Carbon Reduction Plan

Supplier name: Wessex Archaeology
Company Registration Number: 01712772
Published date: October 2024

Commitment to achieving Net Zero

Wessex Archaeology is committed to achieving Net Zero emissions by 2035.

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. We have chosen our baseline year for the emissions measured as 1st April 2022 to 31st March 2023.

Baseline Year: 2022 - 2023	
Scope 1, scope 2 and emissions from a subset of scope 3 (fuel- and energy-related activities, upstream transportation and distribution, operational waste, business travel, employee commuting, upstream leased assets and downstream transportation) have been included in this measurement. Emissions were measured using the financial control approach. **Purchased goods and services and capital goods emissions have not been included in this measurement.**	
Emissions	**Total (tCO_2e)**
Scope 1	306.9
Scope 2*	Market-based: 9.3 Location-based: 37.9
Partial Scope 3	973.7
Total Emissions	**Market-based:** 1,289.9 **Location-based:** 1,318.6

Carbon Intensity Metrics	Carbon Intensity
Tonnes of CO2e per FTE	3.5
Kilograms of CO2e per £1 of Revenue	0.057

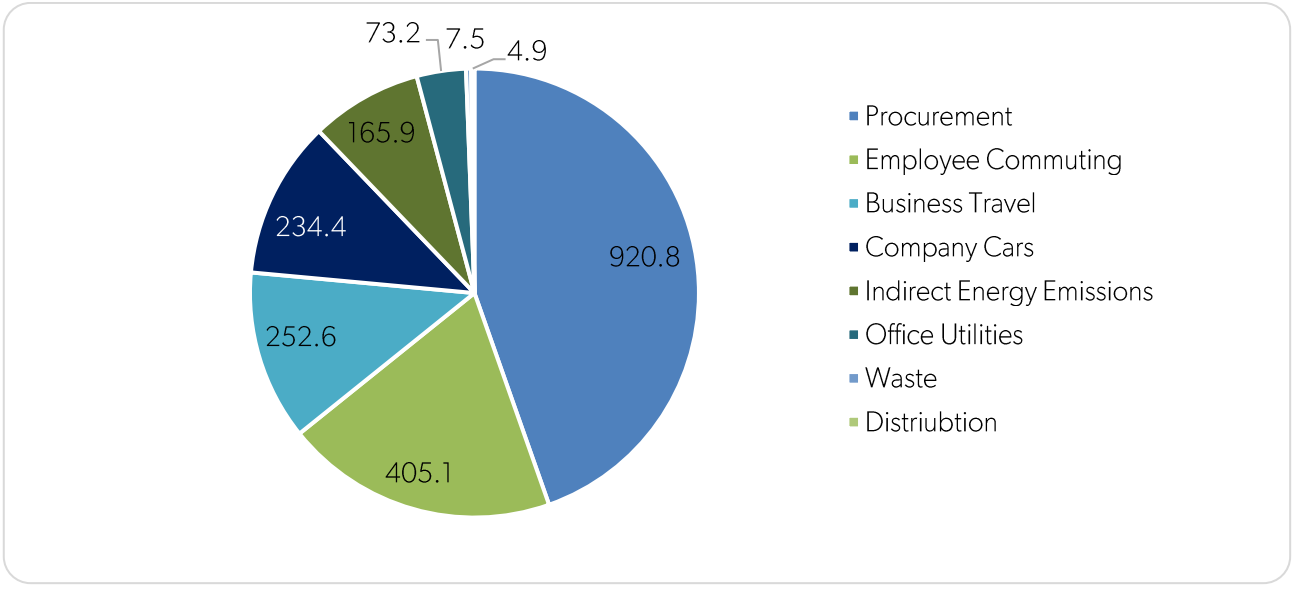
**Purchased electricity can be measured in two ways. A location-based method reflects the average emissions intensity of grids on which energy consumption occurs (using mostly grid-average emission factor data). A market-based method reflects emissions from the electricity that companies have purposefully chosen (or their lack of choice). A market-based method therefore takes into account the purchase of electricity via a verified renewable energy tariff. We have chosen to set targets based on both methodologies.*

Current Emissions Reporting

Current Year: 2023 - 2024	
All scope 1, scope 2, and both upstream and downstream scope 3 emissions have been included in this measurement. Emissions were measured using the financial control approach.	
Emissions	**Total (tCO_2e)**
Scope 1	269.6
Scope 2*	Market-based: 10.8 Location-based: 54.2
Full Scope 3	1,783.9
Total Emissions	**Market-based:** 2,064.3 **Location-based:** 2,107.7

Carbon Intensity Metrics	Carbon Intensity
Tonnes of CO2e per FTE	5.5
Kilograms of CO2e per £1 of Revenue	0.091

Carbon emissions breakdown



Emissions reduction targets

Wessex Archaeology is committed to achieving Net Zero by 2035.

To achieve Net Zero we will need to reduce our absolute emissions by 90% from our baseline year and offset any residual emissions. To track our progress towards our long-term Net Zero target, we have also set some near-term targets to 2030.

Our near-term targets:

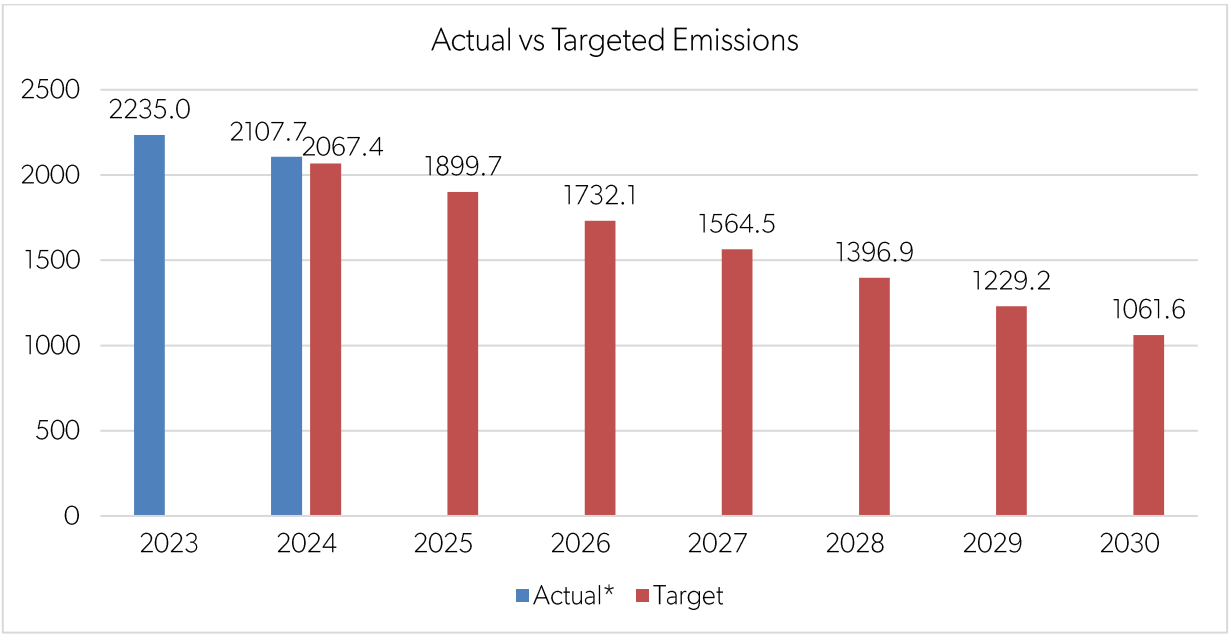
- To reduce scope 1 emissions by 52.5% by 2030.
- To reduce location-based scope 2 emissions by 52.5% by 2030.
- To reduce market-based scope 2 emissions by 100% by 2030.
- To reduce scope 3 emissions by 52.5% by 2030.

Our long-term targets:

- Reduce our total location-based emissions (scope 1, 2 and 3) by at least 90% by 2035.
- Neutralise any residual emissions using verified carbon offsets.

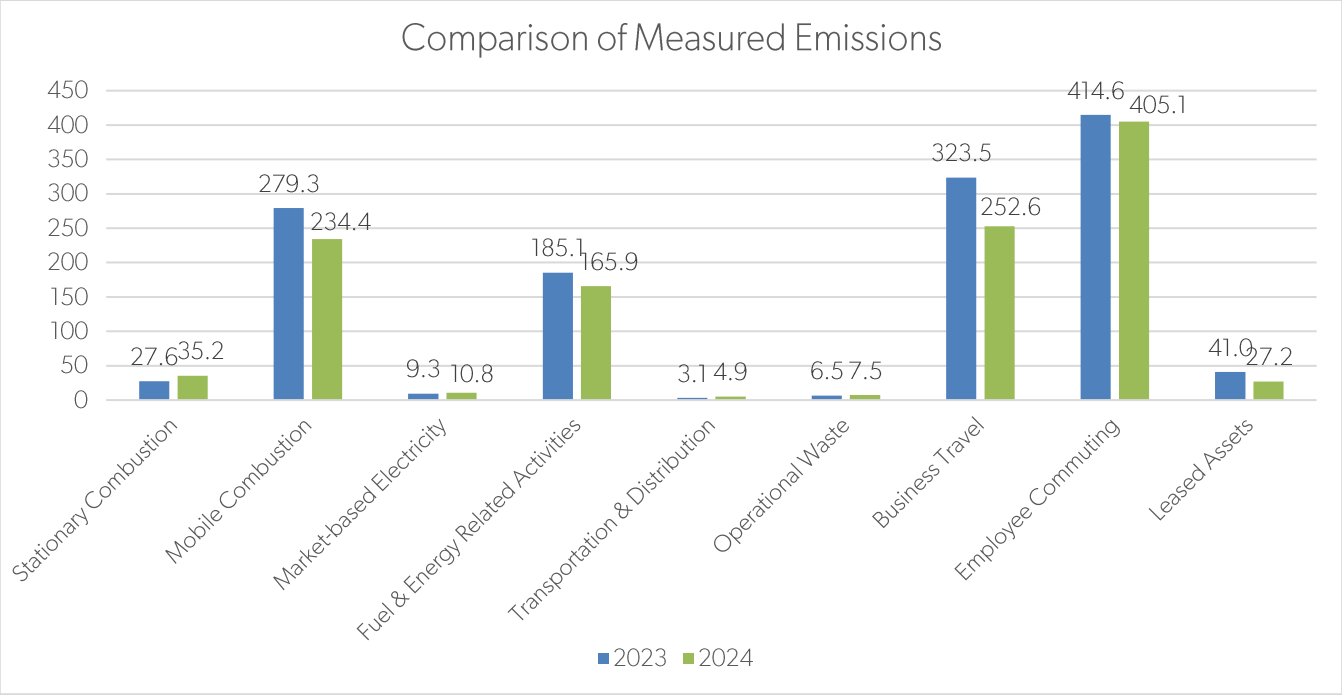
To achieve our scope 1, location-based scope 2, and scope 3 reduction targets, we are aiming to reduce emissions in each scope by 8% each year. Between our baseline year and year 2 (our most recent reporting year), we reduced our total emissions by 6%, including a scope 1 reduction of 12%, a location-based scope 2 increase of 43% and a scope 3 reduction of 6% (based on an estimate of full scope 3 emissions for 2023).

Progress against these targets can be seen in the graph below:



*Including estimated Purchased Goods and Services and Capital Goods figures for 2023.

Comparison of Emissions by Category



Our most notable increase in emissions resulted from our increase in gas and electricity use. We observed decreases in the majority of categories measured in both years, seeing a significant decrease in our company car, business travel, commuting and upstream leased asset emissions.

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

Wessex Archaeology has implemented the below carbon reduction initiatives during or since its first reporting year.

Activity	Completion Year	Scope
Measure the carbon impacts of business activities each year and use results to inform annual Carbon Reduction Plans.	2022	1, 2 & 3
Implement a flexible working policy so that staff can work from home when able, reducing transport and utility emissions.	2022	1, 2 & 3
Publish a Responsible Procurement Policy to communicate the organisation's commitment to supply chain decarbonisation and allow staff responsible for procuring goods to factor sustainability into decisions.	2023	3
Conduct an energy audit on the head office building to determine possible renewable energy solutions and potential building upgrades that would reduce the use of gas and electricity at the site.	2023	1 & 2

Behavioural Change Initiative. Wessex Archaeology has access to WorkRite, an online training platform with an environmental module that can be accessed by all staff. The module covers areas of action where staff can have an individual impact on the carbon footprint of Wessex Archaeology, such as waste, energy use, business travel and commuting. So far, 378 staff members have completed the module as part of the initiative. All staff are also encouraged to use resources available to them from the Supply Chain Sustainability School.	2023	1, 2 & 3
Introduce a Cycle-to-work and EV Salary Sacrifice Scheme to support staff members in reducing the carbon emissions of their commute and business travel.	2023	3
Install LED lighting at all sites where we have the ability to make building upgrades.	2024	2
Begin the process of switching to renewable energy tariffs both for sites where we pay for utilities directly and those where we do not.	2024	2
Agree on new lease terms with our Bristol landlord that include the installation of EV charging facilities, solar panels, and the removal of the gas heating system.	2024	1, 2 & 3
Trial the use of electric 4x4s and cars with staff members who typically use our fleet vehicles.	2024	1

Future Carbon Reduction Plans

Wessex Archaeology will now focus on the below carbon reduction actions, some of these are already in progress but require continued effort.

Activity No.	Activity	Target Date	Category
1	Update our approved supplier process to include sustainability credential considerations.	2025	Purchased Goods and Services
2	Share some information with suppliers regarding Wessex Archaeology's own reduction targets, and what this will mean for them in terms of reporting and reduction.	2025	Purchased Goods and Services
3	Begin to use available emissions data from the largest suppliers in next year's footprint. Collect this using a survey a few months prior to the end of the measurement period.	2025	Purchased Goods and Services
4	Switch one ICE van to an electric alternative.	2025	Mobile Combustion
5	Build on our current driver efficiency training to increase fuel efficiency.	2025	Mobile Combustion

6	Maintain an asset list that can support Capital Goods calculations. Many IT manufacturers provide Product Carbon Footprint Reports which can be used to calculate emissions instead of spend. The manufacturer, make, model, cost and date of purchase should be included in the list. The list should be kept for all capital goods and not just IT (although IT is mainly where PCF data will be available for the time being).	2025	Capital Goods
7	Make the WorkRite sustainability training module and elements of the Supply Chain Sustainability School learning content mandatory for all staff as part of the onboarding process.	2025	All scopes and categories
8	Add sustainability KPIs to each role and include these as items for discussion during 1-2-1s and other performance-related reviews.	2025	All scopes and categories
9	Work to increase the response rate of next year's commuting survey, only 39% of employees responded to the survey in the most recent reporting year.	2025	Commuting & WFH
10	Consider ways in which high-quality business travel data can be collected throughout the year. The majority of data is being submitted as spend, but to improve the accuracy of results, we will aim to increase the % of activity data submitted each year (activity data includes distances for transport and number of nights for hotels).	2025	Business Travel

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[1] and uses the appropriate Government emission conversion factors for greenhouse gas company reporting[2].

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[3].

This Carbon Management Plan has been reviewed and approved by the Wessex Archaeology Executive Team.

Signed on behalf of Wessex Archaeology:

Jayne Lomax

Name: J Lomax
Position: Director of Sustainability & Carbon
Date: 01/11/24

1. https://ghgprotocol.org/corporate-standard
2. https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting
3. https://ghgprotocol.org/corporate-value-chain-scope-3-standard