

TERMS OF REFERENCE – PORTFOLIO: ENVIRONMENTAL AFFAIRS

Introduction:

The terms of reference give a broad guideline as to the responsibility of the director for this portfolio, the roles he/she plays and the interaction with the Chairperson and management.

Objective:

To develop an effective environmental management strategy, monitor the execution/implementation thereof and assist the Estate Manager in the formulation of environmental affair priorities and solution design.

Director responsibilities:

Identify environmental focus areas i.e. water conservation, electricity consumption optimization, waste recycling, noise reduction, parkland development, fauna and flora protection and bio diversity improvement, air-, water-, surface and subsurface pollution, flooding and erosion control, dolomite/sink hole control and management plan

Develop improvement strategy and budgetary requirements per focus area and obtain board approval for execution

Compile annual budget for environmental affairs and present at the Board for approval.

Monitor environmental management expenses against approved budget on monthly basis.

Drive the development and implementation of environment improvement performance campaigns.

Monitor the success of environmental campaigns against pre determined performance criteria.

Estate Manager responsibilities

Develop environmental campaigns in collaboration with the responsible director

Execute/implement approved plans and address deviations proactively within budgetary constraints

Report on progress, performance and expenses

Identify improvement opportunities and discuss with responsible director