

Minutes

Sustainability Advisory Committee

MEETING HELD ON 18 JUNE 2009

TABLE OF CONTENTS

Item No	Title	Page No
	Declaration of Opening	2
	Apologies/Leave of Absence	2
	Confirmation of Minutes	2
	Announcements by the Presiding Person without discussion	2
	Declarations of Interest	3
	Identification of matters for which the meeting may sit behind closed doors	3
	Petitions and Deputations	3
	Reports	3
Item 1	Energy Audits - [59091]	3
Item 2	Resignation from the Sustainability Advisory Committee - [00906]	8
Item 3	Household Hazardous Waste Program - [05029]	11
	Motions for which previous notice has been given	16
	Requests for Reports for Future Consideration	16
	Closure	16

CITY OF JOONDALUP

MINUTES OF THE SUSTAINABILITY ADVISORY COMMITTEE MEETING HELD IN CONFERENCE ROOM 3, JOONDALUP CIVIC CENTRE, BOAS AVENUE, JOONDALUP ON THURSDAY, 18 JUNE 2009

ATTENDANCE

Committee Members:

Cr Brian Corr	Presiding Person
Mr Steve Magyar	Community Representative
Mr Rainer Repke	Community Representative
Mr John Chester	Community Representative
Mr Peter Jacoby	Community Representative
Dr Ute Goeft	Community Representative

Officers:

Mr Jamie Parry	Director, Governance & Strategy
Ms Glenda Blake	Manager, Organisational Development
Ms Rose Garlick	Administrative Secretary

DECLARATION OF OPENING

The Presiding Person declared the meeting open at 1814 hrs.

APOLOGIES/LEAVE OF ABSENCE

Apologies Cr R Fishwick and Mr A Green

Leave of Absence previously approved:

Cr Michael Norman 9 – 24 June 2009 and
25 June 2009 – 12 July 2009 inclusive

CONFIRMATION OF MINUTES

MINUTES OF THE SUSTAINABILITY ADVISORY COMMITTEE MEETING HELD ON 16
APRIL 2009

**MOVED Mr Magyar SECONDED Dr Goeft that the minutes of the meeting of the
Sustainability Advisory Committee held on 16 April 2009 be confirmed as a true and
correct record.**

The Motion was Put and

CARRIED (6/0)

In favour of the Motion: Crs Corr, Mr J Chester, Dr U Goeft, Mr P Jacoby, Mr S Magyar and Mr R Repke.

ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil.

DECLARATIONS OF INTEREST

Nil.

IDENTIFICATION OF MATTERS FOR WHICH THE MEETING MAY SIT BEHIND CLOSED DOORS

Nil.

PETITIONS AND DEPUTATIONS

Nil.

REPORTS**ITEM 1 ENERGY AUDITS – [59091]**

WARD:	All
RESPONSIBLE DIRECTOR:	Mr Jamie Parry Governance and Strategy

PURPOSE

To provide the Sustainability Advisory Committee (SAC) with a progress report on the energy audits undertaken by GHD on the City of Joondalup's top five energy emitting buildings.

EXECUTIVE SUMMARY

The City of Joondalup commissioned GHD to undertake energy audits on the top five energy emitting buildings namely:

- 1 Duncraig Library
- 2 Whitford Library
- 3 Woodvale Library
- 4 Civic Centre
- 5 Administration Building

The audits were conducted between February and May 2008 and included the following for each of the buildings:

- ↳ Energy consumption profiles;
- ↳ Energy audit observations;
- ↳ Recommendations;
- ↳ Energy Saving Actions.

The audits were designed to review the completed and uncompleted actions from a previous Energy Audit Report undertaken by Lincoln Scott on the Civic Centre and Administration Building, as well as identify energy saving actions for the Duncraig, Whitford, and Woodvale Libraries.

BACKGROUND

The City's Greenhouse Action Plan 2007 – 2010 includes the following action:

Buildings

- ↳ Undertake energy audits on the top five emitting City buildings and develop a priority schedule for undertaking ongoing audits of all other buildings.

Audits of the top five energy emitting buildings were completed by GHD between February and May 2008.

DETAILS

Issues and options considered:

The energy audits were undertaken on the following City buildings:

- 1 Duncraig Library
- 2 Whitford Library
- 3 Woodvale Library
- 4 Civic Centre
- 5 Administration Building

The objective of the energy audits was to review the progress of previously recommended actions and to identify outstanding actions.

The Energy Audit Review Reports addressed the following specific objectives:

- ↳ An analysis of the buildings current operations and services;
- ↳ Outline of pre and post energy audit consumption data;
- ↳ Identification of completed actions to reduce energy consumption, energy expenditure, and greenhouse gas emissions;
- ↳ An appraisal of the opportunities available that have not been implemented to reduce energy consumption, energy expenditure and greenhouse gas emissions; and
- ↳ Additional recommendations to reduce energy consumption, energy expenditure and greenhouse gas emissions.

The Energy Audit Review Reports were completed between February and May 2008 and identified that a number of energy saving actions had been completed in the Administration and Civic Buildings including:

Administration Building

- ↳ Installation of motion activated lighting control;
- ↳ Installation of after hours lighting circuit;
- ↳ Reduction of electricity consumption of cooling tower fans;
- ↳ Improvements to the Building Management System;
- ↳ Retrofit of existing light fittings; and
- ↳ Replacement of two chillers with modern efficient chillers.

In addition to the recommendations in the Energy Audit the City has also implemented efficiency innovations in the computer network by reducing the number of servers used and, therefore reducing power consumption and the City's greenhouse gas emissions by 88 tonnes per annum.

Civic Centre

- ↳ Multi-zone air conditioning unit in Dining Room and Conference Rooms – to minimise the amount of re-heat required when in de-humidification mode.

The audits conducted of the Duncraig, Whitford and Woodvale Libraries included a number of recommendations relating to:

- ↳ The installation of motion sensors;
- ↳ Removal of fluorescent and compact fluorescent lamps; and
- ↳ Replacement of monitors with LCD.

The City is currently in the process of implementing the recommendations from the Audit Report on the Duncraig Library and the recommendations for the Whitford and Woodvale Libraries will be considered in future budgets.

In addition to the Energy Audits conducted of the five City buildings, the City also engaged consultants to conduct an environmental audit of Craigie Leisure Centre in July 2008 focussing on water energy consumption. The objectives of the audit were to:

- 1 Conduct an analysis of the building's current operations and services;
- 2 Outline historical energy and water consumption with the aim of providing future consumption targets; and
- 3 Conduct an independent appraisal of the opportunities available to reduce energy consumption expenditure and greenhouse gas emissions.

The recommendations contained in the Energy Audit are being progressed at the Centre.

Link to Strategic Plan:

Objective 2.1 – To ensure that the City's natural environmental assets are preserved, rehabilitated and maintained.

Strategy 2.1.5 – The City reduces its greenhouse gas emissions and assists the public to reduce community emissions.

Legislation – Statutory Provisions:

Not Applicable.

Risk Management considerations:

Not Applicable.

Financial/Budget Implications:

Not Applicable.

Policy Implications:

Sustainability Policy 5-4.

Regional Significance:

Not Applicable.

Sustainability Implications:

The Energy Audits provide a range of recommendations to improve the energy efficiency of City buildings.

Consultation:

Not Applicable.

COMMENT

The City has progressed a number of energy saving actions in the Administration Building, Civic Building, Duncraig Library, and Craigie Leisure Centre which have contributed to reductions in greenhouse gas emissions.

The Energy Audits will provide direction for future energy saving actions.

ATTACHMENTS

Nil.

VOTING REQUIREMENTS

Simple Majority

MOVED Mr J Chester, SECONDED Mr R Repke that the Sustainability Advisory Committee NOTES the progress report dated 18 June 2009 on the Energy Audits undertaken of the City's top five energy emitting buildings.

Discussion ensued

AMENDMENT MOVED Mr R Repke, SECONDED Mr S Magyar that the following Points be ADDED to the motion:

- 2 THANKS the administration for completing the Energy Audits;**
- 3 REQUESTS Council to seek a report from the CEO on plans to install photo voltaic systems on one or more of the City's major buildings and when these plans will be realised;**
- 4 REQUESTS Council to seek a report from the CEO on the operation of the geothermal facility at Craigie Leisure Centre and whether similar facilities are planned and if so at which location;**

5 REQUESTS Council to report on whether actions taken will be part of the Green Star Rating considered by the Policy Committee.

Discussion ensued

The Presiding Person suggested that each point of the Amendment be voted on separately:

AMENDMENT MOVED Mr R Repke, SECONDED Mr S Magyar that the Sustainability Advisory Committee:

2 THANKS the Administration for completing the Energy Audits;

The Amendment was Put and

CARRIED (6/0)

In favour of the Amendment: Crs Corr, Mr J Chester, Dr U Goeft, Mr P Jacoby, Mr S Magyar and Mr R Repke

AMENDMENT MOVED Mr R Repke, SECONDED Mr S Magyar that the Sustainability Advisory Committee:

3 REQUESTS Council to seek a report from the CEO on plans to install photo voltaic systems on one or more of the City's major buildings and when these plans will be realised;

The Amendment was Put and

TIED (3/3)

In favour of the Amendment: Crs Corr, Mr S Magyar and Mr R Repke **Against the Amendment:** Mr J Chester, Dr U Goeft and Mr P Jacoby,

There being an equal number of votes, the Presiding Person exercised his casting vote and declared the Amendment

LOST

AMENDMENT MOVED Mr R Repke, SECONDED Mr S Magyar that the Sustainability Advisory Committee:

4 REQUESTS Council to seek a report from the CEO on the operation of the geo thermal facility at Craigie Leisure Centre and whether similar facilities are planned and if so at which location

The Amendment was Put and

CARRIED (5/1)

In favour of the Amendment: Crs Corr, Dr U Goeft, Mr P Jacoby, Mr S Magyar and Mr R Repke **Against the Amendment:** Mr J Chester.

AMENDMENT MOVED Mr R Repke, SECONDED Mr S Magyar that the Sustainability Advisory Committee:

5 REQUESTS Council to report whether actions taken will be part of the Green Star Rating considered by the Policy Committee

The Amendment was Put and

CARRIED (5/1)

In favour of the Amendment: Crs Corr, Dr U Goeft, Mr P Jacoby, Mr S Magyar and Mr R Repke **Against the Amendment:** Mr J Chester.

The Original Motion as amended, being:

That the Sustainability Advisory Committee:

- 1 NOTES the progress report dated 18 June 2009 on the Energy Audits undertaken of the City's top five energy emitting buildings;**
- 2 THANKS the administration for completing the Energy Audits;**
- 3 REQUESTS Council to seek a report from the CEO on the operation of the geo thermal facility at Craigie Leisure Centre and whether similar facilities are planned and if so at which location;**
- 4 REQUESTS Council to report on whether actions taken will be part of the Green Star Rating considered by the Policy Committee.**

Was Put and

CARRIED (6/6)

In favour of the Motion: Crs Corr, Mr J Chester, Dr U Goeft, Mr P Jacoby, Mr S Magyar and Mr R Repke

ITEM 2 RESIGNATION FROM THE SUSTAINABILITY ADVISORY COMMITTEE – [00906]

WARD: All

**RESPONSIBLE
DIRECTOR:** Mr Jamie Parry
Governance and Strategy

PURPOSE/EXECUTIVE SUMMARY

To advise of a resignation of a member of the Sustainability Advisory Committee (SAC).

BACKGROUND

Council at its meeting on 20 November 2007 established the SAC with the following Terms of Reference.

1. To recommend to the City of Joondalup Council on policy, advice and appropriate courses of action which promote sustainability, which is (1) environmentally responsible, (2) socially sound and (3) economically viable.
2. To provide advice to Council on items referred to the committee.

Membership:

The Committee will consist of the following members, to be determined by the Council:

- Four (4) Elected Members
- Eight (8) Community Representatives
- Quorum: 6

DETAILS

A resignation from the Committee has been received from Mr Brett Dorney.

With the resignation of Mr Dorney, the Committee membership will now contain one vacant community representative. An Elected Member vacant position also exists due to the resignation of Cr Albert Jacob. The current member of SAC is as follows:

- 1 Cr Brian Corr, Presiding Person
- 2 Cr Mike Norman, Deputy Presiding Person
- 3 Cr Russ Fishwick
- 4 Vacant

Community representatives:

- 5 Mr Steve Magyar
- 6 Mr Rainer Repke
- 7 Mr Alan Green
- 8 Mr John Chester
- 9 Mr Peter Jacoby
- 10 Ms Ute Goeft
- 11 Mr John Rule
- 12 Vacant

Issues and options considered:

The SAC has the following options for addressing the resignation and the vacant position. These are:

1. Recommend that Council advertise the vacancy to the broad community for 30 days.
2. Recommend to Council individuals who can be approached to become members.
3. Recommend to Council that the position not be replaced and that the membership of the Committee be considered following the local government elections in October.

Link to Strategic Plan:

This item has a general connection to the Strategic Plan.

Legislation – Statutory Provisions:

The Local Government Act 1995 includes provisions in relation to the membership of committees and quorums.

Tenure of committee membership

- 5.11 (1) Where a person is appointed as a member of a committee under section 5.10(4) or (5), the person's membership of the committee continues until:

- (a) the person no longer holds the office by virtue of which the person became a member, or is no longer the CEO, or the CEO's representative, as the case may be;
- (b) the person resigns from membership of the committee;
- (c) the committee is disbanded; or
- (d) the next ordinary elections day,

whichever happens first.

- (2) Where a person is appointed as a member of a committee other than under section 5.10(4) or (5), the person's membership of the committee continues until:

- (a) the term of the person's appointment as a committee member expires;
- (b) the local government removes the person from the office of committee member or the office of committee member otherwise becomes vacant;
- (c) the committee is disbanded; or
- (d) the next ordinary elections day,

whichever happens first.

Risk Management considerations:

The quorum for the Committee is six members. The two current vacancies may present difficulties in the quorum being achieved at meetings.

Financial/Budget Implications:

Not Applicable.

Policy Implications:

Sustainability Policy 5-4.

Regional Significance:

Not Applicable.

Sustainability Implications:

The Sustainability Advisory Committee provides advice to the Council on sustainability matters.

Consultation:

Not Applicable.

COMMENT

All committee memberships cease on the ordinary elections day in October 2009. As there is only one SAC meeting scheduled prior to that date, on 20 August 2009, it is recommended that the resignation be noted and that this position remain vacant at this time.

ATTACHMENTS

Nil.

VOTING REQUIREMENTS

Simple Majority

MOVED Mr J Chester, SECONDED Mr R Repke that the Sustainability Advisory Committee:

- 1 NOTES the resignation of Mr Brett Dorney and thanks him for his contribution to the Committee;**
- 2 RECOMMENDS that Council DOES NOT appoint a replacement community representative at this time.**

Discussion ensued.

AMENDMENT MOVED Mr S Magyar that the following point be ADDED to the Motion:

- 3 REQUESTS Council to reduce the number of positions on the Sustainability Advisory Committee from 12 to 10 to match the actual number of occupied positions on the Committee to increase the likelihood of the Committee achieving a quorum at its remaining meetings.**

There being NO SECONDER, the Amendment

LAPSED

The Original Motion Moved by Mr J Chester and Seconded by Mr R Repke was Put and CARRIED (5/1)

In favour of the Motion: Crs Corr, Mr J Chester, Dr U Goeft, Mr P Jacoby and Mr R Repke **Against the Motion:** Mr S Magyar.

ITEM 3 HOUSEHOLD HAZARDOUS WASTE PROGRAM – [05029]

WARD: All

**RESPONSIBLE
DIRECTOR:** Mr Jamie Parry
Governance and Strategy

PURPOSE

To provide the Sustainability Advisory Committee (SAC) with a progress report on the Household Hazardous Waste (HHW) Program.

EXECUTIVE SUMMARY

The HHW Program has been designed to achieve the safe storage and disposal of household products that are flammable, toxic, explosive or corrosive. This report provides a summary of the educational initiatives undertaken by the City of Joondalup, and the arrangements for the drop off of HHW.

BACKGROUND

The HHW Program is funded through the Landfill Levy and provides local governments with funding for the next three years to assist with the collection, storage and disposal of HHW.

The objective of the Program is to achieve the safe and certain storage and disposal of HHW and to obtain reliable data on the quantities and types of HHW collected in Western Australia.

DETAILS

Issues and options considered:

HHW Collection Days

HHW Collection Days are scheduled across the Perth Metropolitan area every second weekend. The City of Joondalup held its first Collection Day on 23 May 2009 at the Works Operation Centre in Craigie. The Collection Day was staffed by City employees, volunteers from Earthcare, and the removal contractor, Toxfree and attracted over 200 residents.

The Collection Day was advertised via an information brochure which was delivered to every household in addition to advertisements in the local newspapers, information on the City's website, library displays, and posters.

The Collection Day resulted in over 18,000kgs of HHW being collected with the main items being; paint, gas bottles, pesticides, chemicals, and other flammable liquids.

The Collection Day was also used to distribute information to residents including:

- ↳ Safe transportation of material to the collection point;
- ↳ Safer environmental alternatives to the materials being disposed; and
- ↳ Contact details and locations for other collection days and locations.

Earthcarers Program

The City of Joondalup has been actively involved in the Earthcare Program which was launched by the Mandurah Regional Council (MRC) in 2008. The Program involves volunteers who learn how to live sustainably and then convey the message throughout the community.

The volunteers arrange visits to the Materials Recovery Facility (MRF), and deliver workshops on recycling, and the City utilises the Earthcare volunteers at the HHW Collection Days and at the Joondalup Festival.

Schools Recycling Program

Waste education is a key component of the HHW Program and the City works with local schools to deliver and promote the recycling message. The education program covers recycling, contamination and waste reduction.

Dry Cell Battery Recycling Program

The City will be implementing a Dry Cell Battery Recycling Program in September 2009. The bulk of funding for this Program comes from the HHW Program. The aim is to remove batteries from the domestic waste stream and the City will be installing ten collection points at various locations throughout the City. The batteries will be collected and stored prior to removal by the MRC. The collected batteries will be recycled.

Mobile Muster

The City is involved with the Mobile Muster which is organised by the Australian Mobile Telecommunications Association. The Muster is held for one month each year and a number of collection points are advertised and provided within the City for phones and batteries.

Ewaste Collection Days

The City is currently promoting the upcoming Ewaste Collection Days. The Collection Days are being coordinated by the MRC and collection is scheduled to take place on 6 and 7 June 2009. Apple Computers are partnering with the MRC and the collection is designed to remove and recycle printers, monitors, keyboards etc.

Adopt a Spot Program (Volunteer Litter Collection)

This Program is funded by the Keep Australia Beautiful Council (KABC) and the City commenced participation in this Program in May 2009. The City works with the KABC and local volunteers to organise the collection of waste after cleanup days. Local volunteers adopt a spot to collect litter and the Program is currently partnering with two local hardware stores who have adopted the Iluka foreshore path and park, and Whitford Nodes.

LPG Cylinder Project

The LPG Cylinder Project (12 month pilot) was initiated by the City of Joondalup and is run in conjunction with the Cities of Wanneroo and Swan to address the issue of unwanted LPG gas cylinders. The program addresses reduction, education, reuse, and recycling.

Link to Strategic Plan:

Objective 2.1 – To ensure that the City's natural environmental assets are preserved, rehabilitated and maintained.

Strategy 2.1.6 – The City implements strategies and projects that reduce the amount of waste which requires disposal.

Legislation – Statutory Provisions:

Not Applicable.

Risk Management considerations:

The disposal of HHW must be controlled to minimise risk. The objective of the Program is to achieve the safe and certain storage and disposal of HHW.

Financial/Budget Implications:

Not Applicable.

Policy Implications:

Sustainability Policy 5-4.

Regional Significance:

Not Applicable.

Sustainability Implications:

Waste management is an important element of environmentally sustainable practices.

Consultation:

Not Applicable.

COMMENT

The City is committed to the implementation of strategies and projects that aim to reduce the creation of waste and sustainably dispose of it and the HHW Program is designed to safely dispose of or recycle household products that are flammable, toxic, explosive or corrosive. The City of Joondalup is actively participating in the Program.

ATTACHMENTS

Nil.

VOTING REQUIREMENTS

Simple Majority

MOVED Dr U Goeft, SECONDED Mr P Jacoby that the Sustainability Advisory Committee NOTES the progress report dated 18 June 2009 on Household Hazardous Waste Program.

AMENDMENT MOVED Mr S Magyar SECONDED Mr R Repke that the following points be ADDED to the Motion:

- 2 NOTES the considerable effort required by both the City staff and volunteers to conduct programs such as the Household Hazardous Waste Program;**
- 3 ADVISES Council that:**
 - (a) The issues of waste management has been the subject of many reviews and reports, among the most recent being: the Federal Department of Environment, Water, Heritage and the Arts;**
 - (b) The Sustainability Advisory Committee notes the Council has no Waste Management Policy, whilst the City Waste Management Policy only is developed for administrative and operational imperatives and has an internal focus;**

- 4 **REQUESTS Council to consider the development of a Council Waste Management Policy;**
- 5 **Should Council agree to the development of a Council Waste Management Policy, the Sustainability Advisory Committee be permitted to submit a discussion paper to the administration for consideration in its preparation of the Policy.**

The Amendment was Put and

CARRIED (6/0)

In favour of the Amendment: Crs Corr, Mr J Chester, Dr U Goeft, Mr P Jacoby, Mr S Magyar and Mr R Repke

AMENDMENT MOVED Cr Corr SECONDED Dr Goeft that:

- 1 **the words “and APPROVES” be ADDED following the word “NOTES” in Point 1;**
- 2 **additional Points 6 and 7 be ADDED to the Motion as follows:**
 - 6 **ENCOURAGES the City to continue its involvement in various programs for household hazardous waste;**
 - 7 **REQUESTS the City to explore the possibility of streamlining the scheduling and locations of household hazardous waste programs.**

The Amendment was Put and

CARRIED (6/0)

In favour of the Amendment: Crs Corr, Mr J Chester, Dr U Goeft, Mr P Jacoby, Mr S Magyar and Mr R Repke

The Original Motion as amended, being:

That the Sustainability Advisory Committee:

- 1 **NOTES and APPROVES the progress report dated 18 June 2009 on Household Hazardous Waste Program;**
- 2 **NOTES the considerable effort required by both the City staff and volunteers to conduct programs such as the Household Hazardous Waste Program;**
- 3 **ADVISES Council that:**
 - (a) **The issues of waste management has been the subject of many reviews and reports, among the most recent being: the Federal Department of Environment, Water, Heritage and the Arts;**
 - (b) **The Sustainability Advisory Committee notes the Council has no Waste Management Policy, whilst the City Waste Management Policy only is developed for administrative and operational imperatives and has an internal focus;**
- 4 **REQUESTS Council to consider the development of a Council Waste Management Policy;**

- 5 Should Council agree to the development of a Council Waste Management Policy, the Sustainability Advisory Committee be permitted to submit a discussion paper to the administration for consideration in its preparation of the Policy.
- 6 ENCOURAGES the City to continue its involvement in various programs for household hazardous waste;
- 7 REQUESTS the City to explore the possibility of streamlining the scheduling and locations of household hazardous waste programs.

Was Put and

CARRIED (6/0)

In favour of the Motion: Crs Corr, Mr J Chester, Dr U Goeft, Mr P Jacoby, Mr S Magyar and Mr R Repke

MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

REQUESTS FOR REPORTS FOR FUTURE CONSIDERATION

Nil.

CLOSURE

There being no further business, the Presiding Person declared the Meeting closed at 1927 hrs; the following committee members being present at that time:

Cr Brian Corr
Mr Steve Magyar
Mr Rainer Repke
Mr John Chester
Mr Peter Jacoby
Dr Ute Goeft