



Carbon Reduction Plan

HDR Consulting Limited [U.K.]

April 12, 2024



CARBON REDUCTION PLAN

Supplier name: HDR Consulting Limited [U.K.]

Publication date: April 12, 2024

This Carbon Reduction Plan (CRP) for HDR Consulting Limited [U.K] seeks to align with the requirements of the United Kingdom Procurement Policy Note 06/21 (UK PPN 06/21). This CRP includes HDR Consulting Limited [U.K] 's greenhouse gas footprint and commitment to work to reduce emissions outlined within the UK PPN 06/21 guidance, effective in 2023.

This document is updated annually. It is published on the external website used by HDR Consulting Limited [U.K] and is approved by Richard Whitaker.

Commitment to Achieving Net Zero

HDR Consulting Limited [U.K] is committed to striving to achieve Net Zero emissions by 2050. The Net Zero commitment seeks to align with 2023 UK PPN 06/21 requirements. Emissions included within the Net Zero commitment are listed in Table 1 and Table 2.

Baseline Emissions Footprint

HDR Consulting Limited [U.K] has not previously assessed or reported emissions in line with PPN 06/21. HDR Consulting Limited [U.K] will use the 2022 first reporting period as its baseline emissions.

Table 1. Baseline Year Emissions

Baseline year: 2022	
EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	0 tCO ₂ e, Not Applicable
Scope 2	157 tCO ₂ e
Scope 3 (Included Sources)	3,196 tCO ₂ e <ul style="list-style-type: none"> • Included <ul style="list-style-type: none"> ○ Category 6 – Business travel ○ Category 7 – Employee commuting • Not Included <ul style="list-style-type: none"> ○ Category 4 – Upstream transportation and distribution. No material emissions due to HDR’s business activities. ○ Category 5 – Waste generated in operations – HDR has not historically calculated these emissions. HDR will estimate a high-level related emission from 2023. HDR will begin calculating related emissions in 2024 based on office-specific data. ○ Category 9 – Downstream transportation and distribution. This category is not relevant to HDR’s business activities.
Total Emissions	3,353 tCO ₂ e

Additional Details:

- Methodology – Emissions were estimated in accordance with the GHG (Greenhouse Gas) Reporting Protocol Corporate Standard. The reporting boundary has been defined using the operational control approach.
- Actual invoice data and site consumption logs have been used for reporting where possible. For offices without heat and cooling meters, estimates have been made using CIBSE Guide F benchmarks.
- HDR Consulting Limited [U.K.] did not have Scope 1 emission sources in the baseline year.
- Scope 2 indirect GHG emissions relate to purchased electricity and energy for heating and cooling.

Additional Details continued.

- Scope 3 indirect GHG emissions related to vehicle mileage claims for business travel (rented vehicles and personal vehicles use reimbursement). The 2022 emission estimates for vehicle business travel rely on USEPA emission factors, to maintain consistency with the Directors’ Report, Strategic Report and Consolidated Financial Statements for the period ending 31 December 2022. Scope 3 indirect GHG emissions related to other forms of business travel use U.K. emissions factors and are estimated based on business travel expenses.
- Scope 3 indirect GHG Emissions related to employee commute are estimated based on responses to an annual employee commute survey.

Table 2. Current Emissions Reporting

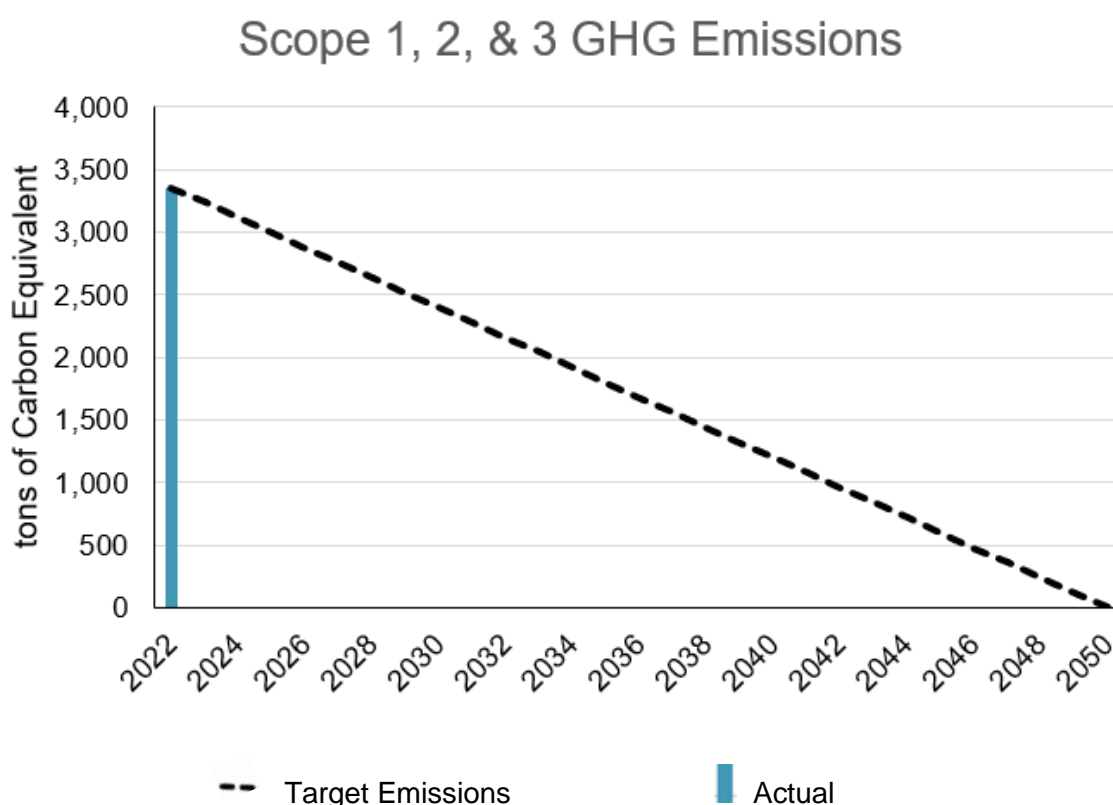
Reporting Year: 2022	
EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	0 tCO ₂ e, Not Applicable
Scope 2	157 tCO ₂ e
Scope 3 (Included Sources)	<p>3,196 tCO₂e</p> <ul style="list-style-type: none"> • Included <ul style="list-style-type: none"> ○ Category 6 – Business travel ○ Category 7 – Employee commuting • Not Included <ul style="list-style-type: none"> ○ Category 4 – Upstream transportation and distribution. No material emissions due to HDR's business activities. ○ Category 5 – Waste generated in operations – HDR has not historically calculated these emissions. HDR will begin calculating related emissions in 2024. <p>Category 9 – Downstream transportation and distribution. This category is not relevant to HDR's business activities.</p>
Total Emissions	3,353 tCO ₂ e
Additional Details	
<ul style="list-style-type: none"> • See details provided in Table 1. 	

Emissions Reduction Targets

To continue our progress toward achieving Net Zero, we have adopted the following carbon reduction target. Baseline emissions were calculated as described in Table 1. Baseline emissions and projected reductions may be amended, as provided by the GHG Protocol, as improved information becomes available.

Progress against the target will be seen in annual updates to the graph below.

Figure 1. Carbon Reduction: Projected vs. Actual



Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented between January 1, 2022, and December 31, 2022.

- Increased frequency of collecting energy, carbon and environmental data.
- Implemented a centralized GHG accounting process to support improved data and reporting quality.
- Improved procedures that allowed us to better track and influence performance throughout each year. In line with our Environmental Management System (aligned with ISO 14001:2015), we are targeting continual improvement each year.

- Optimization of HVAC performance in offices in London (via the landlord’s engineering team) and Glasgow (via training for staff regarding controls and settings).

2024 Carbon Reduction Initiatives

In 2024, HDR plans to implement the following carbon reduction measures. Beyond 2024, HDR will prioritize carbon reduction on its path toward Net-zero carbon. An element of HDR’s approach to meeting the commitment will be to purchase carbon offsets after reduction efforts to help achieve carbon reductions.

Table 3. 2024 Carbon Reduction Initiatives

Impacted Emissions Scope	Initiative
Governance	
	Integrate a GHG working group into the UK ISO 14001 Environmental Management System.
	Engage Sustainability Stewards Program (SSP) to support professional engagement and training. SSP supports environmental sustainability integration into local operations and engage local communities through volunteer efforts.
Scope 2 Emissions	
Reduce	Conduct energy efficiency and carbon assessments at each UK office.
	Establish an action plan to reduce energy consumption and carbon emissions.
	Implement energy efficiency measures for office refurbishments.
Mitigate	Procure green energy to satisfy a portion of offices’ energy needs.
	Improve office-specific energy data collection and management.
Scope 3 Emissions	
Category – Business Travel Reduce	Implement a new travel tool that provides GHG information in support of sustainable travel choices.
Category – Business Travel Reduce	Support professionals’ effective use of digital communication tools and prioritize sustainable modes of travel when travel is needed.
Category – Waste Governance	Implement measures to calculate emissions associated with waste.
Comments	
	HDR does not have leased or owned vehicles in the UK.
	HDR Consulting Limited [U.K.] did not have Scope 1 emission sources in the baseline year. For example, it does not own real estate, nor does it have a fleet.

Declaration and Sign Off

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 standard¹ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting².

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) Standard³ (2022 version).

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

SIGNED ON BEHALF OF HDR CONSULTING LIMITED [U.K.]:

Name:



Date:

3rd April 2024

Richard Whitaker
Managing Director

HDR Consulting Limited [U.K.]

¹<https://ghgprotocol.org/corporate-standard>

²<https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

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