

2015

Papworth Trust's Facilities Environmental Report 2015

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Foreword

Welcome to Papworth Trust's first Facilities Environmental Report. As a leading disability charity we have a commitment to the people we support to protect and where possible enhance the natural environment. This year has seen a complete review of our environmental policy and an environmental statement has been issued and made publicly available

(<http://www.papworthtrust.org.uk/about-us/papworth-trust-environmental-policy-statement>).

This report will cover all impacts within the trust that are controlled primarily by the facilities team. For a full overview of the sites included please refer to appendix 1. The report aims to demonstrate our continuous improvement in the area of environmental management.

Emissions Overview

The table below shows a summary of our environmental performance for 2015 compared to the previous year. For future years 2014 will be used as a baseline figure to measure progress. CO₂ emissions have been calculated by applying DEFRA's most recent conversion factors for 2015, these can be found at <http://www.ukconversionfactorscarbonsmart.co.uk/>

	2015	2014 Baseline	Difference	% Change
Total Measured CO₂e emissions (Kg)	918,354	983,450	↓ 65,096	↓ 7%
Electricity CO₂e emissions (Kg) Scope 2	415,508	460,715	↓ 45,207	↓ 10%
Gas CO₂e emissions (Kg) Scope 1	119,411	136,113	↓ 16,702	↓ 12%
Kerosene Oil CO₂e emissions (Kg) Scope 1	42,743	20,351	↑ 22,392	↑ 110%
Business Travel CO₂e emissions (Kg) Scope 3	336,443	361,649	↓ 25,206	↓ 7%
Water CO₂e emissions (Kg) Scope 3	4,249	4,622	↓ 373	↓ 8%
Waste CO₂e emissions (Kg) Scope 3	Measured from February 2016			
Printing CO₂e emissions (Kg) Scope 3	17,981	N/A	→ N/A	→ N/A

Scope 1, 2 and 3 emissions are defined under DEFRA's guidance on measuring and reporting greenhouse gas emission. This can be found at:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/69282/pb13309-ghg-guidance-0909011.pdf. They define them as:

Scope 1 (Direct emissions): Activities owned or controlled by your organisation that release emissions straight into the atmosphere. They are direct emissions. Examples of scope 1 emissions include emissions from combustion in owned or controlled boilers, furnaces, vehicles; emissions from chemical production in owned or controlled process equipment.

Scope 2 (Energy indirect): Emissions being released into the atmosphere associated with your consumption of purchased electricity, heat, steam and cooling. These are indirect emissions that are a consequence of your organisation's activities but which occur at sources you do not own or control.

Scope 3 (Other indirect): Emissions that are a consequence of your actions, which occur at sources which you do not own or control and which are not classed as scope 2 emissions. Examples of scope 3 emissions are business travel by means not

Papworth Trust reduced its overall measured Carbon emissions (CO₂e) by 65,096 Kg, this amounts to a 7% decrease in 2015 compared to 2014. This is the average yearly emissions of 4 UK citizens.

We can see that the largest reductions were made in our scope 2 emissions; electricity consumption. Here we achieved a saving of 45,207 Kg, a 10% reduction, compared to 2014. These have come as a result of behavioural changes across all sites and investment in more energy efficient technologies. Reductions of at least 7% were made across all of our other measured scope 3 emissions; business travel, water and printing.

Scope 1 emissions did however increase despite a large reduction in gas emissions (12%). This is entirely down to the large increase in kerosene oil consumed at Kerry Farm. The conversion factor for kerosene is very high meaning any changes to the overall volume used have a significant impact when reporting emissions. This increase outweighed the positive reductions seen in gas consumption which has a relatively low conversion factor.

Electricity

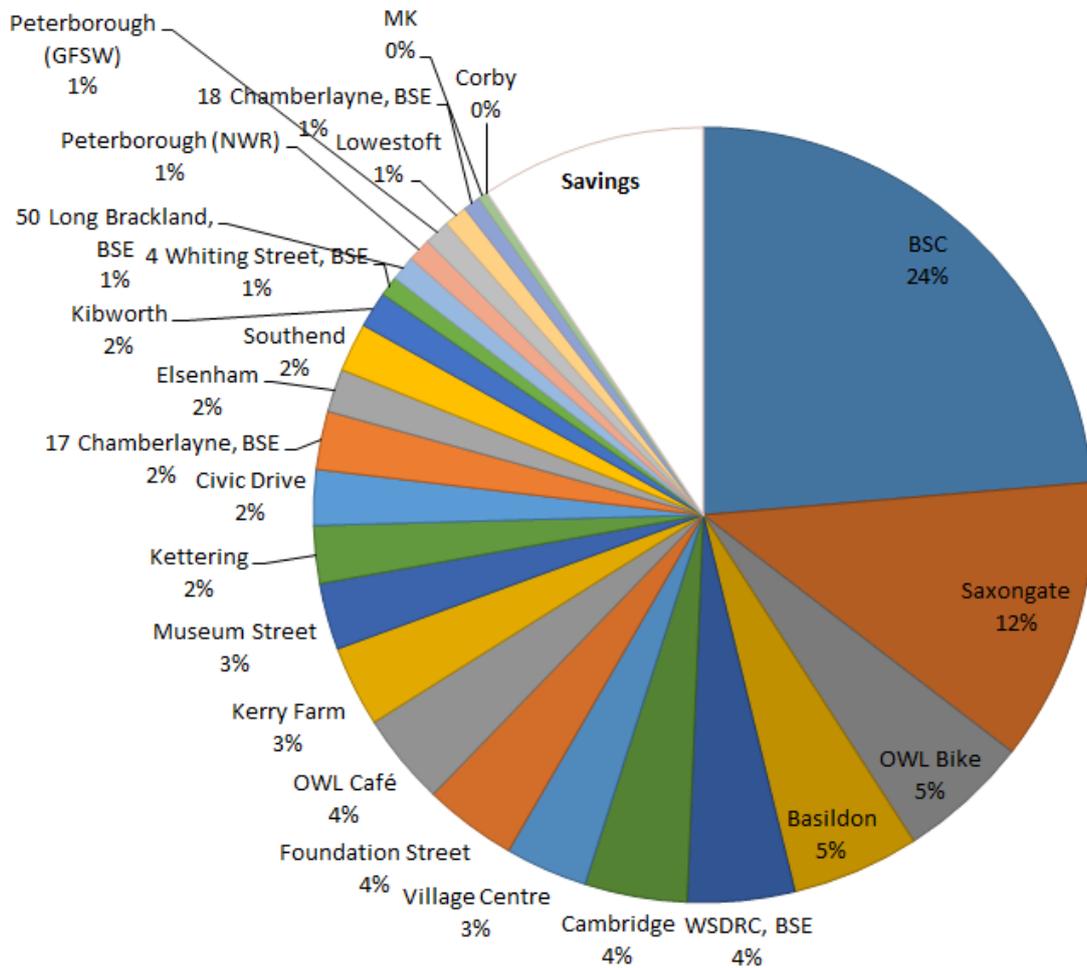
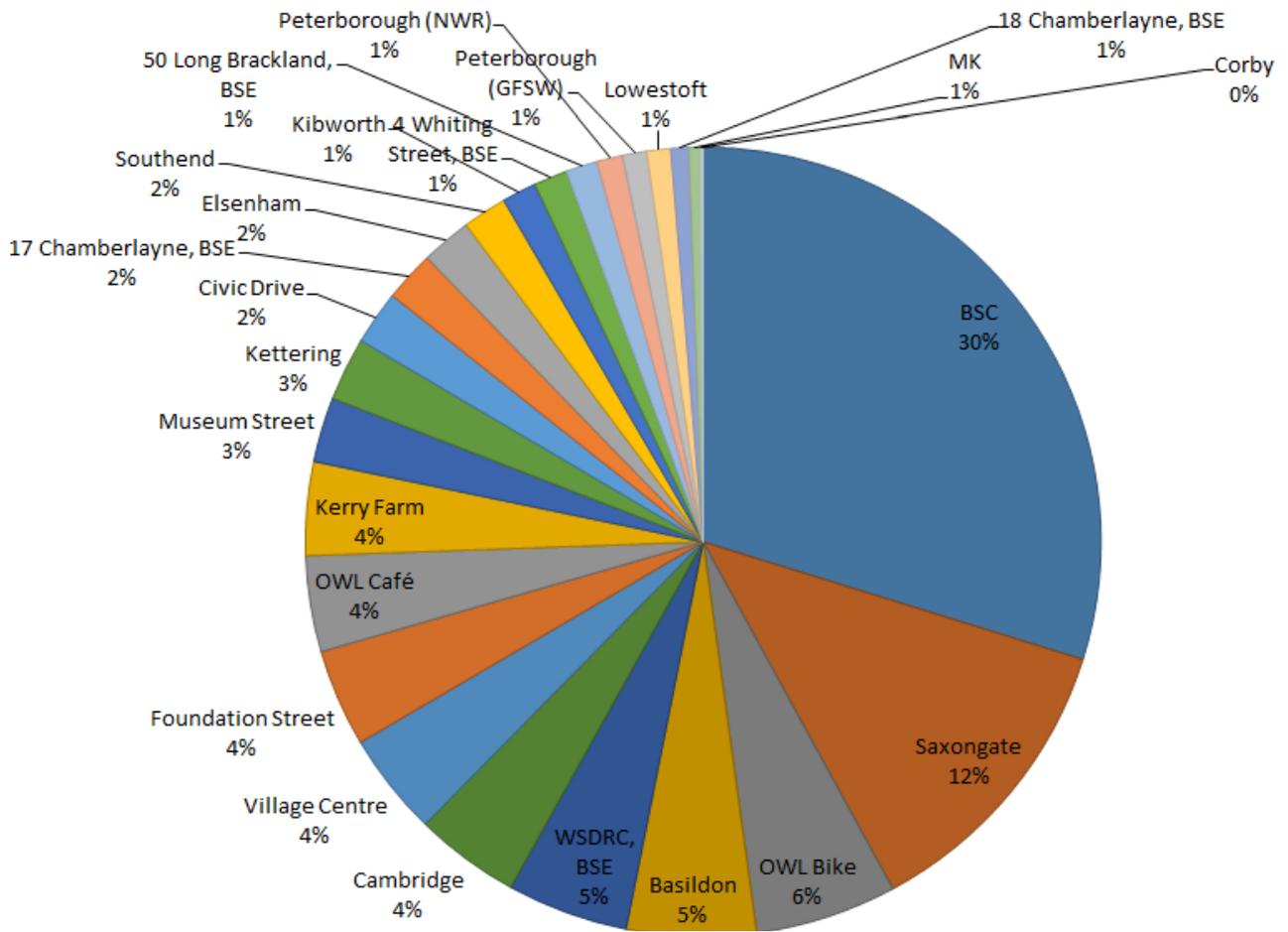
	2015	2014 Baseline	Difference	% Change
Total CO₂e emissions (Kg)	415,508	460,715	↓ 45,207	↓ 10%
Total (kWh)	898,998	996,808	↓ 97,810	↓ 10%
Floor Space (m³)	10,737	10,737	→ 0	→ 0%
Efficiency (kWh/m²)	83.73	92.84	↓ 9.11	↓ 10%
Renewables (kWh)	1,527	0	↑ 1,527	↑ N/A
Cost (£)	£110,230.51	£121,277.16	↓ £11,046.65	↓ 9%

All electricity data has been taken from automated meter readings and invoices. Where estimates have had to be made, due to insufficient data, an average of the period before and after the gap has been used. Only 1% of electricity data was estimated (10,164 kWh) in 2015.

2015 was a good year across the trust for electricity saving. The target set at the start of the year for a saving of between 5-10% was met comfortably; overall a 10% saving was seen. With no changes to the floor space for the majority of the year these are all reductions resulting from improvements to site efficiency. The carbon savings in 2015 equate to the amount 4,521 trees can absorb in a single year.

We currently have five sites with half hourly meters installed allowing us to accurately normalise the data to account for outside variations in temperature. The majority of electricity spends across the trust accounts for temperature control. In East Anglia, where the majority of Papworth Sites are located, the temperature was on average 10.8°C throughout 2015. In 2014 the average temperature was 11.4°C meaning relative savings are likely to be higher than the actual 10%. Automated meter readings will be rolled out across all Papworth sites allowing better management of our electricity consumption. The five sites with AMRs in place saw a saving of 20%.

The charts below show the breakdown of Papworth sites and their electricity consumption in 2014 and again in 2015 including the savings made.

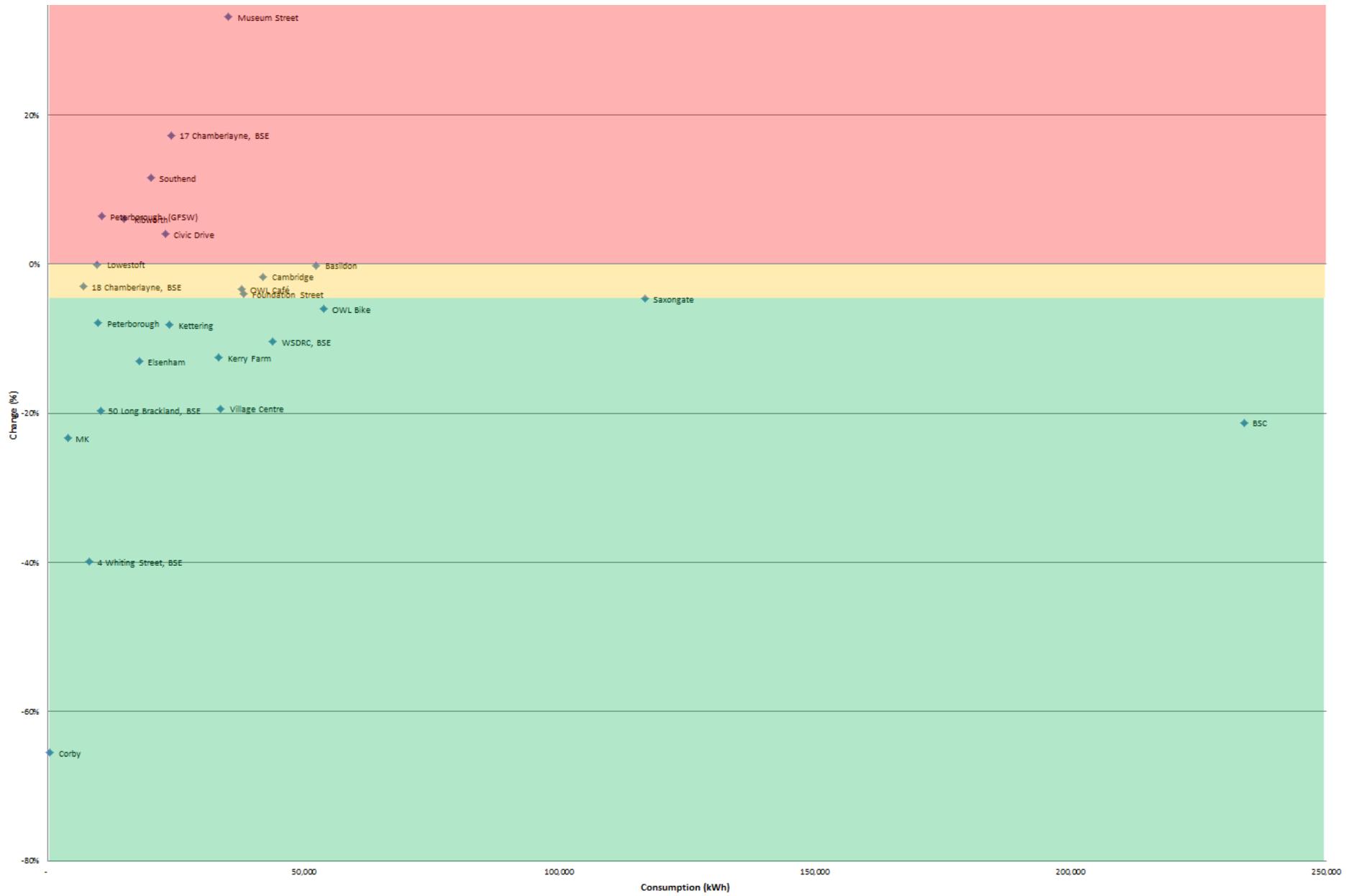


Overall 19 of the 25 sites using electricity made a saving of some capacity. This includes savings made at the top 10 highest consumers of 2014 showing the right areas are being targeted. Of those that made savings 13 reduced electricity by over 5% and 9 made reductions of over 10%.

5 sites saw an increase in consumption throughout the year. Of these, 4 have moved operations to a new premise or have ceased operations. The only exception to this was at Museum Street which at 33% saw the biggest rise in electricity consumption. They did however have an air conditioning unit installed during the year to improve the temperature within the building which will justify the increase in consumption.

The Bernard Sunley Centre made the biggest saving in terms of kilowatt hours and percentage of all sites in operation through the entirety of 2015. Here a significant amount of capital investment resulted in a 21% reduction saving £5,432.91. A new air conditioning system and LED lighting was installed throughout the building in March. Solar panels were later installed in September further contributing to the reduction in purchased electricity consumption.

The graph below shows how each site performed relative to the overall level of electricity used. Green indicates those who met the 5% target, amber those who made a saving below 5% and red those that saw an increase in consumption.



2015 was the first year that saw Papworth Trust sites producing their own renewable energy. As previously stated a 10kWp solar PV system was installed on the roof of the Bernard Sunley Centre. The system, installed in mid-September has currently only seen the darkest months of the year. It did however produce 1,527 kWh of electricity preventing 706 Kg of CO₂e entering the atmosphere. Taking into account the government feed in tariff, an export tariff and actual electricity savings we estimate £375.55 was recouped during 2015. Over the 20 year lifecycle of the project we anticipate a return of £58,396 on the £11,845 investment generating at least 8,500 kWh per year.



A 9% monetary saving of £11,046.65 was made throughout 2015 compared to what was paid in 2014. This is in line with the consumption reduction with the 1% variance accounted for in the lack of change in standing charges. Current electricity contracts run until September 2017 bar Saxongate and Bernard Sunley Centre which run to September 2018. These rates will remain constant therefore throughout the next year.

Gas

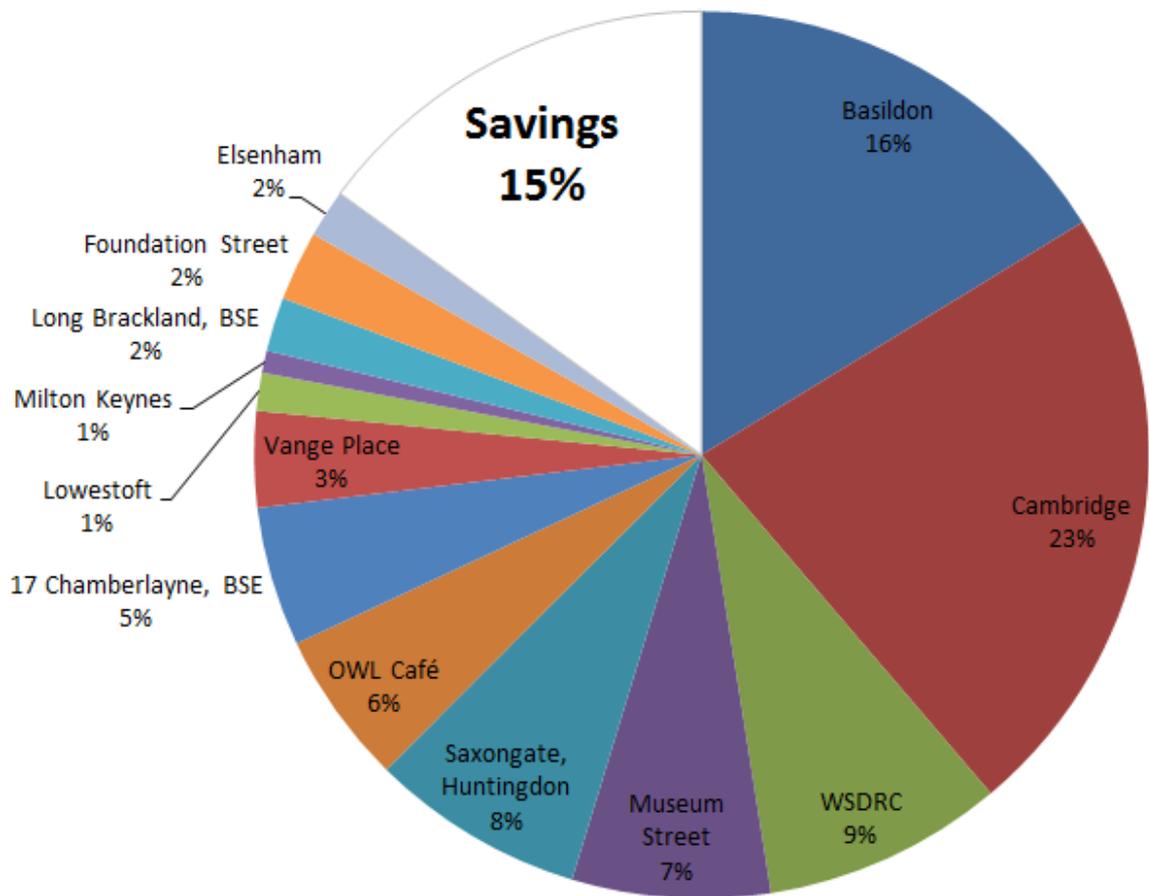
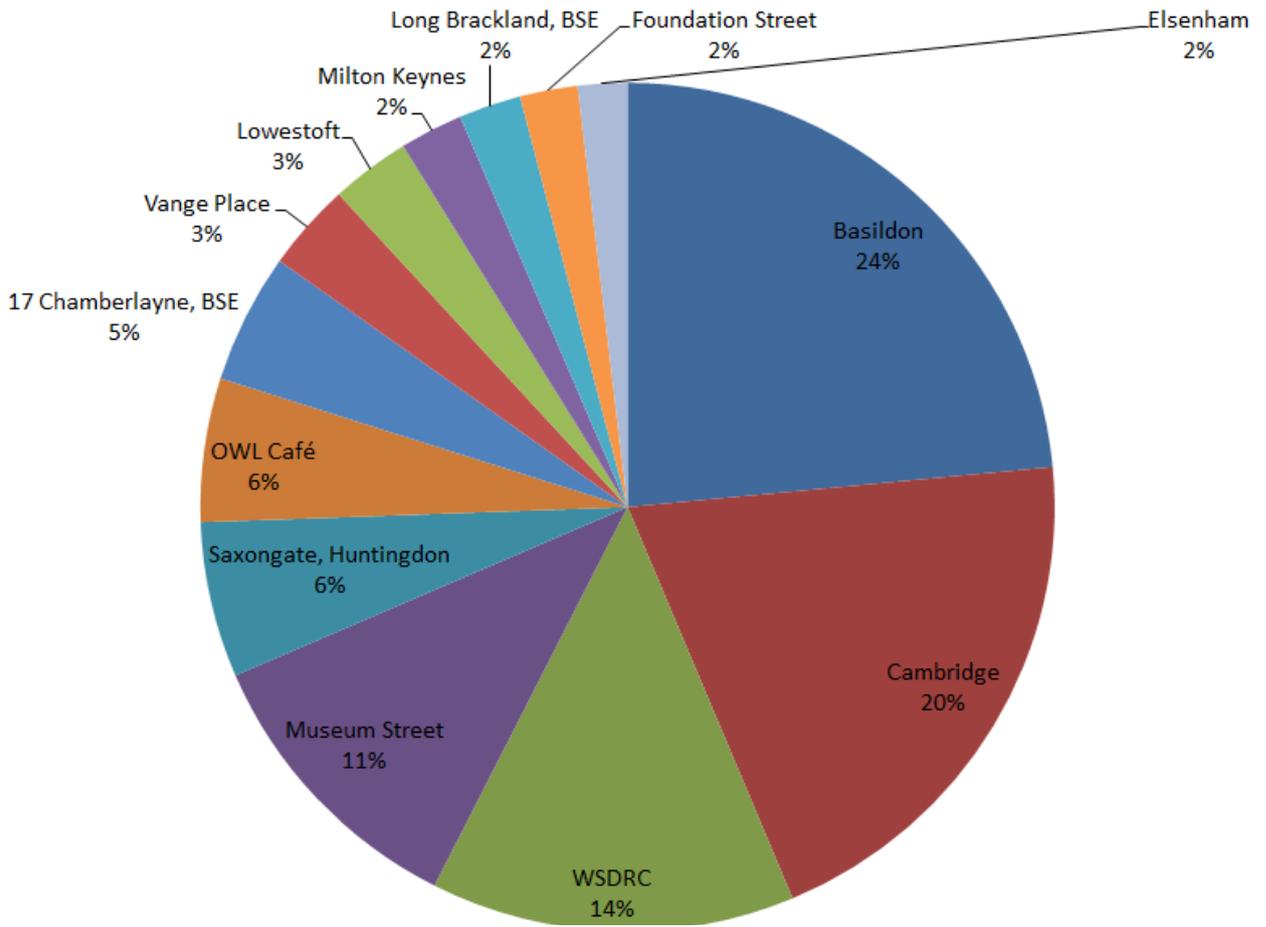
	2015	2014 Baseline	Difference	% Change
Total CO₂e emissions (Kg)	119,411	136,113	↓ 16,702	↓ 12%
Total (kWh)	647,392	737,941	↓ 90,549	↓ 12%
Floor Space (m³)	5,857	5,857	→ 0	→ 0%
Efficiency (kWh/m²)	110.5	126.0	↓ 15.5	↓ 12%
Cost (£)	£23,876.58	£27,911.81	↓ £4,035.23	↓ 14%

All gas data has been taken from invoices. Where estimates have had to be made, due to insufficient data, an average of the period before and after the gap has been used. 8% of gas data was estimated (50,733 kWh) in 2015.

2015 was a very successful year across the trust in terms of reducing gas consumption. It was the only measured resource that exceeded the 5-10% target with an overall reduction of 12%. There were no changes in the floor space used by buildings consuming gas meaning all reductions were absolute. Additionally only Museum Street received financial investment in improving gas efficiency meaning the majority was achieved through behavioural change. The carbon savings in gas in 2015 are equal to the amount 1,670 trees could absorb in a year.

Half hourly meter reads are currently not available for gas on any of our sites although this is something that we intend to start implementing throughout 2016. Cooking is seen very rarely on Papworth sites meaning almost all of the gas consumed is done so to heat buildings. The consumption of gas is therefore highly susceptible to outside temperatures; a cooler year should result in an increase in gas consumption and vice versa. As stated previously 2015 was a cooler year in East Anglia compared to 2014. The average temperature throughout the year was 0.6°C cooler than the year before. We would therefore have expected an increase in gas consumption had no efforts been made to reduce this. In reality we have seen the opposite meaning the relative savings are likely to be higher than the 12% recorded if we were to normalise the data for outside temperatures.

The charts below show the breakdown of Papworth sites and their gas consumption in 2014 and again in 2015 including the savings made.



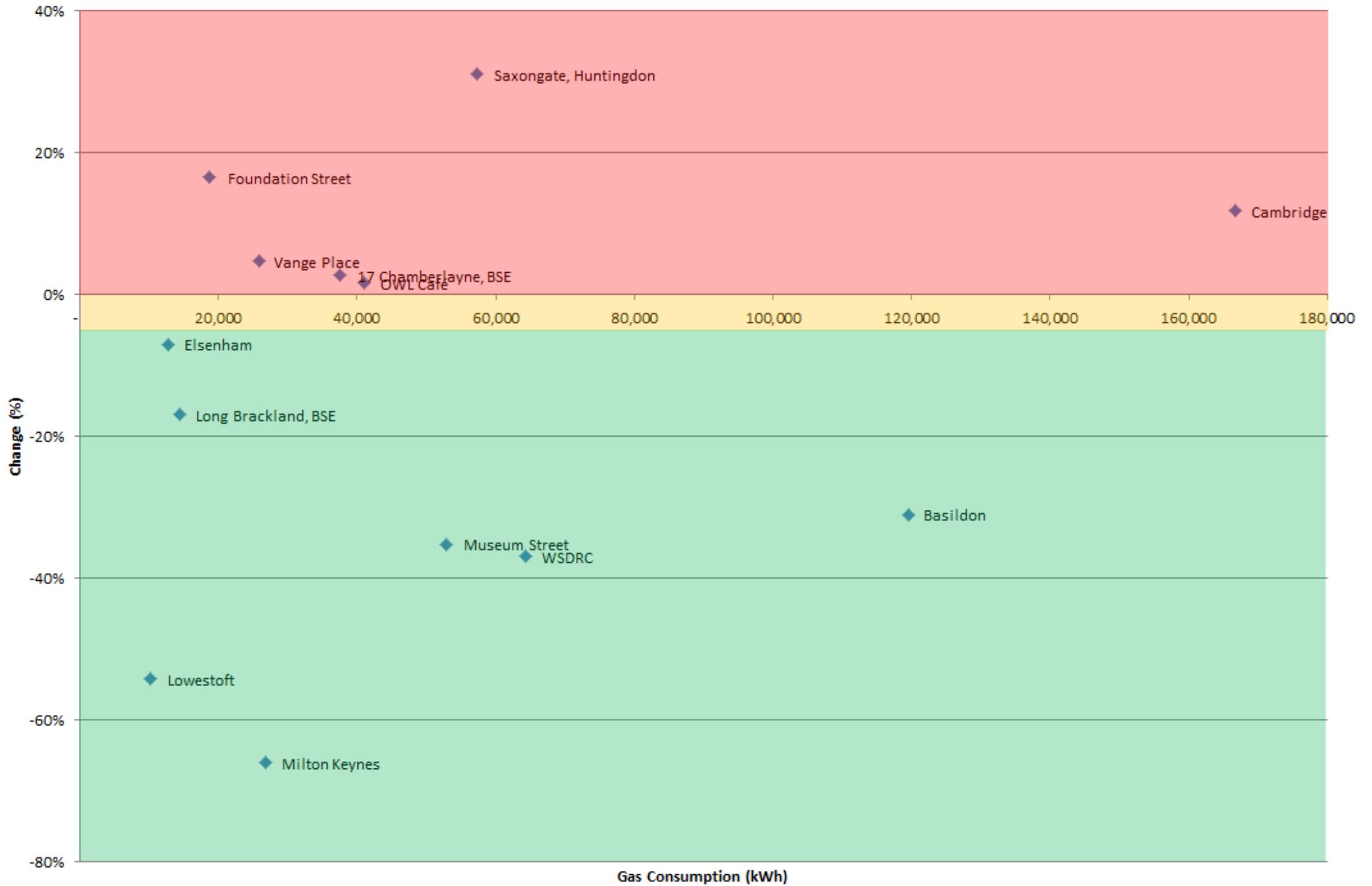
Overall only 7 of the 13 sites that use gas saw a reduction in consumption. Additionally 3 sites saw an increase of below 5% which may be attributed to the lower temperature throughout the year. Therefore only 3 sites saw a significant increase in consumption and are therefore a cause for concern. 3 of the 4 highest consumers, including the highest consumer Basildon, saw a decrease in consumption of at least 30%.

Conversely 6 sites therefore saw an increase in gas consumption during 2015, although only 3 saw worrying rises. Papworth Trust own 5 of the buildings that use gas, the rest are leased. The 3 most alarming increases; Cambridge, Saxongate and Foundation Street, are all owned by the trust and are therefore a high priority to be rectified. There were no reported faults or changes to either of these buildings to explain such an increase in overall gas usage.

The biggest reduction in terms of kWh saved was at Basildon, this was our highest consumer in 2014 but a reduction of 33% was seen saving £1,786.98. This now places it below the Cambridge centre for overall consumption in 2015. The largest reduction in terms of percentage decrease was at Milton Keynes with 66%. This office however was vacant for half of the year explaining such a large decrease. Most rewardingly we saw a 35% decrease in consumption at Museum Street. A digital thermostatic control installed at the beginning of the year on the boiler was repaid within 6 months due to the significant savings made by being able to control the sites temperature suitably.

A 14% monetary saving of £4,035.23 was made in 2015 compared to the amount paid during 2014. A change in gas supplier for the majority of buildings in October saw a large reduction in the standing charges as well as a smaller reduction in the cost per unit. This has led to a greater financial saving of around 2% compared to what could have been expected through a reduction in consumption. These prices are now fixed until the end of September 2017 which should therefore help when savings are calculated for the coming year.

The graph below shows how each site performed relative to the overall level of gas used. Green indicates those who met the 5% target, amber those who made a saving below 5% and red those that saw an increase in consumption.



Kerosene Oil

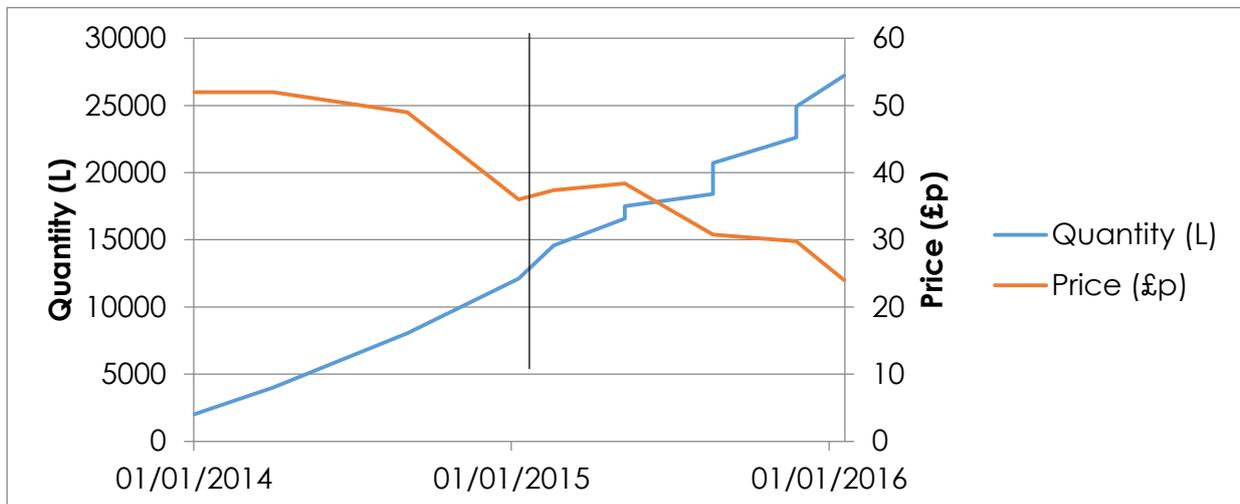
	2015	2014 Baseline	Difference	% Change
Total CO₂e emissions (Kg)	42,743	20,351	↑ 22,392	↑ 110%
Total (Litres)	16,880	8,037	↑ 8,843	↑ 110%
Floor Space (m³)	350	350	→ 0	→ 0%
Efficiency (l/m²)	48.23	22.96	↑ 25.27	↑ 110%
Cost (£)	£5,754.00	£4,058.00	↑ £1,696	↑ 42%

All kerosene data has been taken from invoices and delivery notes. No estimates have been used.

Kerry Farm is the only site currently using kerosene oil.

Only three deliveries were made during 2014 amounting to 8037 litres of oil consumed. However 2015 saw eight deliveries amassing 16,880 litres of oil, an increase of 110%. Fortunately throughout this period the price of kerosene has gone down from 52p per litre in April 2014 to 29.8p per litre in November 2015. This has mitigated to some extent the financial impact of such a consumption increase. However with kerosene producing a greater level of carbon emissions the environmental impact was also significantly greater.

The table below shows the cumulative consumption of kerosene at Kerry Farm and the reduction in price per litre over time. Note the increased consumption rate in 2015 compared to 2014.



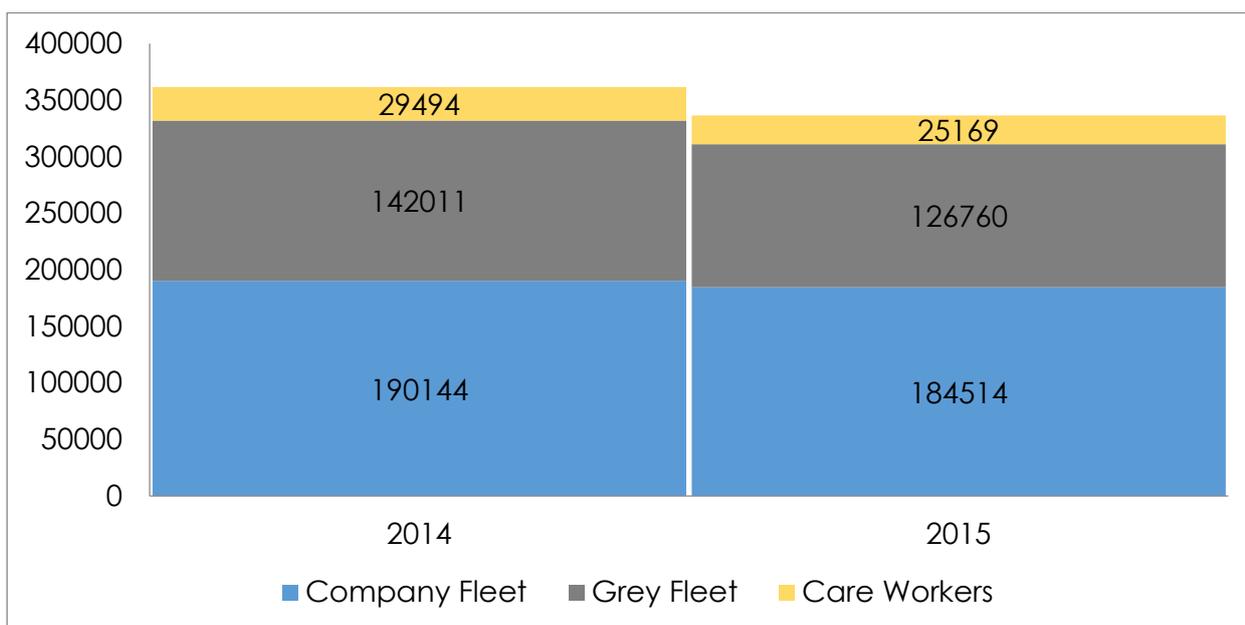
Business Travel

	2015	2014 Baseline	Difference	% Change
Total CO₂e emissions (Kg)	336,443	361,649	↓ 25,206	↓ 7%
Total (miles)	991,298	1,082,683	↓ 91,385	↓ 8%
Total (kWh)	1,400,240	1,501,202	↓ 100,962	↓ 7%

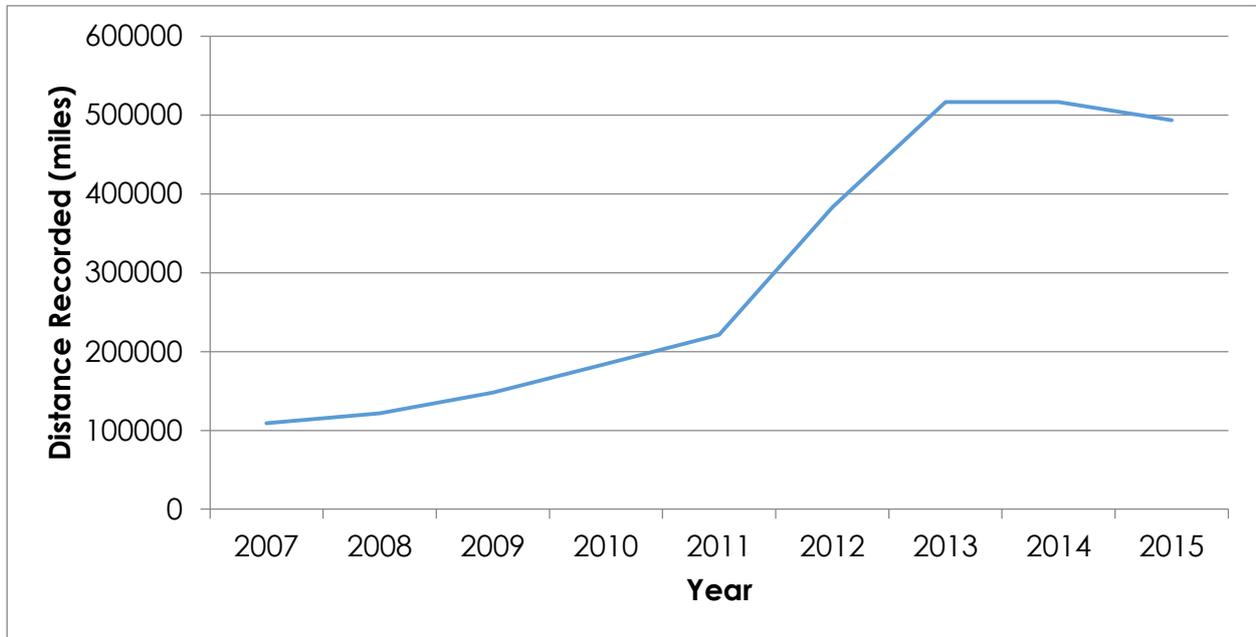
All travel data has been taken from recorded mileage on owned vehicles and claimed mileage through expense forms. No estimates have been used.

Annual mileage is recorded under three categories; company vehicles, the grey fleet (mileage claimed by employees) and care worker mileage (that claimed by care workers). These are combined to produce the figures above. For the company vehicles specific CO₂ emissions for each vehicle are used if available. If unavailable the DEFRA standard emissions factor for the vehicle size are used. At the start of 2015 we started recording fuel type for the grey fleet and care worker mileage. This gives us a more accurate understanding of the emissions produced as different conversion factors can be applied. Prior to this only a generic fuel type conversion factor could be applied. The full list of DEFRA conversion factors can again be found here: <http://www.ukconversionfactorscarbonsmart.co.uk/>

All 3 categories saw a reduction in mileage and overall emissions during 2015. The total values for all categories in 2014 and 2015 can be seen below.



The company vehicle fleet consisted of 41 vehicles; 5 pool cars (Bernard Sunley Centres being replaced part way through the year), 29 maintenance vans and 7 minibuses. Overall mileage was down 23,000 miles on the 516,614 miles covered in 2014. Emissions were down by 3% overall saving 5,630 Kg of CO₂e entering the atmosphere. The table below shows the yearly mileage for the company fleet over the past 8 years. Having peaked in 2013 we can now see a reduction in overall mileage of company vehicles.



The greatest savings were made in the grey fleet. This consists of the majority of employees claimed mileage within their personal vehicles. Here emissions were reduced by 11%. However with fuel type not recorded in 2014 the real figure may vary slightly. The figure ultimately shows a 15,251 Kg reduction in CO₂e emissions compared to the 142,011 produced in 2014. A significant dip in the monthly mileage can be seen over the summer months, this can be accredited to the significant reduction in staff members, particularly at the Bernard Sunley Centre, over this period.

Percentage wise the care worker mileage has seen the biggest reduction at 15%. Most of these were made from June onwards; this period averaged a 22% decrease until the end of the year. However as this only makes up a small proportion of the overall company mileage only 4,325 Kg of CO₂e was saved. Again it can be suggested that changes to the operations of our care staff has led to this reduction.

Water

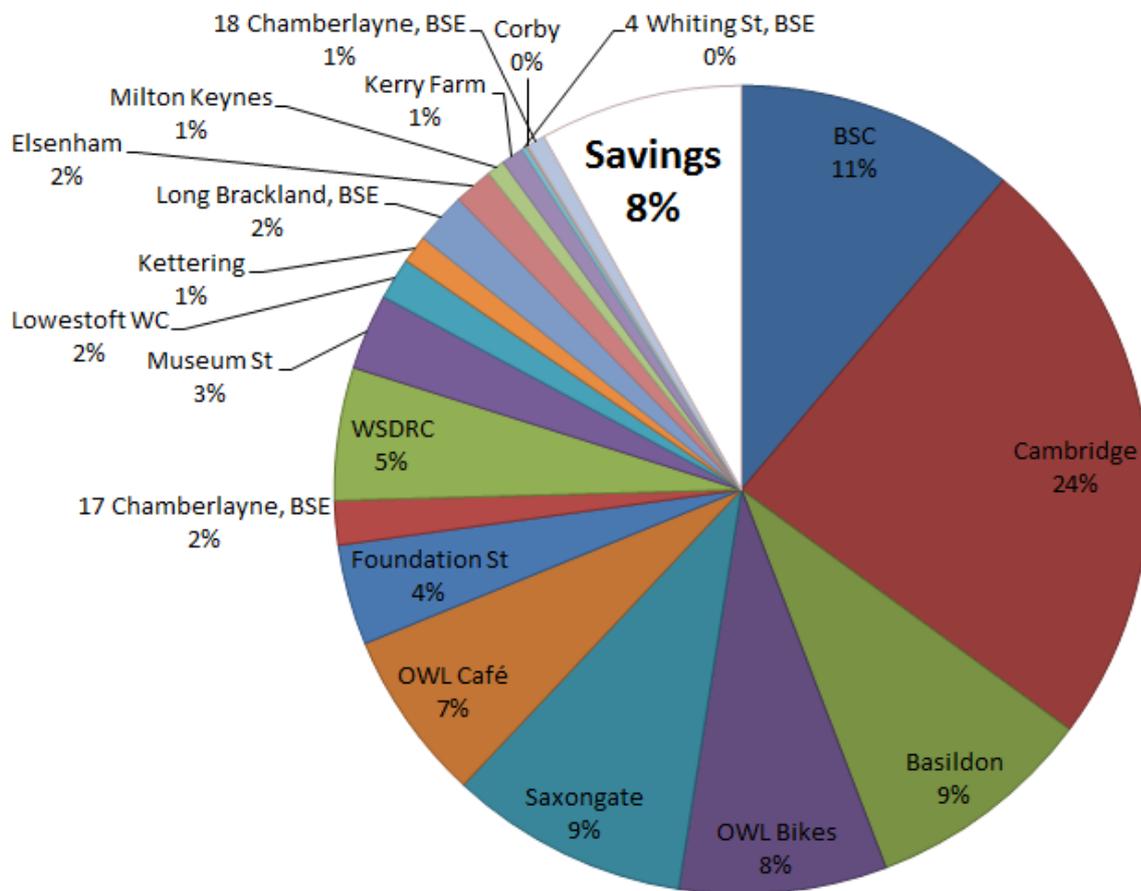
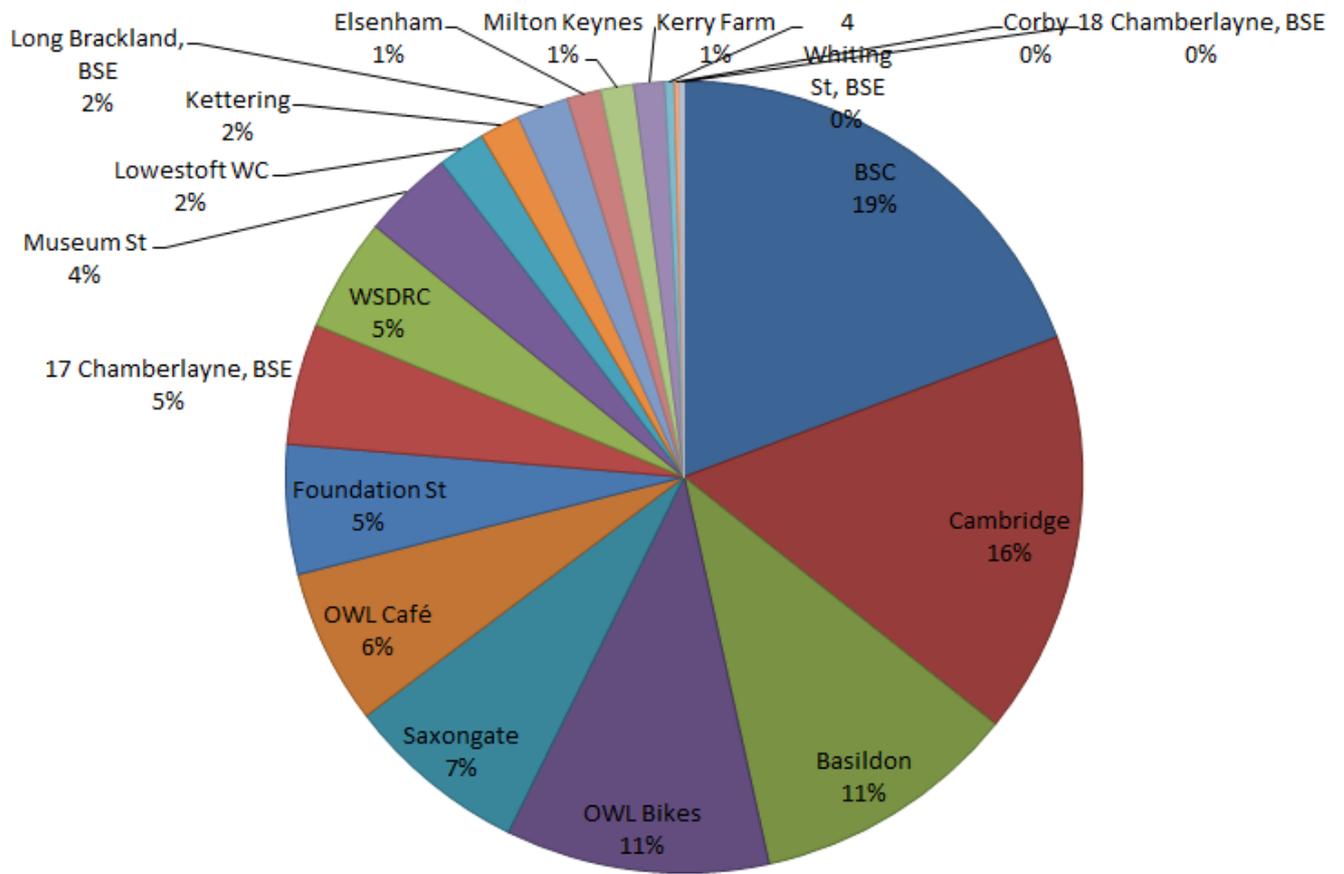
	2015	2014 Baseline	Difference	% Change
Total CO₂e emissions (Kg)	4,249	4,622	↓ 373	↓ 8%
Total (m³) <small>1m³ = 1,000 litres</small>	4,375	4,759	↓ 384	↓ 8%
Floor Space (m³)	10,012	10,012	→ 0	→ 0%
Efficiency (m³/m²)	0.440	0.475	↓ 0.035	↓ 7%
Cost (£)	£5,726.03	£6,380.11	↓ £654.08	↓ 10%

Water readings are taken from supplier invoices. Due to the nature of the water market these figures may contain estimates. The costings include only the direct cost of water and not sewerage costs. The total carbon emissions are calculated using the latest DEFRA conversion factors for water supply and sewerage (90% of overall water supplied).

Overall we can see a successful year of water management with an 8% overall decrease in consumption. The start of year target of a reduction between 5-10% was therefore met. With no changes to floor space throughout the year all savings are relative. The reduction in water equates to 384,000 litres or the yearly drinking water of 526 people.

Unfortunately automated meter reads are incredibly rare in the water market and therefore readings are taken roughly every 6 months for each site. This makes it very difficult to target and manage areas of poor water control and identify the impact of changes made. It is most likely that the water savings were made due to a combination of two factors. Firstly Anglian Water provided a number of cistern fillers at the start of the year. These bags take up 1 litre of space within the toilet cistern and therefore reduce the flush capacity by this amount. Essentially once installed a litre of water is saved every time the toilet is flushed. These were installed at all sites with large cisterns that did not contain a dual flush system. Secondly water consumption is highly reliant on the number of people occupying buildings as most use is for drinking and sanitation. Papworth went through a period of declining staff numbers throughout 2015 which will have contributed to lower levels of water needed.

The charts below show the breakdown of Papworth sites and their water consumption in 2014 and again in 2015 including the savings made.



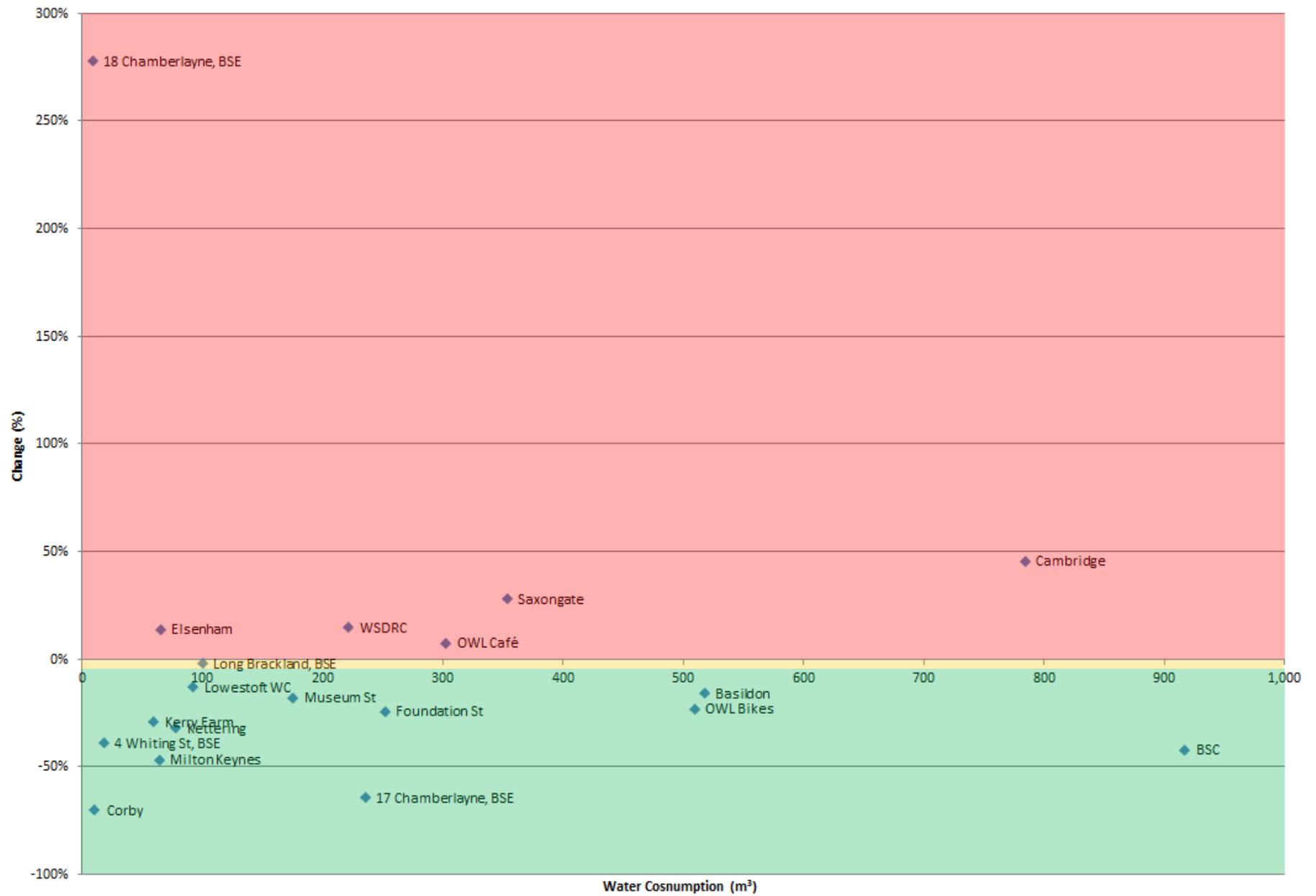
Overall 13 of the 19 sites that are directly invoiced for water made a saving. Of these 12 made savings greater than 13% and range up to 70% comfortably meeting the targets set at the start of the year. There are however some fluctuations with the 6 remaining sites making large increases over 8%.

The most concerning of these increases occurs at the Cambridge Centre. In 2014 this was our second highest consumer behind the Bernard Sunley Centre. A 46% increase in usage in 2015 saw it become the highest consumer using more than double the amount of water second placed Bernard Sunley did. It is difficult to explain such a dramatic increase in water use throughout the year as other similar my leisure sites have seen decreases in water consumption. There were a couple of leaks reported that should have been actioned quicker. There were also leaks to the roof which would have needed extra water for cleaning to rectify. These do not however explain such a dramatic increase and these levels will be closely monitored throughout 2016.

The biggest decrease of the fully operational sites in 2015 was at the Bernard Sunley Centre. This is in terms of both percentage (42%) and actual volume.

A 10% monetary saving was made in 2015 compared to 2014 figures with overall spend down £654.08. This accounts for the raw amount of water supplied and not the additional cost of sewerage and where necessary the heating of water. The overall saving taking into account these other factors is likely to be more than double this figure. The Trust also benefited from a fall in water prices during the year. From April 2015 the cost per m³ of water fell by around 10p for most sites. This is about a 7% reduction and coincided with a smaller fall in the standing charge. This contributed to a greater financial saving in terms of percentage than just the unit savings.

The graph below shows how each site performed relative to the overall level of electricity used. Green indicates those who met the 5% target, amber those who made a saving below 5% and red those that saw an increase in consumption.



Waste

No waste quantities were measured in 2015 with each site having its own localised waste collection service. For 2016 all waste contracts have been tendered out to one national supplier which will provide management information such as the weight of waste disposed of and the percentage recycled or sent to landfill. This will allow us to analyse the environmental impact of our waste streams. See Appendix 1 for a full list of sites included in this tender.

The waste performance was improved during 2015 however. Saxongate and Kettering were provided with a specific dry mixed recycling collection which they hadn't had previously allowing them to fully adopt the waste hierarchy. Saxongate in particular used recycling as an educational tool with their students and has therefore benefited in the activities they perform on site as well as reducing their environmental impact.

The Bernard Sunley Centre also arranged collection of aluminium cans to send directly to the OWL centre. Under the slogan "Cans for Cash" these were taken, crushed down and sold for the value of the metal. Again this provided an activity for service users as well as the monetary and environmental benefits.

Printing

	2015	2014 Baseline	Difference	% Change
Total CO₂e emissions (Kg)	17,981	N/A	→ N/A	→ N/A
Printed Pages (sides)	3,105,698	N/A	→ N/A	→ N/A
Paper Used (sheets)	2,090,804	N/A	→ N/A	→ N/A
Cost (£)	£26,672.71	N/A	→ N/A	→ N/A

The regular collation of printing data through monitoring software started during May 2015, overall levels for the year are therefore estimated based on the existing data. The sites included in these reports can be seen in Appendix 1. Emissions correspond to greenhouse gases released in the production of the paper (CO₂ equivalent).

The impact of Papworth printing in 2015 was the equivalent of:

- 26 trees
- 592,397 lightbulb hours
- A paper area of 173,816 m²

With only 7 months' worth of data it is not possible to identify any trends at this stage. We can see a clear dip of around 25% in December which is likely to have been caused by the closures for the Christmas period. There are some variations from month to month but no really defining pattern.

The printing software installed can however identify some savings made. Under normal circumstances documents sent to the printer would print instantly. The software installed at Papworth requires people wanting to print documents to enter a password at the printer before it will proceed with the job. This means that any mistaken or accidental print jobs are not produced. Using this we ensured 117,083 pages were not printed onto 74,858 pieces of paper. This financially saved the trust £1,238.51 in wasted documents, 5% of the overall spend. These savings were the equivalent of 93% of a tree, 21,210 lightbulb hours and 644 Kg of CO₂e.

Other Campaigns

Throughout 2015 the facilities team at Papworth Trust were working towards compliancy in the **Energy Savings Opportunity Scheme (ESOS)**. With a compliancy deadline of the 5th December 2015 the scheme required all medium to large organisations to audit and report on their energy consumption and sign off potential areas of improvements at director level. Papworth's lead assessor was appointed early on in the year and the provisional data was collated. Over the summer months the Bernard Sunley Centre, Museum Street, OWL Café, OWL Centre, Saxongate and the West Suffolk Disability Resource Centre undertook an in depth energy efficiency audit. This was deemed a representative sample of our commercial properties. The reports and recommendations were compiled and notification was made to the Environment Agency of compliancy comfortably before the deadline. The reports have informed some short term quick wins that have been implemented as well as some potential long term investments.

Although not audited during the ESOS process Foundation Street received a **free Environmental Report and Action Plan**. The service was provided free of charge by the Suffolk Climate Change Partnership and Groundwork Suffolk as part of the Greenest County initiative. The report provided similar information to ESOS with all environmental impacts assessed and areas of improvement identified.

Papworth Trust first had a Green Champions group in 2010 lasting a couple of years but dwindled as other commitments took priority. With the creation of the Environmental Facilities Officer post in late 2014 the group was revived under the name '**The Green Team**' in March 2015. The initial invitation for champions received 12 responses across 6 different sites. The team since met 5 times throughout the year discussing issues, promoting good practice and arranging awareness events throughout the organisation.



Between 1st and 4th September 2015 Papworth had its first **Green Week** organised the Green Team. The week saw a number of events put on across multiple sites with the aim of raising awareness of environmental issues and in turn changing people's behaviour to act more sustainably. Throughout the organisation members of staff were encouraged to travel more sustainably with a particular emphasis on the Thursday which coincided with national **Cycle to Work Day**. There was also a push to reduce the amount of printing throughout the whole week; overall printing was down 4%. At the Bernard Sunley Centre a selection of insects were available to eat in order to promote

sustainable protein sources, a lunch was put on made entirely of waste food from Tesco, a walk around Papworth village organised and on Friday evening staff were encouraged to switch off and unplug all devices in the 'Big Switchoff'. During the weekend after the big switchoff electricity consumption was down 20.54 kWh. At the OWL centre service users had a full week of green themed activities including making an environmental mural out of recycled materials, presentations on climate change and an additional tasting of the sustainable insects. A selection of pictures from the week can be seen below.



Alastair tries a rhino beetle



A green themed collage made by service users at the OWL Centre

All new members of staff are now briefed on Papworth's environmental initiative and are invited to join the Green Team. In the **Welcome to Papworth** induction a 15 minute segment highlights why environmental consideration is important, what impact we have as an organisation and the responsibilities of each individual within this.

Over the summer of 2015 Foundation Street was nominated for the **M&S Community Energy Fund**. The £15,000 of funding would have brought a 10kWp solar PV unit to the centre. Public voting was open during August and September and saw Papworth top the standings for a long period of time. Unfortunately the campaign eventually finished in second place and the funding wasn't secured. With significant cuts to the feed in tariff soon after the voting period the project was not pursued using private funding sources.

Papworth Trust's Museum Street Centre and the Friends of Christchurch Park funded the installation of an **outdoor classroom at Christchurch Park**. The classroom is located within the traditional orchard situated on top of a natural hill and therefore overlooks the canopy of the wildlife reserve. This makes it an ideal location for spotting the remarkable wildlife that the park has to offer. It has been made in the most sustainable way possible using locally sourced materials (all from Suffolk) and is in the form of a Saxon round house to complement its surroundings. The building is going to be used as a canopy hide and wildlife recording hub by the wider community (especially schools, volunteers, local groups and members of the public). The project was one of three shortlisted for a Green Suffolk Award from a pool of over a hundred. Staff

members from the Museum Street centre were able to attend an award ceremony but again unfortunately on this occasion missed out on the final accolade. The completed classroom can be seen below.



Appendices

Appendix 1

Site	Electricity	Gas	Water	Waste	Printing	ESOS
17 Chamberlayne	✓	✓	✓		✓	
18 Chamberlayne	✓		✓			
Basildon	✓	✓	✓	✓	✓	
Bedford					✓	
Bernard Sunley Centre	✓		✓	✓	✓	✓
Brentwood					✓	
Cambridge Centre	✓	✓	✓	✓	✓	
Cavern 4	✓		✓			
Civic Drive					✓	
Corby	✓		✓		✓	
Courtyard Café	✓					
Elsenham	✓	✓	✓	✓	✓	
Foundation Street	✓	✓	✓	✓	✓	
Hawkshaw House					✓	
Hospital Road					✓	
Kerry Farm	✓		✓	✓	✓	
Kettering	✓		✓	✓	✓	
Kibworth / Leicester	✓			✓	✓	
Kirkley Centre					✓	
Long Brackland	✓	✓	✓		✓	
Milton Keynes	✓	✓	✓		✓	
Museum Street	✓	✓	✓	✓	✓	✓

OWL Café	✓	✓	✓	✓		✓
OWL Centre	✓		✓	✓	✓	✓
Peterborough	✓				✓	
Saxongate	✓	✓	✓	✓	✓	✓
Southend	✓				✓	
Upper Pendrill Court					✓	
Vange Place		✓				
Waltham Forest					✓	
Waveney Centre	✓	✓	✓	✓	✓	
Wellingborough					✓	
Wisbech					✓	
WSDRC	✓	✓	✓	✓	✓	✓