



STORMWATER
AUSTRALIA

Innovation Committee Charter

STORMWATER INDUSTRY ASSOCIATION LTD

ACN 093578164

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1. PURPOSE

The purpose of the Innovation Committee ('ISC') is to assist the Stormwater Australia Board of Directors ('Board') in fulfilling its governance responsibilities by providing direction and guidance in relation to strategy and initiatives that maintain, grow and enhance stakeholder and member relationships in the following areas:

- 1.1. Innovation and Digital Transformation
- 1.2. Other matters as they pertain to the above areas

In fulfilling its obligations, the ISC provides advice and recommendations to the Board within the scope of its terms of reference as outlined in this Charter.

2. RESPONSIBILITIES

- 2.1. Make recommendations to the Board in relation to Innovation and Digital Transformation.

3. MEMBERSHIP AND MEETINGS

- 3.1. The ISC shall be appointed by the Board and comprise of up to two Directors of the Board. The Board shall appoint a Director as ISC Chair, who shall not be the Chair of the Board.
- 3.2. The Committee shall meet at least three times per year. The Chair can call a meeting of the Committee at any other time.
- 3.3. Other Board directors shall have an open invitation to attend all Committee meetings. The Committee may extend an invitation to any person to attend all or part of a meeting
- 3.4. A meeting quorum shall be at least two Committee members present.

4. AUTHORITY

- 4.1. The Committee shall investigate any activity within its Charter.
- 4.2. With Board approval, the Committee shall have the authority to commission research and obtain professional advice from appropriate stakeholders and external advisors.

5. REPORTING PROCEDURES

- 5.1. The Committee Secretary will be responsible for:
 - a) Minutes – circulation to all Committee members for review within two weeks of meeting
 - b) Collation of business papers, including agenda
- 5.2. The Chair of the Committee will report to the Board of Directors at the next possible Board meeting following each Committee meeting on all matters relevant and major Committee activity.

6. REVIEW AND ACCESS

- 6.1. This Charter will be reviewed every three years, or following significant operational, policy or as often as the Committee determines and recommend to the Board any changes it determines necessary.
- 6.2. This Charter is available on Stormwater Australia’s website and/ or a copy will be made available on request.

Version Number	Submitted by Committee	Approved by Stormwater Australia Board	Next Review Date
1-0	July 2021	-	-
2-0	September 2021	September 2021	September 2024