

### 1. OBJECTIVE

The City of Swan, through responsible stewardship of natural resources and enhancement of the City's appearance, will:

- Protect and maintain our natural environment.
- Create and promote community awareness to encourage responsible environmental behaviour.
- Effectively manage resource consumption, including water and energy, in order to reduce greenhouse gas reduction and improve air quality.
- Build partnerships which will advance the City's environmental objectives.
- Continually improve our organisation to strategically position ourselves to meet future challenges.
- Effectively manage waste production by supporting the use of recycled product wherever practical and by supporting a market transition through the use of construction and demolition products in civil projects where possible.
- Seek to balance the social and economic impact.

### 2. POLICY STATEMENT

- a) Preserve and protect the ecology and biodiversity of our natural ecosystems.
- b) Reduce waste production through the appropriate reduction, re-use and recycling of waste products including:
  - i. Increasing the amount of recycled construction and demolition products used in civil construction projects within the City, including but not limited to recycled road base and drainage rock.
  - ii. Ensuring recycled construction and demolition products are procured competitively from Department of Environmental Regulations (DER) licensed waste processing facilities.
  - iii. Adhering to the environmental standards and product specifications that Council identify as applicable to the proposed use of the recycled construction and demolition material.
- c) Implement 'best practice' in the management of ground and surface water quality and quantity.
- d) Preserve and protect air quality.
- e) Prevent and/or manage contamination of developed land and other inappropriate land management practices.
- f) Monitor and improve efficiency in the use (direct and indirect) of natural resources such as ground and potable water and non-renewable energy sources and materials.

- g) Support and implement the development of sustainable alternatives for the supply of water and energy.
- h) Investigate and implement policy and activities to enable adaptation to the predicted impacts of climate change.

### **3. RESPONSIBILITIES**

#### **3.1 Council**

Is responsible for:

- a) Determination of the City's Environmental Management Approach.

#### **3.2 Executive Management Team**

Is responsible for:

- a) Facilitating the City's Environmental Policy and Environmental Management System;
- b) Providing leadership in the promotion of and organisational adherence to the City's Environmental Management processes and procedures;
- c) Authorising the City's processes, procedures and determining the operational roles and responsibilities for Environmental Management;
- d) Monitoring organisational strategic and operational Environmental performance;
- e) Period reporting to Council against the Environmental Management Approach and performance indicators;
- f) Determining treatments for identified corporate, strategic and systemic risks.

#### **3.3 Organisational Planning & Development**

Is responsible for:

- a) Developing and periodic review of the City's Organisational Environmental Management Approach;
- b) Development and periodic review of the City's Environmental Management processes and procedures that determine the City's operational performance benchmarks for the assessment, reporting, management and monitoring of Environmental Performance;
- c) Deployment and monitoring of operational performance within the City's Environmental Management processes and procedures;
- d) Analysis of environmental risks to proactively identify corporate, strategic and/or systemic risk and subsequently develop, recommend and implement targeted corporate risk treatments;
- e) Periodic and Annual Reporting to Executive against the organisational Environmental Management Approach, System and performance indicators;
- f) Work with Business Unit Managers to identify risk and then determine risk treatment for localised operations risks.

#### **3.4 Business Unit Managers**

Are responsible for:

- a) Effective application of the City's Environmental Management processes and procedures to their respective Business Unit activities, processes and procedures;
- b) Documented analysis of proposals for the City to enter into new activities or amend or adjust current activities in accordance with the business planning process, to including requirements for consideration to the City's Environmental Objectives;

- c) Work with Organisational Planning & Development to identify environmental risk and then determine treatments for localised operations risks.
- d) Encouraging and promoting the benefits of the use of recycled construction and demolition products over raw material.

### 3.5 Employees

Are responsible for and encouraged to proactively:

- a) Work and comply with the City's Environmental Management Approach, System, processes and procedures.
- b) Ensure recycled construction and demolition products adhere to the environmental standards and product specifications that Council identifies as applicable to the proposed application.
- c) Ensure recycled products are procured competitively from Department of Environmental Regulation licensed waste processing facilities.

## 4. METHODOLOGY

- a) To achieve our objectives in these areas, the City of Swan is committed to continually improving our environmental performance and the performance of our community through:
  - i. Implementation of the principles of ISO 14001 "International Environmental Management Standards" framework;
  - ii. Ongoing monitoring of our environmental performance in order to ensure compliance with relevant environmental legislation, enable continual improvement and allow reporting to stakeholders;
  - iii. To enable the achievement of its environmental policy objectives, the City will develop, implement and continually review its environmental strategies. This will detail the policies, practices, processes, partnerships and organisational capability that the City will develop to achieve our environmental objectives and the targets, indicators and monitoring regimes that will track our progress.
  - iv. If Recycled Construction Products Program (RCPP) funding is being sought, the requirements of the Waste Authority's Recycled Construction Products Program Appendix 1 – Product Specifications (or latest superseded document) must be met.

## Document Control

Document Approvals:			
Version #	Council Adoption		
1.	Ordinary Meeting of Council 22/09/2004 - to outline the approach by which the City will achieve its environmental goals and objectives.		
2.	Ordinary Meeting of Council 24/02/2010 - revised policy adopted by Council.		
3.	Ordinary Meeting of Council 10/09/2014 - adopted policy for 2 years.		
4.	Ordinary Meeting of Council 12/04/2017 - adopted revised policy.		
Document Responsibilities			
<b>Custodian:</b>	Executive Manager, Operations	<b>Custodian Unit:</b>	Strategic Planning
Document Management:			
<b>Risk Rating:</b>	Medium/High	<b>Review Frequency:</b>	Biennial
<b>Next Review:</b>	2019	<b>ECM Ref:</b>	1400345
Compliance Requirements:			
<b>Legislation:</b>	Legislative Register to be developed		
<b>Industry:</b>	Consistent with ISO 14001 framework but not compliant Waste Authority of Western Australia "Recycled Construction Products Program Appendix 1 – Product specifications		
<b>Organisational:</b>			
<b>Strategic Community Plan:</b>	N1.1 Mitigate City's carbon footprint, reducing waste and greenhouse gas production		