

# **SWINBURNE UNIVERSITY EMS**

## **- BUILDINGS AND GROUNDS MANAGEMENT PLAN -**

**Responsible Manager:** Associate Director, Operations and Services

**Subject:** EMS: Management Plan

**Reference:** February 2012

---

### **Purpose**

This Buildings and Grounds Management Plan sets the direction for achieving Swinburne's land use objectives and targets. The Action Plan details the actions, timelines, resources and responsibilities necessary to achieve these objectives and targets.

### **Objectives**

Swinburne will aim to:

Minimise our Carbon Footprint and our impact on the environment

Proactively manage our property and grounds following sustainable best practice principles

### **Target**

Swinburne's targets are:

- Sustain and improve green spaces on each campus
- Include environmental statements/requirements into relevant contracts
- Extend the scope of drought tolerant plantings
- To incorporate best practice in building sustainable design and construction
- To use the buildings and grounds as a learning resource

### **Background**

This Management Plan forms part of the Swinburne University EMS. Buildings and Grounds maintenance and management has been identified as a significant aspect for Swinburne, with many of our activities and operations, maintenance, buildings and infrastructure contributing to climate change and other associated environmental impacts.

### **Achievements to date**

Swinburne has already commenced a number of initiatives to reduce our impacts on the environment relating to buildings and grounds. These include:

- Incorporated best practice environmental initiatives into general maintenance, refurbishment and new building projects
- Introducing drought tolerant plants as opportunities arise
- Decommissioned mains water irrigation systems

## **Review of Management Plan**

As part of our commitment to continual improvement, this Management Plan will be reviewed on an annual basis by the Director, Facilities and Services/EMS Coordinator and communicated as part of the EMS update to the Executive Group. In particular, this review will focus on the objectives and targets and an update of the Action Plan actions and timelines.

## **Approval**

Name

Signature

Title

Date

## **Revision History**

| Rev. No. | Rev. date | Revised by | Comment |
|----------|-----------|------------|---------|
| 1        |           |            |         |
| 2        |           |            |         |
| 3        |           |            |         |

## Action Plan

| No. | Action                 | Description  | Project Type                       | Campus / Facility | Responsible Personnel                                      | Budget                              | Timeline | Additional Comments   |
|-----|------------------------|--|------------------------------------|-------------------|--|-------------------------------------|----------|---|
| 1   | Communications Program | Develop a communications package to educate grounds maintenance staff and contractors about minimising disturbance to land | Behaviour Change                   | All               | EMS Coordinator  | Employee time                       | On-Going | Should be linked to the communications programs in other environmental management plans |
| 2   | Student Accommodation  | Install water tanks to the Wakefield Street accommodation/carpark building   | Infrastructure change              | Hawthorn          | EMS Coordinator and Accommodation Manager                  | Apply for water grants if available | 2015     |   |
| 3   | New Infrastructure     | Install environmentally friendly plant, equipment and fittings where possible (such as water harvesting)                   | Infrastructure change              | All               | EMS Coordinator<br>Director F&S<br>Director Major Projects | CMP                                 | On-Going |   |
| 4   | New Buildings          | All new project developments aim to meet 5 star rating   | AMC to achieve 5 Star, Green Star. | All               | EMS Coordinator,<br>Director F&S                           | CMP                                 | 2014     |   |
| 5   | Maintenance: Buildings | Incorporate environmental statements/conditions into appropriate contracts   | Contract modification              | All               | EMS Coordinator/Contract Manager<br>Operations Manager     | FSG                                 | On-Going |   |

| No. | Action                 | Description  | Project Type          | Campus / Facility | Responsible Personnel  | Budget  | Timeline | Additional Comments |
|-----|------------------------|--|-----------------------|-------------------|--|---|----------|---------------------|
| 5b  | Maintenance: Buildings | Consider passive heat control on buildings: solar tinting, trees and shrubs, shade structures. | Behaviour Change      | All               | EMS Coordinator, Director Major Projects, Associate Director Operations and Services | CMP / FSG   | Ongoing  |                     |
| 6   | Maintenance: Grounds   | Incorporate environmental statements/conditions into appropriate contracts                     | Contract modification | All               | EMS Coordinator/Contract Manager   | FSG   | On-Going |                     |
| 8   | Space Utilisation      | Improve space utilisation across all Divisions/Campuses through collaborative arrangements     | Behaviour Change      | All               | EMS Coordinator<br>Centre Managers,<br>Faculty Heads, Time<br>Tabling                | Infrastructure,<br>R&M (as<br>appropriate)<br>CMP | On-Going |                     |