



**Eco-Active  
States  
Annual Report  
2014**



## CONTENTS

1. Introduction.....	2
2. Scope .....	3
3. Eco-Active States commitment.....	4
4. Legal Compliance.....	5
5. Staff Involvement.....	5
6. Progress on Priority Areas.....	7
7. Department Update .....	10
8. Eco-Active States 2015 .....	13

Published January 2015

Eco-Active  
Howard Davis Farm  
Trinity Hill  
Jersey JE3 5JP

[Eco-active@gov.je](mailto:Eco-active@gov.je)

# 1. Introduction

This is the third annual summary report on the progress of the implementation of the Eco-Active States (EAS) programme in the States of Jersey (SoJ).

Eco-Active States is an environmental management programme that helps departments to manage the environmental impact of their day to day operations through a structured programme.

This report covers the period from 1 January to 31 December 2014 and builds on the progress made in 2012 - 2013. It reports on the implementation of Eco-Active States across 47 business units from within the ten ministerial and nine non-ministerial bodies that make up the States of Jersey administration.

EAS has senior level commitment and support from the Corporate Management Board.

Since 2013 the States of Jersey Financial Report and Accounts have included a corporate Sustainability Report in line with the UK government guidance. Eco-Active States enables individual departments to demonstrate how they are contributing to the overall sustainability impact of the organization as outlined in the corporate sustainability report.



In recognition of the progress made in 2014, four awards were made in December 2013, as follows:

- Greatest progress in environmental management was awarded to the **Department for Transport and Technical Services**.
- Best overall environmental performance was awarded to the **Department for Education, Sport and Culture**.
- A second award for best environmental performance was made to the **Magistrates Court team** in recognition of how a small team has integrated EAS into day to day operations.
- The 2014 ECO of the year was awarded to the ECO representative from the **Probation and After Care Service**.

## 2. Scope

The States of Jersey (SoJ) administration includes ten Ministerial Departments and 9 non-Ministerial departments. The departments are:-

- Chief Minister's;
- Economic Development;
- Education, Sport and Culture;
- Environment;
- Health and Social Services;
- Home Affairs;
- Housing - On 01 July became Andium Homes and transferred to a wholly States-owned housing company. Andium Homes is now certified to the Eco-Active Business programme;
- Social Security;
- Transport and Technical Services;
- Treasury and Resources.

The non-Ministerial departments are:-

- The Bailiff's Chambers;
- Data Protection Commission;
- Office of the Lieutenant Governor;
- Judicial Greffe
- Viscounts Department;
- Law Officers' Department;
- Official Analyst;
- Probation and After-care services;
- States Assembly (including the States Greffe).

In 2014 the Department of the Environment, the Energy from Waste Plant (EFW) and the Active sports centres commenced implementation of the ACORN BS8555 standard. It is anticipated that they will be audited and certified to achieving this standard in 2015.

As at 30 June 2014, the States of Jersey had 6,920 employees (fte) and was responsible for administering 277 sites out of 1,000 sites owned by the States of Jersey.

### 3. Eco-Active States commitment

The States of Jersey Corporate Management Board adopted the Eco-Active States commitment on 16 February 2011.

All departments are required to display a copy of the commitment in their office, and to ensure that all their staff are made aware of its requirements.

**The States of Jersey is committed to reducing the environmental impacts caused by the day to day operations of our services and activities.**

**We will work to reduce the negative environmental impact of States of Jersey departments by following these principles:**

*We will comply with the requirements of environmental legislation and approved codes of practice*

*We will aim to improve environmental performance*

*We will reduce pollution, emissions and waste arising from our activities*

*We will reduce the use of all raw materials, energy and supplies*

*We will raise awareness, encourage participation and train employees in environmental matters*

*We will encourage similar environmental standards from all suppliers and contractors*

*We will assist customers and clients to use products and services in an environmentally-sensitive way*

*We will liaise with the local community*

*We will participate in discussions about environmental issues*

**Corporate Management Board  
States of Jersey**

**Date:** February 16<sup>th</sup> 2011

## 4. Legal Compliance

All departments are required to demonstrate how they are complying with relevant environmental legislation.

During 2014, all Departments were reminded of the implications of the EU regulation on F-gasses, specifically in relation to the ban on R22 gasses that will come into force on January 1st 2015. R22 is used in the service and maintenance of air conditioning units. Whilst the EU regulation does not apply in Jersey, as a responsible jurisdiction and party to the Montreal Protocol and Vienna Convention on Ozone depleting substances the SoJ operates to the expectations of best practice. Compliance with best practice has been addressed in Jersey Property Holdings (JPH) owned buildings through contract specifications and requirements on contractors.

Waste and water legislation is applicable to all service areas. To ensure compliance with these laws and to help minimise the risk of a pollution incident occurring from a states owned site, pollution prevention plans are completed for all sites resulting in avoided prosecution costs from spills and leaks or incorrect storage and disposal. All schools are also required to submit plans as part of the Eco Schools programme.

The Drains for Rain campaign highlighted the importance of being aware of the location of surface water drains and was supported by the Blue Fish awareness campaign which was promoted to businesses, schools and the general public.



To raise awareness and increase understanding of the requirements of environmental legislation, the environmental protection team organised training sessions for the business units commencing the ACORN BS8555 programme. In addition, ECOs were invited to attend a joint event with Eco-Active Businesses which included a training session on environmental legislation.

## 5. Staff Involvement

There is an active network of 25 ECOs and over 150 active green team volunteers across the organisation. The role of the network is to cascade information throughout departments and to coordinate the completion of documentation.

ECOs are encouraged to set up departmental green teams to involve more staff across the different business units in their department.

Quarterly ECO network meetings take place to share experiences. One-to-one meetings are also held to help monitor progress and assist with the completion of action plans. ECOs organise their own departmental staff awareness programme working with their green team and building user groups.

## Communications

An environmental communication programme continued during 2014. The network of building contacts grew to 55 members and helps to cascade information through their departments.

To support Fairtrade fortnight, departments were reminded of the commitment given by the Council of Ministers in 2012 that all tea, coffee and sugar purchased with States of Jersey funds must be Fairtrade.

Departments showed their support for Earth Hour on the 29th March, by switching off all unnecessary lighting and electrical equipment. As a symbolic gesture the Transport and Technical Services Department switched off the lights at Mont Orgueil and Elizabeth Castle, Victoria Avenue, St. Brelade's Bay Promenade, and Fort Regents dome lighting.

Regular articles posted on the intranet reminded staff about a range of environmental messages including; switching off computers during the Bank Holidays and turning off unnecessary lighting during the summer months; United Nations World Biodiversity Day; World Environment Day.



A visit to the desalination plant in early July highlighted the financial and environmental costs involved in using sea water for drinking purposes. A visit to the cavern, demonstrated how the large void under Fort Regent prevents pollution from being washed out to sea during high rainfall events.

## 6. Progress on Priority Areas

The States of Jersey has a significant impact on the environment from both its day to day operations and its service specific activities. As all business activities have environmental impacts in the areas of procurement, water, energy, transport and waste, a set of corporate actions have been identified that all departments are required to implement.

This section outlines the progress in each of these priority areas.

### Procurement

The States of Jersey is committed to the principles of sustainable procurement. The Eco-Active commitment requires all Departments to ensure that sustainability is considered as part of the procurement process.

A presentation on the 'Sustainability in Buying Decisions and an Update on Sustainable Procurement within the SoJ' was made to all ECOs in Q1. The presentation highlighted the requirement for environmental considerations to be included in buying supplier questionnaires and tenders

No.	Question
1	Does your organisation have ISO1400 accreditation?
2	Does your organisation have an environmental management policy?
3	Is your organisation registered with t ACTIVE Business?

Recent procurement tenders include – JPH Cleaning, Ports of Jersey, General Hospital, Primary & Secondary Schools including cleaning, catering and grounds maintenance contracts – all setting Eco-Active Business or ISO14001(or equivalent) as a requirement.

Environment Department provide support to companies wishing to meet the Eco-Active Business requirements and have been piloting training to assist companies in working towards ACORN BS8555 accreditation.

### Eco Active at work – Examples of Buying & Purchasing Projects

- Printing
- Paper
- Travel
- IT/IS
- Janitorial / Cleaning
- White Goods
- Fairtrade
- Sustainable Supply Chains – Building Materials / Service

Within the Managed Print project - Used toners cartridges are collected by Danwood in recycle bins for recycling off Island. Old machines from before the introduction of the managed print service are recycled off Island.



## Water

Reducing water use and ensuring pollutants do not enter the water course are the two priority actions for this important area. The focus has been to look at ways of reducing usage and a requirement for the completion of site specific pollution prevention plans in order to reduce the risk of pollution occurring.

Jersey Water gave a presentation on the 'Effects of Stream Pollution on Water Supply' and the importance of Pollution Prevention Plans in reducing the risk of pollution events to the ECO network.

Eco-Active ran an awareness campaign focused on surface water drains with the aim of reducing the amount of pollution in Jersey's water and raise awareness across the States of Jersey, businesses, schools and the general public.

Information on the Blue Fish campaign was made available through the States website.

<http://www.gov.je/Environment/SaveWaterReducePollution/Pages/BlueFishCampaign.aspx>

Pollution Prevention training was offered to States departments and local businesses. Primary schools were offered the chance to identify their surface water drains whilst secondary schools created films to raise awareness using a mock pollution incident. The winning film by Le Rocquier School students can be seen on the States of Jersey YouTube channel.

<https://www.youtube.com/watch?v=IU1IZYwGk-o>

## Transport

Eco-Active supported the Transport and Technical Services Department for a second year with their 'Love to Ride Jersey campaign', which ran from 02 – 22 June 2014. There was great support from the States of Jersey, with departments being represented in 11 out of the 18 top 3 places. The Department of Home Affairs came 2<sup>nd</sup> and Education Sport and Culture came 5<sup>th</sup> in the 500+ category.

[http://www.lovetoride.net/jersey/event\\_results](http://www.lovetoride.net/jersey/event_results).

Ten electric vehicles continue to be trialled in Transport & Technical Services, Department of the Environment and the Economic Development Department.

## Energy

Eco-Active continued to support technical energy efficiency improvements being made in States buildings by Jersey Property Holdings (JPH). The third quarterly ECO meeting was hosted by the SoJ Prison Service in their newly constructed, energy efficient, visitors building.

JPH presented a summary of the environmental improvements being taken into consideration during refurbishment projects and new building designs within the SoJ.

In 2014, the following energy and environmental saving features have been incorporated within the specification for refurbishment of Cyril-le-Marquand House;

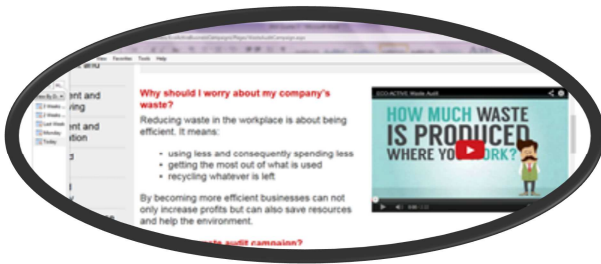
- LED light fittings
- Mixer taps to wash hand basins with aerated water flow
- Dual flush toilets
- Small cisterns fitted to WC's – only 9 litre capacity
- Dyson Airblade hand-dryers (no paper towels and more energy efficient)

All Departments were encouraged to take part in the 'Turn it off' energy saving campaign in October. Information on the campaign is available on the States website.

<http://www.gov.je/Industry/EcoActiveBusiness/EcoActiveBusinessCampaigns/Pages/TurnItOff.aspx>

## Waste

Jersey's Solid Waste Strategy follows the internationally recognised Waste Hierarchy which prioritises waste prevention and minimisation ahead of reuse which is prioritised above recycling.



Battery collection cylinders are now located in the public areas of States buildings, sports centres and nurseries. All Departments were encouraged to carry out simple waste audits in their areas. Carrying out a waste audit helps ECOs to understand how much waste they are producing in their area and to check that recycled facilities are being used correctly and that separated waste is being recycled correctly. The campaign was also promoted to the business community. Resources

were made available on the States website. For information on carrying out a simple waste audit visit

<http://www.gov.je/Industry/EcoActiveBusiness/EcoActiveBusinessCampaigns/Pages/WasteAuditCampaign.aspx>

In 2014, 30 sets of paper, can and plastic bottle recycling bins were provided to departments by Eco-Active.

## Environmental Monitoring

All departments are provided with an easy to complete environmental monitoring spreadsheet. The monitoring covers quarterly energy and water consumption for the area or building, plus total amount of miles driven by fleet vehicles and the total amount of air miles travelled by staff, total annual paper consumption. The monitoring has been piloted in 10 buildings. Once it has been tested in these areas the programme will be extended to other buildings in 2015.

## 7. Department Update

The table below summarises the status for each Department as at the end of December 2014.

Department	Certified Business Units	Notes
Chief Minister's	All activities based in Cyril le Marquand House-	Clarification that Child Protection (Beresford House), Strategic and Affordable Housing Units are compliant with EAS.
	HR division at D'Hautree	
	Law Officers	
Economic Development	Jersey Tourism – certified through the Green Tourism Business Tourism Scheme – Silver awarded April 2013. It will be reassessed in 2016.	In October 2012 the States Assembly approved the incorporation of Jersey Airport and Jersey Harbours into a single limited company - Ports of Jersey Limited.  Marinas will be implementing environmental management plan (BS8555) / ACORN in 2015.
	Corporate Management based in Cyril le Marquand House	
	Trading Standards	
Education, Sport and Culture	Jersey Arts Centre and St. James' Centre	Sports division have provided written confirmation that Eco-Active is to be integrated into all ESC operated sports sites.  Les Quennevais sports centre to be certified to EAS Q1 2015.
	Jersey Library	Highlands College confirmed implementation of (BS 8555) / ACORN in 2015.
	Sports centres – Fort Regent, Haut Vallee, Langford, Oakfield	All schools are at bronze level or above of ECO schools programme, 3 schools have achieved green flag.
	Youth centres – Gorey, Les Squez, Grands Vaux, La Mottee St., Maufant and the Silver Jubilee Centre (Crabbe), St. James Youth Centre	In 2015 Sport and Culture will move to the Economic Development Department.

	Central Administration	The Move on Café will become certified as part of the Youth Service in early 2015
	The Bridge Community Centre	
	Outdoor Education	
	D'Hautree House School	
Environment	Planning and Building Control at South Hill	DoE commenced implementation of (BS 8555)/ACORN in 2014.
	Environment at Howard Davis Farm	
	Meteorological Office at Jersey Airport	
	Marine Resources at La Collete.	
Health and Social Services	HSSd have created a new green team which will lead the development of their programme in 2015.	
Home Affairs	Customs and Immigration	Written confirmation received March 2014 that the Jersey Field Squadron is certified to the MOD environmental management plan (EMSAS) until 2016 and that it complies with all aspects of the plan.
	Home Affairs Exec. and Superintendent Registrar	
	States of Jersey Police	
	Prison Service	
	Fire and Rescue Service	
	Jersey Field Squadron (JFS) operates under a separate environmental management plan through the Ministry of Defence (MOD)	
Housing	All activities	In July 2014 the Housing Department became Andium Homes and transferred to a wholly States-owned housing Company. Andium Homes was certified to level two EAB in September 2014.

Social Security	All activities	A new green team has been established and will be developing the programme further in 2015.
Transport and Technical Services	Parking Control	EFW – confirmed implementation of environmental management plan (BS 8555) /ACORN ongoing.
	Driving Vehicle Standards (DVS)	
	TTS South Hill Offices & Roads	
	Animal By Products	Solid Waste will be implementing (BS 8555) /ACORN in 2015.  Work ongoing with Parking Control, DVS, Animal By Products, Cleaning Services and Parks and Gardens to update documentation for 2015  Sewage Treatment Works & Fleet Management (STW) to be certified to EAS Q1 2015.
	Cleaning Services	
	Parks and Gardens	
Treasury and Resources	All activities	In 2015, Jersey Property Holdings is due to move to the Department of Transport and Technical Services.
	Jersey Property Holdings	
Non-Ministerial Depts.	Data Protection	Government House to be included in 2015.
	Judicial Greffe including Viscounts	
	Law Officers	Data Protection to update documentation for 2015.
	Probation and After-care	Bailiffs Chamber & Official Analyst's department to be certified to EAS 2015.
	States Greffe	
	Magistrates Court	

## 8. Eco-Active States 2015

As part of the continual environmental improvements required by Eco-Active States, departments are required to give an annual update of the progress made with their action plans and submit an environmental update of their targets for the year ahead. Progress will be reported back in December 2015.

The following actions will be implemented in 2015:-

1. All remaining departments are to be certified to Eco-Active States.
2. Revise Eco-Active States documentation to bring in line with Eco-Active Business.
3. Continue to encourage departments to move to ACORN accreditation.
4. Continue to embed monitoring procedures.
5. Continued promotion of environmental awareness using the five priority areas of procurement, water, transport, energy and waste.

The next EAS annual report will be produced in January 2016. If you have any comments please send them to:

Eco-Active  
Howard Davis Farm  
Trinity Hill  
Jersey  
JE3 5JP  
or email: [eco-active@gov.je](mailto:eco-active@gov.je)