



# **CARDIFF COUNCIL ENVIRONMENTAL STATEMENT APRIL 2020 - MARCH 2021**

## **1 The Nature and Scale of the Council Activities**

Cardiff Council is the Unitary Authority for Cardiff in South East Wales. The Council is a major employer in Cardiff, and in the wider city region, with a work force of approximately 11,460 FTE employees (March 2021) operating out of over 130 sites across Cardiff, plus schools. The Council provides a wide range of services and facilities to a population of approximately 369,202 people (mid 2020).

## **2 Environmental Priorities**

### **2.1 Green Dragon Environmental Standard**

The Council is accredited to Level 3 of the Green Dragon Environmental Standard. This is an Environmental Management System (EMS) designed to help organisations improve their environmental performance within a formal framework.

The Standard has 5 levels with level 1 requiring an organisation to outline its commitment to environmental management. Progression through the levels requires additional organisational commitment, with Level 5 being roughly equivalent to the International Standard ISO 14001 or European Standard EMAS. The Council achieved corporate registration to Level 3 of Green Dragon in May 2012, following attainment of registration to Level 2 in 2008 and Level 1 in 2006.

Accreditation to Level 3 focuses on practical environmental management and requires an organisation to demonstrate how it is taking action to control and minimise impacts on the environment. The main environmental performance areas that the Council is working to continuously improve include:

- energy and water use,
- fleet transport,
- staff travel,
- waste and
- complying with environmental legislation.

This work is evidenced annually in this Environmental Statement which describes the nature and scale of the organisations internal activities, its current environmental priorities and performance, and its CO<sub>2</sub> e emissions.

### **2.2 Environmental objectives**

The Council acknowledges its role and responsibility for the protection and enhancement of the environment and in helping to progress Cardiff's One Planet

Cardiff vision as a carbon neutral organisation and city. The Council understands that it has a role to lead by example and help deliver environmental improvements, to both within the organisation, and across Cardiff through service delivery, partnership and collaborative working. The Council is in the implementation phase of the Well-Being of Future Generations Act, and registration to the Green Dragon Standard supports the national Well-Being Goals and 5 Ways of Working enshrined within.

In 2020/21, the Council committed to:

1. Maintain corporate registration to Green Dragon Environmental Standard Level 3 and maintain a small group of sites at Green Dragon Level 4.
2. A 3% reduction on energy use (CO<sub>2</sub> e) in Council buildings / streetlighting.
3. A 0% increase in water use in core buildings (*fitted with automatic meter reading*).
4. All Council buildings to have a dry mixed recycling collection and food collection where appropriate.
5. Council buildings to achieve recycling percentage in line with Welsh Government Towards Zero Waste targets (70% by 2025) - based on 2018/19 collection figures and number of sites operating across the estate.
6. Promote cycling and walking and other modes of sustainable travel to staff.
7. A 3% reduction of fleet CO<sub>2</sub>e emissions.
8. Maximise community benefits on larger value procurement contracts.
9. Incorporate sustainability principles into main Council contracts.
10. Raise awareness of biodiversity amongst staff and enhance biodiversity on Council sites.

**Table 1 – Indicator of main year on year targets over past 4 years**

	2017/18	2018/19	2019/20	2020/21
Reduce energy use (CO <sub>2</sub> e) in Council buildings/streetlighting	-31.3%	-33.5%	-8.4%	-19%
Reduce water use in core Council buildings	+2.8%	0%	+3.8%	-53%
Reduce general waste capacity across Council sites	-1.6%	0%	+5.3%	+5.3%
Increase recycling capacity across Council sites	+0.8%	0%	+2.0%	+0.6%
Increase food waste capacity across Council sites	+1.8%	+0.1%	-1.4%	-5.7%
Reduce fleet CO <sub>2</sub> e emissions	+4.6%	-6.3%	-0.1%	-5.5%

### 3. Performance against Objectives and Targets

#### 3.1 Green Dragon Environmental Standard

The Council maintained corporate registration to Green Dragon Level 3 in December 2020. The following sites maintained registration to Level 4:

- Thornhill Crematorium and Cemetery
- Storey Arms Outdoor Education Centre
- Bute Park Education Centre offices.



#### 3.2 A 3% reduction in CO<sub>2</sub> e on last year's energy use in Council buildings / streetlighting



There was a significant 19% reduction in CO<sub>2</sub> e in 2020/21. This is principally due to the significantly reduced occupancy in Council property following the rapid adoption of a homeworking policy as a consequence of the COVID 19 pandemic. With the vast majority of the workforce working from home, council properties were not required to be heated, lit etc and therefore far less energy was used than would be anticipated in an average year. This policy lasted for the entirety of the financial year and continues into 2021/22. Going forward, the Built Environment is one of the key work streams of the Council's One Planet Cardiff Strategy, and will require carbon reduction and offsetting measures to be increased significantly.

Environment is one of the key work streams of the Council's One Planet Cardiff Strategy, and will require carbon reduction and offsetting measures to be increased significantly.

#### 3.3 A 0% increase in water use in core buildings



Water use was reduced by over 50%, but this is due to a significantly reduced number of staff in the core offices due to Covid.

*Sites within corporate objective: County Hall, City Hall.*

#### 3.4 All Council buildings to have a dry mixed recycling collection and food collection where appropriate.



There was a significantly reduced occupancy in Council property following the rapid adoption of a homeworking policy as a consequence of the COVID 19 pandemic, and although this had an impact on waste collections and operations, the capacity for recycling and food waste should not have been impacted by this.

During the year, the capacity for waste did fluctuate and the data shows a general increase in residual waste capacity of 5.34% and a reduction of food waste by 5.73%, with only a 0.6% increase in recycling capacity.

There appears to be a continuing trend for increased waste capacity which signifies an increase in waste generation in Council buildings, and it is therefore recommended that all Council buildings focus on reducing their waste arising, increasing recycling / reuse and move away from single use products.

Additionally, Welsh Government are due to introduce new legislation in 2022 (date yet to be confirmed) which will create a legal requirement for all non-residential buildings to separate their waste and recycling into separate materials. This legislation aims to help Wales create a Circular Economy with a 70% recycling rate by 2025, and Cardiff Council are in support of this aim. Due to this legislation change we predict an increase in recycling and food waste collections in all Council buildings in the next few years.

	2018/19	% Total	2019/20	% Total	2020/21	% Total	Results +/- litres	% change 2019/20 To 2020/21
<b>Residual Waste Capacity p/wk (litres)</b>	351,008	54	369,530	54.88	389,276	56.19	+19,746	+5.34
<b>Recycling Capacity p/wk (litres)</b>	267,602	41.17	272,828	40.52	274,365	39.60	+1,537	+0.56
<b>Food Bin Capacity p/wk (litres)</b>	31,418	4.83	30,965	4.6	29,192	4.21	-1,773	-5.73
<b>Total Capacity p/wk (litres)</b>	650,029	100	673,323	100	692,835	100	+19,512	+2.90

### 3.5 Council buildings to achieve recycling percentage in line with Welsh Government Towards Zero Waste targets (64% by 2020).



The data in Section 3.4 gives an indication of recycling rates for Council buildings during 2020-21. However, as this is based on waste capacity, it is not an accurate reflection due to the disruption caused by the COVID 19 pandemic.

In 2020-21 many of the Council buildings were closed, or operating with a skeleton staff for half of the year or more, and this had a big impact on the waste collections from these sites. There was 72% less waste collected, compared to the year before. On average, this resulted in a 77% reduction in total recycling and food waste collections and a 78% reduction in total general waste collections. With an estimated recycling rate of 35%, the Council buildings did not meet the 64% recycling target for 2020/21.

The new legislation referred to in 3.4, will result in all Council buildings needing to change the way they store and present their recycling, and will insist on separate containers for metal/plastic, card/paper, glass and food.

Recycling separation trials have already begun in County Hall. The aim of the trial is to identify the best way to support Council buildings in meeting these new legal requirements. The trial started on 14<sup>th</sup> June 2021, and if successful, will be rolled out to all Council buildings ahead of the new legislation.

Based on estimations	2020/21	% Total
<b>Residual Waste Collected p/wk (litres)</b>	122,277	64.53
<b>Recycling Collected p/wk (litres)</b>	60,322	31.84
<b>Food Waste Collected p/wk (litres)</b>	6,878	3.63
<b>Total Capacity p/wk (litres)</b>	189,477	100

### 3.6 Promote cycling and walking and other modes of sustainable travel to staff



A 'Cycle to Work scheme and free cycle training are available for Council employees. Active travel information is also available. Cardiff Council has signed up to the 'Healthy Travel Charter' which sets out commitments to support healthy travel.



As a result of the rapid changes to working patterns resulting from Covid-related requirements and restrictions, commuting journeys have undergone a radical shift, with a significant proportion of Council staff having been working from home throughout the pandemic. Work is underway to map out longer term changes to ways of working, which will inform how best active and sustainable travel can continue to be promoted to staff in the future.

### 3.7 A 3% reduction of fleet CO<sub>2</sub> e emissions based on 2019/20 emissions

The CO<sub>2</sub> e emissions from Council fleet vehicles in 2020/21 (not incl staff mileage in own vehicles) are in line with the reduced fuel usage, and a 5.5% reduction across the entire Council fleet can be assigned to the reduced individual vehicle use which is a direct effect of the COVID-19 pandemic. 2021/22's introduction of E-fleet vehicles will aid in the continued reduction of fleet CO<sub>2</sub> e emissions.

### 3.8 Maximise community benefits on larger value procurement contracts.



The [Council's Socially Responsible Procurement Policy](#) sets out how the Council aims to maximise the social, economic, environmental and cultural wellbeing benefits delivered for communities through its annual £482 million procurement spend. The Policy has been shaped by the Wellbeing of Future Generations Act and other national policy. The Policy will be updated in late 2021 and reducing the Council's carbon footprint and promoting the foundational economy sections will be strengthened.

To maximise the community benefits delivered through Council contracts the Council started to roll out the use of the Welsh 'Themes, Outcomes & Measures (TOMs) Social Value Measurement Framework' and Social Value Portal from the summer of 2020. The Welsh TOMs measures have been structured around the Council's Well-being Themes and provide proxy financial values against each which supports an objective assessment of tenderers social value 'offer'. The roll out of the Welsh TOMs will continue in 2021/22 and the impact of Covid/Brexit material and labour costs increases will be monitored to see how this impacts on tenderers social value offer.

### 3.9 Incorporate sustainability principles into main Council contracts.

As the longest accredited Living Wage Council in Wales and the first public sector organisation to sign up to the Code of Practice: Ethical Employment in Supply Chains the Council has a clear commitment to ethical procurement. In terms of the 'real' Living Wage in November 2019 Cardiff was recognised as the UK's second Living Wage City. The Council and partners are working together to deliver an ambitious 3-year action plan with the aim of increasing the number of accredited Living Wage employers and employees in Cardiff. The Council is encouraging other organisations to become accredited Living Wage employers through mechanisms such as our Living Wage Accreditation Support Scheme for SMEs and encouraging tenderers to become accredited. We have increased the number of accredited Living Wage employers in Cardiff from 46 in May 2017 to 138 in May 2021 with over 8,000 people receiving a pay rise to the real Living Wage and nearly 60,000 people working for a Cardiff based accredited Living Wage employer. The Council has also supported the establishment of [www.livingwage.wales](http://www.livingwage.wales) website.

The Council's [Modern Slavery Statement](#) is published annually in April and sets out what the Council is doing and will do to tackle modern slavery in Cardiff. A successful training programme has been completed by nearly 3,000 staff.

The Procurement Team worked with WRAP Cymru in 2020/21 to analyse procurement spend and identify opportunities to close material and product loops through recycling and reuse. A WRAP circular procurement training programme was delivered in late 2020 to the Procurement Team and key staff engaged in the procurement process. We will look to continue to work with WRAP in 2021/22. Circular procurement will be embedded into the Council's new Socially Responsible Procurement Strategy in 2021 and will also link strongly to the One Planet Cardiff Strategy.

### **3.10 Raise awareness of biodiversity amongst staff and enhance biodiversity on Council sites**



Cardiff Council's Ranger Service has continued to work with partners to protect and enhance biodiversity across the City. Due to the COVID 19 pandemic restrictions practical volunteer work has been on hold throughout the year however the team has continued to support the network of friends and volunteer groups through correspondence and virtual meetings.

Due to the COVID 19 pandemic restrictions the 'Giving Nature a Home' partnership project with RSPB and Buglife was reviewed and renewed to enable more community engagement online.

Plans are progressing to develop Forest Farm as a volunteer hub. The Network Rail funded a 'No net loss' project for Forest Farm has continued enabling a variety of habitat management and restoration projects across the site. Workshops to develop volunteer skills to help with survey work for the project and on a wider basis have been postponed until 2021/2022 due to the COVID 19 pandemic restrictions.

The Cardiff Local Nature Partnership continues to work with Local Authorities and National Parks across Wales through the Welsh Government funded Local Nature Partnership Cymru project, sharing ideas and best practise for enhancing biodiversity and identifying opportunities for cross-boundary projects to improve habitat and species connectivity and increase ecosystem resilience.

Additional funding for a 'green walls' project and equipment to improve the management of grassland for pollinators was provided through Welsh Government's 'Local Places for Nature' scheme this year. These projects were implemented in partnership with the Wildlife Trust of South and West Wales.

The Council has published its Biodiversity and Resilience of Ecosystems Duty (BRED) report in accordance with Section 6 of the Environment (Wales) Act and is working to raise cross-departmental awareness of the Council's biodiversity obligations.

### **3.11 Information & communications technology (ICT) equipment**

The Council's ICT equipment policy is to keep ICT equipment in use for as long as possible with no automatic "end of life" date. Corporate ICT equipment is specified for a long service life and purchased with a 4 year manufacturer's warranty. It is used until it either fails outside of warranty and is beyond economic repair, or is no longer supported by manufacturer software updates.

All new PCs and laptops are now specified with solid state disks for greater reliability, as there are no longer any moving parts there is nothing to wear out and they are more resilient to damage from knocks. Equipment that is replaced due to user performance demands is kept for reallocation to other users within the Council, whose processing requirements may be lower.

Once equipment is assessed as “end of life” it is collected by an accredited WEEE complaint information technology asset disposal company, who were selected for their ability to provide certified erasure/cleansing of data to government standards. This company also repairs and refurbishes equipment where possible for ongoing use. Anything they cannot refurbish is broken down into its various components such as plastic, metal, circuit boards, batteries and passed on to companies specialising in the recycling of those products thereby minimising what would go into landfill.

Due to Coronavirus lockdown, during the year April 2020 – March 2021 no equipment has been sent for recycling. This is due to both the lockdown and the demand for additional equipment needed to be used at home.

With an anticipated Council move towards agile working it is expected that future purchases will prioritise laptops which can be used both at home and in the office which may result in a reduction in the number of supported units.

Currently, Cardiff schools are responsible for the disposal of their own ICT equipment and make their own arrangements though many use the same company as Corporate ICT. From September 2021 a new support ‘support level agreement’ is being implemented which means ICT will assist schools in the recycling of equipment.

### **3.12 Paper use**

Cardiff Council uses Forest Stewardship Council and EU Ecolabel approved 100% recyclable printing paper in all its 52 Printsmart photocopier sites across the Council's offices. This accounts for the majority of all internal printing across the Council, but some printing is still done on small desktop printers for which we do not have paper use figures. Between April 2020 and March 2021, due to the COVID 19 pandemic, printing has reduced by around 50% to 8.5 million A4 sheets. Staff working from home are finding alternate ways to correspond and work to reduce their time in offices which has had the most impact on the reduction of printing.

### **3.13 Climate Emergency Declaration**

On 28th March 2019 Cardiff Council approved a motion to declare a Climate Emergency.

The Welsh Government also declared a climate emergency on 29th April 2019, the day after the Scottish Government and followed by the UK Government on 1st May. The Welsh Government has already announced its ambition for the Welsh public sector to be carbon neutral by 2030. This is ahead of the UK Government's pledge for the UK as a whole to be carbon neutral by 2050.

Capital Ambition, the Council's vision for the city, makes clear that responding to climate change and ensuring the city's growth is managed sustainably is a priority.

*'Growth must be sustainable and resilient. That is why [we will] prioritise sustainable transport modes, maintain the drive to increase recycling rates, and take bold steps to ensure we play our part in combating climate change.'* - Capital Ambition

The Council is working towards becoming a carbon neutral organisation and city by 2030. This will be detailed in the One Planet Cardiff Strategy, due to be published in autumn 2021.

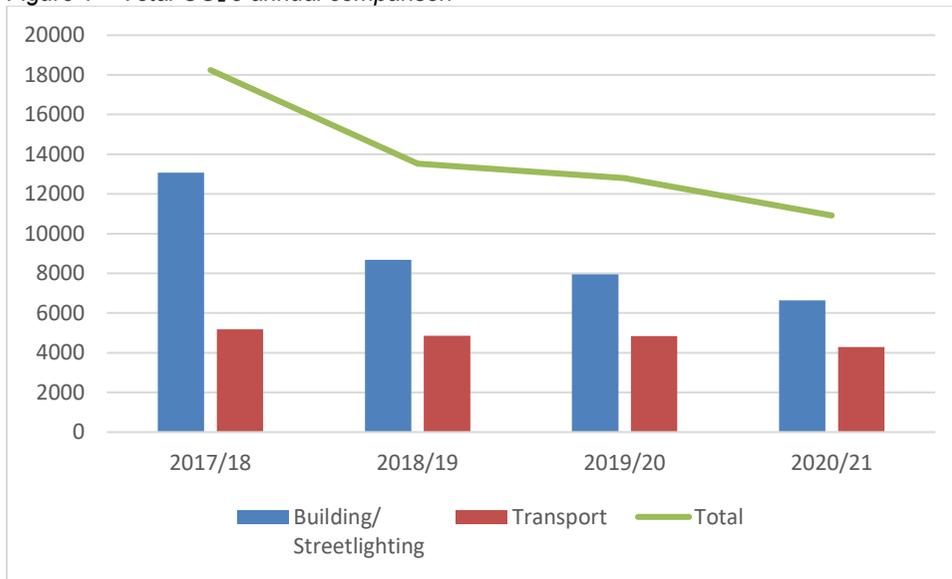
## 4. Carbon Dioxide Emissions <sup>1</sup>

### 4.1 Total CO<sub>2</sub>e emissions

Source	CO <sub>2</sub> Emissions (Tonnes CO <sub>2</sub> e) 2017/18	CO <sub>2</sub> Emissions (Tonnes CO <sub>2</sub> e) 2018/19	CO <sub>2</sub> Emissions (Tonnes CO <sub>2</sub> e) 2019/20	CO <sub>2</sub> Emissions (Tonnes CO <sub>2</sub> e) 2020/21
Building/Street lighting	13,069	8,685	7,956	6,437
Transport	5,174	4,850	4,844	4,286
<b>Total</b>	<b>18,243</b>	<b>13,535</b>	<b>12,800</b>	<b>10,723</b>

Total CO<sub>2</sub>e emissions are the lowest recorded in the past four years. While this is predominantly due to the COVID 19 pandemic, a reduction in the Council estate and staff numbers and a decarbonisation of the national grid, a contributory factor is the Council's continued environmental performance to minimise adverse effects on our environment. Note that these figures do not include Cardiff schools and are therefore not the same as the CO<sub>2</sub>e emissions reported for the Welsh Government Carbon Neutral Public Sector purposes.

Figure 1 – Total CO<sub>2</sub>e annual comparison



<sup>1</sup> UK Government Energy & Climate Change Greenhouse Gas conversion factors for company reporting (2018, 2019, 2020 and 2021). Total direct Greenhouse Gas equivalent (CO<sub>2</sub>e) conversion factors used for all transport based emissions.

## 4.2 Buildings/Street Lighting <sup>1</sup>

	Amount used 2017/18	Amount used 2018/19	Amount used 2019/20	Amount used 2020/21	Tonnes CO <sub>2</sub> (e) 2017/18	Tonnes CO <sub>2</sub> (e) 2018/19	Tonnes CO <sub>2</sub> (e) 2019/20	Tonnes CO <sub>2</sub> (e) 2020/21
Natural Gas	15,995,395 KWh	14,268,689 KWh	13,944,695 KWh	12,733,527 kWh	2,946	2,623	2,564	2,332
Oil	19,653 Litres	15,243 litres	16,524 litres	9,470 litres	53	41	44	24
Electricity Buildings	14,180,837 KWh	13,225,204 KWh	12,855,529 KWh	9,147,200 kWh	4,985	3,380	2,997	1,942
Electricity Street lighting	14,464,481 KWh	10,333,705 KWh	10,086,062 KWh	10,073,388 kWh	5,085	2,641	2,351	2,139
<b>Total</b>					<b>13,069</b>	<b>8,685</b>	<b>7,956</b>	<b>6,437</b>

Figure 2 – Buildings/Street Lighting CO<sub>2e</sub> annual comparison

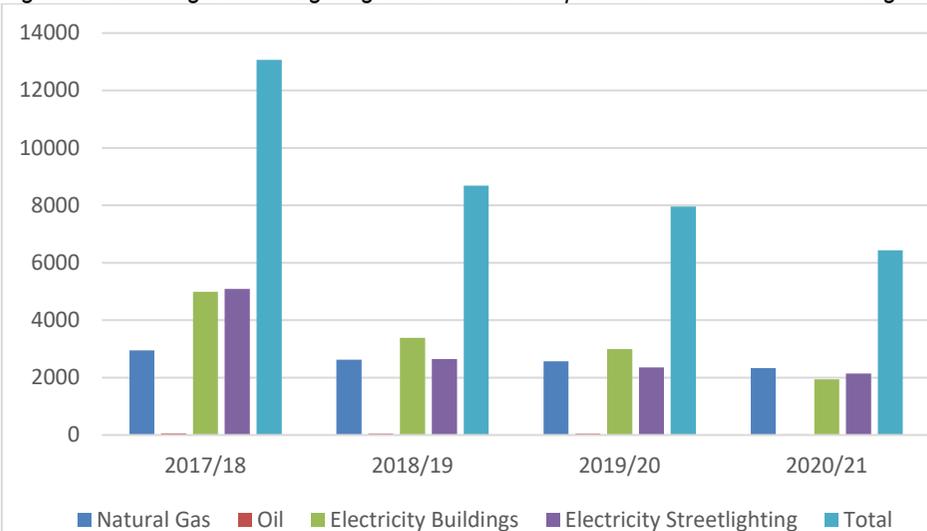
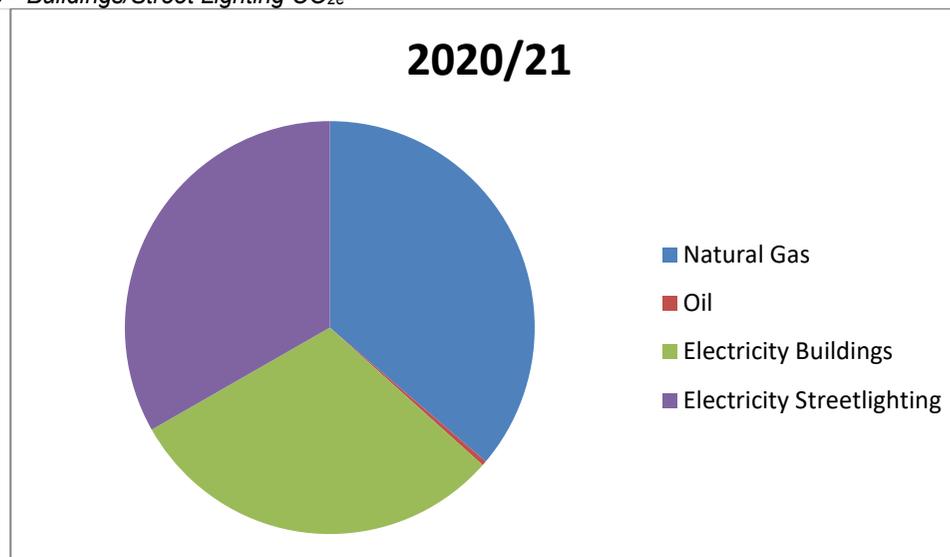


Figure 3 - Buildings/Street Lighting CO<sub>2e</sub>



<sup>1</sup> UK Government Energy & Climate Change Greenhouse Gas conversion factors for company reporting (2021). Total direct Greenhouse Gas equivalent (CO<sub>2e</sub>) conversion factors used for all transport based emissions.

There has been an overall steady decrease in Carbon emissions from buildings since 2013/14, and a further reduction in the past year of 19%. This is principally due to the significantly reduced occupancy in Council property following the rapid adoption of a homeworking policy as a consequence of the COVID 19 pandemic. Going forward, the Built Environment is one of the key work streams of the Council's One Planet Cardiff Strategy, and will require carbon reduction and offsetting measures to be increased significantly.

The electricity for street lighting has seen a continued reduction due to the continuing rollout of LED lights across the city and a revised dimming regime.

### 4.3 Transport

	Amount used 2017/18	Amount used 2018/19	Amount used 2019/20	Amount used 2020/21	Tonnes CO <sub>2</sub> (e) 2017/18	Tonnes CO <sub>2</sub> (e) 2018/19 <sup>1</sup>	Tonnes CO <sub>2</sub> (e) 2019/20	Tonnes CO <sub>2</sub> (e) 2020/21
Fleet Diesel	1,635,515 Litres	1,651,456 Litres	1,713,222 Litres	1,535,589 Litres	4,370	4,090	4,121	3,858
Fleet Unleaded	29,533 Litres	26,739 Litres	28,760 Litres	27,874 Litres	68	64	66	61
Fleet Gas Oil	55,925 Litres	47,087 Litres	47,826 Litres	55,830 Litres	165	130	123	154
Essential & casual user** car	1,945,122 miles	1,948,460 miles	1,934,776 miles	789,343 miles	571	566	534	213
<b>Total</b>					<b>5,174</b>	<b>4,850</b>	<b>4,844</b>	<b>4,286</b>

\*\*Estimate based on average all car types and unknown fuel

2020/21 has been a success in terms of CO<sub>2</sub> (e) reductions, with an 11.5% decrease when compared to 2019/20 results.

The impact of the COVID-19 pandemic has been a factor on these figures, and although individual vehicle usage has decreased, the number of vehicles has increased. This is a direct effect of having to abide by social distancing measures. Once these two factors have been taken into account the Council has still recorded a 11.5% reduction. The COVID 19 pandemic is unlikely to have the same effect in 2021/22, however, steps are being taken to mitigate any increases that arise as part of the COVID-19 recovery.

Waste management will be introducing a brand new Electric RCV (E-Collect), and following testing, an order for an additional 5 electric vehicles has been placed. In addition, the Councils Electric Vehicle Charging Infrastructure has now taken steps towards implementation, allowing the EV replacement programme to pick back up again which should further aid in 2021/22's outlook.

Figure 4 – Transport CO<sub>2</sub>e annual comparison

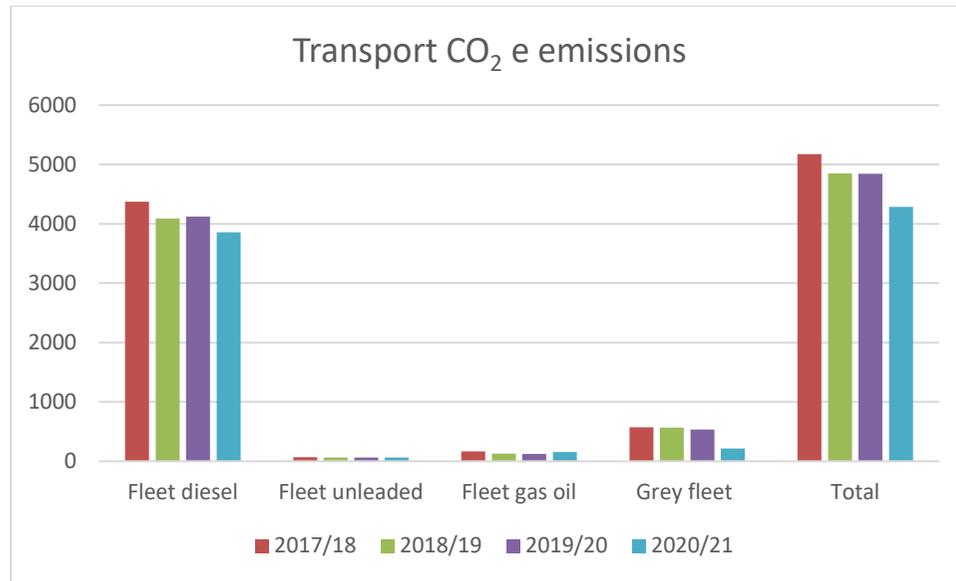
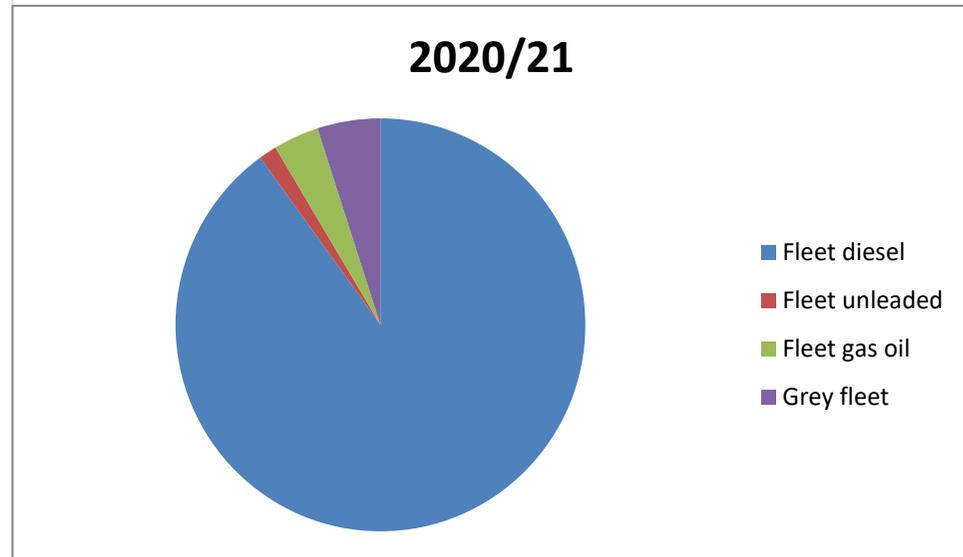


Figure 5 – Transport CO<sub>2</sub>e 2019/20



A handwritten signature in black ink, appearing to read 'Paul Orders', with a long horizontal stroke extending to the right.

PAUL ORDERS, CHIEF EXECUTIVE  
CARDIFF COUNCIL  
OCTOBER 2021