

Infrastructure and Environment Committee

Terms of Reference



1. ESTABLISHMENT

- 1.1 Pursuant to section 41 of the *Local Government Act 1999* (the Act) Council has established a Committee of the whole (inclusive of the Mayor and all Council Members).

2. OBJECTIVES

- 2.1 The Committee is established for the purposes of:
- Investigate, develop and report to Council for consideration, new environmental sustainability initiatives and strategies, that will enable Council to become a sustainable organization, support the community to reduce its impact on the environment and build community resilience to the impacts of climate change.
 - Monitoring of the implementation of environmental plans (such as the Carbon Neutral Plan, Coastal Climate Change Plan, etc.) and evaluation of the plans outputs.
 - Monitoring of any Council Key Performance Indicators or metrics relating to environment and/or carbon neutrality, including tracking of carbon emissions reduction overtime.
 - Advising Council on the development, management and monitoring of Council's strategic management of council infrastructure, assets and Asset Management Plans.
 - Aligning Council's provision and management of assets and infrastructure to its long-term strategic objectives and long-term financial plans
 - Establishing and monitoring community levels of service to justify assets and infrastructure.
 - Monitoring and review of new / emerging issues and trends through tools such as environmental scans.
- 2.2 Developing, reviewing and recommending to Council any policy relating to areas identified in 2.1.

3. MEMBERSHIP

- 3.1 The membership of the Committee will comprise of:
- The Mayor
 - All Council Members
- 3.2 The presiding member will be determined by resolution of the Council.

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Terms of Reference



Council Member Representatives

- 3.3 Two Council Members will preside over the Committee during a twelve-month period, one appointed to preside over the meetings in February, April, June and July. Another Member will be appointed to preside over the meetings in August, September, October and November.
- 3.4 The Council Member Representatives will change during the term of Council however Council may resolve to re-appoint a Council Member representative for consecutive terms if this provides continuity for the Committee.
- 3.5 If the nominated Council Member is unavailable to preside over a meeting, the other nominated Member for that year will act as a proxy Chair.
- 3.6 Should both nominated Members be unavailable, the Mayor will open the meeting and invite nominations from those present to appoint an acting Chairperson.

4. BASIS FOR OPERATION

- 4.1 The Committee does not have any delegated powers of Council, and all decisions of the Committee will constitute recommendations to Council.
- 4.2 For the purposes of section 41(8) of Act, the Council does not impose any reporting and accountability requirements on the basis that all decisions of the Committee constitute recommendations to Council.
- 4.3 The Committee will meet 8 times per year as resolved by Council between February and November each year.
- 4.4 A quorum for a meeting of the Committee shall be half the total membership plus one, ignoring any fractions.
- 4.5 Each member present at a Committee meeting must, subject to the provision of the Act, vote on a question arising for decision at that meeting.
- 4.6 Where the Act, the Local Government (Procedures at meetings) Regulations 2000 and these Terms of Reference do not prescribe procedures to be observed in relation to the conduct of a meeting of the Committee, the Committee may determine its own procedures.
- 4.7 Administrative support will be provided to the Committee as requested.
- 4.8 The Committee will review its performance on a bi-annual (every two years) basis using performance indicators developed for that purpose.

5. FUNCTIONS

- 5.1 Within the parameters of the Act, and having regard to the powers, functions and

Infrastructure and Environment Committee Terms of Reference



responsibilities of the Chief Executive Officer, the Committee is charged with providing advice and recommendations to Council regarding:

- 5.1.1 Investigate and develop business cases for new environmental initiatives for Council to consider.
- 5.1.2 Research environmental sustainability initiatives and strategies.
- 5.1.3 Develop and monitor environmental sustainability, climate change and energy efficient strategies/plans.
- 5.1.4 Ensure that City of Marion's initiatives and strategies are connected to regional and state planning such as the Resilient South and Adelaide Coastal Councils Network.
- 5.1.5 Monitor any Council Key Performance Indicators or metrics relating to environment and/or carbon neutrality and/or climate change.
- 5.1.6 The development, review and implementation of Council's policies relating to this Committee's Terms of Reference.
- 5.1.7 Monitoring, development and implementation of Council's Strategic Asset Management Plans in accordance with Council's Asset Management Policy, including reporting on the performance of the Plans.
- 5.1.8 Use of Council facilities and making recommendations regarding the implementation of strategies for improvement.
- 5.1.9 Opportunities to either acquire new assets or dispose of assets in accordance with Council's Disposal of Land and Assets Policy.
- 5.1.10 Opportunities to further develop strategic transport and integration of transport needs of the Community.
- 5.1.11 Strategic opportunities to drive city development, economic growth and sustainable outcomes.
- 5.1.12 Reviewing strategies or plans (not included within any other Committees' Terms of Reference) prior to Council consideration and adoption.