



B O N D B R Y A N

## REPORT

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|-------------------------|--|
| <b>Supplier Name</b>    | Bond Bryan                                   |
| <b>Project Name</b>     | Carbon Challenge – Business Carbon Footprint |
| <b>File Ref</b>         | BB107-BBA-XX-XX-RP-A-0000                    |
| <b>Description</b>      | Carbon Reduction Plan 2022                   |
| <b>Publication Date</b> | 2023-09-05                                   |
| <b>Revision Date</b>    | P01 2023-09-05                               |
| <b>BB Project No</b>    | BB107  |

### Commitment to Achieving Net Zero

Bond Bryan is committed to achieving Net Zero emissions by 2030.

### 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: 2019

Additional Details relating to the Baseline Emissions calculations.

Baseline Emissions were calculated based on available data that was collated prior to our commitment to achieve Net Zero emissions by 2030 and the RIBA Challenge 2030. As such, the total emissions are not fully complete. Initial work allowed data collection processes to be reviewed and refined so that each year the data is more accurate. Where possible estimates have been included to ensure the total carbon is as complete as possible.

Scope 3 emission reporting has limited information on waste, as only confidential waste quantities were recorded and a limited amount of recycling and general waste.

The operational boundaries of emissions include that which are under our operational control. Bond Bryan currently have 4 offices from which our services are provided – Sheffield, Westerham, London and Birmingham. Scope 2 emissions exclude the fuel that is used to heat and power the Birmingham office as these are under the operational control of the Landlord and is unmetered. The London office is included as meter readings are provided by the Landlord but there is limited opportunity for reductions across all areas of emissions as the majority of the operations are under the Landlord's control. We are working towards ensuring the Landlords provide sub-metering and reductions in carbon. We are

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committed to ensuring any move in location to alternative offices in the future will be separately metered and allow control of our consumption.

Baseline Year (2019) Emissions:

| EMISSIONS  | TOTAL (kg CO <sub>2</sub> e)           |
|--|--|
| Scope 1 – Pool Cars                                  | 13,864                                 |
| Scope 2 – Gas  | 50,503                                 |
| Scope 2 – Electricity                                | 53,518                                 |
| Scope 3 – Upstream transportation and distribution   | Not relevant to architectural services |
| Scope 3 – Waste Generated in Operations              | 14,117                                 |
| Scope 3 – Business Travel                            | 46,899                                 |
| Scope 3 – Employee Commuting                         | 150,589                                |
| Scope 3 – Downstream transportation and distribution | Not relevant to architectural services |
| <b>Total Emissions</b>                               | <b>329,491</b>                         |

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### Current Emissions Reporting

| Reporting Year: 2022                                 |  |
|--|--|
| EMISSIONS  | TOTAL (kg CO <sub>2</sub> e)           |
| Scope 1 – Pool Cars                                  | 2,122                                  |
| Scope 2 – Gas  | 49,471                                 |
| Scope 2 – Electricity                                | 12,787                                 |
| Scope 3 – Upstream transportation and distribution   | Not relevant to architectural services |
| Scope 3 – Waste Generated in Operations              | 15,516                                 |
| Scope 3 – Business Travel                            | 11,693                                 |
| Scope 3 – Employee Commuting                         | 60,419                                 |
| Scope 3 – Downstream transportation and distribution | Not relevant to architectural services |
| <b>Total Emissions</b>                               | <b>152,008</b>                         |

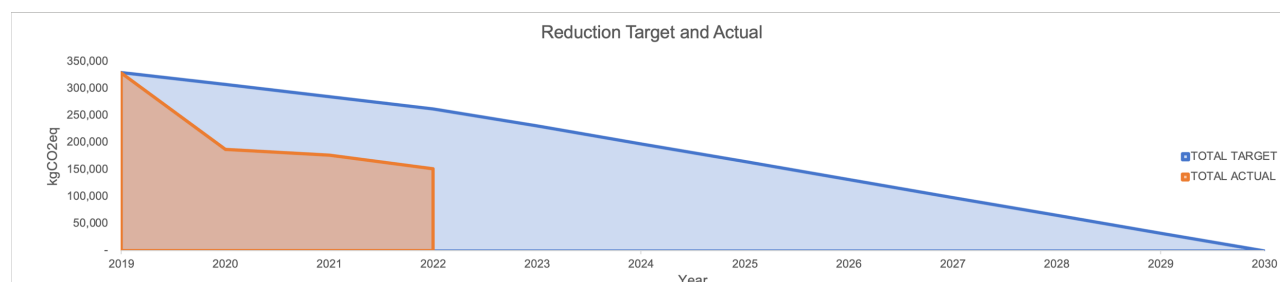
## Emissions Reduction Targets

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

Commitment to the RIBA 2030 Climate Challenge for our projects.

We project that carbon emissions will decrease over the next seven years to a maximum of 98,847kg CO<sub>2</sub>e by 2030. This is a reduction of 70% of the 2019 baseline in line with the RIBA 2030 Climate? Challenge. To achieve Net Zero by 2030 the remaining carbon reduction will be by off-setting.

Progress against these targets can be seen in the graph below:



## Carbon Reduction Projects

### Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2019 Baseline. The carbon emission reduction achieved by these schemes equate to 177,530kg CO<sub>2</sub>e reduction against the 2019 Baseline and a 14% reduction compared to 2021. The measures will be in effect when performing the contract.

To ensure sustainability is embedded within Bond Bryan, a Strategic Change Project (The Circular Thinking Group) is tasked with embedding the targets of the RIBA 2030 Climate Challenge and implementing more sustainable practices within our business, as well as our architecture. We aim to ensure carbon reduction is an integral part of who we are, with the goal to ultimately achieve Net Zero by 2030. We aim to adhere to the following principles:

- 1) We have committed to understanding and de-carbonising our own operational activities, which has begun with the measuring of our emissions data to monitor our trajectory towards Net Zero in 2030. We will continue to develop our data collection methodology to improve accuracy and improve policy making.
- 2) We will follow best practice sustainability principles in the running of our own offices with regards to waste, health, travel, procurement, and social responsibility. Our commitment to this is outlined within our internal Roadmap document, which sets out the actions we aim to undertake and is updated annually.
- 3) We will follow the principles where practical as set out by the RIBA 2030 Climate Challenge in our own offices. These principles have recently been applied to our new Sheffield office, which relocated to a city centre location in November 2022. This move has also allowed us to increase our proximity to public transport and electric vehicle charging points in public car parks to reduce our commuting and business travel emissions. The carbon emissions recorded above incorporate just one month of the effects of this move.

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- 4) We will use the Green House Gas Protocol Standard (GHGPS) to carbon footprint and capture other areas of our business, such as travel and consumables, which go beyond the requirements of the RIBA 2030 Climate Challenge.
- 5) Our Circular Thinking Group has been organised into sub-teams which have particular skills and specialisms to address the different areas of our business. Lead by an overall Sustainability Lead, we aim to continually monitor our performance and make improvements on the processes within our business to ensure that sustainability remains an integral part of our business.
- 6) We have implemented various strategies to enable us to reduce our carbon emissions. This has included providing a flexible working approach with a combination of office and home-based working to allow a reduction in emissions from the office commute. We also encourage, where possible, for staff to utilise video conferencing for meetings over in-person (off-site) meetings to minimise emissions from business travel. We are implementing data collection of increased energy use in staff homes as a result of home working so that recorded carbon emissions more accurately reflect the savings. We are also developing a database for our procurement to consider the carbon emissions of our suppliers and to switch to lower carbon alternatives where possible.

Bond Bryan subscribe to the internationally recognised quality assurance standard ISO 14001:2015 – Environmental Management Systems, which allows us to identify the impact that our business activities and products may have upon the environment.

Through this we are implementing a number of phased strategies and have many more in the planning. Some of these are:

- A travel policy that aims to reduce travel by encouraging virtual meetings whenever possible or train travel where face-to-face is necessary. Ensuring future offices are easily accessible by public transport, cycling and walking is encouraged, electric car use is supported, and reducing the number of days staff need to travel to the office.
- Our Workplace of the Future Strategy ensures we make environmentally responsible decisions when relocating or making changes to our workplace. This includes easy commuting by public transport/walking/cycling, only considering energy efficient buildings and ensuring the health and wellbeing of staff by using the WELL Standard principles. Implementing hot-desking principles allows the utilisation of the space to be at its most efficient. We have ensured our new Sheffield office fills these criteria.
- Responsible procurement strategy to ensure we question the products we buy, use our purchasing power to encourage change and support local businesses.
- Purchasing our electricity from 100% renewable sources where this is under our control.
- Provide staff with easy to use digital tools to reduce the waste generated from paper

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

- Now we have a better understanding of the biggest carbon contributors of our business, through improved data collection, in addition to continuing the measures already in place, we aim to review how we can best address carbon reduction of business travel and staff commuting. In addition, we will focus on other aspects of our business, such as our digital foot-printing, to assess how we may reduce its carbon impact.

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- We would like to better understand our waste procedures to see how the amount of waste we generate could be reduced, with improved methods of treatment.

### 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 standard<sup>1</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>2</sup>.

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) Standard<sup>3</sup>.

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

Signed on behalf of the Bond Bryan:



Matt Hutton, Chief Executive Officer

Date: 05-09-2022