Carbon Reduction Plan

Supplier name: Wessex Archaeology
Company Registration Number: 01712772
Published date: October 2025

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

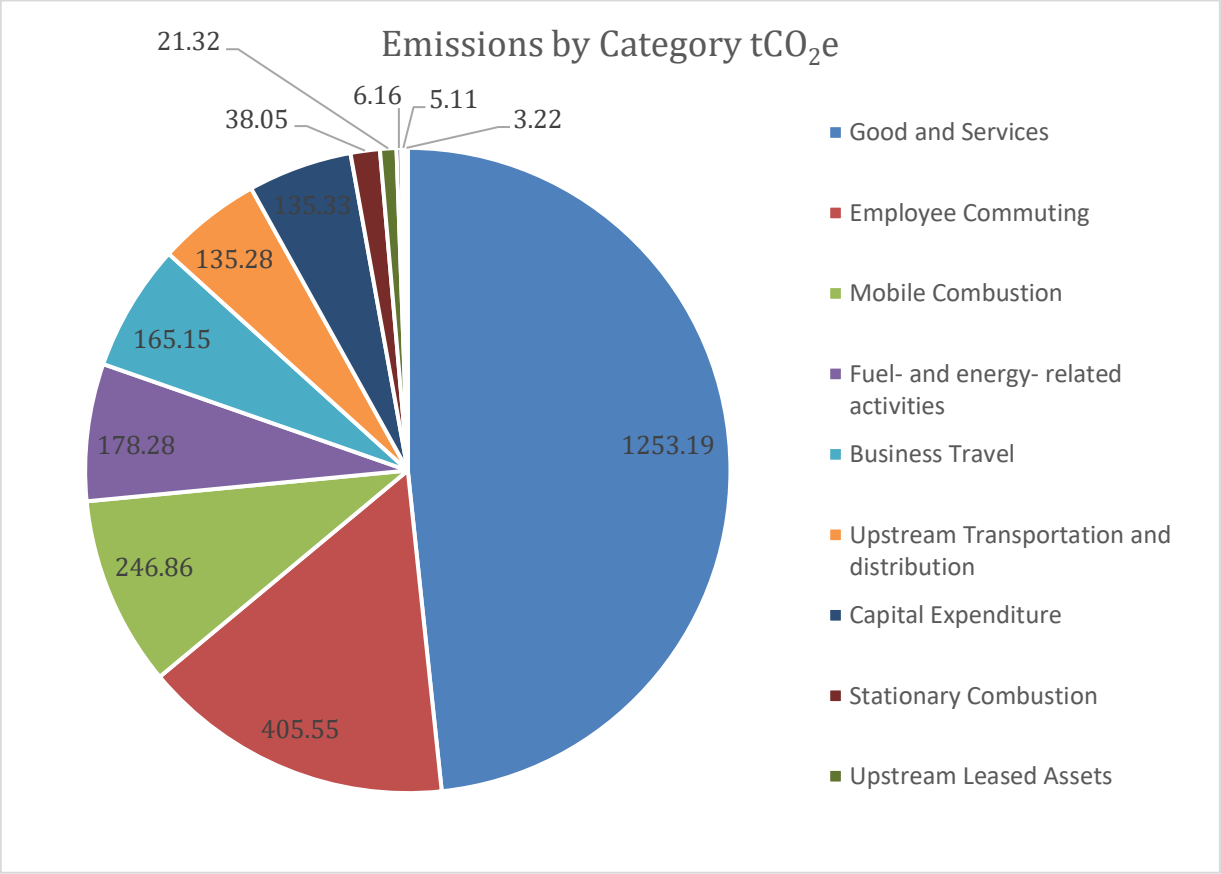
**Purchased electricity can be measured in two ways. A location-based method reflects the average emissions intensity of grids on which energy consumption occurs (using mostly grid-average emission factor data). A market-based method reflects emissions from the electricity that companies have purposefully 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: 2024- 2025	
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. In scope 3 the following categories have been included: Procurement, Employee Commuting, Business Travel, Waste,	
Emissions	**Total (tCO_2e)**
Scope 1	291.1
Scope 2*	Market-based: 5.1 Location-based: 61.8
Full Scope 3	2,297.3
Total Emissions	**Market-based:** 2,650.2 **Location-based:** 2,593.5

Carbon Intensity Metrics	**Carbon Intensity**
Tonnes of CO2e per FTE	7.1
Tonnes of CO2e per £1 of Revenue	103.8

Carbon Emissions Breakdown



Of the measured categories, Goods and Services accounts for the largest share of emissions, with a total of 1253.19. tCO_2e. This category includes emissions from a variety of physical goods and services required to run our businesses, such as office space management, insurance, pension Contributions and employee training. The second largest emissions source is Commuting, which includes homeworking emissions as well as emissions associated with employees' travel from their homes to the different sites, which contributes 405.55 tCO_2e. The third largest category is Mobile Combustion, and this includes the fuel from company vehicles.

*Indirect energy emissions (GHG category; Fuel- and Energy-Related Activities) are those that occur upstream of energy use. In the other energy use categories e.g. business travel and employee commuting, we are accounting for the generation of electricity used or the combustion of fuels used. But these calculations do not consider the other emissions that occur e.g. the generation emissions of electricity lost in the transmission and distribution system or the well-to-tank (extraction, processing and transportation) emissions of fuels. To ensure we are measuring our full impacts, we have included these emissions for all scope 1, scope 2 (mandatory) and upstream scope 3 (optional) energy use activities.

Measurement Results		
By Scope	tonnes	% of total
Scope 1	291.1	11
Scope 2 (*Location-based*)	61.8	-
Scope 2 (*Market-based*)	5.1	0
Scope 3	2297.3	89
By Source		
Direct	291.1	11
Upstream	2,302.4	89
Downstream	0.0	0
By Category		
Office Utilities	70.6	3
Company Cars	246.9	10
Business Travel	165.1	6
Employee Commuting	405.6	16
Procurement	1388.5	54
Distribution	135.3	5
Waste	3.2	0
Indirect Energy Emissions	178.3	7
Total		
Location-based	2650.2	
Market-based	2593.5	

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.

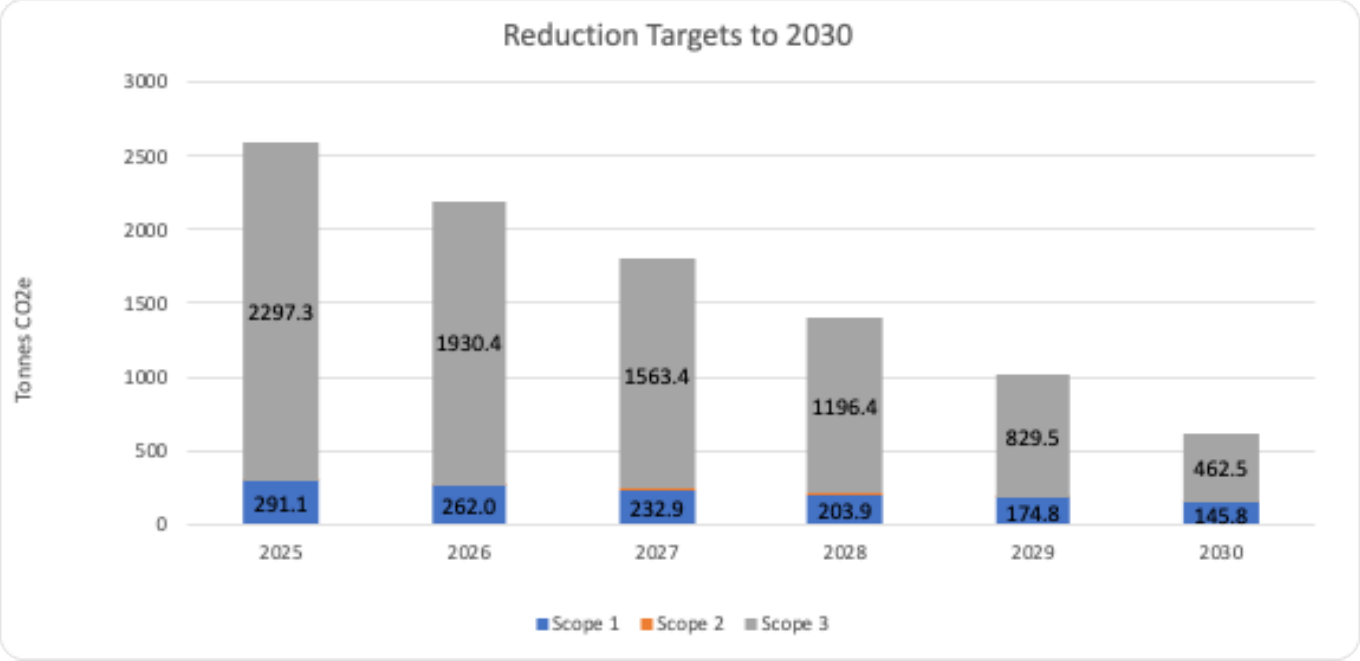
Our near-term targets:

- 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.

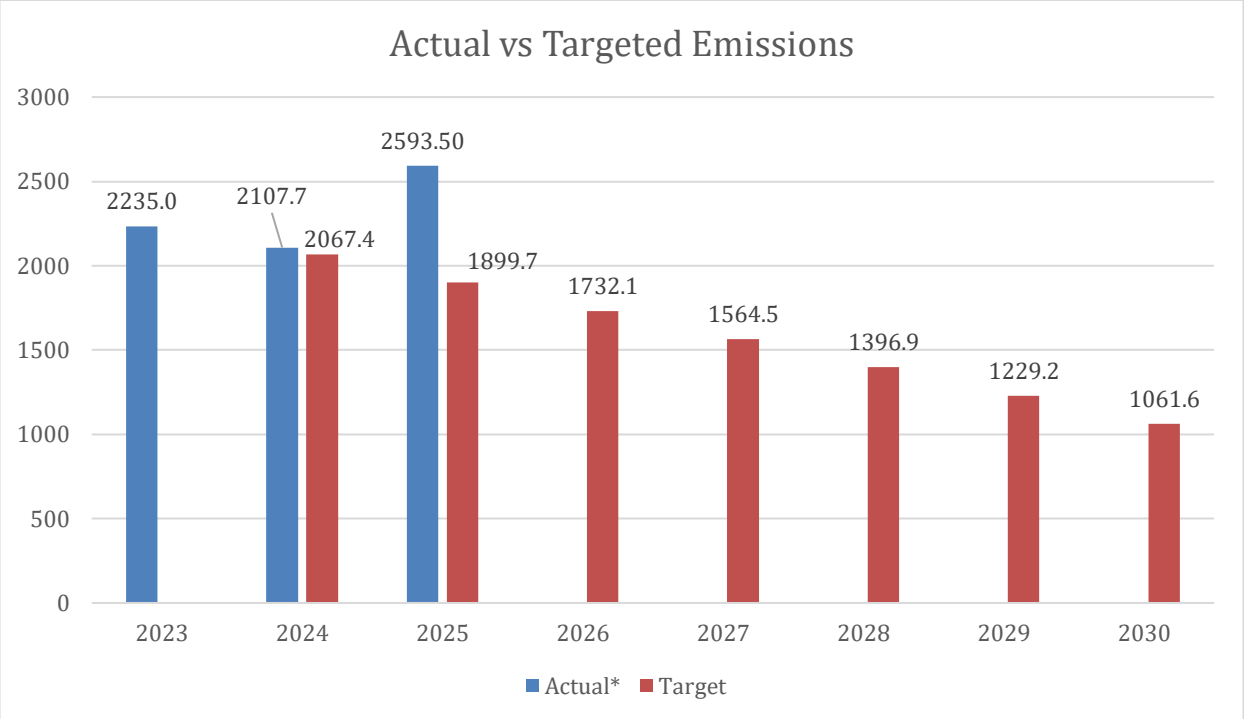
To achieve our scope 1, Market- Based scope 2, and scope 3 reduction targets, we are aiming to reduce emissions by 9% for scope 1, 2.7% for scope 2 market based and 15.9% for scope 3 each year. This is an annual reduction of 29 tonnes of C02e for scope 1, 0.14 tonnes for Market-Based scope 2 and 366 tonnes for scope 3.



Progress from baseline

Emissions	Total Carbon Footprint (tonnes CO_2e)			% Change from baseline
	Baseline year: 2022-2023	2023-2024	Current year: 2024-2025	
Scope 1	306.9	269.6	291.1	**-5.2%**
Scope 2	9.3	10.8	5.1	**-45.2%**
Scope 3	973.7 (Goods and services not measured)	1783.9	2,297.3	**+135.9%**
Total emissions	**1289.9**	2064.3	2,650.2	**+105.5%**

Target Versus Actual 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
All staff have completed the Work Rite sustainability training module and elements of the Supply Chain Sustainability School learning content mandatory for all staff as part of the onboarding process.	2025	1,2 and 3
Updated our approved supplier process to include sustainability credential considerations. There is a new onboarding process for suppliers where they have to include their sustainability credentials.	2025	3
In April, the organisation transitioned one internal combustion engine (ICE) van to an electric alternative and decommissioned five diesel vans and one electric vehicle as part of its ongoing fleet optimisation and carbon reduction efforts.	2025	2
Moving offices for two sites, both these sites there will be no gas, and they are both managed sites on 100% renewable energy tariff. This will reduce the scope 1 emissions for the next measurement.	2025	1 and 2
Wessex Archaeology have offset 32 tCO_2e from air travel through Goodwings, demonstrating their commitment to accountable travel practices and continuous carbon reduction.	2025	3

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	We will ensure that all our sites have switched to 100% renewable energy tariffs by 2027.	2026	Market based Electricity
2	Although we have increased the number of sites that have switched to 100% renewable energy tariffs which has decreased our marked based scope 2 emissions there is still 61.8 tonnes of co2e from our location-based scope 2 emissions. We will conduct a site energy efficiency audit with the aim of further minimising our consumption of energy where possible. We will do this using either an external consultant or ourselves using a tool such as Business Energy Scotland's energy audit checklist.	2026	Location based Electricity
3	There are opportunities to reduce market and location-based emissions across all sites. We will implement behaviour change initiatives within the workplace for reduction of emissions, including clear messaging for turning off lights, monitors, computers, and other electrical appliances where appropriate. We will assign roles and responsibilities to sustainability leads upon allocation of roles within the committee.	2026	Market-based and Location based Electricity
4	We will check the feasibility of installing an EV charging point at one or two of the main site locations. We will also ensure that we track fuel consumption (for cars and other combustion engine machinery e.g. forklifts) across the year.	2026	Purchased Goods and Services
5	Review our current Procurement Policy to ensure it clearly states our Sustainability Goals. The updated policy should reflect how environmental and social considerations are embedded within procurement decisions, aligning with corporate sustainability goals and relevant government frameworks (such as PPN 006).	2025	Purchased Goods and Services
6	We will review our current procurement and supply chain management processes and consider how best we can ensure new suppliers are aligned with our sustainability goals going forward. We will have two goals, one being to be able to assess the sustainability credentials of prospective suppliers, and the other to be able to collect data from suppliers on an annual basis in an effective way. We will look to step into our current processes that will allow us to do this. We will start by compiling	2025	Mobile Combustion

	a database of our suppliers and using this year's supplier survey information build on this to.		
7	We will host an information session for key suppliers to 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. In this information session we will also outline the key information required from suppliers when they fill out the survey.	2026	Procurement
8	Wessex Archaeology will aim to send out the Supplier Survey to their top spend suppliers and ensure they have enough time to complete the Survey.	2025	Procurement
9	Continue to collect high quality data and plan ahead to 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).	2026	Business Travel
10	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).	2026	Capital Goods
11	Explore schemes and incentives that are available in each site location and begin to introduce sustainable staff benefits that will support staff to lower their emissions and encourage them to use them. Wessex Archaeology already have an EV salary sacrifice and cycle to work scheme, they could also look into preferential mileage reimbursement rates, subsidised public transport tickets, etc and information for employees around home renewable energy tariffs.	2026	Employee Home working and Business Travel
12	Add sustainability KPIs to each role and include these as items for discussion during 1-2-1s and other performance-related reviews.	2026	All scopes and categories
13	Key staff have already completed the Carbon Literacy Training Course and there are now plans to roll out this training across the country to all sites.	2026-2028	All scopes and categories

Declaration and Sign-off

This Carbon Reduction Plan has been completed in accordance with PPN 006 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

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Name: Jayne Lomax

Position: Director of Sustainability

Date: 08/12/2025

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