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Emissions calculated using the Clean Growth UK Carbon Calculator. The calculator uses the UK Government greenhouse gas reporting conversion factors.

### About BHT Sussex

BHT Sussex is a housing association and a homeless charity. We provide essential services across Brighton & Hove, Eastbourne, Hastings and in West Sussex. The business has a number of offices, some in shared premises, and services that provide supported accommodation and a day centre for people facing homelessness. As a housing association we manage around 500 tenanted properties.

### Commitment to achieving Net Zero

BHT Sussex is committed to achieving Net Zero emissions by 2050.

### Methodology

Greenhouse gas accounting is based on the Greenhouse Gas Protocol's corporate and value chain standards ([ghgprotocol.org](http://ghgprotocol.org)).

The GHG Protocol defines emissions in three scopes:

- Scope 1 – The company's direct emissions from vehicles, combustion, processes, or leakages.
- Scope 2 – The company's indirect emissions (electricity, heating, cooling) from energy purchased and consumed.
- Scope 3 – Greenhouse gas emissions that occur upstream and downstream in the company's value chain, as a consequence of the company's operations.

Total greenhouse gas emissions are quantified in carbon dioxide equivalents (CO<sub>2</sub>e), which take into consideration that different greenhouse gases (Carbon dioxide, Nitrogen oxides, Methane etc.) have different global warming factors.

Emissions are being calculated using the [Clean Growth UK Carbon Calculator](#). The calculator uses the UK Government greenhouse gas reporting conversion factors.

## Baseline Emissions Footprint

Baseline emissions are the reference point against which emissions reduction can be measured.

The financial year 2022 – 2023 has been selected as our baseline year.

This year the turnover was £16,929,933. The business had 292 fte employees.

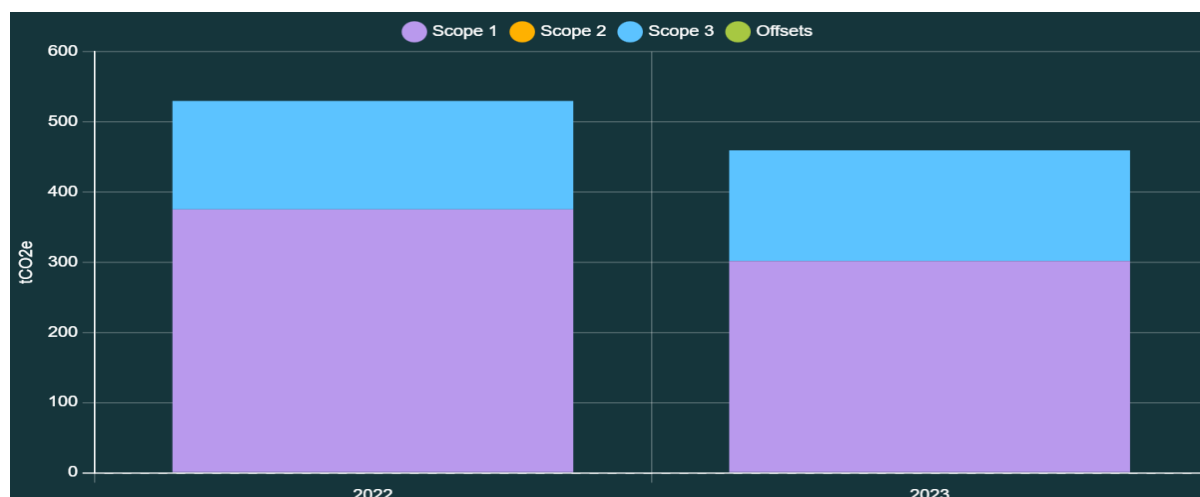
<b>Baseline year: 2022 - 23</b>			
Emissions		Total (tCO2e)	
Scope1		375.27	
Scope 2		0	
Scope 3		154.53	
Total		529.8	
<b>Additional information</b>			
Scope 1 – Covers gas used across the business			
Scope 2 – Covers electricity used across the business - our electricity supplier is carbon neutral			
Scope 3 Emissions:			
a. Upstream transportation and distribution – not applicable to our services			
b. Waste generated in operations – not included in this report - we are working on methodology for data collection across our multiple offices and supported accommodation and drop in services to include in our next Carbon Reduction Plan			
c. Business travel – included - employee travel – frontline staff visiting clients and tenants across Sussex in support services and mileage from leased vans – used by our repairs team			
d. Employee commuting – included – data used from 2021 / 2022 staff travel survey			
e. Downstream transportation and distribution – not applicable to our services			
Emissions per employee:	1.81	Emissions per £1k turnover:	0.03

## Current Emissions footprint

For the financial year 2023 – 24 the turnover was £17,379,293  
The business had 301 fte employees.

<b>Reporting year: 2023 - 24</b>			
Emissions		Total (tCO2e)	
Scope1		301.69	
Scope 2		0	
Scope 3		157.74	
Total		459.43	
<b>Additional information</b>			
Scope 1 - Covers gas used for heating across the business			
Scope 2 – Our electricity supplier is carbon neutral			
Scope 3 emisisions included are:			
a. Upstream transportation and distribution – not applicable to our services b. Waste generated in operations – not included in this report - we are working on methodology for data collection across our multiple offices and supported accommodation and drop in services to include in our next Carbon Reduction Plan c. Business travel – included - employee travel – frontline staff visiting clients and tenants across Sussex in support services and mileage from leased vans – used by our repairs team d. Employee commuting – included – data used from 2021- 2022 staff survey which will be updated in 2025 e. Downstream transportation and distribution – not applicable to our services			
Emissions per fte employee:	1.53	Emissions per £1k turnover:	0.03

**Bar chart showing relative scope emissions 2022 and 2023**



We are taking 2022/23 as our baseline year. For the 2023/24 data we have collated, there is an overall 70.37 CO<sub>2</sub>e reduction (13%) in emissions overall. This comes from a Scope 1 reduction in gas use across the business.

In Scope 3 the proportion of emissions from staff travel has increased. Our Housing Services Team and frontline support staff are responsive services. Mileage and therefore emissions generated by these services is impacted by the location of staff and services they provide, and during 2023 we began covering more services in rural West Sussex. We are working to reduce staff travel emissions through journey planning and encouraging use of lower impact vehicles. We are aware of the requirement to include waste in our Scope 3 calculations and are working to collect this data for inclusion in our next Carbon Reduction Plan.

## Emissions reductions

We have identified our carbon hotspots as:

### Energy use

Most of our buildings providing supported accommodation and offices are pre – 1900, converted from other uses and therefore hard to heat. We are actively seeking funding for schemes to reduce energy use from heating, improving insulation and replace older lighting with LEDs and PIRs. We also work on behaviour change with staff and clients to raise awareness of responsible energy use.

### Staff travel

We provide housing and supported accommodation across Sussex, and advice and support services. Our offices and staff are based across E and W Sussex, and serve some areas not covered by public transport. Staff manage their journeys for efficiency of time and fuel use, and lift share where practicable. Our repairs team currently have two leased diesel vans and operate across the entire area. Replacing these with low emission vehicles will reduce impact.

### Maintenance and repairs

This is an area with a complex supply chain. We have an inhouse repairs team, and also work with external contractors. We are considering how we can monitor and account for the impact of this sector.

## ACTIONS

### Quick wins - Now (1-3 months)

Encouraging office staff to cycle – installing secure cycle parking at our Brighton office.

Travel planning – engaging services in managing mileage.

Behaviour change - using regular staff comms and client programmes to encourage energy saving, reuse and waste reduction e.g. use of robust mattress protectors to enable reuse of mattresses in supported accommodation.

### Core Actions – Next (3-12 months)

Actively seeking funding to support insulation and energy upgrades for buildings.

Working with waste collection company to increase range of materials collected from central offices to include all plastics.

Working with accommodation services to collect waste data and reduce waste from these properties.

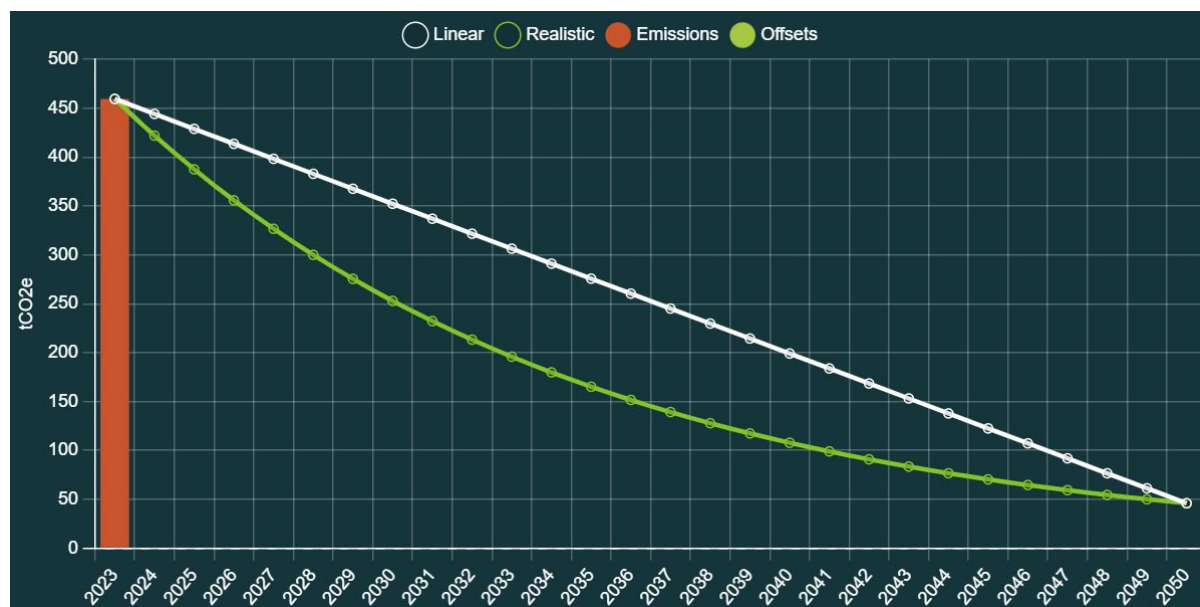
Improving biodiversity – insect friendly planting around head office, encouraging wildlife friendly planting at supported accommodation.

## Commitments and Targets

BHT Sussex's overall goal is to align with the latest climate science and global targets of limiting global warming to 1.5° c.

We commit to reducing our carbon footprint by 30% by 2030. We commit to reduction our carbon footprint by 90% by 2050.

Graph showing projected path to net zero



## Governance and reporting

We will report on progress annually and commit to the actions detailed in this plan. Our efforts will be boosted by the pace of decarbonisation of the national grid, heating infrastructure, transportation and innovations not yet developed.

This Carbon Reduction Plan is regarded as a live document, and the targets and actions will be reviewed regularly. This Carbon Reduction Plan is completed in compliance with [PPN06/21](#) and associated guidance and reporting standards for Carbon Reduction Plans.

The Greenhouse Gas Protocol breaks emissions down into three categories (Scopes). This Carbon Reduction Plan focuses on reporting on Scope 1 and 2 emissions and the Scope 3 emissions that relate to our business, over which we have operational control.

Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate standard and uses the appropriate government emission conversion factors for greenhouse gas company reporting.

By signing this document BHT Sussex acknowledges that it now has a clear understanding of the key emissions in its organisation and commits to taking action to reduce them.