

TERMS OF REFERENCE

TREE POLICY COMMUNITY REFERENCE COMMITTEE

1. Terms of Reference

- 1.1 The committee's key responsibilities are to advise Port Phillip City Council on the development of the tree policy.
- 1.2 The purpose of the Tree Policy Reference Committee is to assist Council to obtain the best outcomes by;
 - a) Providing representative community input and/or expertise into trees.
 - b) Ensuring that the views of the community, community groups and government agencies are expressed and taken into account during the development of the Tree Policy.
 - c) Ensure Council's desired outcomes and any limitations, including budget constraints, are ascertained.
 - d) Ensure the views of each of the stakeholders are known and given full consideration.
 - e) Ensure the outcomes consider relevant strategies, policies and legislation such as City of Port Phillip Open Space and Electricity Safety Electric Line Clearance Regulations 2005

2. Operational Procedures

- 2.1 The following procedures will guide the operation of the committee:

The Committee will meet at times to be determined by the Committee, the first meeting to be convened by the Chairperson at the earliest opportunity.

It is anticipated that the reference group would meet 3-5 times over a 7 month period.

3. Membership

- 3.1 The Reference Committee will consist of:
 - (a) 2 Councillors appointed by council
 - (b) 8 Community members appointed by council.
 - (c) 3 Council Officers appointed by CEO

4. Chair

- 4.1 Meetings will be chaired by a Councillor appointed by Council.

5. Delegation

- 5.1 The committee has no delegated powers but may provide advice to Council officers in line with the Terms of Reference. The committee does not have the power to speak on behalf of Council.
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6. Principles for Appointment of Community members

6.1 Community members should be able to demonstrate either:

Community Members with technical knowledge;

- a) Demonstrated qualification or extensive experience in arboriculture, horticulture or landscape architecture.
- b) Demonstrated knowledge and appreciation of issues relating to trees in an urban environment.
- c) Demonstrated knowledge and appreciation of climate change and impact of heat island effect on community health and welfare.
- d) Demonstrate a commitment to participative and consultative processes.

Community Members;

- a) Appreciation of issues related to trees and streetscapes in an urban environment.
- b) The ability to understand competing interests related to trees in an urban environment and to balance competing issues.
- c) Demonstrate a commitment to participative and consultative processes.

6.2 In appointing community members Council will seek to:

- a) Achieve a mix of skills relevant to the development of the tree policy.
- b) Ensure a broad representation of the Port Phillip community based on geographic location and will have regard to age, gender, members who are of non-English speaking background and indigenous peoples.

7. Conflict of interest

Council seeks community members who have had no direct commercial interest over the past three years or currently provide services to council in relation to tree management.
