



**UK Research  
and Innovation**

**Ove Arup & Partners Limited**

8 Fitzroy Street

London

W1T 4BJ

Attn: FOIA Section 40 Personal Info

By email to: FOIA Section 40 Personal Information

Date: 30th July 2024

Our ref: UKRI-1800\_19

Dear Sirs,

**Award of call-off Contract for the supply of services in relation to decarbonisation and carbon advisory as defined in Annex 1 work under framework agreement dated 27 June 2022 made between Ove Arup & Partners Limited (the “Supplier”) and United Kingdom Research and Innovation (“UKRI”) (the “Agreement”)**

As you know, the Agreement anticipates that UKRI may from time to time agree call-off contracts with you.

This letter (“**Contract Award Letter**”) sets out the basis on which we propose to award a call-off contract to you. By signing and returning this Contract Award Letter on behalf of the Supplier, you will be entering into a call-off contract on its terms and conditions (which is a “**Contract**” for the purposes of the Agreement).

The Contract is made under the Agreement and the entirety of the Agreement’s provisions and Schedules are hereby incorporated in the Contract in full. Without limiting the incorporated provisions, all terms in the Contract shall have the meanings given in the Agreement unless otherwise provided. In the event of any conflict between the provisions of the Agreement and those of the Contract, the provisions of the Contract will prevail.

The Contract and the Agreement are the entire basis on which UKRI proposes to contract with the Supplier. Please do not attach any Supplier terms and conditions to this Award Letter as they will not be accepted by UKRI and may delay conclusion of the Contract.

For the purposes of the Contract, UKRI and the Supplier agree as follows:

**Term**

- 1 Contract Commencement Date: 26<sup>th</sup> August 2024
- 2 Contract Expiry Date: 31<sup>st</sup> January 2025
- 3 UKRI may extend this Agreement for a period of up to 12 months by giving not less than 1 month notice in writing to the Supplier prior to the Contract Expiry Date. The terms and conditions of this Agreement shall apply throughout any such extended period.

**Description of Goods and/or Services**

- 4 The Goods and/or Services to be delivered are as per Specification in Annex 1
- 5 The Specification of the Goods and/or Services to be delivered, and any applicable Deliverables, is as set out in the Annex to this Contract Award Letter.

**6 Charges & Payment**

7 The Charges for the Goods and/or Services shall be as set out Annex 2 of this Contract Award Letter.

**Special Terms and Conditions**

NOT USED

**Notices, Liaison and Key Personnel**

8 The address for notices of the Parties shall be as set out in the Agreement.

9 The Key Personnel shall be as set out in Schedule 4 of the Agreement and shall also include the following individuals:

<b>Key Personnel</b>	<b>Role in the performance of this contract</b>
FOIA Section 40 Personal Information	Head of Net Zero Strategy and Change STFC
FOIA Section 40 Personal Information	Contract Manager
FOIA Section 40 Personal Information	Framework Director
FOIA Section 40 Personal Information	Framework Manager
FOIA Section 40 Personal Information	Engagement Lead
FOIA Section 40 Personal Information	Project Director

10 For general liaison your contact will continue to be FOIA Section 40 Personal Information or, in their absence, FOIA Section 40 Personal Information.

11 Disputes shall be escalated for resolution as set out in the Agreement.

We thank you for your co-operation to date and look forward to forging a successful working relationship resulting in a smooth and successful supply of the Goods and/or Services. Please confirm your acceptance of the award of this Agreement by signing and returning the enclosed copy of this letter to UKSBS and FOIA Section 40 Personal Information. No other form of acknowledgement will be accepted. Please remember to quote the reference number above in any future communications relating to this contract.

Yours faithfully,

Signed for and on behalf of **United Kingdom Research and Innovation**

Signature:

FOIA Section 40 Personal Information  
[Redacted Signature]

Name:

FOIA Section 40 Personal Information  
[Redacted Name]

Position:

Commercial Business

Date:

21.08.2024

We accept the terms set out in this Contract Award Letter

Signed for and on behalf of **Ove Arup & Partners Limited**

Signature:

FOIA Section 40 Personal Information  
[Redacted Signature]

Name:

FOIA section 40 Personal Information  
[Redacted Name]

Position:

Director

Date:

21/08/2024

## Annex 1 – The Specification

### Annex 1.1 - UKRI/STFC Requirements

#### Background:

UK Research and Innovation (UKRI) has made a commitment to achieve their Net Zero target by 2040; it is recognised that building a culture of sustainability in science and research will be crucial to reducing the carbon footprint of UKRI and the related research councils.

STFC undertakes research that supports the transition and the solutions to net zero i.e. carbon capture and storage, energy transition, net zero carbon and the mitigation of climate change. STFC's science is highly energy intensive, and we are one of the largest emitters of carbon for UKRI, STFC makes up over 40% of UKRI's total carbon emissions.

It has been identified that STFC's scope 2 (electricity) makes up about 75% of STFC's total carbon emissions. Our science and research are therefore the biggest focus area for us to decarbonise.

STFC's Executive Board has recently approved a project to identify areas across the science and research practices and operations to decarbonise. The Board requires the development of an STFC wide environmental sustainability strategy including a carbon reduction pathway for our science, technical, and operations part of our organisation, to support UKRI reach our net zero target by 2040. The timeline for this is December 2024.

#### Scope of Works

- STFC need support with **scoping, planning and technical advice** to maximise the efficiency and effectiveness of STFC's research.
- Carbon advisory services - carbon advice to actively explore ways to enhance the sustainability and decarbonisation of our research practices, methodologies and operations and providing the technical strategic direction.
- Provide technical understanding of the carbon reduction requirements of large technical facilities like STFC to ultimately reduce the carbon footprint of the UK's major research endeavours.
- Foresight and facilitation and engagement with technical staff to fully understand the requirements and what is possible for the science to decarbonise.
- Provide a framework and strategic direction for STFC to decarbonise the science.
- Meticulously assess the environmental impacts, and ensure compliance with appropriate regulatory requirements i.e. Greening Government Commitments
- Identify and recommend additional environmental benefits in the performance of STFC science including working towards net zero greenhouse gas emissions.

#### Deliverables

- Foresight, facilitation and engagement with Executives, Directors, technical and other staff to fully understand the requirements and what is possible for the science and operations to decarbonise.
- Provide strategic priorities and direction for STFC to decarbonise the science and operations which will help STFC's transition to net zero.
- Provide a strategic framework for environmental sustainability including decarbonisation.
- Offer technical advice as well as insights and learnings from other decarbonisation strategy projects.

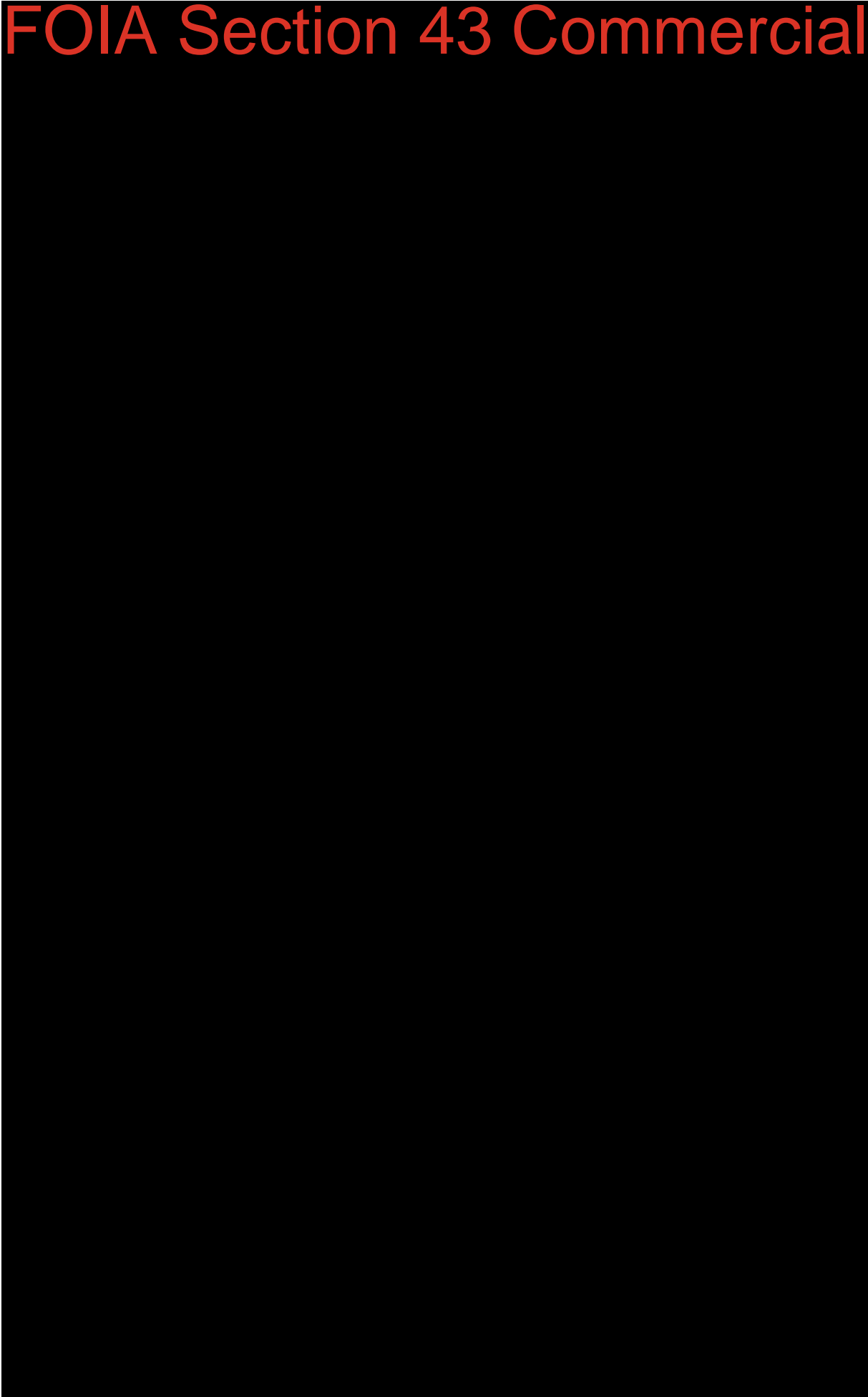
#### Timeframe

- Scoping, planning, engagement and facilitation work needs to start immediately to deliver this piece of work by early December.
- Finalised strategic framework to be delivered to Exec Board in December 2024 Exec Board session.

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ANNEX 2 – The Proposal (To be completed by Arup)

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