

Environmental Sustainability Framework

Contributing to a healthier workplace
and a healthier community

Version 1:

Author:

Exec Sponsor:

Owner:

Endorsing Committee: Board of Directors

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Chief Executive Officer & Facilities Manager

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Table of Contents

1.0	Introduction	3
2.0	Purpose	3
3.0	Definitions	3
4.0	Principles	4
5.0	Accountabilities & Authorities	4
6.0	Environmental Sustainability Process	6
7.0	Environmental Management Plan	6
8.0	Monitoring Performance	7
9.0	Relationship to other processes	7
10.0	Accreditation standards	8
11.0	References/legislation/supporting documents	8
12.0	Links to other ODH documents	8
13.0	Author / Contributors	9
14.0	Committee Approval / Endorsement	9

1.0 Introduction

The nature and purpose of health services means that they use significant amounts of energy and water and generate large volumes of waste.

Current initiatives implemented in Victorian public hospitals have resulted in some significant achievements over the past five years, including a reduction in water use by 15.7 per cent and a reduction in energy use per square metre of 4.2 per cent.

Omeo District Health recognises the link between environmental sustainability, climate change and human health and is dedicated to reducing our environmental impact.

The Department of Health and Human Services also recognises this link and the benefits of environmental planning and reporting. Therefore through the Victorian 2018-19 Policy and Funding Guidelines, the Department of Health and Human Services requires that ODH and all Victorian public health services develop a whole-of-organisation Environmental Management Plan (EMP) and to report publicly on their environmental performance.

In response, ODH has developed an EMP for 2018-2021. This plan highlights key targets and activities in relation to improving energy consumption, water consumption, waste generation, purchasing and overarching environmental management and communications.

2.0 Purpose

The purpose of the Environmental Sustainability Framework is to describe ODH's approach to ensuring that environmental considerations are incorporated into the everyday decision making of ODH staff.

ODH recognises that health services use a large amount of energy and water to provide services to Omeo and the surrounding community. Monitoring usage of energy and water, as well as waste level, and proactive activities is required to help develop an environmentally aware culture at ODH.

ODH will contribute to making Victoria a more sustainable state for future generations by integrating environmental considerations into its planning, operations and policy decisions.

3.0 Definitions

Environmental sustainability - responsible decisions that aim to reduce your business' negative impact on the environment.

Climate change – a change in global or regional climate patterns, in particular a change apparent from the mid to late 20th century onwards and attributed largely to the increased levels of atmospheric carbon dioxide produced by the use of fossil fuels.

Greenhouse gas emissions - the emission into the earth's atmosphere of any various gases, especially carbon dioxide, that contribute to the greenhouse effect.

Greenhouse effect - The trapping of the sun's warmth in a planet's lower atmosphere, due to the greater transparency of the atmosphere to visible radiation from the sun than to infrared radiation emitted from the planet's surface.

4.0 Principles

All staff, volunteers, contractors and consumers have an important role in reducing ODH's environmental impact. As such, ODH is committed to integrating the environmental sustainability principles into everyday work practices and will adopt the following:

Principles for Environmental Sustainability	
Principle	Description
Awareness raising	Promote the principles and raise awareness of sustainability and wise environmental management
Community leadership	Provide leadership to the community and industry by demonstrating methods of delivering sustainable initiatives
Environmental initiatives	Work closely with our employees, contractors, suppliers, clients, and the community to develop and implement environmental initiatives
Environmental sound places	Provide environmentally sound places for the delivery of our services
Procurement considerations	Consider environmental aspects in the purchase of products and services, and endeavour to ensure the suppliers that also meet high standards of environmental performance
Legislation and compliance	Comply with relevant Commonwealth and Victorian environment legislation, Occupational Health & Safety practices, and with the Victorian Government's environmental policies and initiatives.
Monitoring performance	Develop a monitoring program to assess our environmental performance and communicate our progress in achieving environmental management targets through annual reports made available on the ODH website.
Infrastructure and environmental issues	Ensure that environmental issues are considered and issues discussed relating to the design and layout of buildings, renovations & future extensions. Future building projects shall comply with Government Policy.

Table 1: Principles for Environmental Sustainability

5.0 Accountabilities & Authorities

5.1 Safe Environmental and Sustainability Committee

The Leadership and Management Team perform the functions otherwise conducted by the dedicated Safe Environment and Sustainability Committee, with a purpose of:

- Leading the reduction of ODH's environmental impacts;
- Collecting information and data indicating ODH's environmental performance, and provide analysis and feedback to staff, management and Board; and
- Setting appropriate targets and implement strategies to improve the environmental performance of ODH.

5.2 Role and Responsibilities

All staff are expected to consider ODH's environmental approach and assist with the successful implementation of the EMP.

The Safe and Environmental and Sustainability committee's role in relation to Environmental Sustainability is to:

- Design and implement an EMP for ODH;
- Establish and monitor a suite of environmental performance measures and evaluate ODH's performance against these measures;
- Raise awareness of the environmental impacts of ODH among staff and identify appropriate initiatives to reduce these impacts;
- Encourage participation of staff and impact environmental initiatives;
- Report against environmental performance measures, targets and progress on the EMP's implementation; and
- Contribute to ensuring organizational decision-making balances environmental sustainability with the impact on consumer safety and quality.

6.0 Environmental Sustainability Process

ODH has adopted the following process for environmental sustainability:

Our Environmental Sustainability process		
Process	Timing	
Review and update EMP	To be undertaken to ensure that activities are taken into consideration during annual budget planning	Every 3 years
Undertake environmental reporting requirements	Collated quarterly or as per Departmental requirements	Quarterly
LMT Environmental Sustainability dashboard updated for review by the Committee	At the end of each quarter	Quarterly
Review and action activities and communication plan as per EMP	To be undertaken in July, October, January and April Standing item on agenda	Quarterly
Report progress of EMP to Quality, Safety and Risk Committee	As per Quality, Safety and Risk Committee meeting schedule	As required
Publicly report progress and key achievements through ODH website	To be published in August data collation responsibility	Annually

Review and update the Environmental Sustainability Framework	To be reviewed in August	Every 2 years
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7.0 Environmental Management Plan

The EMP is an ODH specific plan to ensure that activities are identified and implemented as per the DH mandatory reporting requirements. This plan runs on a three-year cycle and highlights:

- ODH environmental achievements to date;
- ODH's current environmental performance (as a baseline measurement);
- ODH's environmental targets for energy consumption, water consumption, waste generation, purchasing and management and communications;
- The environmental action plan for the next three years detailing time lines, costs and responsibilities;
- When, where and who is responsible for accessing and recording the performance data;
- The approach to evaluating the EMP; and
- The internal and external reporting requirements.

8.0 Monitoring Performance

Monitoring performance is one of the most important steps in the Environmental Sustainability process. It is an essential component of environmental sustainability which ensures that we know the strategies and activities of the EMP are actually working as intended.

The Leadership Management Team, as a core function, is required to report against the environmental sustainability performance measures, targets and the progress of the EMP's activities.

The ODH Performance Reporting and Monitoring Framework requires the tracking of various performance measures including environmental sustainability. The environmental information, collected by the Leadership Management Team, is reviewed by the Committee bi-annually.

9.0 Relationship to other processes

Environmental Sustainability process at ODH is not a standalone process. In order to maximize the benefits and opportunities from effective sustainability initiatives it needs to be integrated with existing organisational business processes. Some of the key business processes at ODH with which environmental sustainability is necessary are:

Organisational Review & Planning: The ODH approach to organisational planning is the review and planning process – recognising achievements and planning together. Key to its success is the integration of identified risks, key focus areas for improvement and the business goals of the organisation. The process links together Strategic goals, enterprise risks, quality and safety improvement priorities and business goals of the organisation to develop an annual set of aims at the organisation, department and individual staff level.

Procurement Framework: This framework provides a clear outline and approach to conducting procurement activities at ODH. It also focuses on forward strategic planning,

equity of local businesses and demonstrated value for money. ODH recognises that developing a clear and strategic procurement framework is important in ensuring that the organisation continues to grow and change with other businesses and health services as well as to demonstrate that all procurement decisions and actions are justifiable and defensible.

Performance Reporting & Monitoring Framework: This framework provides a clear understanding of how ODH reports, monitors and manages performance across the organisation and at all levels within the organisation. It serves as a guide for articulating what we measure, how we measure; and who needs to monitor each aspect of performance. The framework considers how information is best presented, how frequently it should be updated and the extent to which managers support the Executive and the Board in understanding the information they are given.

Quality Improvement Framework: ODH quality improvement approach encompasses clinical governance, risk management and performance reporting and monitoring. ODH recognises that effective quality improvement requires a commitment to the development of organisational systems and structures to support quality improvement, the development of workforce skills and knowledge of quality improvement methodologies, a clear understanding and focus on results and the system impact of quality improvement and the required culture and behaviours of staff across the organisation to support and value quality improvement.

10.0 Accreditation standards

- NSQHS – V2, Standard 1.5: The health service organisation considers the safety and quality of health care for patients in its business decision-making
- Aged Care Quality & Safety Standard - Standard 5.3(b): The service environment: i) is safe, clean, well maintained and comfortable;
- Aged Care Quality & Safety Standard - Standard 8.1: i am confident the organisation is well run. i can partner in improving the delivery of care and services.
- RACGP 5th Ed - Standard 5.1: Our practice's facilities and medical equipment are appropriate for providing comprehensive patient care..1

11.1 References/legislation/supporting documents

- Australian/New Zealand Standard for Management of Clinical and Related Waste- AS/NZS 3816 – 1998
- Environment Protection Act 1970 (Victoria)
- Department of Health policy and funding guidelines 2022

12.1 Links to other ODH documents

- Environmental Management Plan
<http://odhprompt.ghass.ghassc.local/Search/download.aspx?filename=3520315\42337853\41902298.pdf>
- Environmental Sustainability and Management Policy

<http://odhprompt.ghass.ghassc.local/Search/download.aspx?filename=3520315\42337804\43827485.pdf>

- Waste Management Procedure
<http://odhprompt.ghass.ghassc.local/Search/download.aspx?filename=3520315\42337853\41901018.pdf>
- Procurement Framework
<http://odhprompt.ghass.ghassc.local/Search/download.aspx?filename=3520315\42337804\43828091.pdf>
- Procurement Policy
<http://odhprompt.ghass.ghassc.local/Search/download.aspx?filename=3520315\42337804\43828539.pdf>

13.0 Author / Contributors

POSITION	SERVICE/PROGRAM	DATE
Facilities Manager	Corporate Services	March 2023
DON	Nursing Services	March 2023
Chief Executive Officer	Corporate Services	March 2023

14.0 Committee Approval / Endorsement

NAME OF COMMITTEE	DATE OF ENDORSMENT
Leadership Management Team	
Finance, Audit and Risk	
Board of Directors	