



THE UNIVERSITY
OF QUEENSLAND
AUSTRALIA

Green Office Program



Green Office Assessment

Results of Program July 2009 – June 2010

This report is compiled by the Sustainability Office, Property and Facilities Division, from individual assessment reports conducted by Green Office representatives, as well as the Green Office Coordinator.

TABLE OF CONTENTS

<u>INTRODUCTION</u>	<u>3</u>
<u>METHODS</u>	<u>3</u>
<u>RESULTS FOR NEW GREEN OFFICE AREAS – BASELINE ASSESSMENTS</u>	<u>4</u>
<u>RESULTS FOR EXISTING GREEN OFFICE AREAS – ANNUAL ASSESSMENTS</u>	<u>8</u>
<u>CONCLUSION</u>	<u>12</u>

Introduction

Offices and staff practices and behaviours impact upon the environment on a day to day basis through resource consumption and waste generation. The Green Office Program gives the University of Queensland's schools and centres an opportunity to network, exchange ideas and share resources to help improve environmental performance in their areas. The program is managed by the Sustainability Office, Property and Facilities Division who appoints UQ students as Green Office Coordinators each year.

The Green Office Program was piloted in seven areas of the University in 2005. Since then, the Green Office Program has expanded to include 88 representatives in 77 areas¹ across four campuses. The program provides encouragement and resources to representatives through:

- A monthly Green Office newsletter
- Posters, brochures and other resource materials
- Green Office webpage
- Quarterly Green Office Update sessions
- Green Office Refresher Sessions² from February to March
- An annual Green Office Awards presentation at a World Environment Day event (4 June)

Green Office representatives conduct assessments in their areas with assistance from the Green Office Coordinator. This includes baseline assessments for new areas and annual assessments for areas already involved. The assessments develop baseline data for schools and centres from which they can continually monitor and improve their environmental performance in the following areas:

- Energy management
- Waste management (reduce, reuse and recycle)
- Environmentally responsible purchasing; and
- Awareness of UQ's Environmental Sustainability program.

In 2009/2010, 20 Green Office baseline assessments and 44 Green Office annual assessments were conducted across UQ campuses. The methods and results are discussed in detail below.

Methods

The Green Office assessments were conducted in three parts:

1. Two walk-through surveys, which included an after-hours energy audit and a waste audit;
2. An interview with the purchasing officer; and
3. One to one interviews with a sample of staff members.

Each component of the assessment was given an individual score, as a percentage. These scores were then averaged to give an overall Green Office rating for the area. It is the intention of the program that baseline assessments will be carried out in the year an area joins the Green Office Program. After the baseline assessment has been completed, annual assessments will be undertaken by Green Office Representatives to enable schools and centres to measure their environmental performance over time.

To measure improvement of environmental practices across the university, the averaged scores for each component and the overall Green Office ratings were compared with the results from previous years. Annual and baseline assessments were compared separately.

¹ These numbers as of 25 May 2010

² Sessions where Green Office representatives receive training to conduct annual office assessments

Results for New Green Office Areas – Baseline Assessments

Green Office baseline assessments were completed for 20 new areas between July 2009 and June 2010; sixteen at St Lucia campus, two at Ipswich campus, and two at Gatton campus. The new areas where baseline assessments were conducted are shown as follows:

1. Department of Physics
2. Power & Energy Systems Research Group (ITEE)
3. P&F Transport (Gatton)
4. Human Resources Division
5. Student & Administrative Services Division – Examinations
6. School of Land, Crop & Food Sciences
7. Distance Education Centre (Gatton)
8. Healthy Communities Centre (Ipswich)
9. School of Nursery and Midwifery (Ipswich Office)
10. Department of Maths
11. Australian Institute for Bioengineering & Nanotechnology (AIBN)
12. School of Tourism
13. TC Beirne School of Law
14. Office of Executive Director Operations (EDO)
15. School of Economics
16. Global Change Institute
17. Centre for Social Responsibility in Mining (CSRSM-SMI)
18. Centre for Water in the Minerals Industry (CWIMI-SMI)
19. WH Bryan Mining and Geology Research Centre (BRC-SMI)
20. School of Biomedical Sciences – Anatomy & Developmental Biology

The average overall Green Office rating for all new areas was 70% (refer to Figure 1). Most Green Office areas performed best in the “School/Centre Reduce, Reuse and Recycle” component which scored an average of 91%, the highest this component has ever scored since the Green Office program started in 2005. The Green Purchasing component had the lowest average rating of 54% as illustrated by Figure 1 below.

Baseline assessment scores for this year were compared to last year’s assessment results (refer to Figure 2). The School/Centre and Workstation Reduce, Reuse and Recycle components have increased by 11% and 4% respectively. Other components have either decreased or remained constant. Although the overall Green Office rating for baseline assessments did not increase when compared to last year’s results (Figure 2), the average baseline score has improved by 11% since the program commenced in 2005 (refer to Figure 3). Scores for individual components of the Green Office baseline assessment have also shown general improvements of up to 17% since 2005 (Figure 3).

The overall increase in Green Office Ratings is evidence that general environmental practices at the University of Queensland have improved, especially in regards to “Environmentally Responsible Purchasing” and “Reducing, Reusing and Recycling” practices.

It is important to note that the “Individual Awareness” component has remained constant throughout the five years of the program’s operation, suggesting that perhaps environmental awareness training activities are necessary in UQ areas. This is already being addressed by the Sustainability Office in the Property & Facilities Division.

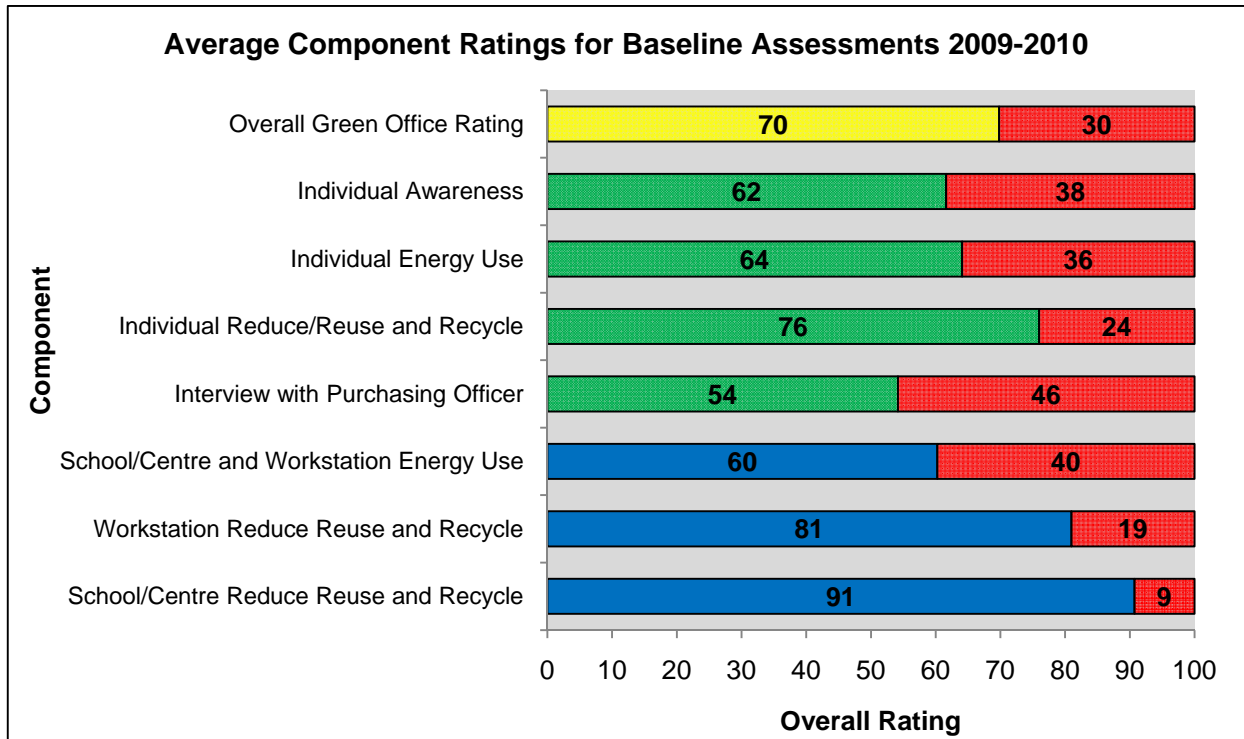


Figure 1: Average component ratings for Green Office baseline assessments for 2009-2010. The overall Green Office rating (yellow) is an average of all tested components. The green columns indicate results of the interviews, and the blue are from the walkthrough assessments. The red columns represent opportunities for improvement.

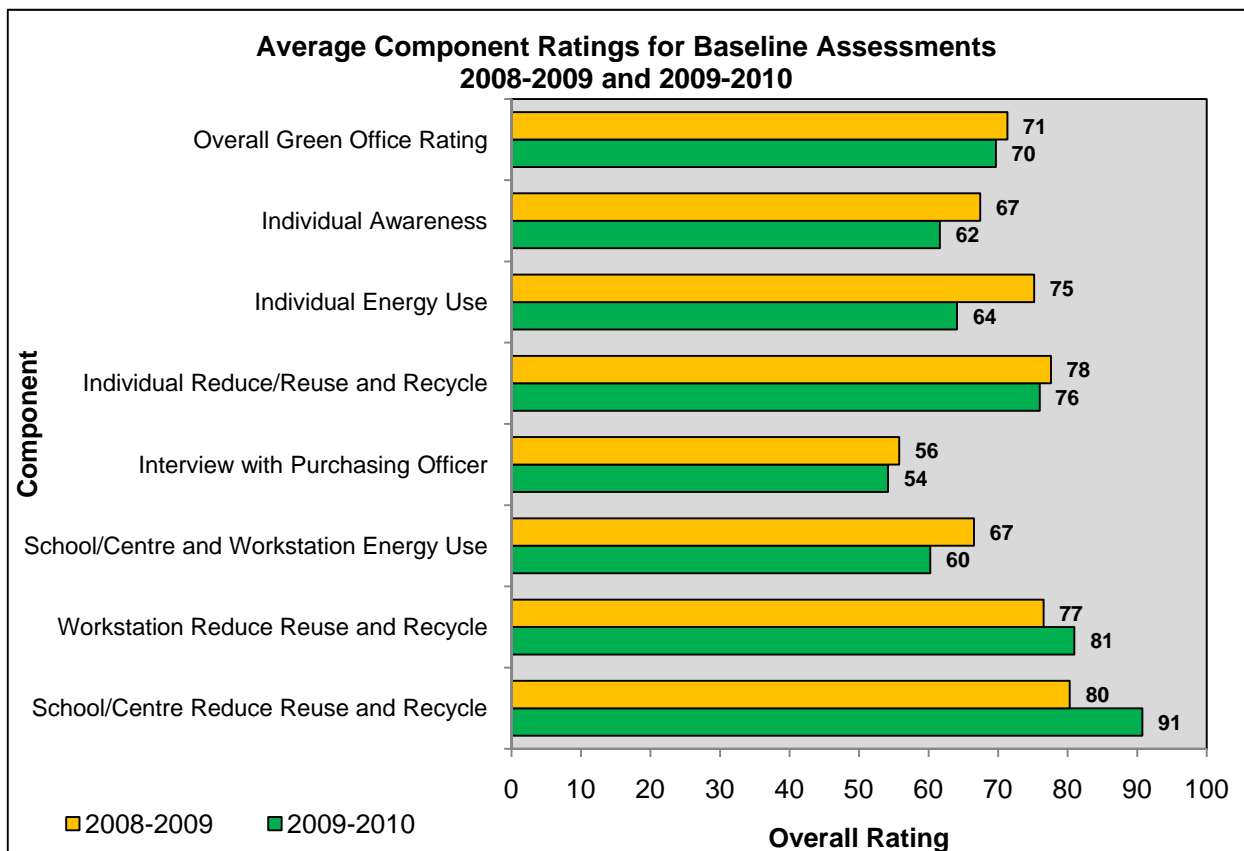


Figure 2: Average component ratings for Green Office baseline assessments for 2008-2009 and 2009-2010.

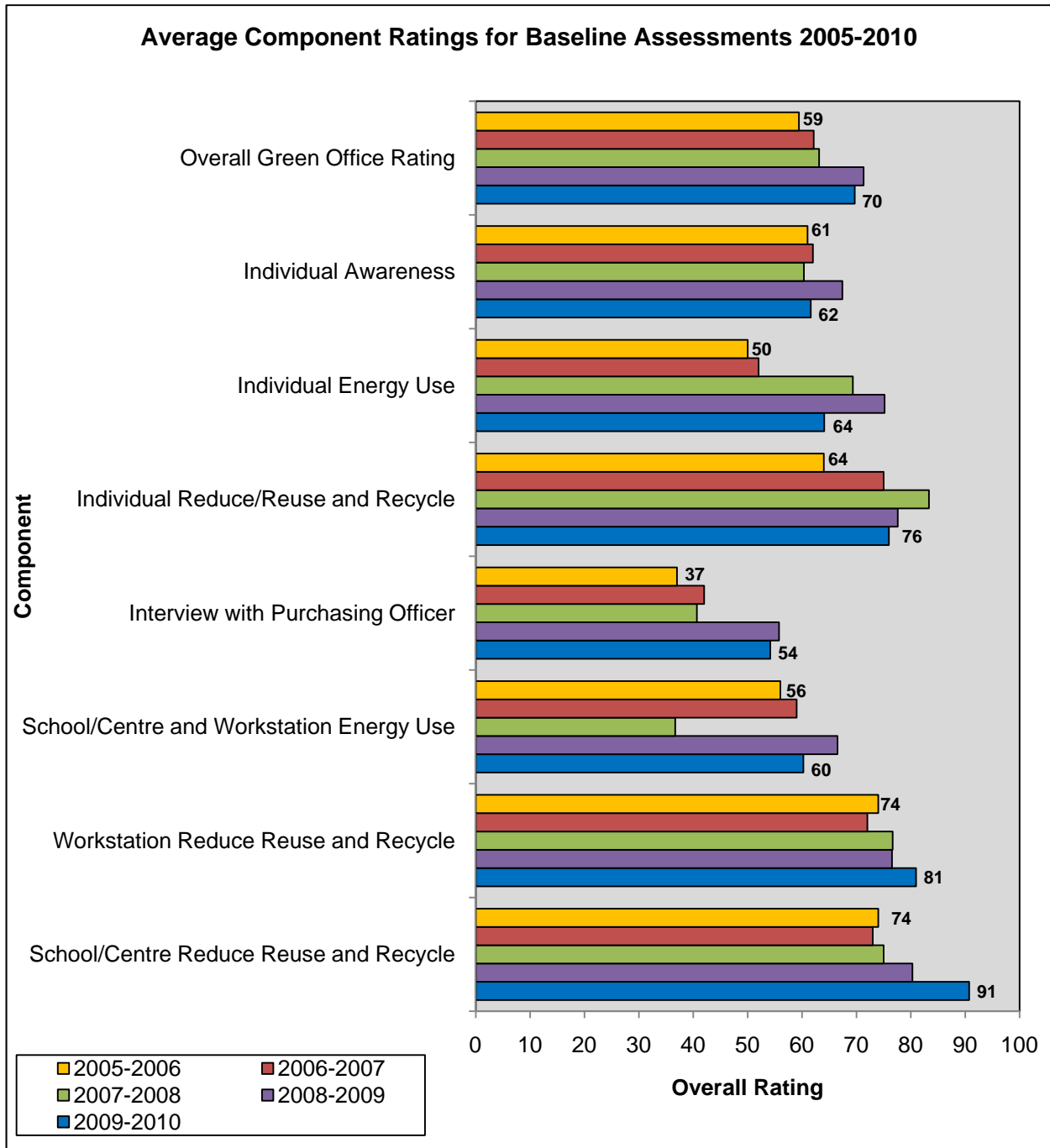


Figure 3: Average component ratings for baseline assessments since the Green Office Program started in 2005 to 2010; data labels are shown for 2005 and for 2010 only to highlight overall improvement in component scores.

Green Office Program Results July 2009 - June 2010

The highest scoring new Green Office area was the Student & Administrative Services Division-Examinations section in St Lucia, scoring an average overall rating of 80% (Figure 4). The section's Green Office representative, Jane Fisher, was awarded a certificate of achievement at the World Environment Day event in recognition of the centre's efforts.

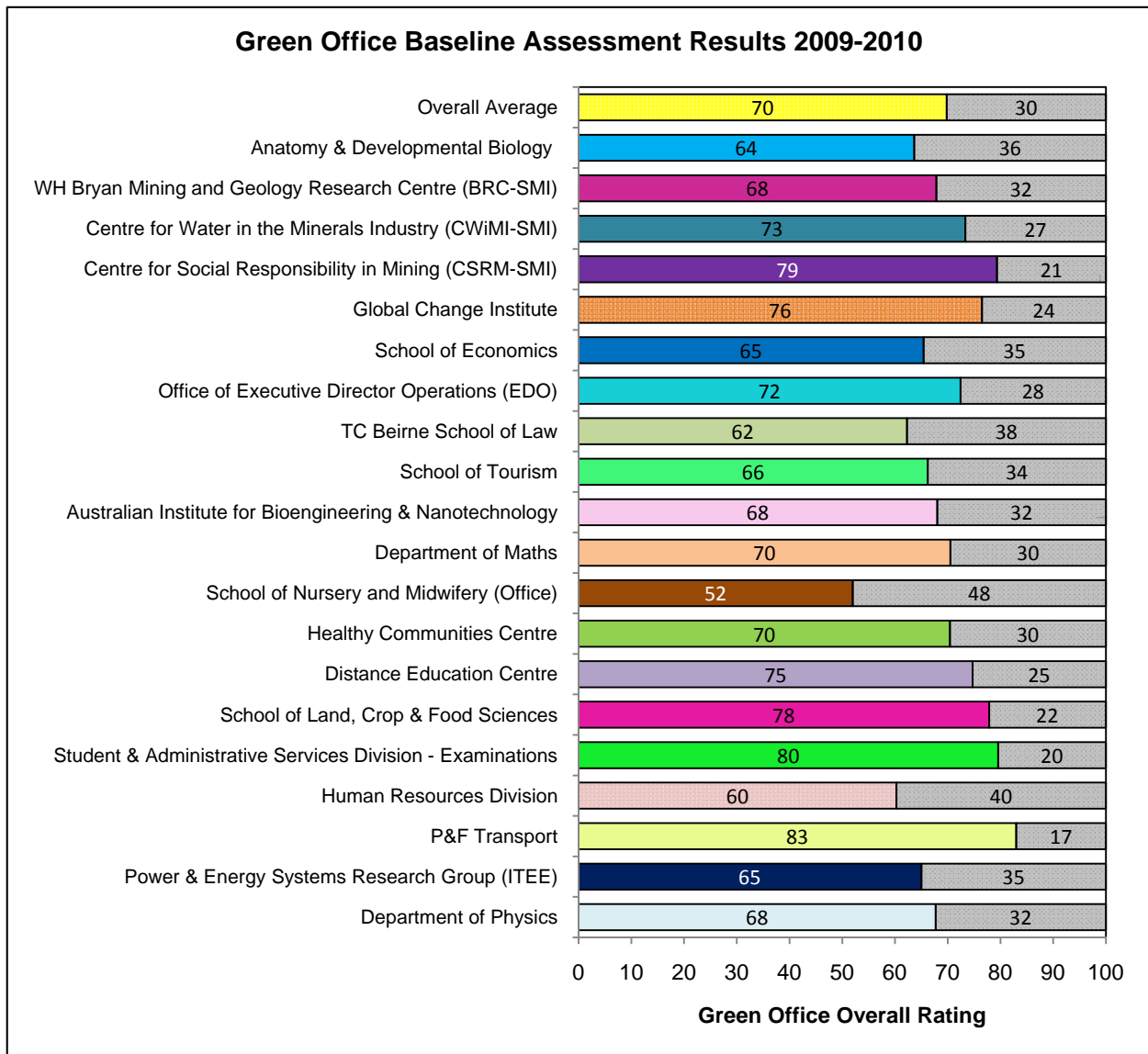


Figure 4: Overall baseline ratings for each new Green Office areas in 2009-2010.

Note: While the P&F Transport section achieved a rating of 83% they were not eligible to receive an award as they are part of the section that coordinates the program. Property and Facilities will recognise P&F Transport separately.

Results for Existing Green Office Areas – Annual Assessments

Forty-four Green Office areas from St Lucia, Gatton and Ipswich campuses completed annual assessments in 2009-2010. Due to time constraints, several Green Office areas were not able to conduct their scheduled annual assessments this year. The areas which completed the annual assessments are as follows:

1. Information Access Services (IAS) Library
2. School of Geography, Planning and Environmental Management (GPEM)
3. Records & Archives Management Services
4. UQ Centre
5. UQ Health
6. UQ Sport
7. International House College
8. Faculty of Arts
9. Faculty of Health Sciences (Ipswich)
10. Ipswich Library
11. Boilerhouse Community Engagement Centre (Ipswich)
12. Institute for Social Science Research (ISSR)
13. Finance and Business Services
14. Library Technology Service
15. School of Pharmacy (PACE)
16. School of Human Movement Studies
17. Architecture & Music Library
18. Biological Sciences Library
19. Law Library
20. Dorothy Hill Physical Sciences & Engineering Library (DH PS&E)
21. Marketing, Outreach and Corporate Services UQ Library (MO&CS UQ Library)
22. School of Psychology
23. School of Information Technology & Electrical Engineering (ITEE)
24. School of Social Science
25. Traffic and Parking (P&F)
26. Advanced Water Management Centre
27. Faculty of Business, Economics and Law
28. School of Education
29. Centre for Biological Information Technology
30. UQ Business School
31. Office of Marketing and Communications
32. Sustainable Minerals Institute
33. Student & Administrative Services Division (SASD) - Student Centre
34. Centre for Critical and Cultural Studies
35. School of Medicine UQ Centre for Clinical Research Royal Brisbane Women's Hospital (UQCCR; Herston)
36. Queensland Brain Institute
37. Office of Pro-Vice Chancellor (Ipswich)
38. School of Integrative Systems (SIS) - Rangelands Australia (Gatton)
39. School of History, Philosophy, Religion & Classics
40. Works Control Centre (P&F)
41. Teaching and Educational Development Institute (TEDI)
42. Social Sciences & Humanities Library
43. Julius Kruttschnitt Mineral Research Centre (JKMRC-SMI; Indooroopilly Mine Site)
44. School of Political Science & International Studies

Green Office Program Results July 2009 - June 2010

The average overall Green Office rating for annual assessments in 2009-2010 was 76% (Figure 5) an increase of 5% from last year (Figure 6). The “School/Centre Reduce, Reuse and Recycle” component of the assessment achieved the highest average score across all Green Office areas, with an average of 92% (Figure 5). This component was also the most improved with an increase of 12% compared to last year’s results (Figure 6). The component section needing most improvement is the “Interview with the Purchasing Officer”. Even so, compared to last year this component increased 4% (Figure 6).

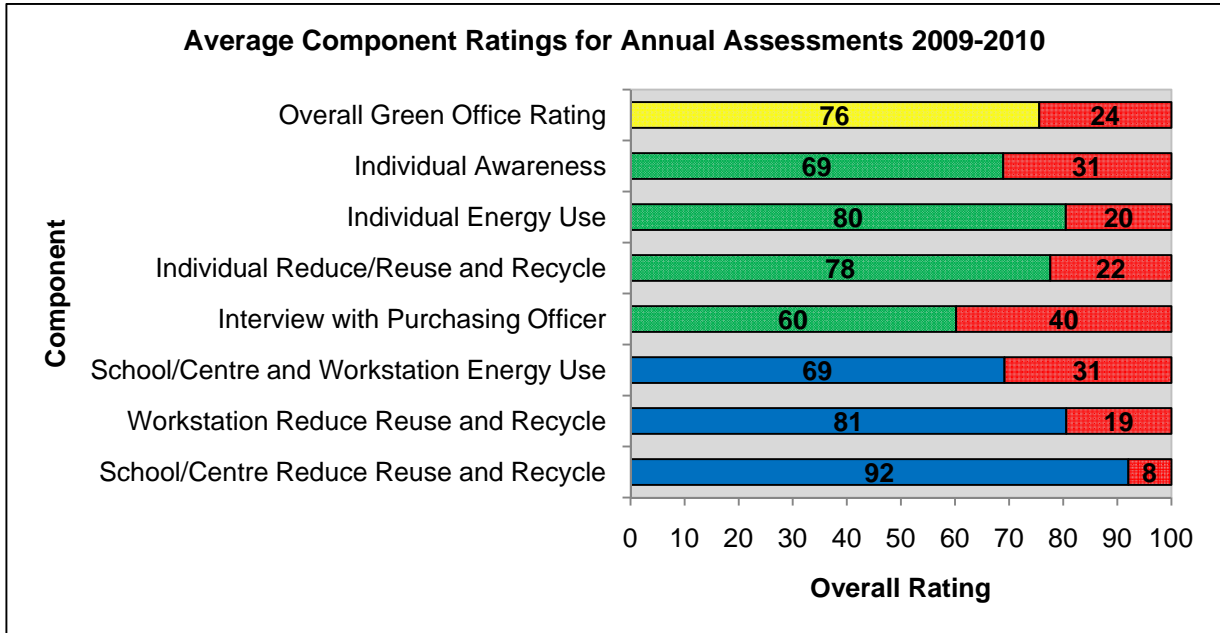


Figure 5: Average component ratings for Green Office annual assessments in 2009-2010. The overall Green Office rating (yellow) is an average of all tested components. The green columns indicate results of the interviews, and the blue are from the walkthrough assessments. The red columns represent opportunities for improvement.

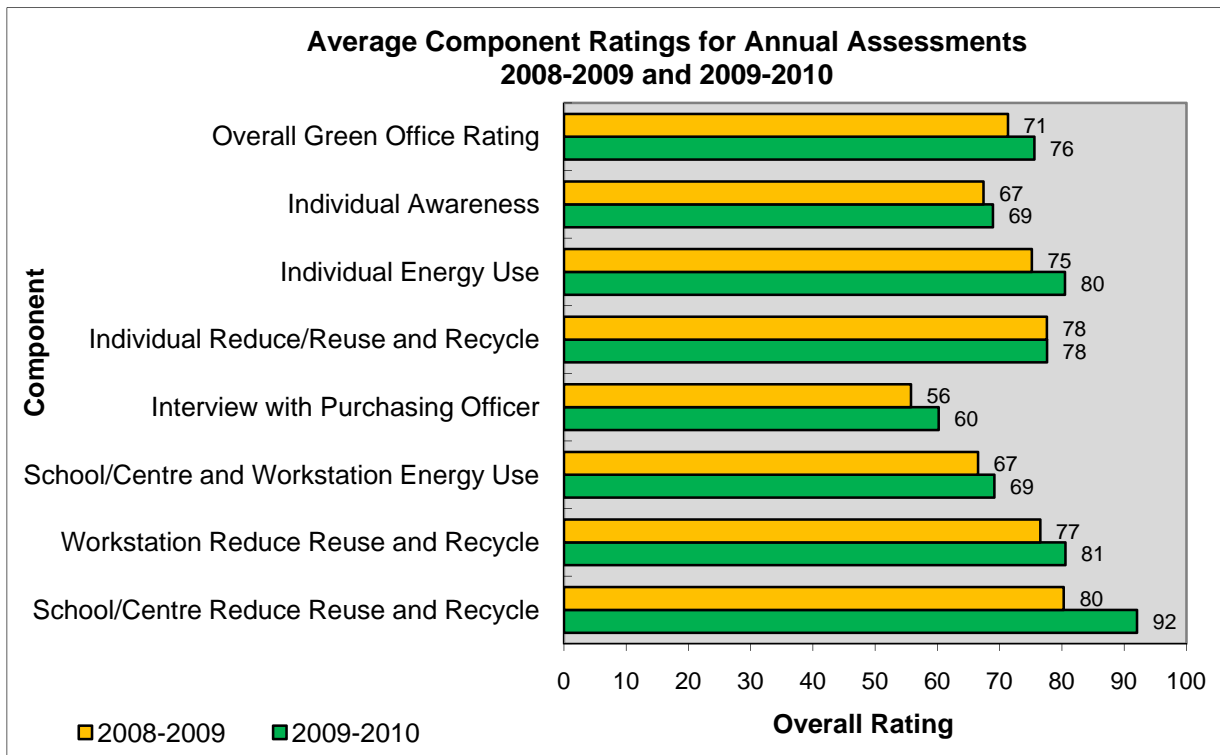


Figure 6: Average component ratings for annual assessments for 2008-2009 and 2009-2010.

Green Office Program Results July 2009 - June 2010

Unlike baseline assessment scores, where all components have shown a clear improvement since the program started, average component ratings for annual assessments demonstrate mixed results (Figure 7). Even if several components have increased since the first annual assessment in 2006-2007, some have decreased or remained constant. One reason for these trends may be that greater improvements in annual assessment scores are more likely in the first year. Many Green Office areas have now completed their fourth annual assessment, resulting in less opportunity for significant improvement.

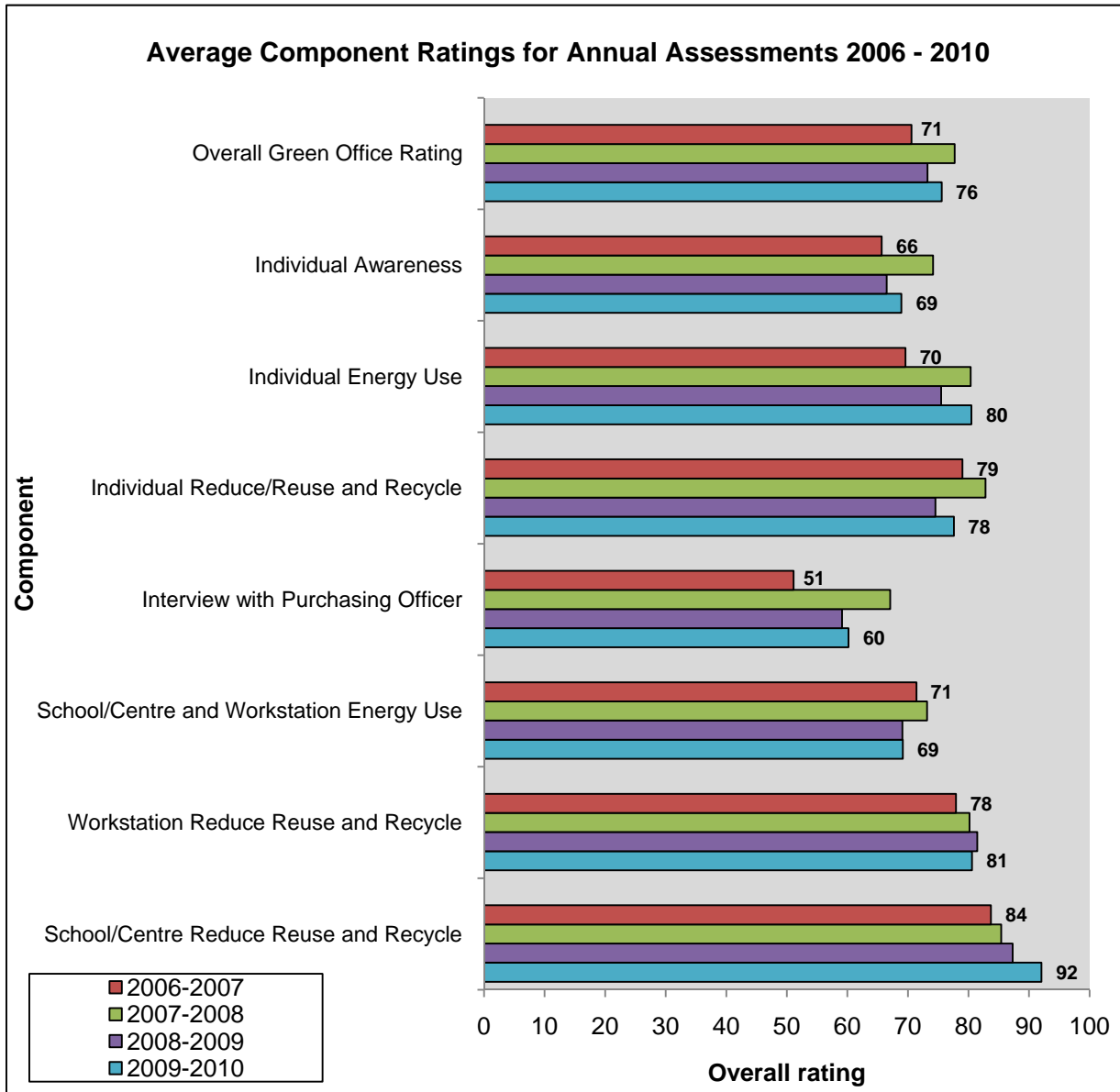


Figure 7: Average component ratings for annual assessments from 2006 to 2010.

The most improved area was the School of Social Sciences, achieving an improvement of 21% for the Green Office overall rating in the second annual assessment. Bridget Waugh, the Green Office representative for the School of Social Sciences, received the award for the most improved area for 2009-2010. This year the percentage of areas that conducted an annual assessment and achieved scores greater than 85% (inclusive) was 14%, whereas last year it was 10%. Annual Assessment results for UQ areas in the Green Office Program are shown below (Figure 8).

Green Office Program Results July 2009 - June 2010

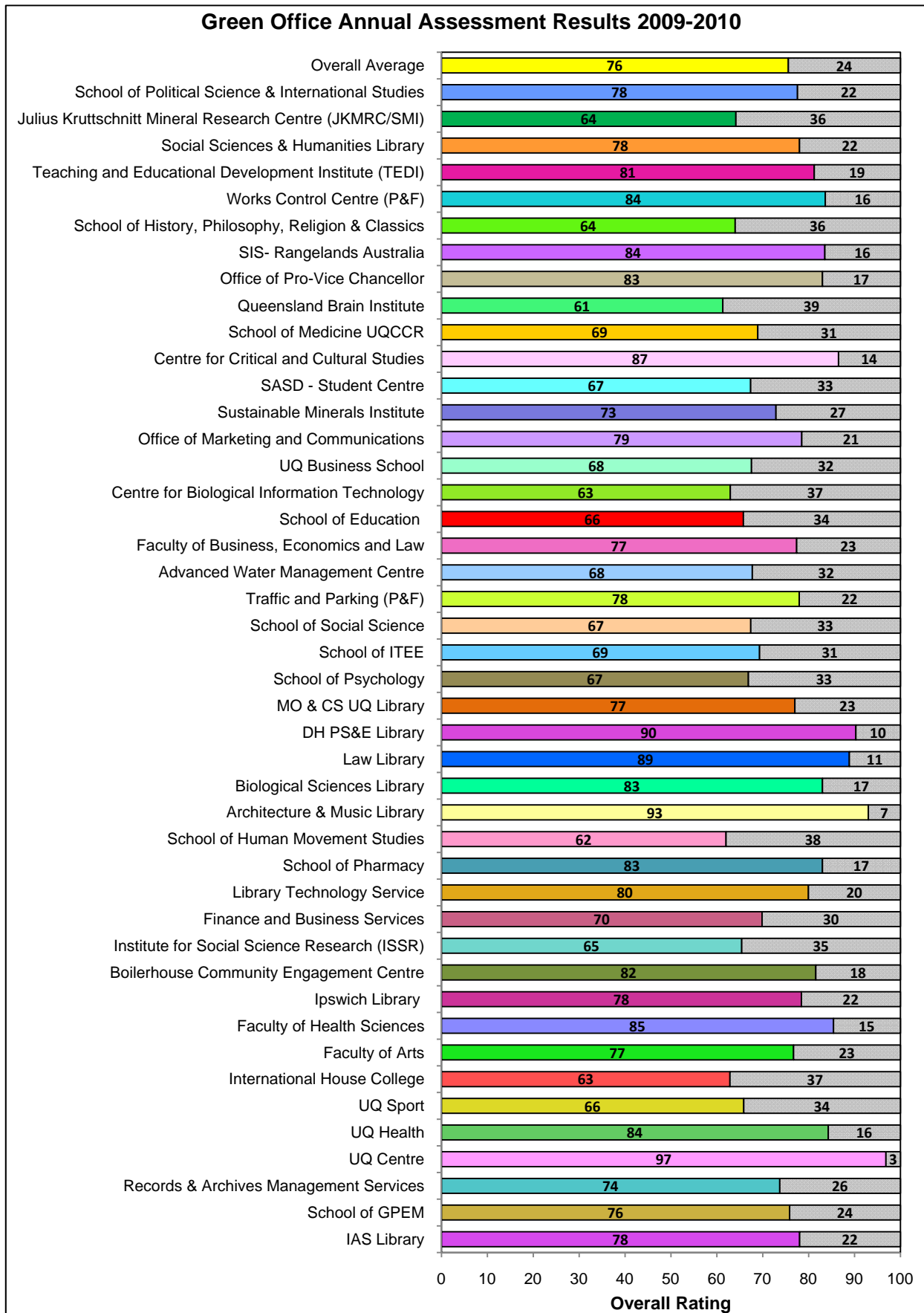


Figure 8: Annual assessment ratings at St Lucia Campus for 2009-2010.

Conclusion

The Green Office Program is a great opportunity for UQ offices, centres and schools to improve their sustainable practices. Green Office Representatives are key stakeholders of the program, as they are responsible for encouraging fellow staff members to minimise their environmental impact at the local level. They achieve this by accessing and distributing Green Office resources, leading by example, creating initiatives and ideas, and showing continuous enthusiasm and commitment towards the environment. The work and support Green Office Representatives provide to the program is greatly appreciated by the Sustainability Office Properties & Facilities Division.

The Green Office Program encompasses a wide range of areas across all four campuses and different sites including PACE, and Indooroopilly Mine Site. This year the Green Office Program expanded from 63 to 77 areas and from having 72 to 88 representatives.

An important achievement this year is the formation of Green Office Teams. So far, there are three UQ areas that have more than three representatives (e.g. Sustainable Minerals Institute has five, one for each of its centres), and it is expected that more Green Teams will form. This approach not only allows existing representatives to share their experience with colleagues in their area and 'spread the positive influence', but also gives rise to more initiatives through brainstorming and building networks.

Every year, the baseline assessments have demonstrated that overall environmental practices at the University of Queensland are continually improving. This year's baseline results have shown that our focus should be on increasing Environmentally Responsible Purchasing practices, as the scores for this component continue to be the lowest throughout the five years of the program's implementation. Another key focus should be in increasing Individual Awareness and improving efficiency in Energy Use.

The Green Office program has been successful in promoting positive environmental practices and has provided opportunity for UQ offices to conduct baseline and annual assessments to qualitatively measure performance. With the Green Office program having been in place for five years, consideration will be given to expanding the award system to ensure that those areas that have consistently shown improvement over time are recognised.

The Green Office program is an excellent example of how small changes, such as turning off lights and recycling paper, can contribute to large scale overall improvements. The program will continue to engage university staff and encourage them to enhance their environmental practices.