

## Report to the Future Melbourne Environment Committee

Agenda item 6.6

### Councillor representation on the Northern Alliance for Greenhouse Action Executive Board

1 June 2021

**Presenter:** Tiffany Crawford, Co-Director, Climate Change and City Resilience

#### Purpose and background

1. This report seeks endorsement for Councillor Elizabeth Doidge to be Council's representative on the Northern Alliance for Greenhouse Action (NAGA) Executive.
2. City of Melbourne has been a member of NAGA since 2002, a group consisting of nine councils in Melbourne's inner north to coordinate and collaborate on climate action. The member councils are the Cities of Banyule, Darebin, Hume, Manningham, Melbourne, Nillumbik, Moreland, Whittlesea and Yarra.
3. NAGA facilitates information sharing amongst member councils, identifies and supports delivery of cross council projects on climate action and advocates on behalf of its members to help create a zero carbon economy.
4. As a member of NAGA, City of Melbourne has the opportunity to nominate a councillor representative (alongside a management representative) to the NAGA Executive.

#### Key issues

5. The role of NAGA's Executive is to ensure sound and effective decision-making; incorporate processes for accountability to the alliance as an entity, to individual alliance member councils; and maintain effective communication and information exchange within NAGA's network. The full Terms of Reference are included in Attachment 2.
6. The NAGA Executive has representation from councillors across the membership, however to date management has represented City of Melbourne on the NAGA Executive.
7. As Deputy Chair of the Environment Portfolio Councillor Elizabeth Doidge is ideally placed to represent City of Melbourne on the NAGA Executive and has expressed an interest in participating.
8. Management will continue to attend NAGA Executive meetings to support the Councillor.

#### Recommendation from management

9. That the Future Melbourne Committee nominate Cr Doidge to the Northern Alliance for Greenhouse Action Executive.

#### Attachments:

1. Supporting Attachment (Page 2 of 5)
2. NAGA Executive Terms of Reference (Page 3 of 5)

## Supporting Attachment

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### Legal

1. No legal implications are foreseen as a result of this nomination.

### Finance

2. Noting that the City of Melbourne provides an annual membership contribution to NAGA of \$27,000. Provision has been made in the draft Budget. There are no additional financial implications as a result of this nomination.

### Conflict of interest

3. No member of Council staff, or other person engaged under a contract, involved in advising on or preparing this report has declared a material or general conflict of interest in relation to the matter of the report.

### Health and Safety

4. In developing this proposal, no Occupational Health and Safety issues or opportunities have been identified.

### Stakeholder consultation

5. No external stakeholder consultation is deemed appropriate for this appointment. Cr Doidge is the Deputy Chair of Councils Environment Portfolio, the duties and responsibilities of participating in the NAGA Executive are consistent with her role as a Councillor and Deputy Portfolio chair.

### Relation to Council policy

6. NAGA supports the delivery of Council's Climate Change Mitigation Strategy and the Climate Change Adaptation Strategy by delivering projects and advocacy work that contributes to goals and outcomes identified in these strategies.

### Environmental sustainability

7. This proposal will enhance Council's ability to respond to the Climate and Biodiversity Emergency Response by increasing Councillors ability to engage with peers in the region regarding emissions reduction, climate adaptation and resilience.

## Attachment 2 – NAGA Executive Terms of Reference

### NAGA Governance Terms of Reference 2020

#### Introduction

The Northern Alliance for Greenhouse Action (NAGA) formed in 2002. NAGA's members are the Cities of Banyule, Darebin, Hume, Manningham, Melbourne, Moreland, Whittlesea, Yarra and Nillumbik Shire Council.

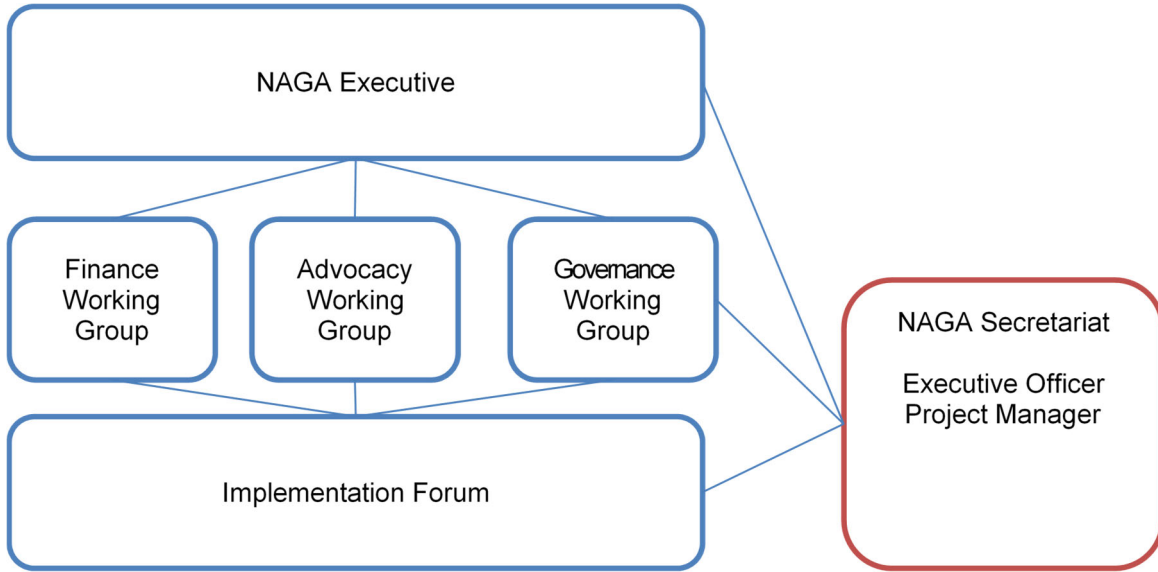
NAGA's goal is to substantially contribute to the transition to a zero-carbon future by sharing information, delivering effective programs and leveraging local government, community and business action. NAGA implements climate change action projects, and undertakes research into emissions reductions, and impacts and adaptation across the NAGA region. NAGA members also establish their own cutting-edge projects, which can act as pilots for future NAGA projects.

NAGA's Executive was formed in 2009 to ensure sound and effective decision-making; incorporate processes for accountability to the alliance as an entity, to individual alliance member councils; and maintain effective communication and information exchange within NAGA's network. As part of this process, the Terms of Reference for NAGA's Executive were developed.

Hume City Council fulfils a 'lead role' for NAGA membership and governance, through the NAGA Memorandum of Understanding between Hume City Council and each of the other NAGA member councils. As part of this role, Hume City Council receives NAGA member councils' membership contributions, and employs the NAGA secretariat.

In 2012, NAGA formed the Implementation Forum, to replace the NAGA Steering Committee and NAGA Network. As part of this process, NAGA's governance structures were reviewed and the revised structures adopted. These are represented, and their membership, functions and meeting frequency summarised on the following page.

**NAGA Governance Structure**



Governance Structure	Representation	Meeting frequency	Focus/role
NAGA Executive	Councillors Senior Staff	quarterly	<ul style="list-style-type: none"> <li>strategic directions</li> <li>high level members' engagement</li> <li>finance strategy</li> <li>advocacy</li> </ul>
NAGA Executive Working Groups	NAGA Executive members, NAGA EO NAGA PM	quarterly	<ul style="list-style-type: none"> <li>finance</li> <li>advocacy</li> <li>governance</li> </ul>
NAGA Implementation Forum	Officers Coordinators NAGA EO NAGA PM	as needed	<ul style="list-style-type: none"> <li>information sharing, capacity building</li> <li>members presentations and reports</li> </ul>

## **NAGA Executive**

The Northern Alliance for Greenhouse Action (NAGA) Executive Terms of Reference should be read in conjunction with the NAGA Memorandum of Understanding. These Terms of Reference aim to ensure appropriate governance and decision-making.

### Terms of Reference

1. To establish the strategic directions for NAGA's priorities, actions and operations.
2. To establish, manage and monitor NAGA's Finance Strategy, including identifying funding for NAGA's coordination and project implementation roles, and approving the annual budget.
3. To ensure high level members' engagement with NAGA's strategic directions.
4. To identify advocacy issues and authorise advocacy submissions.
5. To recommend to Hume City Council changes to the terms of reference.

### Composition of NAGA Executive

One representative (Councillor or senior staff) from each of the NAGA Council members. Council staff can attend/accompany Councillors as observers or substitutes.

### Meetings

Quarterly, with at least three meetings held each year. Minutes will be taken by NAGA Secretariat.

## **Implementation Forum**

The NAGA Implementation Forum Terms of Reference should be read in conjunction with the NAGA Executive Terms of Reference and the NAGA Memorandum of Understanding. These Terms of Reference aim to ensure appropriate governance and decision-making.

### Terms of Reference

1. To share information and identify opportunities for collaborative approaches to climate change actions and responses.
2. To establish and contribute to implementation of NAGA projects, consistent with the strategic directions and priorities established by the NAGA Executive.
3. To identify issues, barriers and opportunities in project implementation, and refer these to NAGA Executive.

### Composition

Up to 2 representatives (coordinator and/or officers) nominated by each of the NAGA members (one of the 2 nominated members may be from an associated organisation such as an associated energy or sustainability foundation).

### Meetings

Meetings will be held on an as-needs basis rotated between the NAGA member councils. The Implementation Forum will aim to hold two meetings per year.

Meetings will be chaired by the host council. Minutes will be taken by NAGA secretariat.