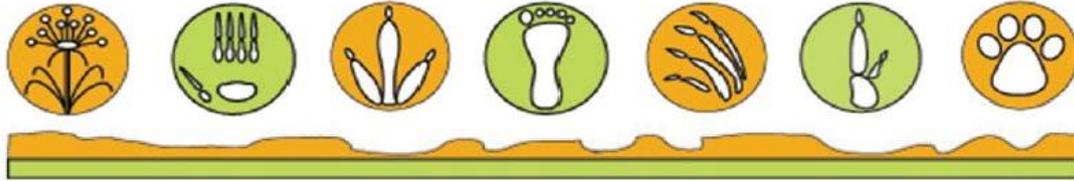


# BARKLY REGIONAL COUNCIL



## Environment and Sustainability Advisory Committee Terms of Reference

**Approval Date:**

**Council Motion:**

**Review Date:**

### **PURPOSE**

To provide a formal mechanism for Council to consult with key stakeholders, seek specialist advice and enable community participation in environmental sustainability issues, initiatives, policies and strategies.

### **OBJECTIVES**

The objectives of these Committee is to:

- Provide advice on environmental sustainability issues such as water, air and soil quality, climate change adaptation and mitigation, sustainable transport, local food, sustainable business, waste management, water management and local biodiversity management;
- Raising environmental issues of interest and concern in the Barkly region to Council for their consideration;
- Assist in the preparation and/or review of key environmental sustainability strategies and policies;
- Provide input and advice to Council on issues of environmental sustainability, including the environmental, economic and social implications of Council's Strategic and Infrastructure Plans; and
- Provide coordination, liaison and communication with other Council advisory groups and key external stakeholders in Tennant Creek and remote communities. Examples of this coordination, liaison and communication include parks and gardens, streetscapes, cemeteries, Mary Ann Dam and other public reserves.

## **MEMBERSHIP**

- The Chair and Deputy Chairperson will be appointed at the first meeting of the Environmental and Sustainability Sub-Committee. At least two Councillors should be appointed onto the Sub-Committee.
- A maximum of twelve community representatives across a range of locations and wards and with a wide range of interests, expertise and experience across the Council.
- To be eligible for membership onto this Sub-Committee, all members must be a resident of the Barkly region.
- Membership onto this Sub-Committee will be confirmed by Council resolution.
- Membership onto this Sub-Committee will be on a voluntary basis and no financial remuneration will be given for participation.

## **TERM OF APPOINTMENT**

Members will be appointed for a two year term or as otherwise resolved by Council. Members must be able to commit to meet at least 4 times per year over the two-year appointment.

## **CO-OPTED MEMBERS**

The Committee may invite suitably skilled persons to join the Committee as a co-opted member for a specified purpose and period of time. A co-opted member joins the Committee in an advisory capacity and does not form part of the quorum.

## **QUORUM**

A meeting can only take place with at least half of all appointed members plus 1. At least one Councillor must be in attendance at all times and the meeting will become provisional if no Councillors are in attendance.

## **MEMBER RESPONSIBILITIES**

In order to fulfil the Committee's objectives, members are expected to:

- Abide by the Council Code of Conduct – Members Policy;
- Demonstrate an understanding and interest in diverse environmental and sustainability issues relevant to the Barkly;
- Have a reasonable understanding of the role of local government in sustainability and environmental management;
- Follow relevant Council plans and policies;
- Prepare for and actively participate in regular Committee meetings;
- Keep informed on current developments, issues and concerns in relation to the environment in the Barkly;
- Have reasonable awareness of National and NT Government policy and current issues regarding the environment;
- Be reasonably available to attend meetings;
- Respect confidentiality, if required, of matters discussed in meetings; and
- Declare conflicts prior to the discussion of an agenda item as required.

## **MEETING FREQUENCY**

Meetings are held quarterly, unless otherwise advised.

## **MANAGEMENT OF THE COMMITTEE**

- A Council employee in the role of secretariat will resource the Committee and attend all meetings, provide information, support and technical advice.

The Council employee is responsible for the preparation of meeting agendas, minutes, reports and other administrative functions.

## **REPORTING PROCEDURE**

- The Committee is not a formal committee but rather an advisory group that is established by Council.
- Any formal advice provided by the Committee will be reached by consensus where possible. A vote may be entered into to resolve a specific recommendation. Where differing views may be expressed by the Committee, these views will be reflected in any reports and statements issued.
- Minutes of the meetings are presented to Council at the next scheduled Council Meeting.

Recommendations made by the Advisory Committee require consideration and approval by Council before being fully endorsed and acted upon.

## **PUBLIC STATEMENTS**

Members of the Committee cannot make public statements on behalf of Council.

## **REFERENCES**

Flammable Undergrowth By-Law  
Garbage By-Law  
Meetings and Procedures By-Law  
Code of Conduct – Elected Members Policy  
Community Consultation Policy  
Conflict of Interest Policy  
Recycling Policy  
Smoke Free Policy  
Work Health and Safety Policy