

## Murray Local Land Services – Local Community Advisory Group (MLCAG)

### Terms of Reference

January 2015

#### 1. Name of Committee

Murray Local Land Services Local Community Advisory Group (MLCAG)

#### 2. Purpose

MLCAG is a group of community members that provide advice to MLLS.

This advice will cover:

- 2.1 MLLS plans, programs and delivery of services with particular focus on community
- 2.2 Issues requested by the MLLS Board

#### 3. Functions

The function of the MLCAG is to be a communication, consultation and engagement forum to:

##### 3.1 Conduct planning for:

- Stakeholder collaboration in the delivery of MLLS services
- Engagement and consultative structures for community input across a range of scales, industries and issues
- Working with groups for project delivery and capacity support
- The development of an associated investment strategy
- Communications with our customers and stakeholders.
- Responding to our customer needs.
- Design and delivery of targeted community projects

##### 3.2 Assist in reporting the outcomes from MLLS processes for collaboration and community ownership

#### 4. Membership

Membership will be between 10 to 15, with members appointed by the MLLS Board.

The LLS act specifies that a local community advisory group is to consist of persons that the board considers to be suitably qualified to serve on the group and to be suitably representative of the interests of the local community and stakeholders in the region.

- Groups within the Murray LLS region will be approached to propose a potential member.
- The Board may seek members to address geographical, skills or industry gaps.
- Once appointed it is expected that members will apply their skills, experience and community feedback mechanisms to support the development of an effective regional approach.

Appointment of members will be based on:

- Relevant community connection and networks
- Knowledge of MLLS services and community delivery partners
- Understanding of community consultation and communication
- Understanding of challenges and opportunities for community organisations working in NRM and sustainable agriculture
- Knowledge of land management in the region
- Geographic and industry spread of members
- Leadership

**MLLS in consultation with the MLCAG Chair may alter the number of members and the membership at any time.**

Members will be appointed for an initial 2 year term

#### **5. Chairperson**

Preference will be for the chairperson to be drawn from the community nominated members

#### **6. Governance**

The MLCAG will be a committee of the MLLS board and will report to the Board.

#### **7. MLLS**

MLLS **Director/s** will attend meetings as “ex-officio” members.

The MLLS General Manager or **representative/s** will attend meetings as ex-officio members.

MLLS will provide staff resources to support the operation of the LCAG.

## 8. Meetings

MLCAG will meet up to four times a year.

Location of meetings to be central to the region or by mutual agreement between members.

An agenda with relevant supporting material will be forwarded to members at least one week prior to the meeting.

MLLS LCAG meetings are to be recorded and minuted. The summary of the meeting outcomes and key actions will be placed on the MLLS website

## 9. Outcomes

MLCAG advice is aimed at building:

- A collaborative partnership approach to delivery of functions and services,
- An inclusive, consultative and effective approach to stakeholder communication, consultation and engagement
- A strategy to support community capacity
- A responsiveness to emerging issues,
- A system to assess whether MLLS is:
  - Delivering effective programs
  - Providing a valued service
  - Identifying needs of community
  - Responding appropriately to community needs
  - consulting appropriately at a range of scales
  - investing appropriately in community capacity

## 10. Remuneration

Non Government members will be recompensed for sitting, travel and relevant out of pocket expenses.

## 11. Review and Evaluation

The operation of the MLCAG and Terms of Reference will be reviewed and evaluated annually.