

boon brown

Carbon
Reduction
Plan

Supplier name: BoonBrown

Publication date: July 2024

Commitment to achieving Net Zero

BoonBrown is committed to achieving Net Zero emissions by 2040.

Baseline Emissions 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: 2022

Additional Details relating to the Baseline Emissions calculations.

BoonBrown is medium sized architectural practice with offices in Yeovil, Somerset, and Brixton, London. Although data has been recorded in our Yeovil studio for several years, BoonBrown began measuring carbon emissions for both studios in 2022 and therefore this will be used as our baseline year.

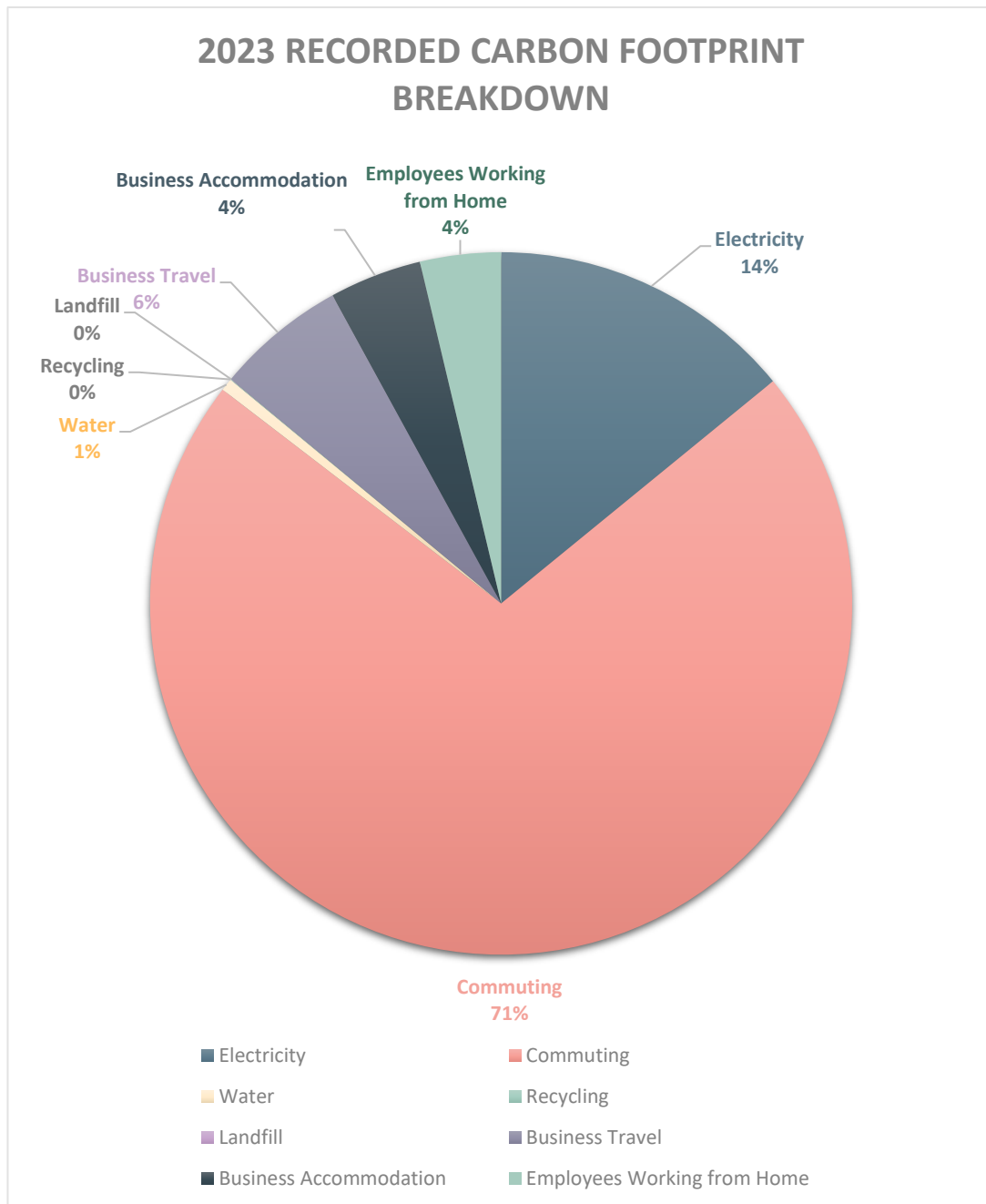
Where data is unavailable, values have been estimated based on an average figure per person. In 2022, there was an average of 33 staff in our Yeovil office and 11 staff in our London office.

BoonBrown do not generate electricity on site, use gas, or have any company owned vehicles, therefore we do not record any Scope 1 emissions. Scope 2 covers our electricity usage across our London and Yeovil offices. Likewise, Scope 3 is based on employee commuting, business travel and accommodation, employees working from home, recycling, waste, and water usage across both offices.

Baseline year emissions: 2022	
EMISSIONS	TOTAL (tCO2e)
Scope 1	0
Not Applicable	0
Scope 2	12.34
Purchased Electricity for Building	12.34
Scope 3	67.77
Waste (Landfill)	0.41
Waste (Recycled)	0.03
Water usage	0.48
Business Travel	6.21
Business Accommodation	4.26
Employee Commuting	53.62
Employees Working from Home	2.76
Total Emissions	80.11

Current Emissions Reporting

Reporting year: 2023	
EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	0
Not Applicable	0
Scope 2	11.78
Purchased Electricity for Building	11.78
Scope 3	71.80
Waste (Landfill)	0.004
Waste (Recycled)	0.02
Water usage	0.48
Business Travel	5.02
Business Accommodation	3.55
Employee Commuting	56.14
Employees Working from Home	3.11
Total Emissions	83.58



2023 Analysis

We have seen a slight increase in our carbon footprint in 2023 compared to 2022. Although our Scope 2 emissions have reduced, there has been a slight increase in Scope 3 emissions. This may be in part down to return to normal work and travel practices in 2023 after the effects of Covid. We have also seen an increase in staff from an average of 44 in 2022 to 48 in 2023 (36 staff in Yeovil, and 12 in London), which would in turn account for the increase in Scope 3 emissions from employee commuting.

When considering BoonBrown’s carbon footprint per employee, we have seen a reduction from 1.82 tonnes CO₂e in 2022, to 1.74 tonnes CO₂e per employee in 2023. This is a reduction of approximately **4.5%**.

Emissions reduction targets

We aim to reduce our carbon emissions by **4.5 tCO₂e** each year to achieve Net Zero by 2040.

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

Carbon Reduction Projects

Implemented Carbon Reduction Initiatives

The following environmental management measures and projects have been implemented since the 2022 baseline. The carbon emission reduction achieved by these schemes will be identified in our 2023 Carbon Emission calculations and updated CRP.

- BoonBrown have been ISO14001 accredited since 2018 and as such have an Environmental Management System (EMS) in place which is regularly reviewed. Environmental targets are summarised bi-annually to all staff to increase staff awareness and monitor progress. As part of our EMS, energy usage, recycling, and paper usage are all monitored, and we aim to reduce consumption year-on-year.
- Since establishing our carbon footprint for 2022, BoonBrown are using this as a benchmark to identify further strategies for reducing our carbon emissions going forward.
- Training regarding carbon footprint calculation has been offered to staff. We also regularly hold CPD events for staff with an emphasis on sustainability and carbon emissions.
- BoonBrown have created a CSR strategy which includes numerous environmental objectives and progress against these is monitored quarterly by the CSR committee, with findings / achievements communicated regularly to staff.
- Staff are being encouraged to turn off equipment when not in use, particularly computer monitors, printers, and lights.
- Natural ventilation is maximised during warmer months to reduce the cooling requirements.
- BoonBrown's office management team are reviewing office supplies and making swaps to sustainable products where possible, including changing to recycled paper for our office printers. Refillable and reusable consumables are used where possible, such as refillable soap dispensers.
- Individual desk bins have been minimised to encourage proper recycling. We have seen an increase in recycling statistics in 2023.
- Improvements are being made to cycle storage at the Yeovil Studio to encourage staff to cycle to work.

Proposed Carbon Reduction Initiatives

Target	Proposed Actions	Evidence of Progress	Target Date
Improved cycle storage to encourage cycling to work.	Sign-off received from ELT, new storage to be installed.	Commuting data will show if there's a reduction in carbon footprint from less car transport.	Implemented summer 2024
Promote car sharing through incentive schemes.	Incentives to be agreed by ELT.	Commuting data will show if there's a reduction in carbon footprint from less car transport.	Dec 2024
Reduce electricity consumption further within both offices.	Review office practices and identify areas where energy can be reduced. Requires input from all staff. Information leaflet to be circulated among staff highlighting ways everyone can reduce their energy consumption. Tips for reducing energy consumption to be circulated to staff alongside Carbon Footprint data.	Electricity usage has reduced from 2022 to 2023. Electricity usage to be reviewed quarterly at CSR meetings.	Dec 2024
Switch to electricity generated by renewables.	Requires sign-off from ELT.		Contract renewed May 2024
Reduce deliveries to the office.	Plan combined orders for office supplies every fortnight to avoid making several small orders every few days. Buy in bulk where possible.	Data to be reviewed quarterly at CSR meetings.	Ongoing
Tree planting / habitat creation through BoonBrown projects.	Explore options for tree planting / habitat creation to offset our carbon emissions. Requires input from Landscape team and sign-off from ELT.	Track additional tree planting.	From 2024 onwards.
Landscape management plan to be implemented for Motivo.	Requires design from Landscape team and sign-off from ELT.		2024
Support independent and local businesses where possible.	Identify local independent business alternatives to reduce carbon footprint of purchased goods and services.	Track businesses we purchase from.	Dec 2024
Improve recycling statistics.	Look at options for collecting and recycling soft plastics.	Individual bins have been minimised and recycling increased in 2023. Recycling data to be reviewed quarterly at CSR meetings.	Dec 2024
Paperless working	Job files and invoicing to go digital.		2024

Declaration and Sign Off


This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standard 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 standard¹ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting².

Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements, and the required subset of Scope 3 emissions have been reported in accordance with the published reporting standard for Carbon Reduction Plans and the Corporate Value Chain (Scope 3) Standard³.

This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

Signed on behalf of the Supplier:



Georgina Martin | Architectural Director

Date: 01.08.2024

¹<https://ghgprotocol.org/corporate-standard>

²<https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

³<https://ghgprotocol.org/standards/scope-3-standard>

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