intensity ratio: tCO2e/£m turnover	23.02	23.10	0%



Compared to the base year, BJF Group's carbon intensity ratio based on net turnover has remained unchanged.

Full-time employee

	Base Year (2021-22)	2022-23	% change
Intensity ratio: tCO2e/FTE	3.64	3.65	0%



Compared to the base year, BJF Group's carbon intensity ratio based on full time employee has remained unchanged.

Summary

Although net emissions have increased in this financial year compared to the base year, this increase is proportional to the company's growth when considering both carbon intensity indicators of net turnover and full-time employee.

Activities of significant importance

98% of BJF Group's Scope 1 carbon emissions result from mobile combustion by the commercial fleet of vans.

Due to the significant impact of our van fleet on our overall carbon emissions, we have invested in a fleet management solution to monitor and control fuel consumption.

We are continually assessing the suitability of our vehicles for a transition to hybrid and electric models to further reduce carbon emissions while improving air quality in the communities in which we operate. We will monitor the development of both the vehicles and the charging infrastructure to create a roadmap towards this goal.

BJF Group carbon reduction activities over financial year 2022-2023

Energy efficiency activities during the assessment period

- Installed LED lighting in the head office
- Completed a 4-week trial to assess the operational capability of an electric van.

Longer term initiatives under consideration

- BJF Group's updated Carbon Reduction Plan for 2023-24 will extend its focus to include the Scope 3 emissions generated by any upstream and downstream transportation and distribution, waste generated in operations and employee commuting.
- To mitigate the fleet's impact, we plan to transition to a new telematics system that actively trains drivers to implement a more fuel-efficient driving style. The insights derived from this data would then be used to optimise fuel efficiency and inform driver training and development.
- We plan to start using a Matterport 3D camera on the first site survey to create a computer model of the site. The project team will be able to use this model to review the site remotely, reducing the need for many subsequent site visits and associated carbon emissions.
- We plan to construct a new office space with solar panels and energy-efficient appliances to minimise resource consumption.
- We are working to establish rigorous waste sorting practices on our construction project sites, with the goal of achieving zero waste to landfill.
- We will continue to review the operational feasibility of installing EV charging facilities at client sites.
- We will continue to monitor the development of hybrid and electric vehicles, and charging infrastructure to create a roadmap towards electrifying operationally capable vehicles.

GHG Inventory

Have any facilities, operations and/or emissions sources been excluded from this inventory? If yes, please specify.
No
Reporting period covered by this inventory
From 01/04/2022 to 31/03/2023

Organisational Boundaries

Which consolidation approach was chosen (check each consolidation approach for which your company is reporting emissions.) If your company is reporting according to more than one consolidation approach, please complete and attach an additional completed reporting template that provides your company's emissions data following the other consolidation approach(es).

Equity share	Financial control	Operational control
☐	☐	☒

Organisational Boundaries

Are Scope 3 emissions included in this inventory?
☒ Yes ☐ No
If yes, which types of activities are included in Scope 3 emissions?
UK road business travel

Information on emissions

The table below refers to emissions independent of any GHG trades such as sales, purchases, transfers, or banking of allowances

Direct CO2 emissions from Biogenic combustion (mtCO2e)
0

	Carbon dioxide (CO2)	Methane (CH4)	Nitrous Oxide (N2O)
Emissions	Total tCO2e	Total tCO2e	Total tCO2e
Scope 1	813.42	0.20	11.44
Scope 2	78.28	0.33	0.56
Scope 3	77.03	0.08	0.50

Base year

Year chosen as base year
2021-22*
Clarification of company-determined policy for making base year emissions recalculations
We will adjust our base year emissions inventory to account for significant changes, described below, if the changes drive an increase/decrease in emissions of greater than 5%. We may also choose to recalculate our baseline for changes less than 5%, especially when structural changes occur. **Structural changes** Structural changes include acquisitions, divestures or mergers of businesses or facilities that existed during 2021-22 **Methodology changes** Methodology changes include updated emission factors, improved data access or updated calculation methods or protocols. **Emission Factor Updates** We followed the Defra guidance on when to recalculate the previous years' emissions after new emission factors have been released.

Other changes

In addition to structural and methodology changes, we will recalculate our emissions for the following:

- Discovery of a significant error, or a number of cumulative errors.
- Change in our organisational boundary
- Change in our operational boundary

Context for any significant emissions changes that trigger base year emissions recalculations
As above

*This year was calculated from 1 January 2021 – 31 Dec 2022, which is not in line with the company's financial year.

Has this inventory been verified by an accredited third party?
No

Methodologies and emission factors

Methodologies used to calculate or measure emissions other than those provided by the GHG Protocol:
GHG Protocol

Authorisation

This Carbon Reduction Plan and SECR report has been completed in accordance with SECR, together with associated guidance and reporting standards for Carbon Reduction Plans.

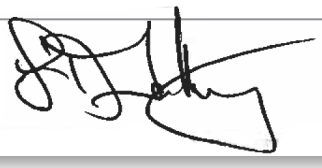
Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate standard, using the appropriate Government emission conversion factors for GHG company reporting.

Scope 1, Scope 2 and Scope 3 emissions have been reported in accordance with SECR requirements and under the published reporting standard for Carbon Reduction Plans.

This Carbon Reduction Plan and SECR Report has been reviewed and signed off by Barry Foster, Steven Foster and Leigh Galloway, on behalf of the board of directors.

Signing authority title	Name	Signature	Date
Mr.	Barry Foster		29/10/2024

Signing authority title	Name	Signature	Date
Mr.	Steven Foster		29/10/2024

Signing authority title	Name	Signature	Date
Mr.	Leigh Galloway		29/10/2024.