

CHARTER

MOUNT SHADWELL QUARRY ADVISORY COMMITTEE

- 1. Name of Committee:** Mount Shadwell Quarry Advisory Committee
- 2. Purpose:** The function of the Committee is to provide a forum at which:
- Committee members may raise any issues regarding the operations of the quarry and the direction Council is heading to develop the quarry.
 - Advice may be sought from the Committee to assist Council in decision making in regard to operational and strategic matters.
 - The Committee may make recommendations for Council in regard to quarry operations.
 - Council may report to the community regarding any matter in relation to the quarry.
- 3. Membership:**
- a) Basis
2 Councillors
4 Community Representatives
The Quarry Manager
The Quarry Supervisor or Representative
- b) Quorum
A quorum must consist of:
1 Councillor
2 Community Representatives
Quarry Manager or representative
One other committee member
- c) Term
Term of Council
- d) Chairperson
A Councillor shall be appointed chairperson.
- In the event that a Councillor is not available to chair the meeting, the quarry manager will assume the role of chairperson, however no motions can be moved as there will not be a quorum.
- 4. Meeting Frequency:** Minimum three times per annum.
- 5. Voting:** All recommendations proposed by the committee will be voted on with the majority of votes determined if the recommendation is carried or rescinded.

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The Chair of the Committee will have the casting vote if there is a tied vote.

6. Accountability: Minutes to be recorded in the Moyne Shire Records System following each meeting.

To submit any recommendations to the following Ordinary meeting of the Council.

7. Responsibilities: The Mount Shadwell Quarry Advisory Committee has been established to provide a forum for regular consultation between quarry clients, contractors, staff and management.

The Common Seal of the **MOYNE SHIRE COUNCIL**)
was hereunto affixed this.....day)
of.....2013 in the presence of:)

.....
Councillor

.....
Chief Executive Officer