



City of Belmont

Attachments

Standing Committee (Environmental) Meeting

**Held
14 November 2016**





Standing Committee (Environmental)

Item 10.1 refers

Attachment 1

**Environment and Sustainability
Strategy Progress**

Ongoing Strategy Actions

Chapter	Action	Progress
1. CORPORATE PHILOSOPHY		
1.a)	Conduct an annual internal audit of the Environmental Management System	New audit questions for Environment standard developed, for upcoming Internal Audit to be conducted November- December 2016.
1.b)	Raise Councillor and staff awareness of environmental issues and initiatives including seminars, workshops and training opportunities	Article included in the September staff Team Brief promoting the Clean NRG Solar Battery Storage presentation and Memorandum distributed to Councillors inviting attendance.
1.c)	Encourage City of Belmont staff to participate in environmental events and promote environmental observance dates such as the International Day of Forests, World Water Day, Earth Hour, World Environment Day and National Recycling Week	<ul style="list-style-type: none"> • Staff lunchtime wildflower walk held at Tomato Lake bushland on 28 September with 5 participants. Birds and wildflowers spotted included the Yellow-rumped Thornbill (including nests), Mistletoebird, Mignonette Orchid, Fringed lily, Purple fairy orchids, Purple flag and <i>Conostylis candidans</i>. • Article included in the October staff Team Brief promoting National Recycling Week and the City's environmental performance relating to electricity consumption at the Administration Building, Operations Centre and Harman Park Community Centre.
1.d)	Continue to participate in the Waterwise Council Program by reporting annually to the Water Corporation on water actions implemented	<ul style="list-style-type: none"> • Environmental Officer attended the 2016 annual Waterwise Council Forum. • City of Belmont Water Efficiency Action Plan 2016-2021 was endorsed at the 25 October 2016 Ordinary Council Meeting and submitted to Department of Water
Land Use Planning and Development Control		
1.e)	Follow Department of Environment Regulation guidelines and update City records when notification is received of sites reported or classified under the <i>Contaminated Sites Act 2003</i> (WA)	Contaminated sites included as a spatial constraint in the Planning module of Intramaps, and manual data entry layer created for sites without a property address in Pathway (i.e. road / drainage reserves).
1.f)	Conduct annual review of standard environmental planning conditions	Review completed of standard subdivision and development approval conditions and footnotes, relevant to environment (contaminated sites and acid sulfate soils).
1.g)	Ensure the risk of exposure of actual or potential Acid Sulfate Soils is considered for all developments and apply conditions for further investigation and remediation if required	Advice provided to Perth Racing regarding potential disposal of dewatering effluent into the Ascot Racecourse lakes.

2. COMMUNITY AWARENESS, ENGAGEMENT AND BEHAVIOUR CHANGE	
2.a)	<p>Improve environmental practices of small- medium sized enterprises through the Business Environmental Assessment Project</p> <p>Total visits September= 16</p> <ul style="list-style-type: none"> • 5 assessments (2 breach, 2 compliant, 1 minor improvements recommended) • 8 follow up assessments (3 breach, 2 compliant, 2 high risk, 1 minor improvements recommended) • 3 premises visits (require assessment). <p>Total visits October= 6</p> <ul style="list-style-type: none"> • 5 assessments (1 breach, 1 compliant, 2 high risk, 1 minor improvements recommended) • 1 follow up assessment (compliant).
2.b)	Work with Perth Region NRM, SERCUL and other relevant authorities to implement the Canning Plain Catchment Management Plan
2.c)	Continue partnerships with SERCUL, Perth Airport and environmental volunteers, including ongoing attendance at relevant meetings
2.d)	<p>Recognise local businesses for significant environmental achievements through an annual recognition event and promotion in Case Studies Information Sheets</p> <ul style="list-style-type: none"> • 2016 Environmental Achievers Program for Business Recognition Event held 14 September with 38 attendees and a presentation from the Alternative Technology Association on Commercial Solar, Battery Storage and Electric Vehicles. Food Rescue, Hero Engineering & Textile Clothing Footwear Resource Centre of WA were recognised, with Hero Engineering the winner of the E-Bike Voucher. Nominations for 2017 Program opened with the Nomination Form distributed and available on the City of Belmont website. • 2016 Case Studies Information Sheet completed and uploaded on website from October.
2.e)	Organise environmental events/ activities including for schools and community groups to promote values of the natural environment and increase volunteer involvement in natural areas
2.f)	Erect information signage in areas of environmental significance to raise awareness and promote community appreciation of the local environment

<p>2.g)</p>	<p>Provide regular updates in the City's newsletters; Belmont Business Talk and Belmont Bulletin to promote environmental and sustainability programmes, initiatives and events</p>	<ul style="list-style-type: none"> Articles published in September Belmont Bulletin on foreshore stabilisation works adjacent to Ascot Racecourse, Council endorsement of Environment and Sustainability Strategy and promoting October events. Articles published in October Belmont Bulletin promoting the Green Cleaning in Spring workshop and National Recycling Week.
<p>3. NATURAL ENVIRONMENT AND BIODIVERSITY</p>		
<p>3.a)</p>	<p>Progress the objectives and key actions of the Urban Forest Strategy</p>	<ul style="list-style-type: none"> Street Tree Inventory uploaded onto IntraMaps with data editing functionality. Officers met with Dept Planning who are reviewing their role in urban forest/ tree canopy, following preliminary feedback of the Strategic Assessment of "Perth and Peel @ 3.5 million". Review completed of standard subdivision and development approval conditions and footnotes, relevant to protection of street trees. Officer presented to the Kalamunda Environmental Advisory Committee on the City's Urban Forest Strategy. Officers attended meeting of the Perth Metropolitan Parks Managers group and the lead 2020 Vision team, to discuss a coordinated approach to urban forestry across the Perth Metropolitan Region. Urban Forest Councillor workshop held 31 October. New online "request a street tree" form created and available on the City of Belmont website. Advertising commenced encouraging residents and businesses to request a street tree for 2017 winter planting. Article published in the October Belmont Bulletin promoting Urban Forest.
<p>3.b)</p>	<p>Implement management actions for natural areas, as per the Environmental Maintenance Plan, schedules and reserve management plans</p>	<p>Officer attended meeting on Australian White Ibis Stakeholder Proposal for a regional study on populations involving radio tracking. Updated ibis count at Tomato Lake found approximately 500 ibis present on three islands. This is a significant increase from 2015, when approximately 200 ibis were counted restricted to one island. Advice is being sought from an ornithologist regarding potential control or deterrence methods.</p>

4. PREVENTION OF POLLUTION AND ENVIRONMENTAL DEGRADATION	
4.a)	<p>Respond to water quality issues such as unauthorised discharges, disposal of liquid waste and erosion/sedimentation, utilising the <i>Dust and Liquid Waste Local Law 2007</i>, <i>Environmental Protection (Unauthorised Discharges) Regulations 2004</i>, <i>Litter Act 1979</i>, and <i>Health Local Law 2002</i></p>
4.b)	<p>As per Sampling and Analysis Plan, implement regular stormwater monitoring of nutrient and non-nutrient contaminants with submittal of results to the Department of Water's Water Information Network and quarterly summary reports to internal stakeholders</p>
5. RESOURCE USE, WASTE AND CARBON EMISSIONS	
5.a)	<p>At time of scheduled upgrade of City buildings, set benchmarks for environmental sustainability</p>
Energy Management and Carbon	
5.b)	<p>Investigate new energy efficient technology when replacing assets such as street and civic lighting, internal lighting, HVAC systems and pumps</p>
5.c)	<p>All new carpark lighting to consist of energy efficient technology</p>
	<p>Two infringements were issued to a single business in September 2016. These were for breaches of the <i>Environmental Protection (Unauthorised Discharges) Regulations 2004</i> observed in August 2016 during a joint Planning/Environment inspection of two premises operated by a single business. One of the breaches was in connection with a metal coating operation which did not have relevant planning approvals. This, unapproved, activity has since been ceased at this site as a result of planning advice to the operator.</p> <p>Stormwater Sampling undertaken 29 September 2016.</p>
	<ul style="list-style-type: none"> • Owners Project Requirements document for the Faulkner Civic Precinct Community Building sets a 75% target for recycling. • Officers attended Sustainability Officer Network Group (SONG) meeting at Mills Park in City of Gosnells, a 6 star Green Star facility. <ul style="list-style-type: none"> – Jessie Parrish, Switch Your Thinking Project Coordinator presented the outcomes of a Switched on Homes trial involving SMS messages, communication channels, voltage optimisation units and built form. – Tour of Mills Park – the first 6 green star public building in Australia. – Ruth Levett, Waste Education Coordinator at Rivers Regional Council presented on waste education and the waste stream.
	<p>Miles Park Community Centre Upgrade commenced: LED lighting throughout the clubrooms, change rooms etc</p> <p>Following retrofits completed:</p> <ul style="list-style-type: none"> • Garvey Park Car Park Lighting : Change over fittings to LED • Ascot Water River walk Bollard Lighting: Change over bollards to LED

	Water Efficiency	
5.d)	Hold regular meetings of Groundwater Use Strategic and Operational Teams to manage the use of the City's groundwater resources, utilising the Groundwater Use Management (GUM) Software package	<ul style="list-style-type: none"> Groundwater Use Management Strategic meetings were held on 15 September and 12 October. Environmental Officer attended Australian Water Association WA Policy Seminar on "doing more with less", which focused on water supply and services.
5.e)	Investigate new water efficient technology when replacing existing assets such as cisterns and taps	Miles Park Community Centre Upgrade commenced: New WELS rated fittings installed (i.e. cisterns, tap and shower heads etc).
	Waste Reduction	
5.f)	Conduct annual audit of bulk bin at Civic Centre to monitor recyclable material being disposed to landfill	<p>Annual waste audit was completed for general* waste disposed of over one day from the Civic Centre and Library, on 4 October. (*i.e. material placed in the blue skip bin and wheelie bins destined for landfill). The audit involved sorting the waste into categories, then measuring weight and estimating volume of recyclable and non-recyclable components.</p> <p>Key results were that:</p> <ul style="list-style-type: none"> 25% (by weight) of the material general waste in the blue skip bin and wheelie bins destined for landfill consisted of recyclable paper/or cardboard. a further 25% (by weight) was organics that could potentially be recycled, if adequate composting facilities were available. <p>Results and recommendations summarised in a written report: "2016 Audit of Administration Building General Waste Stream"- ECM Document Set ID 2851016.</p>
6. CLIMATE CHANGE ADAPTATION		
6.a)	Participate in the Future Proofing program being coordinated by the EMRC	<p>Officer attended EMRC's Transport and Alternative Energy Climate Change Seminar on 28 October, which included presentations on:</p> <ul style="list-style-type: none"> Auto-dependent Cities RAC, Autonomous vehicles (Intellibus). City of Belmont, eBike trial case study. Clean Energy Council, Battery storage and alternative energy initiatives.
6.b)	Implement the City of Belmont Local Climate Change Adaptation Plan	Officer attended presentation on the WALGA/ LGIS Discussion Paper: <i>Disclosing Hazard Information: The Legal Issues</i> , in relation to Natural Hazards such as contaminated sites, bush fire risk, erosion, flooding etc.
6.c)	Manage climate change risks in RMSS	All operational climate change risks were reviewed in October 2016.

Progress of Environment and Sustainability Strategy implementation - new actions - September - October 2016

Chapter : CORPORATE PHILOSOPHY

Ref	Action	Target	September Progress	October Progress
1.1	Review Council Policy NB4. Dangerous Trees to ensure compliance with the Environmental Protection (Clearing of Native Vegetation) Regulations 2004.	Policy amended in 2016 review of City of Belmont Council Policy Manual.	Action completed 27 September with Council endorsement of revised Council Policy NB4. Dangerous Trees, to ensure compliance with the Environmental Protection (Clearing of Native Vegetation) Regulations 2004.	Completed
1.2	Consider WALGA's Draft Discussion Paper Divestment in Fossil Fuels - Opportunities for Local Governments in WA, in annual review of Council Policy BEXB35- Investment of Funds.	Outcome of consideration noted in Attachment to Standing Committee (Environmental).	Action completed 27 September 2016 with Council endorsement of amended Council Policy BEXB35- Investment of Funds to include reference to fossil fuels.	Completed
1.3	Consider formation of a staff Environment and Sustainability Continuous Improvement Team.	Draft Terms of Reference developed for consideration by the Business Improvement Team.	No update	First meeting held 3 October, with 11 staff attending. 33 suggestions were raised, the majority of which related to waste minimisation. Results presented to the Business Improvement Team, and investigation and implementation is underway.
1.4	Develop guidelines and assist and encourage applicants for unit developments to establish verge landscaping that supports environmental outcomes and other community benefits.	Guidelines developed and published on City of Belmont website.	No update	No update
1.5	Implement an environmental induction program for new staff, with staff in relevant roles to complete Waterwise Garden and Irrigation, Water Auditing and Fertilise Wise training.	<ul style="list-style-type: none"> Online staff environmental induction developed and available for use. All new staff invited to complete. Completion status of Waterwise training reviewed prior to annual Waterwise Council Program re-endorsement. 	Content under review by Human Resources Department	No update
1.6	Promote relevance of environment/ sustainability to the City's values, the "Innovation Webform" and relevant categories of the Star Awards (i.e. innovation).	Reference made in online staff environmental induction and in one Team Brief article annually.	Completed for 2016/17	Completed for 2016/17
1.7	Review environmental legislation matrix and include in staff induction.	Review complete and matrix published on Belnet, with relevant content included in online staff environmental induction.	No update	No update
1.8	Create central register of updates received through Enviro Law stating relevance to City Operations, subsequent changes implemented to City procedures and communication undertaken.	Document created, registered on ECM and updated quarterly.	No update	No update
1.9	Incorporate environmental considerations when planning major community events.	<p>Major events (Avon Descent Family Fun Day, Autumn River Festival, Kidz Fest and Let's Celebrate Belmont Festival Finale) promote or encourage sustainability practices of attendees through:</p> <ul style="list-style-type: none"> reference in promotional material and/ or provision of relevant activities, services or facilities at event. 	No update	<p>Following aspects incorporated into the Let's Celebrate Belmont Festival</p> <ul style="list-style-type: none"> Festival guide, posters, website and social media messages promote TravelSmart modes of transport Festival events include Green Cleaning workshop & Bike Training events Recycling bins will be provided at the Finale event, with all food and beverage providers advised of the following: LOCAL, RECYCLED & ENVIRONMENTALLY FRIENDLY PRODUCTS : The City of Belmont encourages the use of recycled and environmentally friendly products, and encourages suppliers and stallholders to recycle their rubbish (cardboard boxes, paper) where possible. Recycling bins will be available on-site.

1.10	Advocate for regional investigation of Sustainable Development Goals (SDGs) of the 2030 Agenda for Sustainable Development by EMRC, and consider relevance to transition of the City's EMS to the ISO 14001: 2015 standard.	<ul style="list-style-type: none"> Suggestion made by City representatives attending EMRC Regional Workshops for development of the new Regional Environment Strategy. Outcomes of consideration of SDGs noted in Attachment to Standing Committee (Environmental). 	Action considered complete for 2016/17 with inclusion of SDGs in the EMRC's Regional Environment Strategy	Completed for 2016/17
1.11	Transition the City's EMS to the ISO 14001: 2015 standard, with certification achieved following 2018 external audit.	Obtain recertification to ISO 14001: 2015 at time of SGS recertification audit (2018).	ISO Transition and Risk Working Group Meeting held on 14 September	ISO Transition and Risk Working Group Meeting held on 12 October. New audit questions to assist with the gap analysis developed, for the upcoming Internal Audit to be conducted November- December.
1.12	Incorporate environmental sustainability initiatives into the Structure Plan and Design Guidelines for DA6, as outlined in the DA6 Vision Plan and Implementation Strategy.	Initiatives incorporated into the Structure Plan and Design Guidelines.	Action will commence once the lead consultant for the November 2016 Ordinary Council Meeting	No update
1.13	Promote the environmental sustainability initiatives of the DA6 Vision Plan and Implementation Strategy to government agencies and potential developers.	Initiatives promoted to agencies and developers.	Action will commence once the lead consultant for the November 2016 Ordinary Council Meeting	No update
1.14	Advocate for environmental best practice and innovation in all new buildings and the entire precinct of DA6.	Advocacy undertaken.	Action will commence once the lead consultant for the November 2016 Ordinary Council Meeting	No update

Chapter : COMMUNITY AWARENESS, ENGAGEMENT AND BEHAVIOUR CHANGE

Ref	Action	Target	September Progress	October Progress
2.1	Implement an education and engagement programme for residents of "The Springs" regarding environmental and sustainability issues.	Living Smart course held, with promotion targeting residents of 'The Springs' and content relevant to apartment-living.	Survey completed for The Springs Placemaking being undertaken by Callum Prior/ BGC, noting support for a specific environment/ sustainability education and engagement program for residents.	Living Smart Course scheduled to commence 20 October was cancelled due to insufficient registrations.
2.2	Advocate for development of a regional Business Environmental Awards program by EMRC at upcoming regional workshops to plan programmes post 30 June 2017.	Suggestion made by City representatives attending EMRC regional workshops for Environment & Economic Development.	Completed	EMRC advised they will be showcasing the 2016 Belmont Environmental Achievers Program recipients in their Business Exemplar project www.emrc.org.au/business-exemplar.html . Each recipient will receive a professional public relations package to promote their business.
2.3	Consider incentives for establishment of verge landscaping that supports environmental outcomes through the Water Corporation's Waterwise Verge Enhancement Scheme or equivalent.	Outcome of consideration noted in Attachment to Standing Committee (Environmental).	No update	No update
2.4	Pursue development of a switched on business! initiative (based on switched on schools) with switch your thinking!, to promote environmental achievements of businesses.	switched on business! Initiative developed by switch your thinking!	Completed	Completed
2.5	Develop updated verge guidelines that promote establishment of Waterwise and Fertilise Wise verges with ecological values, for release upon gazettal of the revised City of Belmont Local Law.	Guidelines developed and published on City of Belmont website.	Action not due to commence until 2017/18	Action not due to commence until 2017/18

Ref	Action	Target	September Progress	October Progress
3.1	Implement foreshore stabilisation works at Garvey Park, Ascot Racecourse foreshore and other priority sites for erosion control.	Foreshore erosion sites prioritised annually, with stabilisation works implemented subject to funding availability.	Practical completion for final stage of works at Garvey Park on 23 September 2016.	Received structural as constructed survey for Garvey Park. Ascot Racecourse foreshore stabilisation works commenced 4 October, with assistance of Green Army 3 days per week.
3.2	Obtain "as constructed" digital designs for stormwater drainage upon completion of the Tonkin Highway upgrade, and incorporate into the City's Intramaps system.	Drainage information received from Gateway WA and available on Intramaps	Area 5 as-constructed drawings have been received but not incorporated into the Intramaps system. Area 4 as-constructed drawings have not been issued by Gateway WA to the City to date.	No update
3.3	Investigate value of undertaking regular biological surveys of natural areas to monitor changes in local ecology.	Outcome of investigation noted in Attachment to Standing Committee (Environmental) meeting.	No update	No update
3.4	Update the City's Street Tree Plan to include information on ecological value of listed species and develop Detailed Tree Selection for environmentally sensitive areas.	Updated Street Tree Plan published on Belnet.	No update	No update
3.5	Implement recommendations of the "Assessment of Visual Amenity Options for Compensating Basins" report.	Recommendations prioritised annually, with works implemented subject to budget availability.	No update	No update
3.6	Progress the high priority actions of the Belmont Foreshore Precinct Plan.	Progress made on feasibility investigation for foreshore "missing links" and appropriate vesting/ amalgamation of foreshore lots.	No update	No update
3.7	Revise the City's Process Map for "Obtaining Approval for Ground Disturbing Works at Aboriginal Heritage Sites", based on the Noongar Standard Heritage Agreement.	Revised Process Map published on Belnet and article included in Team Brief.	Action not due to commence until 2017/18	Action not due to commence until 2017/18
3.8	Develop an Urban Forest Policy to reinforce and support the objectives of the City's Urban Forest Strategy and the Canopy Plan currently under development.	Recommendations developed for consideration by Standing Committee (Environmental).	Action not due to commence until 2017/18	Action not due to commence until 2017/18
3.9	At time of next review of Policy BB3- Streetscape Policy, consider inclusion of reference to street tree planting (compulsory) and investigate establishment of a local law (head of power) to enable financial penalties for removal or damage to street trees	Recommendations developed for consideration by Standing Committee (Environmental).	Policy not due for review until 2017/18	Policy not due for review until 2017/18

Chapter : PREVENTION OF POLLUTION AND ENVIRONMENTAL DEGRADATION

Ref	Action	Target	September Progress	October Progress
4.1	Participate in the Department of Parks & Wildlife and Department of Environment Regulation's Light Industry project in 2016/17.	Attendance of Officer at working group meetings and participation in combined inspections.	Four joint inspections were conducted with Department of Environment Regulation in September	Five joint inspections were conducted with Department of Environment Regulation in October
4.2	Review the City's Erosion and Sediment Control Work Instruction and Guidelines.	Revised Work Instruction and Guidelines published on BelNet and article published in Team Brief.	No update	No update
4.3	Trial use of the EMRC's Steam Weeder to determine effectiveness and efficiency of operation for weed control in garden beds, hardstand and natural areas.	Outcome of trial noted in Attachment to the Standing Committee (Environmental) meeting.	Trial completed 23rd September. Results to be collated end of October.	No update
4.4	At the time of next review of Policies BB4, Manholes and Stormwater Connections & NB2. Storm Water Disposal From Private Properties, consider including reference to technical and water quality standards for private connections to the City's stormwater net	Outcome of consideration noted in Attachment to Standing Committee (Environmental) meeting.	Action completed 27 September 2016 with Council endorsement of amended Council Policies BB4, Manholes and Stormwater Connections & NB2. Storm Water Disposal From Private Properties, to include reference to water quality standards	Completed
4.5	Undertake major report on results of stormwater monitoring of nutrient and non-nutrient contaminants and review the Sampling and Analysis Plan.	Report completed and updated Sampling and Analysis Plan produced.	Action not due to commence until 2017/18	Action not due to commence until 2017/18
4.6	Review turf management activities within 50m of wetlands (including mowing, irrigation and application of fertiliser, wetting agents and soil amendments), against environmental best practice.	Recommendations developed with outcome noted in Attachment to Standing Committee (Environmental) meeting.	Action not due to commence until 2017/18	Action not due to commence until 2017/18

Chapter : RESOURCE USE, WASTE AND CARBON EMISSIONS

Ref	Action	Target	September Progress	October Progress
5.1	Actively monitor and manage energy and water consumption of City operated facilities through use of Planet Footprint, and review annual use in comparison to benchmarks (per FTE / per booking hour/ per m2 floor area).	Annual review conducted based on financial year and results presented at Standing Committee (Environmental) meeting.	No update	No update
5.2	Investigate potential for sub-metering to identify individual electricity use by lessees of the Youth and Family Services Centre.	Outcome of investigation noted in Attachment to Standing Committee (Environmental) meeting.	No update	Investigations revealed there is a Main Meter and four separate sub meters for "Area A - Youth Centre", "Area B - Central Wing containing common areas, training room & offices", "Area C - Ngala" and "House Services - Car park Lighting and sewerage pump station". These could be read separately to determine the power usage of each of these sections.
5.3	Trial a commitment pledge/ Memorandum of Understanding with one lessee of a City owned building/ facility, regarding environmental sustainability initiatives.	One organisation approached to discuss potential commitment pledge/ MoU.	No update	No update
5.4	Upon completion of data transfer to Planet Footprint, consider a new Corporate carbon emission reduction goal for City managed buildings/ facilities, using 2015/16 as a baseline.	Outcome of consideration noted in Attachment to Standing Committee (Environmental) meeting.	No update	No update
5.5	Utilise the "energy fund" to install solar PV systems on City buildings, as per recommendations of the business case developed.	Solar PV system installed at Belmont Sports and Recreation Centre in 2016/17.	Notification received that grant application for solar PV system for Belmont Sport and Recreation Centre was unsuccessful. Project on hold.	No update
5.6	Include "whole of life" fuel use as a tender criterion for new plant purchased, based on fuel efficiency (L/hr) and expected lifetime operating hours.	Criterion included for next plant purchase.	No update. No new plant requiring purchase via tender.	New criterion to apply in November tender for new landscape truck

5.7	Achieve a 5 Star Green Star rating (Design and As Built) for the new Faulkner Civic Precinct Community Centre.	Rating met following construction, and following 12 month occupancy of building.	<ul style="list-style-type: none"> • Development of a Project- specific Climate Change Adaptation Action Plan for the new building is underway • Operational Waste Management Plan finalised (also including the Civic Centre and current Library). A Waste Minimisation Plan will be developed prior to building occupancy • Value management workshop included consideration of ESD features
5.8	Discuss opportunities for potential future use of stormwater from Perth Airport's detention basin to be created at the time of development of land adjacent Dunreath Drive.	Potential raised by Officer for discussion at future Airport Consultative Environmental and Sustainability (ACES) Group meeting.	<ul style="list-style-type: none"> • Presentation by appointed Green Star Accredited Professional at 13 September Councilor Information Forum • Owners Project Requirements' document received- reverse brief that captures the range of ESD/Green Star initiatives being considered for the project • Investigation of potential use of Planet Footprint's Meter Monitoring service • Draft Waste Management Plan for the Faulkner Civic Precinct (Civic Buildings) received <p>Project completed August 2016 with PAPL decision not to pursue project.</p>

Chapter : CLIMATE CHANGE ADAPTATION

Ref	Action	Target	September Progress	October Progress
6.1	Participate in the EMRC's "Understanding and Managing Flood Risk in Perth's Eastern Region: Stage 2" project and consider participation in Stage 3 depending on outcomes of grant application.	<ul style="list-style-type: none"> • Project updates reviewed and relevant officers attend EMRC information sessions. • Decision made on participation in Stage 3 (Flood risk and vulnerability assessment, Floodplain Development Strategy). 	<p>Quarterly Summary (July – September 2016):</p> <ul style="list-style-type: none"> • Initiation meeting was held Tuesday 13 September 2016 with Project team (EMRC, Department of Water and SEMC) • All associated funding from participating councils has been received. • Tender document complete and ready for release – Saturday 22 October 2016 – available on Tenderlink – close date 12pm Friday 18 November. • MoUs for participating councils are being drafted. • Department of Water has commenced collating existing relevant reports and preparing digital copies for awarded contractor. 	<p>Next Quarter Expectations (October – December 2016):</p> <ul style="list-style-type: none"> • Tender document to close and evaluation to be completed. • Consultant appointed. • Contracts signed and ready for work to commence January 2017. • MOUs agreed and signed.
6.2	Review the Local Climate Change Adaptation Action Plan.	<ul style="list-style-type: none"> • Overall risks associated with climate change reviewed and any new risks added to RMSS. • Revised Plan published on BeINet. 	Action not due to commence until 2017/18	All operational climate change risks were reviewed. These risks form the basis for the project- specific Climate Change Adaptation Action Plan for the new Faulkner Civic Precinct Community Centre, referred to in Action 5.7.



Standing Committee (Environmental)

Item 10.1 refers

Attachment 2

**TravelSmart Report
September to October
2016**

TRAVELSMART REPORT – Standing Committee (Environmental) September 2016 –October 2016

Action No.	Action	Responsible officer	Status	Progress
1.	Attendance at a stall during the Autumn River Festival and Avon Descent community event days to provide information and education to the public.	TS, EV	Annually April/ August	Completed for 2016. TravelSmart stall Avon Descent - 7 August 2016 & Autumn River 3 April 2016.
2.	Hold a bike to work breakfast during Bike Week to encourage commuter cycling.	TS, ENV, SMPHU	Annually March	Completed for 2016. Last Belmont Bike to Work Breakfast on Friday 18 March 2016. Held a staff TravelSmart to Work Day breakfast on 14 October 2016.
3.	Promotion of Bike Week and Walk Over October.	TS, CCW, MARK	Annually March/ October	Completed for 2016. Bike Week is promoted by the City in March each year. Walk Over October replaced by "Walk WA". No Walk WA events so far this year.
4.	Assist with Walk Over October activities as required and provide TravelSmart information.	TS, CCW	Annually October	Completed for 2016. Promoted walk to work day in October 2016. Walk Over October replaced by "Walk WA". No Walk WA events so far this year.
5.	Develop community bicycle workshops to develop cycling skills of women, Culturally and Linguistically Diverse (CALD), and special needs groups.	TS, CL, SMPHU	March 2017	Arranged and booked a 3 week 'Learn to Ride' course for residents for November 2016 – as part of Let's Celebrate Belmont Festival. Previous program 'Back On Your Bike' female only training held November 2015. Next program focused on CALD residents in March 2017.
6.	Conduct a Bicycle User Group (BUG) meeting bi-monthly.	TS	As required	Formal BUG meetings have been suspended due to lack of interest. The last meeting was on 4 August 2012. Any future meetings will be conducted where necessary. The Belmont Bike Plan update process will require reactivation of the group in some form.
7.	Update the TravelSmart information on the City of Belmont website and improve its accessibility.	TS, IT	Bi Annually	Completed for 2016.
8.	Promotion of TravelSmart options in advertising for major community events.	TS, MARK, IT, EV	April / August	Completed for 2016. TravelSmart travel and bike maintenance are promoted as part of Autumn River Festival and Avon Descent.
9.	Conduct Transperth 'Magical Mystery' public transport tours for seniors, CALD and special needs groups.	TS, PTA, CS	As required	Completed for 2016. Last Senior session held on 5 November 2015. Last CALD session 16 June 2016. Working with Community Development as the Multicultural Action Plan has similar action.
10.	Insert TravelSmart information in new resident starter packs.	TS, MARK	As required	Completed for 2016. Updated TravelSmart map is included in all new resident packs.
11. A	Investigate the potential for a 'Going Places' travel incentive initiative or similar.	TS	Completed	Presented investigation to Standing Committee (Environment) on 16 November 2015.
11. B	Consider the 'Free Wheeler' App (currently being explored in Fremantle) as a alternative to the 'Going Places' travel initiative outlined in action 11 A.	TS	As required	'Free Wheeler' App developer informs that development is in final stages and Fremantle trial will commence very soon.

Action No.	Action	Responsible officer	Status	Progress
12.	Implement the TravelSmart to Schools program with participating primary schools.	TS, DOT	As required	City covered the cost of annual bike education course for St Augustine Primary in October 2016. The City supports any TravelSmart related initiatives as part of the TravelSmart to school program.
13.	Promote Walk Over October and Bike Week to schools.	TS, DOT	Annually March/ May/ October	Schools are encouraged (via the healthy breakfast grants) to participate in relevant events each year. Walk to school was not widely promoted this October due to the Heart Foundation's move to Walk WA branding. No school breakfast grants were offered in October 2016.
14.	Offer breakfast grants for Cycle and Walk to School Days.	TS	Annually March/ October	City offers breakfast grants where applicable each year. See comments for action 13. No school breakfast grants offered in October 2016.
15.	Develop the City of Belmont TravelSmart Workplace program for external businesses.	TS, PROP	As required	The Department of Transport has a TravelSmart Workplace team with relevant resources to support businesses who wish to undertake these programs. No businesses have approached the City directly in recent times.
16.	Implement the Dept. Of Transport and Belmont TravelSmart Workplace programs.	TS, DOT	Completed	The City of Belmont TravelSmart Plan 2012-2017 encapsulates these programs. Actions from this plan are implemented continually and will be updated as part of the TravelSmart Plan review due in 2017.
17.	Businesses proposing development of end of trip facilities at DCG meetings to be invited to participate in the TravelSmart Workplace program.	TS, PLAN	As required	TravelSmart Officer attends DCG meetings when relevant items are on the agenda or where requested specifically.
18.	Work with Belmont Forum to develop a TravelSmart access plan.	TS, DOT, PROP	June 2017	Belmont Forum has expressed interest in working with the City in developing a TravelSmart access plan. To be discussed further once the centre developments are finalised.
19.	Promote the Belmont Business Environmental Awards to local businesses.	TS, ENV	Annually	Gross promotion undertaken where possible. Awards have been replaced by Recognition Program. TravelSmart Officer attended the event on 14 September 2016.
20.	Coordinate and implement the Active Travel - Be Rewarded Program.	TS	Annually Sept - Dec	Active Travel Be rewarded is underway with 22 participants.
21.	Facilitate the Department of Transport's online Corporate Walking Challenge.	TS	As required	This challenge no longer exists. Will support any new challenge if and when becomes available.
22.	Facilitate the Department of Transport's online Bike to Work Challenge.	TS	As required	This challenge no longer exists. Will support any new challenge if and when becomes available.
23.	Maintain, update and promote car pool register on Belnet and in the staff lunchroom.	TS, IT	Quarterly	No changes – no update required.
24.	Investigate a TravelSmart subsidy for staff.	TS, FIN, HR	July 2017	Will reinvestigate this with the changes associated with the development of the new Faulkner Civic Precinct Community Centre. Identified as a good opportunity to encourage behaviour change.
25.	Annual staff travel survey to determine changes in travel patterns.	TS, ENV	Annually September	2016 travel survey undertaken from 20 – 22 of September 2016 with 98 responses.
26.	Update and maintain TravelSmart page on Belnet.	TS, IT	As required	Last checked for relevancy August 2016.

Action No.	Action	Responsible officer	Status	Progress
27.	Submit TravelSmart articles for the Team Brief.	TS	As required	Article on Electric Bikes in October 2016 Team Brief.
28.	Conduct TravelSmart commute planning sessions with all new staff.	TS, HR	As required	Sessions undertaken with new staff as applicable.
29.	Participate in the coordination of Staff Safety and Wellbeing Month.	TS, OH&S, CCW	As required	Will participate when Staff Safety and Wellbeing Month is started again. Was not held 2015 due to organisational changes. 2016 is still unconfirmed.
30.	Investigate the provision of 'TravelSmart time' for staff (15 minutes less work time each day if walking, cycling, car pooling or catching public transport to work).	TS, HR	July 2017	See comments for action 24.
31.	Maintenance of TravelSmart related facilities (fleet bikes, lockers, bike shelter, and staff SmartRiders).	TS, BUILD	As required	Fleet bikes are serviced twice a year and inspected fortnightly. Smartriders are monitored continually and topped up when required. Other facilities as required.
32.	Promotion of TravelSmart facilities to staff.	TS	Quarterly	Promoted as part of the Active Travel Be rewarded program 2016.
34.	Adoption of the revised City of Belmont Bike Plan.	TS, DES	May 2018	Western Australian Bike Network Grant application (17/18 -\$50k) was unsuccessful. No funding will be supplied by Department of Transport to fund our local bike plan. However they will soon provide detailed local planning assistance.
35.	Assist City East Alliance, Eastern Metropolitan Regional Council and Gateway WA with relevant projects.	TS, DES	As required	Currently working with the EMRC on the Swan River Ramble (walking and cycling loop trail around the river through Belmont, Bayswater, Bassendean and Swan). Expected launch mid December 2016.
36.	Lobby the Public Transport Authority for more bus services to the Mixed Business Area and Kewdale Industrial Area.	TS, PROP	As required	Transperth route 380 services the Belmont Avenue corridor of the Mixed Business Zone. This is a frequent bus service with long operating hours.
37.	Update and distribute the City of Belmont TravelSmart Guide.	TS, DOT, MARK	July 2018	2016 TravelSmart Guide update process was completed and printed July 2016. Promotion/distribution of the updated guide has been undertaken in the Belmont Bulletin, Team Brief, at the Avon Descent Family Fun Day, staff room and as a public display in the Civic Centre foyer.
38.	Undertake an investigation into the feasibility of a co-funded bus service to improve public transport access to the City's business and industrial areas	TS, DOT, ENV, PLAN, PROP, PTA	June 2017	Funding commitment from the City and Belmont Forum means the Belmont BUSlink service will continue to operate until end of June 2017.

Responsible Officers:

TS TravelSmart Officer
 CCW Coordinator Community Wellbeing
 HR Human Resources
 ENV Coordinator Environment
 PROP Manager Property and Economic Development
 IT Information Technology Officer
 FIN Manager Finance
 FLEET Coordinator Fleet

BUILD Coordinator Building Operations
 OH&S Coordinator Occupational Health and Safety
 SMPHU South Metro Public Health Unit
 DES Engineering Design Surveyor
 MARK Media and Communications Officer
 EV Events Officer
 PLAN Manager Planning Services
 CS Coordinator Community Services
 DOT Department of Transport