



# Carbon Reduction Plan

HDR Consulting Limited [U.K.]

May 19, 2025



# CARBON REDUCTION PLAN

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

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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 of this report.

# 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 current strategies to reduce emissions. Baseline emissions are the reference point against which emissions reduction can be measured.

HDR Consulting Limited [U.K] will use the 2022 calendar year period as its baseline emissions.

**Table 1. Baseline Year (2022) Emissions**

Baseline year: 2022	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	0 tCO <sub>2</sub> e, Not Applicable
Scope 2 (Location Based)	157 tCO <sub>2</sub> e
Scope 2 (Market Based)	93 tCO <sub>2</sub> e
Scope 3 (Included Sources)	3,116 tCO <sub>2</sub> e <ul style="list-style-type: none"> <li>Included               <ul style="list-style-type: none"> <li>Category 6 – Business travel</li> <li>Category 7 – Employee commuting</li> </ul> </li> <li>Not Included               <ul style="list-style-type: none"> <li>Category 4 – Upstream transportation and distribution. No material emissions due to HDR's business activities.</li> <li>Category 5 – Waste generated in operations – HDR has not historically calculated these emissions. These are seen as de minimus, however work has begun to collect the required data to include these in future years. No material emissions due to HDR's business activities.</li> <li>Category 9 – Downstream transportation and distribution. This category is not relevant to HDR's business activities.</li> </ul> </li> </ul>
<b>Total Emissions (Location-based Scope 2)</b>	<b>3,273 tCO<sub>2</sub>e</b>
<b>Total Emissions (Market-based Scope 2)</b>	<b>3,209 tCO<sub>2</sub>e</b>

**Additional Details:**

- Methodology – Emissions were estimated in accordance with the Greenhouse Gas (GHG) Reporting Protocol Corporate Standard. HDR's reporting boundary has been defined using the operational control approach. All emissions are estimated using appropriate Government emission conversion factors for GHG company reporting. The data used in the baseline was as accurate as the sources allowed at the time and follows the GHG Protocol Standard for approved calculation methodologies.
- Scope 1 - HDR Consulting Limited [U.K.] does not have Scope 1 emissions.
- Scope 2 indirect GHG emissions relate to purchased electricity and energy for office heating and cooling.
  - Actual invoice data and site consumption logs have been used for reporting where possible.
  - For offices without energy (electricity, natural gas) meters, estimates have been made using CIBSE Guide F benchmarks.

- Scope 2 (Market-based) emissions reflect green tariffs that supply several HDR offices, as well as the purchase of Renewable Energy Guarantees of Origin (REGOs) for offices that are not supplied by green tariffs. Scope 2 (Market-based) emissions were updated for historical emissions (2022-2023), as well.
- Scope 3 indirect GHG emissions related category 6 & 7 emissions only.
  - Category 6 - Business travel emissions and are estimated based on business travel expenses and mileage claims for business travel. The data was updated to reflect the use of UK Government emission factors rather than the previously used USEPA emission factors. This was done so that UK emissions are historically consistent.
  - Category 7 - Employee commuting emissions are estimated based on responses to an annual employee commute survey.

**Table 2. Current Emissions Reporting**

Reporting Year: 2024	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	0 tCO <sub>2</sub> e, Not Applicable
Scope 2 (Location based)	199 tCO <sub>2</sub> e
Scope 2 (Market based)	89 tCO <sub>2</sub> e
Scope 3 (Included Sources)	3,246 tCO <sub>2</sub> e <ul style="list-style-type: none"> <li>• Included               <ul style="list-style-type: none"> <li>○ Category 6 – Business travel</li> <li>○ Category 7 – Employee commuting</li> </ul> </li> <li>• Not Included               <ul style="list-style-type: none"> <li>○ Category 4 – Upstream transportation and distribution. No material emissions due to HDR's business activities.</li> <li>○ Category 5 – Waste generated in operations. No material emissions due to HDR's business activities.</li> <li>○ Category 9 – Downstream transportation and distribution. This category is not relevant to HDR's business activities.</li> </ul> </li> </ul>
<b>Total Emissions (Location-based Scope 2)</b>	<b>3,445 tCO<sub>2</sub>e</b>
<b>Total Emissions (Market-based Scope 2)</b>	<b>3,335 tCO<sub>2</sub>e</b>
Purchased Offsets	355 tCO <sub>2</sub> e purchased in the avoided emissions category
<b>Total Emissions (market-based)</b>	<b>2,980tCO<sub>2</sub>e</b>

**Additional Details:**

These emissions were compiled with the best data reasonably available at the time of publication of the report.

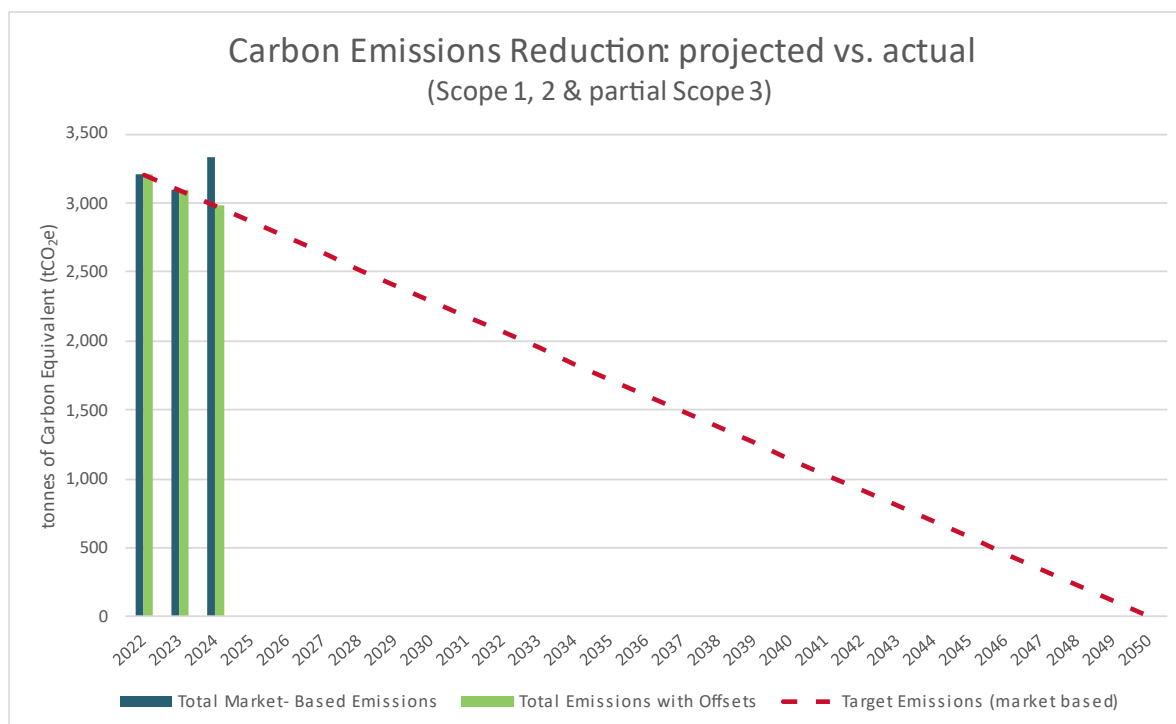
- See additional details for baseline year. Scope 2 (Market based) emissions relate to purchased heat for leased offices (electricity is covered by REGOs).
- These emissions were compiled with the best data reasonably available at the time of publication of the report.

# 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, and as improved information becomes available.

Progress against the target can be seen in the graph below which is updated annually.



**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 since the 2022 baseline. While HDR has implemented carbon reduction measures since 2022, its operational size has increased, impacting our reportable emissions.<sup>1</sup>

Carbon reduction initiatives include:

- Improved centralized GHG accounting with increased frequency of data collection for improved data and reporting quality.
- Continually improving procedures for tracking and influencing performance within the Environmental Management System (ISO 14001:2015).
- Developing HDR Sustainability Stewards Program (SSP) teams supporting environmental stewardship, professional development and community involvement.
- Conducted energy efficiency and carbon assessments at UK offices under ESOS. Which has helped develop a high-level action plan to reduce energy consumption and support Net-Zero goals.
- Integrated energy efficiency measures in office refurbishments and optimized HVAC performance.
- Achieved 100% renewable electricity in 2024 through the procurement of green tariffs and REGOs.
- Launched a new travel tool supporting informed, sustainable travel choices.
- Purchased offsets for 2023/2024 reporting years to help achieve our targets.

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<sup>1</sup> HDR Consulting Limited [U.K.] did not have Scope 1 emission sources in 2022 - 2024. For example, it does not own real estate, nor does it have a fleet.

## 2025 Carbon Reduction Initiatives

In 2025, HDR plans to implement the following carbon reduction measures:

- Continue to integrate GHG initiatives into the UK ISO 14001 Environmental Management System.
- Continue to encourage sustainable practices among employees through supporting professional engagement and training.
- Continued support and engagement with the volunteer Sustainability Stewards Program (SSP) group which supports environmental sustainability integration into local operations and engages local communities.
- Continue to implement energy efficiency measures during office refurbishments.
- Continue to produce green energy to satisfy a portion of offices' energy needs.
- Continue to review and improve energy monitoring and management processes.
- Continue to work to improve data accuracy of business travel emissions and promoting low-carbon travel choices<sup>2</sup>.
- Raise awareness to employees on how to select the most appropriate travel and communication methods.
- Host sessions on circular economy practices to raise awareness and help minimise waste.

Beyond 2025, HDR will continue to prioritise initiatives to reduce carbon on our path toward Net Zero carbon, while working to achieving our strategic business objectives. A secondary element of HDR's approach to meeting this commitment will be to purchase carbon offsets, through accredited schemes, to cover emissions after reduction efforts are taken into account to help achieve carbon reduction targets.

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<sup>2</sup> HDR does not have leased or owned vehicles in the UK.

# 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 standard<sup>3</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>4</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>5</sup> (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: 19/05/2025

Richard Whitaker  
Managing Director

HDR Consulting Limited [U.K.]

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<sup>3</sup><https://ghgprotocol.org/corporate-standard>

<sup>4</sup><https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

<sup>5</sup><https://ghgprotocol.org/standards/scope-3-standard>