DWP Annual Sustainability Report

July 2012

DWP Department for Work and Pensions

1. Introduction

This report contains additional and contextual information to the Sustainable Development entry, and annex, in the 2011/12 DWP Annual Report and Accounts. It also provides more detailed explanations of the footnotes contained within the Sustainability Report within the Annual Report and Accounts, and the separate Annex. For ease, these have been included in a table, which contains the original references.

This report covers the main sustainable development activities for the Department for Work and Pensions, including the key environmental impacts associated with the delivery of its business (which are covered by the Greening Government Commitments) across 948 main offices.

Environmental performance is monitored and managed centrally. The raw data for “carbon from the estate” (electricity, gas and oil), water and waste is collected from all sites occupied by DWP, where the costs for these services are met directly. For electricity and gas this is collected mainly from Automatic Meter Readers – currently 95% of electricity and 55% of gas (and 45% of water) consumption is collected in this way, providing “real time” information. These are usually called “Half Hourly” sites – this is the frequency that consumption information is submitted by the meters. The remaining information on electricity, gas (Non Half Hourly) and oil consumption is gathered from invoices submitted by suppliers – as there is a disparity between meter reading and invoicing schedules a portion of the data for electricity and gas is always estimated. An annual reconciliation is undertaken to resolve all estimated consumption information.

The data used to calculate carbon emissions from business travel is also gathered and managed centrally, but using different systems. Suppliers collate and submit data for travel in fleet vehicles and by public transport. Internal management systems provide the information for “grey fleet” mileage (this is business travel done by staff in their own cars).

Two of the Department’s Non-Departmental Public Bodies – the Health and Safety Executive (including Health and Safety Laboratory) and The Pensions Regulator are covered by Greening Government Commitments and manage their own performance and reporting. They have both included sustainability reports within their Annual Accounts which can be accessed from their web sites. Due to the way that data is managed the performance of both The Child Maintenance and Enforcement Commission and the Pension Protection Fund is included with the rest of the DWP estate, although the Child Maintenance and Enforcement Commission also include a sustainability report within their Annual Report and Accounts.

2. Overview of environmental performance

This section provides an extended version of that contained within the main Annual Report and Accounts. It has been expanded to include normalised DWP data for all the Greening Government Commitments. Normalisation has been based on either the number of staff (measured as Full Time Equivalents) or the space occupied by the Department in m^2.

Summary of performance: Greening Government Commitments[1]

Background Information

	2009-10 Baseline	2011-12
Number of FTE Staff	**108,555**	**88,626**
Number of buildings	**960**	**915**
Space occupied	**1,712,841**	**1,634,493**

Reduce greenhouse gas emissions by 25% by 2015 from a 09/10 baseline from the whole estate and business-related transport (TonnesCO_2e)

	2009-10 baseline[2]	2011-12 performance[3]	Target
Estates emissions[4]	180,716	142,040	135,537
Estates emissions/m^2	0.11	0.09	N/A
Travel and related emissions[5]	24,415	14,756	18,311
Total greenhouse gas emissions	205,131	156,796	153,848
Total green house gas emissions/FTE	1.89	1.77	N/A

Reduce the amount of waste we generate by 25% by 2015 from a 2009/10 baseline (Tonnes)

	2009-10 baseline[2]	2011-12 performance[3]	Target
Total volume of waste produced (tonnes)	16,626	13,844	12,470
Volume of waste recycled (tonnes)	10,522	8,413	N/A
Total volume of waste/FTE	0.15	0.16	N/A
Total volume recycled waste/FTE	0.10	0.09	N/A

Reduce paper use by 10% in 2011/12

	2009-10 baseline[2]	2011-12 performance[3]	Target
A4 (Reams)	2,017,470	1,318,755	Achieved - 35% reduction
A3 (Reams)	7,340	3,900	Achieved - 47% reduction

Reduce water consumption from a 2009/10 baseline, and report on office water use against best practice benchmarks

	2009-10 baseline[2]	2011-12 performance[3]	Target
Total water consumption	810,701 m^3	714,440	N/A

Water Use Performance against best practise benchmarks

	2009-10 baseline[6]	2011-12 performance[7]
Best Practise (<4m^3/FTE)	107	53
Good Practise (4-6m^3/FTE)	500	493
Poor Practise (>6m^3/FTE)	155	212

Greenhouse Gas Emissions

The following table was originally produced in the Sustainable Development Annex of the Annual Report and Accounts. It provides a more detailed breakdown of the carbon emissions reported in table 1.

Greenhouse Gas Emissions

Non-Financial Indicators (tCO_2e)

	2009-10[1]	2010-11[2]	2011-12
Scope 1 Emissions			
Gas	43,712	40,831	36,298
Oil	2,128	2,019	1,455
Fugitive Emissions	124	1,594	1,594[3]
PUS vehicles	5,362	5,184	4,463[4]
Official vehicles	1,470	1,189	1,105[5]
Total Scope 1	**52,796**	**50,817**	**44,888**
Scope 2 Emissions			
Electricity: Brown	69,532	93,933	77,020
Electricity: Green	28,028	12,126	10,269
Electricity: CHP	37,192	18,189	15,404
Total Scope 2	**134,752**	**124,248**	**102,694**
Scope 3 Emissions			
Grey fleet	8,621	6,644	5,364
Car hire	2,320	1,615	1,712[6]
Taxis	139	72	33
Air	2,131	928	341

	2009-10[1]	2010-11[2]	2011-12
Rail	4,233	2,966	1,649
Tube/Tram	49	34	37
Coach/Bus	90	12	52
Total Scope 3	**17,583**	**12,271**	**9,188**
TOTAL EMISSIONS	**205,131**	**187,336**	**156,769**

Related Energy Consumption (KWh)

	2009-10[1]	2010-11[2]	2011-12
Scope 1			
Gas	237,618,924	220,431,616	197,702,890
Oil	7,695,495	7,593,888	5,222,910
Scope 2			
Electricity: Brown	127,773,947	172,284,577	146,811,315
Electricity: Green	51,505,778	22,240,665	19,574,842
Electricity: CHP	68,344,204	33,360,998	29,362,263
TOTAL ENERGY	**492,938,348**	**455,911,744**	**398,577,825**

Financial Indicators (£)

	2009-10[1]	2010-11[2]	2011-12
Scope 1 and 2			
Gas	5,848,002	6,298,006	6,811,466
Oil	368,834	464,920	331,186
Electricity: Brown	10,910,563	16,018,396	16,092,126
Electricity: Green	4,398,056	2,135,786	2,145,617
Electricity: CHP	5,835,882	3,203,679	3,218,425

Carbon Related Expenditure (£)

	2009-10[1]	2010-11[2]	2011-12
Carbon Reduction Commitment	N/A	N/A	1,856,000[7]
Government Carbon Off-setting Fund	32,085	7,067	Not yet available

Additional Estimated Carbon

There are 176 sites (amounting to 222,355m^2) where actual consumption information is not available – where the Department is a tenant and does not have access to this information. The carbon impact of these sites is calculated to be 20,012 tonnes of CO_2e, using the normalised figures for estates emissions per m^2 for 2011/12 (see table 2 above). This figure is not included in our overall carbon figures as it would reduce their accuracy, but is included for illustrative purposes only.

The Department can not directly influence the performance of these sites other than ensuring that all staff are included in awareness raising campaigns and are encouraged to adopt good practise “housekeeping” measures.

Waste

The Department's Swap Shop works hand-in-hand with the Estates Rationalisation Programme promoting the re-use of surplus office equipment. This and the continued practice of only printing when necessary, supported by multi-functional printing devices that by default print duplex in black and white, continues to deliver a reduction, 10% this year, in total waste produced.

Waste

		2009-10	2010-11[8]	2011-12[9]
Non-Financial Indicators (tonnes)	Total Waste	16,626[10]	15,445	13,844
	Waste to landfill	6,104	5,629	5,431
	Waste recycled/reused	10,522	9,816	8,413

The Department does not currently collect information on other waste streams such as construction or ICT. The Department will work with suppliers to develop a simple and proportionate methodology for collecting this information.

Use of finite resources

DWP has reduced its water consumption this year by a further 5 percent – an average performance of 8m^3/FTE. It aims to continue to reduce water consumption by promoting sensible measures to preserve water, and Telereal Trillium continues to assess where dual-flush systems can be installed to replace old large-capacity toilet cisterns.

Water consumption (scope 2)

		2009-10[11]	2010-11[12]	2011-12
Non-Financial Indicators (m^3)	Water Consumption	810,701	751,676	714,440
Financial Indicators (£)	Water supply	1,185,033	1,174,194	1,170,185
	Sewerage	2,578,008	2,387,971	2,345,766
	Total Water Costs	3,763,041	3,562,165	3,515,951

Biodiversity and Natural Environment plans

DWP is not required to have a biodiversity action plan, the majority of sites being city centre or street front buildings. Despite this, work has been undertaken with the estates partners to enhance biodiversity on a small number of sites with potential to do so.

Sustainable Procurement

DWP continues to use its significant spend and commercial activity to influence wider Government and suppliers. Recent initiatives include promoting the use of

apprenticeships and skills through contracts and supporting the Growth Agenda to ensure that Small and Medium Sized Enterprises can bid for and be successful when tendering for DWP contracts.

The Department's commercial function is supported by the DWP Commercial Policy and Process Team who provide tools to successfully incorporate environmental, economic and social considerations into the commercial function with the result sustainability is firmly embedded into contract documentation, specifications, schedules of tender and terms and conditions. The policy team also provide a wide range of guidance and tools to enable staff to carry out risk assessments on the sustainable element of all new contracts let by DWP. The Department has its own Sustainable Procurement Strategy defining DWP's success and objectives for the future.

DWP is keen to promote good working relationships with their suppliers and 2012 sees the continuation of the departmental Supplier Excellence Awards which includes a category for best supplier contribution to sustainability and best SME/VCS supplier.

In November 2011 an assessment of compliance with the Government Buying Standards for food and catering was undertaken with Telereal Trillium and Compass. The full assessment can be read here:

http://www.dwp.gov.uk/docs/gbs-food-catering-assessment-11-2011.pdf

Climate Change Adaptation

The Department recognises the importance of ensuring that long term planning takes into account the potential impacts of climate change - it features within our mainstreaming tools, and regularly reviewed and updated information is made available to key staff. The Department has contributed to the development of UK Climate Change Risk Assessments and continues to work on the delivery of its Climate Change Adaptation Plan:

http://www.dwp.gov.uk/docs/dwp-climate-change-adapt.pdf

Governance

Sustainability activities and initiatives are governed through a supportive network of senior managers in key area throughout the Department, such as Estates, IT and throughout operations. Supported by the central Sustainability and Climate Change Team, they are responsible for collaboratively agreeing and implementing sustainable development improvements. Issues escalation is direct to the Department's sustainable development Executive Team sponsor – the Finance Director General.

Mainstreaming Sustainable Development

The Department has focused its activities on mainstreaming sustainability, defined in the Government's vision for Sustainable Development as making it "central to the way we make policy, run our buildings and purchase goods and services" by building it into the way we make policy and throughout our project management functions, where it had already featured within formal project reviews. The input has been more clearly specified, and a full sustainability evaluation of any project or programme which is likely to see an impact of more than 2,000 tonnes of CO_2 equivalent is undertaken using an in-house tool.

"Government's vision for Sustainable Development": http://sd.defra.gov.uk/gov/vision/

The overall sustainability of the project is rated against a number of economic, social and environmental criteria; and the expected direct and indirect greenhouse gas impacts are calculated and expressed in cash equivalents to weigh up against the economic and social costs and benefits. This evaluation is revisited through the lifespan of the project whenever there are significant changes in scope. Possible mitigations of any negative impacts are identified at each stage, and acted on wherever appropriate.

A series of 'Sustainability Masterclasses' are being delivered to project managers across DWP to raise awareness and engage action to address sustainability from the outset of a project.

Several projects, including Universal Credit, Simple Money Transmission Services, Transforming DWP, Tell Us Once and E-signing have, as a result, registered projected greenhouse gas emission savings in their business cases and/or benefit realisation plans.

Towards the end of the financial year, an additional sustainability check has been added. In recognition of the fact that projects often commence with pre-approved aims, the Department now also assesses policies for sustainability at the pre-feasibility stage, before they are launched as projects or programmes.

3. Contact Details

If you would like any further information on sustainable development within DWP, including more detail on our environmental impacts please contact the Sustainability and Climate Change Team in the first instance – sustainable.climate@dwp.gsi.gov.uk

4. Summary of Performance explanatory notes

Changes to Baseline

ARA Main Report – footnote reference

Summary of performance: Greening Government Commitments
2009-10 baseline[2]
and
2009-10 (Water use performance against best practise benchmarks) [6]

ARA Annex – footnote reference

Greenhouse Gas Emissions
2009/10[1]
2010-11[2]

Waste
2009-10 [10]

Water consumption
2009-10[11]

"All Baseline Figures have been recalculated to take account of changes to the estate caused by Machinery of Government Changes."

Explanation
The baseline figures for 2009/10 have been recalculated to exclude those properties which, whilst subject to DWP contractual arrangements, are wholly occupied by other Government Departments. In earlier reports, they had been included as part of the overall DWP figures as the changes had taken place subsequent to the baseline year of the previous targets (Sustainable Operations on the Government Estate). Information on the performance of these sites has been passed to the relevant department for inclusion within their data. Details of these buildings can be supplied on request.

2010 -11 data has also been restated to reflect these changes.

Use of estimated data

ARA Main Report – footnote reference

Summary of performance: Greening Government Commitments
2011-12 performance[3]

"All figures, with the exception of paper use and travel, for 2011/12 have been calculated from reported data to end February 2012. Estimated data has been used for March 2012"

Data for March for electricity, gas, PUS,OV and Car Hire element of the Greening Government Commitments was unavailable in time for completion of the Annual Report & Accounts

ARA Main Report – footnote reference

Summary of performance: Greening Government Commitments
Estates emissions[4]

An average of consumption from January and February 2012 was used to estimate the figure for March 2012 for electricity, gas and oil. A number of small, non half hourly sites have estimated bills which includes estimate consumption figures. This is standard practise, and arrangements are in place to conduct a year end reconciliation.

ARA Main Report – footnote reference

Summary of performance: Greening Government Commitments
Travel and related emissions[5]

ARA Annex Report – footnote reference

Greenhouse Gas Emissions
PUS vehicles - 4,463[4]
Official vehicles - 1,105[5]
Car Hire – 1,712[6]
"Estimated data used for March 2012"
March 2011 data was used as a proxy for March 2012.

ARA Main Report – footnote reference

Summary of performance: Greening Government Commitments
Water Use Performance against best practise benchmarks
2011-12 performance [7]
"Water benchmark figures do not include data for January – February 2012"

The calculation combines water consumption figures and Full Time Equivalent staffing figures for individual sites – which have to be sourced separately. Delays in obtaining the necessary data for the last quarter of the year mean it was not possible to assess progress against the benchmarks as at 31st March – so performance up to the end of December 2011 was used. Work has now been completed to improve data collection and assessment against the benchmarks.

There is a discrepancy in total site numbers between the two years, caused by changes to the estate.

ARA Annex Report – footnote reference

Greenhouse Gas Emissions
Fugitive emissions – 1,594[3]

"Data is not available for fugitive emissions for 11/12, so 2010/11 data used"

Data is collected from individual sites for all refrigerants used across the whole estate. Timings of this report mean that this was unavailable and as a proxy the 2010/11 fugitive emissions figure was used.

ARA Annex Report – footnote reference

Waste
2011 – 12[9]

"Figures include reported data to Feb 2012. March 2011 data has been used as an estimate for March 2012."

Due to timing of the report, actual data for March 2012 was not available – March 2011 data was used to provide the estimate.

Restatement of 2010/11 data

ARA Annex Report – footnote reference

Greenhouse Gas Emissions
2010-11[2]

Waste
2010-11[8]

Water consumption
2010-11[12]
"2010/11 data has been restated to take account of year end reconciliation and to match the revised baseline.

A reconciliation of all data was undertaken for the year 2010/11 to reconcile estimated invoices for electricity and gas, business travel, waste and water consumption. This was then further corrected to bring it in line with the 09/10 baseline, taking account of machinery of government changes.