



Creative  
environments

# CARBON REDUCTION PLAN



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“ **Our Mission:** To offer a collaborative, multi-disciplinary, innovative, and tailored design service, using the latest technology to provide creative buildings and environments in a **sustainable** way.

“ **Our Vision:** Creating a better world through design, **sustainability**, and innovation.

### Statement



**Matt Tebbatt RIBA  
Managing Director**



Sustainable innovation has always been key to what ONE delivers. It is fully integrated into our design and business processes, recognised through our accreditations e.g. ISO14001 and is central to our vision and mission.

We believe no building, space or place can be considered well designed if it does not positively contribute to environmental, social and economic sustainability. We have delivered many BREEAM Excellent buildings and are proud to have been recognised for sustainability in several industry awards.

As well as enabling our clients to achieve their sustainability goals through our innovative designs, our commitment to sustainability is further reinforced by our commitment to achieve Net Zero by the end of 2026 - four years ahead of RIBA guidelines.





**Company/Organisation Name:** ONE Creative Environments Ltd

**Company Registration Number:** 2738102

**Published Date:** November 2023.

## Commitment to achieving Net Zero

ONE Creative Environments is committed to achieving Net Zero emissions by the end of 2026. We take our carbon reduction commitments very seriously, are carbon neutral and believe for the long term, and to make the maximum positive impact, that a comprehensive approach, covering both social and environmental performance standards, is the best possible route. We are, therefore, currently measuring our carbon reduction and wider goals, as well as working through the B Impact Assessment with the aim of becoming a Certified B Corp.

## Methodology

Purchased electricity can be measured in two ways:

- A location-based method reflects the average emissions intensity of grids on which energy consumption occurs (using mostly grid-average emission factor data).
- A market-based method reflects emissions from the electricity that companies have purposefully chosen (or their lack of choice). A market-based method, therefore, takes into account the purchase of electricity via a verified renewable energy tariff.

While we are reporting both, as advised by Positive Planet we have chosen to base our Net Zero target on a market-based methodology as this reflects our choice when it comes to tariff.

## 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. Our baseline year is 2020.

<b>Baseline Year: 2020</b>	
<b>Additional Details relating to the Baseline Emissions calculations.</b>	
Our baseline year is 2020 which was highly affected by the COVID-19 Pandemic. Emissions were abnormally lowered due to lockdowns, travel restrictions and the National need to work from home to prevent the spread of the virus.	
<b>Baseline year emissions:</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
<b>Scope 1</b>	0 tCO <sub>2</sub> e
<b>Scope 2</b>	Market-based - 0 tCO <sub>2</sub> e Location-based - 22.9 tCO <sub>2</sub> e
<b>Scope 3</b>	182.7 tCO <sub>2</sub> e <ul style="list-style-type: none"> <li>➤ Fuel &amp; Energy Related Services</li> <li>➤ Business Travel</li> <li>➤ Transportation &amp; Distribution (Downstream)</li> <li>➤ Transportation &amp; Distribution (Upstream)</li> <li>➤ Employee Commuting &amp; Home Working</li> <li>➤ Operational Waste &amp; Water.</li> </ul>
<b>Total Emissions</b>	<b>Total (market-based) - 182.7 tCO<sub>2</sub>e</b> Total (location-based) - 205.6 tCO <sub>2</sub> e

## Current Emissions Reporting

<b>Reporting Year: 2021</b>	
It would be expected for overall emissions to increase from 2020-2021 as COVID-19 restrictions were reduced and lifted. Despite the unusual nature of the reporting timescales, the figures show a consistency in carbon per employee in both 2020 and 2021 (5.1 tCO <sub>2</sub> e).	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
<b>Scope 1</b>	0 tCO <sub>2</sub> e
<b>Scope 2</b>	Market-based - 0 tCO <sub>2</sub> e Location-based - 23.0 tCO <sub>2</sub> e
<b>Scope 3</b>	227.0 tCO <sub>2</sub> e  <ul style="list-style-type: none"> <li>➤ Fuel &amp; Energy Related Services</li> <li>➤ Business Travel</li> <li>➤ Transportation &amp; Distribution (Downstream)</li> <li>➤ Transportation &amp; Distribution (Upstream)</li> <li>➤ Employee Commuting &amp; Home Working</li> <li>➤ Operational Waste &amp; Water.</li> </ul>
<b>Total Emissions</b>	<b>Total (market-based) - 227.0 tCO<sub>2</sub>e</b>  Total (location-based) - 250.0 tCO <sub>2</sub> e.

<b>Reporting Year: 2022</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
<b>Scope 1</b>	0 tCO <sub>2</sub> e
<b>Scope 2</b>	Market-based - 0 tCO <sub>2</sub> e Location-based - 32.9 tCO <sub>2</sub> e
<b>Scope 3</b>	221.4 tCO <sub>2</sub> e  <ul style="list-style-type: none"> <li>➤ Fuel &amp; Energy Related Services</li> <li>➤ Business Travel</li> <li>➤ Transportation &amp; Distribution (Downstream)</li> <li>➤ Transportation &amp; Distribution (Upstream)</li> <li>➤ Employee Commuting &amp; Home Working</li> <li>➤ Operational Waste &amp; Water.</li> </ul>
<b>Total Emissions</b>	<b>Total (market-based) - 221.4 tCO<sub>2</sub>e</b>  Total (location-based) - 254.3 tCO <sub>2</sub> e.

## Important items to note for these figures

- Our baseline year is 2020 which was highly affected by the COVID-19 Pandemic. Emissions were abnormally lowered due to lockdowns, travel restrictions and the National need to work from home to prevent the spread of the virus.
- It would be expected for overall emissions to increase from 2020-2021 as COVID-19 restrictions were reduced and lifted.
- Despite the unusual nature of the reporting timescales, and the fact that the company continues to grow, the figures show a consistency in carbon footprint per employee between 2020 and 2021, and a reduction for 2022:
  - Footprint per employee: 2020 = 5.1 tCO<sub>2</sub>e
  - Footprint per employee: 2021 = 5.1 tCO<sub>2</sub>e
  - Footprint per employee: 2022 = 4.4 tCO<sub>2</sub>e.
- ONE was shortlisted for Planet Mark's Best Company 2022 award.
- We continue to work to reduce our carbon footprint with a range of measures. Significant work has taken place at our HQ during the latter part of 2023, the benefit of which will only be seen in subsequent years.
- To align our future measuring we are currently looking at the B Corp Certification and are working through the B impact Assessment.

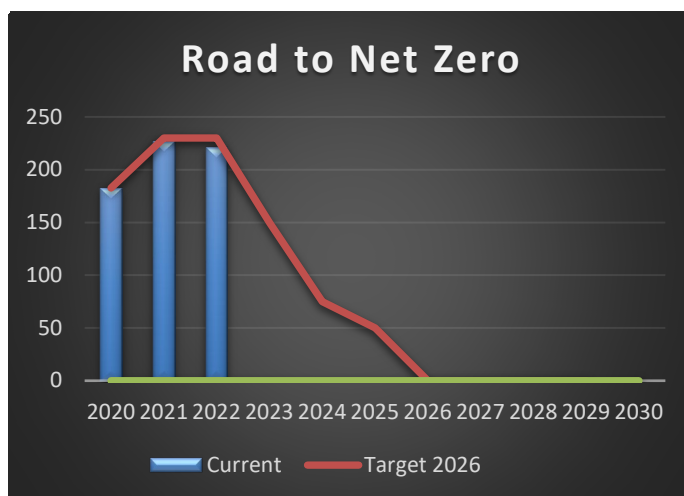
## Emission Reduction Targets

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

As outlined on page 4, while we are reporting both location and market-based measurement of electricity, as suggested by Positive Planet, we have chosen to base our Net Zero target on a market-based methodology as this reflects our choice when it comes to tariff.

We project that carbon emissions will decrease over the next five years to Zero tCO<sub>2</sub>e by the end of 2026. This is a reduction of 100%. Progress against these targets can be seen in the graph.

To progress towards Net Zero, this plan sets carbon reduction targets for the 3-year period to 2026. During this time, targets will be set for the remaining period to ensure Net Zero will be achieved by our target date.



## Carbon Reduction Projects

The following environmental management measures and projects have been completed or implemented since the 2020 baseline. The carbon emission reduction achieved by these schemes **equate to a reduction from 5.1 tCO<sub>2</sub>e to 4.4 tCO<sub>2</sub>e per employee, an 13.72% reduction per employee** against the 2020 baseline (using market-based emissions):

Activity	Completion Date	Scope
Commit to measuring carbon footprint of business activities year on year to gain an understanding of pinch points and regularly be making efficient and direct improvements to reduce these emissions.	2020 (and ongoing)	1,2,3
Continue to hold the ISO 9001 certification. As part of this management system, the organisation recognises that the sustainable development goals are aligned.	Ongoing and held for 10+ years.	1,2,3
ONE holds and maintains the ISO14001 Environmental Management certification.	Ongoing and held for 10+ years.	1,2,3
We are committed to offering support to the workforce with options for active travel schemes, such as cycle to work and car sharing opportunities.	Ongoing and in place for many years.	1,2,3
Sustainability is central to ONE's vision: "Creating a better world through design, sustainability and innovation" and is one of the four pillars of ONE's new 5-year plan which was launched in 2022.	Plan – ongoing (launched in 2021).	1,2,3
<p>We have developed and implemented a Sustainable Travel Policy to support environmental impact of choices when travelling, staying in hotels and commuting. The priorities within this policy will support active travel and low emission travel options where appropriate.</p> <p>Utilise the emissions travel hierarchy –            Digital communication            Walking &amp; wellbeing            Cycling            Public and shared transport            Public and shared EV's and car sharing            ICE vehicles and car sharing            Air Travel.</p>	2020 and ongoing.	1,2,3
Changes to policy resulting in a reduction in company travel eg every opportunity is taken to lower everyone's emissions - we offer clients two virtual meetings in place of one face-to-face meeting.	2021 and ongoing.	1,2,3
<p>ONE has clear structures in place to achieve our goals with a Sustainability Team, Sustainable Design team, Well-being Group and ESG/Social Value Committee – all of which report to the Board.</p> <p>The Sustainability Team (Green Team) has been made up of members of different departments to support the roll out of initiatives and management of data, which includes sharing and collaborating throughout the organisation.</p>	2020 and ongoing.	1,2,3
Staff have been involved in projects that actively promote recycling e.g. a workshop took place for the team to help make elements of the Show Windows Project, part of the Coventry UK City of Culture 2021 celebrations. The stunning artwork, that was displayed at The Botanist, was made almost entirely from items that could have been destined for landfill.	2021 and ongoing.	1,2,3
We raise awareness with all staff to procure recycled/ethical goods/shop local and to consider sustainability in all that they do.	2020 and ongoing.	1,2,3
ONE supports remote and flexible working to reduce reliance on office space and vehicle mileage which is captured in our timesheets.	2020 and ongoing.	1,2,3



Activity	Completion Date	Scope
IT solutions are being progressed in our offices to remove the reliance on printing/paper.	2021 and ongoing.	1,2,3
Improved access to recycling stations around all premises and use signage to increase recycling of all waste types. Reduced black bins and composting provision is also in place.	2021 and ongoing.	1,2,3
A soft plastics collection point was introduced which is taken to a recognised recycling point.	2022 and ongoing.	1,2,3
Changes have been made to refreshments e.g., milk is sourced locally in glass bottles.	2021 and ongoing.	1,2,3
An annual growing competition is held for staff. In 2021 it was carrots to inspire staff to grow their own food, in 2022 it was sunflowers – great for pollinators like bees and in 2023 - chillis and pumpkins.	2021 and ongoing.	1,2,3
<p>We are working with sustainable suppliers e.g. we limit printed marketing material and now produce promotional literature wherever possible using a 100% waterless process on FSC stock, in a factory powered by 100% renewable energies, that produces zero waste to landfill and is beyond Carbon Neutral in its impact on the environment.</p> <p>We are choosing to work with suppliers for projects that adhere to the same high standards that we do e.g. holding ISO14001.</p>	2021 and ongoing.	1,2,3
<p>We are taking opportunities to raise awareness and best practice e.g., through social media National/International campaigns and awards. We have been recognised and won several sustainable design awards as well as being shortlisted for Planet Mark's Best Company Award 2022.</p>	Ongoing.	1,2,3
<p>The Directors proactively committed to a range of measures to significantly reduce current operational energy usage at ONE's HQ: New LED lighting system with intelligent controls, installation of a new, highly efficient Air Source Heat Pump driven heating / ventilation system (ASHP) to replace our AC/ventilation systems. This is anticipated to bring a 10-15% reduction from 2023 onwards.</p> <p>In addition to this, EV charging points have been installed (8 in total) to help staff to make sustainable travel decisions.</p>	Completed September 2023.	1,2,3

## We also help clients to achieve their sustainability goals:

- ONE utilises the NBS Sustainable Specification considering the economic, environmental, ethical and social impacts of the built asset over its lifecycle.
- ONE is aligned to RIBA's eight sustainable outcomes for buildings in line with the UN Global Compact and the 17 UN Sustainable Development Goals.

- ONE has signed up each of the disciplines for the industry's Climate and Biodiversity Emergency declarations: architecture, landscape architecture, building services and civil and structural engineering.
- Our team achieves BREEAM standards, has inhouse certified Passive House designers and Low Carbon Consultants.
- Sustainability is an integral part of the design process for ONE's multi-disciplinary team who work closely together from the outset e.g. our architects work closely with the rest of the design team – our landscape architects can provide advice on improving biodiversity, carbon offsetting with effective planting and our engineers can incorporate sustainable building services, renewable energy and sustainable drainage systems (SuDS) as well as innovative low embodied carbon designs for structural and civil engineering solutions.
- We help raise awareness of sustainable features in community engagement.

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

REDUCTION PLANS – Scope 1 & Scope 2			
Activity	Target Date	% Reduction Target	Category
Continue to purchase 100% renewable energy	2023 +	0%	Stationary Combustion

Based upon the above completed and planned initiatives, it is projected that Scope 1 & 2 carbon emissions will remain at **0.00 tCO<sub>2</sub>e**.

REDUCTION PLANS – Scope 3			
Activity	Target Date	% Reduction Target	Category
Consider training and engagement for the Green Team, leadership, and the wider employee base.  Certified Carbon Literacy Training for all applicable to roll out to further workforce and share with externals where appropriate.	2024	5%	Commuting & Homeworking, Purchased Goods & Services, Capital Goods, Business Travel
Create spaces for environmentally positive / sustainability conversations (internal comms, newsletters, Teams etc).  Share environmental goals and objectives with suppliers, employees, board members and customers.	2024	5%	Commuting & Home Working, Purchased Goods & Services, Capital Goods, Business Travel
Review logistics partners/couriers and utilise Sustainable Procurement Policy. Work with providers to gather their emissions data, and/or switch to lower-carbon providers.  Continue to work with our supply chain for sustainable solutions.	2024	20%	Upstream Distribution, Downstream Distribution
ONE is further developing our Digital Twin, ONE TwinVis, that brings together the Internet of Things (IoT) wireless sensors and Building Information Modelling (BIM) to provide real time information visually on a building's model e.g. with heatmaps (rather than the user interpreting lots of charts/raw data).  Our advanced algorithms and energy dashboards read raw energy data and convert it into meaningful	End of 2023	5%	Energy usage.

REDUCTION PLANS – Scope 3			
information. For example, for electricity sensors: consumption in kWh, £/p and tCO <sub>2</sub> e so that meaningful interventions can be made. ONE TwinVis won The Best Carbon Monitoring Tool at the Building Innovation Awards 2022, it will be crucial for clients' Net Zero journeys and is being applied to ONE's HQ with the sensors being reinstated following the improvement works which were completed in 2023.			
The Sustainability Team, Well-being Group, Sustainable Design Team and ESG/Social Value Committee will continue to look for further opportunities to reduce carbon emissions for the company, clients and in communities.	Ongoing.	5%	ALL
Educate employees on the benefits of choosing 100% renewable energy, EVs and other sustainable practices at home.	2024	10%	Commuting & Homeworking

## 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<sup>1</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>2</sup>.

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<sup>3</sup>.

This Carbon Reduction Plan has been reviewed and signed off by **ONE Creative environments Ltd's Board**.

<sup>1</sup><https://ghgprotocol.org/corporate-standard>

<sup>2</sup><https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

<sup>3</sup><https://ghgprotocol.org/standards/scope-3-standard>

Signed by Board Director and Managing Director, Matt Tebbatt RIBA, on behalf of **ONE Creative environments (ONE)**.

<b>Name:</b>	Matt Tebbatt RIBA
<b>Signature</b>	Matt Tebbatt
<b>Position:</b>	Managing Director
<b>Date:</b>	November 2023

Company registration number: 2738102.



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