Carbon Reduction Plan FY2024 annual report



hawkinsbrown.com

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Executive Summary

Hawkins\Brown has assessed its Scope 1, 2, and 3 greenhouse gas emissions since 2019, progressively expanding both the scope and accuracy of the assessment. This report covers the financial year 2023-2024. In 2023, we registered our baseline emissions from financial year 2021-2022 with the Science Based Target Initiative (SBTi). Additionally, we committed to reducing our Scope 1 and 2 emissions by 90% by 2030 and to meeting a 1.5-degree trajectory for total emissions by 2050 or earlier.

Three key observations when comparing the recent data with past analyses include:

1. Assessment scope: Hawkins\Brown has now completed 5 years of carbon footprint analysis. Each year there has been an increase in the quantity and quality of data collected. The most recent footprint includes the new London office fit-out works and events related emissions.While ensuring accuracy is important, we also think it is useful to compare like-for-like scopes alongside to focus reduction efforts.

2. New London office (30CR): The move to 30CR has had a noticeable impact on emissions. While Scope 1 emissions have decreased due to the switch from gas to electric heating, the fit-out and new IT hardware have contributed to higher Scope 3 emissions. These were assessed through an in-house LCA and will not be repeated annually. Nevertheless, the transition enabled more energy-efficient operations, with future reductions expected as electricity sources improve.

3. Toronto project: In FY2024, employees travelled regularly to Toronto to support a key project. The temporary absence of a regional office in Canada resulted in increased air travel emissions. This issue has now been addressed with the establishment of a local office, which is expected to reduce future business travel-related emissions in that region.

The total results for the FY2024 emissions are as follows:

- Scope 1: 1 tCO2e
- Scope 2: 45 tCO2e
- Scope 3 (30CR): 27 tCO2e
- Scope 3 (all others): 650 tCO2e
- Total emissions: 723 tCO2e

These results exceed the desired reduction trajectory outlined in our pathway, due to the exceptional factors described above. However, opportunities for carbon reduction have been identified and will be monitored in the coming year.

The FY2024 emissions will be offset through a combination of tree planting and investment in verified long-term carbon removal initiatives. Further details can be found in the offsetting section of this report.

1 Introduction

Addressing the climate and biodiversity crisis while making a positive impact on society is a responsibility we take seriously.

1 Introduction About us

Delightfully human

As an employee-owned business we want to work with clients whose vision aligns with our values: to be serious about society and human about architecture. This is what motivates us.

We look for clients who believe that good design makes a difference. We look for projects that will enhance the lives of the communities in which they are located, and that are unapologetically ambitious about mitigating their impact on the planet. Being serious about society and human about architecture means we don't shy away from tackling the big issues of our time - like climate change – but we also know the importance of bringing those everyday human touches and unexpected details that make a space meaningful, even fun.

In other words, we put people first in everything we do, whether it is the way we run our practice or our design solutions. Core to this is our research-led culture. Our staff are encouraged to be curious; to challenge the status quo and seek out alternative approaches, and they encourage their design teams to do the same. We design and collaborate generously and openly simply because it's the best way to create something special.



We recognise that, as knowledge around the climate crisis is constantly evolving, our sustainability ambitions must grow and adapt accordingly.

- 2.1 Carbon reporting scope
- 2.2 Comparison with previous years
- 2.3 Carbon footprint breakdown

FY2024 emissions 2 2.1 Carbon reporting scope

Emissions scopes

GHG emissions are grouped into three categories: scope 1, scope 2, and scope 3. The Greenhouse Gas Protocol defines these scopes as part of its Corporate Accounting Reporting Standard to provide a global framework for measuring and managing GHG emissions for all types of organisations and industries.

- Scope 1 includes all direct emissions
- Scope 2 includes all indirect emissions from the generation of the electricity and heat and steam purchased and used by an organisation at local or international sites.
- Scope 3 includes all indirect emissions that occur in an organisation's value chain activities they do not own or control.

For Hawkins\Brown the inclusions can be seen in the table on this page.

Further emissions from our building completions have been included in chapter 4, but not included in Hawkins\Brown overall emissions.

	GHG protocol	Hawkins/Brown report				
Scope 1 direct	Stationary combustion of fuels at owned or leased sources that are within an organization's inventory boundary	Gas heating				
Scope 2 indirect	Purchased electricity	Electricity procured for studios				
Scope 3 indirect	Purchased goods and services	IT services, IT hardware, IT software, IT cloud, IT internet, food and drink, furniture, hotel stay, water, chemicals, paper and stationery supply, events, fit-out works				
	Capital goods	n/a				
	Fuel-and-energy related activities	n/a				
	Upstream transportation and distribution	n/a				
	Waste generated in operations	Waste				
	Business travel	Air, rail and road travel				
	Employee commuting	Employee commuting				
	Optional: home working	* Home working is reported, but not				
_		included in the SBTI reduction pathway				
	Upstream leased assets	n/a				



2 FY2024 emissions2.2 Comparison with previous years

Тор

Normalised company wide emissions breakdown by GHG Scope

Bottom

Normalised company wide emissions breakdown per capita

268

Hawkins\Brown has assessed its Scope 1, 2 and 3 Green House Gas emissions since 2019, gradually expanding the scope and accuracy

Emissions comparison timeline In 2019 and 2020, we conducted GHG emissions calculations inhouse, covering Scopes 1, 2, and 3. However, during this period, we only accounted for air and rail travel under Scope 3 emissions. Additionally, it's important to clarify that these calculations were based on the calendar year, rather than the financial year.

Reporting for the period 2021-2022, was supported by an external consultant to enhance the accuracy of our Scope 3 emissions assessment. Our reporting period now aligns with the financial year.

Therefore, the charts presented here represent a normalised comparison of scopes, not the total emissions. For scope 3, only emissions associated with air and rail travel are shown for comparison purposes.

The top chart illustrates emissions per year, per scope. We observe that in 2019, emissions peaked at 209 tCO2e, followed by 2022-2023 (177 tCO2e), 2020 (72 tCO2e), and 2021-2022 (69 tCO2e). This reduction is primarily attributed to the impact of the pandemic on travel. In 2023-2024 (268 tCO2e), we see a peak increase due to air travel.

The bottom chart displays total emissions per year per capita. The results mirror those of the top chart, indicating a correlation between staff numbers and total emissions.



* only air and rail travel



emissions per capita

2 FY2024 emissions2.2 Comparison with previous years

Bottom

Comparison of company wide emissions breakdown per GHG scope

Hawkins\Brown company wide emissions total for FY24 is 723 tCO2e.

Emissions comparison: FY22, FY23 & FY24

Since 2021, emissions have been calculated at a more granular level and reported on a financial year basis. The calculation of equivalent emissions was conducted using the external web-based tool Compare Your Footprint.

The bar chart illustrates total emissions for each scope. Scope 3 emissions have been broken down into the main contributing categories under the company's control: IT, air and rail travel, and food and drink.

Scope 1 emissions have decreased from FY23 to FY24. This is primarily due to the relocation of the London office from St John Street—which used gas heating—to 30 Clerkenwell Road (30CR), a fully electric building. Scope 2 emissions have increased by 73%, largely due to the HVAC system at the Manchester office, which continues to operate on non-renewable electricity. This is currently under review with the landlord.

Scope 3 emissions related to travel have increased by 32%, driven by a Toronto-based project that required international employee travel.

Scope 3 emissions related to the 30CR office move were also impacted, due to both the fit-out and new IT hardware. These emissions were assessed through an in-house Life Cycle Assessment (LCA), detailed in the appendix.

Other Scope 3 emissions have increased, following a more comprehensive analysis that now includes expenditure on events such as social gatherings (lunches, drinks, etc).



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2 FY2024 emissions2.3 Carbon footprint breakdown

The charts on this spread provide a breakdown by business category.

Emissions by business category: pie chart

The majority of emissions fall within Scope 3, with the largest contributors being business air travel (212 tCO₂e), IT hardware (132 tCO₂e), and working from home (79 tCO₂e).

Air travel emissions have increased due to a Torontobased project. In FY2024, Hawkins\Brown did not yet have a regional office in Canada, meaning some employees had to travel there regularly. This has since been addressed by establishing a regional office in Toronto. The rise in IT hardware emissions is primarily linked to the relocation of the London office to 30 Clerkenwell Road. This move also contributed to a higher overall Scope 3 impact through additional fit-out emissions (27tCO₂e).

The third major contributor is working from home, a category typically not reported by most companies. However, Hawkins\Brown has taken steps to understand this impact and provide guidance to employees on how to reduce their home working emissions.



FY2024 emissions Carbon footprint breakdown

Emissions by business category: bar chart

Similarly, the bar chart below displays emissions by business category.

The three primary contributors—air travel, IT hardware, and home working—have been discussed on the previous page.

The fourth most significant contributor is employee commuting, over which companies have limited control. Hawkins\Brown is enrolled in a Cycle to Work scheme in the UK, and its offices are conveniently located near major transport hubs. In addition, a new benefit offering electric car leases has been introduced to further support sustainable commuting options. Food and drink emissions represent the fifth main contributor. The increase is primarily due to a rise in inoffice CPDs (which include lunch) and a general increase in office attendance. Mitigation measures are already underway—for example, we now provide exclusively vegetarian or vegan food options at company events.

Electricity use is the sixth largest contributor, encompassing both Scope 2 and Scope 3 emissions. Scope 3 electricity emissions—also known as "well-totank" emissions—include the extraction, manufacturing, and transportation of raw fuels and power generation equipment to the electricity production site. These emissions are being addressed through ongoing discussions with the landlord of the Manchester office regarding the building's energy supply.



Hawkins\Brown has registered with the Science Based Target Initiative (SBTi) to verify our carbon emissions reduction plan and approve our near and long-term target commitment.

- 3.1 Data collection
- 3.2 SBTi : Target setting
- 3.3 Reduction measures and actions
- 3.4 SBTi: carbon removal

Through the fantastic commitment and work of its employees, Hawkins\Brown has been able to collect detailed data to inform a comprehensive baseline emissions footprint across Scope 1, 2 and 3. This has provided a strong foundation on which to build and refine in future.

However, we have noticed this process can be more efficient and provide more accurate results. Below are some steps that will be taken for the next reporting year, in order to achieve better data quality and governance, which allows for more accurate reporting, performance monitoring and more tailored reduction measures.

- 1. Streamline processes: standardise and streamline data collection via H\B carbon tracker sheet
- 2. Training: instructing the responsible employee on data collection and making the familiar with the GHG Inventor and CYF platform
- **3. Fill data gaps:** get more refined data such as food, online purchasing procurement, model workshop materials, etc
- 4. Engage suppliers: Request more granular data from suppliers
- 5. Hold quarterly reviews: Schedule check-ins with the team members responsible for carbon reporting

Data collection opportunities

Several opportunities have been identified and will be considered in the next reporting year:

Facilities

- Gas and electricity: Install advanced sub-metering where feasible
- Waste: Implement standardised quarterly in-house measuring ('average week' approach) of waste streams, ideally in Kg, to generate more accurate data

IT equipment

 Move from spend-data to activity where data is easily available

Cloud services

- Utilise the Microsoft Azure Sustainability Calculator to find out emissions for cloud services
- Request supplier-specific tCO2e or electricity data from other supplier(s)
- Add data in terabyte hour if possible

H\B website visits

- Add google analytics data to CYF

Food and Drink

Divide information by food category, even if by percentage, to get more insightful data

Travel

 Consider adding additional questions around travel behaviours / attitudes to capture qualitative insight and inform the development of a sustainable transport policy

Model materials and equipment

- Add model making workshop materials in future

3 Action Planning3.2 SBTi: Target Setting

Top Scope 1+2 Net Zero Pathway

Bottom Scope 3 Net Zero Pathway

Since 2023, Hawkins\Brown is registered with the Science Based Target Initiative (SBTi), using the baseline data from FY2022. This will allow us to verify the calculation and set near term and long term targets for reduction.

The targets are to reduce Scope 1 and 2 emissions by 90% by 2030 and to reducing our total emissions to meet a 1.5deg trajectory by 2050 or sooner.

The upper graph below shows the desired trajectory for Scope 1 + 2 reductions. It can be seen there was a 18% increase from FY2023 (39tCO2e) to FY2024 (46tCO2e). By 2030 this must be reduced by 90%, reaching 3.4tCO2e. Reduction opportunities are described in the next page. The lower graph below shows the expected trajectory for Scope 3 reductions. It must be noted that only the required Scope 3 emissions following SBTi guidance has been included, therefore the 'working from home' emissions has been included from the total Scope 3 emissions. It can be seen there was a 100% increase from FY2023 (385CO2e) to FY2024 (598CO2e). The reasons for this increase were mentioned in the previous section. It is expected that in 2050 this will be reduced in 90%, reaching 26 tCO2e. Reductions opportunities are described in the next page.



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3 Action Planning3.3 Reduction measures and actions

Reduction opportunities have been identified. Initially, we are focussing on Scope 1 and 2 actions, while planning for the Scope 3 actions.

Area of Focus	Specific Initiative	Scope	Location	Owner
Electricity	Shift Manchester office to 100% renewable electricity	2	Manchester	ST
Electricity	Use sensor-based lighting more widely in our Studios	2	London (trial)	SSD
Electricity	Reduce electricity use of our IT equipment	2	London (trial)	SA
Electricity	Reduce electricity use of our appliances	2	London (trial)	SSD
Electricity	Migrate servers from on-premise to cloud-based	2	London (trial)	SA
Electricity	Experiment with sub-metering to measure and reduce overall energy usage	2	London (trial)	DJ
Facilities	Develop and adopt a sustainable procurement policy	3	All	AR
Facilities	Develop and adopt a sustainable catering policy	3	All	AR
Facilities	Return all samples to suppliers	3	London (trial)	SSD
Facilities	Trial best practices for office move e.g. upcycle / recycle / lease furniture etc	3	London (trial)	SSD
Facilities	Consider purchasing some products locally rather than via Amazon	3	London (trial)	AR / ND
п	Explore possibility of purchasing IT equipment with lower footprint	3	London (trial)	SA
ІТ	Consider purchasing refurbished IT equipment	3	London (trial)	SA
П	Explore alternative procurment approach e.g. leasing	3	London (trial)	SA
ІТ	Engage with key suppliers to hear about their carbon reduction plans	3	London (trial)	SA
Travel / Staff	Develop and adopt a sustainable travel policy	3	All	AR
Travel / Staff	Provide employees with better insight into their own carbon footprint	3	All	AR
Travel / Staff	Develop and adopt a sustainable travel policy	3	All	AR
Modelmaking	Purchase recyled materials	3	London (trial)	ТА
Modelmaking	Reduce the amount of materials purchased	3	London (trial)	ТА
Modelmaking	Donate surplus / scrap materials to schools and universities	3	London (trial)	ТА

3 Action Planning3.4 SBTi: Carbon removal

Hawkins\Brown has committed to annually purchasing carbon removals as the part of our Science Based Target initiative (SBTi) certified carbon reduction plan. This ensures carbon neutrality while progressing to Net Zero in the long term for Scope 1,2 and 3 emissions.

The FY24 carbon removals are being agreed. This section will be updated once we have the removals purchased.

The certificates on this page refers to the FY23 carbon footprint measured at 539 tCO2e. We have planted trees that sequester 500tCO2e of our carbon emissions for that year, alongside investing 39tCO2e in long term carbon removals.

Developing a carbon removal portfolio, compared to a carbon offsetting portfolio currently seems to be an emerging field. We believe viable projects that are robust and scalable will rapidly expand in the coming months and years and are excited to play our part in investing in new technologies and approaches to mitigating the climate emergency. To cover the FY23 emissions period we have chosen to tackle carbon removal alongside sequestration and invested in an Biochar project based in Colombia. Biochar is charcoal-like material rich in stable carbon. It is produced by heating biomass in an oxygen-limited environment in a process called pyrolysis.

It is most commonly used as soil amendment in agriculture and horticulture. The feedstock to produce biochar is typically waste biomass. This biomass contains temporarily stored carbon that was removed from the atmosphere by plants through photosynthesis. Without undergoing the pyrolysis process, this carbon would be rereleased through the burning or decomposition of waste biomass. While biochar itself could also be burned in the presence of oxygen (as charcoal can be), the application and mixing with soils prevents this from ever happening.

Verra	VERRA
Verified Carbon Standard	Verified Carbon Standard
Certificate of Verified Carbon Unit (VCU) Retirement	Certificate of Verified Carbon Unit (VCU) Retirement
Verra, in its capacity as administrator of the Verra Registry, does hereby certify that on 12 Mar 2025, 30 Verified Carbon Units (VCUs) were retired on behalf of:	Verra, in its capacity as administrator of the Verra Registry, does hereby certify that on 12 Mar 2025, 29 Verified Carbon Units (VCUs) were retired on behalf of:
Hawkins Brown Architecture Limited	Hawkins Brown Architecture Limited
Project Name TIST Program in Uganda, VCS-CCB 011	Project Name TIST Program in Uganda, VCS-CCB 011
VCU Serial Number 16844-796148659-796148688-VCS-VCU-576-VER-UG-14-2497-01012020-31122020-1	VCU Serial Number 16846-796179319-796179347-VCS-VCU-576-VER-UG-14-2497-01012004-31122004-1
Additional Certifications	Additional Certifications
CCB-Biodiversity Gold; CCB-Climate Gold; CCB-Community Gold	CCB-Biodiversity Gold; CCB-Climate Gold; CCB-Community Gold
Powered by ▲PX	Powerd by APX



Hawkins\Brown has signed the 'UK Architects Declare Climate and Biodiversity Emergency'. Since 2020, we have been internally tracking the emissions of our designs to compare them against the RIBA 2030 Challenge and LETI targets.

4 Project emissions

Тор

Total upfront carbon emissions by financial year

Bottom

Upfront carbon per project and building typology, per financial year

We design with impact in mind Data collection & methodology

Our carbon calculations follow the RICS Professional Statement for Whole Life Carbon Assessment, with a focus on embodied emissions at practical completion (Modules A1–A5).

For the majority of projects, data was sourced from post-Stage 4 information to ensure accuracy. In a few cases, earlier stage data was used due to historic reporting practices. Where data on transport modes, distances, or material specifications was unavailable, we applied RICS default assumptions.

For projects where upfront carbon data is unavailable, we have used estimates based on UK Net Zero Carbon Building standard for 2025:

- Office fit out: 260 kgCO₂e/m²
- Office retrofit: 600 kgCO₂e/m²
- Residential: 565 kgCO₂e/m²
- School: 380 kgCO₂e/m²
- Science and Technology: 755 kgCO₂e/m²

In the graphs, measured data is shown as solid bars, and benchmarks as dashed bars.

Results per financial year

The top graph illustrates total tCO₂e emissions per financial year, segmented by building typology.

- Residential projects consistently represent the largest share of emissions, whether measured or benchmarked
- FY22 shows the highest overall emissions, due to a greater variety of typologies
- In FY23 and FY24, emissions were largely driven by residential schemes

The bottom graph displays emissions by typology and individual project, with varying shades.

- In FY22, a high number of different projects typologies were delivered, but many relied on benchmark data and had lower emissions overall.
- FY23 includes five projects, with one large residential development contributing the majority of emissions.
- FY24 comprises mostly residential projects, all benchmarked, alongside some science and technology buildings.

Upfront carbon (A1-A5)

total per financial year



Upfront carbon (A1-A5)

per project / typology/ financial year





5 Declaration and Sign-off

This Carbon Reduction Strategy has been developed following the guidelines outlined in PPN 06/21 along with associated directives and reporting norms for Carbon Reduction Plans.

Emissions have been accurately documented and accounted for based on the established reporting norms for Carbon Reduction Strategies and in alignment with the GHG Reporting Protocol corporate standards. We have utilized the relevant government emission conversion factors for reporting greenhouse gas emissions by the company.

Our reporting of Scope 1 and Scope 2 emissions complies with SECR requirements, and we have also included the necessary subset of Scope 3 emissions as per the specified reporting standards for Carbon Reduction Strategies and the Corporate Value Chain (Scope 3) Standard.

This Carbon Reduction Strategy has undergone thorough review and has been officially approved by the operations board.

Signed on behalf of Hawkins\Brown:

ACLBER

Alastair Roberts

Appendices

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Appendix LCA 30CR

As part of reporting our Scope 3 emissions, the below results show the embodied carbon of the elements of the office refurbishment that Hawkins\Brown has responsibility for.

Namely, these are the emissions shown in the graph below, excluding those associated with MEP elements and the raised access flooring. This is due to these elements belonging to the Landlord's Cat A fit-out, and as such, the associated emissions are owned by the Landlord.



Appendix Carbon factor

In our carbon accounting, we have prioritised the use of Small World Consulting (SWC) carbon factors wherever they were available. This decision was based on the improved accuracy, specificity, and system completeness these factors offer compared to default spend-based emissions factors. SWC factors provide a more realistic representation of supply chain emissions, which strengthens the reliability of our Scope 3 reporting. By using these, we are better able to identify material emission hotspots across the value chain and make more informed decisions when developing decarbonisation strategies.

One of the main advantages of the SWC factors is their regional specificity. While UK government-issued default factors are suitable for UK-based purchases, SWC factors are tailored to reflect both the regions of supply and demand. This makes them particularly useful in projects involving global procurement, where emissions can vary significantly depending on geography. For purchases made within the UK, SWC factors offer more comprehensive system boundaries, capturing upstream and downstream impacts that default factors may miss. This enhances the credibility and completeness of our reporting, particularly when conducting materiality screening assessments.

We acknowledge that government-issued factors remain the preferred choice for some auditors due to their public availability and long-standing use. However, we believe that where SWC factors are available and relevant, they provide a more accurate basis for emissions estimates especially in cases where spend-based data is the most accessible option. It is important to note, however, that spend-based approaches, even with improved emission factors, are inherently less precise than activity-based methods (e.g., using actual quantities such as kWh, tonnes, or litres). Nonetheless, spend-based assessments remain a useful starting point when activity data is limited, and they help establish a broad understanding of carbon performance.

By adopting SWC carbon factors, we aim to improve the quality and transparency of our Scope 3 assessments, align with best practices in embodied carbon reporting, and build a more accurate picture of the environmental impact of our operations and supply chains.

Appendix Biochar purchase agreement

Credit purchase details

Exomad Green (Concepción): 39t, 2025

Purchase date	14 Nov, 2024				
Project	Exomad Green (Concepción)				
Removal pathway	Biochar C				
Vintage	2025				
Туре	Spot/Forward	P PUP			
Delivery by ①	2025	About France d Concer (Concer			
Tonnes purchased	39	Exomad Green, a division of Boliviar			
Tonnes delivered ③	0	SRL, repurposes waste wood and of manufacturing process to produce b			
Tonnes available to retire ①	0	burned in open pits, contributing to			
Tonnes retired 🛈	0	See more details			
Payment status	Paid				
Registry ()	Puro.earth				



epción)

n wood products company Exomad ffcuts from its hardwood biochar. This wood was previously o local air pollution.

Vintages

Year	÷	Tonnes	÷	Tonnes delivered	÷	Tonnes retired	÷	Delivery by	:	Tonnes available to r
2025		39		0		0		2025		-

London\ Edinburgh\ Manchester\ Toronto\ Dublin\

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