

# Terms of Reference: Coastal and Estuary Management Advisory Committee

## 1. Purpose and/or Objectives

Development and implementation of Coastal Management Programs in line with the Coastal Management Act (2016) requires consideration of multiple complex issues about which there will be differing perspectives across council and the community. The purpose of the Coastal and Estuary Management Advisory Committee is to assist Council to:

1. Plan for sustainable coastal communities which are resilient to coastal hazards
2. Protect and enhance biological diversity and ecosystem integrity
3. Promote a balanced approach to development and land use within the coastal zone

The Coastal and Estuary Management Advisory Committee's objectives are as follows:

- a) To provide advice and feedback to council that represents broad stakeholder interest within the local government area.
- b) To assist with scoping and with ongoing sharing of information and ideas, and facilitate local stakeholder oversight of the project.
- c) To support the protection and enhancement of natural coastal processes and environmental values.
- d) To support the social and cultural values of the coast and maintain public access, amenity and use, this includes the promotion of Gumbaynggir culture.
- e) To recognise the coast and as a vital economic zone and to support sustainable coastal economies.
- f) To support Council to facilitate appropriate coastal development and land use planning decision making.
- g) To support Council and other responsible agencies to mitigate current and future risks from coastal hazards, taking into account the effects of climate change.
- h) 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.
- i) 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.

## 2. Scope

The scope of the Coastal and Estuary Management Advisory Committee is to provide strategic advice to Council in relation to coastal and estuary management within the Local Government Area.

## 3. Meeting Arrangements

The Coastal and Estuary Management Advisory Committee meets on an as needs basis at a time to be determined by the Committee. The Chairperson can call a special meeting at any time with reasonable due notice (5 working days).

Generally, the Coastal and Estuary Management Advisory Committee meets every three months.

## 4. Committee Composition

The Coastal and Estuary Management Advisory Committee membership consists of:

- a) Two Councillors
- b) Three Community Members

- c) Representatives of the following Government Agencies:
  - i. Coffs Harbour City Council
  - ii. National Parks and Wildlife Service
  - iii. Department of Primary Industries - Agriculture
  - iv. Department of Primary Industries - Fisheries (including Solitary Islands Marine Park)
  - v. Department of Planning and Environment – Environment Energy and Science
  - vi. Department of Planning and Environment – Crown Lands
  - vii. Transport for NSW - Maritime
  - viii. Local Aboriginal Lands Council
  - ix. Forest Corporation of NSW
  - x. Local Land Services
- d) A representative of Coffs Harbour Regional Landcare
- e) A representative of Southern Cross University

Guests can attend when required or if invited.

A Council support staff member will be provided to assist and advise the committee and chairperson (e.g. meeting procedure, minutes etc.).

The Coastal and Estuary Management Advisory Committee will consist of the following office bearers:

- a) Chairperson
- b) Deputy Chairperson

The term of office for the Chairperson and Deputy Chairperson shall be twelve months (12) months. In the event that either the Chairperson or Deputy Chairperson retires or resigns, their replacement shall be by a majority vote of the Coastal and Estuary Management Advisory Committee.

The role of the Chairperson is detailed in the Council Committee Handbook.

## 5. Length of Appointment

The committee members will serve a term of four years and can renominate. Council reserves the right to review or dissolve the Committee at any time by a resolution of Council.

## 6. Delegations and Expenditure

The Coastal and Estuary Management Advisory Committee does not have any delegations.

## 7. Policy and Procedural requirements

All members of the Coastal and Estuary Management Advisory Committee must, in all circumstances abide by the following:

- a) Council's Code of Conduct Policy
- b) Council Committees Handbook
- c) Coastal and Estuary Management Advisory Committee Terms of Reference

Failure to meet the above requirements will be managed in accordance with the Council Committees Handbook and Code of Conduct.