

Terms of Reference: S355 Koala Management Advisory Committee

PREAMBLE

This committee was established to oversee the implementation of the Coffs Harbour City Koala Plan of Management.

Responsibility for protection and conservation of wildlife and their habitats is spread across a number of authorities in NSW. Similarly, a wide variety of groups is responsible for those factors which threatened the viability of koalas in the Coffs Harbour LGA. An integrated approach is required, so each section of the community can see clearly their role in local koala conservation, and how it fits into the strategy.

1. THE VISION

To encourage the proper conservation and management of areas of natural vegetation that provide habitat for koalas, to ensure a permanent free-living population over their present range and to reverse the current trend of koala population decline.

2. SCOPE/ROLE

The scope/role of this committee is to:

1. Assist Council in the implementation of the recommendations in the plan of Management.
2. Advise Council on funding options for implementation of the recommendations in the plan of Management.
3. Advise Council on any current issues relating to koala management.
4. Assist with reviews of the Plan of Management and its actions
5. Monitor the progress of any studies being undertaken as part of the Plan of Management.

3. DELEGATIONS

To provide strategic advice on koala management topics, in particular:

1. Preparation of koala management studies and plans and research projects for the Coffs Harbour LGA.
2. Acting 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.

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 koala management. It comprises:

- One (1) Councillor;
- One (1) Staff member;
- One (1) National Parks and Wildlife Service/Office of Environment and Heritage member
- One (1) WIRES member
- One (1) Forestry Corporation of NSW member
- One (1) Conservation Group member
- Two (2) Landowner representatives

Council's appointed staff member may be altered by GM delegation from time to time.

More than the above number of staff from agencies and organisations may attend as guests.

5. MEETINGS OF THE COMMITTEE

The committee meet 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

The committee membership will be reviewed once each Council term.

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

No annual report is required.

12. RULES, REGULATIONS AND PROCEDURES

Refer Coffs Harbour City Council guidebook for S355 Community Committees.