

Terms of Reference: S355 Coastal and Estuary Management Advisory Committee



PREAMBLE

This committee has been established to provide strategic advice to Council in relation to coastal and estuary management. Development and implementation of a Coastal Management Plan requires consideration of multiple complex issues about which there will be differing perspectives across council and the community.

1. THE VISION

To assist Council to plan for sustainable coastal communities which are resilient to coastal hazards; to protect and enhance biological diversity and ecosystem integrity; and to promote a balanced approach to development and land use within the coastal zone.

2. SCOPE/ROLE

1. To provide advice and feedback to council that represents board stakeholder interest within the local government area.
2. To assist with scoping and with ongoing sharing of information and ideas, and facilitate local stakeholder oversight of the project.
3. To protect and enhance natural coastal processes and environmental values.
4. Support the social and cultural values of the coast and maintain public access, amenity and use, this includes the promotion of Gumbaynggir culture.
5. Recognise the coast and as a vital economic zone and to support sustainable coastal economies.
6. To facilitate appropriate coastal development and land use planning decision making.
7. To mitigate current and future risks from coastal hazards, taking into account the effects of climate change.
8. To encourage and promote plans and strategies to improve the resilience of coastal assets to the impacts of an uncertain climate future, including impacts of extreme storm events.
9. To ensure coordination of policies and activities of government and public authorities relating to the coastal region and to facilitate integration of their management activities.

3. DELEGATIONS

To provide strategic advice regarding coastal and estuary management issues, in particular:

1. Assistance in preparation of Coast and Estuary Management Programs for the Coffs Harbour LGA.
2. Act as both a focus and forum for the discussion of technical, social, economic, environmental and cultural issues and for the distillation of possibly differing viewpoints on these issues into relevant Coastal Management Programs.

4. COMPOSITION OF THE COMMITTEE

The committee comprises a balanced representation of stakeholders such as Government agencies, groups and/or individuals effecting, affected by or coordinating coastal and estuarine management. It comprises:

- Two (2) Councillors;
- Two (2) Staff members;
- Up to three (3) community representatives;
- The Office of Environment and Heritage's Coastal Manager;
- The State Emergency Service's Local Controller;

- Representatives from relevant agencies

Council's appointed staff members may be altered by General Manager delegation from time to time.

Members will be appointed on a representative, rather than a skills basis and should be able to facilitate communication with local communities. They may include youth interests, business interests, environment and conservation interests, recreation interests, landholders directly affected by coastal hazards and others that are relevant to the local area.

5. MEETINGS OF THE COMMITTEE

The committee meets on an as needs basis at a time to be determined by the Committee. A quorum of members is required at all meetings and shall be over 50% of all voting members.

6. OFFICE BEARERS

A Councillor is the elected Chairperson.

All members of the Committee are entitled to vote.

CHCC are to provide secretariat for the meeting.

7. TERM OF OFFICE

Membership is to be reviewed every 2 years.

8. SUB-COMMITTEE(S)

The establishment of any sub-committees or working groups will be delegated by the Committee to provide advice and/or direction, based on their investigations, on the specific matters they are tasked with, only within the limitations of the terms of reference for the Committee.

9. EXPENDITURE

Unless expressly resolved by Council, the Committee (including any sub committees) has no powers to commit, nor expend any Council funds.

10. RECORD KEEPING

Record keeping is the responsibility of the secretariat.

Agendas are to be circulated 3 days prior to the meeting. Minutes are to be circulated within 7 days.

11. ANNUAL REPORT

An annual report is not required.

12. RULES, REGULATIONS AND PROCEDURES

Refer Coffs Harbour City Council guidebook for S355 Community Committees.