



WSP UK Limited

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# CARBON REDUCTION PLAN

PPN 06/21



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**TYPE OF DOCUMENT (VERSION) PUBLIC**

**PROJECT NO. PPN 06/21**

**TAKING ACCOUNT OF CARBON REDUCTION PLANS**

**THIS CARBON REDUCTION PLAN HAS BEEN WRITTEN IN ACCORDANCE WITH THE  
PPN 06/21 TAKING ACCOUNT OF CARBON REDUCTION PLANS IN THE  
PROCUREMENT OF MAJOR GOVERNMENT CONTRACTS**

**SUPPLIER NAME: WSP UK LIMITED**

**PUBLICATION DATE: MAY 2023**



WSP UK Limited

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# CARBON REDUCTION PLAN

PPN 06/21

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# QUALITY CONTROL

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Issue/revision	First issue	Revision 1	Revision 2	Revision 3
Remarks	Second Issue	Third Issue		
Date	20/01/2023	12/05/2023		
Prepared by	Charlotte Downes	Chloe Leatham		
Signature				
Checked by	Rachel Skinner	Charlotte Downes		
Signature				
Authorised by	Rachel Skinner	Rachel Skinner		
Signature				
Notes	WSP UK PPN 06/21	2022 carbon footprint data added		



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# 1 INTRODUCTION

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This Carbon Reduction Plan has been written in accordance with the PPN 06/21 Taking account of carbon reduction plans in the procurement of major government contracts.

## 1.1 COMMITMENT TO ACHIEVING NET ZERO

WSP UK limited is committed to achieving Net Zero emissions by 2040.

This is in line with the WSP Group's global commitment to net zero, supported by science-based greenhouse gas (GHG) emissions reduction targets. This commitment and interim targets have been approved by the Science Based Targets initiative (SBTi) under the Net Zero Standard.

## 2 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.

**Table 2-1 – Baseline**

<b>Baseline Year: 2018</b>		
<p>Our baseline emissions cover all scope 1, scope 2 and significant “upstream” scope 3 emissions where we have the data. Scope 3 emissions that cannot be reliably estimated are not currently included in our baseline year. Our baseline year is in line with our parent company, WSP Global.</p> <p>Our emissions have been re-baselined to account for several significant acquisitions since 2018. Our baseline and measurements include acquisitions completed up to January 2022 and when data is available further acquisitions will be included. WSP UKs carbon footprint and associated re-baselining activities relate only to acquisitions that materially affect the size of the UK business.</p>		
<b>EMISSIONS</b>	<b>Category and Description</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
<b>Scope 1</b>	Pool vehicles: 313 Offices: gas, oil and biomass: 648 Offices: Refrigerants: 6	967
<b>Scope 2</b>	Offices: electricity: market based: 1,525	1,525
<b>Scope 3 (Included Sources)</b>	Upstream transportation and distribution: Not Significant (consultancy) 5 Waste generated in operations: 24 6 Business Travel: 8,184 7 Employee Commuting: 6,453 7 Working from Home: 58 Downstream transportation and distribution: Not Significant (consultancy) <b>Additional Scope categories measured and reported:</b> 1 Purchased Goods and Services (Paper and Outsourced IT): 162 2 Capital Goods (Mobiles, PCs and Monitors): 581 3 Fuel and Energy not included in Scope 1 and 3: Electricity T&D losses: 186	15,648
<b>Total Emissions</b>		<b>18,140 tCO<sub>2</sub>e</b>

**Table 2-2 – Current Emissions Reporting**

<b>Reporting Year: 2022</b>		
<p>At the time of publication, this reporting period is more than 12 months from publication of this PPN. WSP UK reports carbon emissions for the previous calendar year in the following year. This report will be updated to reflect 2023 data once the information is available for sharing.</p>		
<b>EMISSIONS</b>	<b>Category and Description</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
<b>Scope 1</b>	Pool vehicles: 215 Offices: gas, oil and biomass: 436 Offices: Refrigerants: 5	656
<b>Scope 2</b>	Offices: electricity: market based: 603	603
<b>Scope 3 (Included Sources) Categories 1, 2, 3, 5, 6, 7</b>	4 Upstream transportation & distribution: Not Significant (consultancy) 0 5 Waste generated in operations: 5 6 Business Travel: 4,090 7 Employee Commuting: 2,406 7 Working from Home: 1,210 9 Downstream transportation & distribution: Not Significant (consultancy) 0 <b>Additional Scope 3 categories reported:</b> 1: Purchased Goods and Services (Paper and Outsourced IT): 5 2 Capital Goods (Mobiles, PC's and Monitors): 1,464 3 Fuel and Energy not included in Scope 1 and 3: Electricity T&D losses: 97	9,277
<b>Total Emissions</b>		<b>10,536 tCO<sub>2</sub>e</b>



### 3 EMISSIONS REDUCTION TARGETS

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

Our SBTi 1.5°C carbon reduction target from a 2018 baseline equates to 4.2% p.a., or 50% over 2018–2030.

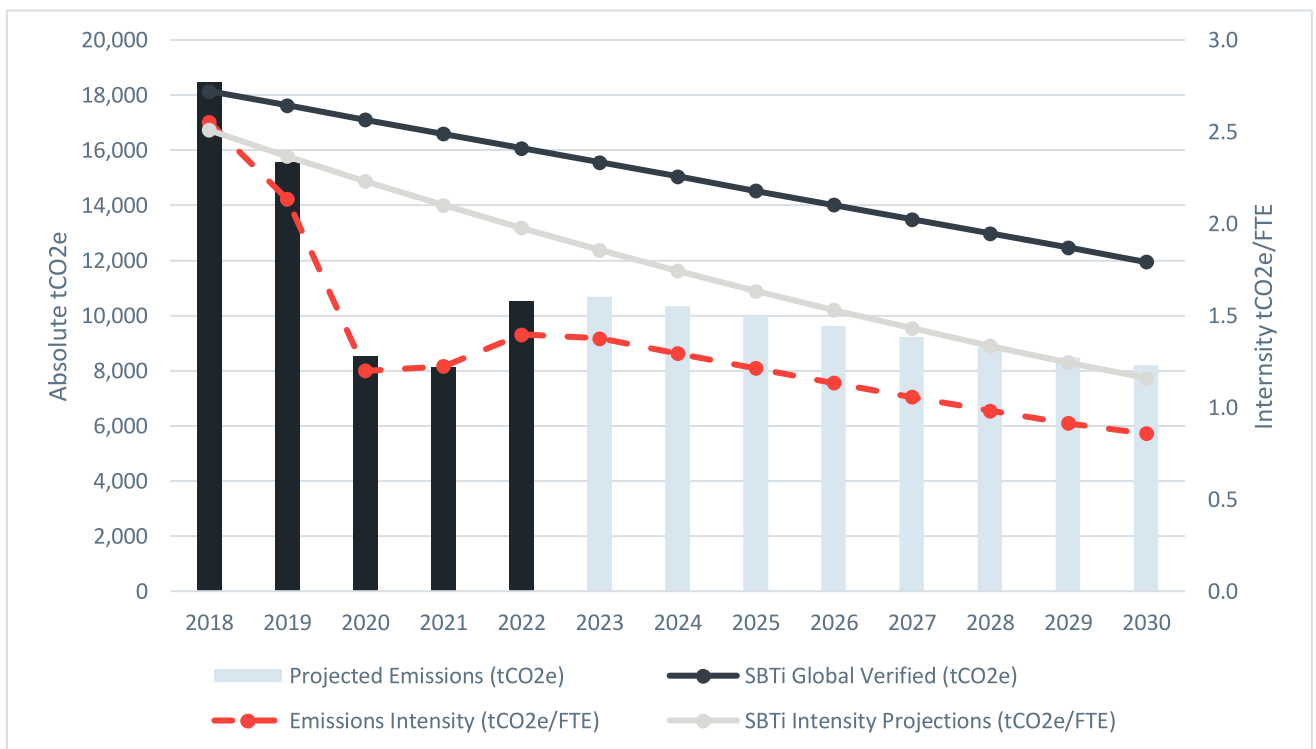
Our 2018 baseline emissions were 18,140 tCO<sub>2</sub>e. This implies absolute reduction targets of:

- 2025: 12,808 tCO<sub>2</sub>e; and
- 2030: 8,998 tCO<sub>2</sub>e.

We will maintain this robust methodology to secure the stated 50% reduction in absolute carbon emissions (tCO<sub>2</sub>e) to 2030 in parallel with our organic growth aspirations over the same time period (~3% per annum). In line with SBTi guidance at the time of writing, material acquisitions in future may require us to revisit our baseline position.

Progress against these targets can be seen in the graph below (Figure 3-1), assuming continued robust action to reduce emissions:

**Figure 3-1 - Emissions Projection, robust action**



### 3.1 CARBON REDUCTION PROJECTS

#### COMPLETED CARBON REDUCTION INITIATIVES

The following carbon management measures and projects have been completed or implemented since the 2018 baseline (18,140 tCO<sub>2</sub>e). The carbon emissions reductions achieved by these schemes equates to approximately 7,604 tCO<sub>2</sub>e, a 42% reduction against our 2018 baseline.

As expected, overall emissions are up in 2022 from 2021 due to a return to work ‘business-as-usual’ following covid.

Our carbon reduction strategy can be summarised as ‘use less’ and ‘go green’, which may be applied to each of our main sources of GHG emissions, as highlighted in the table 3-1 below.

For each of these strategic areas, a set of activities has been developed to drive carbon reductions.

**Table 3-1 – Summary of Carbon Reduction Strategy Intensity**

Emissions Source	Use Less	Go Green
Offices	Increase energy efficiency and reduce floor space per member of staff	Source low-carbon and zero-carbon electricity and gas
Business travel	Travel less with virtual MS Teams meetings where appropriate	Where long-distance domestic travel is necessary, encourage rail travel Use low-emissions vehicles
Commuting & Working From Home	Flexible working, reduce commuting distances and encourage staff to use less energy at home.	Locate new offices in city centres to encourage use of public transport, cycling and walking. Encourage green energy uptake at home
Purchased services (outsourced IT)	Review and minimise data storage requirements	Work with supplier to source low-carbon electricity
Materials (paper)	Discourage printing	Procure recycled paper

The main carbon-reduction initiatives that have already been implemented, are currently underway or have been identified but are yet to be planned, are presented in the table below where:

- CRE = Corporate Real Estate; and
- ESG = Environmental, Social, Governance

Additional initiatives are expected to be identified as the Plan progresses.

**Table 3-2 – Summary of current Carbon Reduction initiatives**

Emissions Source	Description	Impact	Owner	Date	Status
<b>Offices</b>	Undertake energy audits at larger sites and implement recommendations (kWh/m <sup>2</sup> )	Use less	CRE	2019	Ongoing
	Optimise floor space per member of staff (m <sup>2</sup> /FTE)	Use less	CRE	2018-2023	Ongoing
	Source low-carbon energy, where WSP own contract (gCO <sub>2</sub> e/kWh)	Go green	Procurement	2018	Complete <sup>1</sup>
	Implement ‘Green Leases’ and source low-carbon energy, where landlords own contract (gCO <sub>2</sub> e/kWh)	Go green	CRE	2019-2030	Ongoing
<b>Business travel</b>	Introduce carbon levy on domestic air travel and non-project international air travel	Use less	ESG	2018	Complete
	Where travel is necessary, encourage use of rail travel	Go green	ESG	2019	Complete
	Discourage road travel via a car mileage levy, including electric vehicle mileage	Use less	ESG	2021	Complete
	Introduce engine size limit for hire cars	Go green	ESG	2018	Complete
	Migrate to low-carbon pool vehicles	Go green	HR	2018-2030	Ongoing

<sup>1</sup> Where items are marked “Complete”, it means that the activity is now considered Business As Usual through published policy and everyday practice

	Migrate to low-carbon hire cars	Go green	Procurement	2018	Ongoing
	Locate new offices in city centres to encourage use of public transport	Go green	CRE	2018-2030	Complete
<b>Commuting</b>	Develop, publicise and update travel plans for all major offices	Use less	CRE	2020	Complete
	Introduce EV-charging points where facilities allow	Go green	CRE	2018-2030	Ongoing
	Locate new / relocating offices close to public transport and encourage cycling	Use less	CRE	2020	Complete
<b>Materials</b>	Increase proportion (%) of recycled paper	Go green	CRE	2018-2019	Complete
	Reduce the quantity of paper consumed (kg/FTE)	Use less	CRE	2018-2023	Ongoing
<b>Outsourced IT</b>	Work with service provider to use low-carbon electricity	Go green	Procurement	2020-25	Complete
<b>Capital goods</b>	Work with supplier to identify low embodied carbon models	Go green	Procurement	2020-25	Started
<b>Purchased Goods and Services</b>	Sustainable Procurement Programme	Go Green	Procurement	2020-2025	Ongoing
<b>Purchased Goods and Services</b>	From 2024 phase in CDP requirements for larger WSP suppliers.	Use less	Procurement	2024 – 2030	Ongoing

We continued to update and improve our Environmental Management System to go beyond the ISO 14001: 2015 standard and legal compliance. We recently reviewed and updated our environmental aspects registers to reflect the changing circumstances in our office portfolio and organisational structure.



## Green Lease

WSP developed a Sustainable Office Standard (SOS) – landlords and occupiers commit to work together to reduce environmental impact, for example through energy efficiency, waste reduction and green transport. To implement this into more of our leases, we need to work collaboratively with our landlords and leasing agents.

From this SOS document, a template was then created called the Green Lease Memorandum of Understanding (GL MoU) which we ask that our landlords sign up to. The goal is to get as many office locations covered by the MoU as possible.

## ESOS Phase II

As part of our compliance with the Energy Saving Opportunities Scheme (ESOS), energy audits were last conducted at our Basingstoke, Liverpool, Birmingham, Leeds and Bristol offices. Emissions from our transportation (including all WSP vehicles used for business travel, pool cars, vans and company vehicles) were also reviewed. This helps us make informed decisions for energy efficiency and identify opportunities for improvement. ESOS Phase III is currently underway and will be submitted to the Environment Agency in late 2023.

## Clients & Designs

WSP UK recognises the impact that our client services have on climate change. For these reasons, we set an additional target in 2020 to halve the carbon footprint associated with our designs and advice between 2020 and 2030. This is intended as a goal to cover the scope of work where we have the greatest ability to influence outcomes.

It requires us to make a substantial investment in skills, R&D, innovation and processes to equip every UK colleague to be carbon leaders. We have made significant progress towards our target which has included:

- Development and launch of our Carbon Management Process in our business systems giving our teams the guidance and tools to consistently apply carbon management to our projects with our clients
- Achievement of external PAS 2080:2016 accreditation, the global standard for carbon management in infrastructure, assuring our capacity and competence to apply requirements of the standard to infrastructure projects requiring carbon management.
- Launch of Climate Solutions Accelerator training, now freely available to all WSP UK colleagues on demand via our Learning Portal, in addition to bespoke training materials shared within teams and sectors
- Continuing development of a low-carbon product and materials bank for engineers to access, enabling them to specify low carbon solutions in their designs
- Benchmarking of the embodied carbon of our building structural engineering teams' designs and shared DAISY, our machine learning tool for optimising designs
- Commitment to Steel Zero to transition to net zero steel by 2050 – and engaged in updating design specifications.
- Commitment to Concrete Zero, pledging to specify net zero concrete by 2050 with interim targets for 2025 and 2030.



- New investment (from 2022) in a Net Zero Digital solution to accelerate our carbon estimation and data capture capabilities across all sectors

## Engagement and Communication

Our staff engagement initiatives have so far included:

- Creation and growth of our in-house Carbon Management Office along with governance structures to support measurement, innovation and training within our designs and advice and operational carbon
- Starting our cultural change programme, inspiring and empowering colleagues to talk confidently about net zero
- Office Environmental Champions in offices, leading environmental initiatives within offices including carbon reduction
- A 'Carbon Ideas Bank' is available on the company SharePoint which staff can use to submit carbon reduction ideas. Our ESG team formally review these to take the best ideas forward to further reduce our carbon footprint
- Host internal in person and virtual events to encourage discussions around our targets, raise awareness and provide staff with knowledge and information on how to reduce their carbon footprint

## Business Travel/Commuting

- The launch of the 'Travel Choices Hierarchy' on our Travel Planning Portal which provides guidance on the priority of using Teams instead of travelling on business and then taking the train where possible
- A £200 'carbon levy' on all domestic flights and all non-project international flights and a 10% car mileage levy (for all miles including electric, based on the HMRC published fuel rates) which helps fund the WSP Foundation and other carbon reduction initiatives
- We continue to estimate emissions associated with staff commuting and now working from home via a bi-annual global e-survey to all staff.

## Reporting

WSP Group provides an annual submission to the CDP (Carbon Disclosure Project) and received an A rating in 2022. WSP Group also reported against the TCFD framework (Taskforce for Climate-related Financial Disclosures) in 2022.

WSP UK responds to the mandatory regulations for reporting on energy and carbon, the SECR (Streamlined Energy and Carbon Reporting) framework, within our annual reporting cycle.

As part of our broader industry engagement, we helped to convene the Pledge to Net Zero encouraging others in the environmental sector to commit to a Science Based Target (see: <https://www.pledgetonetzero.org/>). There are currently over 150 organisations who are part of the pledge and this initiative is now recognised as part of the UN's Race to Zero campaign.



## Further Measures

In the future we intend to implement further measures such as:

- Actively promote our Climate Solutions Accelerator training course to all staff as part of a structured skills programme, increasing core climate action awareness and carbon literacy, empowering our people to speak up on carbon and wider sustainability issues
- Continue to build relationships with landlords on energy efficiency and support them in signing up to renewable energy contracts.
- Encourage lower carbon travel by updating our Travel Planning Portal, providing commuting information to and between offices, promoting alternatives to driving and incentives for lower-carbon travel
- Continue to analyse supply chains by measuring our suppliers' existing impact on our total scope 3 carbon footprint Purchased Goods and Services. Review and report new or more accurate actual data where available.
- Continue to embed, grow and track contractually binding carbon performance measures with our suppliers, developing relationships and making decisions that align with our carbon reduction and net zero goals



## 4 DECLARATION AND SIGN OFF

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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>2</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>3</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>4</sup>.

This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

**Signed on behalf of the Supplier:**

*Rachel Siv*

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Date: 22/05/2023 .....

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<sup>2</sup><https://ghgprotocol.org/corporate-standard>

<sup>3</sup><https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

<sup>4</sup><https://ghgprotocol.org/standards/scope-3-standard>





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