



Cabinet Office

## **CARBON REDUCTION PLAN GUIDANCE**

### **Notes for Completion**

Where an In-Scope Organisation has determined that the measure applies to the procurement, suppliers wishing to bid for that contract are required at the selection stage to submit a Carbon Reduction Plan which details their organisational carbon footprint and confirms their commitment to achieving Net Zero by 2050.

Carbon Reduction Plans are to be completed by the bidding supplier entity and must meet the reporting requirements set out in supporting guidance, and include the supplier's current carbon footprint and its commitment to reducing emissions to achieve Net Zero emissions by 2050.

The Carbon Reduction Plan should be updated regularly (at least annually) and published and clearly signposted on the supplier's UK website. It should be approved by a director (or equivalent senior leadership) within the supplier's organisation to demonstrate a clear commitment to emissions reduction at the highest level. Suppliers may wish to adopt the key objectives of the Carbon Reduction Plan within their strategic plans.

A template for the Carbon Reduction Plan is set out below. Please complete and publish your Carbon Reduction Plan in accordance with the reporting standard published alongside this PPN.

# Carbon Reduction Plan Template

Supplier Name: Amey OW Limited

Publication Date: 6th December 2023

## Commitment to achieving Net Zero

Amey OW Limited is committed to achieving Net Zero emissions by **2040**.

## 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.

<b>Baseline Year: 2019</b>		
<b>Additional Details relating to the Baseline Emissions calculations.</b>		
The 2019 baseline detailed below, was calculated using established datasets for Scope 1 and 2 and Category 6 – Business Travel in Scope 3.		
The remaining Scope 3 Categories in the scope of this Carbon Reduction Plan have been calculated using new datasets and methodologies which were not established within the business before 2021. These were established to ensure Amey is able to calculate, monitor and reduce our Scope 3 emissions as an integral aspect of our Net Zero Ambition, which was launched in April 2021.		
The Carbon Emissions detailed within this Carbon Reduction Plan are calculated in accordance with the Greenhouse Gas (GHG) Corporate Accounting and Reporting Standard and the GHG Protocol Scope 3 Technical Guidance. The operational boundary has been set using the Operational Control approach.		
In 2022 Amey gained external verification from BSI of our annual carbon footprint to ISO 14064-1: Organization level for quantification and reporting of greenhouse gas emissions and removals for the years 2019 – 2022. As a result, our baseline footprint has increased by 626 tCO <sub>2</sub> e to reflect the externally verified footprint.		
<b>Baseline year emissions:</b>		
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>	
<b>Scope 1</b>	<b>4,394</b>	
<b>Scope 2</b>	<b>200</b>	
<b>Scope 3 (Included Sources)</b>	Category 4 - Upstream Transport & Distribution	332
	Category 5 - Waste Generated in Operations	10
	Category 6 - Business Travel	706
	Category 7 - Employee Commuting	4,421
	Category 9 - Downstream Transport & Distribution	0 <sup>1</sup>
	<b>Scope 3 TOTAL</b>	<b>5,469</b>
<b>Total Emissions</b>	<b>10,063</b>	

<sup>1</sup> (We do not sell goods that are transported to the consumer/purchaser by third parties)

## Current Emissions Reporting

Reporting Year: 2022		
EMISSIONS	TOTAL (tCO <sub>2</sub> e)	
Scope 1	4,683	
Scope 2	60	
Scope 3 (Included Sources)	Category 4 - Upstream Transport & Distribution	265
	Category 5 - Waste Generated in Operations	52
	Category 6 - Business Travel	157
	Category 7 - Employee Commuting	2,676
	Category 9 - Downstream Transport & Distribution	0 <sup>1</sup>
	<b>Scope 3 TOTAL</b>	<b>3,149</b>
<b>Total Emissions</b>	<b>7,889</b>	

## Emissions reduction targets

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

In line with our SBTi commitments Amey will reduce our Scope 1,2 and scope 3 emissions by 42% by 2030 against a 2019 baseline year.

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

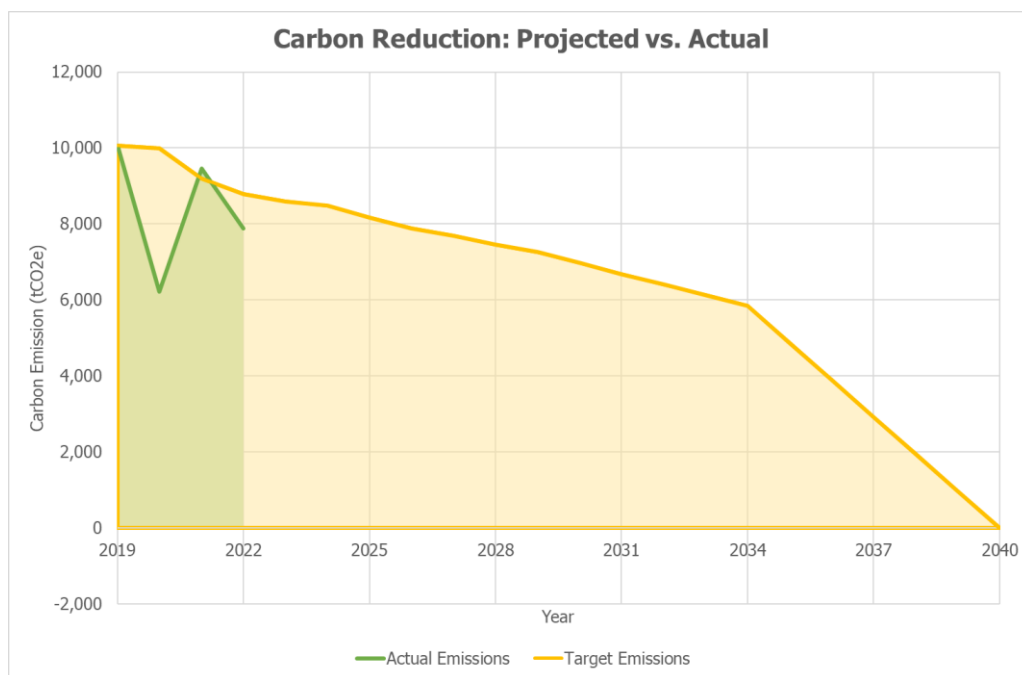



Figure 1: Our Carbon Reduction – Projected vs. Actual for Amey OW Limited

## Carbon Reduction Projects

### Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the **2019** baseline. The carbon emission reduction achieved by these schemes equate to **1,578 tCO<sub>2</sub>e**, a **22%** reduction against the **2019** baseline and the measures will be in effect when performing the contract.

#### Our environmental management measures

<b>Our Purpose</b>	Delivering sustainable infrastructure solutions, enhancing life, protecting our shared future.
<b>Our Strategy</b>	<a href="#">Amey ESG Strategy</a>
<b>Our pledge</b>	
<b>Our Road Map</b>	<a href="#">Amey's Road Map to Net Zero</a>
<b>Our targets</b>	<ul style="list-style-type: none"> <li>• Achieve Scope 1 and 2 Net Zero by 2035, with a minimum of 80% ABSOLUTE REDUCTION on our emissions.</li> <li>• Be FULLY NET ZERO, including Scope 3, by 2040.</li> </ul>
<b>Our principles</b>	<p>REDUCE our energy consumption, becoming more efficient in delivering services</p> <p>TRANSITION our energy use to low carbon alternatives, with a focus on eliminating fossil fuels from vehicles and plant</p> <p>INNOVATE the use of tools and materials in our design and operations, working to assess and identify sustainable low carbon alternatives</p> <p>ENGAGE our customers, industry and suppliers, ensuring circular economy principles are driven through the supply chain.</p>
<b>Our ambitions</b>	<ul style="list-style-type: none"> <li>• Effective climate leadership</li> <li>• Climate change and energy recognised, integrated and embedded as central and mainstream business issues.</li> <li>• Climate change and energy performance reported, disclosed and transparent</li> <li>• All our projects to prioritise carbon reduction and climate resilience</li> <li>• Support industry innovation, research and development aligned to carbon reduction and climate resilience</li> <li>• New technologies and renewable energies used</li> <li>• Management practices and behaviours changed</li> <li>• Root cause of our carbon emissions addressed and reduced, as well as other associated greenhouse gas emissions</li> </ul> <p>Risks posed by the consequences of climatic changes lowered.</p> <p>Our client's climate emergency declarations are translated into real actions through our support and product/services provision</p>

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## Our people

- Our Environment Social Governance Director and Amey Group ESG Team with Carbon & Climate Business Partner and Environmental Manager
- Our Professional Environmental and Sustainability Heads, Business Partners and Advisors within our Health, Safety, Environment and Quality Support Function
- Our Environmentalists and Carbon Practitioners within our Sustainability Solutions Team providing in-house, multi disciplinary support to teams, to achieve:
  - Environmental Assessment and Enhancements': with the aim of ensuring nature thrives and creating biodiversity gain.
  - Climate, Resilience and Adaptation': with the aim of reducing carbon emissions and supporting climate change resilience
  - Leading provider of full life-cycle engineering, operations and decarbonisation solutions.
- BREEAM Infrastructure and Energy Assessors
- Chartered Mechanical and Electrical Engineers, Civil and Structural Engineers and Architects.
- Our Data Analysts providing Advisory Services and Digital and Data Solutions

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## Working with our supply chain

Our Social Value [Supply Chain Charter](#) and refreshed contract terms.

Pursuing ISO 20400 Certification

Using our status as a 'Partner' member of Supply Chain Sustainability School (SCSS) to support our supply chain in reducing their own carbon emissions, by providing access to the SCSS's carbon calculator and online Net Zero training modules.

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## Supporting Green Careers

- We are proud partners of the Green Careers Hub. We recognise the need to support all people into green careers and help existing green careers to enable even more people to contribute.
- To support this, we have introduced an Environmental Practitioner Degree Apprenticeship programme. This enables apprentices can gain an IEMA-accredited Environmental Management degree with Coventry University to aid their practical development at Amey.
- Environment & Sustainability Graduate Programme, encouraging young people into our sectors, providing them with skills in line with the IEMA Sustainability Skills Map, taking them from Graduate to Practitioner, helping to drive positive change.

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## Working with climate action organisations



**Our certification schemes**

- International Organisation for Standardisation (ISO) 14001 Environmental Management (Amey Consulting certificate no. EMS 535945, Amey Transport Infrastructure (TI) certificate no. EMS 535951) to protect the environment and respond to changing environmental conditions, in balance with socio-economic needs
- ISO 44001 Collaborative Business Relationship (Amey Consulting certificate no. CBR 698791, Amey Transport Infrastructure (TI) certificate no. CBR 738863) for the effective identification, development and management of collaborative business relationships.
- Our carbon footprint is verified to ISO 14064-3, the international specification for the verification and validation of greenhouse gas statements. Verification Opinion Number CFV 777256 31012023.
- ISO 20400 Sustainable procurement [in progress] integrating sustainability into our procurement policies and practices, including our supply chains, helping to manage risks (including opportunities) for sustainable environmental, social and economic development in line with the SDG’s.

**Specific carbon reduction measures we have adopted**

We have adopted a lifecycle approach to reduce carbon throughout delivery see Figure 2.

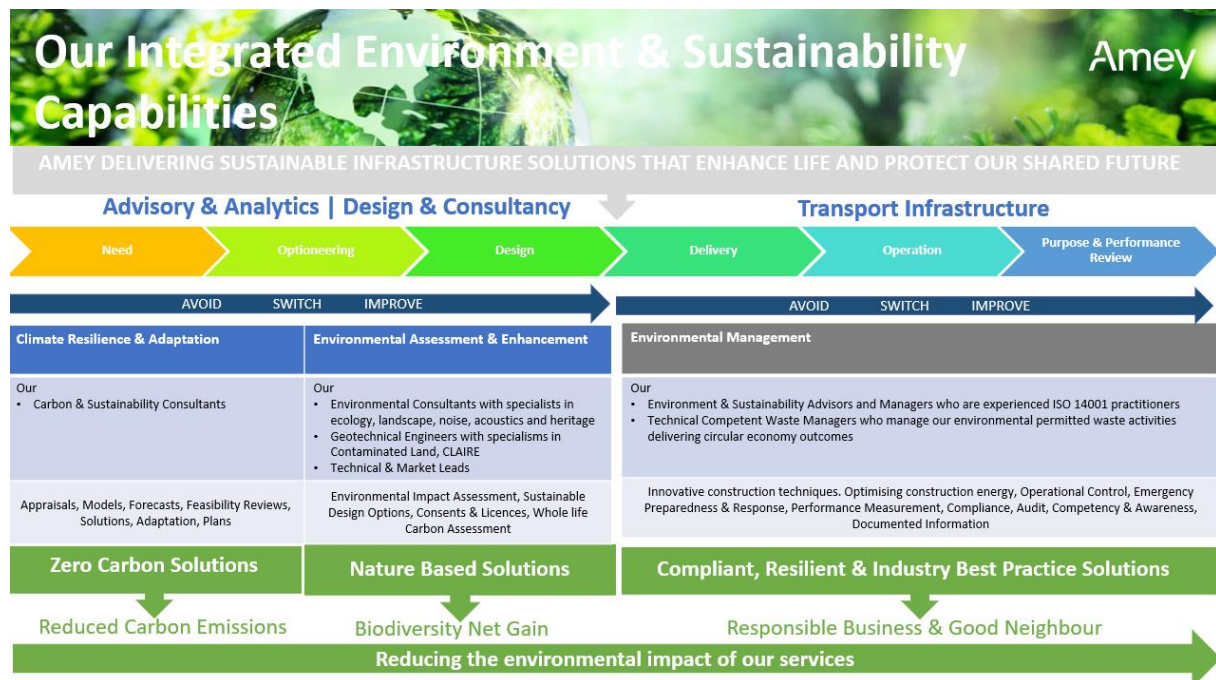


Figure 2: Our approach reduces carbon throughout the lifecycle of delivery – from strategy to end of life stages.

## **Our Zero Carbon Pathway: some of our completed carbon reduction projects**

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<b>Pre-2020</b>	Energy Savings Opportunity Scheme compliance and Point Source Solutions to meet contractual obligations
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<b>2020-2021</b>	<p><b>Reducing our Footprint:</b> Back to Basics - understanding the context of our organisation and the environment we operate in today, involving establishing accurate carbon data that goes beyond energy performance and developing Net Zero Road Maps.</p> <p><b>A590 dual carriageway resurfacing:</b> We designed the UK's first carbon neutral road improvement project – an £8m National Highways carriageway reconstruction in Cumbria. The works resulted in significant carbon reduction across three main areas: materials reduction and reuse; energy reduction; and transportation efficiencies. In total, the project reduced carbon by up to 43% compared to traditional solutions and saved almost £3m.</p> <p><b>Pledge to Net Zero:</b> We became signatories to the Institute for Environmental Management and Assessment (IEMA)'s Pledge to Net Zero, which commits UK businesses to science-based targets to meet the UK's 2050 net zero target and publicly report progress each year.</p> <p><b>Effective project carbon management:</b> To integrate reducing carbon as part of the infrastructure projects we deliver and support our clients to move towards net zero, we developed new processes and guidance within our Environmental Management System (EMS) to support carbon accountancy becoming business as usual. These align to the principles of PAS 2080:2015 Managing Carbon in Infrastructure. We have developed Sustainable Materials in Design Guidance to support use of sustainable low carbon alternatives. To drive the behaviours we want consistently throughout the business, we have launched new project carbon performance indicators to monitor our progress.</p> <p><b>Switching to purchase 100% green electricity:</b> We transitioned our energy procurement to 100% renewable energy.</p> <p><b>Company car choices:</b> We removed all traditional internal combustion engine vehicles from the Company Car Choices List, which now only includes: fully electric vehicles; plug-in hybrids; and petrol/electric hybrids. The list has a good choice of vehicles from a range of manufacturers, with an average CO<sub>2</sub> equivalent of 35g/km.</p>
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**2021-2022** **Transitioning our fleet:** A partnership with Hitachi Capital Vehicle Solutions to trial a range of electric vehicles - This helped us better understand the capabilities of current electric vehicles and how they would suit the demands of the contracts Amey delivers.

**Scope 3 GHG:** During 2021, we began work to better understand our Scope 3 carbon emissions to include our extensive supply chain. This work focussed on verifying the completeness of our Scope 3 data and establishing new data sources where gaps were present. This has ensured emissions across the fifteen Scope 3 categories (as defined within the Greenhouse Gas Protocol) have been considered and materially significant emissions identified.

**Carbon literacy:** In 2021, 1,400+ Amey Consulting employees completed our 'Project Carbon Reduction' e-Learning module, reinforcing our focus on tackling climate change throughout the lifecycle of designs.

**Project Carbon Challenge:** To further accelerate our provision of low carbon solutions we piloted our new Project Carbon Challenge. This promotes best practice and encourages all members of our team to challenge traditional approaches, specifications, processes and behaviours. It fosters new thinking to reduce carbon and make projects more sustainable.

**Project Carbon performance:** To support carbon accountancy being business as usual across Amey, we require our accounts to report project carbon savings centrally. 2021 saw a 50% increase on the 2020 launch year.

**Pioneering degree apprenticeship programme:** launched in partnership with industry experts, academics at the University of Coventry and the Institute of Environmental Management and Assessment (IEMA). This will equip the next generation of employees with the skills to support the UK in reducing its carbon footprint and growing its infrastructure network sustainably. Fully funded, the five year course gives school leavers the opportunity to work towards an Environmental Management degree while gaining experience on some of our flagship projects.

**Net Zero Springboard campaign:** to generate new ideas to help the business reach its net zero ambitions. Across the business 262 employees submitted ideas. These were evaluated by sustainability experts and the top 8 were shortlisted for a panel review by the Executive Team. The winning idea was centred around carbon psychology, suggesting that we could map the energy behaviours of our sites and offices using psychology-based questions. This would allow us to create a roadmap to change focussing on key areas for improvement.

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**2022-2023 Science Based Target Commitments:** Technical documents, target submission and application made March 2023. We are currently in the period of application verification which is due to be completed in 2024.

**GHG Management System:** The quantification and reporting of the GHG emissions has been independently verified by BSI against the specifications defined in ISO 14064-1:2018.

Launched our **EV First company car policy**

**ESG Strategy Launch:** Outlining Priority Actions 2023 – 2025, including - Accelerating the change to a resilient low carbon future, through decarbonisation and energy efficiency, reducing and optimising the use of energy and natural resources across infrastructure management. Getting our house in order, achieving Net Zero by 2040.

**Be Digital enhanced systems and capabilities to report on carbon emission:** Work ongoing to Develop our 'Carbon Bureau' measurement and reduction tool.

**Procurement to focus on top suppliers to decarbonise Amey's supply chain:** Engage with high impact suppliers to bring down emissions

**Amey Eco Awards** – Internal recognition programme

## Our Net Zero Road Maps

Examples of our Road Maps within our different business units are outlined in Figures 3, and 4 below.

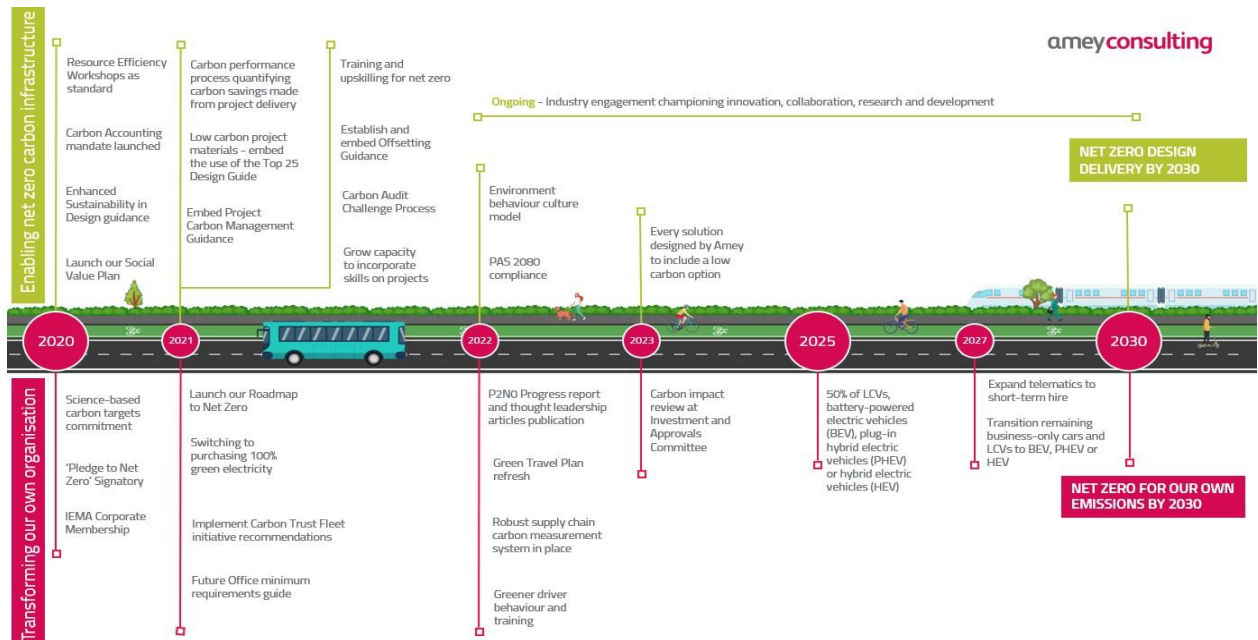


Figure 3: Our Road Map for our Amey Consulting business unit focuses on both reducing our own carbon footprint and reducing carbon for clients

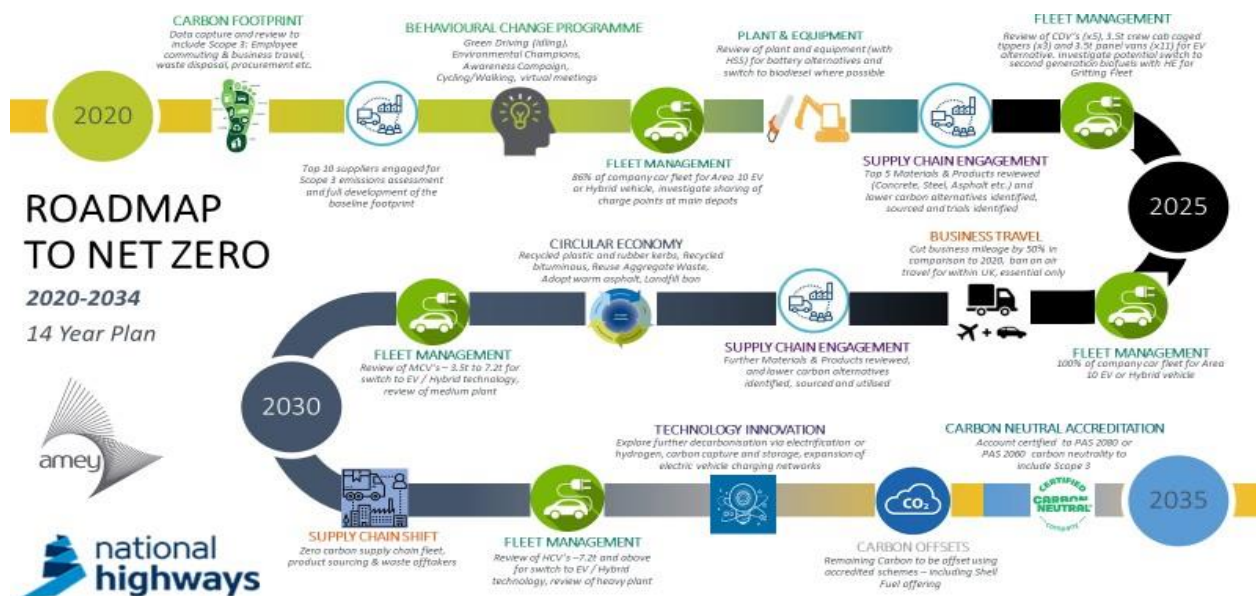


Figure 4: Road Map for our National Highways Area 10 Maintenance and Response contract within our TI business

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

Planned carbon reduction projects	
<b>Net Zero Organisation</b>	Transitioning our fleet to electric. Targets set for 50% company cars to be EV and 25% of commercial vehicles to be EV by end 2024 Establish robust and validated carbon emissions to enable continuous improvement through development of digital carbon management solution. Develop 'Green Behaviour' tools to support cultural change Engaging with high impact suppliers to bring down emissions. Decarbonisation Plans developed for Key Procurement categories.
<b>Decarbonisation &amp; energy efficiency</b>	Achieve PAS 2080 Carbon Management in Buildings and Infrastructure certification.
<b>Sustainable Supply Chain</b>	Achieve ISI 20400 Sustainable Procurement Management certification in 2024.
<b>Investing in Our People</b>	ESG Director training with IEMA

## 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>1</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>2</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>3</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:

Alex Gilbert

Managing Director, Amey Consulting, and active officer for Amey OW Limited

Date: ...24/11/23 .....

Peter Anderson

Managing Director, Amey Transport Infrastructure, and active officer for Amey OW Limited

Date: .....04/12/23 .....

### Record of revision

Date	Details
31/08/2021	First issue
06/09/2022	Annual review and update
29/11/2022	Added Scope 3 category breakdowns, following feedback from the Crown Commercial Service
21/11/2023	Annual review and update

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

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

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

## Appendix A

*Amey OW Limited is a 100% owned subsidiary of the Amey plc group which operates within the Amey Consulting and Amey Transport Infrastructure business units (two of five internal operating business units) and has its own Managing Director and management team, who are responsible for the delivery of the service.*

*Each operating business unit operates in accordance with Amey plc group policies and procedures, as adapted to the specific business unit and operating legal entity requirements.*

*Scope of services and active accounts operated by Amey OW Limited:*

<b>Operating legal entity</b>	Amey OW Ltd	
<b>Internal business unit</b>	Transport Infrastructure	Amey Consulting
<b>Scope of service</b>	Management, Operation, Maintenance and Improvement of Highways Infrastructure, including: activities as designer, principal contractor and contractor; provision of street lighting; grounds maintenance; and transport and fleet maintenance.	The Amey Consulting business unit delivers: multi-disciplinary consulting and engineering services in the civil engineering and highway environments; support services for logistics and airports; and strategic and operational management support services on or remote from customer sites.
<b>Active accounts</b>	<ul style="list-style-type: none"> <li>• National Highways Severn Bridges Inspection and Maintenance</li> <li>• Transport Scotland Network Management Contract South West Unit</li> <li>• National Highways Area 10 Maintenance and Response</li> <li>• National Highways Delivery Integration Partnership (AmeySRM)</li> <li>• East Renfrewshire Street Lighting</li> <li>• Transport Scotland Network Management Contract North East</li> <li>• Traffic Scotland Operations and Infrastructure Services</li> </ul>	<ul style="list-style-type: none"> <li>• Airports Infrastructure</li> <li>• Area 10 Design Services</li> <li>• National Highways SDF South West</li> <li>• National Highways SDF Midlands</li> <li>• Belfast Highways</li> <li>• Edinburgh Highways</li> <li>• Environment and Sustainability</li> <li>• Eurocentral Highways</li> <li>• Birmingham Design Hub Highways</li> <li>• Liverpool Highways</li> <li>• Property Design</li> <li>• Sheffield Design Hub Highways</li> <li>• Southeast Design Hub Highways</li> <li>• Southwest Design Hub</li> <li>• Traffic Scotland Infrastructure Contract 2G</li> <li>• Transport Scotland Network Management Contract North East</li> <li>• Staffordshire Highways</li> <li>• Trafford Highways</li> <li>• Transport Planning</li> <li>• Transport Scotland Network Management Contract South West Design Services</li> <li>• A66 Design Services</li> <li>• Street Lighting Design</li> </ul>