

Kyneton Woodlands Project Reference Group

Introduction

Funded by the Australian Government, the Clean Energy Future program's Biodiversity Fund will invest 2.5 million dollars over five years in the project which will operate over 24,000 hectares north and east of Kyneton. The project will assist landholders to protect, manage and re-establish biodiverse carbon stores on their land.

The large scale revegetation and other works planned will contribute to a healthier, more sustainable local environment and economy, requiring work on planting, fencing, seed collecting, weed control and nursery propagation of plants.

The project covers the Edgcombe, Greenhill, Langley, Pastoria, Pipers Creek and Sidonia areas and will be managed by the North Central Catchment Management Authority in partnership with the Macedon Ranges Shire.

The North Central CMA project team:

Project Officer: Ian Higgins

Manager: Adrian Martins (on long service leave until November 2012)

Acting Manager: Trent Gibson

Purpose

The purpose of the Kyneton Woodlands Project Reference Group is to provide advice, information and support to the North Central CMA project team. This will help North Central CMA staff manage the project to meet community and stakeholder needs.

The Project Reference Group is not a decision making group nor is it authorised to publish to any media on behalf of the project.

Membership

Membership is a voluntary (unpaid) contribution.

Representatives of local (project area) community and landholders as well as important stakeholder organisations will make up the Project Reference Group membership.

The following organisations are considered important stakeholders and will be invited to nominate representatives:

- Local Government/s
- Australian Government Biodiversity Fund team
- The North Central CMA Natural Resource Management Committee
- Local Landcare groups or networks

Responsibilities and expectations of Members

Continued participation in the Project Reference Group is on the basis that members:

- Attend meetings;
- Contribute to meetings;
- Allow other members to contribute;
- Keep the organisations or communities they represent up to date about this project;
- Declare any conflict of interest;
- Deal with any conflicts that arise from membership *within* the Project Reference Group.

Period of Operation

The project finishes on 30 June 2017. There is no expectation of any input from Project Reference Group members after this date.

Meetings

Meetings will be no longer than 3 hours and held six times per year or as otherwise agreed by members.

A draft agenda will be circulated one week prior to each meeting.

The scheduling of meetings will be set at appropriate dates and confirmed at the end of each meeting.

Minutes of meetings will be taken by North Central CMA staff and circulated within 2 weeks of the meeting. These will be approved by the Chair prior to circulation.

Terms of Reference

On behalf of the organisations or communities they represent, Project Reference Group members will:

- Provide guidance and advice to the North Central CMA to enable delivery and development of the Kyneton Woodlands Project, including identifying constraints and opportunities
- Provide specific advice on community engagement approaches and opportunities
- Assist in prioritisation of target areas for on-ground works
- Provide local and technical knowledge on the Kyneton Woodlands, the local community and emerging issues
- Provide feedback on proposed future project activities, approaches and investigations
- Review and provide comment on information and draft reports developed by the North Central CMA
- Facilitate interaction and communication regarding the project to the individual groups represented and the wider community
- Provide information to the Project Reference Group on relevant activities and roles of the organisations or communities they represent

North Central CMA staff:

- Are accountable for project delivery
- Will use the Project Reference Group in an advisory capacity
- Provide the Project Reference Group with advance notice of meetings
- Maintain meeting agendas, minutes and action lists
- Provide project updates at Project Reference Group meetings
- Inform the Project Reference Group of project and funding opportunities
- Are responsible for formal communications and media activity relating to the project.