

# Carbon Reduction Plan

**Supplier name:** Oxford Architects LLP

**Company Registration Number:** 04110679

**Published date:** March 2023

## Commitment to achieving Net Zero

Oxford Architects LLP 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. This Carbon Footprint Plan (CRP) is the baseline year June 2021 - May 2022.

<b>Baseline Year: 2021- 2022</b>	
The following Scope 3 Emissions were measured:	
<ul style="list-style-type: none"><li>● Purchased Goods &amp; Services</li><li>● Fuel &amp; Energy Related Services</li><li>● Business Travel</li><li>● Transportation &amp; Distribution (Upstream)</li><li>● Transportation &amp; Distribution (Downstream)</li><li>● Employee Commuting</li><li>● Operational Waste</li></ul>	
Additional Details relating to the Baseline Emissions calculations:	
The organisation is a service based business and therefore has no tangible downstream transportation and distribution data available between the measurement period.	
<b>Baseline year emissions: 2021-2022</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
Scope 1	<b>10.786 tco2e</b>
Scope 2	<b>23.245 tco2e</b>
Scope 3	<b>68.085 tco2e</b>
<b>Total Emissions</b>	<b>102.116 tco2e</b>

## Current Emissions Reporting

Reporting Year: 2021-2022	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	10.786 tco2e
Scope 2	23.245 tco2e
Scope 3	68.085 tco2e
<b>Total Emissions</b>	<b>102.116 tco2e</b>

This equates to a Carbon Intensity per employee of **2.553 tCO<sub>2</sub>e** based upon **40** employees during the measurement period

## Carbon Reduction Projects

### *Completed Carbon Reduction Initiatives*

The following environmental management measures and projects have been completed or implemented since the 2021/22 baseline.

COMPLETED REDUCTION INITIATIVES		
Activity	Complete Date	Scope
Commit to measuring carbon footprint of business activities year on year to gain an understanding of pinch points and regularly be making efficient and direct improvements to reduce these emissions.  Year 1 appointed Positive Planet to support with calculating baseline carbon footprint and reduction recommendations.	2022	1,2,3

### Future Carbon Reduction Plans

Future Carbon reduction measures planned to 2030:

REDUCTION PLANS				
Activity No.	Activity	Target Date	tCO <sub>2</sub> e Reduction %	Scope
1	Action training and guidance to support internal growth and guidance initially for core members of the workforce (senior management to be involved) Certified Carbon Literacy training supports behaviour changes, breaking down barriers and challenges and questions the why.	2024	10% (per individual certified)	1,2,3
2	Develop a holistic travel plan for business travel and commuting, aligning with the environmental aspect of any Travel Policy implemented. Set internal targets and monitor progress year on year. Aim for reduced emission preference and explore EV options for workforce or incentives.	2025	5%	3
3	Consider procurement of 100% renewable tariff at the new renewal date for energy. This change will reduce emissions from a market-based boundary to 0tCO <sub>2</sub> e.  Internal messaging and behaviour influence within the workplace for reduction of emissions, including clear messaging for turning off lights, monitors, computers and other electrical appliances where appropriate.  High-level monitoring of energy use is key to understanding further pinch points.	2025	65-100%	2
4	Develop a management plan to support further data collection to support and understand stationary combustion pinch points further. Explore potential opportunities for Gas and Oil alternatives and efficiency of on site boilers or alternatives.	2026	25%	1

Based upon the above completed and planned initiatives, it is projected that carbon emissions will decrease over the next five years from the current normalised measurement of **102.116** tCO<sub>2</sub>e to **69.776** tCO<sub>2</sub>e by 2030. This is a reduction of **31.679%**

## **Declaration and Sign Off**

This Carbon Reduction Plan has been completed, with the assistance of Positive Planet, 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>.

This Carbon Reduction Plan has been reviewed and approved by Oxford Architects LLP Executive Team.

### **Signed on behalf of Oxford Architects LLP:**



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Name: Matthew Balaam  
Position: Partner (Designated Member)

Date: 31/03/23

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

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