

# CULTURAL FACILITIES CORPORATION 2019-22 Resource Management Plan

Authorised by :



Harriet Elvin  
Chief Executive Officer  
Cultural Facilities Corporation

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**DOCUMENT PROPERTIES****Schedule of Amendments**

<b>New features (insertions)</b>	
	Date
<b>Enhancements (changes)</b>	
Updated to reflect period 2019-22	11 November 2019
<b>Deletions</b>	
	Date

**Amendment History**

<b>Version No.</b>	<b>Issue Date</b>	<b>Author</b>
Version 1.0	31 May 2017	Harriet Elvin
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**Details**

<b>Area responsible for Plan</b>	CFC – Corporate Finance
<b>Stakeholders</b>	All Cultural Facilities Corporation Staff
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## 1. PURPOSE

The Cultural Facilities Corporation (CFC) Resource Management Plan (RMP) is guided by the [Carbon Neutral ACT Government Framework](#) (CNGF), to support the aim of carbon neutrality in Government by 2020. The CFC RMP is a tool to support CFC to manage environmental resources more efficiently and reduce greenhouse gas emissions.

The CFC RMP will provide a framework to assist staff in reducing their environmental impact and embed sustainable management practices in their everyday work activities, achieving more sustainable outcomes for the long-term benefit of the CFC.

## 2. CONTEXT AND IMPACTS ON THE ENVIRONMENT

The CFC is an ACT Government enterprise established under the Cultural Facilities Corporation Act 1997, to manage the following venues :

- the Canberra Theatre Centre;
- the Canberra Museum and Gallery (CMAG) including the Nolan Collection Gallery @ CMAG; and
- the ACT Historic Places (Lanyon, Calthorpes' House and Mugga-Mugga).

In managing these venues, CFC delivers a range of cultural services to the community by providing activities such as performing arts presentations, exhibitions, education programs, community programs, and through conserving and presenting significant aspects of the ACT's cultural heritage.

The data used in this plan has been extracted from the Ecologically Sustainable Development section of CFC's 2017-18 and 2016-17 Annual Report.

There were approximately 157 staff (comprising of full-time and casual in 2017-18) covering a total floor space of 16,289m<sup>2</sup> with an impact on the environment through consumption of energy, water, consumables and government fleet vehicles. Added impacts were generated through the community and education programs and operations of the major CFC venues.

The sources of data to underpin effective resource management are :

- Enterprise Sustainability Platform (electricity, gas and water);
- SG Fleet (petrol, diesel and km driven); and
- Resource efficiency and waste (procurement of waste services, paper usage etc).

### 3. Resource management strategies and targets

The CFC is registered with the ACTSmart Government Business Energy and Water Program and the ACTSmart Business Recycling Program. The CFC is continually working towards improving and reducing our environmental impact.

Environmental resources are grouped into the following focus areas :

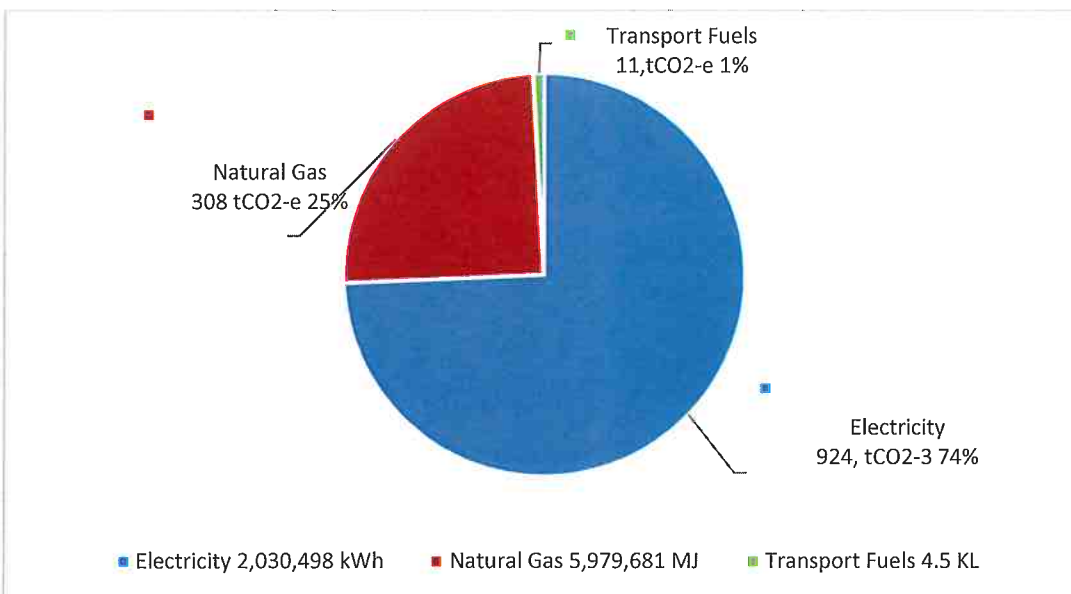
#### 3.1 Reducing greenhouse gas (GHG) emissions

The majority of CFC’s emissions are made from using electricity and gas to power our major venues. In 2017-18, the CFC’s total greenhouse gas emissions comprised of 1,244 Tonnes, a decrease of 23% from the previous year.

Greenhouse gas emissions	Unit	2017-18	2016-17	% change
Emissions from stationary energy use	Tonnes CO2-e	1,232 <sup>1</sup>	1,606	(23%)
Emissions from transport	Tonnes CO2-e	11	11	-
Total emissions	Tonnes CO2-e	1,244	1,617	(23%)

<sup>1</sup>The decrease is due to a change in the calculation used dependant upon the latest ACT Electricity Emissions Factor Report.

#### 2017-18 Emissions sources breakdown



## MANAGING ENERGY USE

The majority of electricity and gas is consumed in the Canberra Theatre Centre and CMAG/CFC Administration areas.

Stationary energy usage	Unit	2017-18	2016-17	% change
Electricity use	Kilowatt hours	2,030,498	2,068,404	(2%)
Natural gas use	Megajoules	5,979,681 <sup>1</sup>	7,310,015	(18%)

<sup>1</sup>CFC's natural gas usage decreased from the previous year due to the installation of a more energy efficient HVAC system in North Building. The site was transitioned from gas to electricity.

In 2017-18, CFC replaced the CMAG Gallery lighting with LED Luminaires that meets contemporary current energy efficiency, conservation and display standards.

LED cyclorama lights are installed in the Canberra Theatre Centre and the CMAG Board room.

These efficiency measures should achieve the most significant emissions reductions in future years.

Our most significant opportunities to use energy more efficiently include :

- Staff to turn off lights when not in use - switch off extra lights at corridors, stairs, reception, meeting rooms and board room;
- Making use of daylight as much as possible and closing of blinds at night and over weekends;
- CFC staff will encourage hirers of CFC venues to assist in reducing energy consumption at their events to achieve minimal use of resources;
- The Canberra Theatre Centre will continue to contribute to Earth Hour by turning off all its exterior lights. The LED screen located at the front of the Centre was also powered down;
- CMAG has motioned sensoring lighting to most of the administration areas and common areas.
- CFC will explore opportunities to install further motioned sensoring lighting to other buildings at Canberra Theatre Centre and ACT Historic Places;
- Making sure that staff switch off all equipment such as printers, scanners, and microwave during weekends or holidays as they continue to draw power even if they are plugged in;
- Continue to upgrade existing inefficient light fixtures to LED; and
- Invest in energy efficiency measures where appropriate.

The key performance indicator is to achieve a reduction in energy usage particularly at CMAG with the upgrade of the HVAC system.

### MANAGING TRANSPORT FUELS

The CFC has five vehicles. The operations of these vehicles range from work meetings and general operational activities.

Transport fuel usage	Unit	2017-18	2016-17	% change
Total number of vehicles	Number	5	5	-
Total kilometres travelled	Kilometres	49,133	54,815	(10%)
Fuel use – Petrol	Kilolitres	2.2	2.9	(24%)
Fuel use – Diesel	Kilolitres	2.3	1.5	53%

Our most significant opportunities to use transport fuel more efficiently are to :

- Encourage staff to use alternate travel options (walk, bike, bus, light rail), particularly trips along main public transport routes;
- Encourage staff to pool/share vehicles;
- Ensure new replacement vehicles have improved efficiency over current fleet; and
- Consider the best location for meetings to reduce the total travel distances of all attendees.

The key performance indicator is to achieve a reduction in kg CO2 per km.

### 3.2 Sustainable water use

The majority of water is used by the Canberra Theatre Centre and CMAG. In 2017-18, the CFC's water usage increased from the previous year due to accurate readings of water meters at the Canberra Theatre Centre in 2017-18 and estimated readings of water meters in 2016-17.

Water usage	Unit	2017-18	2016-17	% change
Water use	Kilolitres	7,802	5,941	31%

The most significant opportunities to use water more efficiently are to:

- ensure staff reduce the flow of water to the minimum required;
- ensure all water leaks are reported and fixed; and

- monitor the watering at Calthorpes' House over summer months.

Notes :

- The Canberra Theatre Centre uses energy efficient boilers to heat water.
- Lanyon utilise AAA Water for potable water supply.

The key performance indicator is a reduction in kilolitres.

### 3.3 Sustainable waste, procurement and events

Most waste (as measured and reported) is created by CMAG, CFC Corporate staff and the Canberra Theatre Centre. A significant amount of waste is created by major shows, exhibitions and programs.

Resource efficiency and waste	Unit	2017-18	2016-17	% change
Reams of paper purchased	Reams	747	734	2%
Recycled content of paper purchased	Percentage	49%	49%	-
Waste to landfill	Litres <sup>1</sup>	197,420	186,680	6%
	Tonnes <sup>1</sup>	36.9 <sup>2</sup>	25.2	46%
Co-mingled material recycled	Litres <sup>1</sup>	51,480	51,480	-
	Tonnes <sup>1</sup>	21.9 <sup>3</sup>	51.2	(57%)
Paper & Cardboard recycled (incl. secure paper)	Litres <sup>1</sup>	23,346	22,880	2%
	Tonnes <sup>1</sup>	1.4	1.8	(22%)
Organic material recycled	Litres	Note <sup>4</sup>	Note <sup>4</sup>	-

<sup>1</sup>Not all service providers of waste collection from CFC facilities report the amounts of waste collected in litres. Some provide the amounts in tonnes. It is not possible to convert tonnes to litres, therefore both figures are provided.

<sup>2</sup>The increase in Waste to Landfill tonnage is related to additional waste pick-ups at the Canberra Theatre Centre due to increased activities in the venues.

<sup>3</sup>The decrease in Co-mingled material recycling is due to a larger than usual volume of waste disposal in 2016–17, resulting from the following :

- CMAG was closed temporarily in 2016-17 due to an upgrade HVAC system and administrative areas of North Building were also moved temporarily to another location. In preparation for the move, staff required an extra service to dispose of accumulated waste, which increased waste disposal in 2016-17; and
- The Canberra Theatre had all its seats replaced in 2016-17. Steel from the old seats was recycled and the remainder of the old seats went to waste.

<sup>4</sup>Large amounts of garden waste are collected, composted and re-used to replenish the gardens at the ACT Historic Places. However, it is not possible to quantify the amount of organic material recycled.

The most significant opportunities are to reduce waste to landfill and be more sustainable in our procurement and activities are to :

- Use recycled paper, at least 50% recycled content to be ordered.
- Print only when necessary - this will not only reduce paper wastage but also helps to cut energy required to run printers which in turn will reduce our energy cost and makes the life of our printer longer.
- Printers set as default to black and white, and double-sided.
- Use electronic devices to view, avoid printing and save resources;
- Ensure that stationery is ordered through the Whole of Australian Government (WHOAG) contract suppliers WINC and COS with environmentally friendly alternatives;
- Encourage recycling by having clearly marked bins; and
- Encourage customer use of reusable cups and mugs in the CMAG CAFÉ.

## **Digitisation**

The Electronic Document Records Management System (EDRMS) platform that the CFC uses is HPE Content Manager (TRIM) and WIRE interface. CFC has continued the rollout to digitise our records where possible, thereby reducing waste. ACT Records Services have provided staff with support and training.

## **4. Governance, accountability and review process**

The CFC reports on our sustainability performance via the Annual Report. Monitoring and tracking sustainability performance will allow greater visibility of existing resource use and provide a focus on continuing improvements.

This Resource Management Plan will be reviewed and updated on a three year basis. Interval data will be monitored by the Corporate Officer to monitor performance of venues.

## **5. Budget and resources – link to management systems AND processes**

The responsibility for implementing the RMP rests with the Corporate Finance Section of the CFC.

Where a cost effective project is identified to further reduce operational resource consumption, the project may be able to apply for up front funding under the Carbon Neutral Government Fund.