

# **KOOWEERUP REGIONAL HEALTH SERVICE**

## **POLICY AND PROCEDURE MANUAL**

<b>SUBJECT:</b>	Environment and Sustainable Development Policy Statement
<b>REVIEWED:</b>	July, 2010, <b>March 2015</b>
<b>IMPLEMENTED:</b>	January, 2010 <span style="float: right;">L. &amp; M.</span>
<b>RESPONSIBLE OFFICER:</b>	Board, C.E.O./D.O.N., Heads of Department

### **PURPOSE**

#### **Environment & Sustainable Development Policy Statement**

Kooweerup Regional Health Service is a public hospital **that** is committed to provide high quality health care services catering for the needs of the local communities. In accordance with our vision and values we adopt a philosophy of environmental sustainability.

Kooweerup Regional Health Service (KRHS) acknowledges the potential impacts that its activities have on the environment and are committed to ensuring environmental management is an integral part of the provision of health care.

We seek an equitable balance between:

- Meeting the needs of patients, **residents**, staff and the community.
- Minimising environmental impacts and ensuring protection of environmental resources within our sphere of control.

This policy is a statement of our current strategic objectives.

KRHS will endeavour to continually reduce its ecological footprint by:

- Commitment to continuous improvement and prevention of pollution through the systematic development of an effective environmental management system.
- Develop processes and policies that do not adversely affect the environment, including developing and improving operations and technologies to minimise waste, prevent air, water, and other pollution, minimise health and safety risks, and dispose of waste safely and responsibly.

This will be achieved by:

1. **Energy Management** – KRHS aims to reduce gas and electricity usage and associated gas omissions in the areas of its direct control.

Minimum requirements:

- All KRHS employees and contractors are required to observe the following:
  - DO look for ways to reduce costs associated with energy use.
  - DO switch off lights and computers when not in use.
  - DO NOT use electricity unnecessarily.

2. **Water Management** – KRHS aims to prevent stormwater surface water and ground water and ground water pollution and to investigate options to reduce water consumption.

- All KRHS employees and contractors are required to observe the following:
  - DO NOT pollute water courses or drainage lines with rubbish, sewage, silt, fuel etc.
  - DO NOT discharge sediment laden or contaminated water to the environment.
  - DO NOT place stockpiles or felled vegetation within 30 metres of creeks or major drainage lines.
  - DO NOT waste or misuse water.

3. **General and Medical Waste – Management** – KRHS aims to reduce the amount of waste going to landfill and to implement waste recycling systems. KRHS is committed to reducing waste and reusing recyclable goods on site. Waste which cannot be reused or recycled will be disposed of “off-site” - in accordance with local authority requirements.

Additional containers will be provided for recyclable goods such as glass, cans and paper.

KRHS staff and contractors will be made aware of the organisations Waste Management Plan and the need to reduce waste created or brought on to the site. Minimum requirements:

- DO ensure licensed contractors are used to remove hazardous or prescribed waste.
- DO secure waste materials from pests, fauna and wind.

- DO recycle waste and reuse in accordance with the KRHS Waste Management System.
  - DO NOT store waste materials within 30 metres of a water course.
  - DO NOT pollute the environment with waste generated from the activities related to the site.
4. **Air Quality Management** – KRHS aims to minimise dust, odour and gas omissions and effectively manage the nuisance impacts associated with dust and odour omissions. Minimum requirements:
- All KRHS employees and contractors are required to observe the following:
    - DO use air conditioners at set levels.
    - DO use dust suppression techniques to reduce dust omissions.
    - DO ensure that oils, fuels of hydrocarbon solvents are stored in labelled containers with fixed lids to minimise escape of volatile pollutants.
    - DO ensure that vehicles and plant/equipment are regularly serviced.
    - DO NOT store reactive materials next to each other that may generate toxic gases in the event of an incident.
    - DO NOT allow vehicles or plant to idle for excessive amounts of time without sufficient reason.
5. **Noise Management** – KRHS aims to minimise noise pollution and avoid nuisance to neighbouring properties. Health Promotion Officer and Maintenance staff are to ensure that noise levels are controlled in accordance with State and Local Government statutory requirements. Minimum requirements:
- All KRHS employees and contractors are required to observe the following:
    - DO use equipment silences or mufflers.
    - DO regularly service equipment.
    - DO use low noise and vibration construction equipment wherever possible.
    - DO switch off equipment when not in use.
    - DO NOT conduct work outside the specified hours.

6. **Flora and Fauna Management** – KRHS aims to minimise impact on native fauna, reduce the instances of weed invasion and minimise loss of habitat to fauna. Should project work result in the injury of fauna or damage to vegetation, every effort will be made to provide aid or rectify damage. Minimum requirements:

- All KRHS employees and contractors are required to observe the following:
  - DO NOT stockpile soil around tree roots or trunks.
  - DO NOT damage established trees during project works (unless approval is granted).
  - DO NOT intentionally harm wildlife unless risks to personal health is directly threatened.
  - DO NOT remove or disturb native vegetation without the necessary approvals.

7. **Land Management** – KRHS will aim to prevent the degradation of land including soil loss and sedimentation. Erosion of soil and the resulting deposition of excavated or eroded materials on adjacent waterways is to be avoided using controls such as temporary fabric filter fencing and other appropriate erosion and sediment control structures. Minimum requirements:

- All KRHS employees and contractors are required to observe the following:
  - DO retain topsoil on site for reuse in rehabilitation where practicable.
  - DO install controls such as sediment trays, hay bales, geo-fabric fillers where appropriate.
  - DO direct run-off around activities that expose soil and potential erosion.
  - DO NOT expose significant quantities of soil without applying controls.
  - DO NOT block drains with rubbish or soil.
  - DO NOT allow vehicles to travel off designated roadways.
  - DO NOT unnecessarily remove or disturb natural vegetation and ground cover.
  - DO NOT stockpile topsoil in the drip line of trees, drains, depressions or waterways.

8. **Storage and Handling of Hazardous Substances** – KRHS aims to prevent spills of dangerous goods, hazardous substances and other pollutants to land. Minimum requirements:

- All KRHS employees and contractors are required to observe the following:

- Do ensure that containers are labelled as to contents and staff trained in correct handling techniques.
- DO ensure that fuels, lubricants and chemicals are stored in an impervious containment area.
- DO ensure spill kits are located onsite.
- DO comply with the requirements of applicable Australian and Industry Standards.
- DO NOT dispose of polluted or contaminated material (solid and liquid) onsite.
- DO NOT transfer oil or fuel without the necessary safeguards.
- DO NOT continue to use vehicles, plant/equipment with leaks of fuel, oil or hydraulic fluid.

### **RESPONSIBILITY**

#### ***Board/Chief Executive Officer/Director of Nursing***

- Meet all relevant legislative, regulatory requirements, and where appropriate exceed other mandatory requirements placed on the public health service.
- To ensure design and purchasing decisions take into account both employee, patient and resident needs.
- Ensure appropriate systems are put in place for the maintenance and monitoring of our environmental impacts and ensure protection of environmental resources within our sphere of control.
- Ensure the responsible use of energy throughout our business, including conserving energy, improving energy efficiency, and giving preference to renewable over non-renewable energy sources when feasible.
- Be an environmentally responsible neighbour in the communities where Kooweerup Regional Health Service operate, act promptly and responsibly to correct incidents or conditions that endanger health safety or the environment. Report them to authorities promptly and inform affected parties as appropriate.

#### ***Environment Management Committee and OHS Committee***

- Monitor the effectiveness of this policy.

- Work towards a systematic reduction of energy consumption, and minimisation of greenhouse gas emissions, through a demand reduction strategy and increased use of renewable energy.
- Systematic reduction of waste to landfill, by waste minimisation, improved segregation and increasing the quantities of waste recycled.
- **Benchmark our achievements and set** challenging and quantified reduction targets, to monitor performance and periodically audit, and to review report on environmental performance.
- Training and supporting staff to work within the EMS framework and to reduce their personal lifestyle impacts. Ensure our EMS Policy is included in new staff orientation and contractor induction as per following:

### **Site Induction and Environmental Training**

KRHS will conduct an environmental induction and education program for all employees as part of the orientation process. The objectives of the induction will be to:

- Promote environmental awareness amongst employees and contractors.
- Ensure that employees and contractors are aware of their environmental responsibilities.
- Ensure that employees and contractors follow documented procedures, guidelines and standard work practices.

A training needs analysis will be conducted as part of the KRHS implementation phase to identify what specific environmental management training employees are to undertake.

- Seek continuous improvement in working and living environments for staff, **residents** and patients and to contribute to more sustainable communities, including improved dialogue with relevant stakeholder groups including an effective green transport plan.
- Introduction of a biodiversity enhancement plan covering all land controlled by the health service.

Our achievements in terms of the agreed whole of government commitments will be monitored regularly, audited annually and published in our annual report.

### **REFERENCES**

- Resourcesmart 2009
- Guidelines for Environment
- Dental Health Services Victoria – Environmental Management Plan 2009.

**RELEVANT STANDARDS**

- A.C.H.S. EQulP **National** Standards **1, 15**.
  - Aged Care Standards 1.2, 1.5, 2.2, 3.2 and 4.2.
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AUTHORISED BY:

C.E.O./D.O.N.