

GREENING RANDWICK COMMITTEE

TERMS OF REFERENCE

1. NAME

The Committee shall be known as the Greening Randwick Committee.

2. BACKGROUND

One of the intentions behind the creation of the Greening Randwick Committee was to allow for better community consultation on tree related issues.

However, it is considered that there are other areas of the natural environment that should be considered by the Committee to achieve the 'Greening' of Randwick.

These Terms of Reference expand on the original scope of the Greening Randwick Committee and include the program areas included under Purpose / Role.

3. PURPOSE / ROLE

The Greening Randwick Committee is a general purpose committee that will meet regularly to review, comment and develop recommendations on policies, strategies and operational priorities relating to:

- tree planting and tree management strategies
- bushland management
- public domain
- community gardens
- private street gardens
- planning instruments (LEP and DCP)

The Committee will provide a forum for representatives from the local community to assist with development of feasible and viable actions and recommendations that can be implemented by Randwick Council.

4. DETERMINATIONS

The committee shall be an advisory body, operating on a consensus basis, which submits recommendations for consideration by Randwick City Council. The Committee does not have any determining authority.

5. MEMBERSHIP

Committee membership shall consist of 11 members as per the following:

1. Chairperson (Determined by Council resolution)
2. Deputy Chairperson (Determined by Council resolution)
3. Councillor representative (Mayor, Deputy Mayor or Councillor)
4. Randwick City resident
5. Randwick City resident
6. Randwick City resident

7. Randwick City resident
8. Council staff representative
9. Council staff representative
10. Council staff representative
11. Council staff representative

Community representatives will be selected by seeking expressions of interest in accordance with the following criteria:

- ✓ live within Randwick City
- ✓ demonstrate a commitment to giving Council objective and constructive feedback on tree and landscape issues
- ✓ knowledge of contemporary issues related to our environment and the community
- ✓ have relevant experience working with community organisations
- ✓ have knowledge of the local area
- ✓ be able to work cooperatively with others of different opinions and backgrounds
- ✓ be available to attend after hours meetings

Council staff representatives will include:

- a. Manager Technical Services
- b. Coordinator Tree Management Services
- c. Coordinator Open Space Assets
- d. Senior Sustainability Officer

Depending on the nature of issues raised, it may be necessary to invite relevant internal and external representatives to meetings to present to the Committee.

7. TENURE OF MEMBERSHIP

There is no specified term for office for community committee members or council staff representatives. Elected representatives on the committee are selected by Council resolution annually.

Should there be a vacancy in the resident representation, the committee may elect to operate with a reduced number of community representatives subject to the number not being less than 3. Alternatively, Council may call for expressions of interest for resident representation to fill the vacant seat.

8. CHAIRPERSON

The positions of Chairperson and Deputy Chairperson will be determined by Council resolution.

9. RESPONSIBILITIES OF MEMBERS

Responsibilities of members include:

1. Attending and participating in meetings
2. Working with other members to develop objectives, ideas and actions on policy and operational performance to increase vegetation cover and tree canopy cover, and enhance the quality of our bushland
3. Other tasks as mutually agreed by the committee

10. RESPONSIBILITIES OF COUNCIL

Council will provide secretarial support including:

1. Preparing and distributing agendas
2. Minute taking and distribution of minutes
3. Administration of arrangements for meetings
4. Notifying members of meetings
5. Professional officer support
6. Other administrative duties as required

11. PROCEDURES AND PROCEEDINGS

Meetings of the Committee shall be held from time to time as determined by the committee. Future meeting dates will be determined by consensus by the membership during the course of a meeting.

Determination on recommendations shall be by general consensus.

In relation to any procedural matter, the ruling of the Chairperson shall be final.

12. NOTICE OF MEETINGS

Members of the Committee shall receive at least ten working days written notice of ordinary meetings and such notice shall include an agenda of that meeting.

13. MINUTES OF MEETINGS

Minutes of meetings shall be distributed to members 10 days following the meeting.

14. MEDIA AND PUBLIC COMMENT

Members of the committee are not permitted to make public or media comments on behalf of the committee. Committee members may speak to the media in their own private capacity as residents.

15. ATTENDANCE AT MEETINGS

Members may, in consultation with the Committee and with the consent of the Chair, request that an invitation be extended to a particular individual to attend a future meeting for the purpose of providing a presentation on a particular topic as requested by the committee.

16. AMENDMENTS TO TERMS OF REFERENCE

These Terms of Reference shall only be adopted and amended by resolution of Council.