



Bridger Carr

Carbon Emissions Report

Financial year 2024/25



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Welcome

Carbon Neutral Group is pleased to present our Carbon Footprint Baseline Report for the team at Bridger Carr Architects. This report forms a key part of our communication strategy with you, a strategy which is designed to promote effective two-way communication throughout the emissions calculation process with governance and ESG reporting stakeholders.

The report highlights the emission factors within the project scope, followed by a breakdown of each emission area with the corresponding carbon footprint. The report has used data provided by Bridger Carr Architects and aligns with their fiscal year 2024/25.

The measuring and reporting approach that has been taken by Carbon Neutral Group has followed Defra's Guidelines on how to measure and report greenhouse gas emissions. Emissions are reported in tonnes of CO2 equivalents (CO2e).

This report contains matters which should properly be considered by the team to help and guide any carbon reduction strategies.

We anticipate discussing this plan with you and welcome any of your input on the findings.

Kind Regards

George Curtis

Director

Carbon Neutral Group Ltd

Executive Summary

This report outlines the greenhouse gas emissions arising from the activities of the team at Bridger Carr Architects during the period aligning to the fiscal years of 2024/25. The requirement was to explore the scope one, two and part of three emissions.

In response to the climate crisis and the threat that the crisis poses the UK Government has written into legislation that UK businesses must be net zero by 2050. In addition to the UK-wide target, Scotland has set its own and is aiming to become a net zero economy by 2045. The UK has also committed to a 68% reduction in emissions by 2030, as part of its Nationally Determined Contribution towards the Paris Agreement.

The findings from this exercise have all been broken down into subsections areas within each scope. This will help identify the high-risk areas for the group and highlight where the team needs to focus time and attention as they strive towards their Net Zero goals.

The calculations to create the Carbon Emission figures are based on the guidelines provided by the UK Government GHG Conversion Factors for Company Reporting, the Department for the Environment, Food & Rural Affairs as well the Department for Business, Energy & Industrial Strategy.

The data of the factors used in the report all align with the relevant year's government DEFRA reporting period. As the report is for Bridger Carr Architects Financial Year of 2024 & 2025. Their financial year crosses two DEFRA emission factors years that include emission factor changes. We have incorporated this into our calculations.

We have made assumptions on items where the data has not been available, and these are commented on within the sections.

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Overview of Emissions

With assistance from the team at Bridger Carr Architects, we have been able to produce the below report on the emissions for the financial year of 2024/25. The report aims to start the team at Bridger Carr Architects on their journey to Net Zero. The report will help by showing areas that the team are doing well in and where they need to focus their efforts on emission reductions.

From the data that we have gathered from the areas in scope for the project, we can see that Bridger Carr Architects have emitted **6.16** tonnes of CO₂e. This is the same as a team member taking **2.5 return flights from Manchester to New York**. If the team are going to offset all of their emissions, they will have to offset: **6 tonnes of CO₂e**.

The table below shows the breakdown of emissions between each scope.

Line Item	Carbon Emission Tonnes CO ₂ e
Scope 1	
Gas	0.050
Company Owned Vehicles	0.000
Refrigerant Gases	0.000
Scope 2	
Electricity (office use)	0.202
Scope 3	
Business Travel	4.200
Hotel Stays	0.0105
Home Working	0.550
Staff Commuting	0.460
Water	0.0007
Waste	0.670
Transmission and Distribution	0.018
Total	6.1612

Section 1

Section one covers Bridger Carr Architects Scope 1 Emissions. These emissions are what are Bridger Carr Architects owns or controls directly. In this section we are covering the below areas, gas consumption, company owned vehicles & fugitive emissions.

Scope 1 Emission Area	CO2e Tonnes
Gas	0.05
Company Owned Vehicles	0.00
Fugitive Gases	0.00
Total	0.05

Gas

In the reporting period that we are covering, we have calculated that the business consumed 279 kwh of Gas that has meant that they have emitted 0.05 tonnes of CO2e. The gas is primarily used for heating the office space and for the hot. This figure of 0.05 tonnes is a very low emission and is not an area that we would need to focus on for any emission reduction.

Office	Tonnes of CO2e
Leeds Office	0.05
Gas Emissions	0.05

Scope 1 Emission Area	KWh Consumption	CO2e Tonnes
Gas	279	0.05

- The data was calculated from the data that the team received from Bridger Carr Architects for their gas consumption.
- The associated emissions were calculated using the relevant emission factors from the DEFRA 2024 & 2025 conversion factors. As the data crosses two emission factor sets of data, this has been incorporated into the data.

Company Owned Vehicles

Bridger Carr Architects does not have any company owned vehicles and has no emissions to report for this area.

Fugitive Emissions – Refrigerant Gases

The business premises has no air conditioning facilities, and the business does not manufacture products that need these types of gases so no fugitive emissions that can be included in this scope.

Section 2

Scope 2 Emissions for Bridger Carr Architects focus on their procurement and consumption of electricity even though they are not responsible for emission for creating the electricity.

Electricity

The reporting period for Bridger Carr Architects covers two years of the emission data conversions. As the team work at home for most of the year, the office doesn't consume a large amount of electricity.

Office	Tonnes of CO ₂ e
Leeds– Head Office	0.202
Total	0.202

Scope 2 Emission Area	Kwh	Tonnes of CO ₂ e
Electricity	977	0.202

In the period covered, the business consumed **977 kWh of electricity**, which equates to roughly **0.202 tonnes CO₂e**. Electricity use was mainly for light the office space and powering devices such as laptops and appliances. At this level, emissions are low for an organisation of this size and the team.

- The data was calculated from the data that the team received from Bridger Carr Architects for their gas consumption.
- The associated emissions were calculated using the relevant emission factors from the DEFRA 2024 & 2025 conversion factors. As the data crosses two emission factor sets of data, this has been incorporated into the data.

Section 3

Scope 3 Emissions

Scope 3 emissions represent emissions in the Bridger Carr Architects value chain that are not directly under their control. These emissions tend to make up 70% of the total emissions for a business when they are fully calculated across all sections. For this report, the areas of Scope 3 that we have included are, business travel, hotel accommodation, home working, staff commuting, water consumption, waste and transmission and distribution. From the data that we have collected and the areas that we have included, we can see that the largest area of the businesses emissions for Scope 3 come from the team's commuting. As we include more areas into future reports, it would be good to track this trend and see where reductions can be made.

Scope 3 Emission Area	Tonnes CO2e
Business Travel	4.20
Hotel Stays	0.0105
Home Working	0.55
Staff Commuting	0.046
Water	0.0007
Waste	0.67
Transmission & Distribution	0.18
Total	5.17

Business Travel

Bridger Carr Architects Business Travel emissions are 4.2 tonnes and represents **68% of the company's total emissions**. This heavy weighting towards car travel highlights a key challenge. Road transport is one of the highest-emitting forms of business travel.

As the business continues to grow or client demands change and more face-to-face meetings, we are expecting to see the team do more miles. If this is the case, the team will need to consider what is the best way and more sustainable option for their journey. We would recommend that the team review their cars and if they would consider a move towards electric or hybrid cars.

Method of Travel	Distance Miles	CO2e (Tonnes)
Air travel	0	0
Train	0.00	0.00
Car	15,349	4.20
Taxi	0.00	0.00
Bus	0.00	0.00
Total		4.20

- The data for the business travel section was collected from the Bridger Carr Architects team who had reviewed their company expenses for travel.
- The associated emissions were calculated using the relevant emission factors from the DEFRA 2024 & 2025 conversion factors.

Hotel Stays

During the reporting period, the team at Bridger Carr recorded one overnight stay in a hotel. Based on industry average emissions factors for accommodation (covering energy use for heating, cooling, lighting, laundry, and catering services), the associated carbon footprint is minimal. While the overall impact of this single stay is negligible compared to other emission sources, it has been included to ensure full transparency and completeness of the carbon footprint assessment.

Location	No of Nights	Hotel Stay CO2e (Tonnes)
United Kingdom - Manchester	1	0.0105
Total	1	0.0105

- The data for the business travel section was collected from the Bridger Carr Architects team who had reviewed their company expenses for hotel accommodation.
- The associated emissions were calculated using the relevant emission factors from the DEFRA 2024 & 2025 conversion factors.

Home working

The business operates almost entirely on a remote working model, with approximately 98% of all activities conducted from home offices. This significantly reduces the organisation's carbon footprint by removing the need for daily commuting and minimising office energy consumption. Emissions associated with home working, such as electricity and heating use, have been estimated in line with DEFRA's recommended methodology and included in the footprint for transparency. Overall, the impact from home working remains relatively low compared to traditional office-based operations, highlighting the environmental benefit of this working model.

Work from home days (avg)	Number of people	Emissions Tonnes CO2e
5	3	0.55
Total		0.55

- The working at home emissions includes the seasonal change and the requirement for heating to be added to the emission factors. To create the calculation, the total number of full-time working hours is multiplied by the conversion factor.
- The emissions we calculated using the relevant emission factors from the DEFRA 2024/25 conversion factors.

Staff Commuting

The organisation has a small team of three employees and commuting is uncommon as most team members prefer to work from home. Throughout the year, the team has estimated that they may commute 300 miles and this is split between their cars and the train. This has resulted in a low carbon footprint of 0.0046 tonnes, which is a very small carbon footprint.

Commuting data has been collected and calculated in line with DEFRA guidelines, considering fuel type, distance travelled, and frequency of journeys.

Method of Commute	Total Annual Commuting Miles	Annual CO2e Emissions (Tonnes)
Train	150	0.005
Car	150	0.041
Total TCO2e		0.046

- The emissions from employee commuting were calculated using relevant emission factors from DEFRA 2024 & 25 conversion factors.

Waste

The team at Brider Carr have sent over their waste data. Some of the data was unavailable from DEFRA and the company information sheets. Where this is the case, we have used industry data to complete the missing information. The sources for this section are at the end of the document.

Waste Item	Tonnes of CO2e
1 reem of A4 paper.	0.0200
1 printer cartridge which is returned to Oki for recycling.	0.0045
3 x A5 notebooks	0.0050
12 disposable pens	0.001067
External incoming mail, circa 240L (standard wheelie bin)	0.0640
1 computer mouse	0.0013
0.5 computer screen	0.2500
1 keyboard	0.0100
0.5 laptop/PC.	0.1675
1 mobile phone.	0.055
0.5 Mobile phone	0.0275
0.2 digital tablet	0.0238
0.125 Server	0.003331448
Office chair: 1 every 3 years	0.0240
Total	0.6700

Water

To calculate the water for Bridger Carr Architects, we must consider both the supply and treatment of water. To calculate the data, we used the 2024/25 water consumption for the Supply and Treatment calculations. We can see that the water consumption has a very low carbon footprint and one that does not have a big impact on the businesses overall carbon footprint.

Line item	Annual CO2e Emissions (Tonnes)
Water Supply & Treatment	0.19
Total	0.19

- The emissions from employee commuting were calculated using relevant emission factors from DEFRA 2024 & 25 conversion factors.

Transmission and Distribution

Transmission and distribution (T&D) factors should be used to report the Scope 3 emissions associated with grid losses (the energy loss that occurs in getting the electricity from the power plant to the organisations that purchase it).

Line item	Annual CO2e Emissions (Tonnes)
Transmission and Distribution	0.018
Total	0.018

Section 4 – Recommendations

This Section will explore the recommendations for Bridger Carr Architects following the performance in their baseline assessment report. Some areas do not need recommendations, whereas simple changes in other areas could reduce an already small footprint.

1. Business Travel (inc travelling to client sites)

Business Travel is the largest emission area. Out of a total of 5.74 tonnes of CO2e, 4.2 tonnes was from the teams travel to clients. Client meetings are key for any business as it keeps relationships and helps build new business partnerships. The recommendation is, other than a fossil fuel car, what other options do the team have to travel? Would they consider a move to an EV or Hybrid?

Appendix

The below table is the data sources for the waste items for Bridger Carr.

Waste Item	Source for Data
1 ream of A4 paper.	DEFRA
1 printer cartridge which is returned to Oki for recycling.	Cartridge world
3 x A5 notebooks	DEFRA
12 disposable pens	Based on the weight of a biro and an average plastic waste due to the lack of information on a pen
External incoming mail, circa 240L (standard wheelie bin)	DEFRA
1 computer mouse	DEFRA – weight and hard plastic factor
0.5 computer screen	Le Monde.fr
1 keyboard 0.5 laptop/PC.	Circular Computer
1 mobile phone.	Handtec
0.5 Mobile phone	Handtec

0.2 digital tablet	CO2 Everything
0.125 Server	Average weight of a 2U server
Office chair: 1 every 3 years	Average Footprint of an office chair
Office desk: 1 every 5 years	Average Footprint of an office chair