

1.0 AUTHORITY

The [Council and Wellbeing Plan 2021-2025](#) includes 'Strategic Objective 1.3: 'A sustainable built environment that respects the natural environment and protects the community from the impacts of the climate emergency', including action 1.3.4: 'Implement the Environmentally Sustainable Design Policy for Shire buildings and civil works.'

[Ensuring Our Future – Our Climate Emergency Response from 2020-2030](#) includes Action 16: 'Enhance Environmentally Sustainable Design' and Task 16.1 'By 2021, develop and implement an ESD Policy for Shire buildings and civil works, encompassing all new builds, extensions, refurbishments, fit outs and civil works, using tools such as SECCCA's 'Brief Ezy'.

2.0 INTENT

The purpose of this Policy is to apply the principles of Environmentally Sustainable Design (ESD) to the design, construction, refurbishment, operation, and demolition of Shire owned facilities and civil works.

3.0 SCOPE

This policy applies to all capital works projects, including buildings and civil works, that are owned, leased, licensed, or managed by the Mornington Peninsula Shire (the Shire). This includes new builds, renewals, refurbishments, additions, and alterations - not extending to existing assets, replacements, and repairs.

4.0 GOVERNANCE PRINCIPLES

Under the *Local Government Act 2020*, Council must give effect to the following overarching governance principles:

- a) Council decisions are to be made and actions taken in accordance with the relevant law.
- b) priority is to be given to achieving the best outcomes for the municipal community, including future generations.
- c) the economic, social, and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.
- d) the municipal community is to be engaged in strategic planning and strategic decision.
- e) making innovation and continuous improvement is to be pursued.
- f) collaboration with other Councils and Governments and statutory bodies is to be sought.
- g) the ongoing financial viability of the Council is to be ensured.
- h) regional, state, and national plans and policies are to be taken into account in strategic planning and decision making.
- i) the transparency of Council decisions, actions and information is to be ensured.

5.0 POLICY STATEMENT

This Policy requires that all Capital Works projects be designed and built sustainably according to Policy objectives, to the standards in this Policy and ESD Policy Implementation Guidelines (the Guidelines). The Guidelines include requirements for capital works projects at proposal, concept, design, construction, and closure stages. The Guidelines also include requirements for renewal and maintenance programs.

5.1 Objectives and outcomes

ESD Objective	ESD Outcome
1. Energy performance of Shire assets is improved by: • Minimising energy consumption as a priority • Maximising renewable energy generation and storage.	a) Building orientation, shading and thermal envelope factors minimise heating and cooling loads. b) Energy efficiency is prioritised when designing: • HVAC and other plant • Lighting • Appliances and other electrical equipment c) Smart energy management is incorporated into design, e.g. minimising peak energy demand. d) No new gas connections to Shire assets are made and existing connections are phased out. e) Renewable energy and storage systems are sized to reduce energy imported from the grid and offer best value for money.
2. Water management is integrated into design to: • Minimise use of potable water. • Access alternative water sources for fit for purpose use. • Manage wastewater and stormwater according to best practice.	a) Water efficiency is prioritised when designing: • Appliances • Fixtures and fittings • Other major water using devices b) Increase fit for purpose alternative water use. c) Minimise stormwater runoff and maximise onsite harvesting, detention and treatment. d) Environmental contamination from wastewater is eliminated.
3. Interaction with the built environment maximises wellbeing for all users and visitors.	a) Natural (green and blue) assets are integrated into all projects. b) Urban Heat Island effect is minimised locally. c) The indoor environment promotes positive outcomes in natural lighting, air quality and flow, noise and thermal comfort.
4. Sustainable Transport options are promoted to increase usage and accessibility.	a) Project site locations are selected to maximise connections to public transport and shared path or active transport networks. b) End of trip facilities and bike parking are included where appropriate to support active transport. c) Electric Vehicle charging facilities are provided for suitable buildings and open spaces.



ESD Objective	ESD Outcome
5. Waste generated from use of all assets is eliminated.	a) Facilities to recover, treat and reuse organic waste are onsite where possible. b) Waste sent to landfill is eliminated and recycling/reuse opportunities are maximised. c) Contamination of waste and recycling streams is minimised.
6. Construction and fit-out materials are selected to reduce lifetime carbon footprint.	a) Embodied energy of construction materials is minimised. b) Products and materials with local and/or recycled content is prioritised. c) Construction and demolition waste sent to landfill is minimised, and where possible is processed for reuse locally.
7. Biodiversity is protected and enhanced.	a) Biodiversity assets (including remnant native vegetation, threatened species, mature trees, wetlands, waterways) are protected and enhanced during site selection, construction and operation of projects. b) Plantings associated with the project are site-indigenous and designed to maximise connectivity and resilience of biodiversity.
8. All assets are resilient to current and future impacts to climate change.	a) Reduced impacts to assets from extreme weather events and climate change impacts (e.g. flooding, fire, storms, drought, coastal inundation, etc.) b) Assets offer increased support to community during emergency events (e.g. safe places of refuge, access to power and water) c) Asset lifetimes are increased, and maintenance costs are reduced.
9. Community education value of all sustainability initiatives is maximised.	a) Sustainability initiatives are promoted onsite as well as through communication channels. b) Case studies and education campaigns are provided for both internal staff and community.

5.2 Policy in practice

All projects must ensure that all objectives, requirements and recommendations are included in project design and construction. Details are to be recorded, and any exemptions documented and justified. In addition, all relevant projects must ensure that accurate energy and material data is captured, in particular electricity, gas, water (potable and recycled) and fuel use, virgin and recycled civil materials (e.g. asphalt, concrete, steel, plastic, rubber, glass).

An annual report on ESD outcomes shall be produced as part of the Climate Emergency Plan progress report.

Sustainability clauses and contracts must be included in all capital works and maintenance/renewal contracts, including an appropriate evaluation weighting. Where possible, capital works tenders should

request tenderers provide any alternate pathways to achieving the Policy objectives, especially where this improves value-for-money or other Shire objectives.

All policies, strategies, standards and specifications applying to capital projects must comply with and support Policy objectives.

An ongoing training and upskilling program will be developed and implemented by the ESD Infrastructure Officer to build capacity within Shire Officers, consultants, contractors and suppliers.

The ESD Infrastructure Officer will support capital works project proposals and readiness reports, including annual programs and projects in the Long-Term Capital Works Plan.

6.0 HUMAN RIGHTS CHARTER COMPATIBILITY

This policy has been assessed as being compatible with *the Charter of Human Rights and Responsibilities Act 2006 (Vic)*.

7.0 ASSOCIATED DOCUMENTS

- ESD Policy Implementation Guidelines
- ESD Project Report
- Project Planning and Delivery Framework
- Carbon Neutral Policy
- Integrated Water Management Strategy
- Beyond Zero Waste Strategy
- Biodiversity Conservation Plan

8.0 DEFINITIONS

Civil Works	Any work done to create new or alter existing civil infrastructure, including roads, footpaths, playgrounds, wetlands, and other Shire owned public areas.
Embodied Energy	The total energy consumed by all of the processes associated with construction of an asset, including mining and processing of raw materials, manufacturing, transport and installation.
End of Trip Facilities	Facilities to support people who cycle, jog or walk, including bike parking, showers, lockers.
Environmentally Sustainable Design (ESD)	A philosophy of design, applying to buildings as well as civil works, that seeks to improve the performance, reduce environmental impacts, resource use and waste and create healthy environments for occupants/users.
Green/Blue Assets	Natural assets that can be included in the design of buildings and/or civil works, i.e. urban forests, green roofs/walls, rain gardens.

Peak Energy Demand	A large demand in energy usage simultaneously by many users, typically at 4-7pm on weekdays. This can cause problems for energy supply.
Shire Buildings	Any building owned and/or managed by the Shire. Includes offices, libraries, halls, preschools, sports pavilions, toilet blocks and many other categories.
Urban Heat Island Effect	A phenomenon where urban areas experience higher than average temperatures, primarily due to an increase in solar radiation absorption of dark surfaces such as roofs, roads and concrete. This effect can cause impacts to public health, energy consumption and even local meteorology.

9.0 POLICY SPONSOR

The Manager Climate Change & Sustainability is responsible for overseeing the application and review of the ESD Policy for Council Buildings and Civil Works.

10.0 DOCUMENT CONTROLS

Council will review the ESD Policy for Council Buildings and Civil Works within four years or earlier as required.

Administrative Updates

It is recognised that, from time to time, circumstances may change leading to the need for minor administrative changes to this document. Where an update does not materially alter this document, such a change may be made administratively. Examples include a change to the name of a Council department, the change to an existing policy or document referred to in this policy, and minor updates to legislation and the like which does not have a material impact. However, any change or update which materially alters the document must be by resolution of Council.