

# Reducing our carbon footprint

DERM is well placed to achieve the government's Toward Q2 and Climate Smart 2050 targets in advance of the required date, and to lead other government agencies in achieving these goals because they support the department's own internal initiatives of energy minimisation, resource conservation and fuel efficiency.

## Environmental sustainability report

DERM is committed to supporting the Queensland Government's Toward Q2 target to cut Queensland's greenhouse gas emissions by one-third by 2020.

This commitment includes implementation of the government's climate change (*ClimateQ: toward a greener Queensland*) and other environmental strategies. As the lead agency in Queensland for environmental sustainability, DERM aims to achieve or exceed these targets well ahead of the stipulated schedule wherever possible.

The Queensland Government continues to develop and improve whole-of-government data collection processes and systems to standardise reporting of its greenhouse gas emissions. The basis for this reporting is consistent with acknowledged national and international standards, including the definitions (see below) outlined in the AS ISO 14064 standards and the Australian Government's *National greenhouse accounts factors workbook*. An organisation's operational boundaries need to be considered when including these emissions in any reporting.

**Scope 1** emissions occur *directly* from sources that are owned or controlled by an organisation (e.g. emissions from departmental vehicles, on-site diesel generators, gas boilers, etc.).

**Scope 2** emissions occur *indirectly* and are due solely to an organisation's consumption of electricity or steam or heating/cooling, generated by the burning of fuels (coal, natural gas, etc.) at power stations or other facilities not controlled by the organisation.

**Scope 3** emissions occur *indirectly* and result from the organisation's actions, but they are from sources not owned or controlled by the organisation (i.e. outside its operational boundary).

Common examples of these sources include:

- employee business travel (in vehicles or aircraft not owned or controlled by the reporting organisation)
- employees commuting to and from work
- outsourced activities
- transportation of products, materials and waste.

Six gases have been identified under the Kyoto Protocol as the main greenhouse gas emissions that need to be reduced: carbon dioxide, hydrofluorocarbons, methane, nitrous oxides, perfluorocarbons and sulphur hexafluoride.

As part of standard emission measurement practices, these gases are mainly reported as carbon dioxide equivalent emissions (CO<sub>2</sub>-e).

The key greenhouse gas emissions for DERM are those linked to electricity consumption and fuel consumption (in vehicles, vessels and generator usage). The department has also calculated its emissions for owned assets that have a fuel card, electricity distribution and transmission line losses, and emissions associated with fuel extraction, refinement and transport.

It should be noted that comprehensive reporting of greenhouse gas emissions by agencies can be limited by operational complexities within the public sector, especially where government shared-service providers are used.

While the best available data have been used, in some instances estimates have been reported due to the limitation of data collection systems. For example, in government-owned office buildings where there are multiple tenants and electricity usage cannot be attributed to a single agency, it is calculated on occupied leased floor area.

The emissions relating to DERM outlined in the table (see over) have been calculated from emissions created by the service areas that were:

- wholly transferred (not abolished) to the new department, for the period 1 July 2008 to 30 June 2009
- absorbed into the newly formed department for the post machinery-of-government period (approximately three months) in 2008-09.

Emissions created by the abolished departments for the nine months prior to the machinery-of-government period have been provided in a separate report.

## Emissions relating to DERM (1 April 2009 to 30 June 2009)

Scope	Activity	Greenhouse gas emissions (tonnes of CO <sub>2</sub> -e)	Notes
1	<b>Department vehicles and equipment</b> <ul style="list-style-type: none"> <li>QFleet vehicles</li> <li>Other fuel card</li> </ul>	1323	1
		467	2
2	<b>Electricity consumption</b> <ul style="list-style-type: none"> <li>Purchased directly from electricity retailer</li> <li>Sourced through a third party</li> </ul>	2248	3
		5046	4
3	<b>Electricity line losses</b> <ul style="list-style-type: none"> <li>Purchased directly from retailer</li> <li>Sourced through a third party</li> </ul>	301	5
		680	5
	<b>Travel</b> <ul style="list-style-type: none"> <li>Domestic air travel on commercial airlines</li> <li>International travel on commercial airlines</li> <li>Fuel card data—emissions associated with fuel extraction, refinement and transport</li> </ul>	359	6
		6	6
		137	7
	<b>Hire car</b> <ul style="list-style-type: none"> <li>Avis</li> </ul>	22	8

### Notes:

- The CO<sub>2</sub>-e emissions figure for the period 1 April to 30 June 2009 has been aggregated using National Greenhouse Emissions Reporting (NGER) guidelines and represents emissions for four primary fuel types: unleaded petrol, diesel, liquified petroleum gas (LPG) and E10. Actual emissions, based on available fuel consumption records, and total estimated emissions are shown.
- This data relates to fuel card purchases for agency-owned vehicles, vessels and other sundry purposes. It does not include Qfleet-related fuel purchases or bulk fuel purchases.
- The reported emissions are linked to electricity DERM purchased directly from an energy retailer for its buildings and any space it leases. The figure is largely based on actual electricity consumption records available for the period 1 April to 30 June 2009. Incomplete electricity consumption records have been extrapolated where necessary. All electricity consumption has been converted to carbon emissions using the scope 2 conversion factor of 0.89 kg CO<sub>2</sub>-e/kWh as recommended in the *National greenhouse accounts factors workbook*.
- This figure is largely based on emissions associated with electricity use in leased spaces where electricity is not directly purchased by DERM from an energy retailer (e.g. electricity costs are part of the lease charges). The figure includes actual consumption records from landlords and apportioned/extrapolated data for incomplete records. For example, in Department of Public Works-owned office buildings that have no separated sub-metering, 55 per cent of carbon emissions associated with electricity consumption have been assigned to tenants and 45 per cent to the owner—in line with industry practice and historical benchmarking.
- Transmission and distribution losses are defined as emissions from the extraction, production and transport of fuels used to produce the purchased electricity (i.e. fugitive emissions and stationary and mobile fuel combustion emissions), and to deliver the electricity to the consumer (from both fuel combustion and fuel extraction). These emission losses have been converted to carbon emissions using the scope 3 conversion factor of 0.12 kg CO<sub>2</sub>-e/kWh as recommended in the *National greenhouse accounts factors workbook* (June 2009).
- Air travel includes all flights (international and domestic air travel on all airlines) recorded by the Queensland Government Chief Procurement Office (QGCP) for DERM during the period 1 April to 30 June 2009. Since 1 January 2009, the formula used by QGCP to calculate carbon emissions (in tonnes CO<sub>2</sub>-e) per passenger/per journey is number of kilometres x .0001253.
- This figure relates to emissions associated with other fuel card purchases not covered in note 2 above.
- The hire car emissions are calculated by Avis Australia and show only emissions for AVIS vehicles booked under a standing offer arrangement managed by the QGCP.

## Energy and carbon neutrality

DERM is in the process of amalgamating the policies of the two agencies from which it emerged.

This presents a number of opportunities to improve its environmental performance, as the best elements of these policies become the dominant paradigms for the new department.

### Carbon neutrality

The former EPA committed to be a carbon neutral organisation in 2008–09, although this was not a requirement under legislation. DERM is currently in the final stages of accounting for the ex-EPA emissions (an emissions inventory), and purchasing offsets to

meet this commitment. It is also developing a carbon emissions manual that outlines the scope, assumptions and calculations used for the inventory.

DERM will base its assessment and carbon emissions manual on the same methodology used for the former EPA 2007–08 carbon inventory, which received a limited assurance statement from PricewaterhouseCoopers.

The department's two major emission sources identified from the inventory are: electricity consumption, which relates mainly to office tenancy activities, and fuel consumption from motor vehicle operation, vessels and generators.

## Energy

As the lead department for sustainability, DERM has continued the innovative energy reduction programs of its former agencies, but it is still determining which programs may be extended across the new department next financial year. Projects being investigated for inclusion include:

**Carbon neutrality.** The former EPA accounted for all emissions it generated and put strategies in place to avoid, reduce or offset them. DERM has committed to developing a carbon emissions inventory for 2009–10.

**Local actions.** In many instances, the greatest opportunities for improvement come from local actions focused on behavioural change. The department's 'switch off and save' initiative targeted staff behaviour at work and home, prompting them to turn off lights when not being used, and also office equipment, phone chargers and kitchen appliances. Many employees already follow best practice and are helping DERM to save energy. Their actions support broader corporate energy-reduction initiatives centred on local behavioural change.

**Carbon champions.** To reduce energy consumption, the department sought volunteers among employees to be 'carbon champions' to help motivate staff, identify local opportunities and support the implementation of department-wide programs. Currently, DERM has 68 carbon champions across the state. These provided strong leadership with the 'switch off and save' program and will be incorporated into future programs.

**Move to George Street.** At the end of 2009, approximately 1100 employees will be relocating from other office spaces in the Brisbane CBD to the five-green-star rated accommodation at 400 George Street, Brisbane. This new building includes energy efficient lighting and consolidates office equipment in specific utility rooms. Work stations are equipped with a kill switch that eliminates power wastage (e.g. from battery chargers and appliances on stand-by). The building's air conditioning system is expected to save 700 000 litres of water per annum compared to that in other buildings of the same size. An environmentally friendly printing strategy will be implemented to save an estimated \$320 000 per annum in paper, transaction and electricity costs.

**Renewable energy generation.** The department has a range of renewable energy systems in place across the state. In the next 12 months, existing Remote Area Power Supply systems will be upgraded or refurbished

to reduce reliance on fossil fuel powered generators. DERM is also investigating the options for increased use of alternative energy sources for water heating and air conditioning.

**Virtual server technology.** DERM has introduced virtual server technology to some of its data centres and will continue to roll this out across the department. This technology will deliver substantial reductions in energy consumption by decreasing the number of servers in use and the associated air-conditioning costs.

**Video and desktop conferencing standard.** This standard provides real-time sharing of audio, video feeds and applications. For a geographically diverse department like DERM, video and desktop conferencing delivers energy savings and reduces travelling (and the department's carbon footprint). Numerous sites already employ this technology, and its roll out will continue across DERM sites.

**'Wake on LAN'.** This capability would allow DERM to shut down its desktop personal computers that may be left on after-hours. It would complement the monitor auto shut-down feature already included in a significant proportion the department's PCs.

## Efficient transport

The diverse nature of the department's operations, much of it conducted in regional, rural and remote areas of Queensland, requires extensive use of motor vehicles. Activities such as wildfire fighting and forestry operations affect the type of vehicles required and level of vehicle use. Wherever possible the department aims to reduce the distances travelled and the impact of travel by using alternative fuels and appropriate fuel-efficient and lower-emission vehicles.

The QFleet Climate Smart Action Plan 2007–10 sets overall targets for emission reductions from the government vehicle fleet of 15 per cent reduction by 2010, 25 per cent by 2012 and 50 per cent by 2017. Under this plan, individual departmental targets have been negotiated to recognise initiatives already undertaken and an agency's capacity for change.

As at 30 June 2009, DERM had 30 hybrid vehicles in the fleet making up 12 per cent of the passenger fleet. Alternative vehicles, such as small diesel vehicles with a high fuel economy, continue to be assessed for departmental use.

Under the QFleet Action Plan, all new vehicles leased are required to meet minimum greenhouse gas ratings of 5.5 for passenger vehicles and 3.5 for light commercial vehicles under the Green Vehicle Guide. DERM has set a target of six for passenger vehicles and four for commercial vehicles (other than fire vehicles) for internal requirements.

The department has 59 vehicles that do not meet the QFleet minimum requirements. When their lease term ends, these vehicles will be replaced with ones that meet internal DERM requirements wherever possible.

DERM continues to support and promote the use of ethanol-blended E10 fuel within the department. From 1 April to 30 June 2009, DERM purchased 18 903 litres of E10 fuel, representing almost 26 per cent of all petrol used by DERM QFleet vehicles.

## Water management

DERM is the primary management agency for water in Queensland, and as such is at the forefront of water conservation, setting an example to both business and the public sector.

A water efficiency management plan (WEMP) was prepared in 2007 for the department's science precinct at Indooroopilly, and was approved by the Brisbane City Council (BCC). This WEMP covered sites that at the time belonged to NRW, EPA and the Department of Primary Industries and Fisheries. DERM complies with all requirements under the WEMP and has put significant resources into making water savings beyond the initial targets. Ongoing quarterly reports are lodged online to comply with current BCC requirements.

Wherever possible, the department reduces mains water consumption by replacing it with rain water for specific services and retrofitting to water efficient devices. The current DERM Water Management Standard provides staff with information on reducing water losses, reducing consumption and reusing waste water.

## Resource consumption and waste management

The department is a leader in the public sector, putting much effort into ensuring sustainable acquisition processes are in place and managing the disposal of used items. It is currently drafting a new Strategic Waste Management Plan that shifts the focus from end-use practices such as standard office recycling, to

reviewing the supply chain, producer responsibility, and waste materials that may have a greater environmental impact. Specific areas identified for further investigation include electronic waste (e-waste) and fluorescent tube recycling.

**e-waste.** DERM aims to minimise the environmental impact of obsolete equipment by recycling as much as possible. All coastal regional offices of the former EPA recycled e-waste in 2008–09. The possibility of expanding e-waste recycling across all DERM will be assessed in 2009–10. In the reporting period to 30 June 2009, it is estimated that approximately 900 kg of e-waste has been recycled by DERM.

**Fluorescent tube recycling.** DERM has commenced a fluorescent tube collection program, beginning with the lighting retrofit of its Rockhampton office. This program will form the basis for collection programs in other departmental buildings. These lamps will be sent for recycling with almost 100 per cent recovery of materials expected.

**Paper consumption.** Paper consumption is being reduced by raising staff awareness and eliminating printers that cannot print double-sided. Over 90 per cent of white A3 and A4 paper that was purchased from DERM's preferred supplier had recycled content.

**Mobile phones.** Obsolete and unserviceable mobile phones (work and personal) are being collected in Brisbane offices, and sent to the Aussie Recycling Program. They are remanufactured and sold, with some of the profits from sales going to the Queensland Cerebral Palsy League.

**Cartridge recycling.** Toner bottles from photocopiers and toner cartridges from printers and fax machines are being recycled as part of the department's drive to increase office recycling practices.

**Surplus office supplies.** Cleaning up for the move to the new George Street headquarters in late 2009 has generated many useful surplus office items. These items are available for reuse by other departmental offices and charitable institutions. Items currently being collected and separated for reuse and recycling include: folders, CDs and floppy discs, suspension files, office furniture, and general stationery and paper. Every effort has and is being made to minimise waste associated with the relocation.

# Corporate governance

The department obtains information about its operational and financial performance through its performance management framework, governance structure and financial systems.

The performance management framework includes the strategic plan, annual report, service delivery statement (SDS), key business performance measures and targets, and also a structured risk-assessment process.

The DERM Executive Management Group (EMG) oversees departmental performance. EMG uses monthly financial reports and quarterly business performance and human resource management reports for this purpose. It is assisted by a Finance Committee, Audit and Governance Committee, and business leadership and other governance groups.

Business performance reports provide details of actual business performance against SDS measures, departmental measures and targets, risk management and specific election commitments.

## DERM governance groups

These groups and committees are the core of the department's governance arrangements. They ensure that the department has a clear direction, operates efficiently and fulfils its legislative responsibilities. They oversee all major activities and areas of decision making.

- Executive Management Group (EMG)
- Policy and Legislative Strategy Group
- Business strategy groups
- Finance Committee
- Audit and Governance Committee
- Workplace Health and Safety Committee
- Establishment and Vacancy Management Committee
- Information Systems and Strategy Committee

## EMG

The Executive Management Group (EMG) is responsible for the overall management, administration and strategic direction of the department. It advises and supports the Director-General and assists him to meet statutory responsibilities under the *Financial Administration and Audit Act 1977* and other relevant legislation.

The group comprises the department's most senior officers (see page 8 of this report) and is chaired by the Director-General.

## Policy and Legislative Strategy Group

After 27 March 2009, the department began to develop a new structure and with this established a Policy and Legislative Strategy Group to coordinate the development of DERM policies and regulations. The group will oversee and report on regulation reform, the department's legislative agenda and other policy-related issues.

The group is made up of the senior officers from the Water, Land and Vegetation, Natural Resources and Environment, Office of Climate Change, and Governance and Strategy business groups. A senior officer nominated from the Operations and Environmental Regulator group will also be a part of the group.

## Business strategy groups

Business strategy groups ensure there are good linkages between policy development and implementation and are the vehicle for discussing priorities, resources, risk, performance and business improvement. They are also an effective means for checking that performance reporting is in line with requirements of the *Financial Administration and Audit Act 1977* and the Queensland Audit Office.

The groups promote a partnership of service delivery, regulation, and science and policy areas and include regional and head office staff. Each group provides an advisory and support role for its members and EMG. It has reporting requirements but no line accountabilities. Recommendations on issues go through the relevant EMG member(s), via the appropriate representative(s).

## Finance Committee

As soon as DERM was created, a Finance Committee was quickly formed to advise EMG on financial matters. The committee coordinates the budget allocation process, monitors performance against fiscal targets, and makes recommendations on a wide range of financial policy, resourcing and strategic issues.

Committee membership was approved in May 2009 and the committee met twice before the end of the reporting period.

## Finance Committee membership (at 30 June 2009)

<b>Debbie Best (chair)</b>	Deputy Director-General, Water and Corporate Services
<b>Tony Roberts</b>	Assistant Director-General, Natural Resources and Environment
<b>Chris Robson</b>	Assistant Director-General, Land and Vegetation Services
<b>Damien Brown</b>	Assistant Director-General, Regional Service Delivery
<b>Andrea Leverington</b>	Assistant Director-General, Queensland Parks and Wildlife Service
<b>Liz Dann</b>	General Manager, Governance and Strategy
<b>Doug Watson</b>	A/Executive Director, Corporate Services
<b>Peter Philipson</b>	General Manager, Finance and Asset Management

In the period to 30 June 2009, the committee's major achievements were as follows:

- set its charter and agreed on the roles and responsibilities of members
- determined the 2009–10 interim DERM budget allocation model after an extensive review of the former EPA and NRW models
- agreed on the desired approach to financial management in DERM by outlining the fiscal responsibilities and objectives of those who manage departmental funds
- established the Business Group capital and operating budgets for 2009–10.

During 2009–10 the committee will work to:

- finalise the desired DERM budget allocation model for adoption from 2010–11
- consolidate the financial management reporting framework and requirements for EMG and business areas
- monitor financial performance targets and recommend actions as required to help business areas achieve targets
- ensure that departmental financial resources contribute towards achieving priority business objectives
- foster a strong financial management culture in the new organisation through communication, training and improved reporting for staff at all levels.

## Audit and Governance Committee

The former EPA and NRW Audit and Governance Committees continued to oversee their respective functions so that they could approve the signing of the final financial statements of the former agencies. Each committee met once during the reporting period to 30 June 2009.

These committees were established in accordance with the Financial Management Standard 1997 (s82). During the reporting period, they observed the terms of their charters, followed the Queensland Treasury's Audit Committee Guidelines, and supported the Director-General in discharging his responsibilities under the *Financial Administration and Audit Act 1977*.

The committees achieved this by giving independent advice to the Director-General on matters including corporate governance practices, risk management, financial reporting and internal control systems. They also acted as a forum for dialogue between the Director-General, senior management, Internal Audit and the Queensland Audit Office.

The committees did not diminish the statutory and regulatory duties and responsibilities of the Director-General, nor did they detract from management's responsibilities in relation to corporate governance, internal control, fraud prevention and risk management.

The Department of Environment and Resource Management Audit and Governance Committee will be established on 1 July 2009.

## Audit and Governance Committee membership (NRW)

<b>Chris Robson (chair)</b>	Assistant Director-General, Land and Vegetation Services
<b>Debbie Best</b>	Deputy Director-General, Water and Catchment Services (resigned February 2009)
<b>Neil Lawson</b>	Executive Director, Land Information and Titles (retired April 2009)
<b>Mark Cranitch</b>	Regional Services Director, North Region
<b>Brian Vandersee</b>	Executive Director, Natural Resource Sciences
<b>Max Locke</b>	General Manager, Titles Registration
<b>Graeme Milligan</b>	General Manager, Water Accounting and Management
<b>Luigi Demichelis</b>	External member

### Audit and Risk Management Committee membership (EPA)

Doug Watson (chair)	Assistant Director-General, Performance and Capability
Terry Wall	Director-General
Terry Harper	Executive Director, Corporate Sustainability
Andrea Leverington	Executive Director, Environmental Services
Christine Williams	Executive Director, Environmental Sciences
Geoff Clare	Executive Director, Sustainable Communities
Greg Withers	Executive Director, Office of Climate Change
Tony Roberts	Executive Director, Strategy and Policy
Alan Feely	Executive Director, Queensland Parks and Wildlife (resigned May 2009)
Robert McDonald	External member

### Workplace Health and Safety Committee

This committee sets strategic objectives and provides leadership and direction for the department's Workplace Health and Safety (WHS) program.

The committee makes recommendations to EMG on workplace health and safety issues and initiatives, and reports on the impact of the department's WHS program and compliance with relevant legislation. It oversees the development and implementation of the department's WHS management systems and procedures, and promotes a positive attitude to safety, health and wellbeing to create a productive culture in DERM.

### Establishment and Vacancy Management Committee

This committee was created to help DERM manage a tight labour market and/or fiscal environment. EMG may decide to suspend or maintain this committee, depending on the fiscal environment. The committee approves the creation, upgrading and filling of all new permanent and temporary positions for periods greater than three months.

### Information Systems and Strategy Committee

The department has a large investment in information systems. This committee has the expertise and knowledge to oversee systems development and direction, and advise EMG on matters regarding

information management and communications technology that affect DERM, including the provision of online services.

The committee is responsible for recommending priority investments to EMG and reporting on ICT (information and communications technology) projects, progress, directions and risks.

The committee will commence operations from 1 July 2009. Membership will be reviewed every three years.

### Other governance roles

In addition to governance committees and groups, the department has other established roles to audit its programs, reduce risks and safeguard against fraudulent activity, and ensure business continuity.

### Internal Audit

Internal Audit provides independent assurance and advice to the Director-General and senior management, and reports to the Audit and Governance Committee on a quarterly basis. It enhances the department's corporate governance by objectively and systematically evaluating governance processes, internal controls, risk assessment and management practices.

The Director, Internal Audit, acts as the department's liaison officer with the Crime and Misconduct Commission.

The Internal Audit charter establishes the major responsibilities, operating environment and parameters of the Internal Audit unit. The unit's work program is set by the annual audit plan and its activities are designed to:

- discharge the responsibilities established in the charter by executing the annual audit plan prepared as a result of risk assessments, materiality, and contractual and statutory obligations
- support and enhance the self-audit process for business groups and regional offices
- advise management on corporate governance and related issues, including fraud and corruption prevention programs
- review and report on the department's risk management programs
- allocate audit resources to areas of greatest risk, and where they will provide positive assurance or lead to positive change
- monitor and report on the implementation of audit recommendations to the Audit and Governance Committee. Management is responsible for the implementation of audit recommendations.

The 2008–09 audit plans were prepared using a risk-based methodology that included an assessment of the overall control environment of the department. While this approach covered a reasonable part of the department's internal control systems, it was not intended to cover all areas of the organisation or every possible risk area. In regard to resource management functions, the audit plan was complemented by the introduction of self-audits by regional and business unit staff. This allowed internal audit resources to be directed to higher-risk areas of the department and so add more value to audit outcomes for the department.

DERM's internal control environment minimises the opportunity for fraud and misuse of assets and sufficient detective and preventative measures were in place to ensure any instances were detected and dealt with appropriately.

## Risk management

The department currently has two separate risk management policies, procedures and systems from its former agencies (EPA and NRW). These are based on the Australian–New Zealand Risk Management Standard and are being reviewed to determine the most appropriate risk management framework for DERM.

At present, responsibility for risk management is as follows:

- Risk registers are maintained by individual business units, regions and business groups
- Managers are responsible for identifying risks and implementing risk treatments
- EMG oversees the department's risk management processes and strategic risks

- The Audit and Governance Committee reviews the effectiveness of the department's risk management approach and recommends any required action to EMG
- The Strategic Planning and Reporting unit, within Governance and Strategy, coordinates the risk management framework and reports to the Audit and Governance Committee on a quarterly basis regarding risk management and the department's performance management framework.

## Business continuity management

The department has policies and procedures for business continuity management and maintains relevant plans in accordance with government asset protection requirements. Business continuity management is coordinated by the Executive and Administration Services unit within Corporate Services.

Key business continuity management activities during the reporting period included updating and implementing strategies to respond to outbreaks and spread of human swine flu among staff.

# Legislation

## Legislation administered by the Department of Environment and Resource Management (as at 30 June 2009)

### Minister for Natural Resources, Mines and Energy and Minister for Trade portfolio

*Aboriginal Cultural Heritage Act 2003*

*Aboriginal Land Act 1991* (except to the extent administered by the Attorney-General and Minister for Industrial Relations and the Minister for Climate Change and Sustainability)

*Acquisition of Land Act 1967*

*Allan and Stark Burnett Lane Subway Authorisation Act 1926*

*Building Units and Group Titles Act 1980* (except to the extent administered by the Minister for Tourism and Fair Trading; sections 5, 5A, 119, 133 and 134 jointly administered with the Minister for Tourism and Fair Trading)

*Cape York Peninsula Heritage Act 2007* (Parts 3 and 4, Part 6 s25–27), (Parts 1, 5, 6 s28–29 and Part 7 jointly administered with the Minister for Climate Change and Sustainability)

*Century Zinc Project Act 1997* (section 9)

*Foreign Governments (Titles to Land) Act 1948*

*Foreign Ownership of Land Register Act 1988*

*Forestry Act 1959* (jointly administered with the Minister for Climate Change and Sustainability; except to the extent administered by the Treasurer and the Minister for Employment and Economic Development and the Minister for Primary Industries, Fisheries and Rural and Regional Queensland)

*Ipswich Trades Hall Act 1986*

*Lake Eyre Basin Agreement Act 2001*

*Land Act 1994*

*Land Protection (Pest and Stock Route Management) Act 2002* (to the extent that it is relevant to Stock Route Management) (jointly administered with the Minister for Primary Industries, Fisheries and Rural and Regional Queensland)

*Land Title Act 1994*

*Metropolitan Water Supply and Sewerage Act 1909*

*Native Title (Queensland) Act 1993*

*New South Wales–Queensland Border Rivers Act 1946*

*Place Names Act 1994*

*Registration of Plans (H.S.P. [Nominees] Pty Limited) Enabling Act 1980*

*Registration of Plans (Stage 2) (H.S.P. [Nominees] Pty Limited) Enabling Act 1984*

*River Improvement Trust Act 1940*

*Soil Conservation Act 1986*

*Soil Survey Act 1929*

*South East Queensland Water (Restructuring) Act 2007*  
(in so far as the Minister is a responsible Minister for the purposes of Chapter 2 of this Act)

*Starcke Pastoral Holdings Acquisition Act 1994*

*Survey and Mapping Infrastructure Act 2003*

*Surveyors Act 2003*

*Torres Strait Islander Cultural Heritage Act 2003*

*Torres Strait Islander Land Act 1991* (except to the extent administered by the Attorney-General and Minister for Industrial Relations and the Minister for Climate Change and Sustainability)

*Valuation of Land Act 1944*

*Valuers Registration Act 1992*

*Vegetation Management Act 1999*

*Vegetation Management (Regrowth Clearing Moratorium) Act 2009*

*Water Act 2000* (except to the extent administered by the Minister for Natural Resources, Mines and Energy and Minister for Trade through the Queensland Water Commission)

*Water (Commonwealth Powers) Act 2008*

*Water Efficiency Labelling and Standards Act 2005*

*Water Supply (Safety and Reliability) Act 2008*

*Wild Rivers Act 2005*

*Yeppoon Hospital Site Acquisition Act 2006*

**Minister for Climate Change and Sustainability portfolio***Aboriginal Land Act 1991* (s132A(2)–(1); s134 (as as applies to the provisions of the Act administered by the Minister))*Alcan Queensland Pty Limited Agreement Act 1965* (sch—to the extent that it is relevant to environmental matters)*Brisbane Forest Park Act 1977**Cape York Peninsula Heritage Act 2007* (Part 2, Part 6 s24), (Parts 1, 5, 6 s28–29 and Part 7 jointly administered with the Minister for Natural Resources, Mines and Energy and Minister for Trade)*Central Queensland Coal Associates Agreement Act 1968* (sch 1 pt III – to the extent that it is relevant to environmental matters)*Coastal Protection and Management Act 1995**Commonwealth Aluminium Corporation Pty Limited Agreement Act 1957* (to the extent that it is relevant to environmental matters)*Currumbin Bird Sanctuary Act 1976**Environmental Protection Act 1994**Forestry Act 1959* (jointly administered with the Minister for Natural Resources, Mines and Energy and Minister for Trade; except to the extent administered by the Treasurer and the Minister for Employment and Economic Development and the Minister for Primary Industries, Fisheries and Rural and Regional Queensland)*Gurulmundi Secure Landfill Agreement Act 1992**Marine Parks Act 2004**Mineral Resources Act 1989* (except to the extent that it is relevant to environmental matters)*Mount Isa Mines Limited Agreement Act 1985* (to the extent that it is relevant to environmental matters)*National Environment Protection Council (Queensland) Act 1994**National Trust of Queensland Act 1963**Nature Conservation Act 1992**Newstead House Trust Act 1939**Queensland Heritage Act 1992**Recreation Areas Management Act 2006**Thiess Peabody Coal Pty Limited Agreement Act 1962* (to the extent that it is relevant to environmental matters)*Torres Strait Islander Land Act 1991* (s80(2)–(11); s131 (as it applies to provisions of the Act administered by the Minister))*Tweed River Entrance Sand Bypassing Project Agreement Act 1998**Wet Tropics World Heritage Protection and Management Act 1993***Acts repealed in 2008–09  
(27 March to 30 June 2009)****Minister for Natural Resources, Mines and Energy  
and Minister for Trade portfolio***Water and Another Act Amendment Act 2009***Minister for Climate Change and Sustainability  
portfolio**

No Acts administered by the Minister were repealed during this reporting period.

**Legislation passed  
(27 March to 30 June 2009)****Passed by the Minister for Natural Resources, Mines  
and Energy and Minister for Trade*****Water and Another Act Amendment Act 2009***

Introduced	20 May 2009 (G Wilson)
Passed	4 June 2009
Assent	12 June 2009
Commenced	19 June 2009

***Vegetation Management (Regrowth Clearing  
Moratorium) Act 2009***

Introduced	22 April 2009
Passed	23 April 2009
Assent	30 April 2009
Commenced	was taken to have commenced on 8 April 2009

**Passed by the Minister Climate Change and  
Sustainability**

No legislation was passed by the Minister during this reporting period.

## Administration of the *Environmental Protection Act 1994*

The objective of the *Environmental Protection Act 1994* is to protect Queensland's environment while allowing for development that improves the quality of life and maintains the ecological processes on which life depends.

The Act provides that protecting Queensland's environment is to be achieved by an integrated management program consistent with ecologically sustainable development.

The policies and regulations that support this legislation are as follows:

- Environmental Protection Regulation 2008
- Environmental Protection (Waste Management) Regulation 2000
- Environmental Protection (Air) Policy 2008
- Environmental Protection (Noise) Policy 2008
- Environmental Protection (Waste Management) Policy 2000
- Environmental Protection (Water) Policy 1997.

A separate report on the administration of this Act can be found in the annex to this annual report and will be tabled in parliament in accordance with the reporting requirements outlined in this legislation.

## Administration of the *Nature Conservation Act 1992*

The *Nature Conservation Act 1992* aims to achieve an integrated and comprehensive approach to conserving nature. It provides a legislative basis for research and community education; dedicating, declaring and managing protected areas; and protecting native wildlife and its habitat.

The Act allows for the ecologically sustainable use of wildlife and protected areas, and recognises the interests of Aboriginal and Torres Strait Islander people in nature and their cooperative involvement in its conservation. The roles of landholders and the community are recognised and the Act encourages their involvement in conserving nature through voluntary agreements and sustainable use of land and natural resources.

The Act provides for proclamation of subordinate legislation in the form of regulations and conservation plans. These are as follows:

- Nature Conservation (Administration) Regulation 2006
- Nature Conservation (Dugong) Conservation Plan 1999
- Nature Conservation (Estuarine Crocodile) Conservation Plan 2007
- Nature Conservation (Forest Reserves) Regulation 2000
- Nature Conservation (Koala) Conservation Plan 2006
- Nature Conservation (Macropod) Conservation Plan 2005
- Nature Conservation (Macropod Harvest Period 2009) Notice 2008
- Nature Conservation (Protected Areas Management) Regulation 2006
- Nature Conservation (Protected Areas) Regulation 1994
- Nature Conservation (Protected Plants) Conservation Plan 2000
- Nature Conservation (Protected Plants Harvest Period) Notice 2009
- Nature Conservation (Whales and Dolphins) Conservation Plan 1997
- Nature Conservation (Wildlife Management) Regulation 2006
- Nature Conservation (Wildlife) Regulation 2006.

A separate report on the administration of this Act can be found in the annex to this annual report and will be tabled in parliament in accordance with the reporting requirements outlined in this legislation.

## Administration of the *Marine Parks Act 2004*

The *Marine Parks Act 2004* provides for the conservation of Queensland's marine environment by implementing a range of management strategies including the declaration of marine parks and the establishment of zones, designated areas and highly protected areas within the parks. These management arrangements are formalised through the gazettal of zoning plans and development of management plans.

Public authorities and other interested groups, including Aboriginal and Torres Strait Islander communities, are encouraged to assist in managing marine parks and to further the public's appreciation, understanding and enjoyment of the marine environment.

The *Marine Parks Act 2004* aims to achieve a coordinated and integrated approach with other environment conservation legislation, and recognises the relationships between marine parks and their adjacent lands and waters.

Australia's international responsibilities and intergovernmental agreements are important considerations in park management. Marine parks extend across areas adjacent to the Queensland coast which are under the control of both the Commonwealth and Queensland governments. Both governments have agreed that as far as practicable, in conserving marine parks, state legislation will be in line with the relevant Commonwealth legislation.

The plans and regulations that support this legislation are as follows:

- Marine Parks (Declaration) Regulation 2006
- Marine Parks (Great Barrier Reef Coast) Zoning Plan 2004
- Marine Parks (Great Sandy) Zoning Plan 2006
- Marine Parks (Moreton Bay) Zoning Plan 2008
- Marine Parks Regulation 2006.

The Marine Parks (Moreton Bay) Zoning Plan 1997 was repealed and replaced with the Marine Parks (Moreton Bay) Zoning Plan 2008 on 1 March 2009.

A separate report on the administration of this Act can be found in the annex to this annual report and will be tabled in parliament in accordance with the reporting requirements outlined in this legislation.

### **Regulator's report, *Water Supply (Safety and Reliability) Act 2008***

On 1 July 2008, the *Water Supply (Safety and Reliability) Act 2008* introduced new provisions to protect public health by regulating recycled water and drinking water quality, as well as incorporating some of the existing service provider provisions of the *Water Act 2000*.

The Act provides for a regulator (currently the Director-General of DERM) to undertake certain duties under these provisions. A report on activities relating to these provisions for the period 27 March to 30 June 2009 can be found in the annex to this annual report.

# Administration

## Overseas travel

Overseas travel by departmental officers on official business during the reporting period is summarised in the following table. The Director-General and relevant Minister approved all travel.

Travel was undertaken for a range of reasons including:

- participating and presenting at scientific conferences and workshops
- participating in collaborative research projects
- collaborating in government decision-making groups.

Expenditure on overseas travel from 27 March 2009 to 30 June 2009 totalled \$18 055 of which \$11 627 was funded externally.

## Consultancies

Consultancy services to the department totalled \$716 331 for the period 27 March to 30 June 2009. The department used consultancy services to supplement internal resources to meet the demands associated with a number of high-priority projects and short time frames. External resources and expertise were used where independent advice was required, or where the required skills were not available within the department.

Approximately 87 per cent (\$621 159) of the department's total consultancy requirements during this period was for professional and technical advice and

services in disciplines including engineering, science and environmental management—particularly in relation to water.

## Consultancy expenses by category

Category	Total* by category
Information technology	\$57 646
Management	\$10 096
Financial	0
Scientific and technical	\$27 430
Human resource management	0
Communication	0
Professional/technical	\$621 159
<b>Total</b>	<b>\$716 331</b>

\*Figures have been rounded to the nearest dollar and do not include GST.

## Sponsorships

Projects involving partnerships to encourage the Queensland community to reduce its carbon footprint, protect the environment, and use best practice in resource management were supported by departmental sponsorships. Sponsorship arrangements from 27 March to 30 June 2009 included the following events and activities:

- Local Government Week
- Greenfest 2009
- Ideas Festival
- 1<sup>st</sup> Asia Pacific Biochar Conference (Biochar is a charcoal made from biological waste, which is then applied to soil.)
- Queensland Coastal Conference
- One Million Women Campaign.

## Overseas travel for official business in order of travel

Officer/ member and position	Destination	Reason for travel	Agency cost	Contribution from other sources
Stephen Walker, General manager	New Zealand	Business development opportunity: identify opportunities to improve forest policy and management practices	\$3566	
Yahya Abawi, Chief scientist	Indonesia	Project activity: review of the Australian Centre for International Agricultural Research project		\$2580 (ACIAR)
Lynne Turner, Senior director	India	Business development opportunity: explore the development of targeted research programs and projects	\$2862	
Xike Zhang, Principal scientist	China	Business development opportunity: 2008 Queensland–China Climate Fellowship Program to cultivate strategic links between Queensland and China		\$4705 (Fellowship Program, Department of Premier and Cabinet)
David Cobon, Principal scientist	Papua New Guinea	Project activity: handover of the Australian Centre for International Agricultural Research project 'Early warning and drought preparedness for improved crop production in PNG'		\$4342 (ACIAR)

Departmental officers worked with industry, not-for-profit organisations and communities to disseminate information through sponsorship arrangements. Working with these groups achieved more effective diffusion of best practice in sustainability and resource management. These partnerships aligned with and supported Queensland Government priorities about the environment.

For example, a sponsorship arrangement with the Local Government Association of Queensland provided opportunities to showcase the Queensland Government's Toward Q2 target around climate change. Programs about sustainability such as the Low Carbon Diet, ClimateSmart Living, ClimateSmart Retail, ClimateSmart Business and ClimateSmart Home Service were explained and promoted to delegates and the community.

Another example is Greenfest 2009 held at the City Botanic Gardens in Brisbane. The festival attracted a lot of families and fostered ways of working together to win the race against climate change. Greenfest convenors practised the messages they promoted by offsetting their greenhouse gas emissions.

DERM also benefited from sponsorship received from external organisations. The 2009 Sustainable Industries Awards, conducted in June to complement Queensland Week celebrations, were supported by nine industry sponsors who provided funding to promote innovation, excellence and setting benchmarks in business sustainability.

## Publications

Extensive information about the department was available through a range of publications. Many of these publications were available in full text from the department's website <[www.derm.qld.gov.au](http://www.derm.qld.gov.au)>.

The types of publications prepared by DERM included:

- **Corporate documents**—these reported on departmental activities, future direction and expenditure. They included the department's Strategic Plan, Service Delivery Statement, Annual Report and Statement of Affairs
- **Books, reports and plans**—information about the department's work and achievements was documented in the form of books, reports and plans. These documents included project status reports, final reports, terms of reference, and draft documents for comment. Some were supported by guidelines that provided information and advice on processes and requirements to carry out activities
- **Fact sheets**—there were more than 100 fact sheets covering topics such as biodiversity, coastal management, sustainable use of natural resources, environmental planning, soil science, forests, Indigenous issues, national and marine parks, natural and cultural heritage, pollution, water and wildlife
- **Codes**—the compliance codes and Codes of Practice provided information about the conditions that must be met for commercial activities to occur in a safe, secure and environmentally friendly manner
- **Newsletters and journals**—current information on specific topics was provided on a regular basis through departmental newsletters and journals
- **Operational policies**—these documents provided a framework for consistent application and interpretation of legislation and for the management of non-legislative matters by DERM.

Further information about DERM publications can be obtained from the department's business centres listed on page 58 of this report.

## Recordkeeping

The *Public Records Act 2002* and Information Standard 40: Recordkeeping require the department to develop and implement plans and strategies to ensure that full and accurate public records are created, identified, captured and retained in an accessible and useable format. This process will preserve the integrity of those records for as long as they are required.

Between March and June 2009, the department's Strategic Recordkeeping Implementation Project continued activities to help the department comply with legislation and relevant recordkeeping standards. In the reporting period, more than 500 additional staff were trained and began to use the department's electronic document and records management system (eDRMS). In the department the system has been named Keeper.

Keeper enabled staff to manage electronic documents and records, including emails and paper-based records. Approximately 1300 DERM staff from Environment and Resource Sciences, Corporate Services, and South East Region were Keeper users.

A plan to integrate recordkeeping areas of the former agencies (EPA and NRW) and an interim structure have been developed. File sharing between the three existing recordkeeping systems will continue while a strategy for a consolidated system and unified approach to policy and procedures is developed.

## Whistleblowers Protection Act

One public interest disclosure was made in the period to 30 June 2009. The disclosure was verified and appropriate action was taken.

## Freedom of Information

Between 27 March 2009 and 30 June 2009, DERM received 54 applications for access to documents under the *Freedom of Information Act 1992*. For processed applications during this period, 20 003 documents were captured for consideration. At 1 July 2009, there were 36 applications on hand.

## Shared service initiative

During the reporting period, the Shared Service Agency (SSA) provided various functions for the department, including operational financial management, workforce management, fleet and facilities management, procurement advice, mail services and selected information and communication technology services. The activities of the SSA and CorpTech are reported in the annual report of the Department of Public Works.