



Boyle &  
Summers

# Sustainability Report

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2023/2024

01 January 2023 - 31 December 2023

Valley Park, Didcot

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# Foreword

Welcome to Boyle & Summers 2023-2024 Sustainability Report, our fourth publication and last of its nature, as we continue to share the evolving journey of our commitment to act on the climate emergency.

This report covers our performance in 2023 and details the progress we have made, to date, against the operational and project carbon reduction goals set out in our 2030 Vision. By reporting and comparing our operational statistics for 2023 against those of 2022 and 2020, our benchmark year, we can assess and identify where further action is required.

In 2023 we continued to make progress, reducing our company location based emissions by 0.3tCO<sub>2</sub>e (5%) from 2022, having now spent a year in our new offices we have the data to show a decrease in energy use contributing to a reduction in our overall emissions for the year.

Having now completed three previous reports, which were primarily emissions based, we are now looking to explore our social and economic impact. Through our projects, employees and for the community.

We are continually learning throughout this process and are committed to making our reports as accurate as possible to track our progress towards the 2030 vision. To ensure we are on track we are regularly reviewing what data we are collecting, how we are collecting it and our goals to make sure we have set aspirational yet achievable targets. To this end a carbon inventory report has been commissioned to establish gaps against the GHP Protocol requirement and considerations for quality improvement for reporting scope 1,2 and 3 emissions.

We are continuing to grow our presence in the south west with an increasing number of projects in the region, including a low carbon flight training facility and outline application for new garden town in Tewkesbury. We are pleased to announce we have now moved into a permanent office space at Clockwise Generator Building.

In 2023, we have seen a further increase in clients engaging with the RIBA 2030 Climate Challenge targets. We also continue to learn, and educate ourselves on new ways to improve and record the impact of our projects. At the start of every project we aim to run through our sustainability tool kit with clients, to establish their whole life sustainability objectives and outline the requirements to achieve a net zero development.

As ever we recognise that we are still at the start of our journey. We must continue to work hard each year to make the necessary carbon reductions and do our part in keeping global emissions to acceptable levels.

If you want to hear more about our sustainability journey or how we can help with your low energy project, please don't hesitate to get in touch.

It's an exciting time for Boyle & Summers with eight new colleagues joining the team since our last report. This growth will be reflected in our future reports, with data recorded per employee so we can accurately compare to previous years.

**India Custance**  
Urban Designer

# Who We Are

Boyle & Summers was founded in 2014 in Southampton following a management buyout by architect Tony Boyle and urban designer Richard Summers. The team has since grown in size and comprises experienced practitioners in architecture, urban design and masterplanning, and architectural technology. In addition, we now have a south west studio in Bristol, based at the beautiful retrofit of the Generator Building.

Our team works for a wide range of private and public sector clients including landowners, developers, owner-occupiers and local authorities.

A selection of recent projects include a detailed masterplan for 284 homes at Valley Park Garden Town extension in Didcot, a framework masterplan for a new Garden Town in Tewkesbury, the completion of a high tech clean room in Knutsford, and our continued work at Adanac Park,

Southampton's premium gateway business park, providing over 800,000sqft of office and light industrial commercial space. We even prepared some concept design for Ocean Infinity's new Singapore offices.

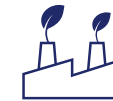
We have worked on a number of low energy retrofit projects which highlights the growing demand for the re-purposing of our existing building stock. Re-imagining our workplaces post pandemic alongside a greater understanding, within the industry, of the need to reduce embodied energy.

We operate both a Quality Management System (QMS) and Environmental Management System (EMS), certified ISO 9001 and EMS ISO 14001, demonstrating our commitment to continual operational and environmental improvements.

**Between October 2014 and December 2023 we have worked on:**



**21** Retrofit / Fit Out Projects



**19** BREEAM Projects Delivered or Targeting Good or Better



**05** Projects Committed to RIBA 2030 Climate Challenge Targets



**01** Project to Passivhaus Standard

**How we've offset our emissions since becoming a Carbon Neutral practice:**



**14** Trees planted to offset 14tCO<sub>2</sub>e



**04** International community projects supported to offset 25tCO<sub>2</sub>e

# Mission Statement

There is no denying the climate emergency demands a global effort to reduce our carbon emissions and restore our natural habitats and ecosystems, requiring wide-spread change to our lifestyles and practices. In 2019, as architects and designers, within an industry accounting for nearly 40% of energy-related CO<sub>2</sub> emissions, Boyle & Summers made a commitment to act and do better.

In 2020 we became signatories to the Architects Declare: Climate & Biodiversity Emergency movement and signed up to the RIBA 2030 Climate Challenge, where we will work to meet ambitious but achievable energy, water and embodied carbon performance targets on all our significant projects by 2030.

We have also committed to becoming a carbon neutral practice in our operations as a priority, ensuring our day-to-day activities have no impact on our environment. We are proud to state that in 2021 we became a carbon neutral business through offsetting, investing in UK tree planting.

We are aware it does not stop here and have set ambitious annual carbon reduction goals for both the business operation and delivery of our projects, set out in our 2030 Vision, sustainable goals. We have committed to producing an annual Sustainability Report to document our progress and celebrate our achievements along the way. Both documents can be downloaded from our website.

Boyle & Summers are a RIBA chartered practice and operate an Environmental Management Systems (EMS). This helps us to assess the sustainable opportunities and potential deliverable outcomes on all projects at the earliest stage. We recognise the importance of our role as advisers to our clients on sustainable design and the benefits to their business and assets in considering net zero whole life carbon of their buildings. To assist us, we have introduced our own Net Zero Project Delivery Guide; a Sustainable Design Checklist; and an Energy Performance Guide to define the sustainable outcomes from inception on all new projects. Our Sustainable Design Checklist closely aligns with the RIBA Plan of Works and the RIBA Sustainable Outcomes Guide.

Part of our journey will involve continually improving our knowledge of low embodied energy materials and sustainable construction methods and technologies. Our aim is to consistently challenge the way we design from first principles, to further maximise building performance and minimise the use of resources.

We are excited about the journey ahead, look forward to playing a leading role in the transition of construction into a zero carbon industry and are optimistic for a greener and cleaner world.

# 2020 Benchmark Statistics



19,376 kWh of  
Natural Gas



6,825  
Miles Travelled

Smart Meter  
Installed

## SCOPE ONE\*



17 Employees

**30%**  
of employees  
commute to work  
by Bicycle, on  
foot or on using  
public transport



5 Ink Cartridges  
6 Ink Toners



8 Plotter Paper  
Rolls



25 Reams A4  
27 Reams A3

**66%**  
of the year employees  
worked from home

## SCOPE THREE\*



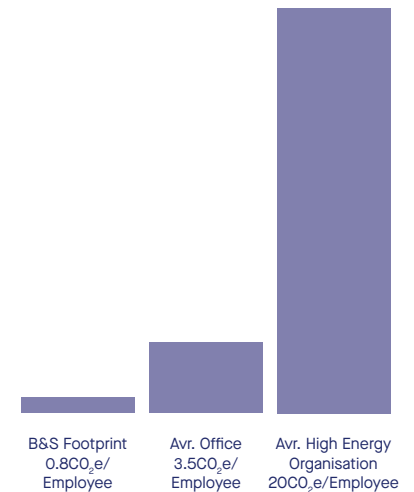
9703 kWh of Electricity  
at 0.2532 KGCO<sub>2</sub>E/kWh

## SCOPE TWO\*



● Cars & vans  
1.9 tCO<sub>2</sub>e

● Buildings  
11.6 tCO<sub>2</sub>e



\*Greenhouse gas emissions are measured in three categories. Scope One - All Direct Emissions from the activities of an organisation or under their control. Including fuel combustion on site such as gas boilers, fleet vehicles and air-conditioning leaks. Scope 2 - Indirect Emissions from electricity purchased and used by the organisation. Emissions are created during the production of the energy and eventually used by the organisation. Scope 3 - All Other Indirect Emissions from activities of the organisation, occurring from sources that they do not own or control. These are usually the greatest share of the carbon footprint, covering emissions associated with business travel, procurement, waste and water.

\*\*Rise in emissions from 2019 is a result of employees working from home for the majority of 2020 due to the pandemic

# 2020 Benchmark Statistics

**2020 is our benchmark year against which we will track our progress towards achieving our 2030 goals**

**In 2020 we committed to :**

- Sign up to the Architects Declare Movement
- Sign up to the RIBA 2030 Climate Challenge  
Committing by 2030 to attempt to:
  - Reduce operational energy demand by at least 60% for non-domestic buildings and 50% for domestic buildings from current business as usual benchmark figures and maximise the use of on-site renewables
  - Reduce embodied carbon by at least 40% from current business as usual benchmark figures by using low carbon materials that are responsibly and ethically sourced
  - Reduce potable water use by at least 40% from CIRIA benchmark & Building Regulation figures
  - Achieve all core health and well-being metrics
- Produce a Boyle & Summers Sustainability Strategy
  - Set a framework of actions required in order to address the climate emergency & our responsibility to do better and set goals.
  - As a result of extensive research investigation into guidance, standards, targets, case studies & recommendations to inspire & guide us on our path to carbon neutrality.

**By 2030 we will**

- Reduce our benchmark footprint by 100%
- Become carbon neutral without the need to offset
- Reduce commuter emissions to zero
- Deliver all projects to the RIBA 2030 Climate Challenge reduction targets
- Deliver 75% of projects to net zero
- 50% retrofit projects

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\*\*Rise in emissions from 2019 is a result of employees working from home for the majority of 2020 due to the pandemic

# 2023 Statistics

This section outlines our operational performance in 2023 for scope 1, scope 2 and scope 3 with an emphasis on emission based data. A broad range of topics are covered under scope three and as an SME we have had to focus our reporting, to date this includes business travel, commuter mileage and printing supplies (as this is our main office resource). As we continue to improve our knowledge and gain confidence we will introduce additional data, improving the accuracy of our reporting.



22,765kWh of Natural Gas



4,062 business miles travelled in B&S EVs

scope one\*



11,554 business miles travelled in private ICE vehicles



16 Employees

44%

of employees regularly commute to work by bicycle, on foot or using public transport

Hybrid working reduced commuter mileage by approx.

12%



4,837kWh of Electricity

on a renewable energy tariff for 50% of the year

scope two\*



05 Ink Cartridges  
06 Ink Toners



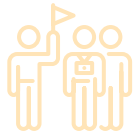
25 Reams A4  
27 Reams A3



8 Plotter Paper Rolls

scope three\*

## Highlights:



Study tours resume post pandemic



Introduction of volunteering policy for employees



01 Project delivered to **BREEM** Very Good



01 Project targeting **BREEM** Excellent

32% Reduction in carbon emissions compared to benchmark year

market based carbon footprint



● Scope 1 4.16 tCO<sub>2</sub>e ● Scope 2 0.87 tCO<sub>2</sub>e ● Scope 3 4.13 tCO<sub>2</sub>e

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\*\*The 2022 figure shown is our market-based carbon footprint which takes into account the our renewable energy tariff. Our location-based carbon footprint is 9.31 tCO<sub>2</sub>e.



# 2023 Comparison to 2022

## 5% / 0.3 tCO<sub>2</sub>e

↓ Reduction in carbon emissions

We continued to decrease our carbon emissions in 2023 with our new office premises providing the greatest decrease. We were only on a renewable electricity tariff for the second half the year so we should see further reductions here in our next report.

It is important that we target the key high carbon emissions areas to keep us on target for the 2030 vision. Our focus in the coming years will be to introduce measures to reduce our grey fleet business mileage and engage with our landlord to explore options together to improve the energy efficiency of our office space.

The inclusion of additional scope 3 categories will increase our overall emissions. In future reporting, we will illustrate an increase in overall emissions as we account for a wider scope of our carbon impact.



Gas usage decreased by



### 45%



Electricity usage decreased by



### 16%



Business mileage emissions decreased by



### 8%



Printer paper and ink usage increased by approx.



### 36%

# How We're Doing



\*The 2023 figure shown is our market-based carbon footprint which takes into account the renewable energy tariff. Our location-based carbon footprint is 9.31 tCO<sub>2</sub>e.

# Social Value & Governance

To date we have not reported on our Social and Governance impact, choosing to focus on understanding our carbon emissions. We will continue to develop a deeper understanding of industry related reporting to establish key ESG elements that are materially relevant for a business of our size and nature, for inclusion in our future reporting. This section aims to be a brief summary of what we are already doing.

## Company Governance



An experienced company of board directors responsible for strategic oversight and business decision making



Fully compliant to all legal requirements to maintain transparency and accountability



We uphold the highest standards of ethical conduct and are committed to the Anti-Slavery Policy



Transparent publicly available annual financial reporting



Aiming for sustainable revenue growth



Healthy profit margins through effective cost management. Profits are invested on staff perks and benefits, including study tours

## Projects

October 2014 and December 2023



**2300+**

Homes designed at planning and/or built



**720+**

Affordable homes designed at planning and/or built



**7**

Schools designed at planning and/or built



**1.5m+ sqft**

Commercial space designed at planning and/or built, enabling business growth and creating numerous job opportunities

# Social Value & Governance

We are proud of the excellent team culture established within the company and excited to continually improve.

## Company Culture October 2014 and December 2023



**5** students from local schools and colleges spent a week with us for work experience



Regular knowledge sharing sessions and CPDs in the office heavily focused on sustainable design.



Annually exhibit at local schools careers fair



All staff are trained in cyber security, protecting both us and our client from cyber attacks



We will be introducing a well-being policy demonstrating the company's commitment to the health and well-being of employees



Working with **We Are Holyrood** a local community project



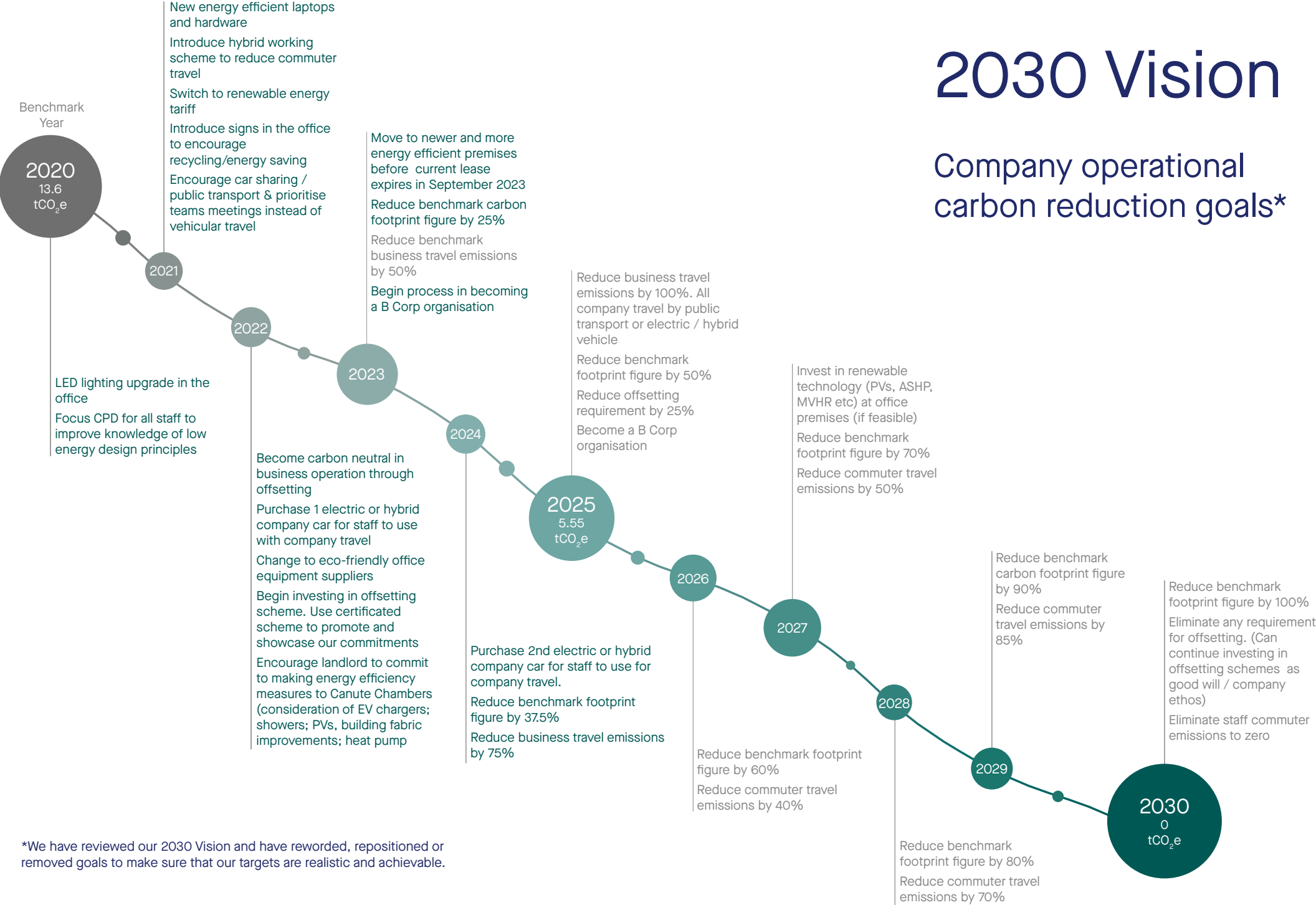
Introduction of a volunteering policy encouraging staff to spend a day helping others



Invest in annual team study tours. Trips so far include Berlin, Budapest, Antwerp & Zurich

# 2030 Vision

## Company operational carbon reduction goals\*



\*We have reviewed our 2030 Vision and have reworded, repositioned or removed goals to make sure that our targets are realistic and achievable.

# 2030 Vision

## Company operational carbon reduction goals

### What We Have Achieved So Far

#### 2023 Goals

- Move to newer and more energy efficient premises before current lease expires in September 2023
- Begin process in becoming a B Corp organisation
- Reduce benchmark carbon footprint figure by 25%

#### 2024 Goals

- Purchase 2nd electric or hybrid company car for company travel

### What We're Still Working On

#### 2023 Targets

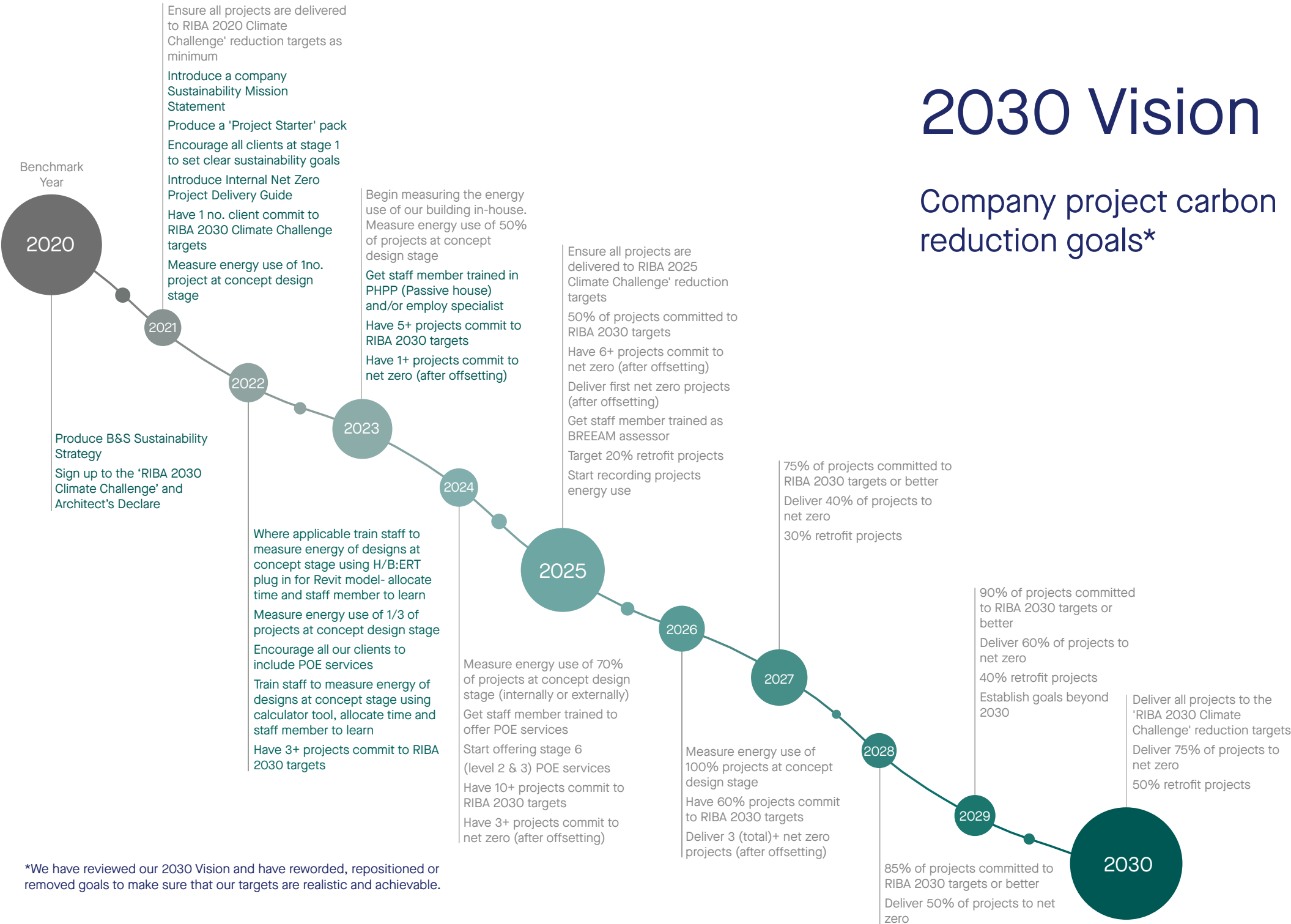
- Reduce business travel emissions by 50%

#### 2024 Targets

- Reduce benchmark footprint figure by 37.5%
- Reduce business travel emissions by 75%

# 2030 Vision

## Company project carbon reduction goals\*



\*We have reviewed our 2030 Vision and have reworded, repositioned or removed goals to make sure that our targets are realistic and achievable.

# 2030 Vision

## Company project carbon reduction goals

### What We Have Achieved So Far

#### 2023 Goals

- Get staff member trained in PHPP (Passive house) and/or employ specialist
- Have 5+ projects commit to RIBA 2030 targets
- Have 1+ projects commit to net zero (after offsetting)

### What We're Still Working On

#### 2022 Targets

- Train staff to measure energy of designs at concept stage using H/B:ERT plug in for Revit model- allocate time and staff member to learn
- Measure energy use of 1/3rd of projects at concept design stage (Early appointment of Sustainability consultant initially)
- Encourage all our clients to include POE services ( can still advise client to include service by others in first instance)

#### 2023 Targets

- Begin measuring the energy use of our building in-house. Measure energy use of 50% of projects at concept design stage

#### 2024 Targets

- Measure energy use of 70% of projects at concept design stage (internally or externally)
- Get staff member trained to offer POE services
- Start offering stage 6 (level 2 & 3)POE services
- Have 10+ projects commit to RIBA 2030 targets
- Have 3+ projects commit to net zero (after offsetting)



Boyle &  
Summers

Adanac Park, Southampton

