

# Carbon reduction plan

## FY25 annual emissions

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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°C 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 granular food data, modelshop 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. Commuting and working from home methodology.** For the past three years, we have relied on data generated by *Compare Your Footprint* to estimate working-from-home emissions; however, the underlying calculation methodology was not fully transparent. This year, we developed a new, auditable spreadsheet model to calculate commuting distances (km) and home-working energy use (kWh). This updated approach provides far greater accuracy and has resulted in a reduction of approximately 49%. We have also benchmarked the results against other architectural practices, and our figures are now more closely aligned with industry norms.
- 3. Food and drink data:** further granularity in information input

The total results for the FY25 emissions are as follows:

Scope 1: 0.8 tCO<sub>2</sub>e

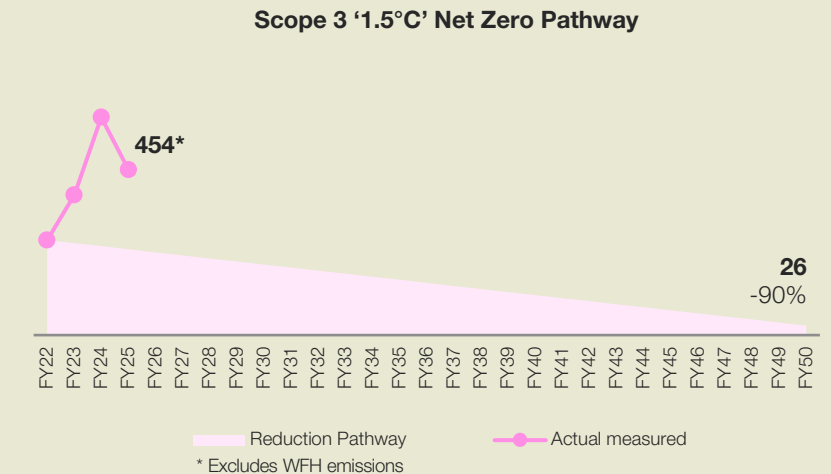
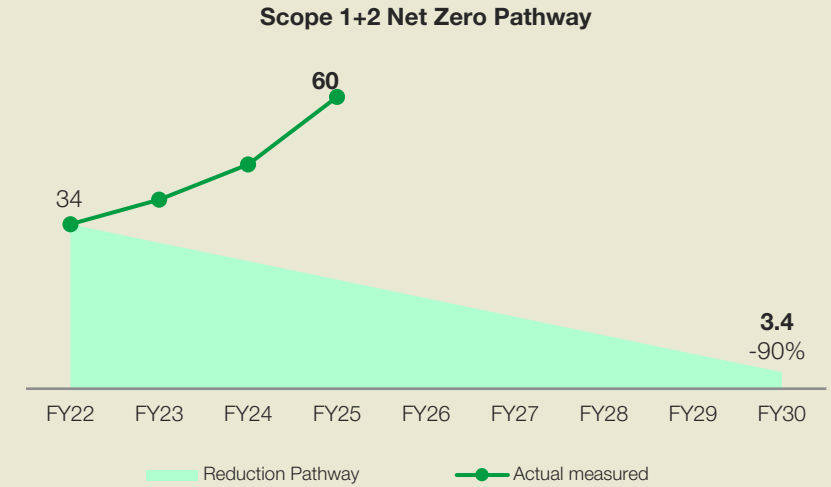
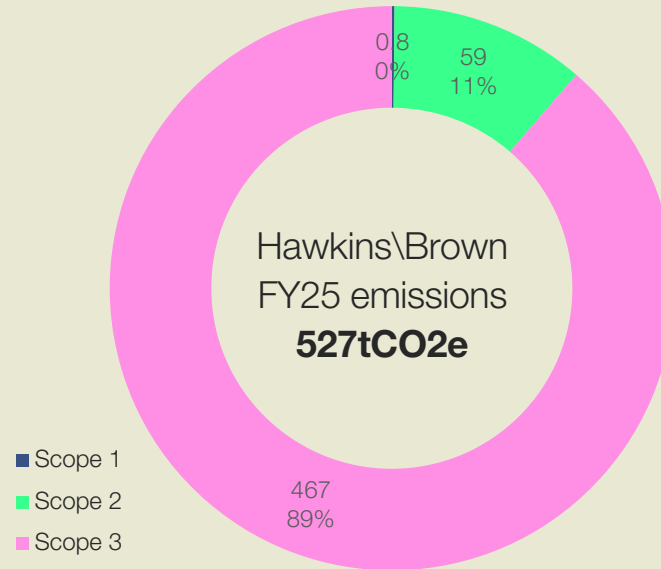
Scope 2: 59 tCO<sub>2</sub>e

Scope 3 : 467 tCO<sub>2</sub>e

Total emissions: **527 tCO<sub>2</sub>e**

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

The FY25 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.



# Introduction

# Introduction

## About us

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

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.



# FY25 emissions

# FY25 emissions

## Carbon reporting scope

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

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. The calculation of equivalent emissions was conducted using the external web-based tool Compare Your Footprint

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

Scope	GHG Protocol	Hawkins\Brown report
1	Stationary combustion of fuels at leased sources that are within an organization’s inventory boundary	Gas heating
2	Purchased electricity	Electricity procured for studios
3	Purchased goods and services	IT services, IT hardware, IT software, food and drink, events, furniture, hotel stay, water, chemicals, textiles, metal, mineral, plastic, paper and stationery supply
	Capital goods	n/a
	Fuel-and-energy related activities	n/a
	Upstream transportation and distribution	n/a
	Waste generated in operations	Refuse, plastic, paper, glass and metal waste
	Business travel	Air, rail and road travel
	Employee commuting Optional: home working *	Rail and road commuting, energy associated with home working
	Upstream leased assets	n/a

\* Home working is reported, but not included in the SBTI reduction pathway

# FY25 emissions

## Comparison with previous years – reduced scope

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

In 2019 and 2020, we conducted GHG emissions calculations in-house, 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.

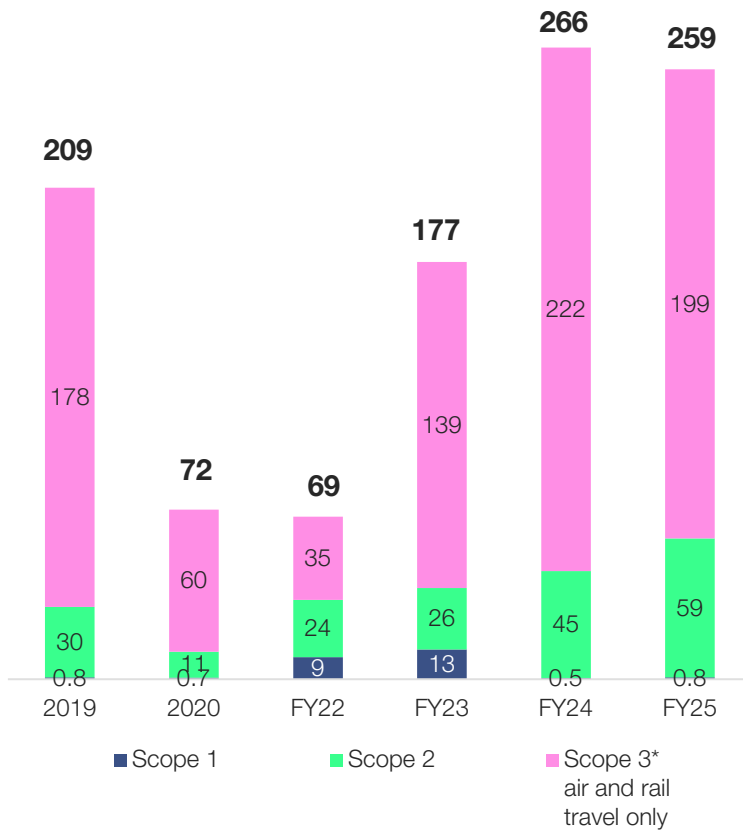
Reporting for the period FY22 was supported by an external consultant to enhance the accuracy of our Scope 3 emissions assessment. Our reporting period now aligns with the financial year.

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.

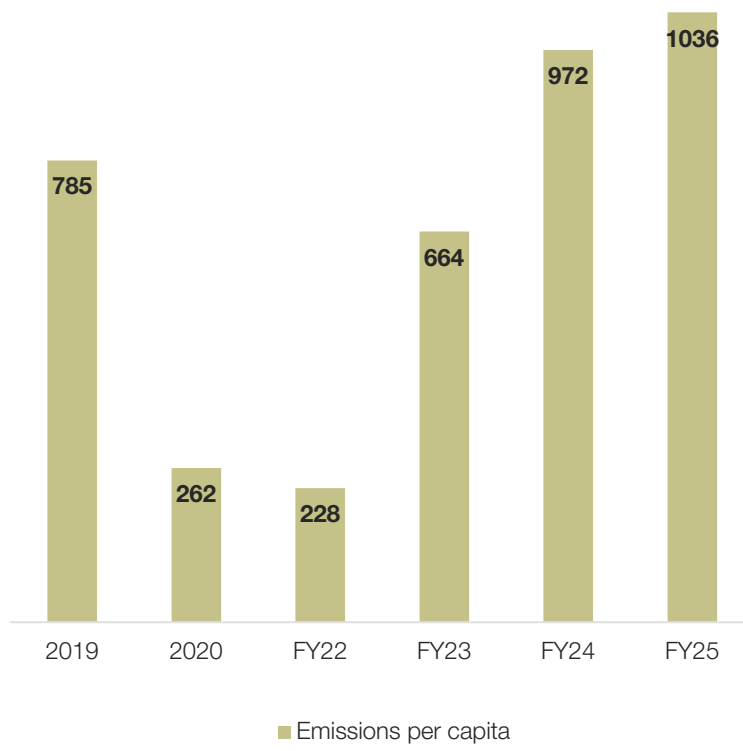
The middle chart illustrates emissions per year, per scope. We observe that in 2019, emissions peaked at 209 tCO<sub>2</sub>e, followed by FY23 (177 tCO<sub>2</sub>e), 2020 (72 tCO<sub>2</sub>e), and FY22 (69 tCO<sub>2</sub>e). This reduction is primarily attributed to the impact of the pandemic on travel. In FY24 (268 tCO<sub>2</sub>e), we see a peak increase due to air travel, driven by a Toronto-based project that required international employee travel. Emissions have slightly reduced in FY25 (259tCO<sub>2</sub>e) with the allocation of some employees in a Toronto based office.

The right-hand 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.

**Total emissions**  
(tCO<sub>2</sub>e/year)



**Emissions per employee**  
(kgCO<sub>2</sub>e/year)



# FY25 emissions

## Comparison with previous years – total scope

**Hawkins\Brown company wide emissions total for FY25 is 527 tCO<sub>2</sub>e.**

Since FY22, emissions have been calculated at a more granular level and reported on a financial year basis.

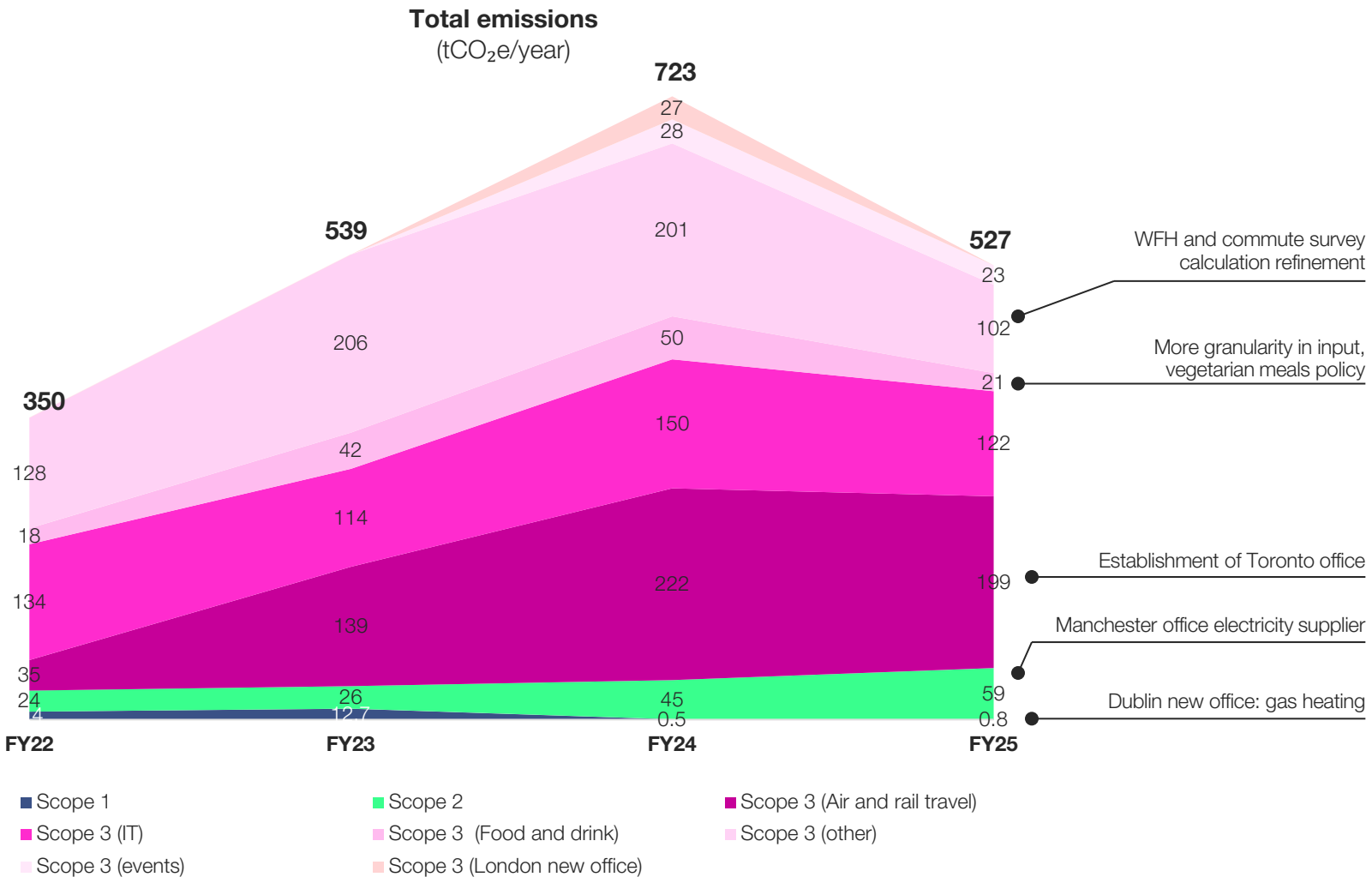
Even though Scope 1 emissions are relatively low, they have increased from FY24 to FY25. This is primarily due to the relocation of the Dublin office to a gas heating building

Scope 2 emissions have increased by 30%, 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 associated with business travel have decreased by 10%. Although there was an increase during FY24 due to a project based in Toronto, overall emissions have declined following the reallocation of some employees to a newly established regional office.

Emissions related to food and drink have reduced by 58%. This improvement is attributed to a more detailed input methodology, which distinguishes between different types of food and beverages rather than relying solely on total expenditure. Additionally, since mid-2024, the company has adopted a vegetarian-only catering policy for in-office lunches, further contributing to the reduction in emissions

Scope 3 emissions linked to working from home and employee commuting have also declined. Previously calculated via an external survey, these figures are now derived through an internal methodology, offering enhanced transparency and due diligence. Further details of the revised calculation approach can be found in the appendix.



# FY25 emissions

## Top Contributors to Emissions

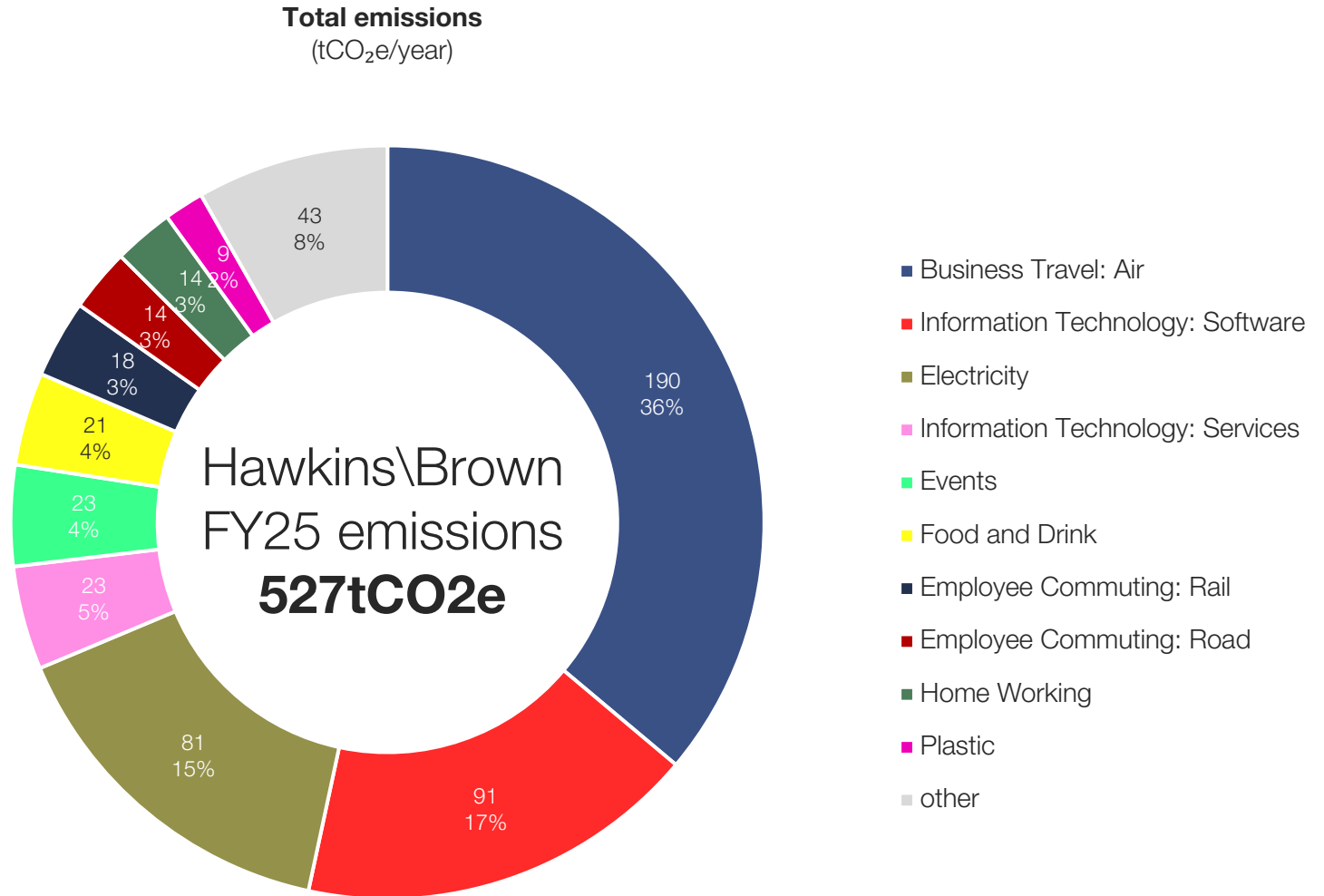
The chart on this spread provide a breakdown of total FY25 emissions by business category.

The ten highest-emitting sources have been identified separately from the overall emissions.

The largest contributor is business air travel, accounting for 36% of total emissions (190 tCO<sub>2</sub>e). Although emissions have decreased compared to the previous year—largely due to the establishment of a regional office in Toronto—there remains significant scope for further reduction. These findings will inform the development of our future travel policy, which aims to place stricter limits on air travel.

The second largest contributor is IT software, responsible for 17% of emissions (91 tCO<sub>2</sub>e). The methodology for calculating these emissions has been enhanced by engaging with software providers regarding their net zero commitments and sustainability initiatives. Further details are available in the appendix. These insights will guide future decisions regarding software procurement and contract renewals where feasible.

Electricity ranks as the third highest contributor, with a total of 81 tCO<sub>2</sub>e—comprising 59 tCO<sub>2</sub>e from Scope 2 and 22 tCO<sub>2</sub>e from Scope 3. Scope 3 electricity emissions—also known as “well-to-tank” emissions—include the extraction, manufacturing, and transportation of raw fuels and power generation equipment to the electricity production site. This is primarily due to the energy supply contract held by the landlord of our Manchester office, which includes a non-renewable energy mix. This issue has been reviewed and addressed with the aim of reducing associated emissions.



# FY25 emissions

## Carbon footprint breakdown

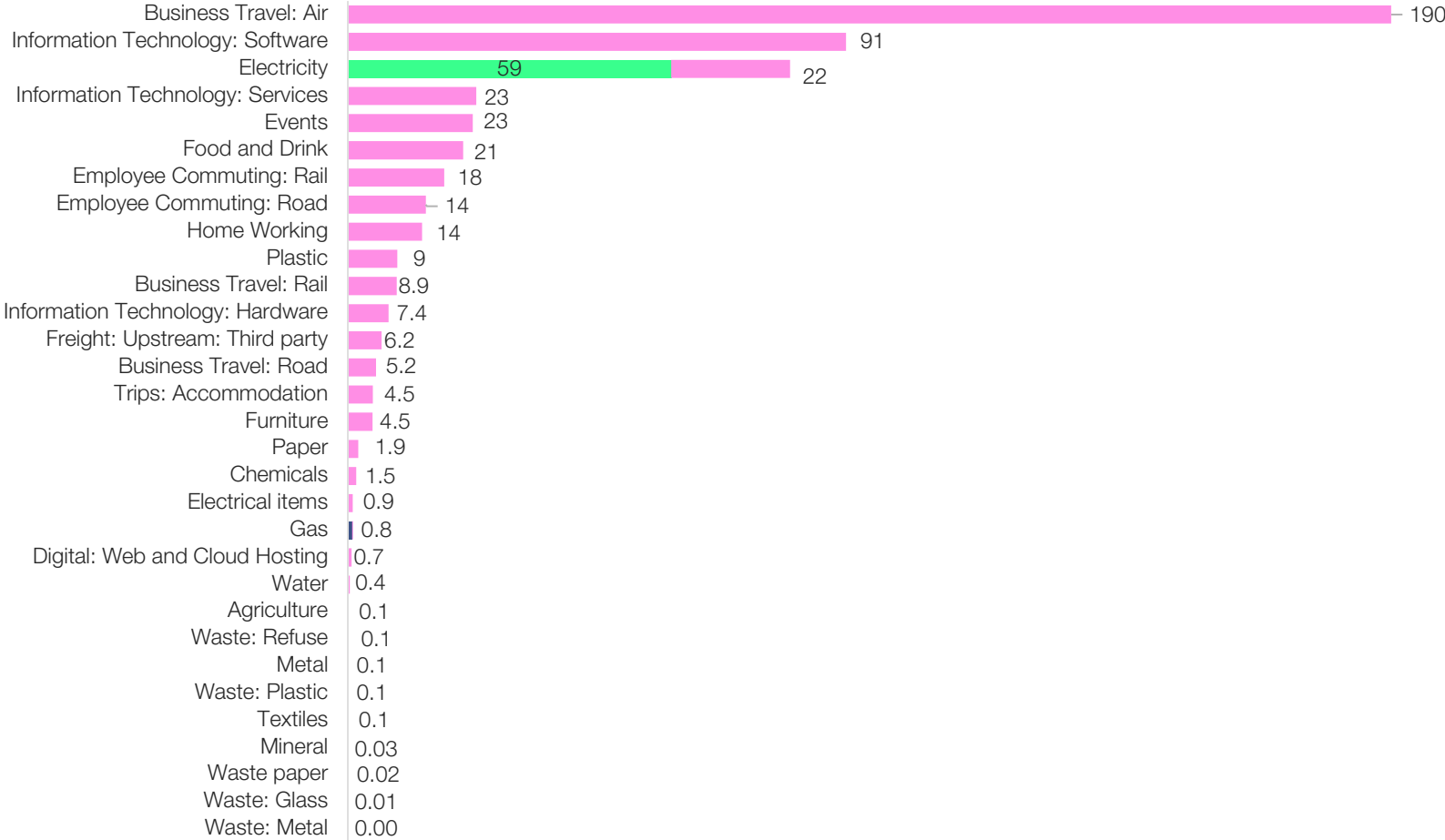
The accompanying bar chart illustrates total FY25 emissions by business category. The three primary contributors—air travel, IT software, and electricity—have been addressed on the previous page.

The fourth largest contributor is IT services, currently calculated on an expenditure basis. Similar to IT software, future reporting should incorporate actual provider data on carbon emissions where available.

Events represent the fifth largest contributor, based on expenditure for activities such as staff entertainment and social gatherings. These emissions are more challenging to manage due to limited control over the supply chain.

Food and drink emissions rank sixth. A significant reduction has been achieved compared to the previous year by introducing exclusively vegetarian or vegan catering for company events. Further initiatives will focus on social value, such as sourcing from local or socially responsible suppliers and partnering with companies holding B Corp certification.

Employee commuting, over which organisations have limited influence, is the seventh and eighth largest contributor. Hawkins\Brown participates in the UK Cycle to Work scheme, and its offices are strategically located near major transport hubs. Additionally, a new benefit offering electric vehicle leasing has been introduced to promote sustainable commuting options.



■ Scope 1 ■ Scope 2 ■ Scope 3

# Action planning

# Action planning

## Data governance

### Governance

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.

- Streamline processes: standardise and streamline data collection via H\B carbon tracker sheet
- Training: instructing the responsible employee on data collection and making the familiar with the GHG Inventor and CYF platform
- Fill data gaps: get more refined data - such as IT services, online purchasing procurement, model, etc
- Engage suppliers: Request more granular data from suppliers
- 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 services

- Request supplier-specific tCO<sub>2</sub>e or electricity data from other supplier(s)

#### 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

- Consider data quality required to make informed decisions about emissions reduction in this area, balanced with effort

# Action planning

## SBTi: target setting & commitment

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. The registration has been done in 2023, using the baseline data from FY2022. Our commitments are below:

### Near term target

- Hawkins\Brown commits to reduce scope 1 and 2 GHG emissions 90% by 2030 from a 2022 base year.

### Long term target

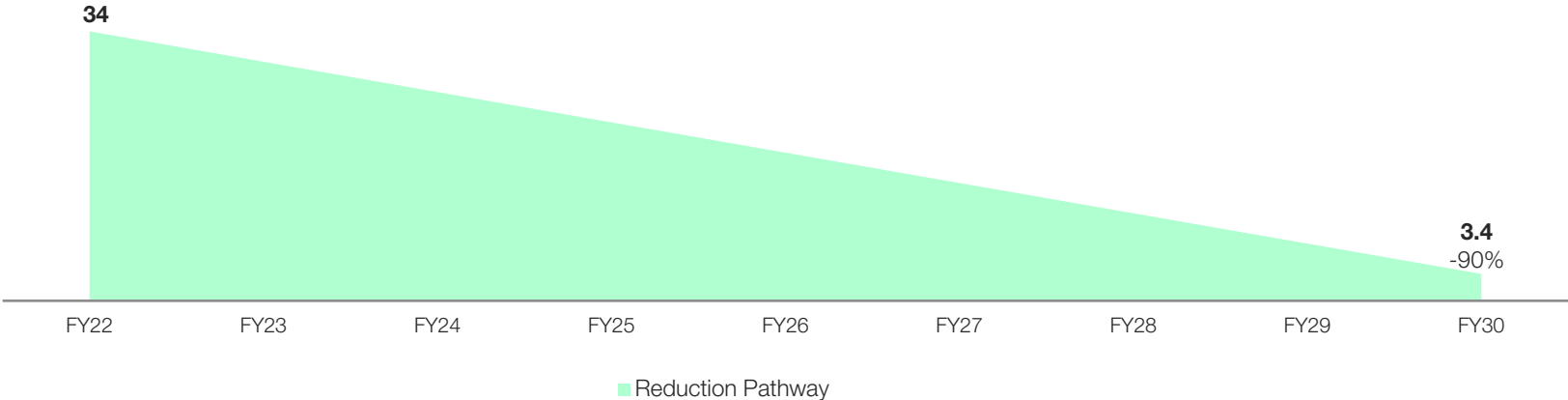
- Hawkins\Brown commits to reduce scope 3 GHG emissions in line with a 1.5°C reduction by 2050 from a 2022 base year.



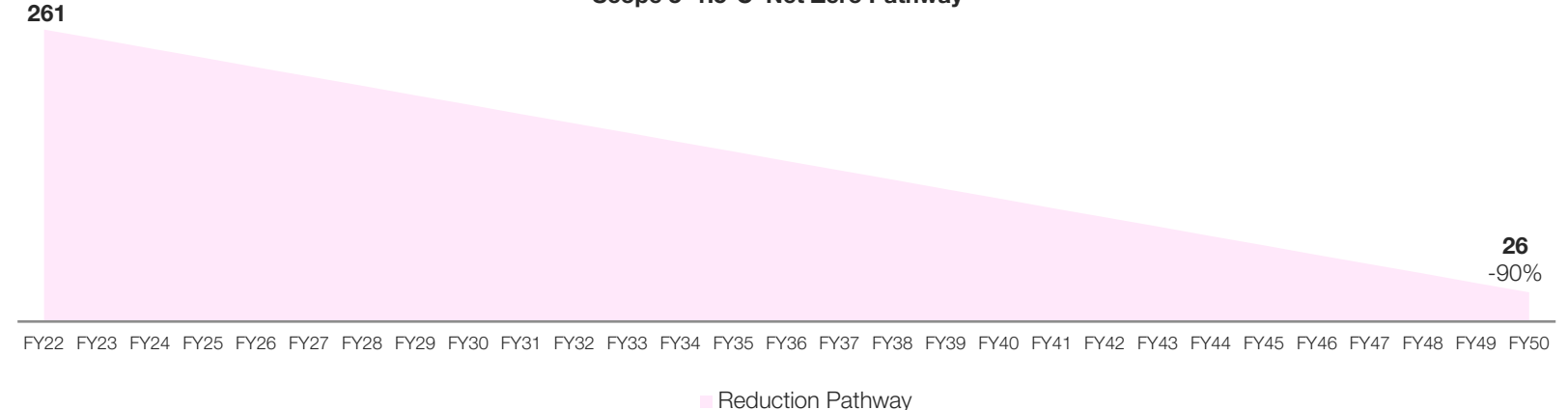
SCIENCE  
BASED  
TARGETS

DRIVING AMBITIOUS CORPORATE CLIMATE ACTION

Scope 1+2 Net Zero Pathway



Scope 3 '1.5°C' Net Zero Pathway



# Action planning

## SBTi: Scope 1& 2

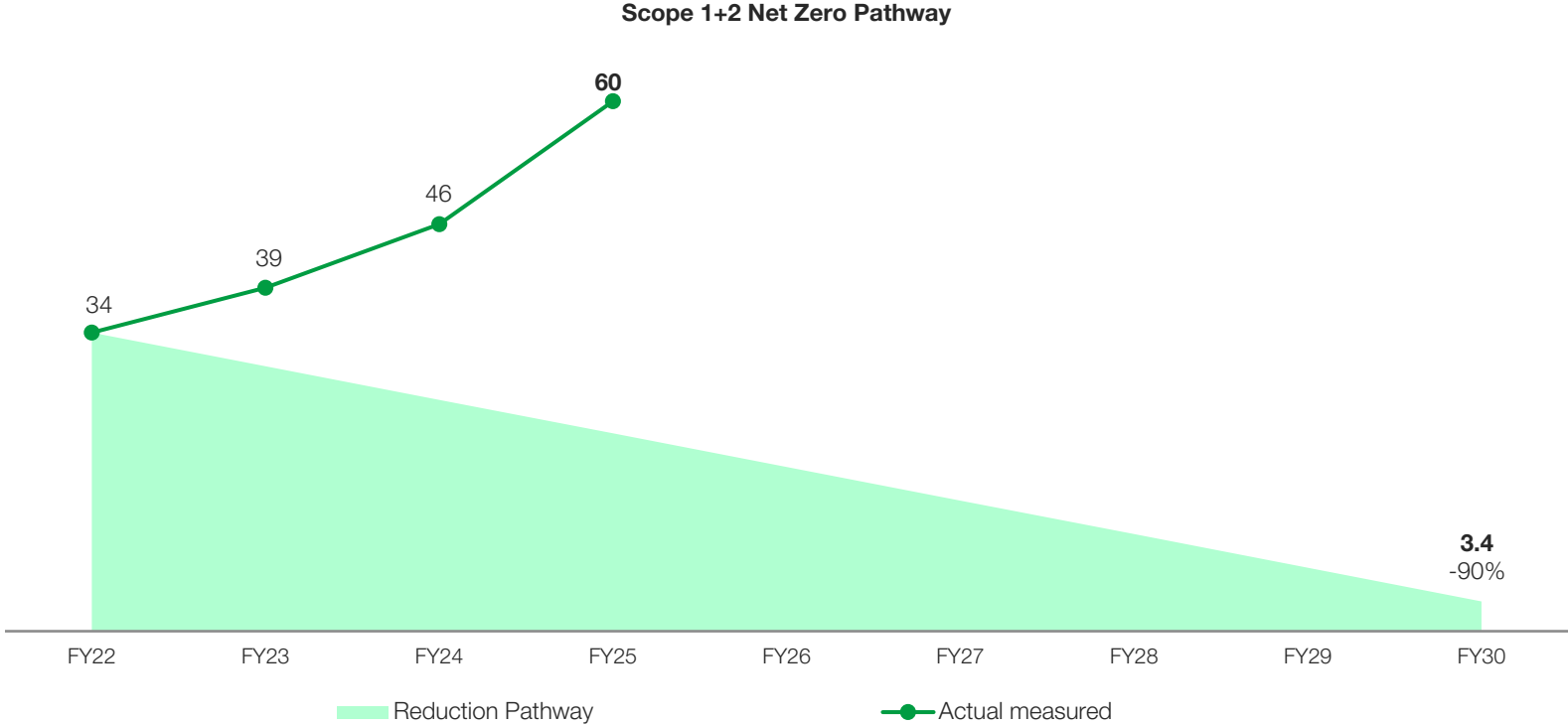
The graph on this page illustrates the targeted reduction trajectory for Scope 1 and Scope 2 emissions (represented by the area labelled 'reduction pathway'), in line with our SBTi commitment to achieve a 90% reduction by 2030. The dotted line indicates actual measured emissions.

Since our commitment in FY22, emissions have shown a consistent upward trend. As noted in previous sections, this increase is primarily attributable to the HVAC system and energy supply arrangements at the Manchester office. Additionally, FY25 figures now include heating requirements for the Dublin office.

### Opportunities for Reduction

The following measures have been identified to address these challenges and accelerate progress towards our reduction target:

Area of focus	Specific initiative	Location
Electricity	Shift Manchester office to 100% renewable electricity	Manchester
Gas heating	Shift Dublin office to 100% electric system	Dublin
Electricity / heating	Incentive offices in extended comfort band to reduce energy in use of	All



# Action planning

## SBTi: Scope 3

The graph on this page illustrates the targeted reduction trajectory for Scope 3 emissions (represented by the area labelled 'reduction pathway'), in line with our SBTi commitment to achieve a 1.5°C-aligned (reduction of 90%) by 2050. The dotted line represents actual measured emissions.

It is important to note that only the Scope 3 categories required under SBTi guidance have been included. Consequently, emissions associated with working from home have been excluded from the totals shown in this graph.

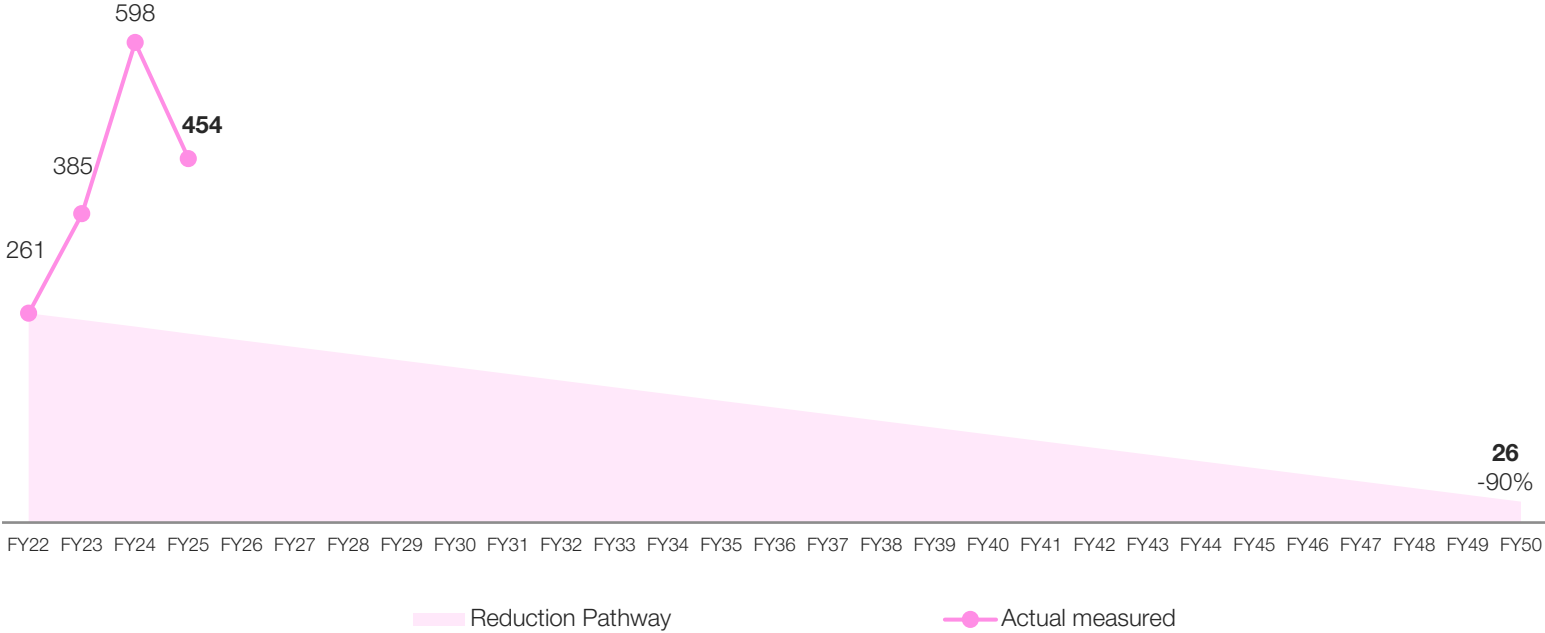
Between FY24 and FY25, Scope 3 emissions decreased by 24%. This reduction is explained in the [previous page](#).

### Opportunities for Further Reduction

The following measures have been identified to continue progress towards our Scope 3 reduction target:

Area of focus	Specific initiative	Location
Travel / Staff	Develop and adopt a sustainable travel policy	All
Travel / Staff	Provide employees with better insight into their own carbon footprint	All
IT software / services	Engage with key suppliers to hear about their carbon reduction plans	All
Modelmaking	Purchase recycled materials	London
Modelmaking	Reuse materials	London

Scope 3 '1.5°C' Net Zero Pathway



# Action planning

## Carbon removals

Hawkins\Brown is committed to the annual purchase of carbon removals as part of our SBTi-certified carbon reduction plan. This approach ensures carbon neutrality while supporting our long-term objective of achieving Net Zero across Scope 1, 2, and 3 emissions. In alignment with the Oxford Principles, we are progressively transitioning towards investments in durable, long-term carbon removal solutions wherever possible.

The FY25 carbon removals are currently being finalised, and this section will be updated once the purchases have been completed.

The certificates displayed on the next page relate to our FY24 carbon footprint, which was measured at 723 tCO<sub>2</sub>e. We have partnered up with the carbon credit provider, SouthPole.

For that year, we invested in [reforestation of degraded lands in Sierra Leone](#), which will sequester 677 tCO<sub>2</sub>e of emissions associated with Scope 3. In addition, we allocated 46 tCO<sub>2</sub>e towards long-term carbon removals, reflecting Scope 1 and 2 emissions over which we have greater direct control.

Developing a robust carbon removal portfolio is an emerging field. We anticipate that viable, scalable projects will expand rapidly in the coming months and years, and we are committed to playing an active role in supporting innovative technologies and approaches to address the climate emergency.

Our chosen long-term carbon removal investment for FY24 was a Belgian manufacturer of hempcrete blocks. [Iso-Hemp](#)'s production process utilises 100% locally sourced natural bio-based materials (lime and hemp), delivering a positive carbon impact while maintaining the thermal performance, energy efficiency, and environmental quality of traditional construction materials.

Hawkins\Brown has consistently been at the forefront of reducing embodied carbon in our projects. Supporting a solution that aligns with architecture and construction principles represents an exciting and meaningful step in our sustainability journey.



# Building emissions

# Building emissions

## Reporting boundaries

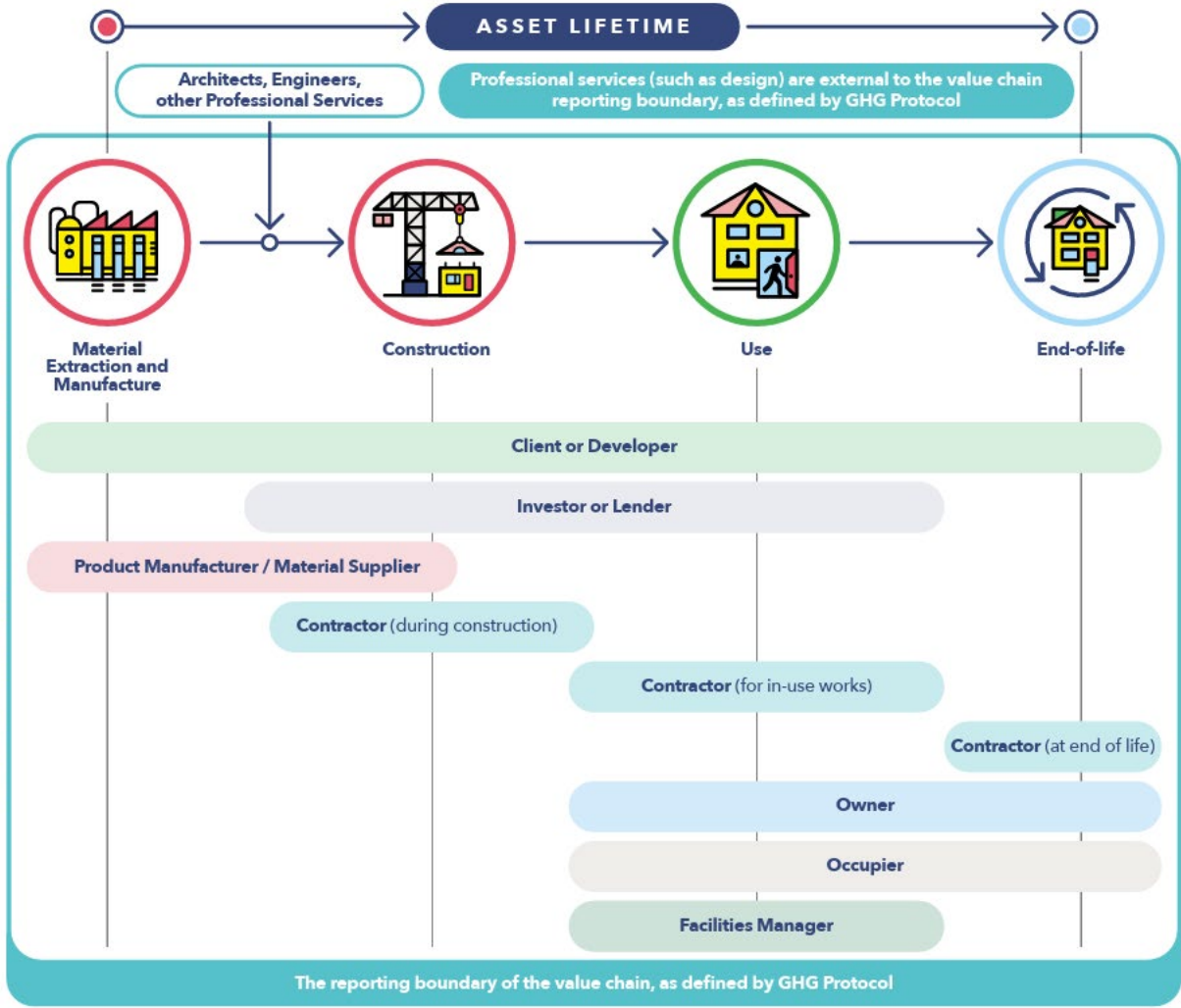
According to the SBTi, architecture firms must account for emissions arising from the use of buildings they design and construct as direct use-phase emissions under Scope 3, Category 11: “Use of sold products”. These emissions should be calculated based on the lifetime energy consumption of the building.

The UKGBC notes that architects and engineers exert significant influence over embodied carbon through their design advice and expertise. However, their services do not easily align with the current GHG Protocol framework. Despite this, there is growing industry debate on whether design firms should report the embodied carbon associated with their projects.

Including designed embodied carbon within the total emissions reported by design firms would far exceed their combined Scope 1, 2, and 3 operational emissions. While it is essential for design firms to take accountability for the embodied carbon of projects they influence and to report and disclose these figures, it is not appropriate to adapt the GHG Protocol to include designed embodied carbon within Scope 3 reporting. Instead, a separate reporting mechanism should be established for project-based emissions that fall outside the GHG Protocol boundary.

Therefore, following UKGBC guidance, Hawkins\Brown discloses and reports project emissions, but we do not account for them within our Scope 3 emissions.

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 benchmark them against the RIBA 2030 Challenge and LETI targets. We collate this data as part of our ISO 14001 commitment, demonstrating our long-standing dedication to reducing the environmental impact of our projects.



GHG Protocol Scope 3 Reporting boundary for stakeholders across an asset’s lifetime (Source: UKGBC Embodied carbon scope 3 measurement and reporting)

# Building emissions

## Upfront carbon emissions

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 (UKNZCBS) for 2025:

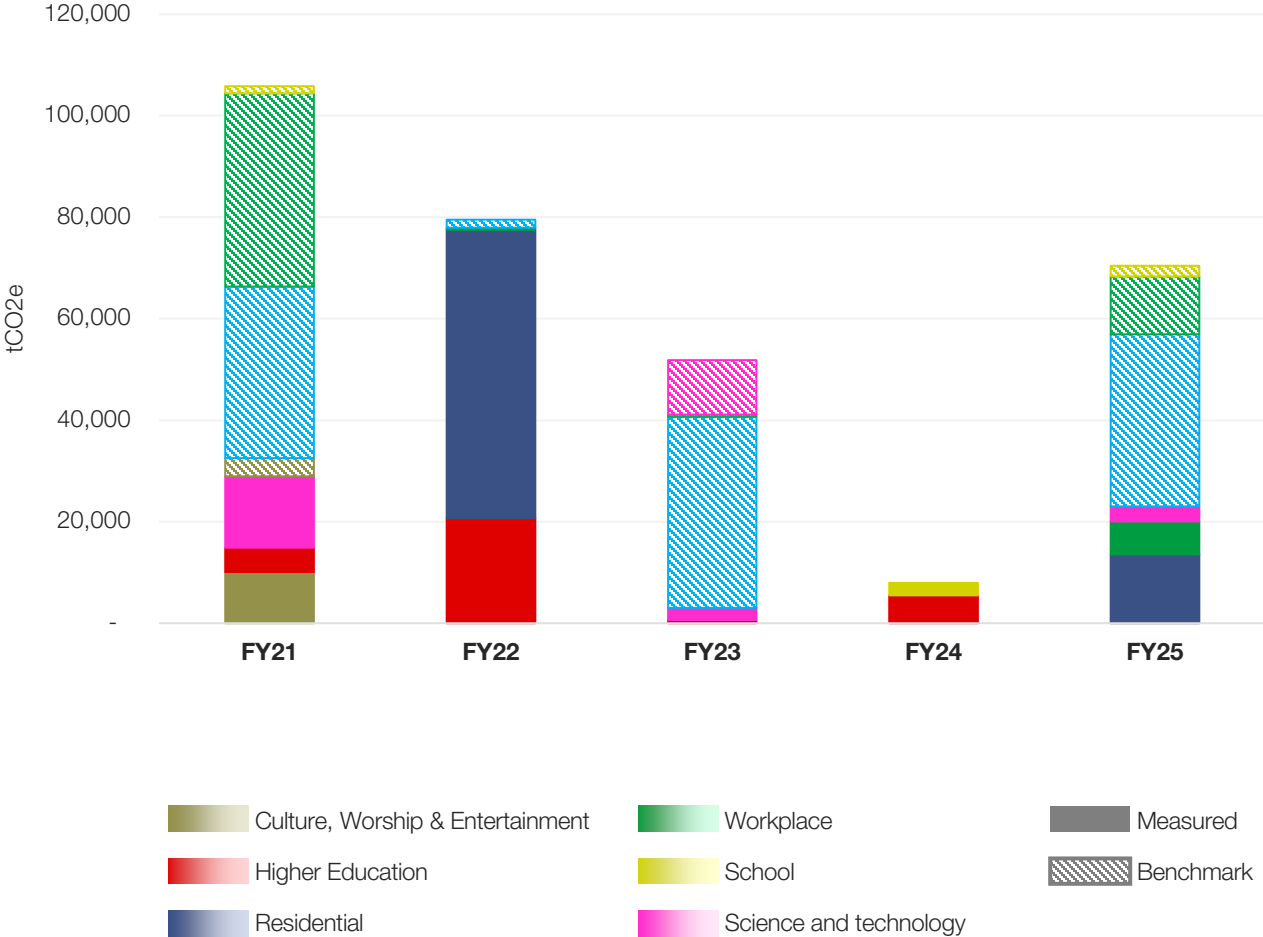
- Office fit out: 260 kgCO<sub>2</sub>e/m<sup>2</sup>
- Office retrofit: 600 kgCO<sub>2</sub>e/m<sup>2</sup>
- Residential: 565 kgCO<sub>2</sub>e/m<sup>2</sup>
- School: 380 kgCO<sub>2</sub>e/m<sup>2</sup>
- Science and Technology: 755 kgCO<sub>2</sub>e/m<sup>2</sup>

### Total results per financial year

The graph illustrates total tCO<sub>2</sub>e emissions per financial year, segmented by building typology. In the graph, measured data is shown as solid bars, and benchmarks as dashed bars.

- Residential projects consistently represent the largest share of emissions, whether measured or benchmarked
- FY21 shows the highest overall emissions, due to a greater variety of typologies
- In FY23 and FY25, emissions were largely driven by residential schemes

Upfront Carbon per Sector in Reporting Year



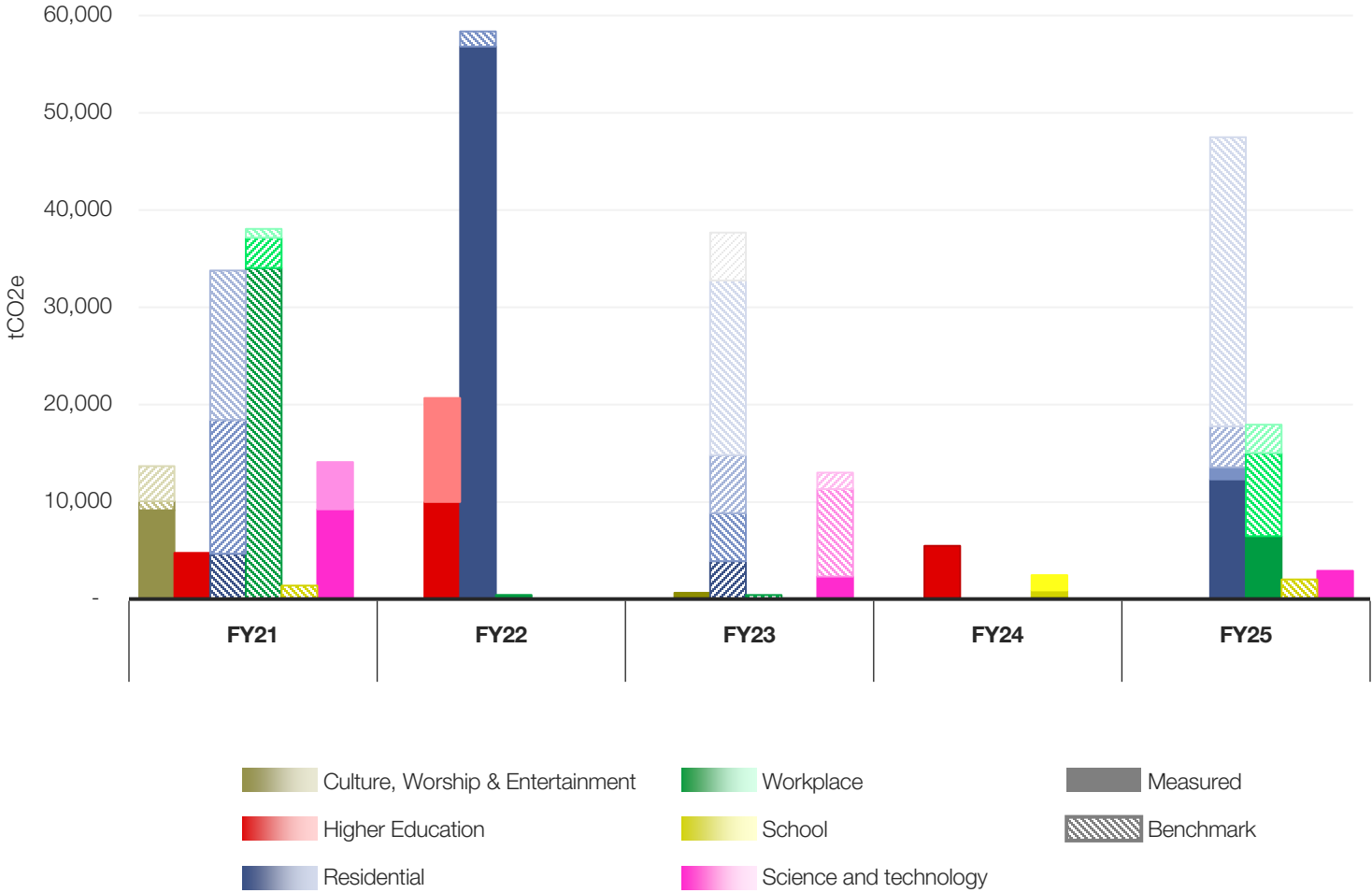
# Building emissions

## Upfront carbon emissions

The graph displays emissions by typology and individual project, with varying shades. In the graph, measured data is shown as solid bars, and benchmarks as dashed bars.

- In FY21, a high number of different projects typologies were delivered, but many relied on benchmark data and had lower emissions overall.
- FY22 includes five projects, with one large residential development contributing the majority of emissions.
- FY23 comprises mostly residential projects, all benchmarked, alongside some science and technology buildings
- FY24 deliveries were higher education and two school projects
- FY25 emissions comprises of 4 actual measured data, while most of it is benchmark. Again, most emissions are related to residential projects.

**Upfront Carbon per Project and per Building Sector, in Reporting Year**



# Declaration and sign-off

# 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:



**Alastair Roberts**

**COO**

# Appendices

# Appendices

## 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.

**SMALL**   
**WORLD**  
**CONSULTING**

# Appendices

## Full emissions

tCO2e		FY22 (Baseline year)	FY23	FY24	FY25
Scope 1	Gas heating	9.4	12.7	0.5	0.8
Scope 2	Electricity	24.3	26.1	45.4	59.0
Scope 3	1. Purchased goods and services	157.5	162.8	262.3	189.3
	3. Upstream emissions from purchased fuel and energy	8.0	8.4	17.4	21.8
	4. Upstream transportation and distribution	0.0	0.0	2.4	6.2
	5. Waste generated in operations	1.4	0.4	0.4	0.2
	6. Business travel	48.3	148.3	229.4	204.4
	7. Employee commuting	99.0	181.2	151.5	45.4
	9. Downstream transportation and distribution	0.0	0.0	13.6	0.0
Total		<b>347.9</b>	<b>539.8</b>	<b>723.0</b>	<b>527.1</b>