

National Assembly for Wales
Assembly Commission

Environmental Report 2013-14

March 2015

Cynulliad
Cenedlaethol
Cymru

National
Assembly for
Wales



The National Assembly for Wales is the democratically elected body that represents the interests of Wales and its people, makes laws for Wales and holds the Welsh Government to account.

A summary of this document can also be obtained in an accessible format such as braille, easy read, large print, audio or hard copy from:

**Assembly Communications
National Assembly for Wales
Cardiff Bay
Cardiff
CF99 1NA**

Online: **www.assembly.wales**
Email: **contact@assembly.wales**
Telephone: **0300 200 6565**

We welcome calls via the Text Relay Service.

© National Assembly for Wales Commission Copyright 2015

The text of this document may be reproduced free of charge in any format or medium providing that it is reproduced accurately and not used in a misleading or derogatory context. The material must be acknowledged as copyright of the National Assembly for Wales Commission and the title of the document specified.

National Assembly for Wales
Assembly Commission

Environmental Report 2013-14

March 2015

Cynulliad
Cenedlaethol
Cymru

National
Assembly for
Wales



Contents

Foreword	1
How did we do in 2013/14?	2
Performance Highlights	2
Introduction	3
Who we are	5
Our buildings.....	5
Size of the estate.....	5
Climate Change.....	5
How we measure our carbon footprint.....	6
Policy and Targets.....	6
Our Approach.....	7
Governance	9
Scope and Reporting boundaries	9
Regulatory Compliance	10
Prevention and mitigation of pollution	10
Environmental Management	11
Environmental Policy.....	11
Environmental Policy Statement 2013-14	11
Environmental Management System (EMS).....	12
Our key environmental impacts.....	12
Objectives and Targets.....	14
Management Review	17
Objectives and Targets 2014-15.....	17
Our Performance	19
Greenhouse Gas Emissions	19
Energy consumption	20
Renewable energy consumption.....	21
Energy Efficiency Programme	22
Refrigerant emissions.....	22
Business Travel.....	23
Commuter travel	24
Waste and Recycling	25
Electrical Waste	26
Food Waste	27

Waste vegetable oil.....	27
Paper use.....	27
Printer toner bottles.....	28
Water consumption.....	28
Grey Water.....	30
Sustainable Procurement.....	31
Engaging with suppliers.....	31
Engaging our occupants.....	32
The year ahead	35
Additional Information and Relevant Websites	36

Foreword

It is our pleasure to present our seventh Annual Environmental Report for the National Assembly for Wales in which we share with you our performance over the past year. Sustainable development lies at the heart of our strategic approach to our business activities. This report details our environmental performance across our key impact areas. It includes the disclosure of performance that has fallen short of our expectations.

At a time of growing demand for natural resources and pricing pressures, we remain true to our vision for a long term sustainable Assembly.

It is particularly satisfying to get to this point with such encouraging performance to date as we move into the final phase of our carbon reduction strategy. So far, we have been resolute in our commitment to reducing our environmental impacts in the face of business, climatic and economic challenges along the way, whilst ensuring we continue to deliver a first class service to our Members and the people of Wales.

We have a critical role to play in leading by example in mitigating the effects of climate change through innovation, investment and engagement. This has delivered results again this year with further reductions in energy consumption, our primary impact, and waste. Of course this would not be achievable without the enthusiasm and considerable efforts that our occupants contribute to ensuring that we minimise the impact of our activities on the local environment as much as possible.

We are proud of the progress we have made so far, particularly in relation to energy efficiency and the development of robust data measurement, collaboration and reporting. We intend, through further development and careful consideration of our options, to press forward in 2015 and beyond with continued commitment and determination.



Claire Clancy
Chief Executive Officer

A handwritten signature in blue ink that reads "Claire Clancy".



Peter Black AM
Commissioner for Sustainability

A handwritten signature in blue ink that reads "Peter Black".

How did we do in 2013/14?

We pride ourselves on operating as a responsible business and although we consume limited natural resources in the course of our activities, we firmly believe that we can lead by example within the public sector community in tackling our environmental impacts. This not only helps mitigate risks and reduces operating costs but brings our people together to collectively improve our performance. This year, we have not held back and as we keep one eye on the conclusion of the current Carbon Management strategy at the end of 2014, we are maximising opportunities for investment, innovation and engagement to drive us closer to our challenging corporate targets.

Since our baseline year (2008/09) we have reduced our total carbon emissions from our operations by 28%. A significant contributor to this achievement has been the continued reduction in energy emissions amounting to 8.7% in 2013/14 and 34% cumulatively since 2008/09 against a 40% reduction target. We continue to make significant progress in reducing our waste to landfill with an average of 94% of all waste diverted from landfill across the fiscal year bring us within reaching distance of our zero waste to landfill target by March 2015.

Performance Highlights

- Our overall operational carbon emissions fell by 8%.
- We reduced our energy emissions by 8.7%, cumulatively amounting to 34% since 2008/09.
- We diverted 94% of our total waste from landfill.
- We reduced water consumption by 27%.

Introduction

This is the National Assembly for Wales' 7th Annual Environmental Report on the sustainability performance of the core administrative estate. The report draws on baseline information and data relating to our environmental performance recorded from previous years for comparative purposes.

The information contained in the report demonstrates our continued enthusiasm, commitment and dedication to environmental responsibility and the steps taken to ensure we maintain our momentum on the journey to a low carbon Assembly.

We hope this report communicates the importance of our approach to environmental sustainability across the Assembly to Members, staff, visitors and stakeholders alike.

Thank you to everyone who contributed to sustainability initiatives last year.

Who we are

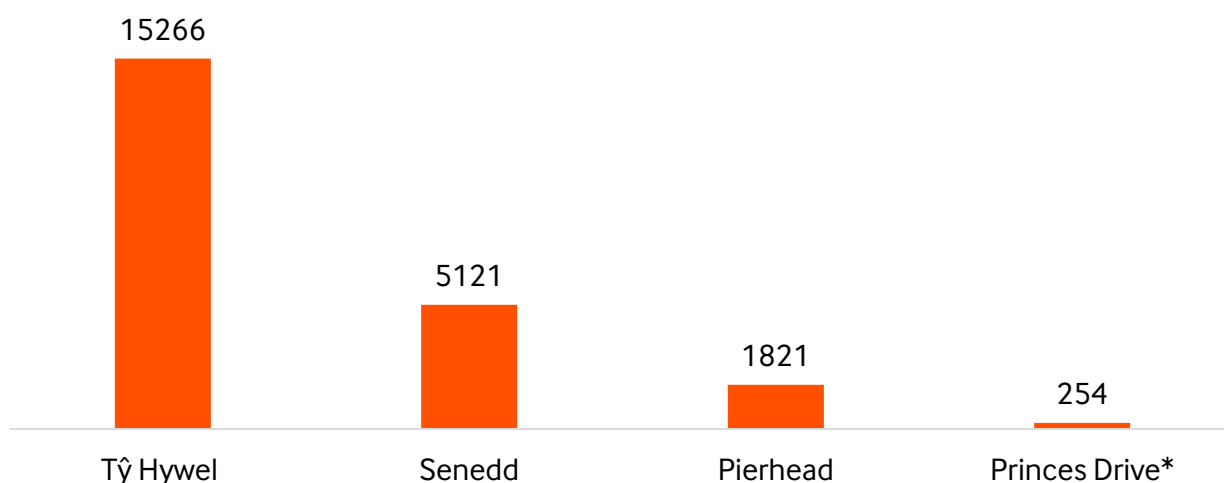
Our buildings

The National Assembly for Wales and the Assembly Commission operate out of four buildings – Tŷ Hywel, the Senedd and Pierhead buildings in Cardiff Bay and a small office in Colwyn Bay. These buildings are a mixture of wholly owned and leased assets. Tŷ Hywel, constructed in the early 1990s is a largely open plan building providing office accommodation for around 750 occupants across five floors. The iconic Senedd building houses the Assembly’s debating chamber and is constructed to BREAAAM Excellent standards using a mixture of renewable energy technologies for heating, rain water harvesting and mixed mode natural ventilation systems for cooling. The Pierhead is a Grade 1 listed building constructed in 1897 which represents one of Cardiff’s most familiar, historic landmarks. It was formally used as the headquarters for the Bute Dock Company. In 2010, the Pierhead was transformed into a multi-purpose visitor, event and exhibition centre open all year round. Finally, a small number of staff occupy an office area in a small leased, multi tenanted building in Colwyn Bay.

Size of the estate

The table below outlines the breakdown of the estate by floor area as at 31 March 2014.

Floor area by building (m2)



*Excludes shared amenities and communal areas used by all ground floor tenants.

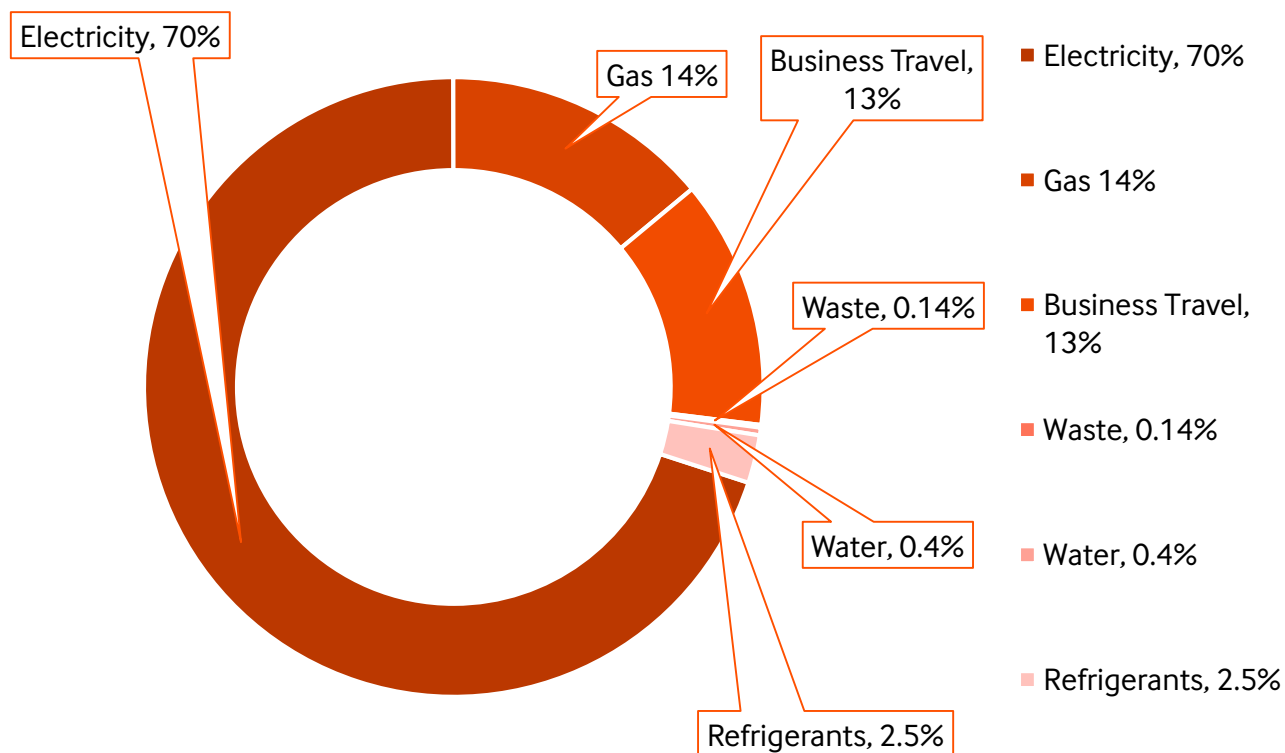
On the whole occupant rates have increased marginally over the year however, the total floor area remains constant at 22,462m2. Tŷ Hywel accounts for 68% of this total area and the ongoing refurbishment programme in Tŷ Hywel continues to provide modern, flexible, carbon efficient office space with improved facilities and working conditions for Assembly Members and staff.

Climate Change

We take our impacts on the environment very seriously and recognise it is our responsibility to lead by example as far as mitigating these impacts are concerned. Climate change is real and it is happening and we are trying to do all we can to ensure our operations minimise or eliminate our contribution to this process. The majority of the Assembly’s corporate greenhouse gas emissions come from the consumption of electricity and gas. Using energy results in the burning of fossil fuels which in turn creates carbon emissions and those emissions make up a significant chunk of our carbon footprint. We fully understand this and we are striving to reduce that footprint and ultimately minimise our

share of the climate change problem. But there's still a lot of work to be done. As an office based organisation, our direct material impacts are not complex and our main driver is and has always been the reduction of the intensity and volume of energy we consume. The chart below outlines the proportional representation of our emissions.

Assembly Greenhouse Gas Emissions (%)



Total greenhouse gas emissions: 2,144 tCO₂e

How we measure our carbon footprint

We firmly believe that before we can start to tackle the wider indirect impacts of our organisation, we must first ensure we get our own house in order. This has long been our philosophy and an integral part of this approach has been the development, measurement and analysis of high quality data that accurately discloses the carbon emissions associated with our buildings and activities. We've come a long way over the years but as we continue to improve, we continue to report despite our data not being as good as we'd like it to be.

We are always trying to improve the way in which we conduct our carbon footprint analysis and are constantly seeking new and improved ways of calculating and representing our profile of greenhouse gas emissions. These improvements can sometimes result in increases to our emissions compared to previous years but they are the (positive) result of continual improvement in calculation methodology and more importantly, the volume and range of data we are reporting.

Policy and Targets

The Assembly's Environmental Policy is reviewed annually and approved at the highest level as a key corporate vehicle for driving environmental performance improvement across the Assembly.

Currently the Assembly does not have an overarching Sustainability Strategy that sets out objectives and targets in all policy areas. However, we have a focused Carbon Management Strategy with targets

for energy, waste, business travel and water. As we approach the conclusion of this strategy, we aim to ensure our sustainability journey continues with new challenging targets beyond 2015 matched with a coherent programme of improvement across all key impact areas.

Our Approach

Our 2013/14 Environmental Report highlights the progress we've made against our targets. In order to ensure progress and continual improvement, we have set three priorities for our work where we believe we can have the greatest impact going forward:

- Operational efficiencies – improve plant, servers, cooling and heating systems, monitoring and targeting and forward maintenance.
- Equipment upgrades – embrace new technologies, upgrade mechanical and electrical equipment with more efficient technology as required.
- Engaging occupants – informing, encouraging and motivating occupants to 'think and act sustainably' to develop sustainable work cultures.

This report details how we are approached each of these priorities, and highlights the progress we have made to date.

Governance

Scope and Reporting boundaries

This report covers the same period as the Assembly's financial reporting year from 1 April 2013 to 31 March 2014. For comparative purposes and completeness, the report includes data for the previous four years to help readers identify trends and year-on-year comparison. The report covers the activities, sites and assets in which the Assembly has direct control, but does not account for the GHG emissions from operations in which it owns an interest (in financial terms) but has little or no control. In this context, this refers to Assembly Member Constituency offices which are located all over Wales and home workers. The reporting boundary remains the same as last year, with all data consistent with the activities and operations of the Cardiff Bay estate (Tŷ Hywel, Senedd and Pierhead) only. Performance indicator reporting does not currently cover the Colwyn Bay office (multi-tenanted building), external contractors or suppliers of goods and services although interventions in relation to the sustainability of key contracts is progressively included as resources and budgets allow. During 2013/14, there were no discontinued operations or changes to the Assembly's portfolio that would have caused significant change and affected the reporting on our sustainability performance.

The boundaries for our corporate footprint are illustrated below.

Table 1: Reporting Boundary

Emission Type	Carbon Source	Emissions included in footprint	Date source	GHG Scope
Fuel Combustion	Gas	YES	Primary	1
Owned Transport	Diesel/Petrol	YES	Primary	1
Process/Fugitive Emissions	AC units/Chillers	YES	Primary	1
Purchased Electricity	Electricity transport and use emissions	YES	Primary	2
Waste Disposal	Waste and Landfill emissions	YES	Primary	3
Business Travel	Depends on mode of travel	YES	Primary	3
Water	Transfer, use and treatment emissions	YES	Primary	3
Occupant Commuting	Depends on mode of travel	NO	Secondary	3
Purchased Materials	Raw materials used in goods	NO	Secondary	3

Emission Type	Carbon Source	Emissions included in footprint	Date source	GHG Scope
	Paper purchased	YES	Primary	3
Supply chain emissions	Depends on product/service	NO	Secondary	3
Biomass	Burning of wood chips	YES	Primary	Outside scopes

Regulatory Compliance

We take our legal obligations very seriously and understand the importance of complying with all relevant environmental legislation and regulation. We understand we have a responsibility and duty of care with regard to the disposal of waste, and make sure we keep abreast of any new legislation as it applies to our business and apply it as required to ensure compliance. To help with this, we manage our legislation register through ELUS (Environmental Legislation Update Service), a portal that provides a legislation interpretation service, highlights new legislation and keeps us informed of any updates relevant to the Assembly.

This is further supported by regular newsletters and update seminars highlighting new and changing legislation or regulations applicable to our organisation.

Throughout 2013/14, there were no breaches of environmental legislation.

Prevention and mitigation of pollution

We ensure we operate strict processes for the prevention of pollution from the activities carried out across our estate. There are formal procedures in place to prevent or mitigate any potentially polluting incidents and a full pollution prevention plan compliments this which identifies our principle pollution risks and the measures and controls in place to mitigate this risk.

Across the site, we have increased the number of available spill kits and located them in accessible locations with secure fastenings to ensure the contents are always complete in the event of a spillage. These are supported by spill kit procedures displayed near to the kits and all facilities contractor staff assigned to handle any pollution incidents have been trained in the efficient management of spillages accordingly. Surface water and foul water drains across the site are colour coordinated to ensure clear designation and this year, one of the two backup diesel generators has been replaced complete with a double bonded tank for extra security. All paints and COSHH substances are stored securely in locked cabinets within a locked cage and any hazardous waste storage such as fluorescent tubes, electrical equipment and batteries are stored securely within a designated cage. Duty of care requirements for the safe storage of other waste materials are followed accordingly by all staff that manage or dispose of waste.

Environmental Management

Environmental Policy

Our environmental policy aims to reflect our key values in ensuring we carry out our operations and activities in a sustainable and responsible manner. The Environmental Policy places a strong emphasis on ensuring we operate and use our buildings in the most sustainable manner together with ensuring we do not lose sight of our core business values and strategic direction.

Environmental Policy Statement 2013-14

The National Assembly for Wales Commission, ensures the provision of the property, staff and services required for the effective functioning of the National Assembly for Wales. Our aim is to be an exemplary organisation in terms of sustainability, and to ensure the efficient delivery of our services with due regard to the principle of promoting sustainable development.

Our day-to-day operations have an impact on the environment, arising mainly through the consumption of resources (energy, water and paper), travel and the generation of waste.

The National Assembly Commission commits to:

Ensure the efficient use of our buildings, and seek opportunities to promote the sustainable credentials of our estate, in particular the Senedd to our stakeholders, the public and visitors alike.

- Ensure all members of staff, Members and their staff and other building users fully understand the contribution they can make to improve environmental performance.
- Minimise the use of natural resources in the delivery of our services, specifically energy, water and paper, minimise waste and prevent pollution.
- Dedicate appropriate time and resource to improving the energy efficiency of our estate.
- Reduce the need to travel, where appropriate; and promote responsible and sustainable travel in the performance of our duties.
- Place sustainability considerations at the heart of transparent decision-making processes and integrate purchasing principles which favour those products and services which cause the least harm to the environment.
- Plan, adapt and ensure sufficient measures/resources are in place to future proof our assets against the challenges of a changing climate.
- Comply with all relevant environmental regulations, standards and other codes of practice.
- Monitor and report progress against stretching objectives and targets to ensure continuous improvement.
- Develop a culture of environmental responsibility amongst our occupants, contractors, suppliers and visitors to our buildings.
- Require our suppliers and contractors to ensure that goods and services procured support our environmental policy.

- Ensure the continued certification to, and operation of an established UKAS accredited environmental management system through demonstrable improvements in our environmental performance.

This policy statement applies to the whole Assembly estate (comprising of Tŷ Hywel, Senedd, Pierhead and the Colwyn Bay office) and will be reviewed annually and made available to all staff of the National Assembly for Wales through our intranet site, and any other interested parties through our website. It will be contractually binding on suppliers who use our premises and will be made available to anyone on request.

Environmental Management System (EMS)

We were successful in retaining certification to Level 5 of the UKAS accredited Green Dragon Environmental Standard (a Welsh standard broadly equivalent to ISO14001), for the seventh year running demonstrating our continued commitment to environmental stewardship and improvement in our performance. The system is implemented across the whole Cardiff Bay estate and externally audited annually.

The management system provides a systematic and methodical approach to minimising the impact of our activities and operations on the environment. Through a staged process of planning, implementing and reviewing our response to those impacts, it enables the Assembly to take corrective action and modify our practices, ensuring that environmental management remains a key priority of our daily business. The EMS also ensures that as an organisation, we address the environmental issues that are relevant and thoroughly incorporated into normal business operations, to continually improve our environmental performance standards, ensure compliance with relevant legislation and the achievement of efficiency gains and resulting financial savings where possible.

The EMS provides a systematic means of collecting and managing data and provides a robust baseline through which we can assess performance. This in turn provides us with an up to date profile of our progress against the documented objectives and targets. We improve and develop the system year on year as we enhance our understanding of our environmental impacts and ensure the evolution of our processes and procedures in light of changes in the business world relevant to our operations.

Our key environmental impacts

Each year we undertake an analysis of our significant impacts to ensure we continue to address our core priorities. Energy continues to represent our most significant environmental impact by some distance, followed by business travel, water and waste. These are the areas that provide the greatest challenges and we will continue to identify opportunities for innovation and improvement that address them accordingly and proportionately. We fully understand that our primary aim is to ensure we provide a working environment in which our Members and staff can deliver outstanding value and service and that we need to be able to do this through improved resource efficiency.

While our most material impacts remain fairly consistent each year, this reflects the relatively consistent nature of our business, our buildings and our work. However, this does not mean we do not seek out new opportunities to influence more sustainable solutions that may arise from longer term trends such as declining biodiversity, energy security and water scarcity.

Our environmental impacts are rated each year using a corporate risk matrix and scored accordingly to provide us with a ranking profile. Significance is calculated by assessing each aspect in relation to their impact (the effect of the risk/benefit actually occurring) and likelihood (the probability of it occurring). This is further enhanced by an additional assessment to consider the degree of control

available and any legal requirements applicable. Aspects are determined on their potential impact in normal, unusual and emergency circumstances. From this assessment, a significance score is determined with a maximum possible score of 30 afforded to those with the highest inherent risks. Our impacts register consists of some 21 impacts and the most significant of these are illustrated below.

Table 2: Key impact areas

Aspect	Activity	Impact	Significance rating
Use of energy	Heating and lighting, powering IT equipment, air conditioning and server rooms.	Resource depletion, air pollution - greenhouse gas emissions by electricity generators, use of renewable energy resources (+ve)	30
Buildings use of water	Catering/Dishwashing, Chillers/Humidifiers, Heating, Showers, Washbasins/WCs, Cleaning/Building cleaning	Greenhouse gas emissions, resource depletion, use of grey water (+ve)	30
Waste management	Disposal of landfill waste, glass, plastic, composting (food waste), cardboard, tins, fluorescent tubes, furniture, ink toners, replacement fittings.	GHG emissions, resource depletion, use of water, oil, leather, nutrients put back in soil from composting (+ve), reduced use of chemical fertilisers (+ve)	30
Paper use	Printers, office activities, e-mails, copying, publications	Resource depletion, raw materials, 100% recycled paper supply (+ve)	30
Transport	Business travel, official travel, home to office travel, parking facilities.	Noise and air pollution, GHG emissions, water and land pollution, congestion.	30
Delivery of goods/materials from supply chain	Fuel consumption, noise and traffic congestion from transport to and from site, spillage from deliveries.	GHG emissions by suppliers/deliveries, Environmental impacts of suppliers, resource depletion, land contamination.	30

Objectives and Targets

Each year we measure our progress against our approved corporate objectives and targets and assess performance against the action plan. The objectives and targets are stretching given the short timescales we have adopted and demonstrate our commitment to leading by example and pushing the boundaries of business based sustainability. Since 2009, we have continued to make excellent progress in most areas and reap the rewards of innovative investment in our buildings and the responsible actions of our occupants in relation to resource consumption.

Below we have outlined our progress against the targets for 2013-14.

Table 3 – Objectives and Targets

Aspect	Objective	Target	Progress	Status
GHG Emissions	To minimise the Assembly's carbon dioxide emissions.	Reduce the Assembly's <i>net</i> greenhouse gas emissions by 3% per annum on the 2008/09 baseline.	Total emissions dropped by 8% across the year. This results in a 28% reduction compared to 2008/09.	Achieved
Environmental Improvement	Ensure the highest levels of environmental stewardship are upheld, maintained and externally audited to the standards required for certification.	Maintain certification to a UKAS accredited environmental management system for the whole Cardiff Bay estate.	Following the annual third party audit in September 2014, Level 5 certification was maintained for the Cardiff Bay estate.	Achieved
Use of energy	Reduce energy consumption and greenhouse gas emissions across the estate.	Reduce energy emissions by 40% compared to the 2008/09 baseline by 2015.	Achieved a reduction of 8.7% over the year equating to a total reduction of 34% compared to the 2008/09 baseline.	Achieved
Transport and Travel	Minimise the Assembly's business travel related emissions through the promotion of sustainable travel modes.	Reduce business travel emissions by 15% compared to the 2008/09 baseline by 2015.	Travel emissions increased by 4.7% on the previous year but cumulatively we have reduced travel emissions by 11% so we still remain on track.	On track

Aspect	Objective	Target	Progress	Status
Waste	To minimise the amount of waste produced by the Assembly and maximise recycling and reuse where waste could not be prevented.	<p>Reduce the volume of waste sent to landfill by 5% per annum on the 2010/11 baseline to achieve zero waste to landfill by 2015.</p> <p>Reduce the volume of waste arising by 1.3% compared to 2010/11.</p>	<p>We achieved a 65% drop in the volume of waste sent to landfill, far exceeding the target.</p> <p>We achieved a 5.5% reduction in the volume of waste generated compared to the previous year and 11% compared to the baseline year.</p>	Achieved
Water use	Minimise the volume of water consumed and treated across the Assembly.	Reduce water consumption by 10% by 2015 compared to the 2009/10 baseline.	Water consumption reduced by 27% compared to the previous year and overall by 8% compared to the baseline year.	Achieved
Procurement	To minimise the environmental impact of purchasing decisions wherever practicable.	Aim to embed sustainable assessment into procurement processes and project management.	We continue to carry our sustainability risk assessments on new contracts, complete the Government Flexible Procurement Framework to benchmark performance and include sustainability criteria in all contract tender specifications as standard.	On track

Aspect	Objective	Target	Progress	Status
Occupant Engagement	Raise awareness of the importance of sustainability throughout the Assembly and enhanced ownership and engagement of the environmental agenda.	Develop targeted communication mediums for encouraging all occupants to 'work sustainably' and embed sustainability in work.	Internet web pages have been redeveloped, intranet pages are being redeveloped to provide more concise, helpful information and building dashboards are in development to aid with understanding and impacts of utility usage.	On track
Office Activities	Ensure 95% of all paper stock purchased for copying and printing is 100% recycled and/or from legal and sustainable sources.	Ensure 95% of all paper used by the Assembly for copying and printing is sourced from legal and sustainable sources.	At least 99% of all paper stocks purchased for printing and copying were 100% recycled and/or from legal and sustainable sources.	Achieved
Legal Compliance	Ensure all legal aspects of the Assembly's operations operate according to legislative requirements.	Ensure we receive zero notices or breaches of environmental legislation.	No breaches were received.	Achieved

Management Review

Each year as a requirement in Green Dragon, our environmental management system is subjected to a full management review to ensure its continued effectiveness as a vehicle for delivering continual environmental improvement and its relevance to the changing business demands of the Assembly. The Management Review is undertaken by the Environmental Steering Group and provides an invaluable opportunity to carry out a detailed appraisal of performance together with discussion about future risks, mitigation and challenges that may lay ahead with respect to the sustainability agenda. They also approve the Annual Environmental Report which is then sent to Claire Clancy and The Commissioner for Sustainability for final approval.

Similar to last year, the environmental policy and objectives and targets were agreed soon after the conclusion of the financial year. Therefore, during the management review the group collectively reviewed the following:

- Progress against actions raised in the previous review
- An appraisal of the results of the internal and external audits
- Performance against targets in 2013/14
- The communication programme for engaging occupants in working sustainably.
- The Annual Report was considered and agreed at a later date due to a delay in its production in time for the review.

On the whole the group were very pleased with progress across the main impact areas, with the impending conclusion to the current Carbon Management Plan getting ever closer. They were particularly pleased with progress in respect to reductions in energy emissions and the recent drop in water consumption as a result of refurbishments to toilet blocks and tea points in Tŷ Hwyl. They also discussed the value of the recently approved Energy Reduction Route map as a means of maintaining momentum in energy emission reductions going forwards together with the importance of developing further targets for business travel, waste and water that make a suite of performance metrics that can be assessed consistently year on year. They also appreciated that as we move closer to our 2015 goals and beyond we need to be clear about our focus for improvement, investment and dialogue with our key stakeholders as the new targets will be even more stretching.

Objectives and Targets 2014-15

The objectives and targets outlined in Table 3 above will remain the same as the previous year and all performance will be assessed against these in line with previous years for consistency.

Our Performance

28%

reduction

in GHG emissions
since 2008/09

We have identified a list of refined key performance indicators that best represent our most significant environmental impacts and provide a holistic representation of progress year on year. This report continues to include all performance metrics relevant to our operations but these provide a clear overview of those performance areas which are key to our strategic sustainability commitments and focus.

Table 4 – Key performance indicators

Key performance indicators	2010/11	2011/12	2012/13	2013/14
Total net emissions (Scopes, 1, 2 and 3), tCO ₂ e	2,456	2,345	2,314	2,144
Total energy emissions, tCO ₂ e	1,947	1,828	1,880	1,712
Waste to landfill in tonnes,	42.6	39.1	17.2	6
Recycle and reuse rate, percentage of total	68%	73%	83%	94%
Total water consumption, m ³	8,183	8,457	10,069	7,315
Total business travel emissions, tCO ₂ e	129	204	222	231

Greenhouse Gas Emissions

Our greenhouse gas emissions (GHG) include energy consumption, all business travel, waste disposal, water use and refrigerant leakages. Despite recently benefitting from electricity sourced from green tariffs (combined heat and power and Levy Exempt Certified) we continue to treat this as grid average electricity as far as carbon reporting is concerned. We measure direct greenhouse gas emissions in carbon dioxide equivalent (CO₂e), and update our carbon footprint calculations annually to reflect latest Government guidance.

GHG Emissions (tonnes CO₂e)



Reduction
2012/13 - 2013/14 **-8%**

Reduction
2009/10 – 2013/14 **-28%**

The Assembly's net greenhouse gas emissions have decreased by 8% in 2013/14 compared with 2012/13 and by 28% compared with 2008/09. The vast majority of our emissions are from energy consumption amounting to 84% of our total direct carbon footprint with the next significant contributors being business travel and water.

GHG Emissions by source (tCO2e)

tCO2e	2008/09	2013/14	GHG reduction
Electricity	2,195	1,409	36%
Gas	484	303	37%
Business Travel	266	231	13%
Waste ¹	0	3	n/a
Water ¹	0	8	n/a
Refrigerants ¹	0	54	n/a
Total	2,945	2,008	-

¹ Data not available in baseline year therefore direct comparison not achievable.

Energy consumption

Our largest source of direct GHG emissions is from the energy we consume in our buildings (84%) and reducing energy intensity has always been our key priority for reducing our carbon footprint. Our main focus lies in Tŷ Hywel, the most energy hungry of our three buildings and since 2008/09 we have continued to make reductions in the energy emissions associated with this building through a targeted improvement programme of energy efficiency initiatives resulting in a cumulative reduction of 39% in tonnes of CO2 equivalent (CO2e) compared to 2008/09.

34%
reduction
in energy emissions
since 2008/09

We reduced our overall energy consumption by 14% in 2013/14 which equates to estate wide electricity emissions reductions of 6.5 per cent and a reduction of 18 per cent in gas emissions compared to last year. This amounts to a cumulative reduction of 8.7 per cent for the year. This arises largely from two key factors; reduced demand in both gas and electricity from a mild seasonal trend throughout the year; and a change to the grid electricity emission factor following a significant revision to the carbon conversion factors by Defra. Correspondingly, we have also carried out further energy saving interventions across our offices such as improved heating controls, motion sensor lighting, installation of LEDs, improved insulation and energy efficiency in our office entrance and the application of high performance solar film on exposed facades of the office block. Cumulative reductions in energy emissions amount to 35 per cent over the last six years against the base line year of 2008/09 and plans are in place to help us achieve the 40 per cent reduction target by December 2015.

GHG Emissions from energy consumption (tCO₂e)

Fuel	2008/09 (baseline)	2012/13	2013/14
Electricity	2,195	1,511	1,409
Gas	484	369	303
Total	2,679	1,880	1,712

Reduction

2012/13 - 2013/14 **-8.7%**

Reduction

2008/09-2013/14 **-35%**

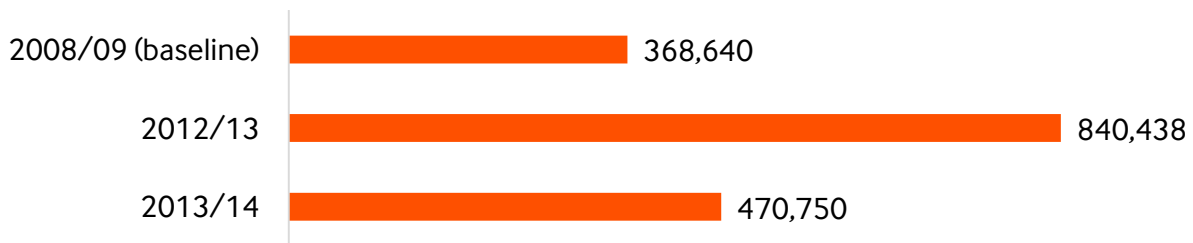
In 2013/14, for the first year we were fortunate to benefit from electricity for our buildings that was supplied from renewable sources. For our two main buildings, this electricity was supplied from combined heat and power and for our least intensive building, the electricity we used came from Levy Exempt Certified (LEC) sources. This is a welcome improvement in our volume of green electricity that has been negotiated centrally within our energy procurement framework. Although we are unable to directly discount the emissions associated with this supply (to prevent double counting), continued use of green tariffs will form an integral part of our future purchasing decisions where possible.

Renewable energy consumption

A key aspect of the Senedd's BREAAAM 'excellent' rating was the fitting of a 360kw, modulating binder biomass boiler as the primary heating source for the building. Although not exclusively used (the building has a supply of natural gas in the event of failure, excess heating demand or fuel supply shortages and heat pumps for underfloor heating) during 2013/14, the biomass boiler accounted for 81 per cent of the total resources required for heating. The continued optimisation, regular monitoring and management of the boiler together with a coherent and efficient working relationship with our woodchip supplier has resulted in year on year increases in its reliability, improvements in functionality and enhanced efficiency.

To improve burning efficiency further, the supply of wood chips was changed to a grade containing lower moisture levels, resulting in drier chips that enhanced heating efficiency and reduced the frequency of deliveries. We are committed to sourcing our wood chip from sustainable sources. Woodchip is sourced from a local supplier on a demand led basis that ensures a reliable supply as required whilst mitigating supplier travel emissions where possible. The wood is sustainably managed and is derived from Welsh forests. The sources of wood are derived from traceable supplies via timber contracts directly with the Forestry Commission, who own one third of the managed woodlands in the UK, and Forestry Commission Wales, who are responsible for managing the 38% of Welsh woodlands owned by the Welsh Government.

Woodchip consumption (kWh)



Energy Efficiency Programme

The Assembly's energy strategy focuses on three main strands: an ongoing programme of building improvements across the estate; a refurbishment and retrofit programme designed to enhance energy efficiency and improve comfort; and the encouragement of occupant engagement to improve buy-in and sustainable working practices. Capital investment initiatives are subject to scrutiny and available funds but form a key part of the commitment with the Carbon Management Plan to be a low carbon estate by 2015. Our primary focus lies with Tŷ Hywel, an office block comprising five floors and around 62% of total energy use.

Key initiatives delivered in 2013/14 included:

- the electricity supply demand to both Tŷ Hywel and the Senedd has been evaluated and reduced based on lower energy consumption levels, saving up to £10,000 per year in supply costs.
- Our FM contractor undertook a strategic review of the estate with a view to proposing costed options for improving our buildings energy efficiency.
- The installation of PIR's continues to be rolled out as budgets allow with Members offices planned as part of the next installation.
- The sub-metering network has been further extended across Tŷ Hywel to enable isolated monitoring of key areas such as the server rooms and contractor offices.
- High performance solar film has been fitted to windows on the first and fourth floors of Tŷ Hywel that receive high volumes of solar gain with immediate benefits.
- Automatic meter readers (AMRs) have been fitted to all the main gas meters across the estate to eliminate estimates and improve energy management.
- further energy saving interventions across our offices have been carried out such as improved heating controls, the installation of LEDs where possible during refurbishments such as the toilet blocks, improved insulation and the inclusion of energy efficiency measures for improving occupant comfort in the newly refurbished Tŷ Hywel entrance.

Refrigerant emissions

Air conditioning systems throughout the Assembly are a significant potential source of GHG emissions due to their use of hydrofluorocarbons (HFCs). Despite the presence of AC units across our buildings, server rooms and onsite catering facilities, refrigerant emissions only account for 0.1% of our direct carbon footprint. Legislation requires that usage of these is phased out and we are undertaking the phased replacement of these units with more energy efficient, cost effective models that contain R410A, a far less polluting gas in all air conditioning units, chillers and heat pumps across the estate.

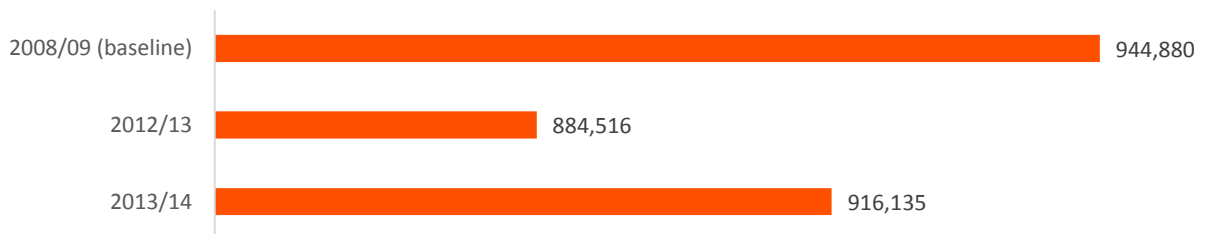
Business Travel

Business travel now comprises our second largest generator of carbon emissions, exceeding waste in recent years. Private car use accounts for most of this making it our main priority as far as sustainability is concerned. Business travel is a necessary part of the way we work, particularly given the geographic spread of our Members and the constituencies they serve. The ability to represent and serve the people of Wales largely relies on Members presence in their constituencies as well as representing their parties in Cardiff.

13%
reduction
in business travel
emissions
since 2008/09

Unlike other organisations that may have consistent work patterns from year to year, the Assembly is almost unique with the peaks and troughs in business travel that arise from irregular activity, particularly prior to and immediately following elections. This means our travel profiles often fluctuate over the life of an Assembly, making it difficult to draw accurate conclusions on travel behaviours.

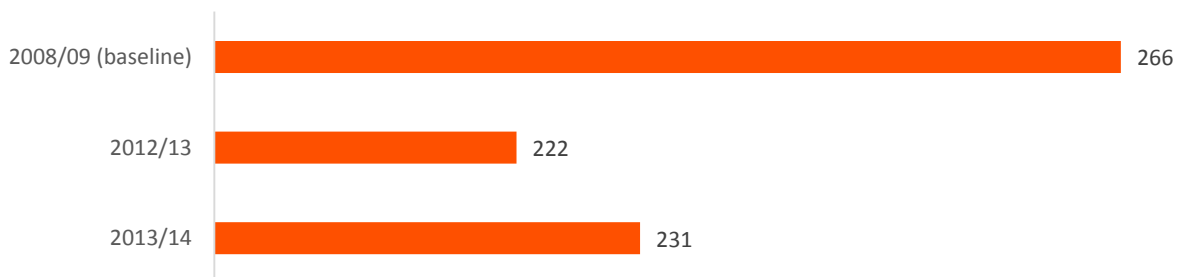
Total mileage



Increase		Reduction	
2012/13 - 2013/14	+3.7%	2009/10 – 2013/14	-3%

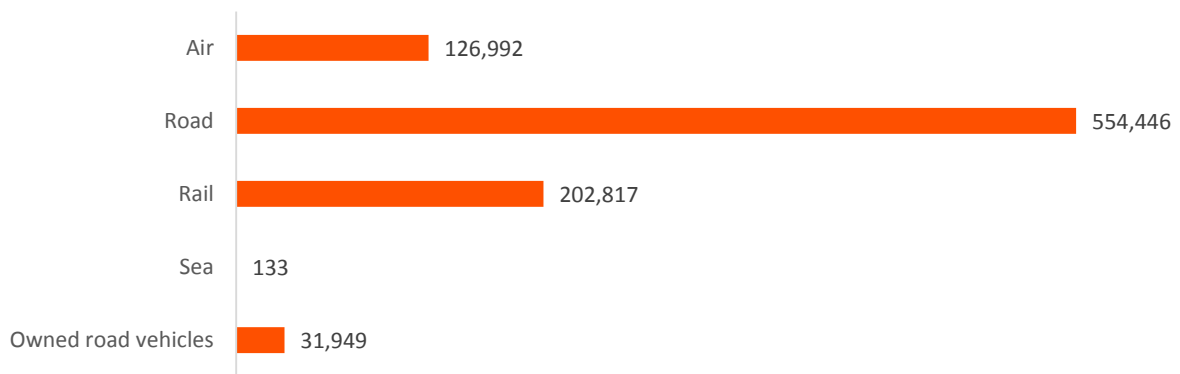
During 2013/14, reported mileage increased on the previous year by 4% and this is reflected by an increase in transport related CO₂e emissions by 4%. The increase in mileage and emissions is largely attributable to an increase in private car use over the year of 17% compared to last year. Since 2008/09, reported mileage and transport-related CO₂e emissions have reduced by 3% and 13% respectively. In mileage terms, this represents a reduction of 28,745 miles in the same period.

Business travel GHG emissions (tCO₂e)



Increase		Reduction	
2012/13 - 2013/14	+4%	2009/10 – 2013/14	-13%

Business travel by mode (miles)



During 2013/14, road based travel continues to dominate with a 60% share of all business mileage, and of this total, 93% consists of private car use. Rail and air travel have reduced marginally on the previous year (15% and 2.5% respectively) although they continue to form a significant part of the mix.

Commuter travel

Besides our business travel, we have a carbon footprint associated with how our occupants travel to work. This impact is influenced by the location of our offices, where our occupants come from and the dispersion of our workforce across Wales. In previous years we have not been in a position to accurately capture the emissions associated with our commuting travel however this year for the first time, we included a 'home to work' distance metric in the Travel Survey issues to all occupants. This enabled us to estimate a footprint based on the responses we received and this provided us with a total of 630tCO₂e. This figure has been proportionately upscaled based on the data we received however it provides us with a baseline on which we can improve.

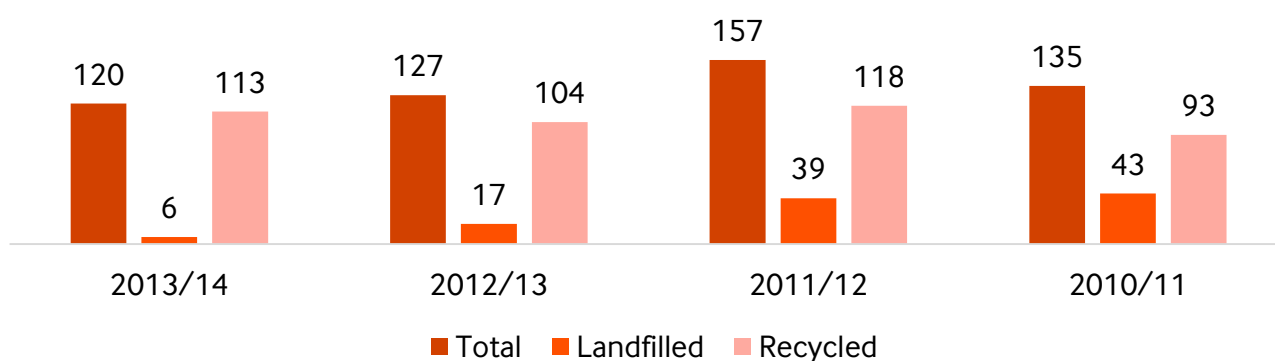
Waste and Recycling

We produce waste across the organisation on a consistent basis and given the relatively narrow scope of the waste stream we generate in comparison to other industries, we are well positioned to follow the established waste hierarchy of reduce, reuse and recycle. The vast majority of our waste volumes consist of paper, cardboard, plastics and food together with other waste streams such as glass, construction and hazardous waste which arise from projects, refurbishments and replacement programmes.

11%
reduction
in total waste
disposed
since 2010/11

We generated 120 tonnes of total waste in 2013/14 and disposed 6 tonnes to landfill, a reduction of 5.5% and 65% respectively compared to the previous year and 11% and 86% compared to 2010/11.

Total waste arising (tonnes)



	Total	Landfill	Recycled
Reduction 2012/13 - 2013/14	5.5%	65%	-
Reduction- 2010/11-2013/14	11%	86%	-

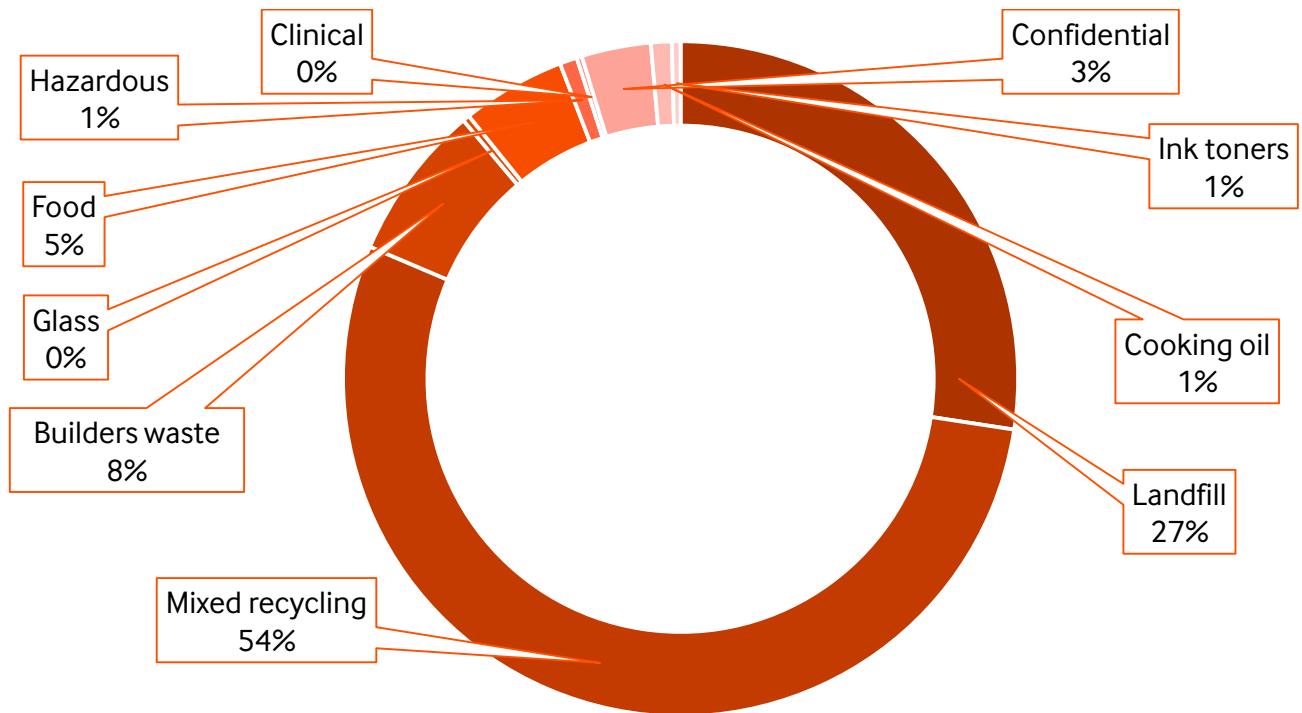
As we move ever closer to our target of zero waste to landfill by 2015, we will continue to seek out new re-use and recycling solutions to further increase recycling levels and review techniques, processes and the use of alternative materials to eliminate landfill waste completely.

We have a very tightly managed and well established waste disposal process that encourages all our occupants to take steps to reduce their operational waste and recycle any materials that can be recycled in each of our buildings. This includes the appropriate provision of clearly labelled, adequately sized waste facilities that allow the simple segregation of waste materials into mixed recycling, paper and general waste bins. We recently switched our large general waste bins to small waste bins and also reduced the number of general waste bins available to accentuate a prevailing behaviour and culture to use the recycling bins. This is in response to the ever decreasing volumes of landfill waste we now produce. The vast majority of occupants within Tŷ Hywel do not have personal waste bins and these have been replaced by recycling points around each floor. We also provide information, posters, webpages and guidance on which materials can be recycled with a view to ensuring that as technology, waste processing and contractor

94%
waste
recycled
in 2013/14

performance improves, we will ensure our occupants are made aware of these changes in terms of how it affects them.

Waste streams (tonnes)



*Mixed recycling consists of paper, cardboard, plastics and cans.

Despite the relatively narrow scope of our waste streams, we still employ a number of local suppliers that can deal responsibly with this waste. A breakdown of all the sources of waste that arise from our operations can be seen above, which also provides a broad overview of the complexities of segregation but also emphasises the waste stream proportions that factor the most prominently in the total mix. We benefit from the segregation processes and technologies employed by our contractors in their efforts to improve their own performance post collection which assist with further reducing our landfill volumes, however this also indicates the opportunity presented for ensuring better communication on recycling habits.

Electrical Waste

In accordance with the Waste Electrical and Electronic Equipment (WEEE) Regulations, as a producer of WEEE, the Assembly is responsible for ensuring the legal and responsible disposal of all waste electrical items. This includes TVs, fans, washing machines, catering equipment, PCs and monitors which are taken back for recovery, reuse or recycling by our supplier. Unfortunately at present we do not have accurate data on the volume of WEEE generated on an annual basis, however this will be included in our waste profile as it becomes available.

Food Waste

Since June 2009, we have ensured the segregation, storage and collection of all food waste produced on the Assembly estate. This includes all plate waste, food preparation waste and any food from occupant kitchens around Tŷ Hywel. Compost caddies are provided across the Assembly to encourage the segregation of food waste

which are emptied daily to prevent odour and pests. In 2013/14, the Assembly diverted 6 tonnes of food waste from landfill, amounting to a total of 40 tonnes in the last three years alone. This food waste in turn becomes a valuable resource as it diverts it from landfill thereby avoiding high landfill costs and is collected from the Assembly to be composted and turned into a high quality fertile soil used in reclamation projects around Cardiff.

**6 tonnes
of food**

composted in 2013/14

Waste vegetable oil

In association with our onsite catering contractor, we ensure all waste vegetable oil (used in the preparation of food for the restaurant) is stored and then collected by a local contractor who in turn recycles it by converting it into bio-diesel fuel which is used to power traditional, agricultural machinery and vehicles.

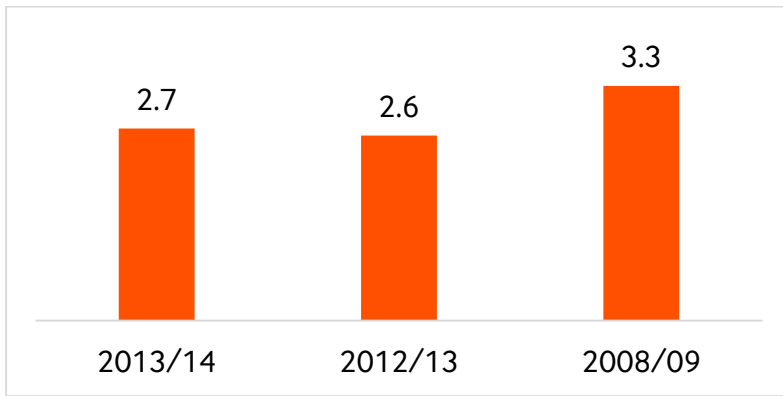
Paper use

As an office based organisation, we rely heavily on the use of paper for the purposes of normal business but also for ensuring committee members, Assembly Members and other Assembly Commission staff have the relevant documentation for reference in advance of and during meetings. To this end, we have a Sustainable Paper Policy that commits all occupants to purchase 100% recycled paper and/or paper stocks from legal and sustainable sources. We are committed to sourcing our paper products from sustainable sources. The vast majority of our paper stock is purchased through our onsite print unit and is Forestry Stewardship Council (FSC) certified and EU Ecolabel certified as these are the most respected standards of sustainably harvested forestry products.

Less than 1% are from known, legal source virgin material, certified by the Programme for Endorsement of Forest Certification Scheme (PEFC).

In the past year, our paper volumes have increased marginally on the previous year by 3.8% to 2.7 million A4 sheets (or equivalent). This is still well below 2008/09 levels and is representative of increasing business demands and print volume output in respect of reports, committee papers and general paper use.

Paper purchased (internally) (per million sheets)



**0.3 tonnes
of used printer
toners**

were recycled or
reused in
2013-14.

Increase		Reduction	
2012/13 -		2009/10 -	
2013/14	+3.8%	2013/14	-18%

Printer toner bottles

The multi-functional print devices used in our onsite print room use more unconventional toner bottles instead of standard ink cartridges to provide a higher quality and more efficient print process. Until recent times, the responsible disposal of these bottles has proved troublesome due mainly to the lack of infrastructure and poor facilities to deal with this waste here in the UK and the fact that there is no economic value in toner bottles.

As a result of customer requests and consumer pressure, a solution has now been created which provides a single point source supplier who recycle, recover and reuse 100% of the used toner bottle materials in the UK so that they do not end up in landfill.

The Assembly has taken advantage of this scheme and in the past year alone recycled 0.3 tonnes of toner bottles.

Water consumption

The Assembly Estate is a large but non-intensive user of water. Our primary water impacts come from office building potable water use, catering and sanitation, public facilities in our buildings, cleaning and cooling equipment. We have undertaken measures to improve our accounting and reporting of water so we have a clearer picture of water use across our buildings. We now have metered water across each of the buildings that provides us with day to day trends on usage.

In 2013/14, total metered water consumption across the estate reduced by 27% on the previous year, and a reduction of 8% since 2009/10. Our direct water consumption trend is generally flat in terms of volume and revenue although we consumed significantly higher volumes of grey water over this period.

8%
**reduction in
total water
consumption**
since 2009/10.

Total water consumption (m3)



Reduction

2012/13 - 2013/14 **-27%**

Reduction

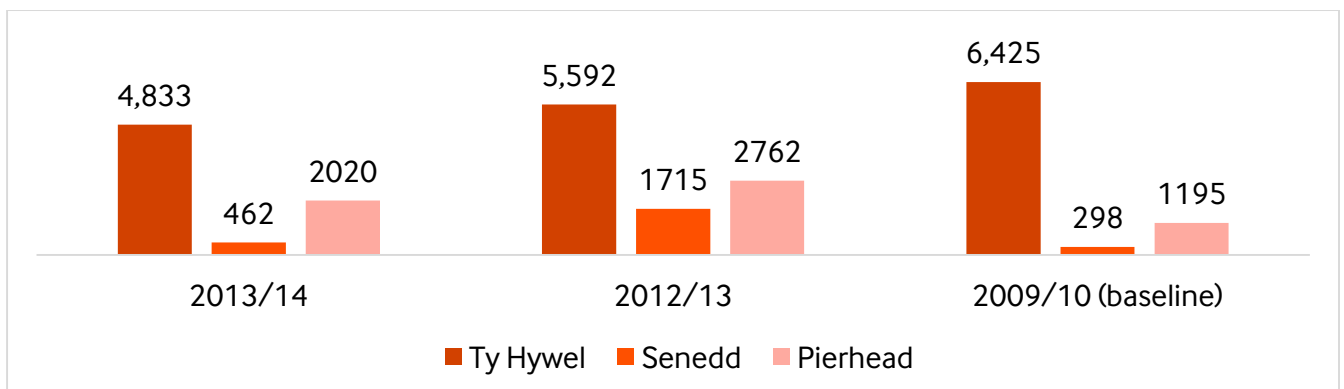
2009/10 – 2013/14 **-8%**

Although it does not currently represent a significant operating cost, water consumption remains a significant environmental impact as far as our key material impacts are concerned and we appreciate the need to manage our consumption of this undervalued resource will continue to grow in importance as availability of resources become more stressed.

Therefore, reducing water risk and cost exposure makes good business sense. Our strategy for water reduction focuses on reducing direct consumption across our buildings as this is where we can exercise the greatest control. We are in the process of refurbishing our toilet facilities and water efficiency measures are standard throughout including waterless urinals, low flow flushes, sensor and low flow taps. We also work closely with our onsite catering and cleaning to ensure water use is minimised wherever possible in the course of operations.

We are not yet in a position to fully understand the indirect impacts of water consumption through the procurement of our goods and services, and we need to enhance our ability to analyse embodied water in projects and materials, to fully understand our total direct and indirect footprint as it relates to our activities.

Water consumption by building (m3)



Ty Hywel

Senedd

Pierhead

Reduction

2009/10-2013/14 **-25%**

+55%

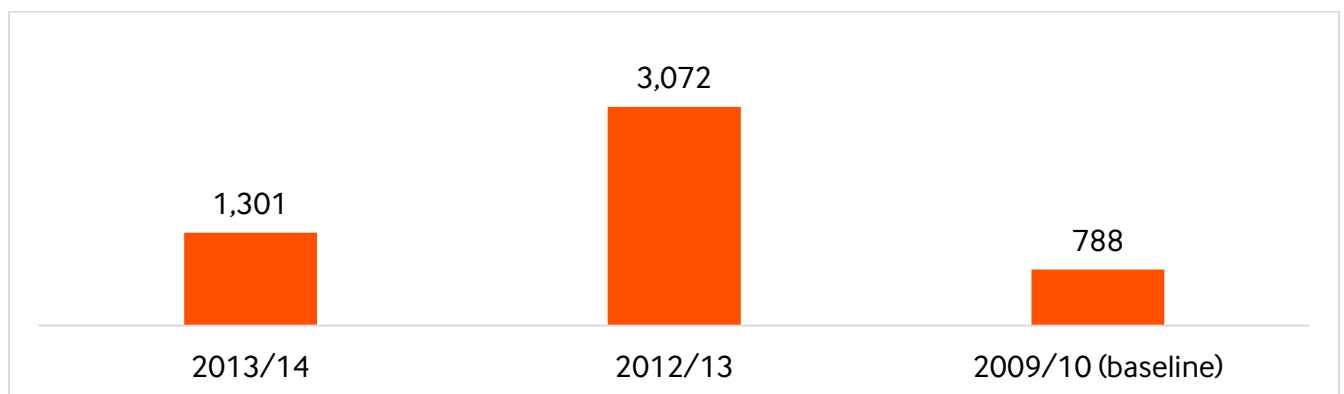
+69%

There has been a steady reduction in water use across Tŷ Hywel, our most densely populated building. However performance in both the Senedd and the Pierhead has been less consistent. Despite both buildings showing reductions on the previous year, consumption has increased by 55% and 69% respectively since 2009/10. For the Senedd this is often influenced by the availability of grey water for the flushing of toilets and the general maintenance of the grey water system. Additionally, the Senedd and Pierhead buildings are public venues which provide public facilities and direct water consumption from these buildings is often related to visitor numbers which can vary year to year. Both buildings also host a large number of events each year which have a direct impact on the water consumption patterns.

Grey Water

The harvesting of rainwater for the use in the Senedd for the purposes of flushing toilets and cleaning the external façade of the building is central to the performance and reputation of the building. Our consumption of collected water is metered the same as mains water consumption. In 2013-14 total rainfall dropped by 20% compared to the previous year, although visitor numbers were relatively similar. The volume of grey water consumed reduced by 58% on the previous year as a result of undetected leaks within the toilet system that resulted in continuous flushing for a prolonged period. This resulted in a reliance on mains supplies topping up the rainwater tanks for the purposes of flushing.

Grey water consumption (m3)



Reduction

2012/13 - 2013/14 **-58%**

Performance

2009/10-2013/14 **+65%**

Looking ahead, we need to maintain our focus on ensuring we reduce direct water use in our operations to demonstrate commitment and optimise the operation of the grey water system to offset the volume of mains water required. The installation of waterless urinals and other water saving devices within our toilet facilities have already had an impact and with future facilities in the pipeline together with planned kitchen refurbishments, there are opportunities to make real progress.

Sustainable Procurement

Our procurement values aim to put sustainability at the heart of everything we do to improve the sustainability impacts of the Assembly's activity. We are developing a diverse supply chain that ensures value for money, supports small suppliers, encourages local growth and facilitates a joined up approach to socially responsible procurement. Over the last year we have strengthened the professional resource in our procurement team which in turn has enhanced the centralised approach to a variety of procurement functions, strengthened relationships and reduced commercial risk.

Over the past few years we have taken significant steps to formalise procurement procedures, and in particular embed sustainability considerations from the outset. This includes the following:

- the continued rollout of a Sustainability Risk Assessment for all contracts over £25k;
- completion of the Government's Flexible Framework to benchmark performance and ensure a consistent approach to sustainable procurement is maintained and enhanced;
- a comprehensive spend analysis by commodity to highlight areas of high spend (and potentially) high environmental impact;
- the inclusion of sustainability criteria in all contract tender specifications;
- dedicated centralised contract assessments provided for sustainability sections of applicable contracts.
- request suppliers tendering for environmentally sensitive contracts to submit their environmental policy;
- built sustainability considerations into facilities projects;
- the adoption of supply positioning and risk mapping for all contracts over £25k;
- the application of e-procurement for large contracts where feasible to improve processes and consistency in responses and reduce paper use.

Engaging with suppliers

The Assembly's supply chain represents a diverse range of small, medium and large enterprises that fulfil the goods and service requirements of our estate on a day to day basis. We fully understand the need to drive a sustainable supply chain through the identification, measurement and management of our indirect impacts. However we also appreciate that we are relatively small organisation as far as purchasing power is considered and it will be difficult for us to influence the processes and models of our existing supply base. However, through regular engagement with key suppliers in the first instance, we hope to build stronger, responsible relationships that may provide opportunities for the identification and facilitation of more sustainable ways of working and solutions that meet our needs in a cost effective manner. As our key suppliers (and commodities) account for a large proportion of our expenditure, it is vital they share our values and goals. Therefore, we ensure that we communicate our requirements to our suppliers so they can help create a culture in which sustainability is valued and considered at every opportunity.

We work very closely with our onsite contractors, in particular our Catering contractor to provide a sustainable, ethical and locally sourced service. This includes the following:

- sourcing food from suppliers across Wales thereby investing back into the local economy and reducing transport and waste;

- preparing food on site to reduce waste and preventing over ordering;
- menu planning and the reuse of fresh vegetables in other meals to minimise waste;
- the composting of all food and plate waste from the onsite restaurant;
- an increasing range of freedom foods, fair trade goods and Red Tractor where available;
- all cooking oil used in the onsite restaurants (approximately 3,000 litres per year) is stored, collected and converted into bio-diesel for use in agricultural machinery.

We also encourage a systematic, consistent approach to environmental management amongst our onsite suppliers, all of which are certified (as a minimum) to ISO 14001 and therefore share the same values and goals as us in relation to continual environmental improvement. As we move forwards we will continue to review our processes, tools and templates to further adopt best practice, develop a supplier profile database, work with key suppliers and continue to develop the skills of our team to identify and adopt sustainable procurement practices and objectives as part of a balanced value approach.

We work in conjunction with our Facilities contractor on a large number of projects and sub-contracts and have a joined up dialogue with respect to the inclusion and consideration of sustainability at different stages. This has been particularly relevant in the waste contract in which together, we have forged a path that has improved data, collections, segregation and facilities.

Engaging our occupants

The performance of our buildings is only as sustainable as the people that use them. We understand how important it is for our occupants to be informed about what is happening from a facilities and sustainability perspective in our business and to know that their contributions and views are valued. The importance of engaging our workforce in 'thinking and working' sustainably and the influence that they as a collective group can have on the operation of our buildings are instrumental. One of the greatest challenges is providing relevant and meaningful information for our range of internal stakeholders that ensures the continued motivation and enthusiasm to embrace the sustainability agenda and adapt to a culture where our thought processes and decision making become embedded with sustainability considerations. Progress against key strategies, new initiatives and achievements, changes to processes and improvements to our buildings are regularly communicated to ensure all occupants are fully aware of the work we do and how it impacts on them and how they can contribute as individuals.

We currently undertake a range of communication activities which include:

- A dedicated Sustainability page on the National Assembly for Wales website detailing key information and our policies and strategies to sustainable development;
- http://www.assembly.wales/en/abthome/about_us-commission_assembly_administration/sustainability/Pages/sustainability.aspx
- A dedicated intranet site for Sustainability
- Press releases and publication of the Assembly's environmental achievements and initiatives;
- Dedicated guides, posters and drop in sessions for key sustainability initiatives;
- Corporate reporting on our sustainability performance in the Annual report and Accounts

- Publication of an Annual Environmental Report and a link to the full report on the Assembly website;
- Information and involvement in various environmental events, such as Earth Hour and Bike Week.

The year ahead

As we approach the final stage of the Commission's strategy to achieve carbon neutrality on the Assembly estate, we can be proud of our achievements so far that have largely materialised without the need for significant investment. This progress should also be applauded when set against times of austerity, significant business events such as the referendum and election and unpredictable weather over the past years which have impacted on our performance. However, so far we have been resolute with our commitment and enthusiasm.

Even at this late stage, we are taking nothing for granted. We have never underestimated the gravity of the work required to achieve our key carbon reduction targets by 31 December 2014. Yet we have already started looking beyond 2015 towards the next stage on our journey. We have commissioned a key piece of work that considers a review of performance, an options appraisal to account for developments in technology, Government legislation and regulations, and the consideration of further short, medium and long term energy reduction targets to 2021.

From the beginning, the success of the existing strategy was predicated on investing significantly in the buildings across our estate and in particular our most energy hungry building, Tŷ Hywel. This will be the theme for the next strategy with a more pronounced emphasis on changing work cultures as well as serious consideration of renewables at a later stage. We will focus on developing programmes with a continued emphasis on resource efficiency, further energy efficiency improvements and innovations, sustainable procurement, the development of relationships and profiles of our key suppliers, fostering partnerships with suppliers to develop collective sustainability benefits whilst minimising our consumption of raw materials where possible.

We still need to do more to inform, engage and inspire our occupants to understand their individual and collective impacts, encourage ideas, feedback and dialogue to nurture a collective responsibility towards sustainable development.

In this last 'phase' of the current strategy, we will not rest on our laurels. We will continue to streamline, improve and capture the data associated with our activities – our commuter travel, our indirect emissions associated with goods and services. This will enable us to fully understand our complete emissions profile (both direct and indirect) and influence the way in which we engage with our stakeholders. We understand we have more work to do in relation to social interaction and reporting, biodiversity and ensuring we develop systems and initiatives that reflect the attitudes and expectations of our stakeholders.

We will carefully consider the important role that current technology and emerging technologies play in the sustainability and facilities management arena, whilst seeking out opportunities to learn from others. We are approaching a challenging time on our journey in which we have the opportunity to demonstrate our continued commitment to become a leading sustainable public institution.

Additional Information and Relevant Websites

- National Assembly for Wales sustainability web page
http://www.assembly.wales/en/abthome/about_us-commission_assembly_administration/sustainability/Pages/sustainability.aspx
- National Assembly for Wales Annual Report and Statement of Accounts 2013-14
<http://www.assembly.wales/en/newhome/pages/newsitem.aspx?itemid=1294>
- Annual Environmental Reports
http://www.assembly.wales/en/abthome/about_us-commission_assembly_administration/sustainability/Pages/sustainability.aspx
- Green Dragon Environmental Standard
<http://www.greendragonems.com/>
- National Assembly for Wales Corporate Governance framework.
http://www.assemblywales.org/abthome/about_us-commission_assembly_administration/comm-corporate-framework.htm
- Facebook
<https://www.facebook.com/nationalassemblyforwales>
- Twitter
<https://twitter.com/assemblywales>