

LOGAN CITY COUNCIL

TERMS OF REFERENCE ENVIRONMENT, PARKS & WASTE MANAGEMENT COMMITTEE

PURPOSE

The Environment, Parks & Waste Management Committee provides direction and leadership on the functional responsibilities listed below.

SCOPE AND LIMITATIONS

This Committee would deal with all environmental protection and Environmentally Relevant Activities, parks and waste management issues. The Environment, Parks & Waste Management Committee makes recommendations to the Ordinary Council meeting. The Environment, Parks & Waste Management Committee has no delegated authority.

The main functions of the Committee are to:

1. Receive reports from the Chief Executive Officer and appropriately delegated officers.
2. Consider the material in the reports from the Chief Executive Officer and appropriately delegated officers.
3. Formulate recommendations to the Ordinary Council Meeting.

RESPONSIBILITIES

The following is a list of functions assigned to Environment, Parks & Waste Management:

- Biodiversity and vegetation management
- Environmental education and participation
- Environmentally relevant activities
- Environmental assessment and licensing
- Environmental Health Assessment legislation, planning and policy
- Natural resource planning
- Sustainability - greenhouse and energy
- Waterways and catchment management
- Annual review of Logan Waste Services performance plan
- Management of former landfills
- Management of landfills
- Waste collection
- Waste recycling and disposal services
- Parks
- Road landscape
- Free trees
- Cemeteries

MEMBERSHIP

Council at its Special meeting held on 18 May 2009 (Minute No. 160/2009), resolved that the membership of the Environment, Parks & Waste Management Committee be appointed as follows:-

Chairperson: Cr L J Clarke
Members: Cr L C Bradley
Cr R B Lutton
Cr J B Grant
Cr S D Black
Cr G J Able
Cr T L Smith
Cr C M Dalley
Cr P W Pidgeon
Cr D R Power
Cr H D Ban
Cr R W Hackwood

DELEGATE MEMBER

Council at its Special meeting held on 18 May 2009 (Minute No. 160/2009), resolved that in accordance with Section 454 of the *Local Government Act 1993*, Her Worship the Mayor, Councillor P L Parker be appointed as a delegate member to the Environment & Sustainability Committee.

QUORUM

Council at its Special meeting of 18 May 2009 (Minute No. 160/2009) resolved that in accordance with Section 455 of the *Local Government Act 1993* the quorum for Council's Standing Committees be fixed as follows:

- (a) The quorum of a Standing Committee is a majority of its Councillors;
- (b) However, if the number of Councillors is an even number, one-half of the number is the quorum.

FREQUENCY

Section 1(4) of Council's Policy entitled 'Days and Times for Local Government Committee Meetings' states as follows:

"Environment, Parks & Waste Management Committee

Meets on the Monday in the week preceding the Council's Ordinary meeting, commencing at 9.00am or 10 minutes after the conclusion of the City Roads Infrastructure Committee but not before 9.00am."

A 'Calendar of Meetings' is forwarded to Council at least twice per annum for adoption detailing dates and times for these meetings.

The Environment, Parks & Waste Management Committee meeting is held at the Logan City Council Administration Centre, 150 Wembley Road, Logan Central.

NOTE: Please refer to Section 12 (Time of meetings) of Local Law No 1 (Meetings) 1997, and s457 (Committee meetings) of the *Local Government Act 1993*.

AGENDA DISTRIBUTION TIME

The agenda for this committee will be distributed in accordance with s450 (Notice of meetings) of the *Local Government Act 1993*.

CONDUCT OF MEETINGS

The Environment, Parks & Waste Management Committee operates in accordance with s457 (Committee meetings) and Part 3 of Local Law No. 1 (Meetings) 1997.

RECORDING OF MINUTES

Council at its Special meeting of 18 May 2009 (Minute No. 160/2009) resolved as follows:

1. That in accordance with section 459(3) of the *Local Government Act 1993*, Council resolves to exempt its standing and advisory committees from keeping minutes of its proceedings.
2. That in accordance with section 459(4) of the *Local Government Act 1993*, the Logan City Council resolves to continue with the current practice of providing a written report of the committee recommendations to the Ordinary Meeting for Council's consideration.

CONFLICT OF INTEREST

In accordance with s229(3)(Councillor's role), s244 (Exclusion from meeting of councillor with material personal interest) and 246A (Recording a conflict of interest) of the *Local Government Act 1993*, committee members must declare their interest, whether Material or Personal.

SUPPORTING LEGISLATION

This document should be read in conjunction with the following:

- Local Government Act 1993; and
- Local Law No. 1 (Meetings) 1997.

This document should be read in conjunction with the following Council policies:

- Appointment of Local Government Committees at Post-Election Meetings;
- Days and Times for Local Government Committee Meetings;
- Open Local Government Committee Meetings; and
- Order of Business for Local Government Committee Meetings.

Adopted by Council on 2 June 2009

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