



Coventry & Warwickshire  
Chamber of Commerce  
Training  
Training | Skills | Growth

# **Carbon Reduction Plan**

## Commitment to Achieving Net Zero

Coventry and Warwickshire Chamber of Commerce Training is committed to achieving Net Zero by 2040.

## Baseline Energy Costs

Annual consumption figures and costs for 2022/23.

Utility	Consumption (kWhs)	Cost (£)	Carbon Footprint (Tonnes CO <sub>2</sub> )
Electricity	67,565.00	£14,717.72	13.99
Gas	159,580.15	£23,174.89	28.72

## Completed Carbon Reduction Initiatives

We have also taken actions to build net zero capacity within the organisation by:

- Boiler replacement creating a 30% SAP efficiency gain over previous boilers
- Extension of PIRs and LED lighting creating an annual carbon saving of 0.48 and 0.27 respectively
- Install of installation creating a 22% efficiency gain as per Carbon Trust methodology

## Intent

Over the next five years we plan to implement further measures which will continue to drive down emissions. We intend to:

- Continuously work to collect the highest quality, primary data on our emissions to aid in reduction and progress measurement.
- Increase deployment of passive infrared sensors
- Planned 30% reduction in printers across our office portfolio to reduce both paper and energy usage
- Roll out new laptops on a laptop-by-laptop basis to reduce CO<sub>2</sub>e by 7%
- Build awareness amongst our workforce of the impact of their decisions on our journey to Net Zero
- Implement an engagement strategy to encourage our people to learn more and reduce their environmental impact
- Promote car sharing
- Work with key individuals on carbon reduction plans such as setting carbon budgets and working with our suppliers to reduce emissions
- Reduce gas consumption by making sustainable choices in use of gas
- Reduce business travel by rail and road through effective measurement and a sustainable travel policy
- Promote cycle to work scheme
- Encourage walking and wellbeing
- Prioritise purchasing from local suppliers to limit delivery mileage
- Work with suppliers to understand their own emissions
- Integrate climate consideration into firm decision making
- Continue to educate our people to reduce their carbon impact both in and outside of work

## **Carbon Reduction Strategy**

### **Reduction**

- Sustainable design of all major and minor building projects
- Behaviour change
- Carbon-space management efficiency (timetabling, zoning of building)
- Monitoring, targeting, reporting procedures

### **Efficiency**

- Understand energy use and building energy efficiency
- Building management systems and controls
- Building upgrades
- Green ICT

### **Decarbonise**

- Low and zero carbon technology expansion
- Procurement of energy

### **Carbon Management Action Plan**

- Building energy efficiency
- Operation efficiency
- Monitoring, targeting and reporting
- Upgrade of building
- Green ICT
- Behaviour change
- Low carbon technology expansion
- Reduction to landfill
- Alternative travel

## Energy Saving Opportunities

### Lighting

LED Lighting	Replacement of current lighting with LED lighting.	
PIR Sensors	PIR sensors will turn lights off automatically when rooms are not in use.	
Improve Natural Light	Open blinds in offices and clean skylights in factory units. Reduces the need for lighting.	

### Heating

Air Source Heat Pumps (ASHP)	An ASHP is a low-carbon way of heating your home. They absorb heat from a cooler place and use it to increase the temperature inside your building.	
Radiant Heaters	Heat radiates directly down onto people at ground level, so your staff are kept warm without your having to heat large volumes of air in the building.	
Boiler Replacement	Modern boilers can now be up to 94% efficient.	
Heating Controls	Reduce temperature where possible. A 1°C drop in average space temperature can cut heating energy consumption by about eight per cent.	
De-stratification fans	These bring rising warm air back to the ground where staff are working. Savings can be around 25% on heating costs	

### Equipment & Machinery

Air Compressor	Upgrade air compressor / change to a variable speed drive air compressor.	
Power Factor Correction	Power Factor Correction (PFC) equipment is a technology which when installed allows the consumer to reduce their electricity bill by maintaining the level of reactive power consumption.	
Voltage Optimisation	Regulate the incoming power supply and reduce the voltage supplied to the optimum rate for the electrical equipment being used. Savings up to 10%	
Variable Speed Drives	If the load being driven by your motor has a varying demand, a variable speed drive (VSD) could save you money.	

### Other

Roller Shutter Door	Install a fast-acting roller shutter door with sensor shut-off switch to turn hot air blowers off when door open.	
Upgrade windows/insulation	A property's insulation is its means to keep the building as airtight as possible. This means that insulation acts as a barrier to heat loss and heat gain. Up to 30% of heating costs can be saved by preventing cold air entering a building	
Maintain all equipment	Older, poorly maintained, and inefficient equipment is one of the biggest culprits for energy wastage.	
Solar PV	Renewable source of electricity.	

 Action Required

 More Investigation Needed

 Limited Action Required

<b>Energy Management</b>	
Switch Off Lights	Ensure all lights are switched off when not in use. Effective labelling can help to reduce energy consumption and improve employee awareness. Alternatively, installation of PIR sensors such as motion or daylight sensors, can result in significant energy savings and low implementation costs as outlined in more detail above.
Switch Off Electrical Equipment	Ensure all electrical equipment is switched off when not in use; it is worth checking if there are existing auto-shut off options and if not, these can be added when equipment is due for repair or replacement. This will save reliance on manual shutting down and can save significant amounts of energy and money.
Take Energy Meter Reading	Energy meter readings should be taken regularly (e.g. monthly) and analysed to see if there is any opportunity to reduce consumption (e.g. reduce out of hours use). This includes analysing the day and night consumption. Another possibility is to ask the current energy provider(s) to install smart meters, to ensure accurate (non-estimated) billing, additional energy use information and to save staff time and resources from taking and recording readings.
Smart Meter Roll-Out	There is a national smart meter rollout being carried out across all energy companies and many businesses can get a smart meter at no extra cost. You need to speak to your own energy provider to establish the practicality and timing for installing one, as well as arranging access to the data once it's in place. Accessing the smart meter data is also a really useful tool to assess energy use out of hours for example - if equipment is left on or timers are faulty, as well as a more accurate evaluation of day to day energy use, as they utilise detailed half hourly data and energy use can therefore be seen at a glance on screen over the course of a day, week, month or year.
Compare and Switch Suppliers	Comparing and switching energy providers when able to do so, could result in cost savings and is always worth comparing, to see if you could get a better deal, even with your current supplier. Consider using an energy broker to negotiate business energy rates on your behalf. Ofgem and the CAB have some really useful advice on switching generally for businesses and the use of energy brokers: Ofgem.gov.uk/business-gas-and-electricity-guide : citizensadvice.org.uk/switching-your-small-business-to-a-new-energy-supplier

Signed: *S.A. Lucas*

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