

The 2010 *NSW State Plan* and its targets are the starting point for the Department of Environment, Climate Change and Water NSW (DECCW) corporate plan and sets the context for our *2010 Sustainability Action Plan*. DECCW is the lead agency for five key Green State priorities, along with being a significant partner agency for three State Plan priorities. In the recently released update to our *Corporate Plan* (2010 update) there are five key goals:

1. climate change and its impacts are minimised to protect the environment, the economy and community wellbeing
2. a healthier and cleaner environment protecting both ecological and human health
3. integrated landscape management for long-term ecological, social and economic sustainability
4. secure and sustainable supplies of water, and water is used more wisely
5. a credible, efficient and effective organisation

Goal five has key objectives that are translated into the *DECCW Sustainability Action Plan*. DECCW leads in sustainability and environmental performance within the NSW Government. A Departmental priority is that all DECCW staff are engaged in a sustainability program to improve our water use, energy efficiency, purchasing and waste management with a goal of carbon neutrality.

The goals in our *Corporate Plan* are supported by the targets set out in the *NSW Government Sustainability Policy* (the Policy). The Policy outlines how the government will lead by example in sustainable water and energy use, reducing greenhouse gas emissions, waste and fleet management and sustainable purchasing. It provides an important step for the NSW Government to meet its commitment of becoming carbon neutral by 2020. The Policy targets (Attachment 1) are included and translated into actions in *DECCW's Sustainability Action Plan*.



Goal 1: Use our energy sources more efficiently			
DECCW is aiming to achieve:	Key Performance Indicators (KPIs)	Steps to achieve	What's DECCW doing
<p>1. reduction in greenhouse gas emissions from building energy use by at least 15% (of 2007-08 levels) by 2019-2020</p> <p>Interim:</p> <ul style="list-style-type: none"> • 5% reduction by 2010-11 • 10% reduction by 2013-14 • 13% reduction by 2016-17 <p>2. purchase at least 6% GreenPower annually.</p>	<ul style="list-style-type: none"> • annual emissions (t CO₂-e) • annual % GreenPower purchased 	<p>The role you play:</p> <ul style="list-style-type: none"> • turn monitors off when away from your computer • unplug charging equipment when not in use • switch the lights, printers and photocopiers off if you're the last person leaving for the day • fill your fleet vehicle with E10 where it's available (and suitable). 	<ul style="list-style-type: none"> • prioritised action to reduce consumption at DECCW's largest consuming sites: Bridge Street and Hurstville tenancies, Lidcombe Laboratory Complex, Royal Botanic and Mount Annan Gardens and Kosciusko National Park • energy reduction reviews undertaken at five National Parks sites • developing self-assessment tools and resources to help staff at smaller sites identify opportunities in their workplace.

Goal 2: Use potable water more efficiently			
DECCW is aiming to achieve:	Key Performance Indicators (KPIs)	Steps to achieve	What's DECCW doing
<p>Reduce total potable water consumption by at least 15% (of 2007-08 baseline) by 2010-11.</p>	<ul style="list-style-type: none"> • annual total consumption (kL) • annual total consumption normalised for rainfall/temperature patterns. 	<p>The role you play:</p> <ul style="list-style-type: none"> • report leaks and drips • use the half flush button in toilets where possible • use non-potable water supplies where possible e.g. rainwater tank water for car washing. 	<ul style="list-style-type: none"> • prioritised action at our largest consuming sites: Bridge Street and Hurstville tenancies, Lidcombe Laboratory Complex, Royal Botanic and Mount Annan Gardens and Kosciusko National Park • water reduction reviews undertaken at five National Parks sites • collaboration with Sydney Water's <i>Every Drop Counts</i> and <i>BizFix</i> programs improving metro infrastructure.

Goal 3: Lease or build more sustainable buildings, be more sustainable tenants			
DECCW is aiming to achieve:	Key Performance Indicators (KPIs)	Steps to achieve	What's DECCW doing
<p>1. improve the sustainability performance of our buildings (offices, workshops, visitor centres)</p> <p>2. improve the sustainability performance of our tenancies.</p>	<ul style="list-style-type: none"> • annual progress on National Australian Built Environment Rating System (NABERS) ratings • annual kWh electricity saved in DECCW buildings. 	<p>The role you play:</p> <ul style="list-style-type: none"> • familiarise yourself with your workplace and what options you have to be more sustainable • ensure you use the facilities available to maximum efficiency • make suggestions for additional savings opportunities. 	<ul style="list-style-type: none"> • energy, water, waste and indoor environment NABERS ratings were completed for all owned or tenanted offices over 1,000m² by April 2010 <ul style="list-style-type: none"> - energy and water - aiming to achieve and maintain a 4.5 star rating by 1 July 2011 - waste and indoor environment – internal targets to be set when policy targets are announced, baseline ratings were completed by April 2010 - new/refurbished buildings to achieve and maintain 4.5 star energy and water ratings, 18 months from the date of first occupancy • all new/negotiated tenanted building leases to include the <i>Green Lease Schedule</i> (where practical) • sustainability aspects are factored into office refit design and capital works projects.

Goal 4: Reduce our transport related impacts on the environment

DECCW is aiming to achieve:	Key Performance Indicators (KPIs)	Steps to achieve	What's DECCW doing
<ol style="list-style-type: none"> 1. passenger vehicle fleet to achieve an average environmental Performance Score (EPS) of 13.5 out of 20 2. commercial vehicle fleet to achieve an average EPS of 9 out of 20 3. 20% of unleaded fuel purchased to be E10 4. reduction in air miles compared with previous year. 	<ul style="list-style-type: none"> • quarterly EPS by Group/Division • quarterly per cent E10 purchased (of unleaded) • quarterly airmiles flown by Group/Division • number of vehicles per full-time equivalent employee 	<p>The role you play:</p> <ul style="list-style-type: none"> • use video or phone conferencing where possible rather than travelling to meetings. Or use a corporate bicycle if you have access to one • provide information and maps on public transport options to staff and others attending meetings with you at your office • use SWITCH car or hybrid from vehicle fleet pool when available • review the Green Driving tips in the DECCW <i>Fleet Improvement Plan</i> (such as ensuring tyre pressures are correct). 	<ul style="list-style-type: none"> • prepared DECCW <i>Fleet Improvement Plan</i> • prepared Group/Division specific fleet improvement strategies • increased the number of hybrid vehicles in the fleet • installed video-conferencing facilities across seven office locations • upfront payment of annual public transport tickets with cost spread across salary payments.

Goal 5: Reduce our waste generation and increase the amount of waste we recycle

DECCW is aiming to achieve:	Key Performance Indicators (KPIs)	Steps to achieve	What's DECCW doing
<ol style="list-style-type: none"> 1. decrease in the amount of residual waste generated at DECCW sites that is disposed of in landfill 2. decrease in the amount of potentially recyclable material that is disposed of in DECCW's residual waste stream (material that could have been recycled but wasn't). 	<ul style="list-style-type: none"> • annual progress on DECCW <i>Waste Reduction and Purchasing Policy</i> (WRAPP) Plan 	<p>The role you play:</p> <ul style="list-style-type: none"> • consider using crockery and cutlery to avoid take away containers • understand your waste recycling system and use appropriately • think about if something can be reused by you or one of your team before disposing into the garbage • suggest options or alternatives to reduce the amount of material DECCW disposes of to landfill • consider starting up a worm farm or compost bin onsite to recycle food waste. 	<ul style="list-style-type: none"> • prepared DECCW (WRAPP) Plan • developing consistent signage for our internal waste and recycling systems • undertaken waste reviews at three National Parks sites • undertaking waste audits/reviews at our largest office sites.

Goal 6: Move towards more sustainable procurement

DECCW is aiming to achieve:	Key Performance Indicators (KPIs)	Steps to achieve	What's DECCW doing
<ol style="list-style-type: none"> 1. purchase minimum 4 star Minimum Energy Performance Standards Scheme (MEPS) rated products 2. purchase minimum 4 star Water Efficiency Labelling and Standards (WELS) rated or Smart Approved WaterMark products and services 3. minimum of 85% copy paper purchased to contain recycled content 4. one recycled content option requested with each publication quote 5. increase the proportion of materials purchased by DECCW that have sustainability benefits, such as recycled content, reduced toxicity or other benefits. 	<ul style="list-style-type: none"> • annual progress on DECCW WRAPP Plan 	<p>The role you play:</p> <ul style="list-style-type: none"> • when buying something, consider alternative products with improved sustainability features i.e. water or energy efficiency or recycled content • to avoid waste only order what you need • organise a regular 'desk clean out' to recover excess stationary from staff work stations that can be reused by colleagues. 	<ul style="list-style-type: none"> • review DECCW procurement manual to include sustainability considerations • recommending sustainability criteria for inclusion in state government contracts (via Department of Services, Technology and Administration (DSTA)) • promoting state contract information for procurement options more widely to staff • reviewing internal reporting/recording mechanisms to facilitate easier access to this information to enable local monitoring of performance.

Goal 7: Increase staff participation in sustainability initiatives

DECCW is aiming to achieve:	Key Performance Indicators (KPIs)	Steps to achieve	What's DECCW doing
<ol style="list-style-type: none"> 1. leading by example in our sustainability performance 2. inclusion of all staff in DECCW's sustainability program – staff input steering the implementation of the program 3. supporting a culture change towards a more sustainable workplace 4. removing internal barriers to implementing sustainability projects. 	<ul style="list-style-type: none"> • number of staff that completed a DECCW sustainability training course • incorporation of sustainability actions and targets into Group/ Division and other team plans • incorporation of sustainability updates into existing internal communications 	<p>The role you play:</p> <ul style="list-style-type: none"> • suggest ideas for improving sustainability performance to your sustainability champion • add sustainability as an item to your regular team meetings • get involved in creating, implementing or assessing sustainability initiatives at your location and across DECCW. 	<ul style="list-style-type: none"> • developing a sustainability section into the staff induction course • developing sustainability training for DECCW staff • providing sustainability tools and resources on DECCW intranet site • developing a Staff Sustainability Engagement Plan • building a case for an internal grants scheme • improving/initiating internal processes to remove barriers.

Support from DECCW for staff:

- regular updates on our sustainability performance
- Executive reports – activity and consumption both on whole of DECCW and broken down by Group/Division
- staff updates in the onDECCW newsletter
- Sustainability Working Group (Group and Division input into direction of sustainability program, including executive sponsors)
- Sustainability Champions network
- sponsor Sustainability Leadership Forum
- support in preparing internal and external funding applications for sustainability initiatives

For more information go to environment.nsw.gov.au and view the sustainability pages or email sustainability@environment.nsw.gov.au

Greenhouse gas emissions from building energy use

- State-wide target to return greenhouse gas emissions from building energy use to 2000 levels (1.5 million tonnes) by 2019-20, with interim targets of 1.74 million tonnes by 2010-11, 1.67 million tonnes by 2013-14 and 1.59 million tonnes by 2016-17
- Agencies to continue to purchase a minimum of six per cent GreenPower, with the exception of Area Health Services.

Water

- State-wide target to reduce total potable water consumption by 15 per cent by 2010-11 (from 2005-06 levels).

Environmental performance of buildings

- Government owned or tenanted office buildings over 1000m² to:
 - obtain a rating by the National Australian Built Environment Rating System (NABERS) by 31 December 2008
 - achieve and maintain a NABERS rating of 4.5 stars for energy and water by 1 July 2011 (where cost effective)
 - where new or refurbished, achieve and maintain 2011 targets from 18 months of the first occupancy (where cost-effective)
- tenanted buildings to include *Green Lease Schedule* in all new or negotiated leases or when exercising a lease option, where practical
- the Government has also committed to set NABERS targets in government office buildings for waste and indoor environment by 30 June 2009. Agencies will be advised of any requirements related to this commitment, once these targets have been set.

Cleaner Government Fleet

- Government fleet to achieve an average Environment Performance Score (EPS) of 12 out of 20 by 2007-08 (new ongoing targets will be set in 2008)
- Government fleet to achieve a 20 per cent reduction in greenhouse gas emissions by end 2007-08, based on 2004-05 performance (new ongoing targets will be set in 2008).

Waste, recycling and purchasing

- Agencies to purchase products and appliances (where relevant), available and fit for purpose, with:
 - a minimum 4 star rating under the Minimum Energy Performance Standards Scheme (MEPS) and/or
 - a minimum of 4 star rating under the Water Efficiency Labelling and Standards Scheme (WELS) or
 - Smart Approved WaterMark products and services (for outdoor use)
- a minimum of 85 per cent of all copy paper purchased by NSW Government in 2014 to contain recycled content
- Agencies, from the commencement of the 2008-09 financial year, to specify inclusion of at least one recycled content option as part of each publication quote sought.

Published by:

Department of Environment, Climate Change and Water NSW

PO Box A290, Sydney South 1232

Ph: (02) 9995 5000 (switchboard)

Fax: (02) 9995 5999

TTY: (02) 9211 4723

Email: info@environment.nsw.gov.au

Website: www.environment.nsw.gov.au

DECCW 2010/853

October 2010

© Copyright State of NSW and the Department of Environment, Climate Change and Water NSW.

Cover Photos (left to right)

1. Chatswood Police Station, designed by the NSW Government Architect's Office, incorporates water and energy efficient design and fixtures
2. Staff action on sustainability at DECCW offices
3. Rainwater tank installed at Randwick Council
4. E10 fuels for DECCW Fleet
5. DECCW staff ride to work
6. Hybrid vehicle a part of DECCW's fleet

The Department of Environment, Climate Change and Water NSW and the State of NSW are pleased to allow this material to be reproduced in whole or part, provided the meaning is unchanged and its source, publisher and authorship are acknowledged.