

Environmental Management Strategy

OUR ENVIRONMENT *it's a living thing*
A NSW GOVERNMENT INITIATIVE

ENVIRONMENTAL MANAGEMENT STRATEGY

Foreword

The Environmental Management Strategy provides a strategic approach to environmental management in the NSW Department of Education and Training. It is designed to ensure system-wide compliance to a range of environmental legislation. Just as importantly, it provides a systematic means by which we can reflect the increasing environmental concerns of the communities we serve. Our organisation should be modeling good environmental practice to our students and staff. The strategy aims to save and conserve resources. Sound environmental practice makes good business sense and it should be cost effective.

There is already much environmental activity across the department that is worthy of recognition. The commitment of many of our staff and students is exceptional. To date we have not had a structured way of recording and reporting these achievements. This strategy provides for the establishment of a reward and recognition scheme that will promote our achievements.

Good environmental practice should assist our organisation to attract students and staff. The trend is clear that people choose to study and work in places that meet the challenges of global ecological sustainability.

I welcome this important strategy and look forward the benefits it will deliver to our organisation.

Ken Boston AO
MANAGING DIRECTOR OF TAFE NSW
DIRECTOR-GENERAL OF EDUCATION AND
TRAINING

Overview

The NSW Department of Education and Training (DET) is committed to implementing sound environmental practices in all areas of its operations.

The Department recognises its responsibility to develop skills and attitudes in its students and staff that will result in adoption of responsible environmental practices throughout their lives. As the largest educational organisation in Australia, our success in this endeavour will make a major contribution towards a sustainable future.

The Department recognises that environmental management issues need to be integrated into the business and strategic planning processes at all levels of the organisation. The Environmental Management Strategy has been developed to assist the progress of teaching, learning and resource management strategies which align with sound environmental practice. It will also enable the Department to report progress against a range of environmental legislation requirements.

Many staff, students and business units are currently contributing to environmental improvement in the Department. The strategy builds on those efforts to achieve organisation-wide improvements in environmental practice and education.

The strategy provides flexibility for local initiatives and responses according to local priorities. It requires the development of an electronic communication tool and a reward and recognition scheme aimed at identifying and promulgating current good practice

The strategy is intended to increase cooperation between schools and TAFE NSW Institutes through the sharing of expertise, facilities and ideas as well as the conduct of joint projects.



The Strategy as a Framework for Action

The DET Environmental Management Strategy provides a framework that encompasses the planning and reporting processes of all schools, TAFE NSW Institutes, State Office units, Educational Services Divisions and other DET business units. Existing school and Institute environmental management plans form part of the framework.

The strategy aims to integrate environmental management planning into all DET strategic and business planning cycles.

It provides for the establishment and endorsement of annual statewide environmental management priorities for action and reporting every 12 months. It sets the direction for DET operations in responsible environmental practice at a system level with support for local initiatives. It encourages strategic alliances. The strategy establishes a peak level committee with responsibility for its implementation.

Establishment of an Environmental Management Committee

An Environmental Management Committee will be established to oversee the implementation of the strategy. This Committee is to be chaired by a senior officer of the department and comprise senior representatives from key areas of DET. The Committee will also have the role of ensuring that strategies are adopted in ways that avoid duplication of effort and ensure the maximization of positive outcomes across the organization.

Statewide Annual Priorities

An annual environmental management forum will involve representation of all DET units and be inclusive of specialist expertise. It will recommend annual priorities for endorsement to the Environmental Management Committee and evaluate progress against the strategy. It will also highlight initiatives and discuss strategies to achieve annual priorities. The forum will report to the Environmental Management Committee and will form a network of expertise for the Department.

Communication Tool

The Environmental Management Committee will be responsible for the development of an electronic communication tool that will provide a mechanism for DET staff to exchange information and promulgate good environmental practice.

Reward and Recognition Scheme

A scheme will be developed aimed at rewarding and recognising DET staff and students who undertake environmental activity that makes a positive contribution to ecological sustainability. This scheme is to be the responsibility of the Environmental Management Committee.

Accountability Mechanisms

The Performance Agreements of Senior Executive Officers employed by the Department will include performance indicators that relate to the implementation of the Environmental Management Strategy.

Professional Development for Staff

Appropriate professional development for DET staff will be conducted to enable them to implement sound environmental practice in all their work practices.

Purchasing and Contracting

The NSW Government Waste Reduction and Purchasing Policy requires all NSW Government Agencies to submit waste reduction plans to the EPA and to report annually on strategies aimed at reducing waste and increasing the use of recycled materials.

The Environmental Management Strategy responds to the requirements of WRAPP and provides a mechanism by which annual priorities for action can be set in response to EPA requirements.

It is also important the contractors employed by DET are required, where appropriate, to implement sound environmental practice into their contractual activity.

Energy Management Strategy

The DET Energy Management Committee is currently responsible to the General Manager of Properties for the development and implementation of strategies that meet the Government Energy Management Policy (GEMP) requirements. The operations of the Energy Management Committee will form part of the DET Environmental strategy with the inclusion of the General Manager of Properties in the Environmental Management Committee.



Priorities for Action 2001-2002

The following priorities for action were developed by the DET Environment Forum conducted in June 2000.

The priorities are arranged in two categories:

- ① **Teaching and Learning**
- ② **Operations**

Background information on the NSW Government Waste Reduction and Purchasing Policy (WRAPP) is provided as an attachment.

① **Teaching and Learning**

Joint Priorities for Schools and TAFE NSW

- Departmental operations and assets will aim to become exemplars of environmental best practice which can be accessed for teaching and learning purposes by schools and Institutes when appropriate.
- The development of an internet site which enables teachers to access examples of environmental practices in schools and Institutes for teaching and learning purposes.

Priorities for Schools

Implementation of the Environmental Education Policy for Schools that :

- Includes a coordinated environmental education strategy integrating environmental education across all key learning areas and stages of learning.
- Requires the executive and staff to develop, implement and monitor a resource management strategy.

- Requires schools and their communities to develop, implement and monitor a management plan for their school grounds.

Priorities for TAFE NSW


- The design and development of curriculum, teaching and learning materials which explicitly address government and departmental environmental requirements.
- The implementation of national Training Packages through curriculum that includes sustainability as a key component of sound industry practice.

② **Operations**

The Department of Education and Training submitted a Waste Reduction and Purchasing Plan (WRAPP) to the EPA in 1998 and is required to report on progress in May 2001. The following priorities for action have been agreed on the basis of the Department's reporting requirements against WRAPP in 2001.

Paper

- a) Schools and Institutes are to minimise the production of waste paper through:
 - Avoiding paper waste by use of electronic mail, on-line publishing, minimising print runs etc.
 - The reuse of paper products such as paper printed on one side in fax machines
 - Setting printers to print on both sides where possible (eg CIS printers in TAFE)
 - Setting photocopiers for double-sided copying as the standard setting where possible.



b) Schools and Institutes should use recycled-content paper in publications wherever possible, such as for office printing, photocopying and general office use. Where possible forms and publications should be printed on recycled content paper.

Reporting requirements: Under WRAPP by May 2001, DET must:

- a) Report on effectiveness of strategies to:
- reduce generation of waste paper (Schedule A requires increased efficiency in the use of, and increased recycling of, paper.)
 - increase recycling and increase purchases of recycled-content paper (Schedule B).
- b) Collect and report to the EPA the following data standardised over a 12 month period:
- total quantities (in tonnes or kilos) of all paper sent to landfill
 - total quantities (in tonnes or kilos) of all paper being recycled
 - total quantities (in reams or kilos) of paper materials purchased
 - total quantities purchased (in reams or kilos) of all recycled-content materials as scheduled in the WRAPP.

Note: Data can be collected for a specific period (eg, one month) and extrapolated for one year.

Toner Cartridges

Schools and Institutes are to:

- Reduce the number of toner cartridges being used (ie. reduce amount of printing being done)
- Increase the number of toner cartridges being recycled.
- Increase the number of recycled toner cartridges being purchased.


Reporting requirements: Under WRAPP by May 2001, DET must:

- a) Report on the effectiveness of strategies to reduce numbers of toner cartridges being sent to landfill and increase the number of cartridges being recycled
- b) Collect and report to the EPA the following data standardised over a 12 month period:
- total quantities (in cartridge units) of all cartridges sent to landfill
 - total quantities (in cartridge units) of all cartridges being recycled
 - total quantities of all toner cartridges purchased
 - total quantities of all recycled toner cartridges purchased.

Note: Data can be collected for a specific period (eg, one month) and extrapolated for one year.

Construction & Demolition Waste

- Waste construction & demolition (C&D) concrete generated by DET will be utilised on-site where feasible, for example in road and path construction and drainage works.
- C&D waste will be segregated and recycled where feasible.
- Recycled materials will be used in construction and maintenance works where feasible.
- WRAPP principles will be reflected in contract specifications for building construction and maintenance works using contractors including mandatory reporting of waste and purchasing data as specified below.



Reporting requirements: Under WRAPP by May 2001, DET must:

- a) Report on the effectiveness of strategies to reduce quantities of C&D waste being sent to landfill and increase the quantities being recycled
- b) Collect and report to the EPA the following data standardised over a 12 month period:
 - total quantities (in tonnes) of C&D waste sent to landfill
 - total quantities (in tonnes) of C&D waste being recycled
 - total quantities (in tonnes) of all materials purchased as scheduled in the WRAPP
 - total quantities (in tonnes) of all recycled content materials purchased as scheduled in the WRAPP.

Note: In collecting this data it is suggested that a range of typical projects be identified and sampling undertaken from those projects to enable extrapolation of data for a 12 month period.

Vegetation

Schools and Institutes are to:

- Increase the recycling of garden and food wastes on-site as compost and mulch.
- Increase purchases of recycled content mulches etc.

Reporting requirements: Under WRAPP by May 2001, DET must:

- a) Report on the effectiveness of strategies to reduce quantities of vegetation waste being sent to landfill and to increase the quantities being recycled
- b) Collect and report to the EPA the following data standardised over a 12 month period:
 - total quantities (in tonnes) of vegetation waste sent to landfill
 - total quantities (in tonnes) of vegetation being recycled

- total quantities (in tonnes) of vegetation materials purchased
- total quantities (in tonnes) of recycled vegetation materials purchased

Note: In collecting this data it is suggested that a range of typical projects be identified and sampling undertaken from those projects to enable extrapolation of data for a 12 month period.

Energy

NSW Government agencies are also required to comply with energy conservation measures under GEMP (Government Energy Management Policy). This is the NSW Government response to the National Greenhouse Strategy. The DET Energy Management Committee is responsible for implementing and reporting on progress towards meeting targeted reductions in energy consumption.

DET is required to reduce energy consumption by 15% by 2001 and by 25% by 2005.

Schools and Institutes are to:

- Increase use of Green Power
- Adopt best practice in energy utilisation and conservation
- Integrate energy management strategies into teaching and learning practices

Reporting requirement: Under WRAPP, DET must: Report annual energy consumption to the Ministry of Energy and Utilities by 31 August each year.

NSW Waste Reduction and Purchasing Policy (WRAPP) Requirements

The NSW Waste Reduction and Purchasing Policy (WRAPP) requires NSW Government Agencies to submit waste reduction plans to the Environment Protection Authority (EPA) for approval.

WRAPP plans outline strategies each agency will implement to reduce waste and increase purchases of recycled content materials.

WRAPP also requires mandatory reporting of quantities of “Schedule A” wastes being recycled and quantities of “Schedule B” recycled-content materials being purchased. Scheduled materials include paper, office equipment and consumables (eg, toner cartridges), vegetation wastes and construction and demolition materials.

Agencies can significantly reduce waste by improving purchasing practices and policies. Industry and community groups are expected to maintain and increase pressure on the government to improve its performance.

Following an analysis of plans submitted by agencies in 1998, the EPA identified a number of areas where overall government performance needed to be improved, especially in regard to the purchase, use and disposal of paper and toner cartridges.

Under WRAPP, agencies are required to report progress to the EPA on their waste reduction plans two years after approval. Agencies must justify continued disposal of scheduled wastes to landfill or procurement of non-recycled products.

Aggregated government results will be published in NSW State of the Environment reports.

The EPA is providing support for the implementation of WRAPP by Government agencies.

For more information on WRAPP contact: Richard Birdsey or Jenny Brown at the NSW Environment Protection Authority on (02) 9995 5000 or wrapp@epa.nsw.gov.au.

Details of the DET WRAPP Plan can be obtained by contacting Allan Koneman, Leader Procurement Strategies on (02) 9266 8218 (phone) or (02) 9244 5460 (fax).

DET Environmental Management Strategy

