



PROVINCIAL CAPITAL COMMISSION

Provincial Capital Commission 2013 Carbon Neutral Action Report

Executive Summary

The Provincial Capital Commission (PCC) is a small service Crown Corporation with seven FTE's, a single vehicle and six significant heritage designated buildings surrounding Victoria's inner harbour. Our goal, in step with the BC Government's Climate Action Plan, is to work towards a reduction in greenhouse gas emissions (GHG's) and electricity consumption. This report was prepared in accordance with the *Greenhouse Gas Reduction Targets Act* adopted in November 2007. It reflects our continued and ongoing commitment to acting responsibly on the environment and climate change action.

Energy use is predominantly generated from the PCC's commercially tenanted heritage buildings and is highly sensitive to tenant business requirements and climate fluctuations. This inventory, located within the Capital region, includes the Crystal Garden, Visitors Information Centre at 812 Wharf Street, and the CPR Steamship Terminal. Commercial revenue properties also include Inner Harbour ferry terminals and development sites currently utilized as parking lots and special events venues. All revenues from PCC properties are used to fund province-wide outreach programs, PCC property maintenance, and business operations on a self-sustaining basis. Common operating expenses including utilities incurred by the PCC at its commercial properties are in part or wholly recovered from tenants under lease agreements. The PCC also owns the building that is its corporate head office at 613 Pandora Avenue, as well as St. Ann's Academy National Historic site that is leased to the Province for use as government office space.

The majority of PCC buildings have energy efficiency challenges given their age and design characteristics as well as renovation/refurbishment restrictions due to heritage designations. The PCC has made significant investments in many of these buildings for both seismic and energy efficiency rationale however, substantial limitations, notably heritage protected design characteristics like the glass roofed Crystal Garden, hinder the organization's ability to reach complete energy efficiency.

On November 19, 2013, the BC Government announced that the PCC would be dissolved March 31, 2014 as part of the core review process. Given this announcement, this report will be limited to activities undertaken by the Commission in 2013 and will exclude any forward looking activities.

2013 Greenhouse Gas Emissions

As required by the *Greenhouse Gas Reduction Targets Act*, the PCC's reports total GHG emissions for the 2013 Calendar Year from all sources covered by the Act. For the base reporting year of 2007, the PCC's CO₂ emissions were approximately 312 tonnes of CO₂ emissions (tCO₂e) from natural gas and heating oil, and 14 tCO₂e from electricity, for a total of 326 tCO₂e. The total estimated usage for 2013 is 282 tCO₂e.

The PCC has estimated that emissions from paper supplies do not comprise more than 0.01% of the PCC's total emissions and an ongoing effort to collect or estimate emissions from this source would be

disproportionately onerous. For this reason, emissions from this source have been deemed out-of-scope and have not been included in organization total greenhouse gas emissions profile.

Offsets Applied to Become Carbon Neutral in 2013

The PCC will be purchasing carbon offsets to achieve carbon neutrality for 2013. Payment will be made to the Pacific Carbon Trust based on 281 tCO₂e.

Emissions Reduction Activities:

Specific Actions Taken to Reduce Greenhouse Gas Emissions in 2013

Since the announcement of the Climate Action Plan in 2007, the PCC and its tenants have implemented significant infrastructure and technological investments to reduce CO₂ emissions while building long-term sustainability into business operations. Highlights for 2013 include:

- The PCC and Victoria Conference Centre (our tenant at the Crystal Garden) undertook mechanical upgrades to the hot water system resulting in a more efficient and energy saving water heating method.
- Continued to work proactively with Shared Services BC's Climate Action Group to ensure emissions reduction targets for properties are met as the transition of service provisions, lease management, and property management services was completed.

Plans to Continue Reducing Greenhouse Gas Emissions 2014 – 2016

Government has announced that the Provincial Capital Commission will be dissolved as of March 31, 2014. PCC properties will be absorbed by Shared Services BC and the Ministry of Transport and Infrastructure. Pending final agreements, other properties will be transferred to the City of Victoria and the Songhees First Nation. The PCC is confident that these organizations will continue to implement energy efficiency measures throughout their stewardship of the buildings. The PCC also holds an extensive inventory of parks, green space and water lots which will also be moved to various government and non-government bodies.

Conclusion

The Provincial Capital Commission is proud of its accomplishments to date and the transparency in public reporting of results in achieving net energy use reductions from its diverse property inventory that includes tenant occupied heritage buildings. The PCC anticipates that the new property stewards will continue with new strategies to further reduce CO₂ emissions in the coming years.

CARBON NEUTRAL ACTION REPORT 2013 – SMALL EMITTERS FORM

[This form is for the use of BC Public Sector Organizations that had GHG emissions of less than 600 tonnes Co₂e in the 2012 reporting year, which as a group, equals less than 1% of all PSO emissions]

Organization Name

Provincial Capital Commission

Contact name

Rachel DeMott & Shannon Mullen

2013 Total Emissions

282 tCO₂

2013 Total Emissions for Offsets

281 tCO₂

Changes to previous years emissions (if applicable)

Decrease of 45 tCO₂

Over or Underpayments held by PCT (if applicable)

N/A

Total Offsets Purchased for 2013

281 tCO₂

List the top three actions taken by your organization in 2013 to reduce GHG emissions and/or improve sustainability

Action

1. The PCC and Victoria Conference Centre (our tenant at the Crystal Garden) undertook mechanical upgrades to the hot water system resulting in a more efficient and energy saving water heating method.
2. Switched all paper usage at the PCC Headquarters to 100% post-consumer recycled paper.
3. Worked proactively with Shared Services BC's Climate Action Group to ensure emissions reduction targets for properties were met as the transition of service provisions, lease management, and property management services continued to evolve.



Describe Plans your organization has for continuing to minimize your GHG emissions

In November 2013, Government announced that the Provincial Capital Commission would be dissolved. Primary outreach and engagement functions and property holdings are to be moved into various core government ministries. The PCC anticipates that the new stewards will continue to work towards carbon neutrality.

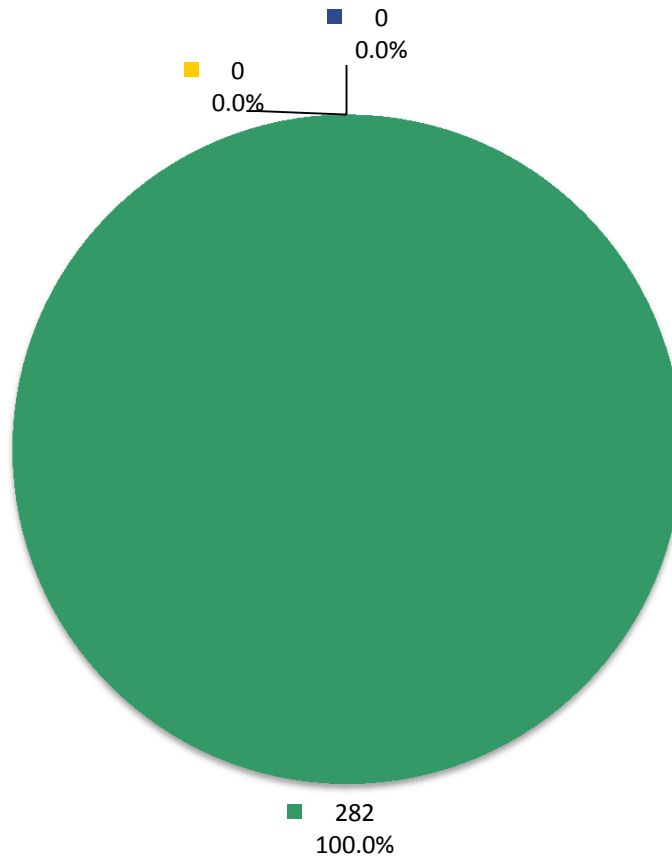
Executive Sign-off

Name Jan Norman
(print): _____

Date: March 28, 2014

X Jan Norman

**Provincial Capital Commission
Greenhouse Gas Emissions by Source
for the 2013 Calendar Year (tCO₂e*)**



Total Emissions: 282

- Mobile Fuel Combustion (Fleet and other mobile equipment)
- Stationary Fuel Combustion (Building Heating and Generators) and Electricity
- Supplies (Paper)

Offsets Applied to Become Carbon Neutral in 2013 (Generated May 21, 2014 2:25 PM)

Total offsets required: **281**. Total offset investment: **\$7,025**. Emissions which do not require offsets: **1** **

*Tonnes of carbon dioxide equivalent (tCO₂e) is a standard unit of measure in which all types of greenhouse gases are expressed based on their global warming potential relative to carbon dioxide.

** Under the *Carbon Neutral Government Regulation of the Greenhouse Gas Reduction Targets Act*, all emissions from the sources listed above must be reported. As outlined in the regulation, some emissions do not require offsets.