

# Council Policy 2.1

## Committees of Council

### Strategic Plan Objective

3.3 To provide responsible and accountable governance and management of the EMRC

### Purpose

This policy outlines the governance of the following Council approved committees:

- Audit Committee (AC)
- Chief Executive Officer Performance Review Committee (CEOPRC)
- Legal Committee (LC)

The committees are designed to play an important part in the corporate decision-making process on a variety of matters and are designed to report on recommendations to Council of an advisory nature.

### Legislation

*Local Government Act 1995*

*Local Government (Administration) Regulations 1996*

*EMRC Standing Orders Local Laws 2013*

### Policy Statement

#### Formation of Committees

EMRC Committees are established by Council for the purpose of providing advice and technical expertise on issues relevant to the EMRC Council.

Council will maintain an Audit Committee, a Chief Executive Officer Performance Review Committee and a Legal Committee and determine a Terms of Reference for each of the established committees.

#### Audit Committee (AC)

Membership of the AC will comprise of one council member from each of the participant member councils and the committee will have a Terms of Reference as amended from time to time by Council approval.

Council will appoint deputy members to members of the Council on the AC.

#### Chief Executive Officer Performance Review Committee (CEOPRC)

Membership of the CEOPRC will comprise of council members only and the committee will have a Terms of Reference as amended from time to time by Council approval.

No deputy members are appointed to the CEOPRC as the continuity of members during the annual performance review is important in ensuring that a fair and objective process is achieved.



### **Legal Committee (LC)**

The Legal Committee will comprise of council members, deputy members and second deputy members, as appointed by Council and will have a Terms of Reference as amended from time to time by Council approval.

Members will be appointed to the inaugural Legal Committee for a term of up to nine months, expiring in October 2021.

### **Attendance Management**

The meetings are to take place in person (face to face) where possible. However, teleconferencing, videoconferencing and other electronic means will be used when necessary.

If officers from member councils attend EMRC committee meetings, they are to have the status of observer.

### **Financial Considerations**

Nil

### **Adopted/Reviewed**

25 March 2021

### **Next Review**

Following the Local Government Elections in 2021

### **Responsible Unit**

Chief Executive Officer's Office