

**TO:** CHAIR AND MEMBERS  
ENVIRONMENT COMMITTEE

**DATE:** 2016 February 02

**FROM:** DIRECTOR FINANCE

**FILE:** 2410-20

**SUBJECT:** SUSTAINABLE PURCHASING INITIATIVES – CITY GREEN TEAM

**PURPOSE:** To report on 2015 City Green Team initiatives and to seek Council's endorsement of the proposed 2016 Work Plan.

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## **RECOMMENDATIONS:**

1. **THAT** Environment Committee request Council to authorize the City Green Team to proceed with the proposed 2016 Work Plan Initiatives.

## **REPORT**

### **1.0 BACKGROUND**

The Sustainable Purchasing Guidelines were adopted by Council in 2008 October to help ensure that City purchasing decisions include consideration of factors that will support the City in reducing environmental impact, encouraging social improvement, and leveraging fiscal responsibility.

The City's Green Team assists in advancing sustainable purchasing initiatives beyond the City's numerous current practices. These practices provide a sound foundation for the development of sustainable processes across all departments, divisions, and offices at the City.

### **2.0 OVERVIEW OF ACTIVITIES IN 2015**

#### **2.1 *Communications/Education/Awareness***

Education and awareness were key priorities for the Green Team in 2015. The Team utilized the SAP Portal to distribute and store all Team communications including the Monthly Highlights bulletins and staff workshop/presentations.

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Monthly Highlights bulletins included, amongst others, the following topics:

- Employee Transit Incentive Program
- Water Conservation Tips—Be Water wise
- Stay Bright by Daylight
- Workplace Conservation Awareness—Survey/Results
- 12 Days of Christmas Campaign—Energy Conservation
- BC Commuter Challenge/Bike to Work Week
- Phantom Power Tips

With the ongoing development of the Environmental Sustainability Strategy (ESS), the Green Team selected the ESS “Conserve” theme petal for its 2015 activities and communications.

## **2.2 *Workplace Conservation Awareness Campaign***

In collaboration with the City’s Energy Management personnel in Engineering, and sponsorship from BC Hydro, an energy conservation campaign was launched with a focus on staff’s actions to reduce energy consumption and change behaviours through engaging and fun activities. Over the course of the year several initiatives were undertaken to remind us all about ways to reduce and conserve energy. Some of these included:

- Earth Hour – March 2015;
- “Energy Myths Shattered” – Test your Energy Knowledge;
- “Stay Bright by Daylight” campaign whereby staff were asked to work by natural daylight.

In the field preliminary plans were developed regarding conservation ideas and suggestions for the Building Service Workers, Food Services staff, and Park Patrollers. Focus was on day to day duties, and how staff can impact energy conservation with a few minor adjustments in their reporting of activities.

## **2.3 *Printing Equipment Assessment***

The Green Team, in collaboration with Information Technology staff and user departments, continued efforts to consolidate the volume of printing to the City’s multi-function printing devices, reducing the amount of peripheral smaller printers. This ongoing project has produced the following results from the 2009 baseline numbers:

- 35% less printing devices
- 24% less volume of prints
- 51% less single-function devices
- 23% more volume allocated to multi-function devices (copier/scanner/fax)

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## **2.4 Food Recovery Program**

A food recovery pilot program with the Burnaby Mountain Clubhouse was initiated through participation in the Greater Vancouver Food Bank Society's "Community Angels" Food Runners Program. The program facilitated the donation of nourishing food to local meal providing agencies—food that would otherwise have gone to waste. The program was quickly expanded to include Riverway Clubhouse with its volume of food preparation and catering functions. The program began in earnest in May 2015 following process adjustments, and set ups at these facilities.

In 2015, it is estimated that more than 200 pounds of food were recovered and donated to local meal providing agencies. The Food Services Division, in concert with the Green Team are working to expand the program to include other City locations and assist other local groups. The program is an effective way for the City to reduce its environmental impact while helping to encourage social improvements and fiscal responsibility.

## **3.0 PROPOSED 2016 WORK PLAN INITIATIVES**

For 2016, the City Green Team proposes to continue its efforts along the same themes as in 2015, with additional focus on the Workplace Conservation Awareness Campaign through a number of engaging activities with staff. The Green Team will also strengthen and expand the work stemming from the initial Food Runners Program and look to further support the Food Services Division in its efforts to not only reduce food waste but to support an active food recovery program for local agencies.

Through the work of the Environment Committee, there is a clear desire to ensure that the City remains at the forefront of a sustainable approach in all its initiatives. The Green Team is providing staff with a forum for environmental stewardship by focusing on the economic, environmental and social aspects of purchasing decisions using the City's Sustainable Purchasing Guidelines.

It is recommended that Environment Committee request Council to authorize the City Green Team to proceed with the proposed 2016 Work Plan Initiatives.



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DIRECTOR FINANCE

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