

ILLINOIS REGISTER

ILLINOIS GREEN GOVERNMENTS COORDINATING COUNCIL

NOTICE OF ADOPTED RULES

TITLE 71: PUBLIC BUILDINGS, FACILITIES AND REAL PROPERTY
CHAPTER IX: ILLINOIS GREEN GOVERNMENTS COORDINATING COUNCIL

PART 2500
AGENCY SUSTAINABILITY PLANNING TOOL

Section

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AUTHORITY: Implementing and authorized by Green Governments Illinois Act [20 ILCS 3954].

SOURCE: Adopted by emergency rulemaking at 32 Ill. Reg. 2984, effective February 29, 2008; adopted at 32 Ill. Reg. _____, effective _____.

Section 2500.10 Applicability of Requirements

The requirements in this Part must be met by all State agencies as defined in Section 2500.20. The agency sustainability planning tool will also be made available for voluntary use by units of local government and educational institutions.

Section 2500.20 Definitions

Agency Sustainability Plan – The sustainability assessment and plan completed using the Agency Sustainability Planning Tool.

Agency Sustainability Planning Tool – The internet-based sustainability assessment and planning and reporting application, available on the Council's website.

Act – The Green Governments Illinois Act [20 ILCS 3954].

Council – The Illinois Green Governments Coordinating Council created by the Green Governments Illinois Act and authorized by the Act to create the agency sustainability planning tool.

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Sustainability Goal – A general statement of intended outcome.

Measure for Assessment – A unit for determining success of a sustainability objective.

Sustainability Objective – A specific result expressed as a quantity achieved in a certain time frame.

State Agency – An Agency described in the Illinois State Auditing Act [30 ILCS 5/1-7], excluding any agencies with 10 or fewer full-time equivalent employees.

Sustainability Progress Report – An annual statement of performance toward sustainability objectives.

Sustainability Strategy – An action-step needed to achieve a desired sustainability objective.

Section 2500.30 Sustainability Committee

- a) The director or chief executive of each State agency, or his or her designee, shall appoint staff to an agency-specific Sustainability Committee.
- b) Each Sustainability Committee shall be responsible for completing the agency sustainability plan.
- c) The director or chief executive of each State agency, or his or her designee, shall appoint persons with knowledge, skills and abilities in each of the areas of operation contained in the agency sustainability plan.
- d) The director or chief executive of each State agency, or his or her designee, shall appoint one member of the Sustainability Committee, who is also a senior member of management, as liaison to the Council.
- e) Unless the director or chief executive of each State agency, or his or her designee, otherwise notifies the Council, the liaison will have all rights and responsibilities of the director or chief executive as pertaining to agency responsibilities under the Act.

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Section 2500.40 Agency Sustainability Plans and Sustainability Progress Reports

- a) Any State agency that does not have an agency sustainability plan on file with the Council as of the effective date of this Part shall file an agency sustainability plan no later than 90 days after the effective date of this Part.
- b) A State agency shall submit its agency sustainability plan via the agency sustainability planning tool on the Council's website. If using the agency sustainability planning tool would impose extraordinary costs, the State agency may submit its plan using the paper-based form in Appendix A.
- c) Each State agency sustainability plan shall include an assessment of environmental impacts in each of the applicable areas of operation:
 - 1) Transportation
 - 2) Purchasing of Goods and Services
 - 3) Office Operations
 - 4) Facility Management
 - 5) Construction and Renovation
- d) Each State agency sustainability plan shall include sustainability goals, objectives, strategies and measures for assessment of progress in each of the applicable areas of operation listed in subsection (c).
- e) A State agency must submit at least one sustainability goal and related sustainability objective, sustainability strategy and measure for assessment. A State agency may submit multiple sustainability goals, objectives, strategies and measures for assessment.
- f) The State agency must submit a revised sustainability plan by no later than three years after the date of the initial plan.
- g) Each State agency shall complete the sustainability progress report on or before July 1, 2008 and on or before June 1 of each subsequent year. The State agency may, but is not required to, revise the agency sustainability plan at the time of submitting the sustainability progress report.
- h) Any plans, reports or other submissions to the Council shall be sent to Green Governments Coordinating Council, c/o Lt. Governor's Office, 100 W. Randolph, Suite 15-200, Chicago, Illinois 60601.

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- i) Any materials submitted via the Council's website need not also be submitted by paper.

Section 2500.50 Enforcement

- a) The Council will not give any State agency any award authorized by the Act if the agency has not submitted required agency sustainability plans and complied with all reporting requirements.
- b) The Council shall publish a list of all State agencies with their plan submission and reporting status. The list shall be posted on the Council's website and otherwise made available to the public.

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Section 2500.APPENDIX A Agency Sustainability Plan Template



**State of Illinois
Illinois Green Governments Coordinating Council**

Agency Sustainability Plan Template

Area of Operations: Office Operations

Goal: _____
Objective: _____
Measure: _____
Strategy: _____
Strategy: _____
Strategy: _____

Goal: _____
Objective: _____
Measure: _____
Strategy: _____
Strategy: _____
Strategy: _____

Area of Operations: Purchasing of Goods and Services

Goal: _____
Objective: _____
Measure: _____
Strategy: _____

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Strategy: _____
Strategy: _____

Goal: _____
Objective: _____
Measure: _____
Strategy: _____
Strategy: _____
Strategy: _____

Area of Operations: Transportation

Goal: _____
Objective: _____
Measure: _____
Strategy: _____
Strategy: _____
Strategy: _____

Goal: _____
Objective: _____
Measure: _____
Strategy: _____
Strategy: _____
Strategy: _____

Areas of Operations: Facility Management

Goal: _____
Objective: _____
Measure: _____
Strategy: _____
Strategy: _____

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Strategy: _____

Goal: _____

Objective: _____

Measure: _____

Strategy: _____

Strategy: _____

Strategy: _____

Area of Operations: Construction and Renovation

Goal: _____

Objective: _____

Measure: _____

Strategy: _____

Strategy: _____

Strategy: _____

Goal: _____

Objective: _____

Measure: _____

Strategy: _____

Strategy: _____

Strategy: _____