

12 December 2007

MINUTES

**MINUTES OF A HEALTH & GENERAL PURPOSES COMMITTEE MEETING,  
HELD IN THE UPSTAIRS MEETING AREA, ON WEDNESDAY, 12 DECEMBER  
2007 COMMENCING AT 6.40PM.**

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12 December 2007

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**MINUTES OF A HEALTH & GENERAL PURPOSES COMMITTEE MEETING,  
HELD IN THE COMMITTEE MEETING ROOM, ON WEDNESDAY, 12  
DECEMBER 2007, COMMENCING AT 6.40 PM.**

**H01. OPENING OF MEETING**

The Chief Executive Officer opened the meeting.

**H01.1 Present**

Cr S Dobro	Deputy Mayor
Cr D Arnold	
Cr C Collinson	Presiding Member
Cr A Wilson	
Cr M Rico	(Deputy)
Mr S Wearne	Chief Executive Officer
Ms S Cocks	Principal Environmental Health Officer

**H02. ELECTION OF PRESIDING MEMBER**

The Chief Executive Officer sought nominations for the position of Presiding Member.

Cr Collinson nominated himself for the position.

Given there were no further nominations, the Chief Executive Officer declared Cr Collinson elected as Presiding Member of the Health & General Purposes Committee for a two year term.

Cr Collinson assumed the Chair.

**H03. WELCOME TO GALLERY**

There were no members of the public in the gallery at the commencement of the meeting.

**H04. APOLOGIES**

An apology was submitted on behalf of Mayor Ferris.

**H05. PRESENTATIONS/DEPUTATIONS/PETITIONS**

**H05.1 Dr Stephanie Jennings**

Cr Collinson proposed that Dr Stephanie Jennings stay for the Report on Cities for Climate Protection and to facilitate that occurring, Shelley Cocks proposed that the Cities for Climate Protection report be moved forward to be considered following Stephanie's presentation.

**Cr Wilson - Cr Rico**

**That the CCP report be considered following Ms Jennings' presentation to facilitate her being in attendance for this report. CARRIED**

Dr Stephanie Jennings, Council's Greenhouse Strategic Researcher, presented a power point presentation on the history of the Regional Greenhouse Committee within the SMRC and some of the projects they have initiated to raise awareness of climate change and effect behavioural change by residents to limit greenhouse gas emissions. Some of these projects were based in East Fremantle including the Targeted Energy Action pilot which encouraged residents to turn down their hot water thermostat in summer; the Local Centres Project which encouraged small businesses to take actions in their businesses to reduce energy use and therefore save greenhouse gases; the Climate Action project for residents which involved a mass mail out and a high proportion of residents requesting information on energy, waste or water. In October/November 2007 a 6 week Living Smart course was conducted at Sumpton Green and up to 20 local and nearby

residents enrolled for the course. The Living Smart course is an award winning, environmental education program which empowers course participants in improving environmental outcomes in their homes and lives. For further information on any of the projects conducted by the Regional Greenhouse Committee please contact Shelley Cocks. Stephanie also summarised current and future projects including alternative fuels and fleet management, street lighting, renewable energy, solar and photovoltaic cells and energy audits. A number of questions were asked and answered following Stephanie's presentation and lively discussion ensued in relation to the role of local government in climate change, and how particularly East Fremantle can assume a leadership role in this field

## H06. REPORTS OF OFFICERS

### H06.1 *Cities for Climate Protection*

*By Shelley Cocks Principal Environmental Health Officer on 6 December 2007*

#### **PURPOSE**

The purpose of this report is to update the Health and General Purpose Committee with regard to progress made by the Town of East Fremantle with their cumulative Cities for Climate Protection Measures Reporting; note the CCP Australia Measures Evaluation Report 2007 and support a subscription by the Town to Planet Footprint's Energy and Water Program for Local Government.

#### **BACKGROUND**

There is ever increasing concern regarding climate change and the effects of climate change on natural phenomena around the world and the issue is having an impact on a lot of political decision making at this point in time. In summary, greenhouse gases include carbon dioxide, methane, nitrous oxide and CFCs. Carbon dioxide is emitted in the largest quantities and is generated from the burning of fossil fuels and clearing of vegetation where carbon is stored. Methane, though in smaller quantities, is a potent greenhouse gas and is generated principally by agricultural processes and to a lesser extent, the extraction of gas and coal and landfill breakdown.

On a per capita basis, Australia is in the top ten highest emitters, along with the United States.

The consequences of increasing greenhouse gases are collectively referred to as Climate Change or Global Warming. Predictions from the Intergovernmental Panel on Climate Change (IPCC) warn that "the projected rate of warming is likely to be without precedent during at least the last 10,000 years, based on paleoclimate data".

The CSIRO have researched the impact of global warming on southern Western Australia, predicting a significant drying trend, putting stress on our agricultural production and our inland woodland.

#### **REPORT**

The Town of East Fremantle is one of 230 local governments participating in Cities for Climate Protection Australia. These councils are all actively reducing greenhouse gas emissions within their communities through their involvement in the program. Globally the Cities for Climate Protection campaign has more than 800 participating councils. The Town has been a member of CCP Australia since 1999. CCP Australia is a collaboration between ICLEI Oceania and the Australian Greenhouse Officer in the Department of the Environment and Water Resources and they have just released the CCP Australia Measures Evaluation Report 2007.

#### **ATTACHMENT**

Further copies of the report can be downloaded from the CCP website:  
[www.iclei.org/ccp-au](http://www.iclei.org/ccp-au).

In 2000/2001, the Town saved 63 tonnes of carbon dioxide and this amount has increased over the years. Local greenhouse action by the Town has saved 3,204 tonnes of greenhouse gases across the municipality in 2006/7. The biggest contribution to our measured abatement figures comes from our partnership with the SMRC Regional Council and the associated greenhouse gases saved from the diversion of rubbish and green waste from landfill, and the recycling program.

Our contribution to the SMRC Regional Greenhouse Program assists in engaging the local community to reduce greenhouse gases by education programs such as Green Houses, Living Smart and Climate Actions. Participation in these courses and individuals making changes to reduce energy or water relate to specific measures by the SMRC which individual councils account for in their CCP accounting. This partnership has proved an effective way for this council to address rising community concern for greenhouse action and demand for practical information to address their emissions. It also provides Council with the opportunity to network on a regional level and source multiple avenues of information and knowledge sharing.

It can therefore be concluded that in order to manage an abatement action, the abatement action must be accurately measured. If it cannot be measured, it cannot be managed. Collation of energy or water performance data internally is a time consuming and tedious exercise, and has not been part of our CCP measures for some time, therefore representing potential savings of greenhouse gas abatement which have not been realised.

Recently a company called Planet Footprint launched their energy and water program for local government. The reporting officer attended the launch at the request of the Chief Executive Officer. Planet Footprint is Australia's leading local government sustainability reporting and benchmarking organisation. Councils which subscribe to Planet Footprint's Energy and Water Program have their electricity, gas and water cost and consumption performance data collected, managed, benchmarked against other Australian Councils, and reported quarterly. This information provides a powerful tool in terms of using the information to track improvements in energy use following improvements made to systems, identifying anomalies and utilising that information to progress further greenhouse gas abatement measures.

There are two types of Reports that are produced for Councils – service detail reports and footprint reports. The service detail reports show consumption, costs, greenhouse gas emissions, green energy and anomalies/exceptions in data for all council accounts. Separate reports are delivered for electricity, gas, streetlights and water.

Footprint reports go beyond the base data presented in service detail reports to show high level energy and water performance information for the organisation overall, and for selected properties within the organisation. These reports indicate internal performance as well as performance compared with similar Councils in Australia. **ATTACHMENTS**

#### **Financial/Resource/Budget Implications**

The cost of an annual subscription to Planet Footprint is \$2,750.

#### **CONCLUSION**

In order to improve this Council's performance in their measurable reduction of greenhouse gases and be able to accurately track improvements in energy and water consumption, subscription to Planet Footprint is strongly recommended. Another major advantage of this type of program is that it enables accurate and understandable reporting mechanisms which will benefit both Council and the broader community. This type of reporting may well become mandatory in the future so it behoves Council to play a leadership role and provide a good example to its residents.



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**RECOMMENDATION(S)**

That Council:

1. receive the CCP Australia Measures Evaluation Report;
2. support the Planet Footprint subscription at a cost of \$2,750 (Account No E07221).

**RECOMMENDATION TO COUNCIL**

Cr Arnold - Cr Rico

That Council:

1. receive the CCP Australia Measures Evaluation Report;
2. support the Planet Footprint subscription at a cost of \$2,750 (Account No E07221).

CARRIED**H07. CONFIRMATION OF MINUTES****H07.1 Health & General Purposes Committee Meeting – 8 May 2002**

Cr Dobro - Cr Wilson

That the Health &amp; General Purposes Committee minutes dated 8 May 2002 as adopted at the Council meeting held on 21 May 2002 be confirmed.

CARRIED**H08. CORRESPONDENCE (LATE RELATING TO ITEM IN AGENDA)**

Nil

**H09. REPORTS OF OFFICERS (CONTINUED)****H09.1 East Fremantle Festival Final Report***By Shelley Cocks Principal Environmental Health Officer on 6 December 2007***PURPOSE**

The purpose of this report is to update Council on the success of the East Fremantle Festival held in George Street on December 2 2007, and to present the final report from the Festival Coordinator Cynthia Williamson.

**BACKGROUND**

The East Fremantle Festival Committee comprising Cr Jenny Harrington, Maria Rico, Cr Stefanie Dobro, Cr Alex Wilson, Cr Richard Olson, Shelley Cocks and Cynthia Williamson have been meeting regularly since March 2007. Many aspects of the Festival have been considered at these meetings and the ideas supplied by each Committee member have all been worth while. After months of hard work and organisation, the East Fremantle Festival was a big success. A post-festival committee meeting will be organised in the near future as previously reported, and a financial acquittal will be required.

**ISSUES**

As noted in the previous report to Council, no George Street business offered to sponsor the Festival this year (including previous sponsors) and previous sponsors from other parts of the Town such as The Trade Winds Hotel, The Left Bank Bar and Café, Acton Real Estate, Caporn Young Real Estate and Lime Flowers also declined to sponsor the Festival this year. It was noted that George Street businesses which opened their doors at the Festival were extremely busy all day and presumably enjoyed both financial profit and free publicity.

With costs of basic infrastructure in some instances having more than doubled since the last Festival, lack of sponsorship hampered the ability to afford some of the more expensive entertainment options although the entertainment on the day was superb.

It is likely a budget variation will be requested at Council's meeting of 18 December 2007 once all accounts have been received.

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**Attachment**

Festival Coordinator final Report November 2007

**RECOMMENDATION(S)**

That the Festival final report of November 2007 by Cynthia Williamson be received.

**RECOMMENDATION TO COUNCIL**

**Cr Dobro - Cr Wilson**

**That the Festival final report of November 2007 by Cynthia Williamson be received.**

CARRIED

**H010. REFERRED BUSINESS**

**H010.1 New Resident Welcome Pack**

*Shelley Cocks Principal Environmental Health Officer on 6 December 2007*

**PURPOSE**

The purpose of this report is to explore the mechanics of the creation of a "New Resident Welcome Pack" as part of an overall strategy to engage with the local residents, increase communication between Council and residents and provide valid information to new residents regarding Council services.

**BACKGROUND**

Council has been considering the creation of a New Resident Welcome Pack and this issue has been referred from Council Meeting 7 November 2006. Many councils provide Welcome Packs on request to new residents and the content generally consists of information about council services including ward details and Councillors' contact information, a summary of who to contact for what problem, a description of the various services of Council, a Calendar of council events including elections, meetings, annual meeting of electors, annual report details, the budget leaflet, rubbish and recycling calendars, and any other information that the Council may wish to transmit to their residents.

It is also customary to include relevant information that may be sourced from State Government such as Department of Planning and Infrastructure travel smart maps, Department of Water guide to water wise gardens and information of that nature.

**ISSUES**

There are various issues underpinning the proposed New Resident Welcome Pack:

Engagement with the local community is consistent with best practice and good customer service as expected by residents of the Town of East Fremantle.

This is a timely project in that it will entail all service areas of Council to summarise their activities in electronic format for publication in the Welcome Pack and this will assist in the smooth production of annual reports later on in the year.

A lot of staff telephone time is taken up with enquiries of a simplistic nature therefore provision of this information to new residents will free up staff time enabling them to deal with items in a more proactive manner.

It would be expected that a well thought out and executed Welcome Pack will assist in the alleviation of the abovementioned issues and create a good impression of the Council to new residents. It can also be used as a vehicle to promote Council's web site as so many of our residents are internet users and this proportion is going to increase. We should also create an electronic Welcome Pack that can be emailed to new residents.

**CONSULTATION**

City of Fremantle, City of Melville and Town of Cottesloe Welcome Packs will be tabled at Council Meeting.

**FINANCIAL/RESOURCE/BUDGET IMPLICATIONS:**

An appropriately messaged folder has been sourced at a cost of 90 cents each. Assuming we were to get approximately 2,000 to build up a collection of Packs for subsequent distribution, \$1800 would cover this cost. Most other information would be sourced in-house at no particular extra cost. Staff time in compiling the packs would off-set current time dealing with simplistic telephone and email enquiries.

**DISCUSSION**

There are sound reasons for introducing Welcome Packs for new residents, as outlined in "issues" above. I recommend that a Welcome Pack be put together for comment by elected members at their next meeting and feedback regarding the content be circulated so that we can attain a high standard of communication between Council and residents of the Town of East Fremantle.

**RECOMMENDATIONS**

That:

- 1. the Town of East Fremantle produce "Welcome Packs for New Residents"
- 2. the Welcome Packs be available on-line.
- 3. funding of \$1,800 be allocated for an appropriate bag to package the Welcome Pack in (Account No E04266)
- 4. a "draft" Welcome Pack be prepared for elected members' consideration.

**RECOMMENDATION TO COUNCIL**

**Cr Dobro - Cr Wilson**

That:

- 1. the Town of East Fremantle produce "Welcome Packs for New Residents"
- 2. the Welcome Packs be available on-line.
- 3. a "draft" Welcome Pack with costings, be prepared for consideration at the next Health and General Purposes Committee Meeting. CARRIED

**H11. URGENT BUSINESS WITHOUT NOTICE BY PERMISSION OF THE MEETING**

Nil.

**H12. CLOSURE OF MEETING**

There being no further business, the meeting closed at 8.37 pm.

*I hereby certify that the Minutes of the meeting of the **Health & General Purposes Committee** of the Town of East Fremantle, held on 12 December 2007, Minute Book reference **H01. to H12.** were confirmed at the meeting of the Committee on*

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**Presiding Member**