



Coastal Works - Environmental Policy

Policy Statement:

Coastal Works (CW) has established this policy as a commitment to managing the environmental issues associated with CW activities, products and services. The Policy underpins the development and continuous improvement of the environmental components of the CW Integrated Management System (IMS).

It is developed with consideration of Coffs Harbour City Council's Risk Management Policy (DW:2817707), AS/NZS ISO 14001 - Environmental Management Systems and all applicable environmental legislation.

Director or Manager Responsible for Communication, Implementation and Review:

General Manager - Coffs Harbour City Council

Does this document replace an existing policy?

No

Related Legislation, Department of Local Government Circulars or Guideline:

- AS/NZS ISO 14001 - Environmental Management Systems
- Environmental Planning and Assessment Act 1979 and Regulation
- National Parks and Wildlife Act 1974 and Regulation
- Protection of the Environment Operation Act 1997 and various Regulations
- Threatened Species Conservation Act 1995 and Regulation

Note: This list provides examples of relevant legislation. Refer **Coastal Works - Legal Requirements Procedure (PRO-003)** for further information.

Application:

It is mandatory for all CW staff, contractors and volunteers to comply with this policy.

Distribution:

This policy will be provided to all CityWorks staff in QSE and:

ü Internet ü Intranet ü Email ü Noticeboard ü Dataworks ü DataWorks ü QSE

Approved by: Steve McGrath

Signature:

CDT [Meeting date]

13 Dec 2011

General Manager

Date of Effect: 13 Dec 2011

Date of next Review:

Date of Distribution:

Dataworks Number: 2973202

1. Introduction

The Coastal Works - Environmental Policy has been developed to detail the General Manager - Coffs Harbour City Council's commitment to preventing adverse environmental impacts due to CW activities, products and services. This policy is also a starting point in complying with environmental legislation and has been developed with consideration of AS/NZS ISO 14001 – Environmental Management Systems.

2. Definitions

N/A

3. Policy content

Coastal Works objective is to ensure that the impact of its operations, activities, products and services on the human, natural and built environments will be a primary focus in the management of all its activities. We are committed to applying high standards of environmental performance, and seek to achieve the principles of ecologically sustainable development and respond to incidents arising from our operations in a timely and effective manner.

In fulfilling our obligation towards the environment, Coastal Works will:

- Document, implement, maintain and make publicly available an environmental policy in accordance with the requirements of Environmental Management Systems AS/NZS ISO 14001
- Communicate the Coastal Works - Environmental Policy and procedures to all employees, subcontractors and consultants where appropriate to ensure they are aware of their obligations in relation to Coastal Works operations
- Establish and maintain a program of continual improvement in the environmental management of and prevention of pollution from our works and activities
- Progressively develop and maintain environmental objectives, targets and performance indicators
- Comply with applicable environmental laws, regulations and statutory obligations and other requirement to which Coastal Works subscribes related to its environmental risks
- Maintain environmental risk management systems and procedures appropriate to the nature and scale of work undertaken and regularly audit performance
- Periodically review and revise the Coastal Works Environmental policy and procedures to maintain their relevance

For further detail on the Coastal Works Integrated Management System and its implementation, see the ***Coastal Works - Integrated Management System Manual (MAN-001)***.

4. Consultation

The following were consulted during the development of this policy:

- General Manager - Coffs Harbour City Council
- Director - Sustainable Infrastructure
- Group Leader - Coastal Works
- Assistant Manager Safety and Organisational Development
- Manager - Governance and Legal and Services
- IMS Team

5. Responsibilities

The General Manager - Coffs Harbour City Council is responsible for ensuring the commitment made by this Policy is met.

However, in approving this policy, the General Manager appoints the Director - Sustainable Infrastructure as the Management Representative according to Clause 4.4.1 ISO 14001 – Environmental Management Systems.

The Director - Sustainable Infrastructure is therefore responsible for the:

- Development, implementation, monitoring, review and continuous improvement of this system
- Ongoing communication and consultation with the General Manager regarding the performance of the system.

All people working for or on behalf of Coastal Works are responsible for the implementation of this policy.

For further details regarding responsibilities see the ***Coastal Works - Roles and Responsibilities Procedure (PRO-026)***.

6. References

- ISO 14001:2004 - Environmental Management Systems (Section 4.2)

Related Council documents

- Coastal Works - Legal Requirements Procedure (PRO-003)
- Coastal Works - Integrated Management System Manual (MAN-001)
- Coastal Works - Roles and Responsibilities Procedure (PRO-026)
- Risk Management Policy (DW2817707)

7. Appendices

- Appendix 1 - Display version of the Coastal Works - Environmental Policy

8. Table of Amendments

| Amendment | Authorised by | Approval reference | Date |
|-----------|---------------|--------------------|------|
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RESPONSIBILITIES

The General Manager - Coffs Harbour City Council is responsible for ensuring the commitment made by this Policy is met.

However, in approving this policy, the General Manager appoints the Director – City Services as the Management Representative according to Clause 4.4.1 ISO 14001 – Environmental Management Systems.

The Director - City Services is therefore responsible for the:

- Development, implementation, monitoring, review and continuous improvement of this system
- Ongoing communication and consultation with the General Manager regarding the performance of the system.

All people working for or on behalf of Coastal Works are responsible for the implementation of this policy.

For further details regarding responsibilities see the ***Coastal Works - Roles and Responsibilities Procedure (PRO-026)***.

Steve McGrath (General Manager)