

# Carbon Reduction Plan

Supplier name: HLM AD Ltd trading as HLM Architects

Publication date: 23/11/2023

## Commitment to achieving Net Zero

HLM AD Ltd trading as HLM Architects 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: 2019	
<b>Additional Details relating to the Baseline Emissions calculations.</b>	
Our Baseline calculation includes: <ul style="list-style-type: none"><li>• Scope 1: Direct Emissions</li><li>• Scope 2: Indirect Emissions</li><li>• Scope 3 Categories: 1: Purchased goods and services: 2: Capital goods: 3: Fuel and energy related activities: 4: Upstream transportation &amp; distribution: 5: Waste generated in operations: 6: Business travel/Hotel stays: 7: Employee commuting/Teleworking:</li></ul>	
Our Baseline deviates from the requirements under PPN 06/21 as follows: <ul style="list-style-type: none"><li>• Scope 3: Category 9: Downstream transportation &amp; distribution: is not included as no transportation paid by customers.</li><li>• Scope 3: Category 1: Purchased goods and services: is included as this gives a more complete picture of the full carbon footprint. Scope 3: Category 2: Capital goods: is included as there was spend on computer hardware and software, furniture and leasehold improvements. Scope 3: Category 3: Fuel and energy related activities: is included as these are automatically calculated, well to tank emissions.</li></ul>	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	1.8 tCO <sub>2</sub> e
Scope 2	38 tCO <sub>2</sub> e
Scope 3 <small>(Included sources as detailed above)</small>	554.8 tCO <sub>2</sub> e
<b>Total Emissions</b>	<b>594.7 tCO<sub>2</sub>e</b>

# Carbon Reduction Plan

## Current Emissions Reporting

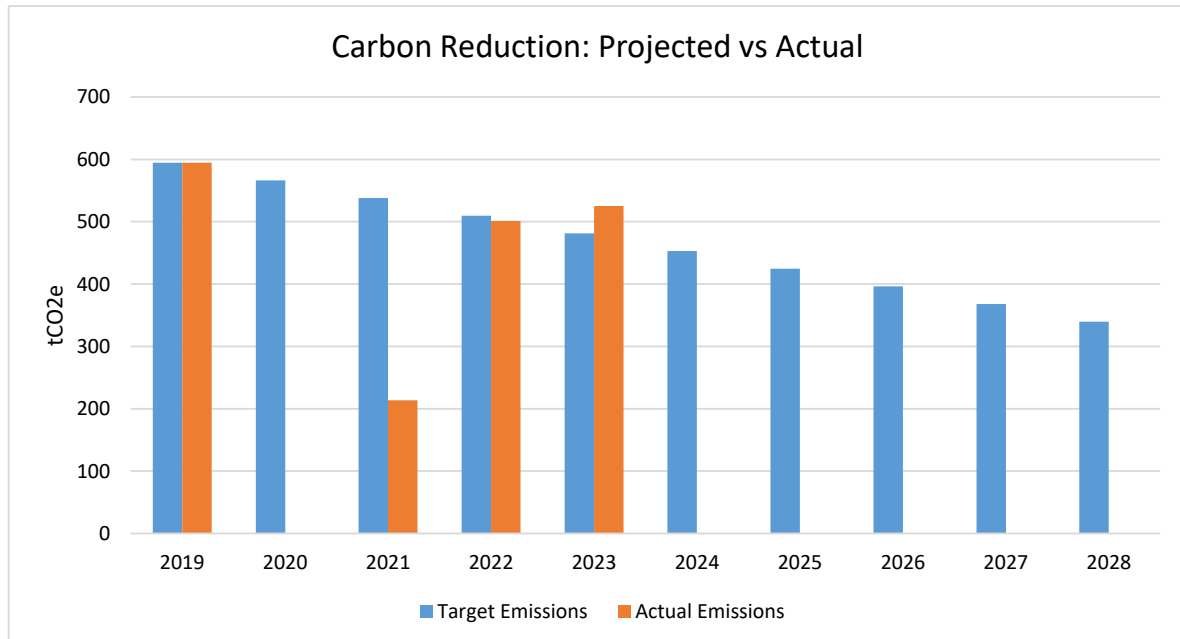
Reporting Year: Apr 2022 to Mar 2023	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	1.7 tCO <sub>2</sub> e
Scope 2	26.5 tCO <sub>2</sub> e
Scope 3 <small>(Included sources as detailed above)</small>	497.2 tCO <sub>2</sub> e
<b>Total Emissions</b>	<b>525.3 tCO<sub>2</sub>e</b>

## Emissions reduction targets

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

We project that carbon emissions will decrease over the next five years to 453.1 tCO<sub>2</sub>e by 2024. This is a reduction of 23.8 %

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



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## Carbon Reduction Projects

### Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the baseline and the measures will be in effect when performing the contract. The carbon emission reduction achieved by these schemes equate to 69.4 tCO<sub>2</sub>e, a 11.7% reduction against the baseline.

- Lighting audit undertaken to determine carbon saving opportunities and replaced lighting in

Glasgow studio with LED.

- Carbon impact of projects introduced in Go/No Go Decision protocol for new projects.
- Glasgow studio moved to Zero Carbon electricity tariff.
- Implemented EV Salary Sacrifice Scheme.
- Introduced recording and reporting of homeworking emissions.
- Relocated Belfast Studio to more energy efficient premises with no fossil fuels.

### Future Carbon Reduction Initiatives

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

- Begin offsetting 10% of carbon emissions through accredited schemes where carbon is removed from the atmosphere.
- Formalise policy to deliver on carbon emissions reductions associated with business travel.
- Develop an equipment procurement policy and roadmap to quantify carbon reductions over the next 10 years with an interim 5 year target.
- Support staff who want to upgrade their dwellings through general and technical advice reducing carbon emissions associated with home working.
- Consider relocating our studios to more energy efficient premises with no fossil fuels or agree retrofit plan with landlord.
- Replace lighting in Sheffield studios with LED.

## 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 and uses the appropriate Government emission conversion factors for greenhouse gas company reporting.

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.

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

Date: 23/11/2023

**Print name:** Richard O'Neill

**Position:** Chairman