

# Environment & Public Health Committee Charter

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## 1. Scope

The role of the Environment and Public Health Committee (the Committee) is to assist the Board in fulfilling its responsibilities relating to:

- Environmental management and compliance and
- Public health performance and compliance.

## 2. Structure/Membership

- The Committee shall comprise a minimum of three independent, non-executive Directors appointed by the Board.
- Subject to Board approval, one Committee member may be a person external to TasWater.
- The Board shall appoint the Committee Chair.
- Membership shall be reviewed two-yearly by the Board.

## 3. Authority

- The Committee has the authority to recommend, note, accept, request, refer and defer any reports or matters tabled with the Committee.
- The Committee cannot make commitments on behalf of the TasWater Board.
- Unless otherwise delegated by the Board from time to time, the Committee will recommend to the Board the approval of policy, significant operational or capital expenditure and other matters that should rightly be considered by the Board as a whole.
- The Committee has the authority to seek any relevant information it requires from any officer or employee of TasWater, its subsidiaries or associated entities, with such requests to be via email to the relevant General Manager, with a copy to the CEO.
- The Committee has unrestricted access to both the internal and external auditors and to senior management of TasWater in relation to matters within this Charter.
- TasWater shall provide an officer to be appointed secretary to the Committee and, amongst other things, shall be responsible for keeping minutes of meetings and compiling the agenda in conjunction with the Chair.
- The Committee may, with the consent of the Board Chair, seek independent expert advice at TasWater's expense if necessary to discharge its functions.
- The Board Chair may direct that independent expert advice is to be provided to all directors, not only the Committee members.

## 4. Duties and Responsibilities

The Committee shall:

### Assess emerging Issues and trends

- Identify emerging issues and trends and evaluate potential impacts to the delivery of public health and environmental management objectives.
- Provide strategic guidance regarding the appropriate business response to emerging issues, in relation to public health and environmental management objectives and where appropriate, make recommendations to the Board.

### Oversee Strategic Direction and Framework

- Provide strategic input to management into the development of strategies and plans for delivery of public health and environmental management outcomes to TasWater's customers and stakeholders and make appropriate recommendations to the Board.

### Review Effectiveness of Policy – Focus on Continuous Improvement

- Review and assess the effectiveness of TasWater's environmental and public health policies and procedures with reference to achieving continuous improvement.
- In consultation with the Audit and Risk Committee, review and assess the effectiveness of TasWater's processes for identifying and managing risks related to public health and environmental management.
- Identify and oversee any special projects or investigations as appropriate.

### Monitor Progress and Legislative Compliance

- Review, assess and monitor TasWater's public health and environmental management performance including:
  - The progress towards strategic performance targets and against operational performance indicators.
  - Monitoring management response to audits, review of remedial actions and the comparison of performance against industry benchmarks.

## 5. Meetings

- The Committee shall meet at least four times a year.
- Two Committee members shall comprise a quorum.
- Other meetings may be called by the Committee Chair at the request of any Committee member or the CEO.
- The CEO and relevant General Managers will attend Committee meetings by standing invitation.
- Other management may be invited to attend meetings.
- The Committee may choose to meet without any executive or other management present.
- Other Directors may attend Committee meetings if they wish, and all Committee papers will be accessible to all other directors of TasWater after each meeting.
- Draft Minutes and the Action Sheet from Committee meetings are to be circulated to all members.
- Draft Minutes are to be recorded in the Minutes Book and replaced by the copy signed by the Committee Chair immediately after the next Committee Meeting.

## 6. General

- The Committee’s meetings and operations are subject to the Directors’ Code of Conduct, as applicable, and the Board Charter.
- The Committee Chair shall report significant issues arising from the Committee’s meetings and table minutes at the next available Board meeting.
- Significant issues requiring immediate attention will be reported to the Board immediately.
- The Committee shall evaluate its own performance on an annual basis, usually in conjunction with the Board evaluation process.

## 7. Publication and Review of Charter

This Charter will be published on TasWater’s website.

The Committee will review this Charter at least three yearly or earlier if the need arises.

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