PAS 2060:2014 Report

Declaration of Carbon Neutrality 2023-2024

Revision A

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Contents

1.0 Introduction

This document forms the PAS 2060 Qualifying Explanatory Statement to demonstrate that Graham Carruthers Partnership has achieved carbon neutrality in accordance with PAS 2060:2014 at 18 December 2024 with commitment to maintain to 31 August 2025 for the period commencing 1 September 2024, self-declared.

PAS 2060 Requirement	**Response**
Entity making declaration:	Graham Carruthers Partnership (gcp)
Subject of PAS 2060 declaration:	All offices for which Graham Carruthers Partnership has financial control of energy consumption, as well as vehicles used for business mileage and train travel business mileage.
Description of subject:	Graham Carruthers Partnership is an employee-owned architectural practice.
Rationale for selection of the subject:	The scope and subject of this PAS 2060 statement includes all emissions based on the operational control principle defined in the WRI GHG Protocol – Corporate standard.
Type of conformity assessment:	Self-certification
Baseline date for PAS 2060 programme:	1st Sep 2023
Historic reduction period	1st Sep 2018 – 31st Aug 2023
Achievement Period:	1st Sep 2023 – 31st Aug 2024
Commitment Period:	1st Sep 2024 – 31st Aug 2025

This Qualifying Explanatory Statement contains information pertaining to the subject’s carbon neutrality. Any and all information herein is believed to be correct at the time of issue.

2.0 Declaration of Achievement of Carbon Neutrality

PAS 2060 Requirement	gcp Response
Period during which the entity is demonstrating carbon neutrality of the subject has been achieved.	1st Sep 2023 – 31st Aug 2024
Recorded carbon footprint of the subject during the period stated above.	7.39 tCO_2e
Which PAS 2060 recognized methodology has been followed to achieve carbon neutrality?	WBCSD/WRI Greenhouse Gas Protocol, Corporate Accounting and Reporting standard (revised edition, March 2004).
How have the reductions in GHG emissions during the period been achieved?	Internal reduction and offsetting
Location of information supporting claims.	Appendix A
Location of the details describing internal reductions achieved.	Appendix A & B
Location of the details describing the carbon offsets.	Appendix C
Name of Senior Representative	**Signature**
Jon Briscoe	Jon Briscoe

3.0 Declaration of Commitment to Carbon Neutrality

PAS 2060 Requirement	**gcp Response**
Period during which the entity commits to maintaining carbon neutrality of the subject.	1st Sep 2024 – 31st Aug 2025
Which method, as recognized by PAS 2060, will be followed to achieve carbon neutrality?	WBCSD/WRI Greenhouse Gas Protocol, Corporate Accounting and Reporting standard (revised edition, March 2004).
Prior commitment to carbon neutrality made by entity.	Yes
Carbon footprint of the subject for the historic reductions period (immediately prior to the start of the commitment).	7.39 tCO_2e
Location of GHG emissions report supporting this claim	Appendix A
Location of the Carbon Footprint Management Plan	Appendix B
Name of Senior Representative	**Signature**
Jon Briscoe	Jon Briscoe

Appendix A – Quantification of Carbon Emissions

Methodology

gcp Chartered Architects categorises its GHG emissions as Scope 1, 2 and 3 as described in the WBCSD/WRI Greenhouse Gas Protocol Reporting standard[1] (revised edition, March 2004). Emissions have been calculated as tonnes of carbon dioxide equivalent (tCO_2e) for Scope 1, 2 and selected Scope 3 sources. Currently gcp has no Scope 1 emissions due to no on-site fuel consumption for heating/power and no company cars.

Key Assumptions

Exclusions

The carbon footprint excludes employee commuting using private vehicles.

The carbon footprint excludes employee energy usage incurred whilst working from home.

Company electricity

Energy use is converted to carbon emissions using the UK Government Department for Energy Security and Net Zero GHG Conversion Factors[2].

Transmissions and Distribution losses

Transmissions and Distribution losses are calculated using the UK Government Department for Energy Security and Net Zero GHG Conversion Factors.

Car Mileage

Private car usage for business purposes is recorded as mileage completed by the company expenses system. GHG conversion factors specific to the size of vehicle are applied to the mileage completed to provide tCO_2e. Whilst not as accurate as using data on fuel consumed, this is common best practice when such data is not available.

Train Travel

Business mileage by train is captured by the company expenses system and converted to carbon emissions using the UK Government Department for Energy Security and Net Zero GHG Conversion Factors.

Tube Travel

Business mileage by tube is captured by the company expenses system and converted to carbon emissions using the UK Government Department for Energy Security and Net Zero GHG Conversion Factors.

Taxi Travel

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[1] Greenhouse Gas Protocol Corporate Reporting - https://ghgprotocol.org/sites/default/files/standards/ghg-protocol-revised.pdf

[2] GHG Conversion Factors - https://www.gov.uk/government/publications/greenhouse-gas-reporting-conversion-factors-2023

Business mileage by taxi is captured by the company expenses system and converted to carbon emissions using the UK Government Department for Energy Security and Net Zero GHG Conversion Factors.

Data Quality

Confidence in the quality of the data supporting this GHG assessment is good. Systems to improve data capture and quality will be implemented as part of our company Carbon Footprint Management Plan.

Appendix B – Carbon Footprint Management Plan

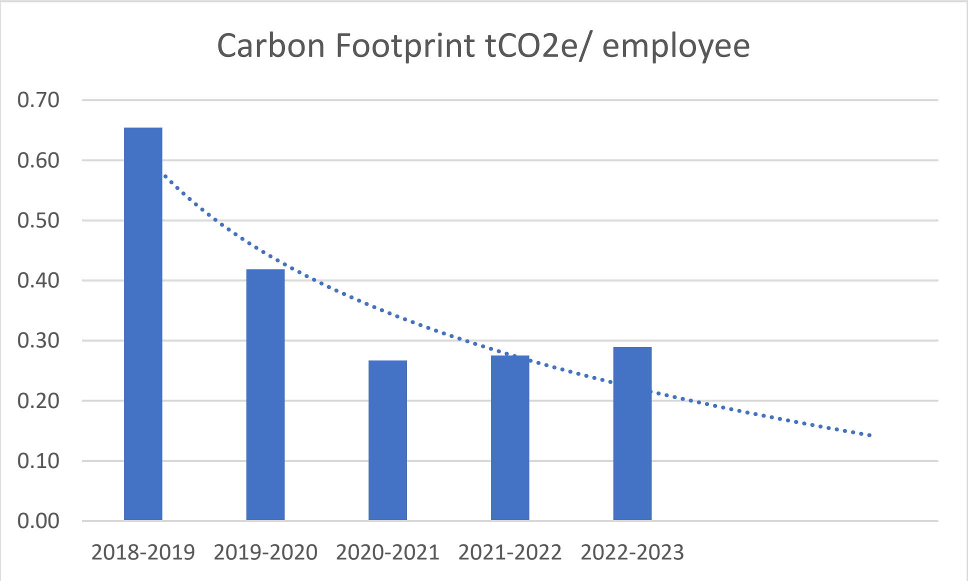
Historical Emissions Reduction Progress for Historic Reduction Period

In June 2023, following a presentation to the Board of Directors from Employee Council, we decided to commit to becoming a carbon neutral practice. This is the culmination of a series of carbon reduction interventions the company has made over the previous 5 years.

Below are some of our previous achievements which have allowed us to reduce our historic carbon footprint:

- Benefitting from solar PV panels being installed on our office building.
- Introduced a financial incentive for car sharing.
- Communication a formal heating and ventilation strategy to reduce HVAC inefficiency.
- Installing an efficient HVAC unit with heat recovery to reduce carbon emissions through ventilation as well as improving office air quality.
- Improving digital systems to reduce paper waste.
- Homeworking provision to reduce commuting emissions and office energy usage.
- Encouraging staff to cycle where appropriate to reduce travel emissions.
- Planting 68 trees and 69 shrubs to support a local tree planting program in 2022.
- Planting a further 160 trees in February 2024.
- Repurposing apple crates as storage boxes in the office to save buying new products.

These interventions saw a 56% reduction in carbon emissions between September 2018 and September 2023.

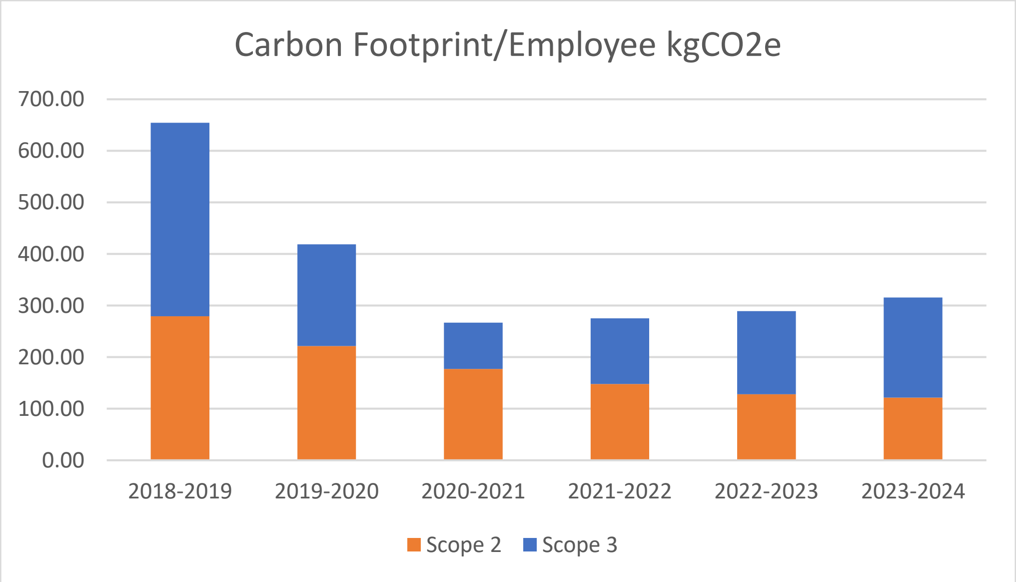


Ongoing Emissions Reduction Plan for the PAS 2060 Commitment Period

All historic initiatives in place before 2024 will continue in the 2024/2025 Commitment Period. Additionally, we will look to implement the following strategies to further reduce our future emissions:

- Carbon offsetting through local tree planting.
- Encourage sustainable transport where possible.
- Reviewing the potential impact of introducing an electric pool car for site visits.
- Improving LED lighting throughout our office.
- Lobbying landlord for a switch to a 100% renewable electricity tariff.
- Commitment to using recycled paper within the office.
- Encouraging car sharing for site visits.

These interventions saw a 52% reduction in carbon emissions from the base year of 2018-2019.



Scope 2 emissions have continued to fall due to achieving the Reduction Plan and UK grid decarbonization. Scope 3 emissions have returned to the pre-covid levels of emissions which has encouraged gcp to review alternative ways of reducing these emissions, including the potential of introducing an EV pool car for business use. Scope 3 emissions have reduced by 29% over the same time period.

Conformance to the Carbon Footprint Management Plan

The existing measures, listed above, will continue to be implemented to assess performance against the Reduction Plan.

Additionally, **gcp** will evaluate the following measures to ensure future carbon reductions towards net-zero without offsets.

- Introducing a transport hierarchy for site visits.
- Investigate an electric pool car for company use.
- Approach car share companies to see if an electric vehicle could be made available for the office park.

These additional measures will be discussed in Employee Council before being raised at Board meetings through the next Commitment Period.

Appendix C – Carbon Offsetting

Offsetting Strategy

gcp have reviewed current best practice with respect to PAS 2060 and the Woodland Carbon Code[3]. At the time of publication, the closest sites for buying carbon units are Benson Wood, Shropshire (92 miles from office) or Rectory Wood, Bedfordshire (114 miles from office).

Using the Oxford Principles for Net Zero Aligned Carbon Offsetting 2020[4] and UKGBC Carbon Offsetting and Pricing Report[5], we have determined that our offsetting commitment would be best invested in sites local to our office. As such, after reviewing various local planting and woodland maintenance schemes, we chose Avon Needs Trees.

"Avon Needs Trees is a registered charity creating new, permanent woodland throughout the Bristol-Avon catchment to fight the climate and ecological emergencies."

In January 2024 **gcp** donated £750.00 to Avon Needs Trees and attended a tree planting event at Great Avon Wood in Somerset, 7 miles from our office in Warmley. In total, **gcp** planted 160 trees which equates to approximately 160 tonnes of CO_2 absorbed over the life of the trees. Once mature, each tree should absorb 25kg of CO_2 per year, or 4 tonnes of CO_2 per year for the whole plantation.

In August 2024 gcp donated a further £750.00 to Avon Needs Trees and attended a woodland maintenance session at Pudding Brook Wood where we had previously planted trees in 2022. Whilst this does not offset any carbon it helps to maintain the woodland and ensure the carbon associated with this woodland is realized.

This offsetting strategy is based on Pending Issuance Units (PUIs) for predicted growth of saplings rather than Woodland Carbon Units (WCUs) which cover sequestered carbon in mature woodland. **gcp** will monitor the survival rate and growth of the trees through Avon Needs Trees over the next reporting period to accurately monitor the carbon absorption.

[3] Woodland Carbon Code - https://woodlandcarboncode.org.uk/

[4] Oxford Offsetting Principles - https://www.smithschool.ox.ac.uk/sites/default/files/2022-01/Oxford-Offsetting-Principles-2020.pdf

[5] UKGBC Carbon Offsetting and Pricing Guidance - https://ukgbc.org/resources/carbon-offsetting-and-pricing-guidance/

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