

Carbon Neutral Action Report Community Living British Columbia

Executive Summary

CLBC is committed to being carbon neutral by 2010 and has developed a Go Green Committee to help achieve this goal. The Go Green Committee has developed a strategic plan that guides CLBC's efforts to reduce their carbon footprint. Go Green Leads are responsible for the implementation of the strategic plan at the field office level. Our educational focus will be on our staff having a green sustainability lens on the day to day work of our staff. Examples include: high-efficiency hybrid vehicles increased from 33% to 40% of CLBC's overall vehicle fleet in 2008; staff will act as leads in each field office to assist with implementation of office-related Go Green initiatives, such as recycling plastic, metal and tetra-packs; composting; using compact fluorescent bulbs; encouraging double-sided printing and narrower page margins; encouraging commuting by bus, bike, foot, or car pool, where possible

Part 1: Actions Taken to Reduce Greenhouse Gas Emissions in 2008

Overview

In response to the Government's greenhouse gas reduction program, Community Living BC canvassed its staff with a system wide email to solicit ideas on reducing our carbon footprint. This led to the creation of the 7 member Go Green Climate Action Committee, which developed a Climate Action Strategic Plan that outlined short term, medium term, and long term objectives, which was approved by the Board of Directors. This plan includes ??? initiatives. A Go Green update is submitted to the Board on a regular basis. To assist with the implementation of this plan, CLBC has established staff leads in 26 regional offices. They are also responsible for conducting audits in each office to identify other opportunities to reduce the carbon footprint. A leadership development candidate coordinates the work of the Go Green Leads and the Climate Action Committee, which meets monthly via teleconference. Additionally, CLBC established a website to profile its initiatives and educate staff and community members. CLBC has plans to develop a web based Go Green course which all staff will need to take as part of their orientation.

1.1 Mobile Fuel Combustion

Action	Action Taken	Outcome/Performance Measure	Notes Clarifying Action Taken
Replaced # of TYPE OF VEHICLE with MORE EFFICIENT VEHICLE/Hybrid	Complete	Replaced 4 gasoline fuelled vehicles with hybrid vehicles	Replaced 13 gasoline fuelled vehicles with hybrid vehicles in 2007
Encouraged use of public transit/active transportation	In Progress	Subsidize bus passes for employees; 21 employees are subsidized; increase number of staff using transit from 21 to 25	Ongoing

1.2 Stationary fuel combustion and electricity

Action	Action Taken	Outcome/Performance Measure	Notes Clarifying Action Taken
Undertaken workstation tune-ups to help staff understand what they can do to reduce personal energy use	In Progress	Audits of each office and make recommendations on implementing Go Green strategies	Created a Green Leads group to implement
Replaced Refrigerators (EnergyStar rated appliance)	In Progress	2 Energy Star refrigerators purchased	Any new/replaced appliances are Energy Star rated
Replaced other appliances (with EnergyStar rated appliance)	In Progress	1 Energy Star dishwasher purchased	Any new/replaced appliances are Energy Star rated
Installed motion activated lights			Prior to 2008, two offices have installed motion activated lights in limited areas
Applied for LEED existing building rating		Obtaining LEED certification	HQ building is applying for LEED certification

1.3 Supplies

Action	Action Taken	Outcome/Performance Measure	Notes Clarifying Action Taken
Initiated automatic double sided printing	Completed	Requested through IT Department	Completed in 2009
Developed document library (online and one printed copy) for large documents	Completed	Created policy library on intranet	
Used laptops/tablets	Completed	70% of staff use laptops vs. desktops	
Actions on non-paper related supplies:			
Encouraged re-use of furniture and equipment	In Progress	10 desks stored and available for re-use	Furniture held in storage warehouse for re-use

1.4 Travel

Action	Action Taken	Outcome/Performance Measure	Notes Clarifying Action Taken
Trained staff in the use of Live Meeting (or other desktop collaborative software)	Completed	Reduced travel to training events	Set up Webinar training

1.5 Employee Engagement

Action	Action Taken	Outcome/Performance Measure	Notes Clarifying Action Taken
Held contests/support to generate ideas	Completed	27 ideas were submitted which helped form the Go Green Strategic Plan	Agency wide invitation to submit go green ideas via dedicated email
Developed Green Teams	Completed	Go Green Committee developed Go Green Strategic Plan and oversees implementation	
Supported Green Teams (resources)	Completed	Green Lead volunteers in each office	
Provided green tips	Completed	Developed website with Go Green tips and include tips in InfoFlash (weekly e-bulletin)	Website is accessible to the public and includes links to various environmental sites
Supported professional development	Completed	New resource materials are uploaded to the website	Member of the BC Sustainable Energy Association
Added green work goal to performance management	Completed	Green objectives imbedded in Operational Plan	
Good Life Program	In Progress	Go Green will be linked to our Good Life program (rewards program)	

1.6 Sustainability Actions (others)

Action	Action Taken	Outcome/Performance Measure	Notes Clarifying Action Taken
Reduced/replaced bottled water with filtered or refrigerated water	In progress	Currently 6 systems have been replaced with filtered water system	Go Green Leads will be encouraged to explore this option with staff in their offices.
Improved recycling measures	In progress	In some offices, staff have volunteered to take recycling home to be included as part of their pick up	Requesting recycling boxes through WSI
Supported composting	In progress	2 offices have implemented a composting program	Information on composting in an office sent to all offices
Used re-usable dishes	In progress	Purchase of re-usable dishes	
Purchased green cleaning products	In progress	Purchase of green cleaning products	

Part 2: Plans to Continue Reducing Greenhouse Gas Emissions 2009 -- 2011

Overview

Community Living BC will continue to identify new initiatives. A Discussion Forum is being developed and will be used to generate new ideas. CLBC will also deliver a webinar based workshop called Systems Thinking About our World for all staff. As office leases expire, CLBC will work with ARES to meet Green Building specifications wherever possible. In addition, as vehicle leases expire, CLBC will replace them with Hybrid vehicles. CLBC Board of Directors will audit implementation of the Go Green Strategic Plan.

2.1 Mobile Fuel Combustion

Action	Action Planned	Outcome/Performance Measure	Notes Clarifying Action Taken	Timeframe
Replace # of TYPE OF VEHICLE with MORE EFFICIENT VEHICLE/Hybrid	Planned	Replace 11 (minimum) gas fuelled vehicles with Hybrid vehicles	Vehicles will be replaced as leases expire; vehicles in the North region will remain gas fuelled	2009-2011
Establish anti-idling behaviour change program (e.g. signs, stickers, messages)	Planned	Encourage staff to access the Drive Smart BC tutorial	Communicate via email, website	
Encourage use of public transit/active transportation	In Progress	Subsidize bus passes	Ongoing	Ongoing

2.2 Stationary Fuel Combustion (including electricity)

Action	Action Planned	Outcome/Performance Measure	Notes Clarifying Action Taken	Timeframe
Undertake workstation tune-ups to help staff understand what they can do to reduce personal energy use	Planned	Green lead audit		
Undertaken Monitor turn-off challenge	Planned		To be coordinated by Green Leads	
Replace # computers with Energy Star models	In Progress	All CLBC computers replaced in 2009	Part of U2 project (government wide)	
Use air dry setting on dishwashers	Planned	Green lead audit	To be coordinated by Green Leads	
Encourage staff to use stairs	Planned	Green lead audit	To be coordinated by Green Leads	
Turn off lights in unused rooms	Planned	Green lead audit	To be coordinated by Green Leads	
Replace Refrigerators (Energy Star rated appliance)	In Progress		Ongoing replacement of refrigerators with EnergyStar rated refrigerators	
Replace other appliances (with Energy Star rated appliance)	In Progress		Ongoing replacement of appliances with EnergyStar rated appliances	
Install multi-function devices (and remove stand-alone printers/faxes)	Planned			
Replace standard bulbs with CFLs	Planned			
Initiate corporate computer shut-down/wake-up for maintenance	Planned			
Unplug unused equipment	Planned	Green lead audit	To be coordinated by Green Leads	

2.3 Supplies

Action	Action Planned	Outcome/Performance Measure	Notes Clarifying Action Taken	Timeframe
Commit to use 30% recycled paper	Planned	Green lead audit	To be coordinated by Green Leads	2009
Commit to use 100% recycled paper	Planned	Green lead audit	To be coordinated by Green Leads	2009
Change document template margins	Planned	Green lead audit	To be coordinated by Green Leads	2009
Commit to hold paperless meetings	Planned	Green lead audit	To be coordinated by Green Leads where feasible	
Re-use non-confidential scrap paper	Planned		To be coordinated by Green Leads	2009
Use laptops/tablets	In Progress	Some staff will be using tablets once U2 implementation complete		2009
Restructure a process to use less paper	Planned		To be coordinated by Green Leads in conjunction with work units	2009/10
Actions on non-paper related supplies:				
Choose "Green" items from Distribution Centre	Planned		To be coordinated by Green Leads	2009

2.4 Travel

Action	Action Planned	Outcome/Performance Measure	Notes Clarifying Action Taken	Timeframe
Train staff in the use of Live Meeting (or other desktop collaborative software)	In Progress		Live Meeting available as part of Office 2007 (U2 upgrade)	2009

2.5 Employee Engagement

Action	Action Planned	Outcome/Performance Measure	Notes Clarifying Action Taken	Timeframe
Provide climate change education	In Progress			

2.6 Sustainability Actions (others)

Action	Action Planned	Outcome/Performance Measure	Notes Clarifying Action Taken	Timeframe
Run dishwasher only when full	Planned		Coordinated by Green Leads	2009
Reduce/replace bottled water with filtered or refrigerated water	In Progress		Coordinated by Green Leads	2009
Improve recycling measures	In Progress		Coordinated by Green Leads	2009/10
Support composting	In Progress		Coordinated by Green Leads	2009
Use re-usable dishes	In Progress		Coordinated by Green Leads	2009
Purchase green cleaning products	In Progress		Coordinated by Green Leads	2009
Support sustainable procurement practices	Planned		Ability to implement is dependent upon final Procurement policy	