



# Environmental Policy

## Policy Statement

The Department of Transport (DoT) will promote sustainability, seek to have a positive environmental impact where possible, and minimise adverse environmental impact through its planning and delivery of transport projects and in its day-to-day operations.

## Principles

DoT is committed to:

- Planning, implementing, maintaining, and continually improving transport systems to minimise adverse environmental impact and reduce greenhouse gas emissions;
- Minimising adverse impacts of its strategic planning and operational activities on the natural and built environment, including visual impacts (e.g. signage);
- Promoting sustainability and minimising adverse environmental impact through environmentally positive work practices such as minimising energy consumption and resource wastage; travel; and promoting sustainable travel choices (e.g. public transport, cycling);
- Integrating environmental management practices in business planning and decision making processes;
- Implementing and maintaining effective environmental management policies, systems and plans in key business areas; and
- Setting measurable objectives and targets on the Department's key environmental activities and reporting on progress.

## Objectives

This policy aims to ensure that DoT:

- Manages and minimises adverse environmental impacts over which it has control or influence;
- Builds an environmentally aware culture through education and promoting awareness amongst its employees, contractors and partner agencies; and
- Complies with all relevant environmental legislation, regulations, policies and reporting requirements.

Managing Director

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Should be read in conjunction with the supporting [Environmental Management Guidelines](#).

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# Environmental Management Guidelines

This document is owned and authorised by Executive Director, Maritime. Please submit all comments and requests to the Director Maritime Business Services.

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## 1. Purpose

The Department of Transport's (DoT's) overarching [Environment Policy](#) sets out its commitment to promoting environmental sustainability and minimising environmental impacts associated with the activities of DoT.

The purpose of these Guidelines is to provide guidance as to how DoT's environmental obligations are to be identified and monitored.

## 2. Scope

DoT business areas involved in operations that have significant potential to influence or impact on the environment are required to assess the impact of their activities on the environment. These business areas must ensure that they have in place a system to identify, manage and monitor the impact of their activities (including strategic planning and operational activities) on the environment in accordance with these Guidelines.

All business areas are required to promote sustainability and minimise environmental impact through environmentally positive work practices such as minimising energy consumption and resource wastage; travel; and promoting sustainable travel choices (e.g. public transport, cycling).

Environmental aspects common to office-based business will be assessed and managed as a corporate function by:

- Accommodation and Building Services in accordance with:
  - [Government Office Accommodation Standards](#); and
  - [Interior Fitout and Workplace Design Services 2020 Brief](#).
- Procurement and Fleet Management in accordance with:
  - [WA Procurement Rules](#);
  - [Environmental Procurement Guide](#); and
  - [WA Government Fleet Policy and Guidelines](#);

## 3. Definitions

Term	Definition
Environment	Surroundings in which an organisation operates, including air, water, land, natural resources, visual setting, flora, fauna, humans and their interrelation.
Environmental aspects	Elements of DoT's activities, products and services that can have some effect, either positive or negative, on the environment.

Environmental Management System (EMS)	A structured system or management tool which, once implemented, helps an organisation to identify the environmental impacts resulting from its business activities and to improve its environmental performance. An EMS aims to provide a methodical approach to environmental management.
Environmental Objectives	Overall goals that the Department sets itself to achieve (as informed by DoT's <a href="#">Strategic Intent 2022-25</a> and the <a href="#">Transport Portfolio's Strategic Framework</a> ).
Environmental Targets	Detailed performance requirements that arise from the environmental objectives.
Office-based foot print / activities	Energy use, water consumption, paper use, waste generation/disposal, fleet, purchasing.
Risk Analysis	Process of considering the consequences and likelihood of a particular risk scenario to determine the "Level of Risk", using the Transport Portfolio Risk Reference Table.
'Significant' environmental aspect	A significant environmental aspect is one that has the potential for a moderate, major or catastrophic impact in the context of the business being undertaken (refer to the Consequence- Impact Rating Risk reference table in the Risk Management Procedures).
Treatment action plans	Proposed actions to reduce the consequences and/or likelihood of a risk, or to improve the controls rating.

## 4. Policy Requirements

Business areas/Directorates to which these guidelines apply should manage the extent to which their operations (apart from "office-based" activities) are likely to contain elements that have, or potentially have, either positive or negative effects on the environment.

The process Business Areas use to manage potential significant environmental aspects should incorporate the following:

### 4.1 Relevant Business Area Specific Environmental Management Framework/System:

Relevant business areas to develop and implement their own Business Area specific Environmental Management Framework and Guidelines or System to manage their specific environmental impacts.

When developing processes to manage environmental impacts, business areas should consider the following aspects of environmental management:

- A. Setting environmental objectives and targets including all required approvals;

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- B. Identifying legislative, legal and other requirements eg State Coastal Planning Policy;
- C. Undertaking a risk assessment in accordance with DoT's [Risk Management Procedures](#) to identify their significant environmental aspects and impacts;
- D. The positions/persons responsible for achieving the objectives and targets;
- E. Means of achieving the objectives;
- F. Timeframes; and
- G. The nature and level of resources required to achieve the objectives and targets set.

## **4.2 Communication**

The DoT Environmental Policy and Environmental Management Guidelines are available on Transporta.

Business areas that are required to implement their own Environmental Management Framework/System are to identify how environmental issues and the content of the Framework is to be communicated.

## **4.3 Monitoring and reporting requirements**

Business areas should have in place a procedure for monitoring, measuring and reporting on operations that have been assessed as including a significant environmental aspect.

DoT will monitor reports and the reporting process through periodic checks to ensure compliance with this framework.

# **5. Accountabilities / Responsibilities**

## **5.1 Roles and responsibilities**

The roles and responsibilities of positions/individuals in managing the Environmental Management Guidelines are outlined below.

### **Corporate Executive**

The Corporate Executive will:

- Provide executive oversight of Environmental Management within DoT.
- Provide clear direction and leadership for Environmental Management of DoT.
- Ensure that DoT is appropriately funded and assist with internal allocations that reflect environmental direction/priorities.

## **Executive Directors**

All Executive Directors involved in operations that have a significant potential to influence or impact on the environment will ensure relevant business areas have in place a Framework/System to identify, manage and monitor their environmental impact.

## **Directors and Managers**

All Directors and Managers involved in operations that have a significant potential to influence or impact on the environment will ensure a appropriate Environmental Management Framework/System is established.

## **All staff**

In ensuring environmental management is adopted throughout DoT, all staff are required to:

- Have a general awareness of impacts their work may have on the environment; and
- Adhere to DoT's Environmental Policy and Environmental Management Guidelines.

## **6. Legislative Requirements**

Legislative requirements and related policy requirements will differ depending on the business. All Business areas should consider whether there are provisions within the Commonwealth and State government statutes which may apply to them. For specific advice as to environmental legislation that is relevant to a particular activity, consult with DoT's Legal and Legislative Services Branch.

### **6.1 Commonwealth Legislation**

***Environmental Protection and Biodiversity Conservation Act 1999 (EPBC Act)*** is the Australian Government's central piece of environmental legislation. It provides a legal framework to protect and manage nationally and internationally important flora, fauna, ecological communities and heritage places defined in the EPBC Act as matters of national environmental significance.

The *EPBC Act* focuses Australian Government interests on the protection of matters of national environmental significance, with the states and territories having responsibility for matters of state and local significance.

***Environment Protection (Sea Dumping) Act 1981*** regulates the loading and dumping of waste at sea and the creation of artificial reefs, to protect waters surrounding Australia's coastline. It fulfills Australia's international obligations under the London Protocol to prevent marine pollution by dumping of wastes and other matter in the sea. Permits are required from the Commonwealth Department of Climate Change, Energy, the Environment and Water for all sea dumping operations.

## 6.2 WA legislation

[Environmental Protection Act 1986](#) and related suite of regulations made under that Act.

[Aquatic Resources Management Act 2016](#)

[Conservation and Land Management Act 1984](#)

[Contaminated Sites Act 2003](#)

[Contaminated Sites Regulations 2006](#)

[Fish Resources Management Act 1994](#)

[Metropolitan Water Supply, Sewerage and Drainage Act 1909](#)

[Soil and Land Conservation Act 1945](#)

[Waterways Conservation Act 1976](#)

[Wildlife Conservation Act 1950](#)

## 7. Reference Links (standards, other policy)

[Environmental Policy](#)

[Critical Incident Management Plan](#)

[Business Continuity Management](#)

[Western Australian Climate Policy](#)

[WA Procurement Rules](#)

[Environmental Procurement Guide](#)

[WA Government Fleet Policy and Guidelines \(www.wa.gov.au\)](#);

[Government Office Accommodation Standards \(www.wa.gov.au\)](#); and

[Interior Fitout and Workplace Design Services 2020 Brief \(www.wa.gov.au\)](#)

## 8. Document Control

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