



## SHIRE OF DENMARK SUSTAINABLE PROJECTS COMMITTEE

This charter document defines the membership, authority, purpose, operational guidelines, responsibilities and resources of the Shire of Denmark Sustainable Projects Committee, established by Council pursuant to Section 5.8 of the Local Government Act 1995.

### 1.0 NAME

The name of the Committee shall be the Shire of Denmark Sustainable Projects Committee, hereinafter referred to in its abbreviated form as the Committee.

### 2.0 ESTABLISHMENT

The Committee is established pursuant to Section 5.8 of the Local Government Act 1995.

### 3.0 DISTRICT

The Committee shall operate within the local government boundaries of the Shire of Denmark.

### 4.0 GUIDING PRINCIPLES

This Committee is established with the guiding principles in accordance with the Local Government Act 1995, sections 5.8 through to 5.25.

### 5.0 VISION

The Committee will assist the Shire of Denmark in achieving the key principles and objectives contained within the Sustainability Strategy;

### 6.0 MISSION

The Committee's work and focus will be derived from Council's endorsed Sustainability Strategy. The Strategy strives to make the Shire of Denmark an organisation which positively contributes to the genuine sustainability of our world.

The Committee and Sustainability Strategy will achieve this in two distinct ways.

1. Develop actions and policies to make the organisation more sustainable, and
2. Support the broader Denmark community to become more sustainable.

The Committee adopts the following definition of sustainability: "...the integration of environmental health, social equity and economic vitality in order to create thriving, healthy, diverse and resilient communities for this generation and generations to come.

The practice of sustainability recognises how these issues are interconnected and requires a systems approach and an acknowledgement of complexity.” (UCLA, 2021)

## **7.0 TERMS OF REFERENCE**

- 7.1** Ongoing high-level review of the Shire of Denmark Sustainability Strategy.
- 7.2** Seek out and receive advice, that contributes to future projects and will help guide well informed recommendations to Council.
- 7.3** Recommend to Council priorities and new initiatives, with consideration to the Long Term Financial and Asset Management Plan.

## **8.0 MEMBERSHIP**

Membership of the Committee will comprise of a total of 4 members consisting of;  
4 x Councillors

Council is to appoint the four (4) Councillor representatives to form the membership of the committee. However, any councillor may attend any meeting as a visitor.

The Committee is an ongoing Committee of Council. Following each local government election Councillor representatives will be appointed by Council for a two (2) year term.

## **9.0 MEETINGS**

**9.1 Annual General Meeting:**  
Nil

**9.2 Committee Meetings:**  
Meetings shall be held bi-monthly, on the first Tuesday of every second month, or as required, and can be called by the Presiding Person and/or the Secretary.

A special meeting of the Committee may be called by specific resolution of the Committee for the specified purpose(s).

**9.3 Quorum:**  
The quorum for any meeting of the Committee is at least 50% of the number of member positions prescribed on the Committee, whether vacant or not.

**9.4 Voting:**  
Shall be in accordance with the Local Government Act, Section 5.21 with all members of the Committee entitled and required to vote (subject to financial and proximity interest provisions of the LGA). Officers of Council servicing the Committee are not entitled to vote unless specifically approved under the Charter.

**9.5 Minutes:**  
Shall be in accordance with the Local Government Act, Section 5.22.

## **9.6 Presiding Person**

The members will elect the Presiding Person and Deputy of the Committee pursuant to the Local Government Act 1995, Section 5.12 and pursuant to Council Policy P040235 the Committee should elect an Elected Member to the role of Presiding Person.

## **9.7 Who acts if no presiding member?**

Shall be in accordance with the Local Government Act, Section 5.14.

## **9.8 Meetings**

Meetings are not open to the public pursuant to Section 5.23 of the Act as the Committee has no delegated power or duty.

## **9.9 Public Question Time**

Nil.

## **9.10 Members Conduct**

Members of the Committee are bound by the:

- provisions of Section 5.65 of the Local Government Act 1995;
- Shire of Denmark Standing Orders Local Law 2000; and
- Code of Conduct for Council Members, Committee Members and Candidates.

with respect to their conduct and duty of disclosure of financial, proximity or impartiality interests, to the extent stated, dependent upon whether they are a Councillor, Employee of Local Government or a Community Member.

## **9.11 Secretary**

The Sustainable Projects Manager, or that Officer's appointed nominee, will fulfil the role of non-voting secretary who will also be responsible for preparation and distribution of agendas and minutes.

## **9.12 Meeting Attendance Fees**

Nil.

## **10.0 STRATEGIC ALIGNMENT**

The specific tasks and actions undertaken by this Committee will assist the Shire of Denmark in achieving the following aspirations and objectives as contained within the Strategic Community Plan;

### **N2.0 Our Natural Environment**

**ASPIRATION:** Our natural environment is highly valued and carefully managed to meet the needs of our community, now and in the future.

N2.1 To preserve and protect the natural environment.

N2.2 To promote and encourage responsible development.

N2.3 To reduce human impact on natural resources and reduce waste.

N2.4 To utilise renewable energy.

**B3.0 Our Built Environment**

**ASPIRATION:** We have a functional built environment that reflects our village character and supports a connected creative and active community.

B3.1 To have public spaces and infrastructure that are accessible and appropriate for our community.

B3.2 To have community assets that are flexible, adaptable and of high quality to meet the purpose and needs of multiple users.

B3.3 To have a planning framework that is visionary, supports connectivity and enables participation.

B3.4 To manage assets in a consistent and sustainable manner.

**L5.0 Our Local Government**

**ASPIRATION:** The Shire of Denmark is recognised as a transparent, well governed and effectively managed Local Government.

L5.1 To be high functioning, open, transparent, ethical and responsive.

L5.3 To be decisive and to make consistent and well considered decisions.

L5.4 To be fiscally responsible.

**11.0 SUNSET CLAUSE**

Nil

Adopted by Council XXX / Resolution No. XXXX