

Sustainability Covenant

SUSTAINABILITY COVENANT

December 2004

Between Environment Protection Authority
and Kangan Batman TAFE

BACKGROUND INFORMATION

About this sustainability covenant

This sustainability covenant is a voluntary agreement between the Environment Protection Authority (EPA Victoria) and Kangan Batman TAFE to work together to protect the environment and contribute to a more sustainable Victoria. Both organisations consider that actions under this covenant will enhance their ability to deliver on their core business as expressed in their respective mission statements.

ABOUT THE PARTIES

Kangan Batman Institute of TAFE

Kangan Batman TAFE is a multidiscipline TAFE Institute providing vocational education in a broad range of areas including automotive, aerospace, transport and logistics, polymer engineering, community services and health, horticulture, Koori art and culture, business, hospitality, small business management and retail.

Kangan Batman TAFE offers nationally recognised certificates; diplomas and advanced diplomas; more than 150 short courses; over 250 pre-apprenticeship, apprenticeship and traineeship qualifications; flexible or online courses for people unable to attend regular classes; and Vocational Educational Training in Schools programs for secondary school students. Kangan Batman TAFE also provides customised programs and consultancy services for organisations.

Kangan Batman TAFE has approximately 800 staff members and is host to 24,000 students across six campuses in Melbourne's north-west, including a large international student population.

Kangan Batman TAFE's vision

The learning partner of choice.

Kangan Batman TAFE's mission

Flexible, innovative, responsive and committed to our partners in learning.



Kangan Batman TAFE

because this is our home



Kangan Batman TAFE's values

- Quality education services in an atmosphere of social justice.
- Being community focused.
- Being a leading and vibrant institute.
- Equal opportunity for all.
- Working together in teams.
- An environment based on trust and loyalty.
- Business success.
- A responsible approach to environmental issues in the workplace.

Kangan Batman TAFE recognises that its long-term interests are best served by ensuring it minimises its impact on the environment and contributes positively to its community, as well as remaining a financially viable business. Consequently it has undertaken a number of key environmental and social initiatives.

For example, during 2001 Kangan Batman TAFE undertook initial investigations and began to integrate triple-bottom-line mechanisms into its reporting processes. It also focused on energy management and building design areas. This saw it win recognition for its Polymer Engineering Centre, which was named Green Building of the Year 2001 in the Victorian Architectural Awards.

In 2002 Kangan Batman TAFE became the first Victorian TAFE institute to attain ISO 14001 Environmental Management System certification. This system has provided Kangan Batman TAFE with a framework for continuously monitoring and

improving its environmental performance. Kangan Batman TAFE has also coordinated a range of Work-for-the-Dole and Community Jobs projects and its Business Enterprise Centre helped 290 people in 2002 achieve self-employment.

EPA Victoria

EPA Victoria has a charter to protect Victoria's environment. It works alongside the community to achieve its aims, involving and empowering individuals, communities and businesses and encouraging them to take shared responsibility and action. EPA Victoria's task as Victoria's environmental watchdog is to help establish environmental benchmarks, report on progress and alert the community when environmental quality is threatened.

EPA Victoria operates having regard to the principles of environment protection identified in the *Environment Protection Act 1970*. These principles combine integrated sustainable economic growth objectives with social development and environmental stewardship. In particular, these principles reflect the integration of triple-bottom-line approaches into EPA Victoria's decision making.

EPA Victoria's vision

Together as an informed community we imagine, plan for and commit to achieving a healthier environment, knowing that through our work we can reach a sustainable future.

EPA Victoria's mission

With all Victorians work to enable the achievement of a clean, safe and sustainable environment using our statutory capacities, knowledge, experience and continuing our valued relationships.

EPA Victoria's values

The values that we at EPA hold are:

- passion for the environment
- sound science
- respect for people
- community focus
- integrity
- cooperation and openness
- creativity and learning.

EPA Victoria is working with all sectors of society to help them embrace the opportunities and to overcome the challenges that sustainability presents. EPA Victoria believes the vocational education and training (VET) sector has a key role to play in helping society undertake the changes that sustainability requires.

This sustainability covenant enhances EPA Victoria and Kangan Batman TAFE's ability to achieve sustainability outcomes in the VET sector. EPA Victoria is committed to this sustainability covenant to assist the sector and Victoria to progress towards sustainability.

A sustainability covenant enables Kangan Batman TAFE to drive and shape its own sustainability agenda in a public forum. It also enables EPA to provide statutory recognition to Kangan Batman TAFE's environmental and sustainability leadership.

KANGAN BATMAN TAFE SUSTAINABILITY COVENANT

SUSTAINABILITY COVENANT

This voluntary SUSTAINABILITY COVENANT is a statutory agreement under section 49AA of the *Environment Protection Act 1970*, made on the fifteenth day of December 2004.

Between:

Environment Protection Authority (“EPA Victoria”) of 40 City Road, Southbank in the State of Victoria

-and-

Kangan Batman TAFE ABN 44434746781 of Pearcedale Parade in Broadmeadows in the state of Victoria.

In which:

The parties agree to put in place a framework to enable Kangan Batman TAFE to increase the efficiency with which it uses resources to produce its products and services and to deliver products and services that contribute to the reduction of the ecological impacts of its clients and stakeholders

EPA is of the opinion that this sustainability covenant is likely to be effective in increasing the resource use efficiency and reducing the ecological impact of the vocational education and training sector and as such is a signatory to this sustainability covenant.

Anne-Marie Corboy
President of Institute Council
Kangan Batman TAFE

Mick Bourke
Chairman
EPA Victoria

EPA Victoria

CONTEXT

Vocational education and training (VET) is ‘education and training for work’. It exists to develop and recognise the competencies or skills of learners. The effectiveness of the VET sector is a central factor in developing and maintaining the competitiveness of Victorian industry as a participant in the Australian and wider world economy.

The VET sector in Victoria has many components, including: accreditation authorities; industry consultation bodies; and course delivery bodies, known as Registered Training Organisations (RTOs). TAFE colleges represent by far the largest group of RTOs.

Traditionally the VET sector has been seen to provide post-secondary, non-university education and training with a primary focus on apprenticeships. However, due to reforms over the past decade, VET programs are now offered at higher qualification levels with stronger links to university study options and new courses that have been developed to meet industries’ needs.

The VET sector has become an innovative and flexible part of our economy with a research and development capacity aimed at meeting the needs of students and industry to ensure training for world best practice operations.

Change is one of the few constants in business and industry and the need to respond to sustainability concerns is now one of the greatest drivers for change in our society. The VET sector needs to position itself to respond to such change.

Sustainability presents a number of opportunities to the VET sector; however, there are also a number of challenges that need to be overcome. These include building capacity and expertise, undertaking appropriate research and development and attaining appropriate support and recognition.

It is the intent of this partnership to harness EPA Victoria and Kangan Batman TAFE’s strengths to seize the opportunities and overcome the challenges entailed in moving towards improved environmental, social and economic outcomes. In doing so, the aim is to develop a model of sustainable business practice for the VET sector.

Objectives

Under the covenant Kangan Batman TAFE and EPA Victoria will aim to develop a model of sustainable business practice for the VET sector.

COMMITMENTS OF THE PARTIES

Kangan Batman TAFE

To achieve this objective Kangan Batman TAFE will focus on the following key areas.

1. Integrate sustainability approaches into all internal policies, processes and procedures

Proposed actions:

- Update all policies and procedures to integrate sustainability considerations. For example, integrate environmentally sensitive design criteria into building tenders and contracts.

- Trial different decision-support tools such as environmental management accounting.
- Build environmental ethics into all strategic alliances.
- Provide environmental awareness training for all staff and incorporate this into staff induction training.
- Build sustainability requirements into staff performance assessments.

2. Improve the environmental performance of Kangan Batman TAFE's activities

Proposed actions:

- Continually improve the Environment Management System to reduce energy usage, waste and the depletion of resources, and prevent pollution.
- Undertake audits to confirm the Environment Management System is being properly implemented and maintained.
- Maintain the voluntary Greenhouse Challenge Agreement with the Commonwealth Government.
- Calculate and reduce Kangan Batman TAFE's ecological footprint and use the information to help drive cultural change within the organisation.
- Use appropriate Government-funded programs to help reduce the environmental impact of travel undertaken by Kangan

Batman TAFE staff; for example, TravelSmart¹.

- Undertake consultation with key stakeholders and then develop a Sustainability Report.

3. Research and develop new sustainability products and services

Proposed actions:

- Investigate the development of rainwater tanks made out of recycled plastics.
- Develop with State and Federal Government new approaches to funding TAFE training/activities that encourage TAFEs to be more sustainable.
- Trial new life-cycle analysis tools and, where feasible, integrate them into decision-making processes (for example, purchasing procedures).
- Identify key organisations within a supply chain or a group of small to medium enterprises and undertake research and development to help them reduce the environmental impacts of their products and services.
- Provide opportunities and support for student initiatives on sustainability.

¹ TravelSmart is essentially a Government-funded voluntary program that aims to inform and motivate people for changing their travelling behaviour through personal choice. It does not involve any form of regulations, fees or taxes directed at compelling changes in travel behaviour.

4. Advocate and build strategic partnerships focused on sustainability

Proposed actions:

- Establish partnerships with companies, industries or industry associations (such as PACIA) to trial changes to their products and services that lead to improved environmental performance.
- Develop partnerships with key stakeholders such as the local council and local schools to help deliver environmental education initiatives within the local community.
- Investigate international approaches to key environmental issues such as greenhouse gas abatement and form strategic alliances with appropriate bodies that have specific expertise associated with the issues, to share knowledge and possibly undertake joint research.

5. Incorporate environmental principles into training packages and courses

Proposed actions:

- Use the results from research and development undertaken to inform the development and delivery of new and/or improved courses and/or course elements.
- Evaluate available resources for units of environmental education and courses that are currently offered on Kangan Batman TAFE's Scope of Registration.
- Research possible opportunities to expand Kangan Batman TAFE's Scope of

Registration to include a wider range of units of environmental education.

- Increase Kangan Batman TAFE's capacity to deliver and assess courses or units of study of an environmental nature.
- Identify grants or funds available to extend environmental education initiatives.
- Elevate the importance of inclusion of environmental course units within publicly funded courses.
- Develop and trial the integration of environmental training into a number of courses such as the Advanced Diploma of Business and the Aviation and Engineering pre-vocational course.
- Promote and integrate environmental training into industry training programs with organisations.

EPA Victoria

To assist Kangan Batman TAFE in achieving its sustainability objectives EPA Victoria commits to the following.

6. Collaborate in the development of strategic partnerships

Proposed actions:

- Facilitate discussion and sharing of information with other sustainability covenant signatories.
- Seek to involve other parts of Government (for example, SEAV, EcoRecycle,

Department of Innovation Industry and Regional Development, and Department of Sustainability and Environment) to provide assistance in expanding opportunities for Kangan Batman TAFE.

- Facilitate discussions/information sessions with other government departments and potential Kangan Batman TAFE partners and customers about sustainability.
- Provide appropriate access to EPA industry and community contacts.

7. Collaborate in research and development of sustainability products and services

Proposed actions:

- Assist with undertaking research into sustainability products and services for the educational services sector.
- Assist with seeking public and private funding for the development of environmental education programs and support material.
- Assist Kangan Batman TAFE to develop and trial new life-cycle analysis tools.
- Support student-led sustainability initiatives at Kangan Batman TAFE.
- Investigate options to involve other parts of Government to provide assistance in research projects and other initiatives.
- Where possible, provide Kangan Batman TAFE with contacts working in relevant research areas and assist with development of research partnerships with public-sector bodies where appropriate.

8. Share and grow environmental information and knowledge

Proposed actions:

- Be a readily accessible resource for sustainability information.
- Help publicise details of environmental educational programs that other public and private companies are undertaking.
- Ensure EPA has staff available to answer any queries on sustainability covenants.
- Assist Kangan Batman TAFE to undertake audits of and continually improve its Environmental Management System.
- Share best-practice information with Kangan Batman TAFE from local or overseas organisations regarding environmental sustainability.
- Assist Kangan Batman TAFE in completing a trial measurement of its ecological footprint and incorporate it into appropriate training material.
- Instigate regular meetings with Kangan Batman TAFE staff where EPA is able to assist with any internal environmental management issues that Kangan Batman TAFE may be facing.
- Assist Kangan Batman TAFE in trialling decision support tools such as environmental management accounting.
- Facilitate discussions with other organisations that have implemented successful environmental sustainability initiatives.

9. Publicise Kangan Batman TAFE's leadership in sustainability

Proposed actions:

- Ensure up-to-date and relevant information about Kangan Batman TAFE's approach to sustainability is available on the EPA website.
- Work with Kangan Batman TAFE to make available regular reports and updates for EPA staff on Kangan Batman TAFE's sustainability approach.
- Publicise information about Kangan Batman TAFE's environmental education programs.
- Provide information about sustainability covenants to the public domain. This may be done jointly with Kangan Batman TAFE.
- Publicise with the assistance of Kangan Batman TAFE the concept of sustainability covenants in industry forums and publications.

LIFE OF THE COVENANT

The parties have agreed that this sustainability covenant will operate for a period of three years from the date of this agreement.

MANAGEMENT OF THE COVENANT

The following framework for decision making and management of the covenant has been agreed between the two parties.

A steering committee will be established to manage the implementation of the sustainability covenant.

The steering committee will be made up of at least two representatives from EPA Victoria and Kangan Batman TAFE, of which at least one must be a representative from senior management.

The steering committee is responsible for:

- endorsing and directing implementation action
- reviewing implementation progress
- ensuring appropriate resourcing
- interfacing with its respective organisations
- reporting and making recommendations on the progress of the covenant to both the Kangan Batman TAFE Institute Council and the EPA Chairman.

Kangan Batman TAFE is accountable and responsible for the commitments made by Kangan Batman TAFE in this agreement.

EPA Victoria is accountable and responsible for the commitments made by EPA Victoria in this agreement.

This covenant is entirely voluntary and, despite any commitment given in this covenant, Kangan Batman TAFE can withdraw at any time upon giving notice to EPA Victoria.

EPA Victoria reserves the right to withdraw from this sustainability covenant if, in the opinion of EPA Victoria, the covenant is no longer effectively driving initiatives that increase the resource use efficiency or reduce the ecological impact of Kangan Batman TAFE.

In the event that either party proposes to terminate this covenant, both parties agree to initiate discussions about why this might have to occur.

REVIEW AND REPORTING FRAMEWORK

The parties have agreed to the following review and reporting framework.

The steering committee will meet on a quarterly basis to review progress on implementing the commitments. The outcomes of these reviews will be reported to the EPA Chairman and Kangan Batman TAFE Institute Council.

At the end of the first and second years of the term of this covenant, the steering committee will assess progress against the commitments and outcomes over the preceding year. This review will also identify areas of focus for the following year. The review will involve the parties to this covenant. The outcomes of the review will be reported to the EPA Chairman and Kangan Batman TAFE Institute Council and will be made available to the public through the EPA website.

Just prior to the end of the term of the covenant, the steering committee will undertake a full review of the outcomes of the covenant, involving the Kangan Batman TAFE staff, EPA Victoria staff and other stakeholders. This review will address the extent to which the covenant has been successful, has met the expectations of all stakeholders and whether there is a need for a further covenant. Following this review, the steering committee commit to the following:

- Prepare a report containing a summary of the achievements by both parties over the term of the covenant.
- Make recommendations to the EPA Chairman and Kangan Batman TAFE

Institute Council as to whether a further covenant would be beneficial.

- Publish the report and outcomes of the review on the EPA website.

OTHER INFORMATION

In accordance with section 49AC(c) of the *Act*, the parties authorise the copying of all or any part of the covenant by any person who wishes to do so. The parties also authorise the use by such a person of any copies made by the person.

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