



## Coordination Group Meeting – MINUTES

1.00pm Tuesday 9<sup>th</sup> December 2014 Peake Accounting Boardroom St Cedars Drive Lake Gardens

**Chair:** Ian Rossiter (BREAZE)

**Minutes:** Ian Rossiter (BREAZE)

Agenda Items	Discussion	Responsibility
<p><b>1. Welcome/ Apologies/ Introductions</b></p>	<p><b>Attendance:</b> Cr Belinda Coates (City of Ballarat), Craig Hurley (NCS), Lauren Burch (City of Ballarat), , Brendan Clarke (CHW), Ian Rossiter (BREAZE).</p> <p><b>Apologies:</b></p> <p>Lisa Kendal (CHAF), John Kilgour (Committee for Ballarat), Cherie Draper (BEN) Dave Watson (DEPI) Hazen Cleary, Trish Kevin (Sustainability Victoria) Quenton Gay (City of Ballarat), Laurel Freeland (Fed Uni)</p>	
<p><b>2. Minutes of Previous Meeting</b></p>	<p>Minutes of Meeting held 14<sup>th</sup> October 2014 were adopted. Moved Craig, seconded Lauren.</p>	
<p><b>3. Update on the Smart Living Centre Ballarat (SLB)</b></p>	<p>Ian circulated the attached proposal developed by BREAZE board, members and previous Smart Living Ballarat staff and volunteers for the relocation of the service and displays to the Central Ballarat Library.</p> <p>The SLB has been closed since 1/11/14 and the opportunity presented in establishing a permanent kiosk at the Library, together with presence of volunteers and capacity to partner with the City of Ballarat and other organisations presenting displays, talks, workshops and events at the Library has been seen as a positive adaptation by most stakeholders.</p>	<p>IR</p>

	<p>Ian pointed out that focus of the Smart Living Ballarat program at the Library will narrow to energy efficiency, resource recovery, greenhouse gas reduction, whole of water cycle management, renewable energy and smarter consumer choices.</p> <p>The service will include referred enquiries from Library staff via email and website, volunteer attendance during selected work hours and weekend hours and installation of themed displays.</p> <p>BREAZE Board will consider feedback received from stakeholders at its December Meeting and subject to approval enter into an MOU with the City of Ballarat to define roles and responsibilities with a view to launching the service in January /February 2015.</p> <p>The question of how the Lydiard Street shop will be used was raised and discussed. Belinda and Lauren will discuss with relevant BCC staff as the facility is suited to a range of environmental services.</p> <p>Storage of display materials and equipment will be required. Ian and Craig will discuss with Federation University whether there is capacity for storage at the Gillies Street Campus.</p>	<p>LB and BC</p> <p>CH and IR</p>
<p><b>4. Feedback on Preliminary Ballarat Strategy</b></p>	<p>The link to Council's website displaying the document was sent out prior to the meeting. Ian and Belinda led discussion on the background and purpose of the document:</p> <p>There is strong Councillor ownership of the Today Tomorrow Together Ballarat Strategy as there is a steering group with 4 councillors actively involved. There have been regular briefings to Council as the Ballarat Imagines, Vision and Game Changing Questions stages. The Council will receive a report recommending the document be placed on public exhibition early in 2015 and a number of stakeholders that have been involved in the Ballarat Strategy's development have been asked for feedback before the document is presented to Council as a means of ensuring any omissions and inconsistencies are identified.</p> <p>Feedback from RSAB members present:</p> <ul style="list-style-type: none"> <li>• It's such a large document we need more time to provide considered feedback.</li> <li>• The document is well presented and logically set out.</li> <li>• Good to see the policy directions including improving public transport, improving energy efficiency, ensuring sustainable use of water and adopting an urban forestry approach to management of the City's public places.</li> </ul>	<p>IR</p>
<p><b>5. Victorian Election Implications</b></p>	<p>The impact of November's state election was discussed with a view to understanding the nature of projects and policies that would change as a result of the known Legislative Assembly results and predicted legislative Council outcomes.</p> <ul style="list-style-type: none"> <li>• Lisa Neville has been appointed Minister for Environment</li> <li>• Jaala Pulford has been appointed Minister for Agriculture and Regional Development</li> </ul>	<p>ALL TO NOTE</p>

	<ul style="list-style-type: none"> <li>Lily D'ambrosio has been appointed Minister for Industry, Energy and Resources</li> </ul> <p>Implications are:</p> <ul style="list-style-type: none"> <li>Department of Environment and Primary Industries will restructure to separate Agriculture from Environment.</li> <li>Sustainability Victoria's scope may broaden to deliver climate change programs.</li> <li>Election commitment to create the Canadian State Park will be of interest to RSAB.</li> </ul>	
<p><b>6. City of Ballarat Annual Report Sustainability Performance Reporting</b></p>	<p>Ian circulated the Sustainability Performance Reporting section of the City of Ballarat 2013/14 Annual Report (attached) as the MOU between Council and RSAB requires " <i>The City of Ballarat shall provide the RSAB a draft environmental scorecard for the preceding financial year in electronic format for distribution to its members as soon as practical after the 30 June</i>". "RSAB are to consider and provide feedback to CoB on the City of Ballarat Environmental Scorecard prior to the end of August 2014 in order for it to be published in the CoB 2013/14 Annual Report."</p> <p>Lauren introduced the document explaining that the Annual Report was compiled by Council's Business Management Unit and wasn't available prior to the August meeting for consideration.</p> <p>The data and content was collected from a number of sources within Council and has been prepared in a state of the environment report rather than a scorecard.</p> <p>Feedback provided is:</p> <ul style="list-style-type: none"> <li>Brendan (CHW) The report has a good coverage of the water section. Suggestion that some organisations use interns to work on state of the environment reports.</li> <li>Craig (Federation University) Good to see Social, Health and Wellbeing and Financial Sustainability statements included in the report as well as standard suite of environmental programs and projects.</li> <li>Ian (BREAZE) the report is well presented identifying areas of greenhouse gas emissions with explanations of variances compared with 2012/13. Electricity and vehicle fuels are the main areas for consideration of alternatives to substantially reduce GHG emissions. This should inform the review of the Environment Sustainability Strategy 2012-14.</li> </ul> <p>Craig offered that Federation University students could provide independent feedback on the report structure and content with suggestions for Council's 2014/15 Annual Report. This would be undertaken between March and May 2015.</p>	<p>LB</p> <p>CH</p>
<p><b>7. Information Sharing</b></p>	<p><b>Plastic Bag Free Zone</b> - Belinda reported that a report to Council had been prepared by Council's Economic Development staff on feasibility of establishing a no plastic bags policy within the municipality. There is support from Councillors to revisit. Ian reported that BREAZE had conducted a Say No to Plastic Bags campaign for the month of November consisting of displays at the Library and Smart Living Markets and interaction with a number of grocery</p>	<p>All to note</p>

retailers. BREAZE can assist Council with further demonstrations, presentations and displays and policy advice.

**Bachelor of Sustainability Course** – Craig reported Fed Uni would commence the degree course in 2015 and a small research project is being undertaken with the City of Ballarat on the impacts of proposed changes to the Renewable Energy Targets which will produce a report in March 2015. Ian commented that the SLB program at the Library could provide a good activity for students. Ian will liaise with Jessica Reeves.

**Climate Adaptation Advice Project** – Craig reported that Fed Uni had joined with Centre for Environmental Research and Digital Information (CERDI) to deliver a Victorian Adaptation and Sustainability Program (VASP) funded project with Mornington Peninsula councils to produce a website that will provide climate adaptation advice.

**Climate Change Adaptation Presentation** – Craig reported that he attended a presentation in the last week by NSW Marrackville Council on a project that identified and mapped vulnerable residents and communities.

**Gippsland Sustainability Event** – Craig reported that Fed Uni had facilitated 500 primary school staff and students at the Churchill Campus making presentations on sustainability. Perhaps an opportunity to run similar Ballarat region event?

**It's Not That Hard Recycling Campaign** – Lauren reported that the CoB and SV funded campaign is targeting the public to recycle in public places. Series of advertisements and interactions with shopkeepers.

**Victorian Local Government Sustainable Procurement** – Lauren reported that Ballarat, Ararat and Golden Plains councils were working on an application to SV for a grant to implement sustainable procurement opportunities.

**Central Victorian Greenhouse Alliance (CVGA)** – Belinda (BCC) reported that she had been appointed to the CVGA Board as Ballarat's representative. 13 of the 15 Councils in the region are represented. CVGA is developing MOU's with all councils to formalise services that will be provided to Councils in 2015/16. CVGA are developing a framework for Councils to measure and report GHG emissions in a standardised format. Ballarat University were previously members, perhaps Fed Uni can become members? CVGA are having discussions with City of Ballarat about feasibility of rolling out the Darrebin PV Project which is an aggregated PV and SHW purchasing program with cost recovery spread over an affordable timeframe.

**Ballarat Green Infrastructure Strategy** – Ian reported that the Living Ballarat Project funds had enabled the formation of a Ballarat Urban Storm Water and Flooding Task Group and preparation of a Green Infrastructure Strategy. The Strategy is required to identify local storm water and water sensitive urban design policies, programs and projects that support an urban forestry approach to managing the urban landscape, reduce flooding impacts and utilise storm water for beneficial outcomes. BCC currently is seeking tenders for the project.

<p><b>8. New Business</b></p>	<p>Ian raised the issue that many RSAB members are approached by people claiming to have new technologies, products or equipment that can create energy from waste, water purification and recycling and energy efficiency improvements. In recent months the following parties have requested meetings and opportunities to present seeking funding or exclusive sales opportunities:</p> <ul style="list-style-type: none"> <li>• MKPro Engineering (Michael Akindeju) biogas system for connection to household sewer systems.</li> <li>• Leigh Henderson (Messamorphis) Waste to energy plant in partnership with KKC Recycling.</li> </ul> <p>It was agreed that a standard questionnaire be developed for these parties to complete before further meetings and presentations be allowed as these parties rarely have considered the regulatory, risk and approvals processes required for their "great ideas" and take a scatter gun approach of approaching multiple members of the same organisation to get commitment for funding and sales.</p> <p>Ian will develop the questionnaire and circulate to RSAB members. The intent is when people with "great ideas" approach members they be requested to first complete the form which will identify key information such as:</p> <ul style="list-style-type: none"> <li>• Relevant qualifications and experience.</li> <li>• Knowledge of EPA and Planning approvals required for use of the technology.</li> <li>• Evidence of existence of prototypes or operating installations.</li> <li>• Disclosure of Business names and ABN details.</li> </ul> <p>It is sad that we need to do this but many collective hours have been wasted in meetings with parties making unsubstantiated claims. If the proponents have feasible suggestions or ideas with relevant skills and knowledge we can collectively determine which agency would be best to investigate proposals and direct them to suitable sources of funding, research or demonstration sites.</p>	<p>IR</p>
<p><b>9. 2015 Meetings</b></p>	<p><b>Discussion and feedback on the time and day of meetings indicates that Tuesday Afternoons suit most parties with adequate prior notice.</b></p> <p><b>Could members advise if the following proposed schedule of meetings suits:</b></p> <ul style="list-style-type: none"> <li>• <b>Tuesday 17 February 2015</b></li> <li>• <b>Tuesday 21 April 2015</b></li> <li>• <b>Tuesday 16 June 2015</b></li> <li>• <b>Tuesday 18 August 2015</b></li> <li>• <b>Tuesday 20 October 2015</b></li> </ul>	