

CITY OF PORT PHILLIP REPORT

ORDINARY COUNCIL
13 JULY 2009

**4. SUSTAINABLE ENVIRONMENT
COMMUNITY REFERENCE COMMITTEE**

**EXECUTIVE DIRECTOR: GREG WOOD, ACTING EXECUTIVE
DIRECTOR COMMUNITY DEVELOPMENT
AND PLANNING**

**PREPARED BY: PAUL SMITH, MANAGER ENVIRONMENT
& RENEWAL**

FILE NO.:

ATTACHMENTS: 1. DRAFT TERMS OF REFERENCE

1. EXECUTIVE SUMMARY

- 1.1 Council has adopted Council Plan 2009-2013 that places important emphasis on taking action on climate change
- 1.2 The success or otherwise of Council in delivering on the environmental elements of the Council Plan will be affected by its ability to interact and influence the community to take individual and collective voluntary actions to reduce its impact on the environment.
- 1.3 The development of an active, diverse and representative community reference committee will be integral to this outcome.
- 1.4 This report recommends dissolving the existing Sustainable Environment Forum and establishing the new Sustainable Environment Community Reference Committee.

2. RECOMMENDATION

That Council:

- 2.1 Dissolve the Sustainable Environment Forum effective 13 July 2009.
- 2.2 Write to all members of the Sustainable Environment Forum thanking them for their significant contribution and advising that the forum has been dissolved.
- 2.3 Establish the Sustainable Environment Community Reference Committee as an advisory Committee of the Council.
- 2.4 Adopt the Terms of Reference for the Sustainable Environment Community Reference Committee included in Attachment 1.

- 2.5 Appoint Councillor _____ as Chairperson and Councillor _____ as a member of the Sustainable Environment Community Reference Committee.
- 2.6 Seek expressions of interest from the community to nominate for the Sustainable Environment Community Reference Committee.
- 2.7 Appoint members to the Sustainable Environment Community Reference Committee in August 2009.
- 2.8 Convene the first meeting of the Sustainable Environment Community Reference Committee in September 2009.

3. BACKGROUND AND CONTEXT

- 3.1 The City of Port Phillip has had a number of community based committees assisting to develop and deliver its environment based programs since 1996. These have been in the form of Sustainable Environment Advisory Committee, Sustainable Environment Consultative Committee, and since October 2007, the Sustainable Environment Forum (SEF).
- 3.2 Each of the previous committees had councillor, employee and community representation and were formal committee constructs in that they operated to a terms of reference and agendas and kept minutes. The earlier committees reported formally to Council regularly, whereas the more recent SEF provided a report of activities and outcomes via the annual report on the Toward Zero strategy, the last being in November 2008.

4. DISCUSSION

5.1 OPTIONS

Preferred Option

- 5.1.1 Establish a new community reference committee, Sustainable Environment Community Reference Committee, under the Terms of Reference as detailed in Attachment 1.
- 5.1.2 Council has recently adopted its new 4-year Council Plan. One of the four strategic directions of the plan is 'Taking Action on Climate Change'.
- 5.1.3 All of the themes of this strategic direction contain strategies and actions requiring both community input and action, which will be facilitated by the establishment of this committee.

Alternative Option

- 5.1.4 Retain the exiting Sustainable Environment Forum and its membership.

5.1.5 This option is not preferred as it is considered the current membership and terms of reference are not sufficiently diverse or flexible to adequately respond to the challenges of the new Council Plan.

5.2 ALIGNMENT TO COUNCIL PLAN

5.2.1 The establishment of the new and diverse Sustainable Environment Community Reference Committee is consistent with the strategic directions "Taking Action on Climate Change" and "Engaging and Governing the City" in the Council Plan.

5.3 POLICY IMPLICATIONS PLAN

5.3.1 There are no adverse policy implications to the establishment of the new Sustainable Environment Community Reference Committee

5.3.2 The establishment of the Sustainable Environment Community Reference Committee will assist Council in the delivery of its climate change response outcomes.

5.4 FINANCE / RESOURCE IMPLICATIONS

5.4.1 The establishment of the Sustainable Environment Community Reference Committee will be funded within the annual operating budget of the Sustainable Environment service unit

5.5 LEGAL & RISK IMPLICATIONS

5.5.1 The predominant risk for Council is not delivering on its Council Plan. The establishment of the Sustainable Environment Community Reference Committee will reduce this risk by providing topic relevance, broad representation, additional connections into the community and industry, and additional skills and expertise.

6. IMPLEMENTATION STRATEGY

6.1 TIMELINE

6.1.1 **13 July 2009** – Dissolve the existing Sustainable Environment Forum.

6.1.2 **13 July 2009** – Establish the Sustainable Environment Community Reference Committee and endorse the Terms of Reference included in Attachment 1.

6.1.3 **Week beginning 20 July 2009** – Seek expressions of interest from the community to nominate for the Sustainable Environment Community Reference Committee. This will be achieved through advertisements in local papers, together with the inclusion of details on Council's web site.

6.1.4 **August 2009** – Council to appoint members to the Sustainable Environment Community Reference Committee.

6.1.5 **September 2009** – First meeting of the Sustainable Environment Community Reference Committee.

Summary Purpose: To establish the Sustainable Environment Community Reference Committee.