



# WWF-UK ENVIRONMENTAL REPORT

Our environmental performance FY18: 1 July 2017 – 30 June 2018

# REPORT SCOPE

We have a number of offices in the UK; the table below shows the environmental impacts we're currently able to measure and report on for each office.

We had an average number of 314 WWF-UK employees during this reporting period (calculated as the full-time equivalent (FTE)), compared with 296 last year.

	Property area (m <sup>2</sup> )	Electricity	Gas	Water	Waste	Business travel	Paper & timber purchases
<b>Living Planet Centre, Surrey</b>	3,675	✓*	No gas supply to building	✓	✓	✓	✓
<b>The Tun, Edinburgh</b>	256	✓	Tenant within office where we are currently unable to measure our individual use		✓**	✓	✓
<b>Churchill House, Cardiff</b>	190	✓			✓**	✓	✓






\* At the Living Planet Centre solar panels on the roof generate electricity – it is assumed that this electricity does not generate CO<sub>2</sub> emissions.

\*\* We are tenants in our Scotland and Wales office locations and share waste services with the other tenants, but have begun to weigh our waste output before it is communally collected.

The majority of our operations are based at our head office, the Living Planet Centre; over 90% of our staff are based here. This is the main focus of our report in relation to building impacts.

# CO<sub>2</sub> EMISSIONS SUMMARY

Summary of our carbon emissions this year compared to last year:

	FY18 tonnes CO <sub>2</sub> e	FY17 tonnes CO <sub>2</sub> e	% change
<b>Electricity</b> (Scope 2)	185	190	 - 3%
<b>Business travel</b> (Scope 3)	426	369	 + 15%
<b>TOTAL</b> (electricity & travel)	<b>611</b>	<b>559</b>	 + 9%
<b>Paper and timber purchases</b> (Scope 3, new reporting for FY17)	119	233	 - 49%
<b>TOTAL</b> (Electricity, business travel, paper & timber)	<b>730</b>	<b>792</b>	 - 8%

Our total CO<sub>2</sub> emissions from energy and travel increased by 9% this year and total carbon from business travel has increased by 15%, primarily due to an increase in air travel, discussed in further detail in the next section. Despite this increase we are still within our targets set for business travel.

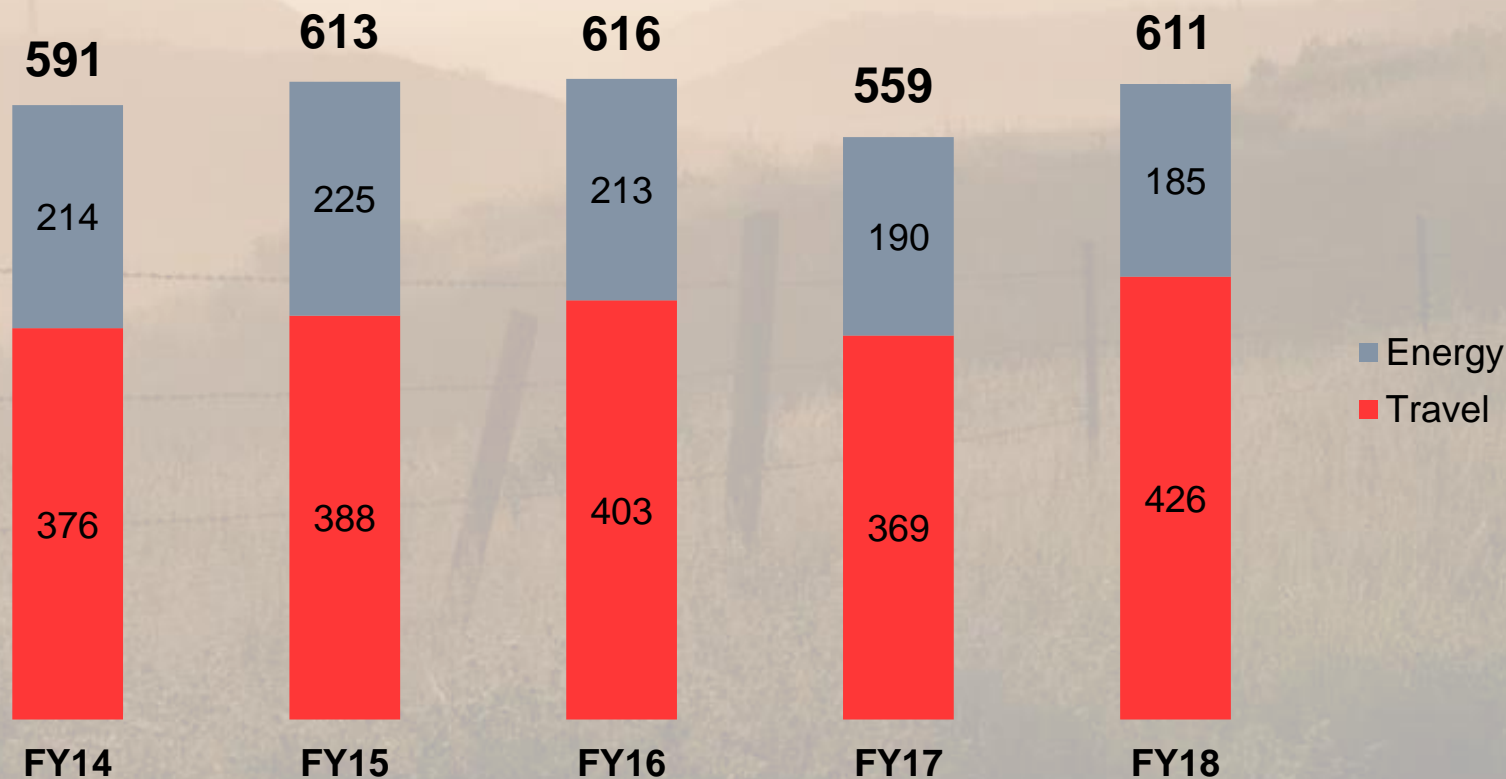
This year we used 22% more kWh of electricity, however the government carbon conversion factors used to calculate our emissions reduced, resulting in an overall decrease of 3% for our CO<sub>2</sub>e.

Although the total carbon emissions from electricity and travel have increased, our total carbon including paper and timber has decreased due to our efforts to actively reduce our paper communications. Emissions from our paper and timber purchases have decreased by 49% as we produced 114 tonnes less CO<sub>2</sub>e.

CO<sub>2</sub>e (CO<sub>2</sub> equivalent) emissions are a way of accounting for the impact of different greenhouse gases, expressed as the amount of CO<sub>2</sub> that would produce the equivalent amount of warming. Emissions are categorised as scope 1, 2 or 3 as defined by the Greenhouse Gas Protocol. We calculate these emissions by applying the UK governments carbon conversion factors. All CO<sub>2</sub> figures referenced in this report are CO<sub>2</sub>e figures.

# CO<sub>2</sub> EMISSIONS SUMMARY

Combined CO<sub>2</sub>e emissions (tonnes) from our business travel & energy use during our 2013-2018 strategy period:





# BUSINESS TRAVEL

Our CO<sub>2</sub> emissions from travel (air, rail and road) increased by 15% from last year, to a total of 426 tonnes. Despite this we are still within our target of 465 tonnes CO<sub>2</sub>e (365 for air travel, 100 for road and rail) set for each year of our strategy period, as listed in the Environmental Strategy document. We've also exceeded carbon budget reduction targets set by the UK Government for the period 2013-17.

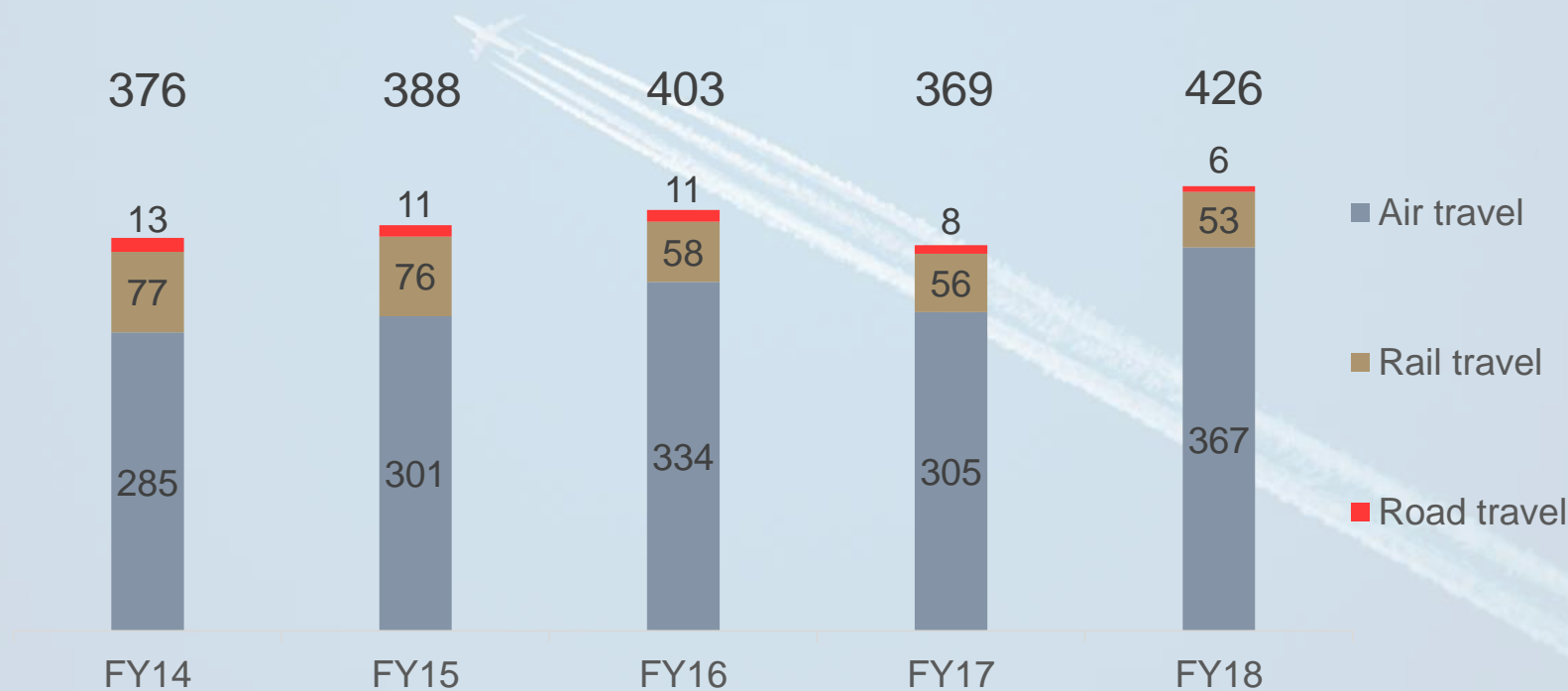
Air travel accounted for 86% of our total travel emissions this year. To manage how much we fly, we continue to track our emissions throughout the year against our carbon budget and make sure that staff are adhering to our Sustainable Travel Policy. The increase in air travel this year is mainly due to additional business requirements arising from our programmatic work and preparation for the launch on Netflix of the Our Planet series and our new strategy.

Although air travel has increased, our rail and road travel have both reduced in FY18 and have continued to decrease each year of our strategy period, as staff are encouraged to hold conference calls rather than travel to meetings.

# BUSINESS TRAVEL



**CO<sub>2</sub>e emissions (tonnes) from business travel during our 2013-2018 strategy period**



# ENERGY USE – LIVING PLANET CENTRE

Our solar power generation decreased by 8% in FY18 from FY17. We believe this reduction is due to colder weather and increased rainfall this year resulting in reduced sunlight exposure for the panels. Approximately 10% of the electricity we used in FY18 was generated by our solar panels, compared with 11% in FY17.

Our total electricity use (including solar) increased in FY18 by 20%. Colder winter temperatures during FY18 led to increased heat demand. We also experienced a malfunction with our Air Handling Unit causing an unnecessary rise in energy usage. Most of our electricity usage comes from heating and cooling our building.

As a building with both natural and mechanical cooling, we expect our total energy use to fall between the good practice benchmarks of 88 and 222 kWh/m<sup>2</sup>/year\*. This year we produced 186.7kWh/m<sup>2</sup> in our Living Planet Centre, above our target as set in our Environmental Strategy but within the benchmark for good practice.

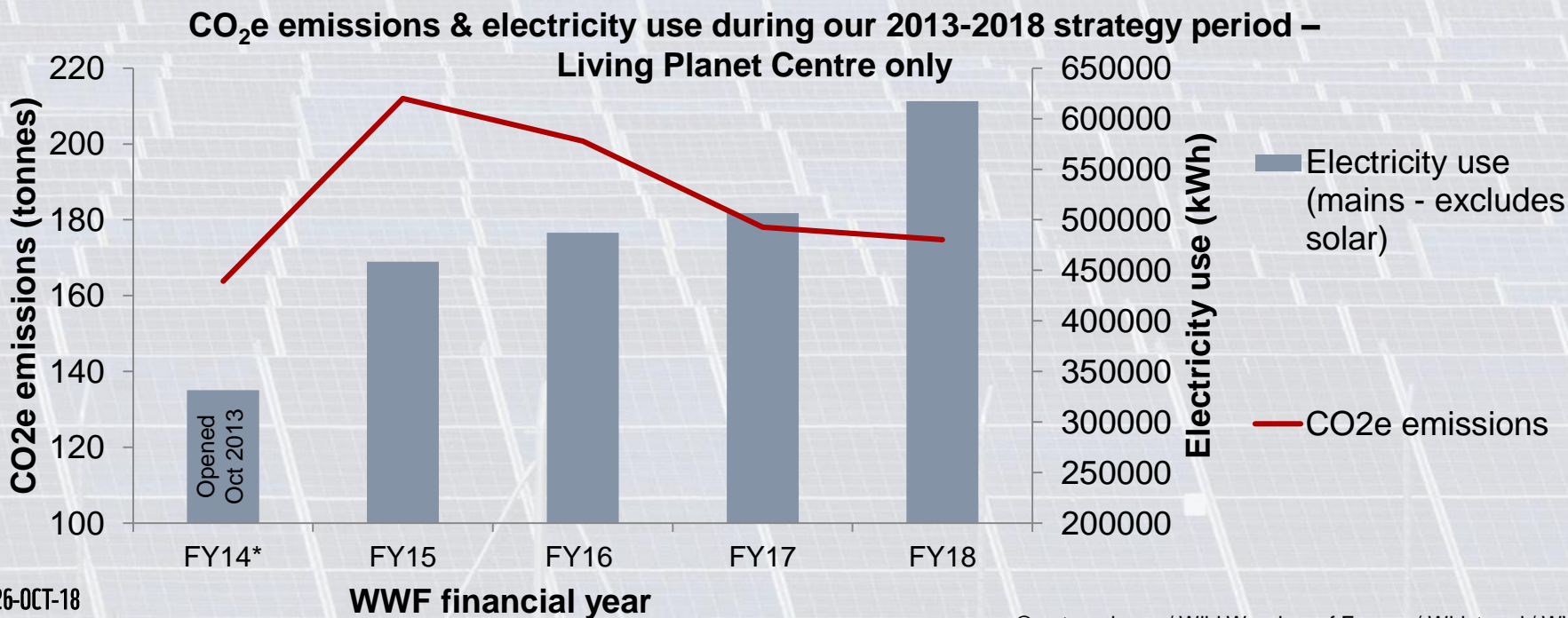
\* Better Building Partnership (March 2016) 2015 Real Estate Environmental Benchmarks.



# ENERGY USE - LIVING PLANET CENTRE

As shown on the graph below, although our energy usage increased, our emissions have decreased slightly due to the DEFRA carbon conversion factors reducing with improvements in the UK energy infrastructure.

This year we purchased REGO (Renewable Energy Guarantees of Origin) certificates from our electricity provider for the LPC. This means that, whilst the power that they generate, and which we consume, does not come directly from renewables, they are purchasing power elsewhere which is, renewable. This means that we are, in effect, helping offset the impact of our non-renewable power by ensuring that equivalent power is supplied elsewhere in the UK electricity market that is generated from renewables.





# ENERGY USE – DEVOLVED OFFICES

## CARDIFF OFFICE:

In FY18 our electricity consumption was 1% higher than FY17 which we believe is due to the colder winter and slightly warmer summer. We have also had a small increase in FTE\* for the Wales office, taking us to an average of 10.3 FTE for FY18 compared to 9.7 in FY17.

## EDINBURGH OFFICE:

Electricity use in our Edinburgh office has increased by 10% in FY18. We expected a slight increase in electricity use in FY18 due to works that were being carried out to the heating and cooling system within the building, which were completed in the beginning half of the year. Average temperatures for winter in Edinburgh have been lower, putting greater demand on heating, and we have also had a slight increase in FTE, similar to Cardiff (15.5 FTE in FY18, compared to 14.9 FTE in FY17).

In April 2017 we switched electricity suppliers for our Cardiff office and changed our tariff for the Edinburgh office to ensure we are getting the most competitive rates. Our electricity supplied to both offices comes from a renewable energy supplier and we continue to monitor electricity use on a monthly basis at both our devolved offices.

\* Full-time equivalent – the hours worked by one employee on a full-time basis; 1 FTE is equal to 1 person working full time, 0.5 if equivalent to half a person.

# WATER USE – LIVING PLANET CENTRE

We have used 11% more harvested water\* this year than last year, due to a strategic change made to our rain and grey water system made last year, which continues to improve our usage. Rain and grey water provided 53% of our total water needs in FY18, an improvement from 50% in FY17.

Our total water use (mains, rain and grey water) increased by 6%, however our mains water usage increased by just 1% from FY17 to FY18. As expected, we saw higher usage in the summer months of 2017 as we were watering our new education area whilst the plants became established. We experienced several irrigation faults this year, particularly with our recycled water system, resulting in facilities at the LPC being unavailable for prolonged periods on multiple days throughout the year. Due to this fault we have seen a 93% drop in greywater generation, however our rainwater has increased by 19%.

Following works to our water system, we established a baseline measure from January – December 2016 to set a target for FY18 of 31 litres per person per day. Although the Better Building Partnership benchmark for water use is 28 litres per person per working day\*\* we set our target higher because of the nature of our office as both a public and private space which puts increased demand on our water system.

Our performance in FY18 was 32 litres / person / day, likely due to the increased water use from faults and the education garden. We will continue to monitor our water usage in FY19 and should see improved efficiency at monitoring and repairing water leaks with our new Facilities Management company who are due to start in October 2018.

\*We are using the term 'harvested water' to mean our collected rainwater and greywater.

\*\* Better Building Partnership (March 2016) 2015 Real Estate Environmental Benchmarks.



# WASTE – LIVING PLANET CENTRE

We generated 21.4 tonnes of waste this year, compared with 23.4 tonnes last year. We have also improved our average recycling rate from 77% to 79% this year although this is still below our 80% target. The Better Building Partnership good practice benchmark for recycling, based on real, in-use offices, is 52%\* (based on the weight of waste sent for recycling, reuse or composting) so we are substantially outperforming the best practice benchmark.

We recycled 300kg more food waste this year which is attributable to increased occupancy in the building as well as several large public and private hire events held this year.

In August 2017 we launched Refuse, Reduce, Reuse Month aimed at engaging staff to think about waste and how they can reduce plastic consumption.

We provided daily tips and advice, including sustainable alternatives to common plastic waste and, when surveyed afterwards, 95% said they had already, or intended to, take direct action to change their behaviour as a result.



We have now completed our first year of weighing the waste from our Edinburgh office; they produced 394kg of waste in FY18, achieving an 84% recycling rate. We will use this figure as the target to improve on in FY19. Weighing the waste output from Cardiff began in April 2018 so we do not yet have a comparative figure.

\* Better Building Partnership (March 2016) 2015 Real Estate Environmental Benchmarks.



# SINGLE-USE PLASTICS

As part of our efforts to reduce our own impact on the planet, WWF-UK have made a commitment to remove all single-use plastic (SUP) from our operations, products and supply chain by 2020. Subsequently, in FY19 we will be monitoring our single-use plastic output and including this in our annual environmental report. We are setting up an internal action group which includes a representative of every department which uses SUPs who will then receive training and advice on what constitutes a SUP, what alternatives are available and how to remove these from our operations.

Internally we have already begun to make headway by removing plastics from our stationery cupboard and starting to phase out plastics in our staff kitchen by switching to cardboard packaged sugar cubes and sweetener which comes in a glass jar.

Externally we have begun the process of altering the design of postal communications so that we can send information and updates to adopters and members in non-windowed envelopes. Although there are envelopes on the market which use organic materials to create the transparent window, these are classified as 'bio-plastics' as the organic material has been mixed with a man-made plastic. The organic material then helps the plastic to degrade faster. Rather than switching to a less-harmful alternative, where possible, we prefer to use all-natural materials so using non-windowed envelopes is the best option for us.

Our new Facilities Management company, due to start in October 2018, are aware of our commitment to eradicate SUPs and this should bring new opportunities to save resources in our Living Planet Centre.



# PAPER & TIMBER PURCHASES

Each year we report on the source of all our paper and timber purchases that we're practically able to measure. This includes paper for publications and communications, our offices and stationery.

Our policy is to use only FSC certified or 100% recycled paper and timber, to ensure we demonstrate best practice in sustainable sourcing. We began measuring our carbon emissions from paper and timber purchases in FY17. Our total emissions this year came to just over 119 tonnes CO<sub>2</sub>e.

We realised the huge contribution paper and timber was making to our overall carbon emissions, as well as putting pressure on forest resources, so we are actively trying to reduce our usage. This year we have stopped producing the paper inserts included in newspapers and magazines. This has contributed to a substantial overall reduction in paper usage of 155 tonnes, saving 114 tonnes of carbon. There has been a concerning rise in paper which does not meet our FSC or recycled policy. In FY18 we appointed a new print management company and have subsequently experienced issues with suppliers understanding Chain of Custody requirements for FSC printing. We are proactive with removing suppliers for repeat non-compliance with our paper policy and have already removed 2 companies from our supply chain. Of the items included in the 'other' category, 44% met another sustainable forestry certification (PEFC).

<i><b>Paper &amp; timber purchases</b></i>	<b>2014</b>	<b>2015</b>	<b>2016 (Jan – Jun)</b>	<b>FY17 (Jul 2016 – Jun 2017)</b>	<b>FY18 (Jul 2017 – Jun 2018)</b>
Recycled and FSC certified	99.6%	99.2%	99.8%	99.2%	97.1%
Other	0.4%	0.8%	0.2%	0.8%	2.9%

Office printing decreased from 4.3 sheets / person / day in FY17, to 4.2 in FY18. In FY19 we will be working on actively reducing print so should see improved performance.

# BIODIVERSITY – LIVING PLANET CENTRE

The Living Planet Centre was designed to be more than just an office. Not only is it the heart of our charity it is also a beautiful education and visitor centre. We provide educational workshops and activities for schools and youth groups from around the country, aimed in particular at ages 7-14. Our outdoor learning area (opened in summer 2017) continues to gain popularity as an important space for education, as well as providing a range of habitats for local wildlife.

We have had several schools and youth groups take part in our [Wildlife Explorers workshop](#) this year, which utilises the woodland area, the pond and the sensory garden to look for creatures specific to those habitats. Information is also available to the local public in these spaces with permanent information display boards located in each area. In FY18 we had 10 workshops take place in our wildlife garden, with around 30 children attending each one.



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This year we installed new bat boxes in the trees surrounding the LPC. Strong winds and severe rain had worn our old boxes, which were inspected by our resident bat-licence holder and found to contain no inhabitants. The new boxes, which are made of FSC certified wood, are a significant improvement and have been placed in a more secure, sheltered spot.

Our organic allotment patches also continue to thrive on our terrace, with the help of our Peas for Pandas gardening team. Peas for Pandas is entirely staff run and gives colleagues an opportunity to learn and develop their skills, particularly useful for those with no access to gardens at home. In the allotment patches we are growing a mixture of fruits, vegetables, herbs and wildflowers to encourage pollinators and local wildlife.



# CARBON OFFSETTING

We strive to limit our carbon emissions and see offsetting as a last resort in the hierarchy of sustainability. We purchase Gold Standard carbon offsets which are usually equal to the emissions detailed in this report. To calculate our total emissions we add travel, energy, paper and timber, along with any travel taken by our trustees for trips taken on our behalf. This year the REGO certificates allowed us to offset a large portion of our energy from our Living Planet Centre by investing in renewable energy through Ofgem. The REGOs covered 99% of the energy from the LPC.

We took the total carbon emissions mentioned on page 3 of this report (730 tonnes), minus 99% of the energy generated by our LPC, leaving 563 tonnes to offset.

This year we have decided to double offset our carbon due to the increased air travel expended in our final year of our strategy period. The offset project we have chosen is the **LifeStraw Carbon for Water** project based in Kenya.

In Kenya, 17 million people still don't have access to safe drinking water and 86 children die of diarrheal illness every day. Kenya is among the top 10 countries in the world with the largest populations without access to improved drinking water. LifeStraw water filters are distributed to households, enabling access to safe water in the home. Providing access to clean drinking water reduces the need to boil it for purification. This reduces pressure on local forests – the main source of firewood – and reduces greenhouse gas emissions.

The programme continually provides education and training services in the local community, including annual health and education visits where volunteers teach about hygiene and safe water, hand-washing and sanitation. This project was selected as a 'lighthouse' project in 2012 by the United Nations for 'shining a light on climate action'.

# THIS REPORT



This report summarises our environmental performance during FY18 (July 2017 – June 2018). For more information on our environmental targets and our approach to managing our impacts, please see our Environmental Strategy which is available [on our website](#).

This report has been reviewed by an external audit team from EnviroSense to verify its reliability, completeness, accuracy and appropriateness. It is endorsed by our executive group and finance and business committee.

If you have any comments or suggestions about this report, please email us at: [supportercare@wwf.org.uk](mailto:supportercare@wwf.org.uk)



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