



The [Globe Icon]
Chancery Lane
Project

EMISSIONS REPORT

September 2022

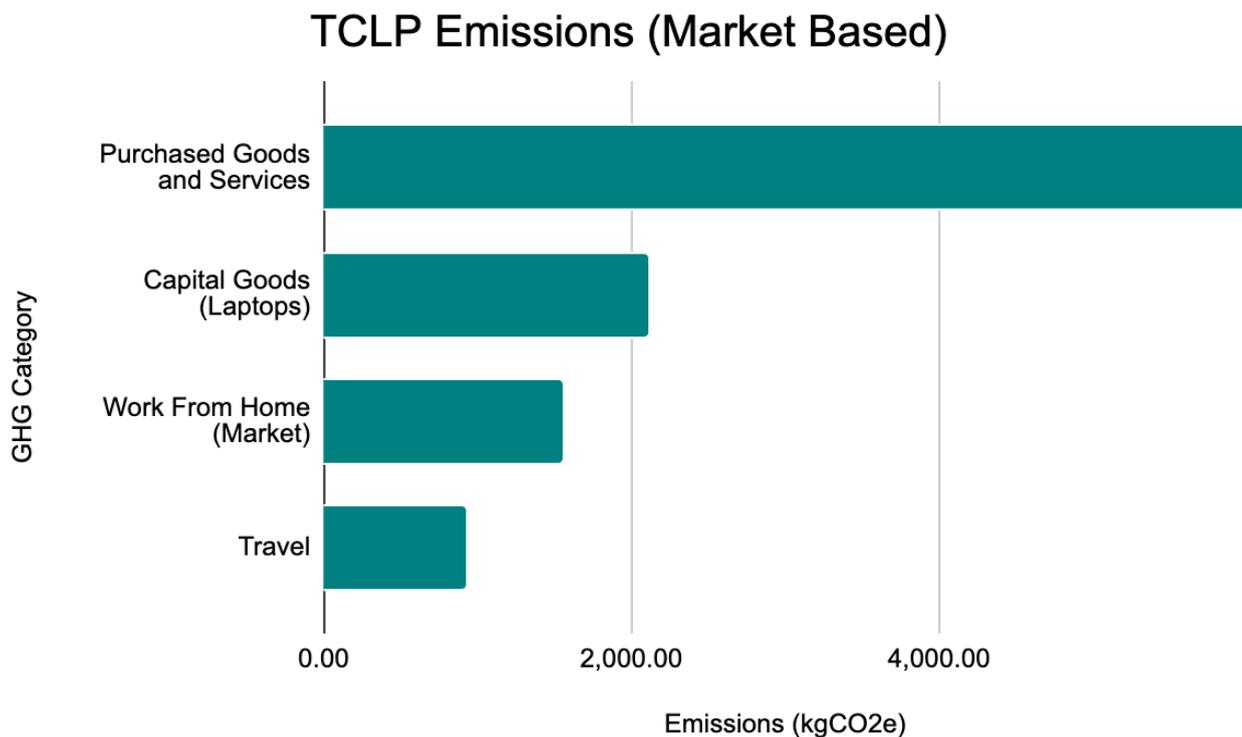
Change the precedent.
Change the world.

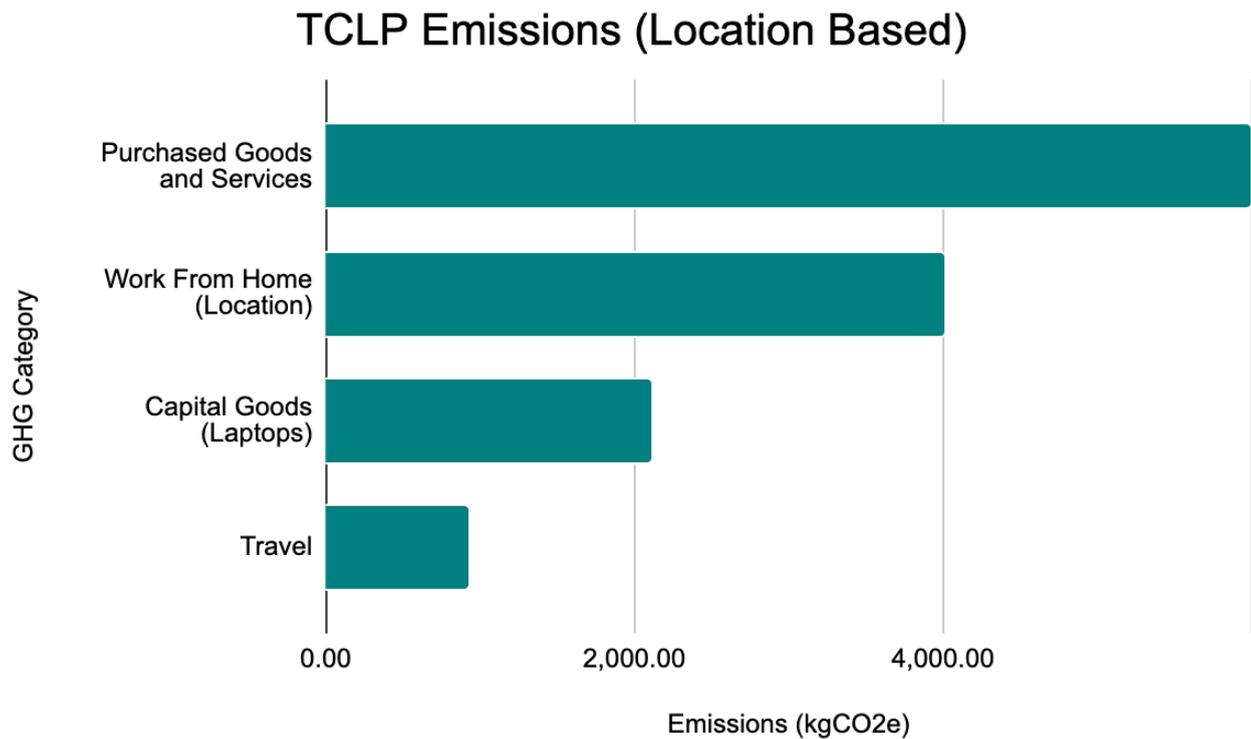
Executive Summary

An environmental assessment was undertaken by Zevero to calculate the Greenhouse Gas (GHG) emissions of The Chancery Lane Project (TCLP) for the reporting year January - December 2021. The study aimed to quantify the different categories of GHG emissions and identify areas where TCLP can reduce these. The report was conducted based on the GHG Protocol Corporate Standard and all supplementary data will be made available upon request.

TCLP were not responsible for any emissions from both Scope 1 and 2. Their Scope 3 emissions resulted in 13.03 tCO₂e for location-based reporting and 10.58 tCO₂e for market-based reporting.

During the reporting period, TCLP had an emission intensity per employee of 1.63tCO₂e under a location-based approach and 1.32tCO₂e under a market-based approach. As TCLP continues to grow their team and their impact they should look to track emissions on an emission intensity basis as well as overall emissions.





1. Introduction

The Chancery Lane Project (TCLP) is a collaborative initiative of international legal professionals whose vision is a world where every contract enables solutions to climate change. This report aims to provide transparency in outlining the methodology of data collection and the resulting GHG emissions for all of TCLP’s activities. The report has been conducted with reference to the GHG Protocol Corporate emissions standards.

All aspects of direct and indirect emissions have been considered and are explained within the main body of this report. In completing this report, TCLP aims to understand their GHG emissions and look at ways to reduce these from a carbon intensity basis.

2. Methodology

2.1 Standard Compliance

This report is based on compliance conditions with the GHG Protocol Corporate Standard, introduced by the World Resources Institute (WRI) and the World Business Council for Sustainable Development (WBCSD). Full transparency is provided about the sourcing of results that should be used for customer, employee and business education. Any source which has been used in the main body of the report is referenced.

System Boundary

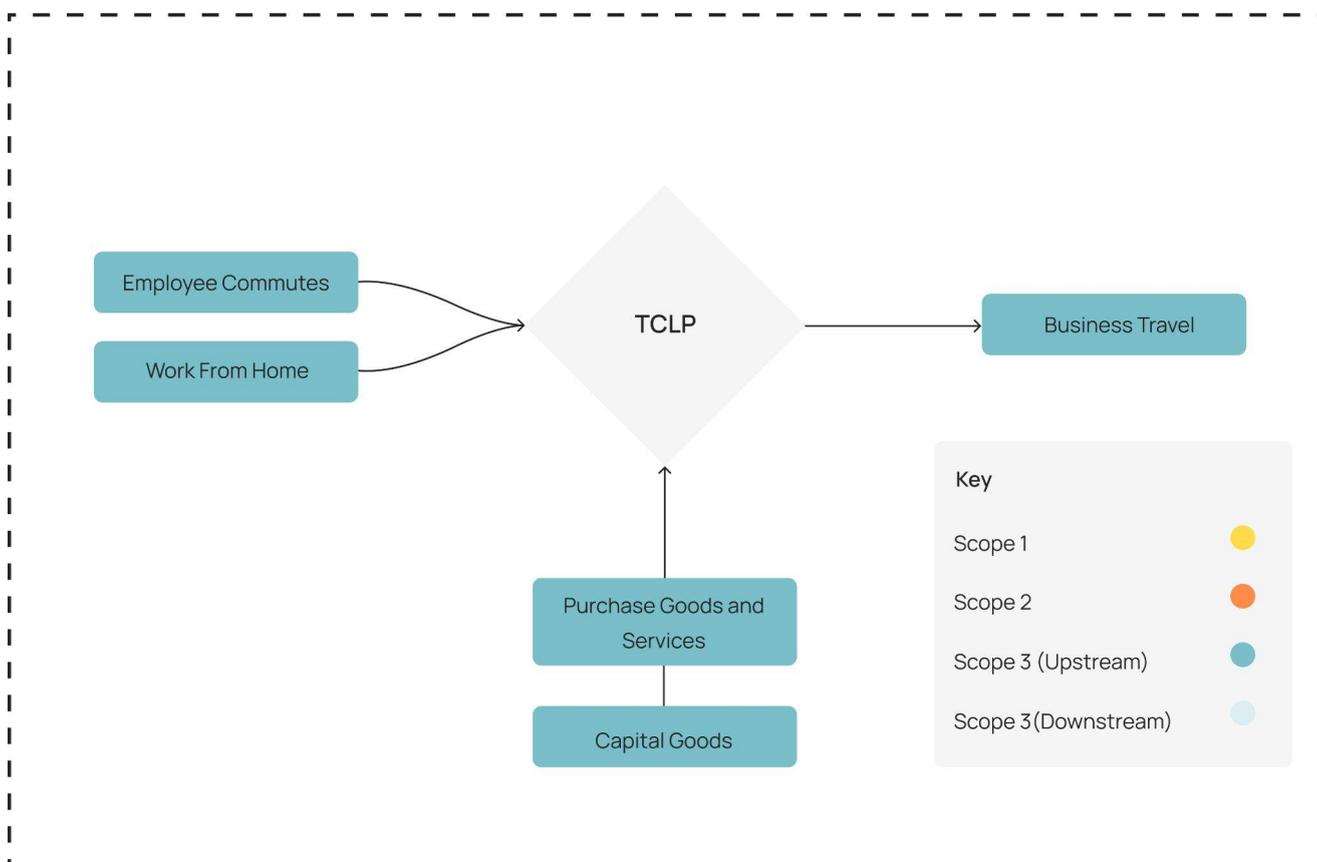


Figure 1: The reporting boundary for the study of TCLP's emissions.

2.2 System Boundaries

The system boundary for the assessment is shown in Figure 1. The boundary covered is all activities under operational control by TCLP.

As defined in the GHG Protocol Corporate Standard, GHG emissions were segregated into three 'Scopes'. Scope 1 emissions are direct emissions from company-owned and controlled resources. Scope 2 emissions are indirect emissions from the generation of purchased energy. Scope 3 emissions are all other indirect emissions not included in Scope 2. Table 1 shows the breakdown of emissions by Scope and its related quantity for TCLP.

Scope 1 and 2 emissions have been excluded from this report as during the reporting year TCLP had a fully distributed team and no company vehicles. Therefore any electricity or gas consumption from working at home will be included in Scope 3.

Scope	Related Activities
1	N/A
2	N/A
3	Business Travel
	Employee Commutes (Work From Home)
	Purchased Goods and Services
	Capital Goods

Table 1: Highlighting the GHG Protocol activities that related to TCLP and their respective scopes.

2.3 Data Collection and Uncertainty

Data collected in this study refers to the 2021 calendar year. TCLP provided records of all data necessary for the completion of the analysis. Data inventories were reviewed to determine the completeness of quantities relating to all activities. Where data had not already been collected or needed further detail, anonymous questionnaires were used to collect data on employee activities.

Emission factors are the GHG emissions per unit of quantity data, and they are multiplied by quantity data to calculate GHG emissions. Zevero used both spend-based and quantity-based emission factors to balance accuracy and completeness in calculating the emissions for TCLP.

A spend-based approach takes the financial value of a purchased good or service and multiplies it by an emission factor. This is based on industry average data. For example, a flight from Glasgow to Bristol costs £100.

A quantity-based approach uses data at the quantity level and is more accurate. For example, quantity data may be an economy flight from Glasgow to Bristol with a distance of 503km.

Emission factor data in this study was collected from various published sources, including life cycle databases, published product inventory reports, government agencies, industry associations, company developed factors and peer-reviewed literature. A full breakdown of sources is detailed in the supplementary data. To ensure accuracy in emission results all emission factors used are checked with consideration of the following:

Location

Different locations can create disparities in emissions. Therefore, a hierarchical approach was used in order to obtain the most accurate emission factor. The hierarchy for accuracy is the following: region of a country, country, continent or global.

Time Frame

Zevero used the latest available and appropriate emission factors within its analysis. Emission factors can be updated and can therefore differ between studies. Where appropriate, the most recent emission factor was used.

Supply Chain

Where available, this study looked to use supplier-specific data for supply chain emissions. Supplier specific emission factors are reviewed against the Product Life Cycle Accounting and Reporting Standard to ensure accuracy. Supplier-specific emission factors are prioritised over location-specific emission factors.

Completeness

Due to the variation in sources of emissions factors, Zevero reviews each source internally to ensure that all appropriate emission contributors are accounted for within the scope of the source. Zevero also checks for the exclusion of delayed emissions, offsets, and avoided emissions.

2.4 Impact Factors

In line with the GHG Protocol standards, the scope of this assessment is limited to global warming potential (GWP) which is measured as a function of carbon dioxide equivalent (CO₂e). This impact category uses the global warming potential of CO₂e as a reference value and analyses gases' environmental impact over a 100-year period. The GHGs considered included: CO₂e, CH₄, N₂O, HFCs, PFCs and SF₆, where all GWP were related to the IPCC Fifth assessment report. Table 2 highlights the different conversion factors for the three main GHGs as recorded in the IPCC Fifth assessment report.

Greenhouse Gas	Notation	Global Warming Potential
Carbon Dioxide	CO ₂	1
Methane	CH ₄	28
Nitrous Oxide	N ₂ O	265

Table 2: An overview of the most common greenhouse gases and their global warming potentials.

3. Results

3.1 Scope 1 and 2

TCLP did not incur any Scope 1 or 2 emissions during the 2021 reporting year as they had a fully distributed team and no company vehicles. Any electricity or gas consumption from working at home will be included in Scope 3.

3.2 Scope 3

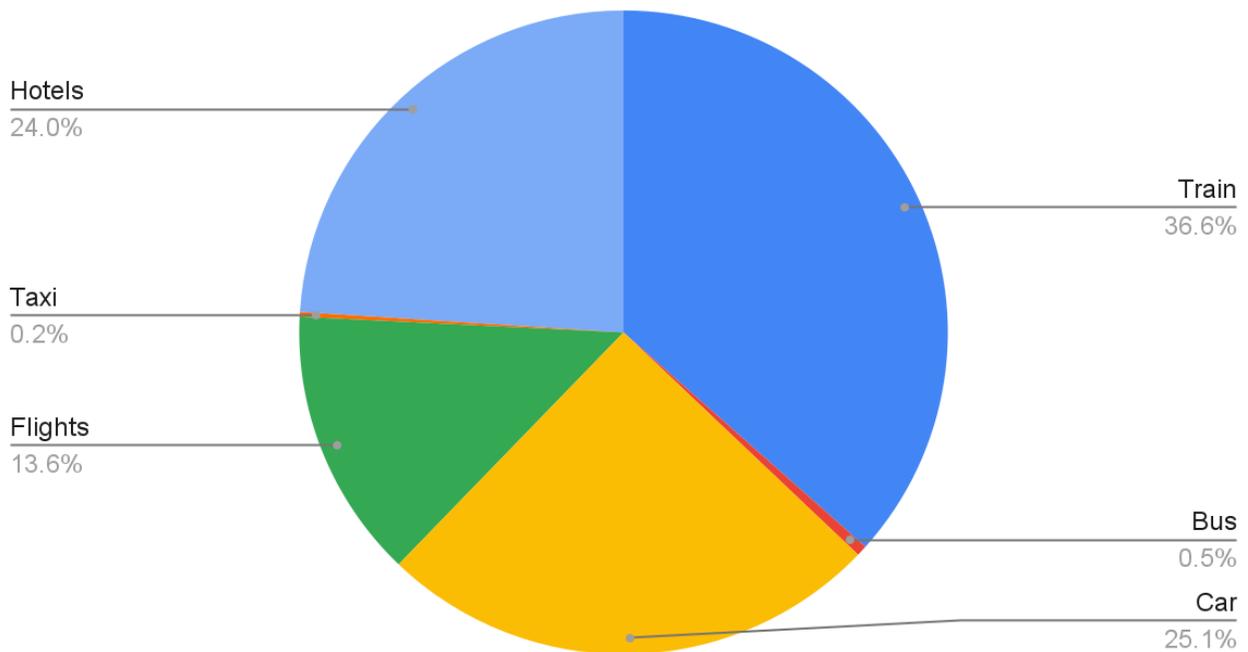
3.2.1 Travel

Travel data was collected through expense claims and was measured on a combination of spend and quantity-based emission factors. Where possible, quantity data was used to ensure more accurate results. It is important to note that Radiative Force (RF) was used to calculate the emissions from flights and should continue to be used to measure the full impact of flights.

TCLP attended a corporate offsite in 2021, which resulted in eight staff members staying for two nights in a UK hotel. As a result, the BEIS emission factor for a UK hotel stay was used rather than a spend-based methodology.

Travel Type	Amount	Unit of Measurement	Emissions (kgCO ₂ e)
Train	671.85	£ spent	339.28
Bus	8	£ spent	4.96
Car	1355.06	km	232.37
Flights	512	km	125.89
Taxi	55	£ spent	2.20
Hotels	16	Number of nights	222.40

TCLP Travel Emissions By Percentage



3.2.2 Work From Home

TCLP is a remote organisation with no offices. Measuring emissions from employees working from home was, therefore, important to accurately measure emissions. Data was collected through a survey about how employees heated their homes and the electricity tariff they were using. The emissions can be broken down into location and market-based to factor in the use of renewable energy tariffs.

62.5% of employees used a renewable energy tariff for their electricity and 50% used a renewable tariff for their gas supply. The results are shown below. The source for the data collection was the [Anthesis Remote Working Whitepaper](#).

Total Market Emissions (kgCO ₂ e)	Total Location Emissions (kgCO ₂ e)
1,559.63	4,008.63

3.3.3 Purchased Goods and Services

For purchased goods and services, Zevero used spend-based emission calculations. Spend was broken down into specific categories and assigned to an emission factor. Where emission factors were only available from US databases such as the EPA database, a conversion factor from USD to GBP was applied at a rate of 0.7271 as this was the mean exchange rate during 2021.

While the spend-based methodology is not as accurate as the quantity-based methodology, it is a useful starting point to identify the top emitters for TCLP. Spend-based emission factors were also required for some categories such as software subscriptions where usage data would not be feasible.

Purchased goods and services is TCLP's largest source of emissions totalling 6.0 tCO₂e for 2021. 80% of the purchased goods and services came from spend on management consulting and educational services for the team. Further guidance on how to reduce emissions for purchased goods and services is provided in section 4.

Emission Category	Emissions (kgCO ₂ e)	Emissions (tCO ₂ e)
Accounting & Other Financial Services	85.90	0.09
Advertising and Marketing	12.98	0.01
Education Services	1,991.70	1.99
Entertainment	0.00	0.00
Food & Drink	387.43	0.39
Healthcare	0.00	0.00
Insurance	78.65	0.08
Lawyers	39.42	0.04
Management Consulting	2,910.85	2.91
Pension Funding	309.40	0.31
Software Subscriptions	170.28	0.17
Total	5,986.60	5.99

3.3.4 Capital Goods

In TCLP's case, capital goods only includes laptops. While TCLP did not supply staff with work computers and did not purchase new laptops during the reporting year, the TCLP team decided to account for the emissions relating to personal computers for any new employee. Going forward, TCLP should only account for:

- New laptops and hardware purchased by current employees, and
- The laptops and hardware of new employees.

They should not include previously purchased laptops or hardware in future reporting years.

TCLP provided Zevero with a list of all employee hardware which was then calculated on a product-by-product basis where possible. To find the product emissions, Zevero cross-referenced the product with supplier data, for example through Apple or Dell. Using quantity-based data allowed Zevero to calculate the emissions per product, rather than using a spend-based approach. For items where emission factors were not available, an average was used based on the item (e.g. a Dell laptop would use other Dell emission factors or other laptop emission factors). Where both product and average emission factors did not exist, a spend-based method was applied. The use phase emissions from product Life Cycle Assessments (LCA) were removed due to them being accounted for in the electricity usage by employees.

Item	Supplier	Amount	Total Emissions (kgCO2e)	Emission Factor Per Product
MacBook Air	Apple	4	547.40	136.85
MacBook Pro	Apple	2	458.64	229.32
Laptop	Dell	2	530.71	265.36
Laptop	HP	2	378.48	189.24
PC	Unknown	1	191.52	191.52

4. Recommendations

Despite TCLP having relatively low emissions on both an absolute and per employee basis, there are a number of things that they can do to both minimise and reduce their impact going forward. The key focus should be on two things, collecting better internal data and helping their supply chain and employees reduce their emissions. Below are a number of recommendations.

4.1 Business Travel

As this report looked at TCLP's 2021 impact there were limited emissions associated with business travel, mainly due to the impact of the pandemic. There are two recommendations for business travel.

Firstly, TCLP currently collects limited data on the journeys taken by bus, train and plane. As a result, a hybrid of spend and quantity-based data was used to calculate business travel emissions. Going forward, TCLP should ensure that employees record their type of travel and distance when submitting travel expense reports.

Secondly, online meetings should always be prioritised over in-person meetings where possible.

4.2 Work From Home

As TCLP is a remote organisation there are no emissions associated with employee commutes. However, there are 4.01 tCO₂e from home working under a location-based approach, representing 30.8% of emissions. Under a market-based approach, there are 1.56 tCO₂e representing 12.0% of total emissions.

In order to minimise working from home emissions, TCLP should look to encourage and incentivise employees to use renewable energy and gas tariffs to power their homes. This can help minimise working from home emissions under a market-based approach. This is particularly important as the team grows.

4.3 Purchased Goods and Services

TCLP currently relies on industry average spend-based data to calculate their emissions. In order to reduce the emission intensity of purchased goods and services emissions TCLP should look to engage with their suppliers to calculate and report their emissions to shift toward supplier-specific emission factors.

This will allow them to understand the emissions of their suppliers and compare suppliers against others based on their carbon emissions. A target should be set to have 50% of their suppliers reporting their emissions by 2025.

4.4 Capital Goods

In order to reduce the emissions from capital goods, which in this regard is the organisation's laptops, TCLP should look to promote the purchase of refurbished laptops. 72% of the emissions from a [MacBook Pro 14"](#) come from the production of the laptop itself. TCLP can negate these emissions by purchasing a refurbished model or encouraging employees to maximise the use of their laptops.

5. Conclusion

An environmental assessment was undertaken by Zevero to measure the GHG emissions for TCLP in the 2021 reporting year. This report aims to provide transparency in outlining the methodology of data collection and the resulting GHG emissions for all TCLP's activities. Based on the GHG Protocol Standard Report TCLP was responsible for 13.03 tCO₂e using a location-based reporting approach and 10.58 tCO₂e using a market-based approach.

6. Supplementary Data

To be made available on request.

7. Assurance

Zevero Ltd has undertaken a first-party limited assurance review of the Greenhouse Gas Analysis of TCLP, with the conducting participants not responsible for the GHG inventory process. Conflict of interest was avoided by best academic integrity practices and mutually exclusive reviewed data by participants with necessary academic GHG inventory competencies.

Procedures of assurance were performed by counter calculation and were dictated by inspection of documents, assessment of the appropriateness of methods and cross-referenced verification of obtained data.

Based on the review performed and the data gathered, nothing has come to Zevero's attention that the inventory process and subsequent GHG emission findings are not in accordance with the GHG Protocol Product Standard.

Zevero Ltd, London, UK.