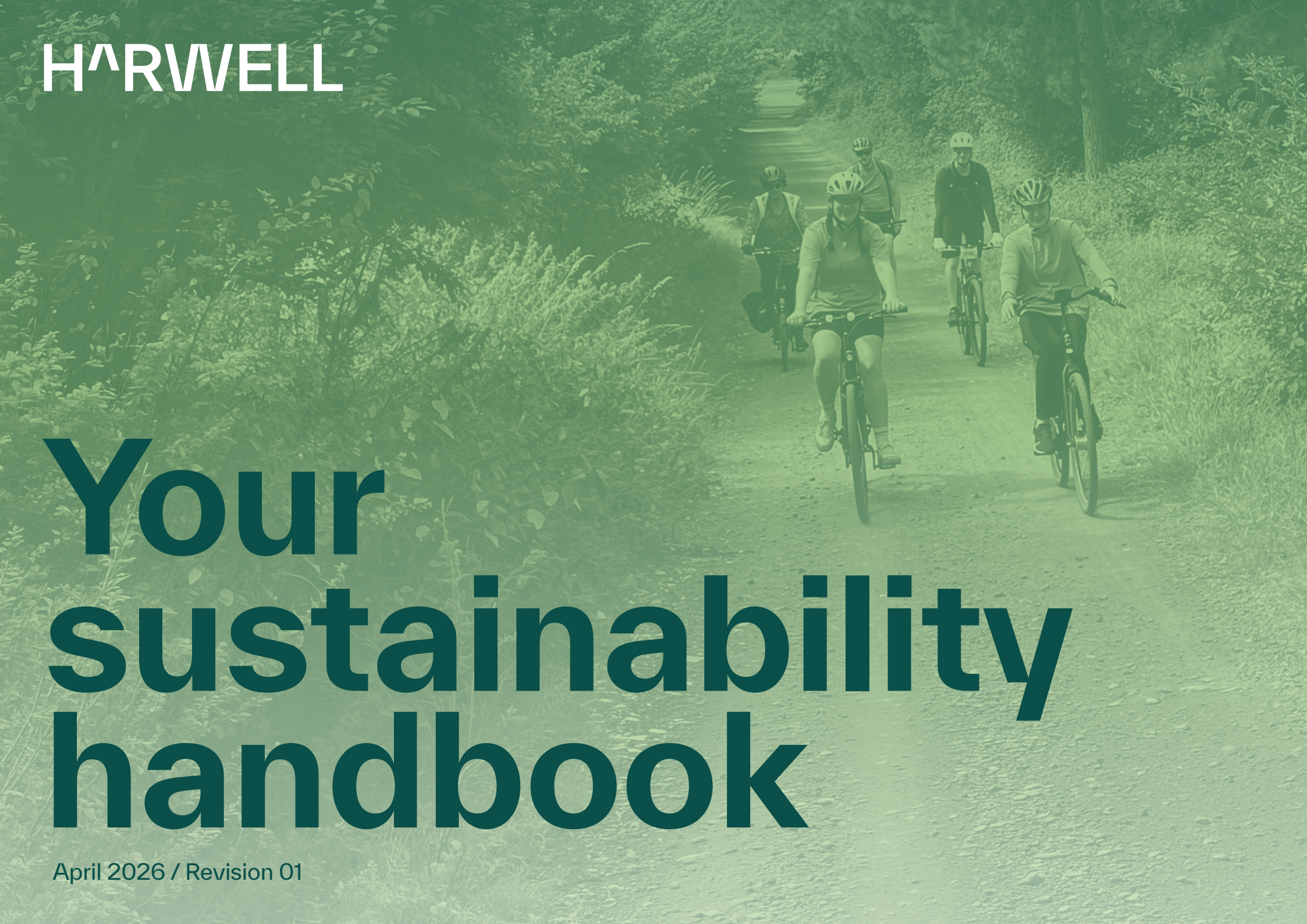




HARWELL

# Your sustainability handbook

April 2026 / Revision 01



An aerial photograph of the Harwell Campus, showing a mix of modern and traditional buildings, green spaces, and a large sports field in the foreground. The image is partially covered by a dark green overlay on the left side where the text is located.

# 1. Introduction

At Harwell, we have a vision to develop a sustainable Campus for world-class science & innovation, and to be recognised as a catalyst for sustainable growth. Visit our [website](#) for more details.

Achieving our vision requires a collective effort to integrate environmental and social consideration throughout the property lifecycle. This document provides practical guidance for Members to engage with sustainability initiatives on Harwell Campus.

At the start of tenancy, your organisation should nominate a **Sustainability Champion** and an **Active Travel Coordinator** and share their contact details with Harwell Campus. See our Key Contacts page 24.



# 2. Campus sustainability snapshot

The following facts & figures highlights our progress towards Campus sustainability (as of April 2026):



**100%**

Electricity backed by Renewable Energy Guarantees of Origin (REGOs) for our managed buildings



**820**

Rooftop solar panels installed, with plans for **2,200** more by end of 2026



**25%**

Discount on buses to/from Harwell Campus, increasing to **35%** by Summer 2026



**Zero**

Waste sent to landfill from our managed buildings



**20**

Bikes available for free hire



# 3. Your energy

## At Harwell, we are committed to transition our built environment towards Net Zero Carbon.

Managing energy is a central part of responsible property management. It involves understanding the way in which energy is used within the building, and how energy consumption, and associated greenhouse gas emissions, can be reduced.

It also means knowing how energy is being measured through the metering infrastructure, analysing, and sharing that data to identify reduction opportunities e.g. turning off equipment and lighting when not required, reducing demand on the HVAC system (Heating, Ventilation and Air Conditioning) when the building is not occupied, and defining temperature setpoints that balance thermal comfort and energy efficiency such as 20°C degrees (+/- 1°C) in winter, 24°C degrees (+/- 1°C) in summer.

In some of our managed buildings, we have deployed a smart, cloud-based operating system called IBOS (<https://ibos.co.uk/>) to identify opportunities to improve energy efficiency, unlock savings and reduce carbon emissions. It is also important to consider the potential to utilise and/or increase energy from renewable

sources through on-site generation (e.g. rooftop solar panels) and procurement (e.g. electricity backed by Renewable Energy Guarantees of Origin or REGOs).

Links to renewable energy procurement guidance below:

- [Better Buildings Partnership \(BBP\) guidance on procuring renewable energy](#)
- [UK Green Building Council \(UKGBC\) guidance on renewable energy procurement](#)
- [Is all renewable electricity procurement equally as green?](#)

On-site PPAs (behind-the-meter supply)

Corporate PPAs

High-quality green tariffs

Ring-fenced REGOs

Standard green tariffs

Renewable procurement hierarchy (Source: JLL)

For managed buildings, Harwell procures electricity from an energy broker and receives evidence annually confirming that 100% of the electricity supplied over the previous financial year was renewable, backed by certificates of renewable energy guarantees of origin (REGO).

### ACTIONS YOU CAN TAKE:

- If your organisation procures its electricity, request a 100% renewables contract from your energy supplier
- If your organisation manages the building, install an energy optimisation system to identify and implement savings opportunities
- Liaise with us if you'd like to install rooftop solar panels on your building
- Commission an Energy Audit and develop an Action Plan



# 4. Your commute

**At Harwell, we aim to enable a reduction in single occupancy car journeys by increasing connectivity to the Campus and providing facilities to encourage active and low emission travel.**

The mode of transport you chose to travel to/from Harwell Campus will affect net-zero commitments, as well as impacting on local congestion and air quality.

Within 6 months of moving into a building, your organisation's nominated Active Travel Coordinator should develop a **Sustainable Travel Plan**. The Energy Saving Trust offers a useful [template guide](#).

This plan is to be submitted to [Dawn Crawford](#), Harwell Active Travel Coordinator.

See the Campus Travel Map in Appendix.

## **ACTIONS YOU CAN TAKE:**

- Actively communicate all these options internally and encourage staff and visitors to explore alternative ways to travel to the Campus
- Undertake an annual travel survey to monitor staff travel habits and discuss findings openly to identify and tackle barriers to change towards more sustainable choices



# To support you, Harwell Campus offers a wide range of options and services:

## Personal Travel Plan

We provide employees with access to a personal travel plan powered by Mobilityways through this [link](#).



## Car Sharing

Harwell Campus has its own Liftshare community with over 900 members, making car sharing easy for both drivers and passengers. To access it and find a driver or passenger to share your journey with, go to the [Campus Liftshare platform](#).



## Bus Travel

Harwell Campus is served by 5 regular bus services with bus stops located across 11 locations on Campus with a service every 15min to/from Didcot Parkway railway station (X24/X34/X35):

- ST1 - Oxford, Broad Street direct via A34 to Harwell Campus
- X24/X34/X35 - Didcot • Great Western Park • Harwell Campus *then* Wantage (X35) or Chilton and Newbury (X34)
- 43 - Oxford City Centre • Abingdon • Drayton • Steventon • Harwell Campus
- 94 - Didcot • East Hagbourne • Blewbury • West Hagbourne • Chilton • Harwell Campus

Click [here](#) for more details about the Campus bus services.

Employees working on Harwell Campus are offered an **exclusive 25% discount**, to be increased to **35% from Summer 2026**, on the CountryZone or CityZone & CountryZone products on the key and the Oxford Bus app. This discount is available on the following tickets:

- CountryZone and CityZone & CountryZone 12-trip, 1 week, 4 weeks, 13 weeks, any 5 days & annual tickets
- Oxford to Harwell return and 10-trip tickets

### Discount on the app

Please download the Oxford Bus mobile app and make sure to register with your work email address and verify the account. Your discount

will be automatically applied for you at checkout and there's no need to enter a discount code.

App users benefit from:

- Tickets available instantly
- Live departure information and live bus tracking
- Timetable information
- Service updates

### Discount on the key card

If you've not had a key card before, you can register for one online at [www.oxfordkey.co.uk](http://www.oxfordkey.co.uk) and please be sure to register using your work email address. The discount code will only work if your account is registered to your work email address. If you already have the key, but it's not registered to your work email address, please contact us at [thekey@oxfordbus.co.uk](mailto:thekey@oxfordbus.co.uk) and we'll be able to change this for you.

Once registered, go to our key website at [www.oxfordkey.co.uk](http://www.oxfordkey.co.uk) and you can top up online to collect on any Oxford Bus Company or Thames Travel service. After you buy, the top-up will be available to use within 72 hours.

The discount code is **Harwell**. The screen to enter the discount code is the 'Review order' screen, after you select your travel product.

### Email address not working?

It may be that your employer is not yet participating in the scheme. Please contact [Dawn Crawford](#).



## Cycling

Harwell Campus is within cycling distance of the towns of Abingdon (45min), Didcot (25min) and Wantage (35min) and surrounding villages with Sustrans Route 544 running through the Campus and connections to National Route 5.

We provide a free bike hire scheme available to all employees on Campus who can register on the Donkey Republic app with their company email address, use their phone to unlock a bike and enjoy 48 hours of free riding time.

## HarBUG

Harwell Campus Bicycle User's Group (HarBUG) is a non-profit-making body whose main objective is to make it safer, easier, and more commonplace for people to cycle to, from and within the Harwell

Campus. They are also dedicated to encouraging the widespread commuting to work by cycling and therefore helping the national agenda of reducing commuting by car, pollution, and encouraging exercise and good health. To join HarBUG, your employees can register as a member through the [Registration Form](#).

## Travel Hub

In 2023, we build our state-of-the-art Travel Hub. Integrated within our new multi-storey car park on Eighth Street, it will facilitate sustainable and active commuting, including live bus information, 97 bike storage spaces, showers, sinks & WCs, lockers, bike maintenance & repair stand, and a water refill station. More details [here](#). To access the bike storage & lockers area, please contact [Noor Cooper](#).



## Active Travel Rewards Scheme

Oxfordshire County Council has partnered with BetterPoints to run a free rewards challenge for anyone who lives, works or studies in Oxfordshire and encourage healthier and more sustainable travel.

Rewards can be traded for vouchers from high-street brands, participating local businesses or donated to charity. What you need to do:

- Download the app from the App Store or Google Play or scan this QR code
- Register an account with your work or personal email address
- Take the Get Started Survey to earn your first 100 BetterPoints



## Train & Bus and/or Train & Cycling

Didcot Parkway railway station is only five miles away, with direct services to Central London (Paddington) in under 45 minutes and Oxford City Centre in under 15 minutes.

From the station, there are frequent bus services to the Campus. We also provide free loan bikes, including two e-bikes from the station Cycle Hub.



## Electric Vehicle (EV) Charging

We are gradually adapting our infrastructure to support the transition from Internal Combustion Engine Vehicles (ICEVs) to Zero and Ultra Low Emission Vehicles (ULEVs).

EV charging points are associated with specific buildings. For managed buildings, please contact [Noor Cooper](#). If your organisation directly controls the charging points, it will be responsible for managing access to its employees and visitors.





# 5. Your connection with nature

**At Harwell, we aim to protect the natural environment and manage our estate sustainably, enhancing its biodiversity whilst creating a network of green spaces for people & nature.**

Biodiversity refers to ecological habitats that support wildlife. On Harwell Campus, it is dominated by grassland and scattered trees, including some rare plants (White Helleborine, Yellow Birds-nest & Hounds-tongue) and protected species (Bats, Birds, and Common Toads). Well-managed biodiversity benefits nature but also contributes towards positive community engagement and employee wellbeing. For employees to access and discover the wider campus' rich landscape, we have developed 2km, 5km and 8km walking trails.

To find out more about how your organisation can work towards

becoming Nature Positive, Wild Oxfordshire, a charity supporting Nature Recovery Action across the county, has developed guidance for local businesses (<https://www.wildoxfordshire.org.uk/guidance/businesses>) and created the [Thames Valley Business and Nature Recovery Group on LinkedIn](#).

The UK Business & Biodiversity Forum is another platform available to gather insights from industry experts and peers about the latest trends, research, policy developments and business opportunities related to biodiversity.

## **ACTIONS YOU CAN TAKE:**

- Use the outdoor space, go for a lunchtime walk, learn about the landscape and our Campus bees!
- Volunteer with a local nature conservation NGO (see Section 7 for recommendations)
- Bring nature into your office with plants, bio-based materials and natural patterns





# 6. Your water & waste

A green recycling bin is shown, filled with clear plastic bottles. A hand is visible at the top right, placing more bottles into the bin. The background is a dark green with faint white arrows pointing upwards.

**At Harwell, we thrive to adopt circular economy principles, maximising the value of materials and natural resources whilst avoiding waste.**

Managing water involves understanding the way in which water is used within a property, how consumption is measured, and how it can be reduced. It also includes rainwater management, using Sustainable Drainage Systems (SUDs) to minimise flood risk for downstream communities.

Managing waste involves understanding the type, source and disposal route of waste generated within a property. It is important to consider the ways in which waste can be reduced before maximising recycling through segregation at source (e.g. dry mixed recyclables, food & compostable waste, general waste). Your waste management contract should guarantee that zero non-hazardous waste is sent to landfill.

## **ACTIONS YOU CAN TAKE:**

- Identify ways to preserve water
- Avoid providing individual desk bins as it negatively affects waste segregation and recycling
- Avoid wasting unused/excess stationary by donating them to Markers for Mindfulness for redistribution to schools in need
- Minimise fit-out waste and reuse furniture, where possible
- Donate surplus materials to good causes, for example using Collecteco



# 7. Your social value

**At Harwell, we want to make a lasting positive contribution to communities and the regional economy by delivering environmental, economic, and social value locally.**

We encourage you to identify and support local businesses and social enterprises for your business needs e.g., catering, courier, printing, IT equipment recycling, etc.

- Waste2taste (catering)
- Velocity Cycle Couriers (deliveries)
- Seacourt (printing)
- Green Machine Computers (IT equipment disposal)

If you'd like to engage with local sustainability-driven charities and community groups through volunteering and/or financial support, we can suggest:

- Wild Oxfordshire
- Trust for Oxfordshire Environment
- Earth Trust
- Berks, Bucks & Oxon Wildlife Trust (BBOWT)
- Oxford Preservation Trust
- Oxfordshire Wildlife Rescue
- SOFEA
- Oxford City Farm

For charitable donations, you can consider contributing to the Didcot Powerhouse Fund.

We encourage liaising with local secondary schools & sixth forms (e.g. within +/- 10 miles) for career support and work experiences: <https://snobe.co.uk/best-schools/oxfordshire>

For help in engaging with schools in Oxfordshire, we'd suggest contacting the Oxfordshire Local Enterprise Partnership (OxLEP).

## ACTIONS YOU CAN TAKE:

- Volunteer with local charities and NGOs
- Donate to local good causes or organise fundraising events (e.g. Macmillan breakfast morning)
- Offer work experiences to local students, attend local career fairs, support mock interview events organised by local colleges and academies





# 8. Your health & wellbeing

**At Harwell, we are committed to provide an environment that safeguards and enhances the health & wellbeing of staff and visitors.**

Fostering a vibrant & inclusive campus, we dedicate our efforts to nurturing a thriving community where every member can flourish. Through our diverse array of events and initiatives, we aim to foster connections, stimulate intellectual growth, promote social cohesion, prioritise well-being, and ensure easy access to enriching experiences for all.

Download the Member of the Future app by scanning the QR code and visit our website to make the most of what the Campus has to offer:



<https://www.harwellcampus.com/life/>  
<https://www.harwellcampus.com/discover/events/>

You'll find our Amenities Map on the App and in Appendix.

## **ACTIONS YOU CAN TAKE:**

- Advertise and promote health & wellbeing activities and social events organised on Campus
- Raise awareness about physical and mental health as well as diversity and inclusion in the workplace
- Encourage non-smoking near operatable windows and entrances
- Consider installing indoor air quality monitoring devices within occupied spaces e.g., Awair. More options on the [RESET website](#)
- If managing cleaning of the building, ask your Facilities Management Services supplier uses natural and/or low VOC cleaning products





# 9. Your safety & security

## Campus security

Campus security includes CCTV cameras and automatic number plate recognition, placed at strategic locations. A guard force also provides an out of hours patrols, 7 days a week.

The Harwell team looks after security for managed buildings. It is your organisation's responsibility to ensure that your demised areas are secured, and items are safe.

Part of the campus is designated as a Nuclear Licensed Site, which is managed by Nuclear Restoration Services on behalf of the Nuclear Decommissioning Authority. The Nuclear Licensed Site is subject to special regulatory and security controls, managed by the Civil Nuclear Constabulary (CNC).

The CNC periodically patrols areas outside of the Nuclear Licensed Site, and they have the powers to stop and search people and vehicles.

All persons on the campus are required to comply with any instructions issued by the CNC (as they would with any duly authorised police officer). Please report anything suspicious to CNC as soon as possible on 01235 434822.

Any policing matters not relating to the Nuclear Licensed site should be reported to Thames Valley Police, by dialling 101 or 999 in emergencies.

## Emergency out of hours

In the event of an out of hours emergency, in the first instance please contact Campus security patrol on 07387 261441 and they will escalate as necessary.





# 9. Your safety & security

## Building safety

Under legislation, everyone has health and safety responsibilities. The Harwell team will manage health and safety within the communal areas of managed buildings. Occupiers are responsible for health and safety within their demised area. Some of the key areas are:

### — First Aid

The Harwell team will provide First Aid for external spaces and communal areas of managed buildings through Campus Security (07387 261441). Your organisation is responsible for providing trained First Aiders in your demised area. Defibrillators are provided at the multistorey car park off Eighth Street, Quad Two Reception off Rutherford Avenue and Quad One Reception off Becquerel Avenue.

### — PAT testing

The Harwell team will organise regular portable appliance testing (PAT) in communal areas of managed buildings. Your organisation is responsible for regular PAT testing in your demised area.

### — 5-year fixed wire testing

The Harwell team will arrange statutory fixed wire testing in communal areas of managed buildings. Your organisation is responsible for the 5-year fixed testing in your demised area.

### — Fire risk assessment

The Harwell team will arrange a fire risk assessment for the communal areas of managed buildings. Your organisation is responsible for producing a fire risk assessment for your demised area. For occupants of managed buildings, your fire risk assessment should have regard for the fire evacuation procedures for the communal areas including fire assembly points etc. Please ensure your fire risk assessment is provided to us when you occupy your new premises and each time your risk assessment is updated. This information may be shared with the insurers.

### — Fire extinguishers

The Harwell team will provide and maintain fire extinguishers in the communal areas of managed buildings. Your organisation is responsible for the provision and maintenance of fire extinguishers in your demised area.

### — Fire alarms

The Harwell team will manage and maintain fire alarms in the communal areas of managed buildings. Your organisation is responsible for the maintenance of any fire alarm in your demised area. Evidence of testing should be made available on request and may be shared with insurers.

### — Water

The Harwell team will arrange water hygiene testing in managed buildings only.

### — COSHH (Control Of Substances Hazardous to Health)

Details for use, storage, handling and disposing of hazardous substances should be provided to us along with a copy of your supporting risk assessment. This information may be shared with the insurers.

### — Inspections

The Harwell team will complete quarterly inspections of all communal areas and periodic inspections of your demised area. Reasonable notice will be given and any information gathered from the inspection will be shared on request. Follow up actions may also be required.

## ACTIONS YOU CAN TAKE:

- Train staff on safe behaviours and practices in the workplace and regularly test your safety procedures
- Think about cybersecurity, assess the risk and implement control measures with your IT support partner
- Be vigilant, prevent tailgating and report suspicious activity to Campus Security
- Avoid leaving valuable equipment and materials unsecured, especially out of hours





# Key contacts

**Emmanuel Deschamps, Harwell Associate Director (Sustainability)**  
[emmanuel.deschamps@harwellcampus.com](mailto:emmanuel.deschamps@harwellcampus.com)

**Noor Cooper, Harwell Campus Operations Manager**  
[noor.cooper@harwellcampus.com](mailto:noor.cooper@harwellcampus.com)

**Rebecca Duval, Harwell Head of Community**  
[rebecca.duvall@harwellcampus.com](mailto:rebecca.duvall@harwellcampus.com)

**Dawn Crawford, Harwell Construction & Environment Manager  
/ Active Travel Coordinator**  
[dawn.crawford@harwellcampus.com](mailto:dawn.crawford@harwellcampus.com)

**Vikki Gledhill, STFC Travel Champion**  
[vikki.gledhill@stfc.ac.uk](mailto:vikki.gledhill@stfc.ac.uk)

**Harwell Bicycle User Group - HarBUG: Chris Bloomer (Chairman)**  
[chris.bloomer@agilent.com](mailto:chris.bloomer@agilent.com); [chair@harbug.org.uk](mailto:chair@harbug.org.uk)

**Harwell Bus User Group: Niger Diaper (Chairman)**  
[nigel.diaper@stfc.ac.uk](mailto:nigel.diaper@stfc.ac.uk)

# Related documents:

- Harwell Welcome Pack
- Harwell Occupier Pack





# Amenities

Harwell has a wealth of high calibre campus facilities for your team including on-site cafes, nurseries, gyms and sports pitches.

-  Bus stop
-  Café
-  Campus loan bike
-  DiSH
-  ESA conference centre
-  Food and drink
-  Gym
-  Lecture Theatre
-  Meeting pods
-  Newsagents/Post Office

-  Nursery
-  Sports pitch
-  Tennis courts
-  Visitor centre
-  Travel hub





# Harwell Campus Travel Plan

 Bike maintenance stand

 Loan bike

 E-Loan bike

 Bus stop

 Provision for EV charging

 Travel Hub

 National Cycle Network route

 Existing shared cycle & pedestrian routes

