



City of Belmont

Attachments

Standing Committee (Environmental) Meeting

**Held
25 June 2018**





Standing Committee (Environmental)

Item 10.1 refers

Attachment 1

**Environment and Sustainability
Strategy Implementation
March 2018-May 2018**

Environment and Sustainability Strategy progress- Actions implemented March – May 2018

Ongoing Strategy Actions

Chapter	Action	Progress
1. CORPORATE PHILOSOPHY		
1.a)	Maintain the ISO 14001 certification of the City of Belmont's Environmental Management System	<ul style="list-style-type: none"> • Officer/s attended regular ISO Transition And Risk Working Group meetings and Business Improvement Team meeting on 9 May. • Review completed of BMS Documents (System Procedures, BMS Manual etc). • Presentation to the May Operational Leadership Team meeting on key changes with the new version of the ISO standard. • Template developed for stakeholder register and collated list of Business Improvement, OSH and Environment 'interested parties' distributed to Manager-Marketing and Communications. • EnviroLaw and SafetyLaw Compliance Register compiled and uploaded to BelNet, in consultation with Governance.
1.b)	Raise Councillor and staff awareness of environmental issues and initiatives including seminars, workshops and training opportunities	<ul style="list-style-type: none"> • Email circulated providing staff with information on International Day of Forests (Sustainable Cities), World Water Day (solutions through nature) and Earth Hour (disconnect to reconnect to nature) • Article included in April Team Brief on Aboriginal Heritage Place- Intramaps. • Integrated Water Management in the West – Rainwater Harvesting Meeting & Breakfast and Why We Cycle - Documentary Premiere uploaded to the Councillor Portal under Current/ Forthcoming Conferences and Seminars. • Councillor Memorandum uploaded to the Portal, promoting a short video available to view online at ABC iview) explaining solar power generation. • Article included in May Team Brief on the EnviroLaw and SafetyLaw Compliance Accountability Listing and Plastic Not So Fantastic presentation. • Information included on BelNet noticeboard promoting the EMRC Earth Carers Course commencing on 16 May to staff, with promotion to community through social media and Councillors via the Councillor Portal.
1.c)	Undertake an annual review of the Natural Belmont section of the Corporate Business Plan, Environment and Sustainability Strategy and environmental policies	<ul style="list-style-type: none"> • Input provided into risk assessment of "Natural Belmont" objectives of the Strategic Community Plan. • 2018 revision of the Environment and Sustainability Strategy and Policy completed, and will take effect from 1 July 2018.
1.d)	Provide a forum for staff to identify, share and discuss environmental sustainability initiatives through the Environmental Sustainability Focus Group	Environmental Sustainability Focus Group meetings held 2 March and 23 May.
1.e)	Implement an environmental awareness training program for new staff, with staff in relevant roles to complete Waterwise Garden and Irrigation, Water Auditing and Fertilise Wise training	My Learning-Staff Environmental Awareness training module was completed by zero staff in March, six staff in April (two field and five office based) and four staff in May (two field and two office based)

1.f)	Provide information and facilities to assist staff to reduce, re-use and recycle	<ul style="list-style-type: none"> Article included in March Team Brief on compostable/ biodegradable plastics, minimising single use disposable plastics and Earth Hour. Article included in April Team Brief on waste minimisation initiatives implemented at Harman Park Community Centre and for City events and community programmes. Article included in BeINet Latest News on 'What's happening with Recycling and the China Ban?'
1.g)	Incorporate environmental considerations when planning major community events	<ul style="list-style-type: none"> Drink bottle refill stations available at Autumn River Festival Discussion underway regarding proposed reduction of single use plastics at the City's Avon Descent Family Fun Day on 5 August 2018.
1.h)	Consider information disseminated by EMRC on research outcomes of the Cooperative Research Centre for Water Sensitive Cities regarding water management	<ul style="list-style-type: none"> Officers attended the CRC for Water Sensitive Cities Interactive research update (8 March), which focused on valuation and implementation of water sensitive urban design and green space Consultant appointed to review and if required, update the design for The Esplanade laneway extension, which includes water sensitive urban design and a drainage swale.
Land Use Planning and Development Control		
1.i)	Ensure the Environmental Planning and Public Open Space strategies underpinning the Local Planning Scheme are given sufficient weight in all development	<ul style="list-style-type: none"> Ongoing work underway to develop the City's new Public Open Space and Environment Strategies, as part of the Local Planning Scheme Review. A review of Bushfire Prone Areas has been undertaken, to determine relevance of undertaking Bushfire Assessments as part of the Local Planning Scheme review, as per requirements of State Planning Policy 3.7 – Planning in Bushfire Prone Areas and the recommendations in Planning in Bushfire Prone Areas: Bushfire Policy Framework Fact Sheet (April 2018). The locations selected where this will be of benefit were Severin Walk, Aitken Swamp and Noble Park (all Water Corporation Drainage Reserves).
1.j)	Refer relevant development applications to the Environment Section for comment, and set conditions and/or include footnotes to minimise environmental impacts of development	<p>Officers provided advice in relation to:</p> <ul style="list-style-type: none"> Drainage swale for Vantage Apartments / Edge Holdings (Lot 558 Swan River foreshore)- Construction and Environmental Management Plan, drainage swale design and Application for Access Over Reserves Stormwater Management Plan for Lot 1003 (52) Grandstand Road, and Lot 453 (2) Waterway Crescent, Ascot - Nursing Home and Restaurant/Café Construction Management Plan and HSEQ for Faulkner Civic Precinct Community Centre. 60 – 62 Riversdale Rd (Edge Holdings) sediment control and clearance of Acid Sulfate Soils conditions for Vantage Apartments Development Golden Gateway Public Realm Strategy and Draft Structure Plan Water Sensitive Urban Design- The Esplanade laneway extension. DA 555/2017 Development Application - Proposed Earthworks - Lots 9 and 11 The Esplanade, Ascot and Lots 97 99 101 Matheson Road, Ascot Addendum Dewatering Management Plan- Faulkner Community Centre.
1.k)	Environment Section in consultation with Planning Services to review and provide comment on environmental impacts of Major Development Plans proposed for Perth Airport	<p>Review completed with comments provided on the Perth Airport Major Development Plan for Large Format Retail (Costco).</p>

2. COMMUNITY AWARENESS, ENGAGEMENT AND BEHAVIOUR CHANGE	
<p>2.a)</p> <p>Improve environmental practices of small- medium sized enterprises through the Business Environmental Assessment Project</p>	<ul style="list-style-type: none"> • Total for March = 20, April = 15 and May = 16 (4 were joint visits with the Department of Water and Environmental Regulation). • Joint site inspections undertaken with Water Corporation of their drains in Ascot and Kewdale to improve capability to detect source sites of contaminants entering offsite stormwater drains. • New Carbon copy Environment Hazard Inspection Checklist forms developed and now in use. • Inaugural Light Industry Program Reference Group meeting was held. • Officer provided advice to Planning Services in relation to the following: <ul style="list-style-type: none"> - Draft Service Station Local Planning Policy - 17-21 Camden St – change of use to light industry - 20b Miller Ave – reported home business – taxis (including servicing of taxis). Also consulted with Health on this. - 2 Ballantyne Rd – addition to industrial site. PTA works depot. - 159 McDowell St – Retrospective approval (Industrial and Noxious Industry). - 5 Casella Place – preliminary comment on Concrete Batching Plant (industry noxious). - 27-29 Glassford Road – changes to existing transport depot. - 13 Burchell Way – retrospective application for “transport depot” - 194 Great Eastern Highway – Shell Service Station - relating to demolition and construction site works. - 13 Burchell Way – proposed logistics yard - 17-19 Ballantyne Road – modifications to existing office and workshop site. - 6-8 Ferguson St – mechanical workshop, vehicles/parts sales and transport depot - 450 Belmont Ave – workshop extension - 337 Great Eastern Highway – Wash bay. - 95 Leach Highway – transport depot - 535 Great Eastern Highway – wash bay - 17-21 Abernethy Road – panel beater. - 194 Great Eastern Highway – Service Station - 268 Great Eastern Highway – Service Station and fast food - 1 Ballantyne Road, Kewdale – storage depot - 26 Jeffrey St, Kewdale – second hand fridge dealer - Perth Airport - Large Format Retail and Service Station - 527-529 Abernethy Rd, Kewdale - 634 Casella Place - 6-8 Ferguson St Kewdale - 6-8 Noble St - 7 Reggio Rd (mechanical workshop) - 77 Belmont Ave
<p>2.b)</p> <p>Continue partnerships with SERCUL, Perth Airport and environmental volunteers, including ongoing attendance at relevant meetings</p>	<p>Officers attended the Perth Airport Consultative Environment and Sustainability meeting (8 March).</p>

2.c)	Organise environmental events/ activities including for schools and community groups to promote values of the natural environment and increase volunteer involvement in natural areas	<ul style="list-style-type: none"> • Clean Up Australia Day: Sunday 4 March- no specific sites organised but many registered in Belmont • Earth Hour Picnic: 6- 8pm on Saturday 24 March at Tomato Lake (combined event with Community Wellbeing) – poor turnout possibly due to inclement weather • Parks and Environment display at Autumn River Festival (8 April) included giveaway of 500 bush tucker plants in addition to 1500 garden plants (all native species). • Nightstalk held 17 April at Goodwood Boat Ramp, with 20 attendees. Fauna spotted included Motorbike Frogs, Slender Tree Frogs, Orb Spiders and various lizards and birds.
2.d)	Provide regular updates in the City's newsletters; Belmont Business Talk and Belmont Bulletin to promote environmental and sustainability programmes, initiatives, activities and events	<ul style="list-style-type: none"> • Six week advertising series for Rewards for Residents commenced 10 April • Pet owners encouraged to keep dogs on leads and pick up after their dogs, as part of the social media post; "We have some paw-some dog exercise areas across the City for you" available here. • Articles published in the May edition of the Belmont Bulletin, promoting Plastic Free July and the Plastic Not So Fantastic and Go Green House seminars.
2.e)	Develop and upgrade environmental education material aimed at the community including fact sheets and the City of Belmont website	Officers attended a site meeting with Cassie Rowe and group of residents with an interest in Tomato Lake. A total of 27 issues/ requests were raised and a response given.
3. NATURAL ENVIRONMENT AND BIODIVERSITY		
3.a)	Progress the objectives and key actions of the Urban Forest Strategy and Canopy Plan	<ul style="list-style-type: none"> • Officer mapped locations of street trees to be planted in the Belmont Business Park, information presented at the Business Briefing in April 2018. • 89 letters posted to property owners on 20 April 2018 advising of the removal and replacement of Bottlebrush street trees that are greater than 75% in decline. • Officer/s from Parks and Environment and Planning Services attended 202020 Vision's The Green Light Tour on 1 May. • Offer extended at School Leaders Liaison Group Meeting on 21 May, to provide support/ advice regarding tree planting on school grounds. Belmay PS and Carlisle PS indicated possible interest. • Officer interviewed by 202020 Vision on 29 May, to identify Australia wide barriers for the implementation of greenspace improvements.
3.b)	Minimise occurrence and severity of algal bloom outbreaks in major water bodies by reducing nutrient availability and nutrient inputs, ensuring aerators are operational and increasing opportunity for natural nutrient uptake or absorption	<ul style="list-style-type: none"> • Officer/s attended site visits to: <ul style="list-style-type: none"> – G.O. Edwards Lake in the Town of Victoria Park, which has received a trial application of Nualgi Lakes product as an attempt to reduce algal blooms – Tour of Eric Singleton Bird Sanctuary. • Floating wetland installed in Tomato Lake on 9 May, with vegetation establishment and impact on nutrient levels in Tomato Lake to be monitored. • Reduction of lake biomass using an amphibious vehicle undertaken at Norlin Park on 28- 30 May, to increase water flow and remove weed infestation.
3.c)	Implement management actions for natural areas, as per the Environmental Maintenance Plan, schedules and reserve management plans	<ul style="list-style-type: none"> • Officer attended Australian White Ibis Working Group meeting on 30 May • Advice received that Amazon frogbit (a highly invasive aquatic weed) has been found in the Water Corporation open drain, just downstream of Tomato Lake. Other locations upstream and downstream have been inspected, and the weed has not been detected.

3.d)	Implement revegetation and foreshore restoration activities to protect, enhance and expand existing natural areas	<ul style="list-style-type: none"> • Invitation to Quote closed for Bilya Kard Boodja Landslip Remediation, with Natural Areas appointed. • Collaborative Arrangement signed for Riverbank Project P18BM01, to receive \$18,842 Riverbank funding for Ascot Racecourse Foreshore Stabilisation to be implemented in 2018/19
4. PREVENTION OF POLLUTION AND ENVIRONMENTAL DEGRADATION		
4.a)	Ensure environmental incidents arising from City operations are reported and (if warranted), investigated	March- May: nil reported.
4.b)	Manage environmental risks associated with City operations in RMSS	<p>Input provided to:</p> <ul style="list-style-type: none"> • Incorporation of strategic risks into the Strategic Community Plan for the Key Result Area: Natural Belmont objectives. • Clearing required for construction of the Safe Active Streets- Surrey Road Bike Boulevard, along the property boundary of Tomato Lake. • Review completed of organisation-wide environmental aspects and impacts in the City's risk management software (RMSS) • Presentation to Design and Assets and Building Services on planning for and managing Acid Sulfate Soils (6 March) • Request for Quotation distributed for Acid Sulfate Soils Investigation, Dewatering Risk Assessment and Management Plan, for Drainage Works – 23 – 27 Paulett Way. • Report distributed summarising water quality results between 22 November 2016 and 23 November 2017. • Lysimeter meeting held 17 March • Stormwater monitoring undertaken 22 March • Fit for Purpose Irrigation/Alternative Irrigation Water meeting held 12 April 2018.
4.c)	Ensure adequate Erosion and Sediment Control and assessment of Acid Sulfate Soils risk is undertaken for City construction works	
4.d)	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	
5. RESOURCE USE, WASTE AND CARBON EMISSIONS		
Energy Management and Carbon		
5.a)	Consider the CO2 tailpipe emissions (g/km) as per the Green Vehicle Guide when selecting replacement vehicles for the operational and light vehicle fleet	Vehicle fleet replacement emails are being sent to staff, to encourage selection of a vehicle with a CO2 emissions rating lower than the City's target (<188g CO2/ km: 2016 average).
Water Efficiency		
5.b)	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"> • Strategic Groundwater Use Team meetings held 15 March, 17 April and 11 May • Depth to groundwater in 16 irrigation wells measured 22 May.
6. CLIMATE CHANGE ADAPTATION		
6.a)	Implement the City of Belmont Local Climate Change Adaptation Plan	Submission made on WALGA's Discussion paper – Climate Change Policy Statement review.
Advice provided confirming the City's support for the revised WALGA's Climate Change Policy Statement and its referral to the State Council for approval		

New Environment and Sustainability Strategy Actions (2017 Revision)

Note: Actions listed include those with a due date of 2016/17 or 2016/17 and ongoing/ beyond

Action number	Action	Timeframe for Implementation	Responsible Officer	Progress
1.1	Develop guidelines and assist and encourage applicants for developments to establish verge landscaping that supports environmental outcomes and other community benefits.	2017/18	Manager Parks & Environment	Timeframe extended to 2018/19 in 2018 revision of the Environment and Sustainability Strategy.
1.2	Advocate for regional investigation of Sustainable Development Goals (SDGs) of the <i>2030 Agenda for Sustainable Development</i> by EMRC, and consider relevance to transition of the City's EMS to the ISO 14001: 2015 standard.	2016/17- 2017/18	Coordinator Environment	Completed, with external recertification audit held 28- 31 May 2018.
1.3	Transition the City's EMS to the ISO 14001: 2015 standard, with certification achieved following 2018 external audit.	2017/18	Coordinator Environment	Anticipated completion, with external recertification audit held 28- 31 May 2018.
1.4	Consider the outcomes of WALGA's review of Sustainable Procurement in the WA Local Government Sector, in annual review of the City of Belmont Environmental Purchasing Policy.	2017/18 and annually	Coordinator Environment	Next annual review of the Council Policy Manual due to commence in mid June 2018. Draft proposed changes have been developed to the Environmental Purchasing Policy.
1.5	Incorporate environmental sustainability initiatives into the Structure Plan and Design Guidelines for DA6, as outlined in the DA6 Vision Plan and Implementation Strategy.	2020/21	Manager- Planning Services	Ongoing discussions with project working group to incorporate environmental sustainability initiatives into Structure Plan.
1.6	Promote the environmental sustainability initiatives of the DA6 Vision Plan and Implementation Strategy to government agencies and potential developers.	2020/21	Manager- Planning Services	As above.
1.7	Advocate for environmental best practice and innovation in all new buildings and the entire precinct of DA6.	2020/21	Manager- Planning Services & Coordinator Environment	No update.
2.1	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.	2017/18	Manager Parks & Environment	Timeframe extended to 2018/19 in 2018 revision of the Environment and Sustainability Strategy.

3.1	Implement foreshore stabilisation works at Garvey Park, Ascot Racecourse foreshore and other priority sites for erosion control.	Subject to sourcing of external funding	Coordinator Environment	<p><u>Garvey Park Section 2:</u></p> <ul style="list-style-type: none"> On behalf of the Kayak Club, arranged the following to facilitate geotechnical sampling for the slalom course: <ul style="list-style-type: none"> Listing of item on 14 March Whajuk Working Group meeting to confirm Aboriginal Heritage approval requirements for geotechnical sampling. Submitted application to Department of Planning, Lands and Heritage for approval under Regulation 10 of the Aboriginal Heritage Act. Submitted permit application to Department of Biodiversity, Conservation and Attractions. Response received from Department of Transport regarding a potential camera trial to monitor boating traffic adjacent Garvey Park. Regulation 10 consent received under the Aboriginal Heritage Act to undertake geotechnical sampling and permit approval received from DBCA. Ascot Kayak Club advised and will confirm date/s of proposed sampling. Internal meeting held to discuss preferred jetty option, with a combined boating/ non motorised layout (as per image below) selected. <p><u>Hilton Grove:</u> Permit application submitted to Department of Biodiversity, Conservation and Attractions for works on reserve 26219 (1 Hilton Grove). Quote obtained for works to be implemented. Permit approval received.</p> <p>Completed. Integration of the as-cons for the Gateway WA project was completed mid-December, with the information now available for use.</p>
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.	2017/18	Manager- Design & Assets	
3.3	Undertake biological surveys (fauna and/or macroinvertebrates) of restoration sites to monitor changes in local ecology.	2017/18 – 2020/21	Supervisor Environment	No update.
3.4	Undertake updated flora surveys of key natural areas to monitor changes and plan for future restoration.	2017/18	Supervisor Environment	Volunteer recruited in February 2018, with submission of a draft methodology for sampling of Signal Hill Bushland. Due to limited availability of the volunteer the survey work has been put on hold.
3.5	Implement recommendations of the "Assessment of Visual Amenity Options for Compensating Basins" report.	2016/17 and ongoing	Manager Parks & Environment	2017 planting completed.

3.6	Progress the high priority actions of the Belmont Foreshore Precinct Plan.	2017/18	Coordinator Environment	<ul style="list-style-type: none"> Timeframe extended to 2020/21 in 2018 revision of Environment and Sustainability Strategy. Response provided to City of Bayswater on the Foreshore Environmental Action Group's proposal for a dual access bridge linking Ashfield Flats in Bassendean to Garvey Park Memorandum of Understanding executed with Department of Planning, Lands and Heritage regarding management of the Ascot Waters Parks and Recreation reserve.
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.	2017/18	Coordinator Environment	Completed, with Process Map updated in February 2018 and Team Brief article published in April 2018.
3.8	Revise the City's Process Map for "Clearing of native vegetation" to include referrals under the <i>Environmental Protection and Biodiversity Conservation Act 1999</i> .	2017/18	Coordinator Environment	Completed, with Process Map updated and Team Brief article published in November 2017.
3.9	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.	2017/18	Manager Parks & Environment	Significant work underway, with action expected to be complete. Draft to be finalised by 30 June 2018 for Internal Department discussion.
3.10	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.	2017/18	Manager Parks & Environment	Timeframe extended to 2020/21 in 2018 revision of Environment and Sustainability Strategy.
4.1	Undertake major report on results of stormwater monitoring of nutrient and non-nutrient contaminants and review the Sampling and Analysis Plan.	Every 2 years (2017/18 & 2019/20)	Environmental Officer	Next review to commence following completion of the 2017/18 monitoring year.
4.2	Review turf management activities within 50m of wetlands (including mowing, irrigation and application of fertiliser, wetting agents and soil amendments), against environmental best practice.	2017/18	Manager Parks & Environment	Timeframe extended to 2018/19 in 2018 revision of Environment and Sustainability Strategy, with responsible officer amended to Environmental Officer Light Industry.
4.3	Develop a Nutrient Awareness Campaign for the Ascot Stables stormwater catchment, with an aim to improve water quality through further education, awareness and enforcement of local laws	2017/18 and ongoing	Environmental Officer	Meeting of Nutrient Awareness Group to be held week of 4-6 June. Date yet to be determined.

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 m ² floor area).	2016/17 and ongoing	Coordinator Environment	<ul style="list-style-type: none"> Received revised Quarter 1, 2017/18 report (July-September 2017), and Quarter 2 and 3, 2017/18 reports (October 2017- March 2018) from Planet Footprint for electricity, gas & scheme water consumption. Meeting scheduled for 1 June to discuss outcomes. Progress against targets presented to combined Executive Leadership Team / Operational Leadership Team - Performance Management April 2018 meeting.
5.2	Implement a commitment pledge/ Memorandum of Understanding with one lessee of a City owned building/ facility, regarding environmental sustainability initiatives.	2017/18	Coordinator Environment Coordinator Property & Economic Development	Considered complete for 2017/18 with reporting of monthly groundwater use from the City's bores to Belmont Tennis Club and Belmont Sports & Recreation Club (bowling green)
5.3	Utilise the "energy fund" to install solar PV systems on City buildings, as per recommendations of the business case developed.	2016/17 and ongoing	Coordinator Environment Manager Building Services	Solar PV system installed at Belmont Sports and Recreation Centre in 2016/17 Funds for 2017/18 – 2020/21 will be assigned towards a future solar PV system to be installed in 2020/21.
5.4	Achieve a 5 Star Green Star rating (Design and As Built) for the new Faulkner Civic Precinct Community Centre.	2019/20	Manager Building Services	Timeframe extended to 2020/21 in 2018 revision of Environment and Sustainability Strategy.
5.5	Develop a Waste Minimisation Plan for the Faulkner Civic Precinct, including the Civic Centre, Ruth Faulkner Public Library, Functions Centre and new Community Centre.	2019/20	Coordinator Environment Manager Building Services Manager Property & Economic Development Manager Health and Community Safety	<ul style="list-style-type: none"> New under desk 'split' bins provided in Civic Centre offices, to assist with source separation and maximise recycling. Investigation undertaken into new Kooda organic waste collection service, now available to businesses in the City of Belmont. https://www.kooda.com.au/.
6.1	Participate in the EMRC's "Understanding and Managing Flood Risk in Perth's Eastern Region" project; <ul style="list-style-type: none"> Stage 3: Flood Risk and Vulnerability Assessment, Floodplain Development Strategy Stage 4: Flood Intelligence & Adaptation Planning. 	2017/18	Coordinator Environment	<ul style="list-style-type: none"> Comments submitted on EMRC's Draft Flood Risk Assessment and Floodplain Development Strategy Staff presentation held on 18 May on outcomes of the Flood Risk Assessment and Floodplain Development Strategy developed as part of the EMRC's Managing Flood Risk Project. A strategic briefing was also held at the EMRC offices, with Councillors invited to attend.
6.2	Review the Local Climate Change Adaptation Action Plan.	2018/19	Coordinator Environment	Climate change risks in RMSS are up to date and regularly reviewed. No update on overall review of the LCCAP.



Standing Committee (Environmental)

Item 10.1 refers

Attachment 2

**TravelSmart Plan Implementation
March 2018 – May 2018**

TRAVELSMART REPORT – Standing Committee (Environmental) March - May 2018

Actions in the table below reflect the recently updated TravelSmart Plan 2012-2018(2017) as initially presented at the Standing Committee (Environmental) on 26 June 2017 and adopted by Council on 25 July 2017.

Colour Key	Outdated / obsolete from the 2012 version of the TravelSmart Plan	New action added in 2017 as part of revision / extension.
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Action No.	Action	Resp. 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	Aug 2017 Apr 2018	Held the TravelSmart stall at the Autumn River festival to provide walking, cycling and public transport information and maps to residents. Next event is the Avon Descent Family Fun Day scheduled for 5 August 2018.
2.	Hold a bike to work breakfast during Bike Week to encourage commuter cycling.	TS, ENV, SMPHU	Mar 2017	Held the Belmont Bike Breakfast event at Goodwood Parade boat ramp on Friday 23 March. Attendance was estimated at around about 150 people.
3.	Promotion of Bike Week.	TS, LAC, MARK	Mar 2018	For Bike Week 2018 the City provided valet bike parking and bike checks at Harmonise Cultural Festival on 18 March, hosted a 'Come Try Learn' drop in session on 17 March and the usual bike breakfast at Goodwood Parade boat ramp on 23 March 2018.
4.	Assist with Walk Over October activities as required and provide TravelSmart information.		Action now obsolete	Action completed each year 2012-2016 Heart Foundation discontinued program in 2016.
5.	Develop community bicycle workshops to develop cycling skills of women, Culturally and Linguistically Diverse (CALD), and special needs groups.	TS, CL, SMPHU	Nov 2017, Mar 2018	No progress to report during this period.
6.	Conduct a Bicycle User Group (BUG) meeting bi-monthly.		Action now obsolete	BUG Group disbanded due to lack of interest in 2012.
7.	Update the TravelSmart information on the City of Belmont website and improve its accessibility.	TS, IT	Ongoing	No progress to report during this period.
8.	Promotion of TravelSmart options in advertising for community events.	TS, MARK, IT, EV	As required	TravelSmart options promoted as part of the Autumn River Festival and Harmonise Festival advertising.
9.	Conduct Transperth 'Magical Mystery' public transport tours for seniors, CALD and special needs groups.	TS, PTA, CS	Jul 2017	No progress to report during this period.
10.	Insert TravelSmart information in new resident starter packs.	TS, MARK	Ongoing	TravelSmart map (updated 2016) is included in all new resident packs.
11.	Investigate the potential for a 'Going Places' travel incentive initiative or similar. See http://www.goingplaces.darebin.vic.gov.au/ .		Action now obsolete	Action completed and presented to Standing Committee Environmental Nov 2015. See Action 14.

Action No.	Action	Resp. officer	Status	Progress
12.	Trial a bike valet service or similar at a City event.	TS, EV MARK,	Mar 2018	Arranged for Bike Valet to be in attendance at the Autumn River Festival on 8 April 2018 for the first time. Fantastic result with almost 100 bikes 'valet parked'. Had the BikeDr also in attendance which works really well paired with Bike Valet. Second bike valet trial held at the Harmonise Cultural Festival at Tomato Lake on 18 March 2018. Whilst many bikes were seen in the reserve at the event, unfortunately only 19 bikes were 'valet parked'.
13.	Provide a TravelSmart presence at Placemaking Pop up events.	TS, CPM	As required	No progress to report during this period.
14.	Track the implementation success of travel reward apps and investigate their potential in the City.	TS	Jun 2018	No progress to report during this period. Still passively tracking the Freewheeler App being trialled in the City of Fremantle.
15.	Investigate partnerships with local community groups to provide bike related services for the City.	TS, CCP	Jun 2018	No progress to report during this period.
16.	Promote the Bike Boulevard and support local initiatives to increase its use.	TS, CPM	Nov 2018	Construction of the Bike Boulevard is continuing.
17.	Support the Your Move Schools program in participating primary schools.	TS, DOT	Ongoing	No progress to report during this period.
18.	Promote Walk Safely to School and Bike Week at schools.	TS, DOT	Mar/May 2018	
19.	Offer breakfast grants for Cycle and Walk to School Days.	TS	Mar/May 2018	<ul style="list-style-type: none"> Supported National Ride to School Day on 23 March 2018 by providing fruit, promotional materials and prizes to 3 local primary schools (St Augustines, Cloverdale Primary and Redcliffe Primary). Supported Walk Safely to School Day on 18 May by providing fruit to 3 local primary schools (St Augustines, Carlisle Primary and Redcliffe Primary)
20.	Meet with schools to seek feedback, share information and promote services available.	TS	Nov 2017	No progress to report during this period.
21.	Promote active travel and safety incursions and programs that are available to schools.	TS	Where possible	Organised attendance and transport (for up to 64 students) to the Constable Care Safety School Bike Training facility in Maylands for five of the City's primary schools (Belmont, Belmay, Notre Dame, Redcliffe and Rivervale Primary schools).
22.	Provide bike education to active Your Move primary schools.	TS	Annually	As per Action 21
23.	Develop the City of Belmont TravelSmart Workplace program for external businesses.		Action now obsolete	Department of Transport has a stand-alone 'Your Move' program. See Action 24.
24.	Implement the Dept. Of Transport Your Move Workplace programs.	TS, DOT	Ongoing	No progress to report during this period.

Action No.	Action	Resp. officer	Status	Progress
25.	Businesses proposing development of end of trip facilities at DCG meetings to be invited to participate in the Your Move Workplace program.	TS, PLAN	As required	No progress to report during this period.
26.	Work with Belmont Forum to develop a TravelSmart access plan.	TS, DOT, PROP	Jun 2018	No progress to report during this period.
27.	Promote the Belmont Environmental Achievers Program to local businesses.	TS, ENV	Annually	No progress to report during this period.
28.	Review the City's Planning Guidance for End of Trip Facilities.	TS, PLAN	Sep 2017	The review of the End of Trip Facilities guidance will be completed as part of the Sustainable Transport Plan project currently underway.
29.	Promote the 'Your Move Workplace' program to existing businesses within the City.	TS, PED, DOT	Ongoing	No progress to report during this period.
30.	Coordinate and implement the Active Travel - Be Rewarded Program.	TS	Sep - Dec 2017	No progress to report during this period.
31.	Facilitate the Department of Transport's online Corporate Walking Challenge.		Action now obsolete	Corporate Walking Challenge no longer exists.
32.	Facilitate the Department of Transport's online Bike to Work Challenge.		Action now obsolete	This challenge was discontinued in 2014.
33.	Maintain, update and promote car pool register on Belnet and in the staff lunchroom.	TS, IT	Quarterly	No progress to report during this period.
34.	Investigate a TravelSmart subsidy (or similar) for staff	TS,FIN, HR	Jul 2018	No progress to report during this period.
35.	Annual staff travel survey to determine changes in travel patterns.	TS,ENV	Sep 2017	With the recent changes and disruptions around the Civic precinct and the current revision of the TravelSmart Plan underway the staff travel survey has been deferred.
36.	Update and maintain TravelSmart page on Belnet.	TS, IT	Aug 2017	No progress to report during this period.
37.	Submit TravelSmart articles for the Team Brief.	TS	Ongoing	Submitted an article for ? 2018 Team Brief promoting (Add
38.	Conduct TravelSmart commute planning sessions with all new staff.	TS, HR	Ongoing	Sessions are undertaken with new staff as applicable.
39.	Participate in the coordination of Staff Safety and Wellbeing Month.	TS, OH&S,	As required	Staff Safety and Wellbeing Month was not held 2015, 2016 or 2017 due to organisational changes. Does not appear to be going ahead in 2018 at this stage.
40.	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) as part of new Community Centre development.	TS, HR	Jul 2018	No progress to report during this period.
41.	Maintenance of TravelSmart related facilities (fleet bikes, lockers, bike shelter, and staff SmartRiders).	TS, BUILD	Ongoing	No progress to report during this period.

Action No.	Action	Resp. officer	Status	Progress
42.	Promotion of TravelSmart facilities to staff.	TS	Quarterly	No progress to report during this period.
43.	Actively participate in the Your Move Workplace program.	TS	Ongoing	No progress to report during this period.
44.	Promote and participate in sustainable transport to work days.	TS,	Ongoing	No progress to report during this period.
45.	Create a Staff travel time guide.	TS	February 2018	This project has been delayed by a few months. Expect to be complete by June 2018.
46.	Adoption of the revised City of Belmont Bike Plan.	TS, DES	June 2018	Progressed the creation of the Sustainable Transport Plan (Combined Local Bike Plan and TravelSmart Plan) to a third draft stage.
47.	Assist Eastern Metropolitan Regional Council with relevant projects.	TS, DES	Ongoing	No progress to report during this period.
48.	Lobby the Public Transport Authority for more bus services to the Mixed Business Area and Kewdale Industrial Area.		Action now obsolete	As of November 2015, Transperth route 380 now services the Belmont Avenue corridor of the Mixed Business Zone
49.	Update and distribute the City of Belmont Your Move Guide.	TS, DOT, MARK	Aug 2018	No progress to report during this period.
50.	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, PROP, PTA	Oct 2017	Second assessment period (5 February to 13 April 2018) achieved set criteria, resulting in continuation of the service. The result of this assessment was 64.3 passenger trips per week on average; this was above the set target of 60. The Belmont Forum is currently committed to support the service until end of 17/18 FY.
51.	Represent the City in relevant sustainable transport working groups.	TSO	Ongoing	TravelSmart Officer attended: <ul style="list-style-type: none"> • Great Eastern Highway Corridor Plan - Belmont Working Group Meeting on 6 March 2018 • Regional Congestion Management Action Plan (RCMAP) stakeholder consultation workshop for TravelSmart on 16 March 2018 • Meeting with Main Roads relating to their Wildflower Way project and how this will match up to the Surrey Rd underpass landscaping on 26 March 2018 • City of Belmont Wayfinding project scoping meeting on 29 March 2018 • Activate Belmont Group meeting on 17 April 2018.
52.	Improve communication with the Public Transport Authority and Transperth.	TS, PTA, TP	Ongoing	No progress to report during this period.

Action No.	Action	Resp. officer	Status	Progress
53.	Collaborate with the City's Health Promotion Officer and Seniors and Disability Officer to deliver coordinated programs.	TS, HCO, SDEO	Ongoing	'Come Try Learn' bike drop in session held on 17 March 2018.
54.	Use new Census information to better understand the Belmont workforce and how their travel behaviours could be influenced.	TS, PROP	Mar 2018	No progress to report during this period.

Responsible Officers:

- TSO TravelSmart Officer
- HR Human Resources
- ENV Coordinator Environment
- PROP Manager Property and Economic Development
- IT Information Technology Officer
- FIN Manager Finance
- 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

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