



#FCO₂ FCO Sustainability



Foreign &
Commonwealth
Office

FCO Sustainability Report
2017–18

Contents

Foreword	4	Snapshot—Greening the British High Commission Victoria, Seychelles	23
Peter Jones	4	Normalised Performance	24
Ed Hobart	4	Biodiversity	25
Headline Performance	5	Biodiversity Valuation	25
Greenhouse Gas Emissions by Scope	6	Snapshot—Henderson Island: Plastic Pollution in Paradise	26
Total Carbon Emissions	7	So where does the plastic come from?	26
UN Sustainable Development Goals	9	Recycled plastic embedded in concrete	26
Sustainable IT	10	Foreign Office Goes #BeyondPlastic	27
Display Energy Certificates (DECs)	11	FCO EMS—Our Environmental Management System	27
Snapshot—Message from Nick Bridge, the Foreign Secretary’s Climate Envoy	12	Sustainable Procurement	28
No plan B	12	Sustainable Construction	28
What is the UK doing about it?	12	People & Incentives	29
FCO Diplomacy	12	Risks and Opportunities	30
FCO Sustainability	13	Notes	31
Waste & Paper	14		
Waste Commentary	16		
Snapshot: Commonwealth Heads of Government Meeting 2018—London	18		
What we have done to make CHOGM sustainable?	18		
Sky Ocean Rescue	18		
Paper	19		
Snapshot—Global Flights	20		
Water	21		
Total Office Water Consumption	22		
Office versus non-office water	22		

Foreword



Peter Jones

Chief Operating Officer

We are continuing to meet our Greening Government Commitment targets. We have overachieved against our 2020 carbon emission reduction target this year and we are pushing for further emission reductions over the coming years. As we renew our computer systems through our Tech Overhaul programme, we are improving our energy efficiency while supporting our commitment to providing a world-class platform for UK diplomacy.

We have redoubled our focus this year on sustainability, including in response to the Foreign Secretary's challenge to us to eliminate single use plastics. We're going further than our peers as we aim to eliminate all avoidable single use plastics from our UK operations by the end of this year,

and from our global operations by end 2020. As the first government Department to make an announcement, we are driving the changes the public would expect to see, while operating a world-class estate in line with our Diplomacy 20:20 aims. To help meet the challenge, we have set demanding targets and put in place incentives, including a Kickstarter fund to support innovative ideas and a levy on hot drinks bought in disposable cups.

None of the progress would be achievable without the commitment and contribution of all our staff. Their, and our organisation's, ambitions on sustainability are high. We are already doing a lot, but have more still to do.



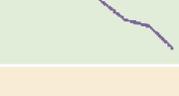
Ed Hobart

Director, Estates and Security Directorate

Half a year in and I have been excited and heartened by the level of engagement and activity on sustainability issues. We are working hard to support the Greening Government Commitment and getting close to achieving our 2020 targets. However each percentage saving is more challenging. The Foreign Secretary's commitment to remove avoidable single-use plastics from the FCO has seen a groundswell of support from staff. While there is much more to do, we are proud to be leading Whitehall on this important issue, and need to build on this to secure staff engagement across the sustainability agenda.

Headline Performance

Here is an overview of the FCO's UK operations performance against its Greening Government Commitment targets. The colour coding provides an indication as to whether the performance in 2017-18 is in line with expected performance to achieve the targets by 2019-20.

	Greenhouse Gases 9,799 tCO ₂ e 49% Reduction	2020 Target 10,386tCO ₂ e 46% reduction	Estate energy expenditure: £4,673,983 CRC Energy Efficiency Scheme expenditure: £162,491	Achieved 2020 target
	Domestic Flights 842 flights 15% Increase over baseline	2020 Target 515 flights 30% reduction	Vehicle & domestic train and air travel expenditure £588,304	Behind target
	Office Water 6.5 m ³ /FTE 13,973m ³ reduction	Good Practice 6m ³ /FTE	Office water expenditure £75,991	On Track
	Waste 541 tonnes 59% Reduction	2020 Target 493 tonnes 62% Reduction	Waste disposal expenditure £143,906	Close to 2020 target
	Recycling 54% recycled	2020 Target 75% recycled		Behind target
	Paper Consumption 18,371 reams A4e 53% Reduction	2020 Target 19,464 reams A4e 50% Reduction		Achieved 2020 target
	International Flights 21,817 tCO ₂ e		Expenditure on GCOF carbon offsets for originated international flights £43,635 (Q4 16-17, Q1-3 17-18)	



Greenhouse Gas Emissions by Scope

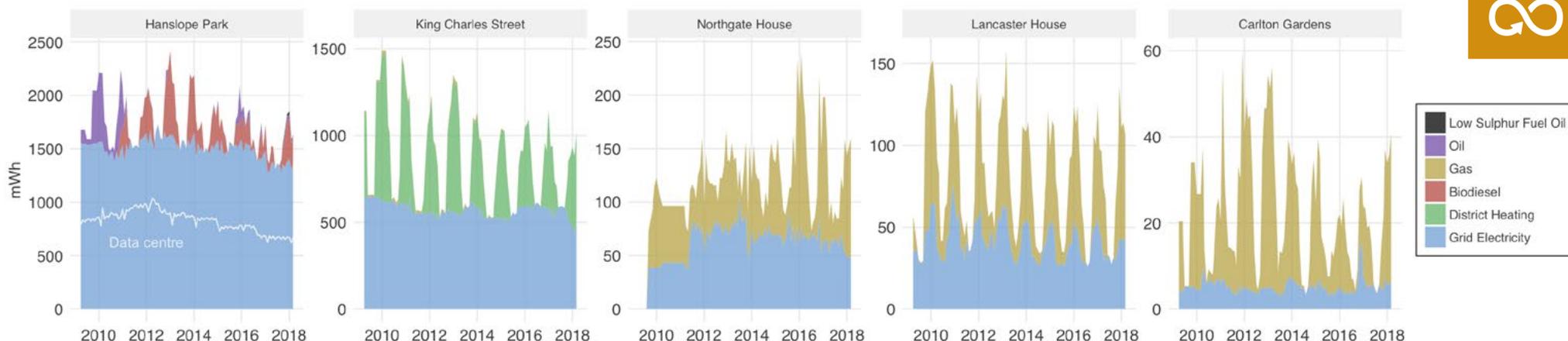
The table below provides a breakdown of the FCO's UK operations by source and scope and includes the associated costs.

2017-18		kWh-miles	tCO ₂ e	GBP (£)
Greenhouse gases:	Electricity	21,768,879	8,369	3,207,258
	Gas	1,563,309	288	22,076
	Heating Oil	669,508	184	29,239
	Biodiesel	2,031,767	4	289,178
	Biomass	244,421	0	
	District Heating	2,380,402	632	469,701
	Fugitive		22	
	Domestic flights	186,636	40	125,681
	Train	273,273	23	95,611
	Private mileage	240,077	79	59,239
	Fleet	298,679	96	
	Chauffeur Service	11,681	4	206,267
	Car Hire	123,319	34	21,726
	Taxis	97,120	24	147,954
TOTALS:		28,658,286 kWh 1,230,786 miles	9,799 tCO₂e	£ 4,673,983
Emissions by Scope:	Scope 1 (Energy Direct)	-	594	-
	Scope 2 (Energy Indirect)	-	8,285	-
	Scope 3 (Other indirect)	-	919	-



Energy Consumption

Graphical Overview of Energy Consumption by site



“The UK is a global leader in tackling climate change. With this in mind the Foreign Office strives to be a sustainable and environmentally conscious department, taking timely action to mitigate the effects whilst also reducing long term costs to the British taxpayer.”

—Boris Johnson, Foreign Secretary

The FCO is pleased to have achieved the 2020 carbon emission reduction target early. The performance was driven by a significant reduction in the grid electricity carbon factor whilst energy consumption continued to fall overall. A fall in energy consumption associated with heat demand was recorded despite the markedly colder end to the Financial Year – the preceding autumn and early winter period had been notably warmer.

Due to atypically cold conditions in the winter the FCO have had to adapt and change our heating supply, particularly in Hanslope Park, where sub-zero temperatures caused biodiesel supply lines to freeze, leading to a necessary switch to low sulphur fuel oil, and despite 97% of heat at Hanslope Park being provided by Biodiesel, the 3% of low sulphur fuel oil has eight times the carbon impact

of biodiesel and has increased the FCO's carbon impact of heating by 35tCO₂e or 4% of total emissions from heating.

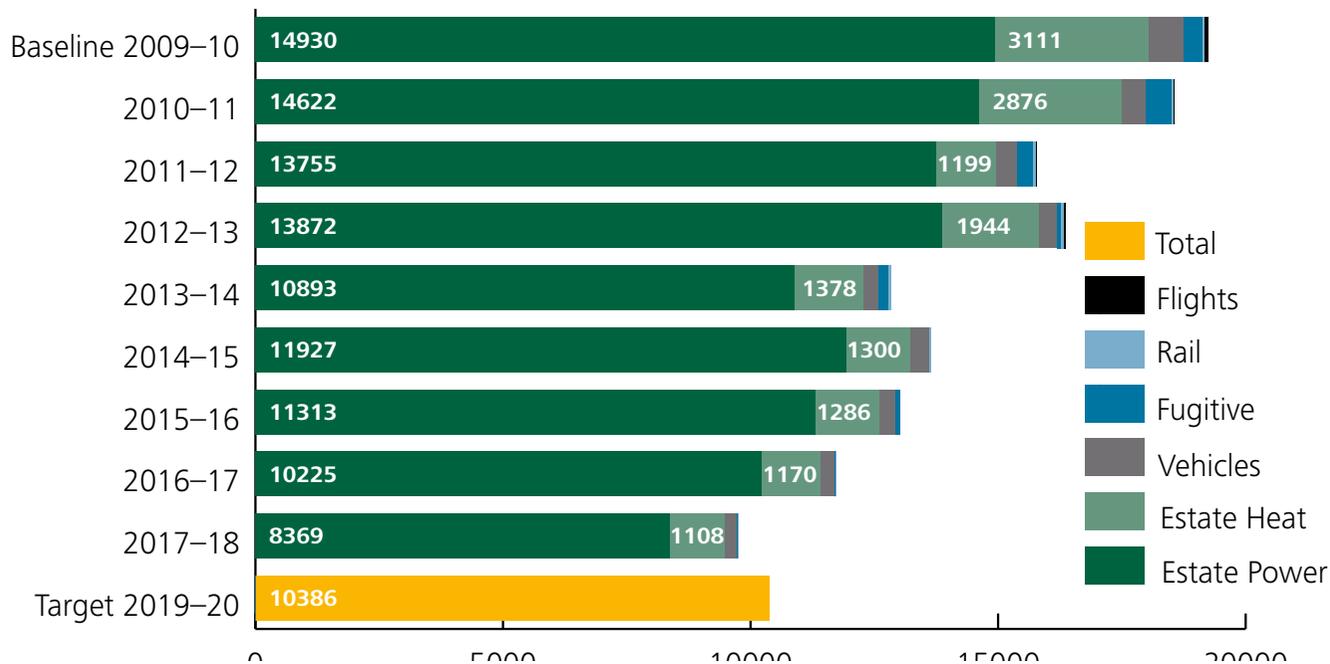
Lancaster House has seen a reduction in electricity consumption over the year. Investments in energy efficient lighting and staff education is helping to reduce the energy consumption, however overall it has an insignificant impact on our estate electricity consumption (<2%).

Northgate House is a leased building which is managed by a managing agent, and we continue to work closely with the agent to reduce consumption levels, although investment in the site infrastructure is outside of our control.

“Working in partnership with our operational teams and service providers across the world we’re able to drive reductions in cost for the British taxpayer through improved efficiency.”

—Javier Martin, Senior Commercial Finance Manager

Greening Government Commitments - Total Tonnes CO₂ equivalent (tCO₂e)



UN Sustainable Development Goals

Whilst the FCO does not lead on the UK’s commitments to the UN Global Sustainable Development Goals (SDGs), the Department contributes in numerous ways to these goals through diplomatic outputs and the management of the Department.

Across this report we highlight work streams that contribute to the goals, including our global avoidable single-use plastic ban (Goal 12, 14, 15, 17); our operational work to increase the resilience of our estate to climate changes and our efforts to reduce carbon emissions from our infrastructure (Goal 12 & 13); to the Department’s contribution to increase biodiversity across our estate to support sustainable cities and communities in the UK (Goal 3 & 15).

Looking at the wider diplomatic role the FCO plays, the FCO is dedicated to supporting quality education and the Foreign Secretary announced that Britain will lead by example and will provide £212 million in UK aid money to help one million vulnerable girls across the Commonwealth receive 12 years of quality education by 2030 (Goal 4); the Foreign Secretary has made it a priority to tackle the illegal wildlife trade (IWT) supporting endangered species around the world (Goal 14 & 15); and the Foreign Office continues to support the role of strong institutions, for example the FCO are spending approximately £24m on civil society support for transparency, accountability, human rights and citizen engagement in Zimbabwe between 2014 and 2019. This includes an increase of £5m announced in February 2018 specifically to support election related work (Goal 16).



Sustainable IT

Financial Year 2017-18 saw the continuation of a major transformation of the FCO's technology. Lightweight and low power Windows 10 laptops and desktops were deployed across the UK estate, with overseas deployment now well underway. Some desktop monitors in the UK were also replaced to maximise benefits from the new devices, leading to further reductions in power consumption.

The new tech enabled and encouraged the wider adoption of flexible working practices, which have started to deliver sustainability savings in several areas. The initial focus of a 'Work Smarter' campaign, launched in January 2018, encouraged staff to "work where you need to", whether from home, the office or another location. This has reduced commuting and unnecessary travel among staff, with many now opting to work from home either on a regular basis or when transport is disrupted. The Work Smarter campaign also encouraged staff with new laptops to take them into meetings and use the OneNote app to view papers and to take notes. This reduced the number of printed documents and transcribed notes into paper notebooks, with a survey of 100 staff in KCS indicating a 38% increase in the number of people using One Note between the months of January and April. The trend towards a reduction in paper consumption was further enhanced in early 2018 with the introduction of a managed print service in the King Charles Street main building. Use of Multi-Function Devices to replace the legacy printer estate started to deliver benefits in paper and toner consumption, and enhanced the security and confidentiality of the printing service. This service is now being rolled out UK wide.

Data centre power consumption continued to reduce through the year. A reduction against the previous year in electricity consumption delivered savings of 108tCO₂e.

For the year ahead, further savings of 114tCO₂e are forecast as overseas deployment of Windows

10 devices is completed, the legacy server estate decommissioning continues and benefits from new ways of working with technology are realised.



"The flexibility and mobility of the truly transformational IT Service we are delivering is allowing us to continue to decrease our carbon footprint and consumption whilst simultaneously increasing our global reach and influence"

—Colin Martin-Reynolds,
Chief Information Officer

Display Energy Certificates (DECs)

The sites which are mandated to produce DECs continue to perform well based on this methodology.

Since the refurbishment of King Charles Street the heating and cooling systems have been optimised reducing the demand and improving the DEC performance rating this year. For a listed building and considering its 24 hour operation the building performance is good at just below average. Both Lancaster House and Carlton Gardens have improved their performance ratings this year, again highlighting the efforts of Interserve and the Facilities Management Client Unit (FMCU) in managing the buildings effectively.

More Energy Efficient

A 0-25

B 26-50

C 51-75

D 76-100 100 would be Typical

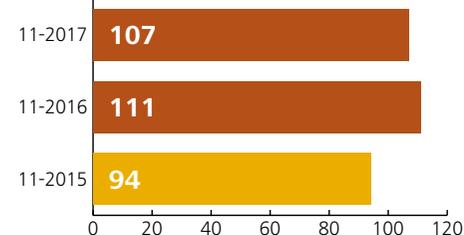
E 101-125

F 126-150

G Over 150

Less Energy Efficient

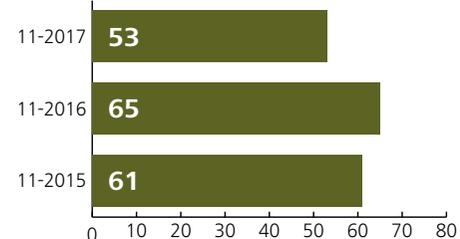
King Charles Street



Lancaster House



Carlton Gardens



Snapshot—Message from Nick Bridge, the Foreign Secretary’s Climate Envoy



No plan B

The former UN Secretary-General Ban Ki-Moon once said, “We don’t have a plan B because there is no planet B”.

His insight was the guiding principle behind the development and agreement of the UN’s global Sustainable Development Goals by all nations in 2015.

Later that year leaders came together again to sign the Paris Agreement on Climate Change, committing to decarbonise the global economy and limit temperature rise to well below 2 degrees Celsius to avoid catastrophic climate change.

This is an unprecedented economic and environmental opportunity. But it requires immense and urgent action by the global community. Countries’ commitments under the Paris Agreement equate to over 3 degrees Celsius

of warming. Extreme weather events linked to climate change around the world are already affecting hundreds of millions of people, directly undercutting efforts to meet the SDGs.

What is the UK doing about it?

The UK has long been a global leader in tackling climate change and that continues today.

We were the first country to establish a network of climate and energy diplomats whose job is to help create the political conditions for climate action (which is also the only available route to long-term economic prosperity).

This diplomacy depends on being able to tell a good story about what the UK is doing and show that we leading by example. For example:

- > this year marks the 10th anniversary of our Climate Change Act, the world’s first binding legislation to reduce emissions, used as a model by a number of countries across the world.
- > we have decarbonised faster than any major economy, with greenhouse gas emissions down 42 percent since 1990, and at the same time grown faster than any G7 economy, by over 70 percent.
- > we established the world’s first Green Investment Bank to increase investment in renewable energy and other low carbon activity.

> last year we released a Clean Growth Strategy to explain how we would decarbonise our economy even faster, and put clean growth at the heart of our Industrial Strategy to help us lead the way to a cleaner, more productive and more innovative economy.

> we have gone from 40 percent coal in our energy generation, to a few days over the past year when it was 0 percent—for the first time since the 1890s. It is the end of one industrial revolution and the start of a new clean green one.

> we have grown the world’s largest offshore wind industry, halving costs to less than the cost of new gas and nuclear in less than two years.

> earlier this year the Government committed to review our long-term emissions reduction ambition and see if it was still sufficient in the light of the latest evidence.

> meanwhile we are spending £5.8 billion between 2016 and 2021 on international projects to reduce greenhouse gas emissions and help the poorest and most vulnerable communities adapt to climate change.

> later this year the Government will respond to the Green Finance Taskforce recommendations and make the UK a global hub for a more environmentally sustainable finance.



FCO Diplomacy

Our diplomacy is built on this strong foundation. Over the past year we have:

- > Played an instrumental role in maintaining international ambition to tackle climate change despite the decision by the US to withdraw from the Paris Agreement.
- > Launched with Canada an alliance of countries committed to phasing out coal.
- > Built support for the International Maritime Organisation to adopt a strategy to reduce carbon emissions from shipping.
- > Hosted a pavilion at the UN Climate Conference in Bonn showcasing UK innovation, science and green businesses.

And much more besides.

FCO Sustainability

Taking action to increase the sustainability of our FCO operations, from the cars we drive to the buildings we occupy, hugely adds to our credibility and influence around the world.

I have been impressed at the dedication and innovation of the FCO Sustainability team, and their success in dramatically improving our environmental sustainability. This is leading the way for other Departments, and FCO staff around the world are proud to be playing their part.

This success story is part of my message as I engage counterparts around the world as we strive to do more.



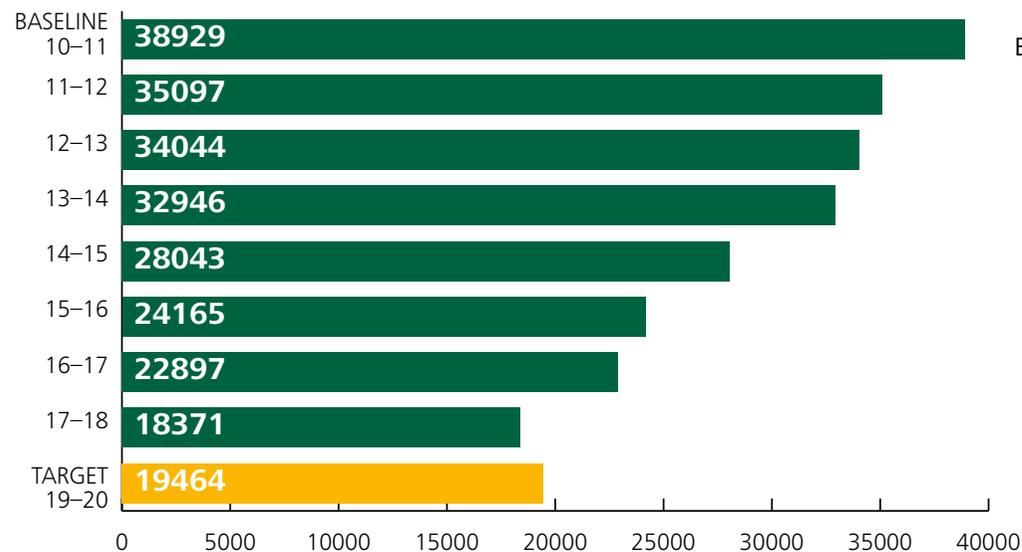
Waste & Paper

The data below provide the headline waste disposal figures and costs and the paper volumes across the FCO’s UK operations.

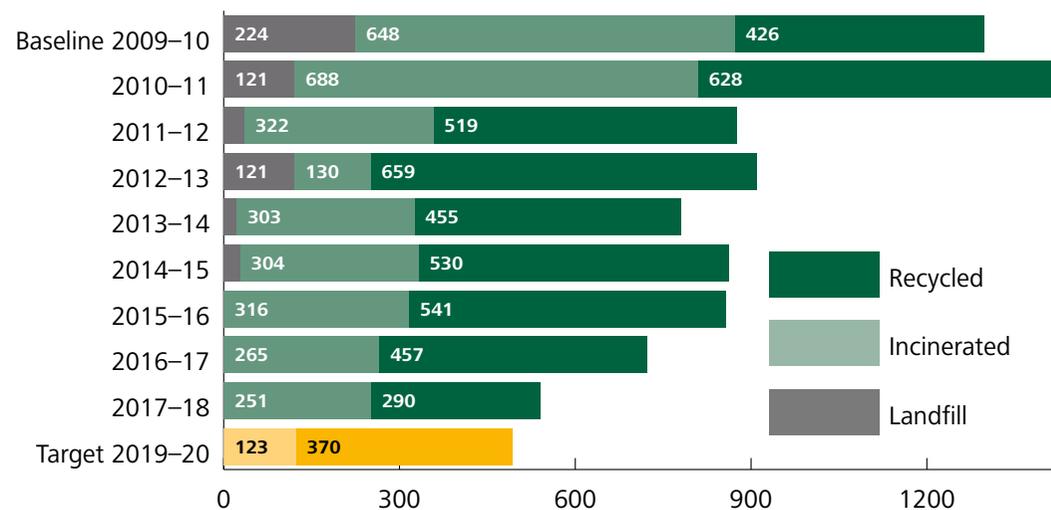
WASTE		2017-18	
		Tonnes	GBP (£)
Total Waste		541	120,888
Hazardous waste		31	4,828
Total waste by method of disposal	Landfill	0	0
	Reused- Recycled	290	47,867
	Incinerated without energy recovery	15	239
	Incinerated with energy recovery	236	67,953



Greening Government Commitments - A4 Paper Reams Purchased



Greening Government Commitments – FCO performance against Waste target





Waste Commentary

Our waste minimisation performance is good this year, with reductions seen across the estate. We're particularly pleased with the reduction in paper usage which in part will have been supported by the improvement in IT, the focus on taking electronic notes with Microsoft OneNote, and reducing printing through the introduction of pin-and-print. We anticipate further reductions in paper consumption in 2018-19 as new paper-free behaviours bed in and expand across the office. Our 59% waste reduction performance also puts us in a good position, and on track to achieve our 2020 waste minimisation target of 62%. The impact of increased waste from the Tech Overhaul programme has not been as significant as anticipated as our IT supplier has minimised packaging waste and ensured old IT equipment was refurbished and resold before recycling and disposal options were chosen. We anticipate an increase in waste from redundant printer disposals in Q1 2018-19 as part of the multi-function device roll-out, which could impact our performance in 2018-19.

Pushing our recycling performance upwards continues to be a challenge and our 75% recycling target continues to elude us. This year recycling rates have reduced to 53%, and the majority of waste reduced has come from reductions in recyclable materials, including office paper. We believe increased staff awareness of plastic waste and the introduction of cup recycling and a reusable cup discount has affected staff behaviour and shifted attitudes towards waste. We are continuing to further understand the underlying reasons for the reductions in recycling and are working with our new staff-led FCO Green Team and our FM provider Interserve to deliver staff engagement programs to reduce the waste ending up in our general waste bins and to improve awareness of what can be recycled. To be on track to meet our recycling target, the FCO would expect to be achieving a 70% recycling rate in 2017-18.

As staff numbers increase in the office, we are pleased to see no increases in waste arising. As part of the #FCO2 communications campaign in 2016-17 we launched a 10p reusable cup discount. Over the year we've seen increases in the take up of the discount by staff, achieving an average of 3%, against a UK average of 1%. Following

the introduction of a cup recycling trial in King Charles Street we have seen increased awareness of the scourge of coffee cups, resulting in a steady increase in the numbers of reusable cup discounts offered to staff. By March 2018, King Charles Street saw 6% of hot drink sales being in reusable cups, and early indications from the 'Latte Levy' put this rate at over 50%—a significant win in the war against avoidable single-use plastics.

The FCO continues to look at innovative ways to reduce the waste it produces and introduce circular economy thinking to its processes where feasible. In 2016-17 the FCO used 655,718 disposable coffee cups, a sufficient number to stretch from our offices in Whitehall to Brighton. To combat this waste stream in April 2018 the FCO will be introducing a 'latte levy' across its UK estate, providing a 25p discount to staff using reusable cups, a 25p levy on disposable cups, and list price for those drinking in with porcelain cups, delivering a price differential of 50p for those drinking coffee in disposable cups. This will be a first in government and we hope this will drive significant engagement on waste and deliver a step change in the number of disposable coffee cups consumed by the FCO.



Across the UK operations, we continue to operate at zero waste to landfill across our own estate and those of our arms length bodies, Wilton Park and FCO Services.

“The FCO has always worked hard to reduce the amount of waste it disposes, particular when costs continue to rise. Since 2011, the FCO has spent over £1m on waste disposal costs and to deliver better value to the taxpayer we continue to look for innovative ways to drive performance improvements.”

—Damien Currie, Head, UK
Facilities Management



Snapshot—Commonwealth Heads of Government Meeting 2018—London

CHOGM spanned 5 days across multiple sites in London and Windsor. Involving 8 core-operational venues, approximately 650 volunteers, 3000 crew, contractors, and drivers, and approximately 1,800 accredited delegates. One of the key achievements of CHOGM, was heads adopting the [Commonwealth Blue Charter](#), setting out the principles by which Commonwealth member countries will lead internal efforts by sustainably developing and protecting their ocean. Committing to take action to safeguard the ocean for future generations, particularly tackling marine pollution, including plastics.



What we have done to make CHOGM sustainable?

Avoiding single-use plastic where possible: Where the Government had control, single-use plastics were not used - predominantly this reduction is achieved through water bottles, plastic bottles and plastic catering items:

- > No single-use water bottles—everyone was provided with a reusable water bottle and water fountains were provided across venues.
- > Our catering companies used paper and compostable plates, cups and cutlery.
- > Delegates were provided reusable hessian bags.
- > Notepads for delegates were made from recycled paper and pens from recycled paper.

- > A partnership with the Environment Agency and [Bude Cleaner Seas Project](#) to provide reusable bamboo coffee cups for Heads and Foreign Ministers.
- > Use of compostable Coffee Cups and stirrers within CHOGM venues, but preference for reusable ceramics wherever possible.
- > Embedding sustainability in our contract delivery: Our FCO Protocol Sustainability Champion has worked in collaboration with venues and suppliers to review their policies and eliminate single-use plastics. All suppliers agreed to support our aims in reducing single use plastic where sensible and proportionate. In particular we successfully agreed with all venues to remove plastic straws and most will remove as part of Business as Usual practice going forward. Sustainability was pivotal in selection of our preferred supplier for Media and Transport Catering.



Sky Ocean Rescue

Working with the Cabinet Office based Commonwealth Summit Unit we secured sponsorship agreement with [Sky Ocean Rescue](#) to provide refillable bottles for more than 2000 members of the Business, Youth, Women and Peoples Forums, many of whom are key influencers and leaders of civil society—locally and globally.

Plasticus was displayed outside the QEII, venue for the CHOGM Forums. Plasticus is a 10m whale made up of a quarter of a ton of plastic, representing the amount which enters the world's oceans every second. This provides a stark visual representation of the scale of the world's plastic addiction, and focuses the minds on a coordinated global approach through measures agreed at CHOGM, including the Commonwealth Blue Charter.

Plasticus is a 10m whale made up of ¼ ton of plastic, representing the amount of plastic which enters the world's oceans every second.



Paper

The FCO is pleased to have achieved the 50% reduction targets early. With a 53% reduction this year, we've seen a step change in attitudes to paper use. Driving reductions in paper use help us to better secure our information and reduce the chance of information breaches.

Being an organisation that operates with security at the heart of everything we do, reducing wasteful activity that could have an impact on security is a key driver. Our Tech Overhaul programme has introduced improved technology to staff across the UK estate, and the roll-out continues overseas. With the introduction of laptops, Wi-Fi and a #WorkSmarter engagement programme, staff are being encouraged to improve security by using Microsoft OneNote to make and keep notes and use their laptops in meetings. The FCO Board and committees have moved to a paperless environment with senior staff being provided with tablet computers to drive a paperless culture from the top. These improvements are leading to significant reductions in paper use as seen in our performance this year.

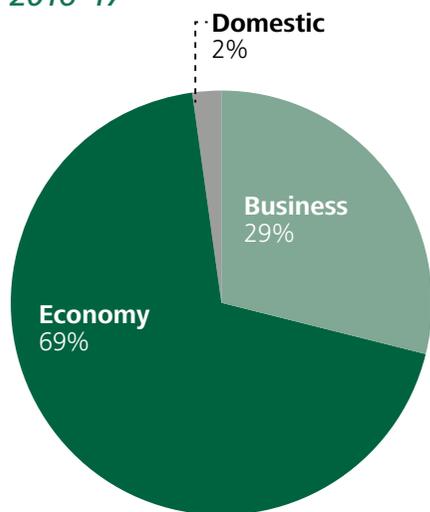
Reams (500 sheets) of A4 paper per FTE	2014/15	2015/16	2016/17	2017/18	Best Practice
	6.8	5.9	5.4	3.9	7



Snapshot—Global Flights

This year we carried out the first review of international flights since 2009-10. The most recent data set is for financial year 2016-17. Like-for-like comparisons between the reporting years are positive with a 30% reduction in kilometers travelled and a 60% reduction in associated carbon emissions, driven by a increase in efficiencies in global airline fleets. The like-for-like data uses the flights booked through our official travel provider.

UK-International flights by flight class, 2016–17



69% of our flights were economy class, 21% of total flights were longhaul economy. The domestic flights reported through the Greening Government Commitments accounted for just 1.7% of total flight numbers.

Further analysis has reviewed expenditure data for flights booked globally and reported through our finance system. This has identified the actual global flight footprint is 3.4 times greater than that identified through our official UK travel provider. In 2016-17 our global flight mileage was 455.6m km, or just over three journeys to the sun.

Global flights Tree Diagram of spend by Directorate



Global flight emissions is almost 7 times the emissions from the electricity used across our UK estate, and 6% higher than global utility expenditure, at £35,377,611.

Going forward we will be looking at ways we can use this data to inform travel policy and increase accuracy and transparency of the data we are reporting.

“International flights are a significant part of our global carbon impact. We’re only just scratching the surface, but investments in improved technologies are helping the FCO to work more effectively and efficiently.”

—Charlotte Calloway,
Environmental & Sustainability
Manager, FCO Services

Water

Water consumption has stayed relatively flat this year, whilst investments in other areas of our estate have continued. Last year's investments in waterless urinals in Hanslope Park have delivered full year benefits this year and are the reason for the majority of the reduction in office water consumption. Performance in King Charles Street has slipped due to further increases in staff numbers however our FM provider continues to research innovative solutions to achieve our performance targets, and efficiency per FTE has continued to increase. In 2018-19 we will review the opportunities to reuse hand basin water to flush toilets and urinals in King Charles Street and we're conducting feasibility studies to assess the ability to change urinals in our Grade I listed building at King Charles Street to low water systems. Due to an increase in staff numbers across our office estate we are seeing an increase in the efficiency of our office estate when comparing consumption (m³) per person (FTE) whilst consumption only marginally reduced across our office estate.



FINITE RESOURCE CONSUMPTION—WATER		2017-18	
		Cubic metres	GBP (£)
Office Water Consumption	Supplied	30,824	66,424
	Abstracted	0	0
Non-Office Water Consumption	Supplied	20,369	43,894
	Abstracted	0	0
Total	Supplied	51,192	117,958

Total Office Water Consumption

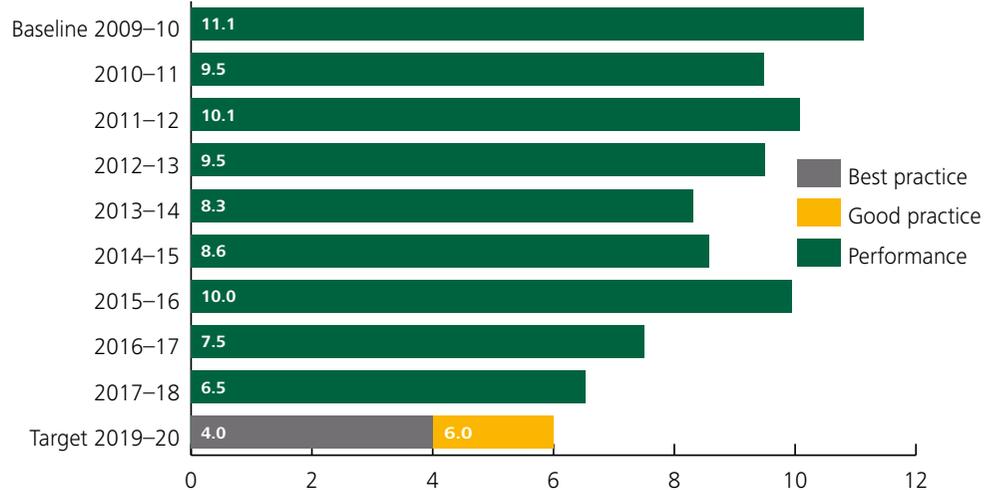
Office versus non-office water

The below chart gives an indication of the split in consumption across our office and non-office estate. The FCO's UK operations includes workshops and data centres which fall outside of the definition of office estate within our GGC reporting framework. Non-office consumption has increased over the last year. Performance across the year has remained consistent and the historic reductions over Q3 (October-December) were not seen. It is understood this is due to the continued intensity of events at Lancaster House, and the Tech Overhaul programme delivering high data centre cooling demand as old and new services ran in parallel ahead of the switching over to more efficient global data services.

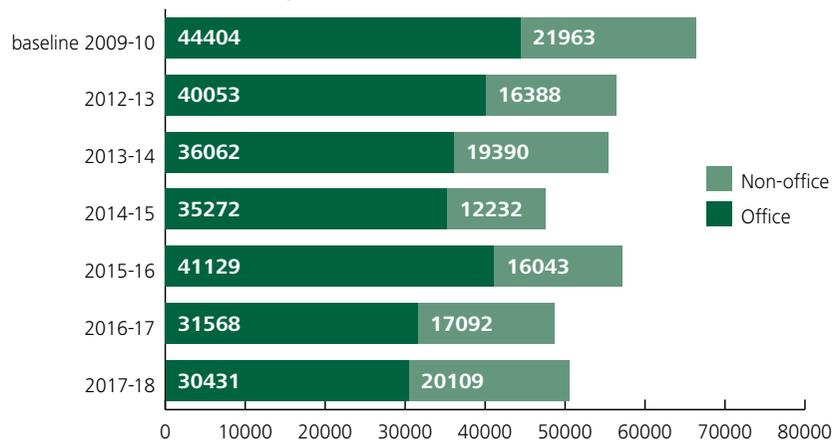
"We're committed to continue to drive efficiency across our global estate, working with Posts and service partners we will contribute to reductions in utility costs and show leadership in removing avoidable single-use plastic."

—Nigel Lucker, Overseas
Head of Operations

Greening Government Commitments - Office Water Consumption all Buildings (m³ per person)



Total Water Consumption (m³)



Snapshot—Greening the British High Commission Victoria, Seychelles

Ocean pollution rose up the international agenda in 2017, taking a cue from ocean environment specialists who have been concerned about it for much longer. Hosting the Commonwealth Heads of Government meeting in London, the UK took the opportunity to show leadership on tackling plastics pollution in our oceans.

Seychelles depends on tourists attracted to its beautiful sandy beaches, sparkling blue ocean, excellent diving and lush tropical forest. Its 115 islands are dotted across an Exclusive Economic Zone of 1.5 million square kilometres.

When you work in a country that is literally 99% water, you can't help but think about the impact you have on the ocean. You also see very clearly the challenges of being 'environmentally-friendly' when people are cramped together on a small, remote island. Almost everything people need has to be shipped or flown in, and waste management is a huge problem.

At the BHC in Victoria, we wanted to set an example locally and globally by greening the mission and using our public diplomacy to highlight how we are reducing our impact on the environment. We started with simple things.

The Residence garden is now organic, switching from harmful pesticides to neem oil sprays to deter the many leaf-chomping insects that thrive in the hot and humid climate. We compost on site using an imported mulcher, even collecting teabags and other organic waste from the office. Plants grow so quickly in year-round tropical heat that we have already had to double our composting capacity to avoid sending some to landfill. A sack of cow manure here costs about £15 so it pays to compost, and the plants are noticeably healthier.

We recycle glass, drinks cans and plastic bottles, taking glass to the only recycling unit on the island (they use it to prevent shore erosion) and giving the

plastics to one of the collectors who get a modest refund to make ends meet. Batteries are collected and whoever is next flying to London takes them to drop in at Boots or Sainsbury's. We still can't recycle paper so are trying to reduce use.

We ask caterers for our events to use re-usable or recyclable materials as well as sustainably-caught fish and other local produce. In fact all our procurement highlights our wish to be as environmentally-friendly as possible.

Applying the "reduce, reuse, recycle" mantra we've encouraged staff to reduce waste by using reusable food containers and donating unwanted items to charity; we only buy recycled and non-plastic stationery for the office. We also cleared out our store and redistributed unwanted equipment.

Despite wall-to-wall sun and ever-present wind and wave power, 97% of Seychelles' energy is generated from imported oil, creating an environmental risk and CO2 emissions that contribute to climate change. As well as causing a rise in sea-level that threatens lower-lying islands, the main climate threat to Seychelles is the rise in sea-temperature that has, tragically, damaged over 80% of their coral reefs.

So we are delighted that in the next phase of 'greening the mission' we have the funding in 2018/19 to have a local business fit British-supplied solar panels at the Residence. An investment of £16k should pay for itself in 4 years and make us self-sufficient. Electricity use has also been reduced

by minimising use of air conditioning and water-heating.

In our outreach we've partnered with a youth NGO, The Ocean Project, who organise beach clean-ups that collect a staggering amount

of waste that has either come from, or will go into, the ocean. Sadly even small items like plastic straws can kill and injure precious wildlife like sea turtles. When our Vice Consul is making outreach visits to hotels, he also encourages them to consider alternatives to plastic straws and to procure non-plastic items.

Greening the mission has been something the whole-team can get involved in, and good fun too. One example is The Commonwealth Canopy Initiative, launched at CHOGM 2016. The Environment Ministry pledged to plant 20,000 native trees (replacing invasive foreign species) in two years and BHC has been helping. 18 months and 22,000 trees later, we've helped volunteers, NGOs and forestry workers plant hundreds of trees, improving areas affected by forest fires or susceptible to mudslides. To mark CHOGM 2018 we began replanting mangroves in recognition of the important part they play in ocean health and preventing coastal erosion.

—Caron Rohsler, High Commissioner, Seychelles



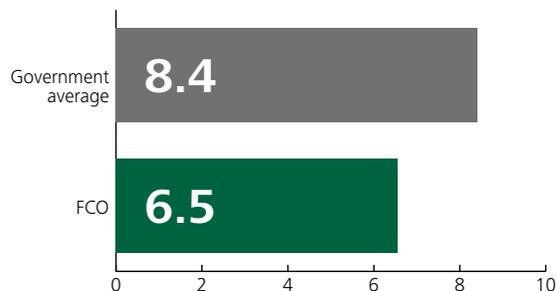
Normalised Performance

To allow comparison between years and organisations, the following table normalises sustainability impacts by staff numbers. The FCO UK estate occupancy full time equivalent (FTE) staff number is 5,304 and comprises staff, contractors and work agency personnel working on FCO and Wilton Park premises in the UK; non-wider market FCO Services staff working on UK premises; and FTE visitors to UK premises. The Office FTE for the reduced scope of the office water consumption target is 4,978.

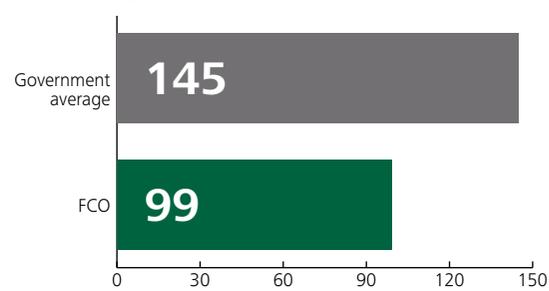


IMPACT	PER FULL TIME EQUIVALENT (FTE) 2017–18	PER FULL TIME EQUIVALENT (FTE) 2016–17	PER FULL TIME EQUIVALENT (FTE) 2015–16	PER FULL TIME EQUIVALENT (FTE) 2014–15	PER FULL TIME EQUIVALENT (FTE) 2013–14	PER FULL TIME EQUIVALENT (FTE) 2012–13	PER FULL TIME EQUIVALENT (FTE) 2011–12	AVERAGE PER FTE IN GOVT. DEPTS. 2016–17
Greenhouse gas emissions	1.9 tonnes of CO ₂ e per FTE	2.6 tonnes of CO ₂ e per FTE	3.0 tonnes of CO ₂ e per FTE	3.1 tonnes of CO ₂ e per FTE	2.8 tonnes of CO ₂ e per FTE	3.4 tonnes of CO ₂ e per FTE	3.5 tonnes of CO ₂ e per FTE	1.3 tonnes of CO ₂ e per FTE
Waste arising	99 kg per FTE	161 kg per FTE	208kg per FTE	196 kg per FTE	167 kg per FTE	204 kg per FTE	205 kg per FTE	145 kg per FTE
Office water consumption	6.5 cubic meters per FTE	7.5 cubic meters per FTE	9.9 cubic meters per FTE	8.6 cubic metres per FTE	8.3 cubic metres per FTE	9.5 cubic metres per FTE	9.7 cubic metres per FTE	8.4 cubic meters per FTE

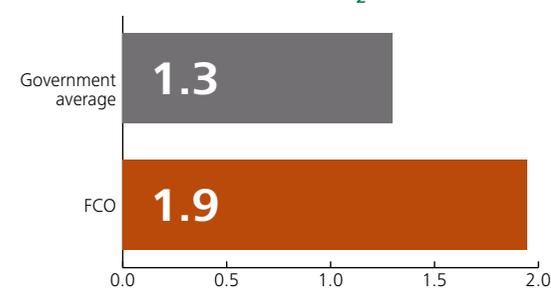
Office Water (m³/FTE)



Waste (kg/FTE)



Greenhouse Gases (kgCO₂e/FTE)



Biodiversity

The Biodiversity Plan for Hanslope Park is reviewed annually. Potential impacts on existing habitats and species are factored into management and landscaping of the Hanslope Park 44 acre site and where possible, wildlife corridors and natural habitats have been enhanced.

An annual arboriculture survey is undertaken for nearly 500 trees which have been plotted with GIS/GPS coordinates. The survey takes into account the tree size, age and health, species, external biochemical signs, history of pruning, signs of decay and identification of fungi. Our most prized Oak Tree is over 250 years old.

Continuous management is undertaken to maintain the pond, plant trimming and reed reduction. The protected 'Ha Ha' wall which surrounds the Park House Mansion (Listed II) Building is home to many animals and insects from the great crested newt to rabbits. The mansion itself often hosts bats roosting in its loft and roof area.

A new wild flower meadow has completed its first season and includes annual plants and flowers to attract bees and birds. A vast number of different species of birds can be observed on site ranging from kites, swallows, chaffinches, and wagtails to name just a few.

Biodiversity Valuation

A Biodiversity Valuation was completed on the wildflower garden, and it applies an overall value based on the condition (i.e. if habitat is well managed) and distinctiveness (i.e. if habitat is protected, of interest or part of any designations, and the significance of the habitat in supporting wider BAP priority species). The valuation works on a credit based system, and does not assign a monetary value to biodiversity, or any specific

species, and works on an assessment of habitat only. Prior to becoming a wildflower garden the site was deemed to be of good condition, but didn't offer anything in the way of distinctiveness to the site. Therefore, a value of zero was attributed to the previous grassed area.

Wildflower meadows are a habitat of importance to the Milton Keynes area as these are important habitats for insects and feeding birds. As with the wider UK, biodiversity has been on a decline in Milton Keynes, and any efforts to aid increased biodiversity and the benefits of this are encouraged. Therefore, the creation of such a habitat within the grounds of Hanslope Park, is important in delivering wider biodiversity benefit, and the area has been valued accordingly, assuming that the area will be actively managed in order to maintain a good level of biodiversity.

Therefore there has been an increase in the value of biodiversity within the area, from zero to 1.4, apportioned per hectare, demonstrating net positive gain overall, within the context of the area where the habitat has been modified. Although it's difficult to demonstrate comparatively, it should be noted that 2 hectares of woodland with medium distinctiveness and of moderate quality, has a biodiversity value of 16.

In addition to increased biodiversity the creation of habitat is pivotal in aiding the enhancement of ecosystem services provided by green spaces. Wider benefits of the wildflower area will include, but are not inclusive of the following:

- > Increased Pollination
- > Increased nutrient cycling
- > Enhance carbon sequestration
- > Cleaner air
- > Increased productivity, health and well-being of site users
- > Increased water filtration
- > Increased soil stability
- > Enhanced resilience
- > Increased natural cooling



Snapshot—Henderson Island: Plastic Pollution in Paradise

Henderson Island is one of the most remote islands in the world. Uninhabited, and largely untouched, it was recently found to have the highest density of plastics pollution anywhere in the world. So what has happened, and what can we do about it?

Henderson is one of four Pitcairn Islands and lies bang in the middle of the Pacific, 3,200 miles from New Zealand, 3,300 miles from South America, and 180 miles from Pitcairn (and its 52 inhabitants). It's hard to imagine a more remote location, a more quintessential desert island.

Henderson is of such environmental significance that it was declared a [UNESCO World Heritage Site](#) in 1988, with strict measures in place to preserve its unique fauna and flora. But despite these measures, Henderson's beaches have the dubious accolade of having the worst plastic rubbish density in the world. An estimated 37.7 million pieces of plastic litter the island, with an average 671 items per square metre.

So where does the plastic come from?

Henderson is uninhabited and is too remote to get many visitors. So it's not a matter of littering: it's the currents. Henderson's location near the centre of the South Pacific Gyre Ocean current makes it a focal point for debris carried from South America or deposited by fishing boats. As Dr Jennifer Lavers, plastic pollution expert from the University of Tasmania says, "Henderson shows there's no escaping plastic pollution even in the most distant parts of our oceans". It is a reminder—if we

needed it—of quite how urgently we need to act to rid our oceans of plastic.

Pitcairn Islanders—famous for their Bounty mutineer forefathers, who settled the Island in 1790—are deeply committed to marine conservation. The Pitcairn Marine Protected Area, designated in 2016, is 834,000 square miles, and part of the UK [Blue Belt](#) around UK Overseas Territories. So it is no surprise that the Pitcairners are committed to tackling the Henderson plastic. They already have their own recycling programme, recycling glass into art and road fill, and a new EU-funded recycling centre will open later this year. Even discarded marine buoys will find a new home.

But the Henderson plastic pollution is a challenge of a different magnitude—well beyond the capability of Pitcairn's 52 inhabitants. So the [Pew Charitable Trusts](#), which has a long-standing relationship with the Islands, was approached for help. With support from the Blue Belt programme, they have planned an expedition to Henderson, for later this year.

This expedition will allow forensic analysis of the plastics to identify the sources of the litter and will raise global awareness of the marine plastic crisis. It will take scientific readings from the beach and marine environment to track the extent of the impact. It will also clear a section of the beach and set up monitoring cameras to track future plastic build-up. The plastic removed will be converted into a substitute for aggregate in concrete and incorporated into pathways and tourist trails on Pitcairn Island, including the popular Eco-Trail. If

this innovative technique proves successful, it could be used on other Pacific Islands.

But the expedition will not clear Henderson of plastic. Nothing will. Plastic degrades and gets broken down into micro pieces, which form part of the sand on the islands beaches and are no doubt present in the sea, poisoning our sea life. What the expedition will do is raise awareness of plastic pollution in our oceans.

There is a clear, global message: if it can happen here, it is happening everywhere. There is no time to waste.



Laura Clarke, High Commissioner, New Zealand and Samoa, & Governor, Pitcairn Islands

Foreign Office Goes #BeyondPlastic

On 27th February, the Foreign Secretary announced in a [press release](#): “The FCO will eliminate avoidable single-use plastics from its UK operations by the end of this year, and from its global operations by 2020. It is the first UK government department to announce such a ban.”

To achieve this, the FCO created the first working definition of avoidable single-use plastics for use in government: “products that are made wholly or partly of plastic and are typically used once or for a short period of time before being disposed and are technically, environmentally and economically practicable to avoid” as well as a baseline of its single-use plastics waste (3.45 million items a year—around 200 items for each member of staff).

Within two months of the Foreign Secretary’s announcement, the FCO had:

- > Switched plastic cutlery (138,250 items p.a.) and food containers (93,036 items pa) to biodegradable alternatives.
- > Switched single-use condiment sachets to refillable ones (21,686 items pa).
- > Switched plastic cups to glass/paper (285,600 items pa).
- > Ended provision of plastic straws.
- > Introduced china coffee cups, plus a 50p latte levy (25p discount for using reusable mug, 25p surplus for use of disposable

mug). This drove usage of reusable coffee cups from 3% to 46% within the first fortnight.

By taking these actions, the FCO reduced its use of single-use catering plastic in the UK by 40% (on an annualised basis) within two months of the Foreign Secretary’s announcement.

Further action to remove avoidable single-use plastics will be taking place in 2018, through to 2020, identifying avoidable plastics, working with our supply chain globally, and developing partnership with like-minded organisations and charities to support the FCO’s transition.



FCO EMS—Our Environmental Management System

The FCO has held environmental management certification to ISO14001 since 2006, and continues to invest in the environmental management system in the UK to drive continuous improvement and ensure the FCO complies with its legal obligations. This is particularly important outside of the FCO’s office estate as the office manages data centres, car, wood and metal workshops and operates a sewage treatment works at Hanslope Park. The FCO is also working to improve performance of our data centres to ensure they achieve the EU Code of Conduct standards, delivering a 21st century platform for the FCO, reducing operating costs and improving the environmental efficiency of our estate.

In 2017-18, we successfully recertified to the new ISO14001:2015 standard, with the transition audit raising only 1 minor non-conformity. As the standard calls for greater leadership involvement from the most senior levels of the organisation we are pleased that the FCO’s Chief Operating Officer, Peter Jones has provided good leadership in the 6 months since the audit and is providing a good level of oversight on operational issues as well as raising environmental management to the highest levels of the organisation.

The Sewage Treatment Works continue to provide difficulties and we have seen a number of breaches of our Environment Agency Discharge Consent. Our Facilities Management provider along with staff within the FCO are working to provide efficient, cost effective and long lasting solutions to this ongoing problem to ensure we are able to meet our legal requirements and maintain our ISO14001 certification.



Sustainable Procurement

During 2017-18, the FCO continued to emphasise sustainability within its procurement procedures, including use of the Government Buying Standards (GBS) across its UK operations.

The FCO’s UK in-house catering provision meets British or equivalent production standards and partially meets the GBS for Food and Catering Services.

The FCO continues to collaborate to support the potential of the FCO UK and high priority spend to deliver sustainable benefit.

For example, The FCO acknowledged the increased Government SME (small and medium sized enterprise) target of 33% and continued therefore to ensure SMEs were made aware of contract opportunities. Our processes supported and enabled SME’s to bid. We used Contracts Finder to advertise opportunities and supplier events following on from Open Procurements to discuss our requirements with Markets. For UK spend in particular, we used Crown Commercial Service Frameworks e.g. G Cloud which has a large number of SME’s registered to it.

“The new FCO Commercial Strategy 2017—2021 identifies how FCO will leverage its commercial capability to optimise Value for Money for the taxpayer including the delivery of sustainable solutions”

—Tracey Williamson,
Commercial Director



Sustainable Construction

The FCO adheres to sustainable construction standards. There has been very little construction work delivered by Interserve throughout the 2017-18 period. The work that did take place resulted in 27.7 tonnes of construction waste being generated 97% of which was diverted from landfill, and was recycled or treated by other means. The 3% of landfilled waste was for plasterboard, and our FM provider are reviewing projects to better understand if there are supply chain alternatives.

The FCO continues to support the UK Government’s Timber Procurement Policy and with its FM contractor the FCO continues to procure timber through a supply chain that is committed to sourcing timber responsibly.



People & Incentives

We currently have 60 #BeyondPlastic Champions globally who are leading on driving the FCO towards zero avoidable single-use plastics across our global network. We've recently launched a UK Green Team to deliver behaviour change programmes in the UK and coordinate actions, learning and expertise between our 23 Green Teams across the world. Staff are kept abreast of the FCO's environmental performance via its intranet and building information screens across the estate, and we're continuing to gather and share more of our global experience and expertise in sustainability.

Recent staff engagement programmes have focussed on plastic, with the aim of removing avoidable single-use plastics from across the UK estate and reduce our waste sent for disposal. The introduction of reusable '#FCO2' cups for purchase and a 10p discount on hot drinks for those staff that bring their own mug, has increased the use of reusable cups; we have seen an average of 4% of all hot drinks being sold in reusable cups, and in March 2018 this increased to 6%, ahead of the introduction of a 'latte levy' across our UK estate which will see a levy of 50p on all hot drinks sold in disposable cups. A large campaign has been launched to raise awareness of the campaign and we hope to publish 'latte levy' performance figures in early 2018-19.

These programmes along with informal updates via the FCO Intranet's 'DipTweet' feed has opened two-way engagement opportunities between the Sustainability Team and staff across the global network. Increased leadership engagement through the Environmental Management System has led to higher level engagement on sustainability issues with an associated rise in the number of communications and 'DipTweets' from FCO board-level staff.

The team submitted an 'Impact on the Environment' application to the BIFM Awards. The FCO was the first government department to apply for such an award in the 10 years the awards

have been running. The FCO were shortlisted and commended for the activities taking place to reduce the impact of the FCO on the environment.

Communications on sustainability are also more actively being incorporated into wider FCO priorities, including in particular the Tech Overhaul programme which is delivering significant carbon and paper savings through improved IT solutions for staff.

The carbon off-set costs of international flights are re-charged to Directorates. The FCO charges its Executive Agencies and tenants for the costs of Carbon Reduction Commitment (CRC) Allowances purchased for their energy use



Risks and Opportunities

The risks and opportunities identified by the FCO are held within the FCO's UK Environmental Management System and documents in detail the political, economic, social, technological, legal and environmental drivers.

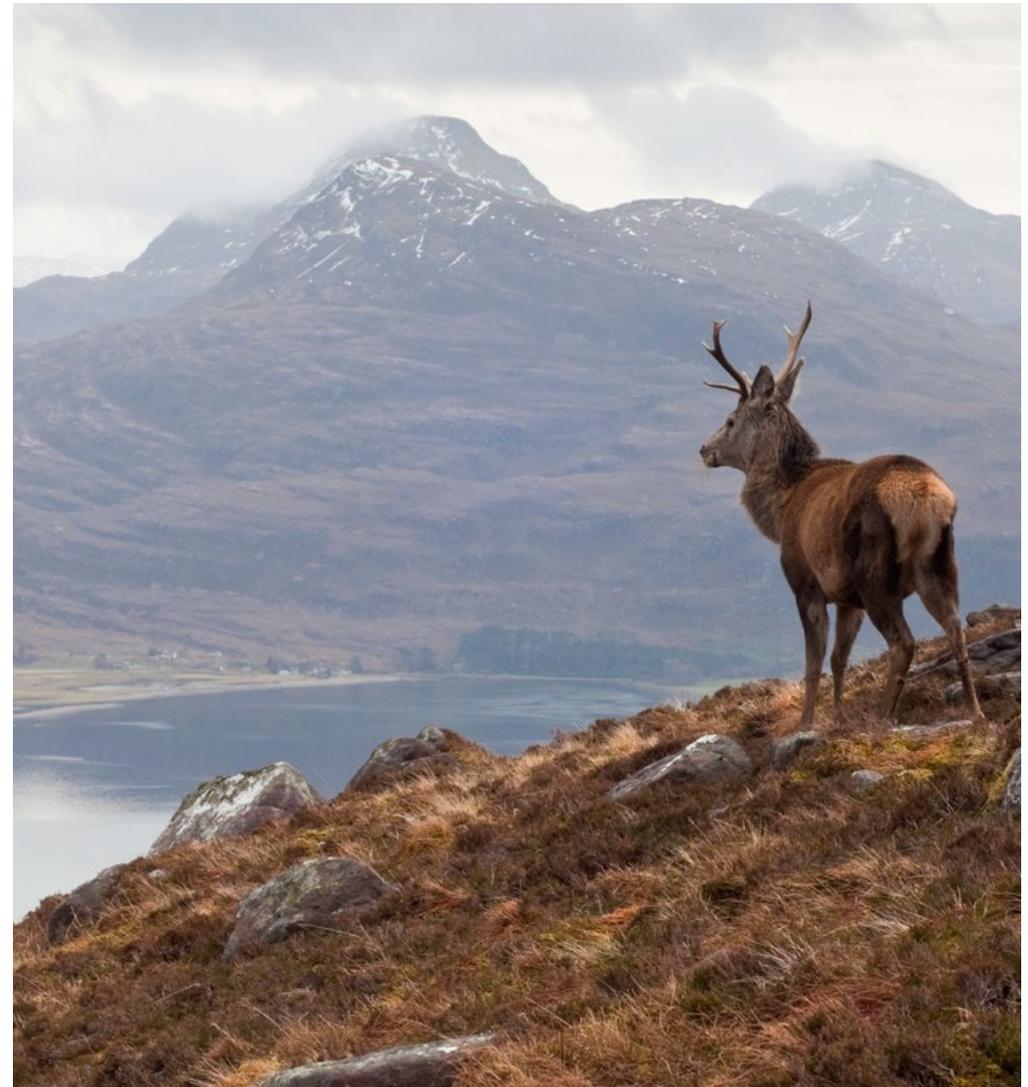
The main opportunities to reduce environmental impacts in the UK are through our Tech Overhaul programme along with ongoing investment in business-as-usual upgrades to existing infrastructure and equipment. Delivering innovative solutions to contribute to achieving our targets and sharing and promoting this innovation with staff and colleagues across government increases awareness and broader support for FCO sustainability action.

The #BeyondPlastic programme and targets are raising awareness of plastic pollution at the highest levels around our global network, and opening up opportunities to share the learnings arising from the FCO's leadership on this issue. Closer working relationships across diplomatic and operational staff both in the UK and overseas are increasing understanding and shared value further opening synergistic opportunities to deliver a world-class estate.

The main risks to meeting the FCO's sustainability targets are: insufficient funding available for mitigation measures and planned measures not delivering expected savings. This is particularly clear with our IT infrastructure changes which are a significant

part of our carbon reduction strategy. For example, increased artificial ventilation and cooling will offset some sustainability gains from more intensively occupying our estate, but we will mitigate these risks by identifying further low and no cost measures and exploring alternative funding arrangements, if necessary, to deliver savings and improved environmental performance.

Understanding the macro-level changes and megatrends forthcoming, and embedding these within our strategy, will help to support and enable the FCO to make responsible and cost effective investments for the future.



Notes

1. Although FCO Services and Wilton Park are Executive Agencies with their own Annual Reports and Accounts, all of Wilton Park's and most of FCO Services' sustainability impacts are included in the figures in this report because they are included in the FCO's GGC targets. Also, FCO and FCO Services are largely co-located. FCO Services' Wider Market impacts are not included, as the GGC Exemption Panel decided in 2012/13 that they should be exempted from the scope of GGC. The sustainability impacts of the FCO's overseas operations are not included.
2. Estate electricity consumption includes electricity consumed in charging FCO Services-owned electric vehicles. The FCO has not yet baselined or reported emissions from underground, bus or coach travel.
3. DEFRA conversion factors have been used to calculate carbon emissions. The greenhouse gas emission figures are non-weather corrected. All data reported are taken from actual measurements.
4. Scope 1 direct emissions arise from organisation owned equipment; Scope 2 indirect emissions from consumption of purchased energy; and Scope 3 other indirect emissions from non-owned transport. Organisations have most control over Scope 1 emissions.
5. The expenditure figures relate to the FCO's UK operations only and include VAT. Apportioned FCO Services' wider market estate energy, water and waste costs are deducted. FCO Services purchase fuel for their fleet (except electricity for electric vehicles) and that expenditure is recorded in the FCO Services Accounts and sustainability reporting. FCO Services also disposes of certain waste streams and accounts for the cost of their disposal.

6. Deducted FCO Services Wider Market impacts and expenditure in 2016/17 were:

Greenhouse gas	1,492 tCO ₂	£ 234,929
Water	2,847 m ³	£ 8,168
Waste	29 tonnes	£ 6,724

7. Wider Market impacts are calculated using the Wider Market revenue percentage from the FCO Services Annual Report and Accounts plus estimated Wider Market data-centre emissions for greenhouse gases.
8. The average Government Department office water, greenhouse gases, and waste consumption per FTE figure uses data from Defra's GGC Annual Report for 2016/17.
9. Previous years' data have been restated to reflect corrections.
10. Expenditure on GCOF carbon offsets for UK originated international flights has been estimated based on previous year expenditure rates per tonne of CO₂e.
11. Under CRC Energy Efficiency Scheme rules, the FCO must purchase CRC allowances for all CRC qualifying emissions on its estate, including tenants' emissions. FCO will recharge tenants the following amounts for 2017/18 CRC allowance costs:

HMGCC	£ 67,465
Wilton Park	£ 2,698
FCO Services	£ 25,362

12. The breakdown of waste disposal costs reflects actual charges for specific methods where available. Wherever

the charge to the FCO does not distinguish between disposal methods, the cost has been allocated in proportion to how the waste was disposed.

13. The paper volumes figures are based on the number of reams of A4 paper equivalent purchased by the office in the financial year.
14. The number of domestic flights; domestic flight and train travel emissions; and associated expenditure relate only to flights and train travel booked with the FCO's travel provider. Flights and train travel booked by other means are not readily identifiable.



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Comments and Suggestions

We welcome your views on the quality of service we provide. Please write to the Head of Sustainability at the address above or email: fco2@fco.gov.uk

[gov.uk/fco](https://www.gov.uk/fco)