



City of Belmont

Attachments

Standing Committee (Environmental) Meeting

**Held
27 June 2016**





Standing Committee (Environmental)

Item 10.1 refers

Attachment 1

Environment Plan Progress

Ongoing Environment Plan Actions

Chapter	Action	Progress
1. WATER MANAGEMENT		
1a)	Hold regular meetings of the Groundwater Use Strategic and Operational Teams to manage the City's groundwater resources.	<ul style="list-style-type: none"> Groundwater Use Management meetings held on 17 March, 19 April & 26 May Sediment sampling undertaken for the Operations Centre wash down bay on 13 April, with report compiled.
1b)	Implement regular stormwater monitoring of nutrient and contaminant levels.	Stormwater sampling undertaken 31 March concluding the 2015-16 sample program.
1c)	Continue to participate in the Waterwise Council Program by reporting annually to the Water Corporation on water actions implemented.	The City signed a MoU with the Water Corporation and the Department of Water in March for continued participation in the Waterwise Council Program.
1d)	Respond to water quality issues, such as unauthorised discharges	One infringement notice issued in April for a breach of the <i>Environmental Protection (Unauthorised Discharges) Regulations 2004</i> .
2. AIR QUALITY & NOISE		
3. THE BUILT ENVIRONMENT		
3a)	Ensure the Environmental Planning and Public Open Space strategies underpinning the Local Planning Scheme are considered in all development	<ul style="list-style-type: none"> Officer attended information session on Perth & Peel Green Growth Plan (8 March) Officer attended Redcliffe Connect Workshop with Dept Housing (4 April), providing input into potential incorporation of ESD features.
4. NATURAL ENVIRONMENT		
4a)	Implement management actions for natural areas, as per the Environmental Maintenance Plan and reserve management plans.	<ul style="list-style-type: none"> Two quotes received for fuel loading assessments at Severin Walk and Tomato Lake, due to concerns raised on the extent of leaf litter buildup and potential fire hazard Assessment to be undertaken prior to the 2016-17 Bushfire season Officer attended EMRC's Climate Change seminar- Biodiversity (19 April). Environment Supervisor & Team Leaders attended EMRC's Steam Wand training (14 April). A trial will be undertaken to determine effectiveness of steam weed control in comparison to herbicide application, hiring the EMRC's Steam Wand machine. Officer attended EMRC stakeholder workshop on 4 May, with outcomes to guide development of a new Regional Environment Strategy from 2017-18. Discussion paper has been developed, with follow up workshop scheduled for July Officer attended 12 May South East Regional Centre for Urban Landcare meeting, which included a presentation on macrophyte decline in Liege St wetlands due to buildup of monosulphidic black ooze (MBOs), and methods of evaluating effectiveness of nutrient reduction. Broad interest expressed in results of steam weeding trials as an alternative to herbicide application Officer attended 17 May Airport Consultative Environment and Sustainability (ACES) Group meeting. Advised group of pending release of Draft Environment and Sustainability Strategy, consultation on Belmont on the Move and the Environmental Achievers Program for Business Comment provided on EMRC's 2016/17 Environmental and Sustainability Program Plan.
4b)	Continue partnerships with SERCUL, Perth Airport and environmental volunteers, including ongoing attendance at relevant meetings.	

Chapter	Action	Progress
4c)	Undertake an annual foreshore condition assessment	<ul style="list-style-type: none"> • Foreshore assessment completed in March. Overall the majority of the foreshore is consistent with last year's assessment and there is no severe increase in erosion. Sections classified 'extreme/poor condition' include: <ul style="list-style-type: none"> ○ Section 5 - slight increase in erosion, majority of section protected by sedges/woody debris. Immediate works not required, review next year ○ End of section 6 - one area to be monitored ○ Ascot Racecourse foreshore path - identified for stabilisation in 2016/17 ○ Foreshore adjacent International Hotel on the Water ○ End of Kanowna Av foreshore - recommend for 2017/18 project. ○ Garvey floodplain foreshore - slight increase in erosion, to be monitored.
4d)	Progression of the objectives and key actions of the Urban Forest Strategy.	<ul style="list-style-type: none"> • Street Tree Inventory information for Rivervale and Kewdale has been uploaded onto IntraMaps • The City received some canopy cover statistics from the McMullen Nolan Group however the data requires further revision • Three quotes were received to continue the street tree inventory, with Paperbark Technology appointed.
5. CLIMATE CHANGE		
5a)	Conduct an annual re-inventory of greenhouse gas emissions arising from Council operations.	<ul style="list-style-type: none"> • Organisational structure for Planet Footprint energy and scheme water monitoring platform has been set up • Officers attended Planet Footprint Training on 6 April & 31 May, with setup now complete.
5b)	Investigate new energy efficient technology when replacing assets such as park and decorative lighting, internal lighting, HVAC systems and pumps.	<ul style="list-style-type: none"> • Officers attended the solar PV: The POWER Breakfast - energy revolution in property (4 March), which highlighted new business models that allow strata and tenanted arrangements for solar PV generation • Officer attended 27 April Transport Summit, which discussed the potential impact of electric vehicles, autonomous cars and innovative public transport on WA's transport network in 2030.
6. WASTE MANAGEMENT		
7. COMMUNITY AWARENESS		
7a)	Recognise local businesses for significant environmental achievements through biennial City of Belmont Business Environmental Awards	Nominations opened for the City of Belmont Environmental Achievers Program for Business (previously the Business Environmental Awards), closing 18 August. The date set for the recognition event is lunchtime on Wednesday, 14 September.
7b)	Participate in the 'switch your thinking!' programme to promote benefits of energy reduction to the community	Article included in May edition of Belmont Bulletin promoting a new discount offer for solar PV systems available through Rewards for Residents.
7c)	Improve environmental practices of small- medium sized enterprises through participation in the Business Environmental Assessment Project.	<p><u>March total = 14</u></p> <ul style="list-style-type: none"> • 7 assessments (1 breach, 3 compliant, 2 high risk, 1 minor recommendations only) • 5 follow up assessments (3 compliant, 1 high risk, 1 minor recommendations only) • 2 premises visits (2 high risk) <p><u>April total = 11</u></p> <ul style="list-style-type: none"> • 6 assessments (1 breach, 4 compliant, 1 minor recommendations only) • 1 follow up assessments (1 breach) • 4 premises visits (2 breach, 1 high risk, 1 requires assessment)

Chapter	Action	Progress
		<p>May total = 16</p> <ul style="list-style-type: none"> • 13 assessments (1 breach, 6 compliant, 3 high risk, 3 minor recommendations only) • 1 follow up assessments (1 compliant) • 2 premises visits (2 requires assessment) • Officer commenced use of new carbon copy Environmental Hazard Inspection Checklist in May, which has assisted with efficiency in conducting assessments.
7d)	Organise environmental events to promote values of the natural environment and increase volunteer involvement in natural area activities.	<ul style="list-style-type: none"> • 2016 Environmental Events Calendar finalised, published on City of Belmont website and forwarded to environmental volunteer email distribution list • Assisted with volunteers walk at Garvey Park on 21 April, providing information on the foreshore project and various environmental aspects of the route walked between Garvey Park and Redcliffe Bridge • Officer attended 9 May School Leaders Liaison Meeting to promote SERCUL's free school incursions and the <i>switched on schools!</i> program • The International WeLoveU Foundation held a clean-up campaign at Centenary Park on 22 May.
7e)	Provide regular updates in the City's newsletters; Belmont Business Talk and Belmont Bulletin to promote environmental and sustainability programmes, initiatives and events.	Articles published in the May edition of the Belmont Bulletin seeking community input on the Draft Environment and Sustainability Strategy and promoting Living Smart in the City of Belmont in Djlba 2016, the Rewards for Residents Program and the Garvey Park Foreshore Stabilisation and Landscape Enhancement project.
8. CORPORATE PHILOSOPHY		
8a)	Raise Councillor and staff awareness of environmental issues and initiatives.	<ul style="list-style-type: none"> • Officer attended Safety & Environment Team meeting on 6 April • Information uploaded on the Conferences and Seminars page of the Councillor Portal, regarding Transport Summit held on 27 April • Presentation given at 7 April Toolbox Meeting on environmental risks/legislation relevant to operations and a pre-audit update on the City's Environmental Enhancement Policy and procedures • Information included in March staff Team Brief on obligations under Clearing of Native Vegetation Regulations and Identification, Investigation, Management and Treatment of Acid Sulfate Soils • Information included in April staff Team Brief on SGS surveillance audit of the City's Environmental Management System; with a reminder on general intent of the Environmental Enhancement Policy and Environment Plan and how they affect work activities. Reference to update to intramaps to include Environmentally Sensitive Areas layer • Information included in May Team Brief on consultation for the Draft City of Belmont Environment and Sustainability Strategy.
8b)	Apply for grant funding to facilitate implementation of environmental capital works and other activities.	<ul style="list-style-type: none"> • Additional \$78,995.50 funding confirmed for Riverbank Project P15BM01: Garvey Park Section 3 implementation, towards dewatering and environmental monitoring costs • Two quotes obtained and assistance provided for a Stronger Communities Grant Application, for installation of a 29 kW solar PV system at Belmont Sports & Recreation Centre.

Chapter	Action	Progress
8c)	Maintain the ISO 14001 certification of the City of Belmont's Environmental Management System.	<ul style="list-style-type: none"> • Officer attended Business Improvement Team meetings on 28 April and 31 May and provided update for Management Review component • External surveillance audit of the City's Quality, Occupational Health & Safety and Environment standards conducted 18-20 May, with no non-conformities or opportunities for improvement identified for the Environmental Management System standard • Risk Markers completed for numerous environmental Process Maps.

New Environment Plan Actions (2015 Revision)

Note: Actions listed include those with a due date of 2015/16 or 2015/16 and beyond.

Action number	Action	Responsible Officer	Progress
1.1	Conduct an overall review of recommendations arising from previous scheme water audits of high consuming sites.	Environmental Officer	No further update. Approximately 80% complete.
1.2	Investigate options for securing a long term irrigation water source for Ascot Waters, based on outcomes of the contamination investigation into Lot 5 (Ascot Waters Compensation Basin).	Manager- Environment & Parks	The only viable option for a new source of water is the construction of an irrigation lake on 'The Trust Land'. The City is keen to progress the Strategic Plan for the Trust land for which a number of elements will require Supreme Court sanction. A process is being followed but has some way to go, including public consultation, before consideration by the Supreme Court. Urbanism provided their report in May 2016 and Urbis Consulting are currently preparing expert advice for the City to assist with this endeavour.
1.3	Obtain 'as constructed' digital designs for stormwater drainage upon completion of the Tonkin Highway upgrade, and incorporate into the City's Intramaps system.	Manager- Design & Assets	No action possible 2015/16. Gateway WA as cons will be available late 2017 upon completion of all works and will subsequently be transferred to Intramaps.
1.4	Review the Groundwater Use Strategy 2012.	Environmental Officer	Action considered complete (May 2016) with relevant actions included in the Resource Use, Waste and Carbon Emissions chapter of the Draft City of Belmont Environment & Sustainability Strategy 2016-2021.
1.5	Using the 5 year review of Belmont stormwater quality monitoring results, revise objectives of the sample program and revise sampling at a catchment level.	Environmental Officer	Water Quality Report completed and summary of new objectives to be discussed with internal and external stakeholders. Approximately 70% complete.
1.6	Review progress against Corporate and Community scheme water consumption goals set for 2014-15.	Environmental Officer	Action completed March 2016. Corporate Scheme water consumption increased by 4% between 2009-10 and 2014-15, and as a result the City did not reach its goal of maintaining consumption at or below 2009-10 levels. The City met its goals of: <ul style="list-style-type: none"> Managing groundwater abstraction to remain within the City's total licensed allocation for the duration of the licence Maintain residential water consumption at or below 125kL per capita by 2014-15 (met, as 89 kL/ capita).
3.1	Undertake a review of the City of Belmont Acid Sulfate Soils (ASS) Checklist and process for the identification and management of ASS for City projects.	Environmental Officer	Completed February 2016, with existing "Identification, Investigation & Management of Acid Sulfate Soils" Work Instruction and Check Sheet reviewed and new Process Map developed.

3.2	Participate in the Swan River Trust's recently-announced Light Industry project for 2015-16 and 2016-17.	Environmental Light Industry Officer -	<ul style="list-style-type: none"> Joint Dept Environment Regulation (DER) - City of Belmont visits of businesses undertaken in Kewdale one day per month in March & April. None conducted in May due to DER officer being on leave Officer attended Light Industry Project update meeting on 9 March.
4.1	Implement foreshore stabilisation works at Garvey Park, Ascot Racecourse foreshore and other priority sites for erosion control.	Coordinator- Environment	<ul style="list-style-type: none"> <u>Stage 1- The Esplanade Foreshore Upgrade</u>: M P Rogers & Assoc. engaged to provide engineering support and assistance, with several changes to the remedial works design recommended. Revised scope of works distributed to contractors, seeking revised quotations. Natural Areas were appointed and completed works from 2 - 18 May. 250 sedges were subsequently planted on the lower foreshore by the Environment Crew, with the remaining upper planting scheduled for early July. <u>Garvey Park Section 3</u>: Works completed March - May included: <ul style="list-style-type: none"> Galvanised steel edge, ballustrade and handrail for viewing deck and connecting stairs Installation of dewatering infrastructure, including settlement and infiltration basins Grouting of existing limestone wall General excavation, site preparation and installation of beach sand Installation of ramp screw pile footings, ramp steel and FRP Installation of footings for gabions and gabion cages Turfing above deck prior to Autumn River Festival event Stormwater diversion works. <u>Garvey Park Section 2</u>: Ascot Kayak Club has engaged MP Rogers to further develop their concept to upgrade the slalom course. Meeting held 26 May with Boating WA to discuss potential for jetty location <u>Hill 60</u>: Meeting held with Dept Planning on 10 March to discuss their future intentions for Lot 809. Background information has been provided to the City's insurers to seek advice <u>Fauntleroy</u>: Discussion underway with owners of 81 and 83 Fauntleroy Ave regarding a proposal to undertake riverfront works on the foreshore reserve at 85A Fauntleroy Ave. Damara WA engaged to review plans/ concept, and provide advice on erosion impacts to the foreshore reserve and compatibility with concept stabilisation plan <u>Ascot Racecourse Foreshore</u>: Project completed in November 2015.
4.2	Implement the Signal Hill bushland restoration plan.	Environmental Supervisor	Completed for 2015-16, with 900 tubestock planted on 31 July 2015. Seed collection undertaken at Signal Hill bushland by Tranen Revegetation Systems on 7 December. Seed transferred to Men of the Trees for use in 2016 winter plant order.
5.1	Utilise the "energy fund" to install solar PV systems on Council buildings, as per recommendations of the business case developed.	Coordinator Environment	Completed December 2015 with 10 kW (40 panel) Solar PV system installed at Harman Park Community Centre.

5.2	Participate in the EMRC's 'Understanding and Managing Flood Risk in Perth's Eastern Region: Stage 1' project.	Coordinator Environment	Officers attended information session on the EMRC's Flood modelling project (31 March) and letter of support provided for a funding application to progress with Stages 2 & 3 of the project.
7.1	Consider participation in the 'Switched on Business' programme or equivalent, to encourage water and energy efficiency of local businesses.	Coordinator Environment	Awaiting further advice from <i>switch your thinking!</i> regarding potential adaptation of the existing 'Switched on School' initiative to businesses.
7.2	Implement an education and engagement programme for residents of 'The Springs' regarding environmental and sustainability issues.	Coordinator Environment, TravelSmart Officer	Facilitator appointed for the City of Belmont Living Smart Course during Djilba (Noongar winter season of August - September), to run weekly from 4 August - 15 September. Promoted at Autumn River Festival and in the May edition of the Belmont Bulletin.
8.1	Incorporate ecologically sensitive design (ESD) features into the new Faulkner Park multipurpose community facility.	Manager Building Services	<ul style="list-style-type: none"> • Currently all ESD options are being considered • CADDs has been appointed by the Architect as ESD consultant, to assist in ensuring sufficient points are met with the design to achieve a 5 Star Green Star- Design and As Built rating • The City is also engaging a Green Star Accredited Professional, to work with the Architect and their ESD consultant and manage the rating submission process to the Green Building Council of Australia. Five quotes have been received and will be evaluated.
8.2	Conduct a review of existing council policies and identify potential incorporation of environmental considerations.	Coordinator Environment	<p>Completed March 2016 with recommendations discussed with relevant Policy owners and included as actions in the Draft Environment & Sustainability Strategy.</p> <ul style="list-style-type: none"> • 79 policies within the City of Belmont Policy Manual (last updated OCM 15 December 2015) were reviewed, as well as the LPS Scheme No. 15 Supporting Documents - Environment & Tree Register • Eleven policies within the Policy Manual already include reference to environmental considerations • Recommendations have been developed for inclusion of additional environmental considerations in five existing policies. It was also recommended that a new Urban Forest Policy is developed and that environmental risks are considered at the time of substantive change to an existing policy, or when a new policy is introduced.

8.3	Develop a new Environment Plan for 2016-2021.	Coordinator Environment	<ul style="list-style-type: none"> • Draft Environment and Sustainability Strategy 2016-2021 developed and discussed at 21 March and 19 April SC (Environmental) meetings • Presentation given at 17 May ABF, with Council endorsement for release of the Draft Strategy for public consultation at the 24 May OCM • Consultation period opened on 27 May and will close on 20 June, available through Belmont Connect. Displays installed at the Civic Centre front counter and Library, with printed copies of the Draft Strategy and feedback forms available. Copy also available on the City of Belmont website. Letters distributed to key stakeholders as listed in the Strategy and email sent to the environmental volunteer distribution group inviting comment. Article published in the May edition of the Belmont Bulletin, with advertisements booked for the Southern Gazette on 7 and 14 June. Item included in May Team Brief encouraging staff to provide feedback and distribute to their networks.
8.4	Review the requirements of the new version ISO14001:2015 standard and conduct a gap analysis against the City's current management systems for transition purposes.	Coordinator Environment	Initial gap analysis undertaken during development of Draft Environment and Sustainability Strategy, with key elements and actions required incorporated into the document.
8.5	Investigate alternative energy and water reporting platforms for potential transition following discontinuation of the WALGA Emissions Reporting Platform.	Coordinator Environment	Completed February 2016 with commencement of subscription to Planet Footprint energy & scheme water monitoring system.
8.6	Review environmental induction process for new employees and Contractors.	Coordinator Environment	Draft content for 'Environmental Awareness Training' developed, for inclusion on MyLearning.

Outstanding Environment Plan Actions (2014 Revision)

Note: An update on actions due on 30 June 2015, which were uncompleted as of the June meeting agenda deadline are summarised below.

Action number	Action	Responsible Officer	Progress
1.6	Conduct a performance review of water actions implemented between 2010 and 2015 and report to ICLEI.	Environmental Officer	Refer notes against Action 1.1 in table above.



Standing Committee (Environmental)

Item 10.1 refers

Attachment 2

TravelSmart Plan Progress



TRAVELSMART REPORT – Enviro Committee March 2016 – May 2016

Action No.	Action	Responsible Officer	Deadline	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/Aug	Held the TravelSmart stall at the Autumn River festival, provided TravelSmart information and promotional materials. Had the BikeDR in attendance to service and check bikes of people who rode to the event.
2.	Hold a bike to work breakfast during Bike Week to encourage commuter cycling.	TS, ENV, SMPHU	Annually March	Held the Belmont Bike to Work Breakfast on Friday 18 March at Goodwood Parade boat ramp in Rivervale. Great event with a small increase of participants over last year to around 200 attendees. Promotional items, healthy food, coffee and free bike maintenance checks were available from the BikeDR.
3.	Promotion of Bike Week and Walk Over October.	TS, LAC, MARK	Annually March/ Oct	Bike Week is promoted as part of the promotion the City does for the Belmont Bike to Work Breakfast event. All materials online and in the local paper include the 'BIKE WEEK' brand.
4.	Assist with Walk Over October activities as required and provide TravelSmart information.	TS, LAC	Annually Oct	No new information at this time.
5.	Develop community bicycle workshops to develop cycling skills of women, Culturally and Linguistically Diverse (CALD), and special needs groups.	TS, CL, SMPHU	March 2013	No new information at this time.
6.	Conduct a Bicycle User Group (BUG) meeting bi-monthly.	TS	1 st Wed of every second month	Formal BUG meetings have been suspended for the time being due to lack of interest. Any future meetings will be conducted ad hoc where relevant and necessary.
7.	Update the TravelSmart information on the City of Belmont website and improve its accessibility.	TS, IT	April 2012	No new information at this time.
8.	Promotion of TravelSmart options in advertising for major community events.	TS, MARK, IT, EV	As required	Promoted walking and cycling to the Autumn River Festival in the Belmont Bulletin and advertising.
9.	Conduct Transperth 'Magical Mystery' public transport tours for seniors, CALD and special needs groups.	TS, PTA, CS	Nov 2012	No new information at this time.
10.	Insert TravelSmart information in new resident starter packs.	TS, MARK	Ongoing	Ongoing. No new information at this time.
11.	Investigate the potential for a 'Going Places' travel incentive initiative or similar. See http://www.goingplaces.darebin.vic.gov.au/ .	TS	January 2013	Discussed Fremantle trial program progress with 'Free Wheeler' App developer. Still not commenced due to technical and developmental issues. Expecting to commence very soon.
12.	Implement the TravelSmart to Schools program with participating primary schools.	TS, DOT	Ongoing	Ongoing dialogue with the primary school representatives when possible.
13.	Promote Walk Over October and Bike Week to schools.	TS, DOT	Annually March/ Oct	Schools are encouraged (via the healthy breakfast grants) to participate in the Ride to School day on 4 th of March 2016.
14.	Offer breakfast grants for Cycle and Walk to School Days.	TS	Annually March/ Oct	Arranged healthy breakfast grants for National Ride to School Day for four schools on 4 March 2016. St Augustine, Kewdale, Redcliffe and Cloverdale Primary.

Action No.	Action	Responsible Officer	Deadline	Progress
				Arranged healthy breakfast grants for Walk Safely to School Day for five schools on 19 th and 20 th of May 2016. St Augustine, Redcliffe, Cloverdale, Notre Dame and Carlisle Primary.
15.	Develop the City of Belmont TravelSmart Workplace program for external businesses.	TS, PROP	March 2012	No new information at this time.
16.	Implement the Dept. Of Transport and Belmont TravelSmart Workplace programs.	TS, DOT	Commence program in April 2012	Ongoing as required.
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	Attend DCG wherever possible and provide relevant information where required.
18.	Work with Belmont Forum to develop a TravelSmart access plan.	TS, DOT, PROP	November 2012	This will be ongoing. There may be potential to further the discussion on an access plan in conjunction with the new development application.
19.	Promote the Belmont Business Environmental Awards to local businesses.	TS, ENV	Annually	No new information at this time.
20.	Coordinate and implement the Active Travel - Be Rewarded Program.	TS	Annually Sept - Dec	No new information at this time..
21.	Facilitate the Department of Transport's online Corporate Walking Challenge.	TS	Annually Sept	Believe this challenge no longer exists.
22.	Facilitate the Department of Transport's online Bike to Work Challenge.	TS	Annually Sept	Believe this challenge no longer exists.
23.	Maintain, update and promote car pool register on Belnet and in the staff lunchroom.	TS, IT	Quarterly	Updated the carpool register sheet in the lunchroom.
24.	Investigate a TravelSmart subsidy for staff.	TS,FIN, HR	July 2012	No new information at this time.
25.	Annual staff travel survey to determine changes in travel patterns.	TS,ENV	Annually Sept	No new information at this time.
26.	Update and maintain TravelSmart page on Belnet.	TS, IT	Feb/Aug Annually	No new information at this time.
27.	Submit TravelSmart articles for the Team Brief.	TS	Ongoing	Articles on the Electric Bike Trial and Staff Smartriders in March Team Brief.
28.	Conduct TravelSmart commute planning sessions with all new staff.	TS, HR	Ongoing	Ongoing where required.
29.	Participate in the coordination of Staff Safety and Wellbeing Month.	TS, OH&S, LAC	Annually Sept/Oct	No new information at this time.
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	January 2013	Relates to action 24. No new information at this time.
31.	Maintenance of TravelSmart related facilities (fleet bikes, lockers, bike shelter, and staff SmartRiders).	TS, BUILD	Ongoing	Ongoing where required.

Action No.	Action	Responsible Officer	Deadline	Progress
32.	Promotion of TravelSmart facilities to staff.	TS	Quarterly	Promoted as part of ongoing 'Switched on Bikes' E-Bike trial.
34.	Adoption of the revised City of Belmont Bike Plan.	TS, DES	February 2012	Advice received that the Perth Bike Network Plan grant submission for the update of the Belmont Local Bike Plan was unsuccessful for 16/17 financial year.
35.	Assist City East Alliance, Eastern Metropolitan Regional Council and Gateway WA with relevant projects.	TS, DES	Ongoing	No new information at this time.
36.	Lobby the Public Transport Authority for more bus services to the Mixed Business Area and Kewdale Industrial Area.	TS, PROP	April 2013	No new information at this time. To be incorporated with action 38.
37.	Update and distribute the City of Belmont TravelSmart Guide.	TS, DOT, MARK	April 2012 and 2014	2016 update process commenced. Initial meeting with Department of Transport mapping team completed. Content updating process progressing. Expecting to print in August in time for distribution at Avon Decent.
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	July 2013	Funding support/sponsorship is confirmed from the Belmont Forum. Service will continue to operate until end of June 2017.

Responsible Officers:

TS TravelSmart Officer
 LAC Co-ordinator Leisure, Art & Culture
 HR Human Resources
 ENV Co-ordinator Environment
 PROP Manager Property and Economic Development
 IT Information Technology Officer
 FIN Manager Finance
 FLEET Co-ordinator Fleet
 BUILD Co-ordinator Building Operations
 OH&S Co-ordinator 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 Co-ordinator Community Services
 DOT Department of Transport



Standing Committee (Environmental)

Item 11.1 refers

Attachment 3

**Revised Terms of Reference
Standing Committee
(Environmental)**

TERMS OF REFERENCE
STANDING COMMITTEE (ENVIRONMENTAL)

Purpose

To consider and recommend to Council on matters of strategic environmental importance and relevance to the City of Belmont.

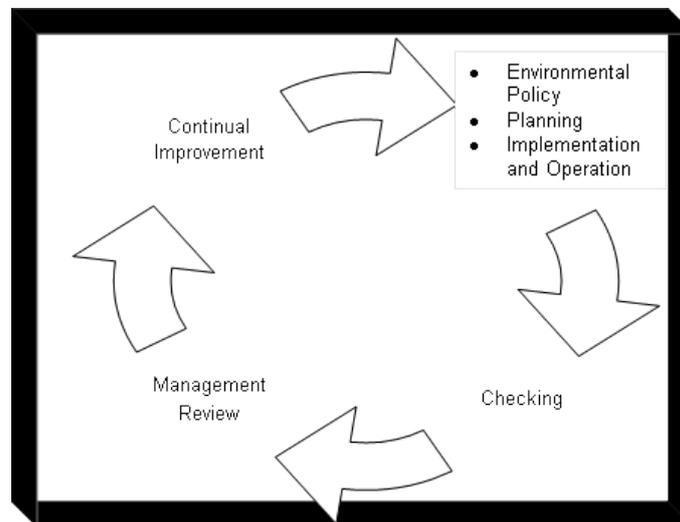
The Committee is a formally appointed Committee of Council and is responsible to that body. The Committee does not have executive powers or authority to implement actions in areas over which the Chief Executive Officer (CEO) has legislative responsibility and does not have any delegated power from Council. The Committee does not have any management functions and cannot involve itself in management processes or procedures.

The Committee is to report to Council and provide appropriate advice and recommendations on matters relevant to its terms of reference in order to facilitate informed decision making by Council in relation to the legislative functions and duties of the local government that have not been delegated to the CEO.

Objective

The primary objectives of the Standing Committee (Environmental) are to monitor the City's environmental performance against objectives and targets and monitor the progress of and undertake review of the City of Belmont Environment and Sustainability Strategy.

Reports from the Committee will assist Council in meeting requirements of its Environmental Management System framework, following the Plan-Do-Check-Act methodology, as depicted in the diagram below.



The Committee is to provide guidance and assistance to facilitate effective management of the City of Belmont's environmental responsibilities through:

- Development and recommendation of Council environmental policies;
- Monitoring progress of implementation of the Environment and Sustainability Strategy actions;
- Annual review of the Environment and Sustainability Strategy;
- Monitoring environmental performance against objectives and targets.

Duties and Responsibilities

The duties and responsibilities of the Committee members will be to –

1. Maintain awareness of current and emerging environmental issues relevant to the City of Belmont and environmental performance of the City;
2. Consider attendance at relevant environmental seminars and conferences, consistent with Council policy;
3. Support and promote Council environmental policies to the community and where relevant their application in Council decision-making;
4. Support and promote the objectives and actions of relevant Council-endorsed strategies and plans, including the Environment and Sustainability Strategy, Urban Forest Strategy, TravelSmart Plan and Belmont Foreshore Precinct Plan;
5. Promote and encourage involvement of the community in the City's environmental programs;
6. Consider and give particular attention to environmental implications of Council decision-making, as presented in the agenda reports.

Membership

1. The membership of the Committee shall comprise the Mayor (Ex Officio) and a Councillor from each of the three wards. The Councillors being determined by nomination and if necessary a ballot conducted at a Council Meeting following the local government ordinary election;
2. If a vacancy on the Committee occurs for whatever reason then Council shall appoint a replacement in accordance with the same arrangements as for the original appointment set out in 1 above.

Staff

The following staff will attend Committee meetings to provide technical support and advice:

- Director Technical Services;
- Manager Parks and Environment;
- Coordinator Environment;
- Additional staff where relevant to the agenda, with Director approval.

Invitees / Attendees

Relevant persons may be invited to attend and address or advise the Committee, within the ambit of its scope and where necessary with the approval of the Director Technical Services and the Presiding Member.

Meetings

The Committee shall have flexibility in relation to when it needs to meet, but aims to meet quarterly. It is the responsibility of the Presiding Member to call the meetings of the Committee.

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