

TOWN OF BASSENDEAN
MINUTES
SUSTAINABILITY COMMITTEE

HELD IN THE COUNCIL CHAMBER, 48 OLD PERTH ROAD, BASSENDEAN
ON WEDNESDAY 12 JUNE 2019, AT 5.30PM

1.0 **DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

Acknowledgement of Traditional Owners

The Presiding Member opened the meeting, welcomed all those in attendance and conducted an Acknowledgement of Country.

2.0 **ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE**

Present

Caroline Easton, Presiding Member
Chris Mahony, Deputy Presiding Member
Cr Renee McLennan, Mayor
Cr Kathryn Hamilton
Laura Simes, Community Representative
Mick Doyle, Community Representative
Miles Flavel, Community Representative

Officers

Jeremy Walker, Senior Environmental Officer
Amy Holmes, Minute Secretary

Apologies

Cr Quinton
Cr Mykytiuk
Simon Stewert-Dawkins, Director Operational Services
Salvatore Siciliano, Manager Recreation and Culture
Ken Cardy, Manager Parks & Environment

3.0 **DEPUTATIONS/PRESENTATIONS**

Nil

4.0 CONFIRMATION OF MINUTES

4.1 Sustainability Committee Meeting held on 2 October 2018

COMMITTEE/OFFICER RECOMMENDATION – ITEM 4.1

MOVED Chris Mahony, Seconded Cr Hamilton, that the minutes of the Sustainability Committee meeting held 2 October 2018, be confirmed as a true record.

CARRIED UNANIMOUSLY 7/0

5.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

The Presiding Member advised that the last meeting was cancelled, however, she was not aware and turned up for the meeting which was disappointing. Meeting once in six months is not satisfactory. Suggested that interim informal meetings be held with those available.

6.0 DECLARATIONS OF INTEREST

Nil

7.0 BUSINESS DEFERRED FROM PREVIOUS MEETING

Nil

8.0 REPORTS

8.1 Sustainability Initiatives updates (REF ENVM/PLANNG/1 – Jeremy Walker, Senior Environmental Officer)

APPLICATION

The purpose of the report is to provide an update on the Sustainability Community Grants and Projects and the Town of Bassendean Emission Reduction Plan and the One Planet Council model.

BACKGROUND

Sustainability Community Grants & Projects

At the October 2018 Sustainability Committee meeting (SC – 2/10/18), the Committee recommended and Council resolved (OCM - 15/10/18) in part the following:

- “1. Receives the information provided on Community Grant options provided from other Local Government Authorities;*
- 2. Allocates \$5,000 from the current 2018/2019 Budget to provide a subsidy to residents for either composting, Bokashi or worm farm subject to attendance at a Town of Bassendean workshop and being a resident of the Town;*
- 3. Allocates \$5,000 from the current 2018/2019 Budget to provide community grant funding to Town of Bassendean residents, which requires the Sustainability Committee to:*
 - i. prepare a draft application form and grant funding selection criteria for Council consideration that will demonstrate the applicant's ability to deliver the intended outcome, including evidence of financial management and demonstrated capabilities; and*
 - ii. Assess the Community grant applications received against the approved selection criteria and to make recommendations to Council as to how the grant funding shall be distributed or expended.*

Town of Bassendean Emission Reduction Plan

In March 2018, the draft of the ACER Emission Reduction Plan was presented to the Sustainability Committee. The Committee resolved to receive the first draft ACER Emission Reduction Plan (SC-6/03/18), and (in part) requested that members of the Committee review the draft ACER Emission Reduction Plan and provide feedback to officers by COB Friday 14 April 2018, to enable officers to review feedback and provide an update at the next meeting on 29 May 2018.

As the requested feedback on the proposed target or actions was not provided to Officers by the Committee by 14 April 2018, a follow up request was forwarded. One Committee member provided the following feedback:

“I've had a read and think it looks really good! One comment I would make is that maybe we don't need to tie our emissions reductions target to Australia's Paris Commitment. The first round of country commitments aren't anywhere near enough to keep the world below 2 degrees, let alone 1.5 degrees warming. It's expected that countries will continue to ramp up their efforts at the five-yearly review of Paris Targets. So given this, maybe Bassendean can aim higher than that. I also wonder whether it would be worth Bassendean considering joining in on an the emissions reduction pledge or framework?”

For example the Climate Council runs the Cities Power Partnership, which launched mid last year and already has 10 WA Local Governments participating. It sounds like a pretty good program as participants get access to resources, publicity for actions taken, and are 'buddied up' to other Local Governments. There are other ones too, like One Planet Councils and the Compact of Mayors”

Officers incorporated the feedback received and as a result, the Town joined the cities for Power Partnership on 2 October 2018.

At the December 2018 OCM, Officers presented a report to Council with the following recommendation:

“That:

- 1. Council receives the Draft Emission Reduction Plan attached to the Ordinary Council Agenda of 18 December 2018;*
- 2. The draft Emission Reduction Plan be advertised for a period of 6 weeks in January 2019 via the Town’s Facebook page, “Your Say Bassendean” website and the Eastern Reporter inviting community feedback;*
- 3. Estimated costs be obtained for each of the projects and list funds in the draft 2018/2019 Budget, along with the estimated percentage reduction in carbon reduction; and*
- 4. The community feedback provided will be reviewed and presented to Council for consideration.”*

Council (OCM 8/12/18) moved an alternative motion, resolving that Council:

- “1. Defers consideration of the ‘Draft Emissions Reduction Plan’ to allow for the development of a more aspirational target; and*
- 2. Investigates the ‘One Planet Councils’ model as a possible option for the Town of Bassendean”.*

COMMUNICATION & ENGAGEMENT

The Waste recycling workshop was promoted through the Town’s website, Facebook page, and noticeboards.

STRATEGIC IMPLICATIONS

Natural Environment:

Objectives <i>What we need to achieve</i>	Strategies <i>How we're going to do it</i>	Measures of Success <i>How we will be judged</i>
2.1 To display leadership in environmental sustainability	2.1.1 Strengthen environmental sustainability practices and climate change mitigation	Waste reduction ratio to population
	2.1.2 Reduce waste through sustainable waste management practices	Carbon emissions ("Planet Footprint")
	2.1.3 Initiate and drive innovative Renewable Energy practices	

COMMENT

Sustainability Community Grants & Projects

Officers organised a free home composting workshop for residents on Tuesday 19 February 2019. The workshop was facilitated by John Yaxley from Greengates Horticultural Services.

John demonstrated to residents how to set up and keep worm farms, Bokashi bins and compost bins. Residents that attended the workshop were offered the opportunity to purchase one of the three methods of composting at a subsidised cost of 50%. 34 residents attended the home composting workshop, 22 purchased Bokashi bins, 8 purchased worm farms and 4 purchased compost bins. The Town's Waste & Recycling Officer is planning to run another workshop in the new financial year. The Town is hosting a plastic free July workshop on Thursday 6 June 2019 at 6:00pm in the Library. The workshop will be presented by Robyn Brown and will focus on examining a week's worth of household rubbish and show ways on how to reduce waste and avoid single use plastics.

It was agreed that the Town run two composting workshops early in the new financial year. Funds can be considered for further workshops at the mid-year budget review in January/February.

Officers have investigated what other Local Governments are offering residents in terms of Sustainability Grants. The following are some examples.

The City of Cockburn provides grants relating to six sustainability themes that small businesses, schools, not for profits and collective households can apply for. The successful applicants can apply for up to \$4,000 towards the project.

The City of Vincent offers one round of grants per financial year with each environmental grant awarded up to a maximum amount of \$2,000. The number of grants available each year is determined by funding allocated in the City's annual budget.

Both of the above Councils have a set criteria for what the funds can be used for and who is eligible to apply. Officers recommend that the Town's grants criteria be aligned with the Town's Corporate Business Plan and funding be made available for projects or initiatives that meet the objectives of strategy 2.1 – To Display Leadership in Environmental Sustainability or 2.2 – Protect our River, Bushland Reserves, and Biodiversity. Officers recommend that we invite applications from community groups, local schools and or non-profit organisations located within the Town's boundary.

The Town has \$5,000 in the budget and if the maximum grant funding per application was set to \$2,000 then the Town could potentially support two larger projects at \$2,000 each and two smaller projects valued at \$500 each.

Officers have prepared a draft Application Form and draft Criteria and Guidelines for the Committee to review and provide feedback (see attachment).

It was agreed that the guidelines should be amended to align with the One Planet Living – Ten principles of sustainability.

Town of Bassendean Emission Reduction Plan

As part of the ongoing environmental work, in 2014/2015 the Town of Bassendean set a 7.5% Emissions Reduction Target based on the 2011/2012 corporate emissions.

Council allocated funding to implement the required actions to achieve a 10.8% reduction in emissions by 2016/2017, through the implementation of solar photovoltaic (renewable energy) systems, LED lighting, energy efficient products and other initiatives.

During 2017/2018, the Town's Emissions Reduction Plan was reviewed, with the desktop study of the EMRC's Regional Environment Strategy 2016-2020 and taking into consideration the Australian Government's Emissions Reduction Target of reducing emissions by 26-28% on 2005 levels by 2030, which was developed as part of its commitment to the 2015 Paris Agreement global climate change treaty.

It was determined that the Town's new target is to "reduce 2014/2015 corporate emissions by 26-28% by 2029/2030". This will require emission reductions against the Town's current carbon footprint within all organisational units, including buildings and facilities, fleet, parks and gardens, auxiliary lighting and street lighting.

Council has set the task for the Sustainability Committee to develop a more aspirational target than the current 26-28% reduction by 2029/2030. To assist the Committee and Officers, the EMRC has prepared a Climate Action for Town of Bassendean Discussion Paper. The discussion paper collates climate change information relevant to Local Government and will provide relevant background information required when developing our new ambitious target.

The Senior Environmental Officer briefed the Committee on the Climate Action Discussion Paper and invited feedback on the Town's pathway to achieving Net-Zero emissions by 2030.

Officers have also contacted Bioregional Australia to seek information on the One Planet model.

FINANCIAL CONSIDERATIONS

In accordance with the Sustainability Committee meeting held in March 2018 and the April 2018, Council resolved (OCM - 25/04/18), that the following funds have been listed in the 2018/2019 Budget:

- \$10,000 to initiate sustainability grants for community sustainability projects; broken down to \$5,000 for Environmental Grants and \$5,000 for composting subsidy; and
- One Planet membership \$2,100.

OFFICER RECOMMENDATION – ITEM 8.1

That the Sustainability Committee:

1. Receives the update on the Free Home Composting workshop;
2. Receives the information provided on Community Grant options provided from other Local Government Authorities;

3. Recommends to Council that the Environmental Grants criteria is aligned with Corporate Business Plan and projects or initiatives fall within one of the following strategies:
 - a) Objective 2.1 To Display leadership in Environmental Sustainability; or
 - b) Objective 2.2 Protect our River, Bushland Reserves, and biodiversity;
4. Recommends to Council that the Environmental Grants be made available to community groups, local schools and non-profit organisations located within the Town's boundary, with a maximum of \$2,000 per project/or initiative;
5. Receives the draft Grant Application Form and Criteria and Guidelines and provides feedback to officers;
6. Receives the Town of Bassendean Climate Action Discussion Paper; and
7. Provides feedback to Officers on a more aspirational emission reduction target.

The Committee moved the following recommendation:

COMMITTEE RECOMMENDATION – ITEM 8.1

SC – 1/06/19

MOVED Mick Doyle, Seconded Miles Flavel, that the Sustainability Committee:

1. Receives the update on the Free Home Composting workshop **and recommends that:**
 - a) **The Town run two composting workshops early in the new financial year;**
 - b) **Additional funds be considered for further workshops at the mid-year budget review in January/February, if required.**
2. Receives the information provided on Community Grant options provided from other Local Government Authorities;
3. Recommends to Council that the Environmental Grants criteria is aligned with **the One Planet Living – Ten Principles;**

4. Recommends to Council that the Environmental Grants be made available to community groups, local schools and non-profit organisations located within the Town's boundary, with a maximum of \$2,000 per project/or initiative **and that further funds be considered at the mid-year budget review, if required;**
5. Receives the draft Grant Application Form and Criteria and Guidelines, **as amended;**
6. Receives the Town of Bassendean Climate Action Discussion Paper; and
7. **Recommends that Officers amend the emission reduction plan to achieve net-zero emissions by 2030.**

CARRIED UNANIMOUSLY 7/0

9.0 **MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

10.0 **ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING**

Nil

11.0 **CONFIDENTIAL BUSINESS**

Nil

12.0 **CLOSURE**

The next meeting will be held on Wednesday 11 September 2019 commencing at 5.30pm.

Committee members will meet on an informal basis when available to discuss ideas related to sustainability.

There being no further business, the Presiding Member closed the meeting at 7.35pm.

ENVIRONMENTAL & SUSTAINABILITY GRANTS - GUIDELINES & CRITERIA

Background

The Environmental Grants Fund was established by Council in 2018-19 as a Sustainability committee Initiative. The number of grants available in each financial year will be subject to the funding allocated in the Town's annual budget.

Purpose

The Town of Bassendean Environmental Grants program is designed to assist and encourage Local Schools or Community Groups in implementing environmental projects or Initiatives within the Town of Bassendean. The Town is offering one round of grants per financial year with each Grant awarded up to a maximum of \$2,000.

Who Can apply?

Applications are invited from Local Schools, Community Groups or a non-profit organisation; your group/organisation must be located within the Town of Bassendean Boundary. If non-for profit organisation is outside of the Town's boundary the project must have a clear benefit for the Town of Bassendean.

Selection Criteria

Projects or initiatives must have a demonstrated outcome for at least one of the following One Planet Living principles:

- 1. Health and happiness**
Encouraging active, sociable, meaningful lives to promote good health and well being
- 2. Equity and local economy**
Creating bioregional economies that support equity and diverse local employment and international fair trade
- 3. Culture and community**
Respecting and reviving local identity, wisdom and culture; encouraging the involvement of people in shaping their community and creating a new culture of sustainability
- 4. Land use and wildlife**
Protecting and restoring biodiversity and creating new natural habitats through good land use and integration into the built environment
- 5. Sustainable water**
Using water efficiently in buildings, farming and manufacturing. Designing to avoid local issues such as flooding, drought and water course pollution
- 6. Local and sustainable food**
Supporting sustainable and humane farming, promoting access to healthy, low impact, local, seasonal and organic diets and reducing food waste
- 7. Sustainable materials**
Using sustainable and healthy products, such as those with low embodied energy, sourced locally, made from renewable or waste resources



8. Sustainable transport

Reducing the need to travel, and encouraging low and zero carbon modes of transport to reduce emissions

9. Zero waste

Reducing waste, reusing where possible, and ultimately sending zero waste to landfill

10. Zero carbon

Making buildings energy efficient and delivering all energy with renewable technologies

Limitations & Conditions

Applicants must be based in the Town of Bassendean or be able to demonstrate that you serve the Bassendean community or looking to provide a service in Bassendean that will benefit the Bassendean community.

- Each successful applicant is required to expend all of the grant funds by 30th of June for the current financial year the funds were administered with a formal acquittal report including an expenditure statement and written summary of the report
- Applicants must demonstrate at least a matching financial and/or in-kind contribution will be made to the project.
- Applicants that have been successful in previous years are eligible to apply in the following financial year provided all previous funding has been satisfactorily acquitted.
- The successful request to the Community Fund in any year does not imply any ongoing commitment of the same or similar contribution in following years.
- An organisation is eligible to receive funding from the Town once in a Financial Year.

Applications from Schools must satisfy the following additional criteria:

- There is an identified community need for the project or activity. (clearly outside the Education Department's area of responsibility).

Assessment Process

Each application will be independently assessed by members of the sustainability committee against the selection criteria with a recommendation made to council to choose the successful grant applications. Grants will be assessed on the following:

- The extent to which the proposed project will achieve an objective of one of the Ten One Planet Living principles;
- Whether there is a clear explanation of how the proposed project will deliver its intended outcomes;
- Whether the project is feasible and can be implemented within the proposed timeframe;



Application Form

Environmental & Sustainability Community Grants (up to \$2,000)

Applications Close ??? Late applications will not be accepted

For information about the grant process please contact the Environmental Officer
93779026

Please send through completed form with any supporting material to:

Environmental Officer – Asset Services

Town of Bassendean, PO Box 87, Bassendean WA 6054

Or Email to mail@bassendean.wa.gov.au

Details of applicant

Name of group:

Address:

Contact Person:

Role/ position title:

Telephone:

Mobile:

Email:

Is your group Incorporated: Yes No

ABN (if applicable):

GST registered: Yes No

Have you previously received a grant from the Town of Bassendean Yes No

Project details for Grant

Please check box as to which of the Following One Planet Living Principles your project aligns with

- Health and Happiness**, Encouraging active, sociable, meaningful lives to promote good health and well being
- Equity and local economy**
Creating bioregional economies that support equity and diverse local employment and international fair trade

- Culture and community**
Respecting and reviving local identity, wisdom and culture; encouraging the involvement of people in shaping their community and creating a new culture of sustainability
- Land use and wildlife**
Protecting and restoring biodiversity and creating new natural habitats through good land use and integration into the built environment
- Sustainable water**
Using water efficiently in buildings, farming and manufacturing. Designing to avoid local issues such as flooding, drought and water course pollution
- Local and sustainable food**
Supporting sustainable and humane farming, promoting access to healthy, low impact, local, seasonal and organic diets and reducing food waste
- Sustainable materials**
Using sustainable and healthy products, such as those with low embodied energy, sourced locally, made from renewable or waste resources
- Sustainable transport**
Reducing the need to travel, and encouraging low and zero carbon modes of transport to reduce emissions
- Zero waste**
Reducing waste, reusing where possible, and ultimately sending zero waste to landfill
- Zero carbon**
Making buildings energy efficient and delivering all energy with renewable technologies

Describe what you will use the Grant for and how it aligns with the Objective

Please describe the project you want to use the grant for, clearly and fully, explain who will be involved where you intend to implement the project and what the aim of the project is:

How much money are you applying for?



Environmental & Sustainability Grant funding

Activity Budget Template

Please outline the budget required for your project with a detailed breakdown itemising expenditure, please be aware the maximum amount is \$2,000. Please provide details of any other funding sources you have for the project if applicable.

Activity budget item/activity * round to nearest dollar * add additional rows as required to describe your activity budget * remove any rows not required to describe your activity budget * check Sections Environmental & Sustainability Grants guidelines & criteria to ensure that all items to be funded by the grant amount are eligible.	Cost of the item/activity funded by the Town of Bassendean (\$, GST excl.)	Cost of the item/activity funded by a cash co-contribution from your group (\$, GST excl.) *only if applicable	Cost of the item/activity funded by External funding source (\$, GST excl.) *Only if applicable	Cost of the item/activity funded by an in-kind co-contribution (\$, GST excl.)	Identity of the in-kind co-contributor.	Justification for in-kind co-contribution * Applicants must substantiate, in the justification section alongside, that the value of the in-kind contributions is based on reasonable market value of the resources brought to the activity. (E.g. 10 hours of tractor work at \$100 per hour)	Total cost of the item/activity (\$, GST excl)

Activity xxx	\$ -	\$ -		\$ -			\$ -
Activity yyy	\$ -	\$ -		\$ -			\$ -
Activity zzz	\$ -	\$ -		\$ -			\$ -
(Other line item)	\$ -	\$ -		\$ -			\$ -
(Other line item)	\$ -	\$ -		\$ -			\$ -
(Other line item)	\$ -	\$ -		\$ -			\$ -
(Other line item)	\$ -	\$ -		\$ -			\$ -
TOTAL S	\$ -	\$ -		\$ -			\$ -
	(the amount above should equal the total grant amount sought)						

Project Time line

Please provide proposed project timeline with start and finish dates, keep in mind all projects must be completed by 30th June of current financial year

Outline Benefits of your project to the community and/or Environment

Explain how your project or initiative will benefit or raise awareness to the community. What will the demonstrated outcomes be and what community involvement is proposed.

Referees:

Please provide details for two referees who will know about your groups work and will be able to provide information on how your project will benefit the community of The Town of Bassendean.

Name:

Organisation:

Position/title:

Daytime Phone:

Grant Acknowledgement

Please sign this form to acknowledge that you have read the assessment criteria relating to the grant-funding program and the Terms & conditions, the information provided about your group and the project is correct.



- Whether there is a clear benefit to the Town of Bassendean community.

For further information

If any of this information is not understood, please do not hesitate to get in touch with the Town's Environmental Officer: mail@bassendean.wa.gov.au or 93779026

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