

DRAFT

RECOVERY COMMUNITY ADVISORY GROUP - Terms of Reference

The Community Advisory Group has been established by the Snowy Valleys Council Recovery Committee in response to the Dunns Road, Green Valley and East Ournie Creek fires.

Purpose

The purpose of the Community Advisory Group is to represent the impacted community and provide information on impacts, needs, initiatives and community concerns to assist in the development of recovery activities and services.

Functions

The group is non-executive and shall, as far as possible, work on the basis of consensus to:

- Assist with the recovery needs and capacity assessment of the affected community
- Reflect community concerns and initiatives and bring these to the attention of the Recovery Committee and the various sub-committees where appropriate
- Support community-led and -implemented recovery initiatives and build community resilience to future disasters;
- Positively assist in informing the wider community of discussions and progress of the recovery operations
- Advocate consistent messages to the community on recovery initiatives and progress
- Engage the community in the recovery process

Chair

The Chair of the Community Advisory Group is the Mayor.

In situation where the Mayor is unavailable, another Councillor will chair the subcommittee.

Membership

As determined by the Recovery Committee and Councillors, membership will comprise:

All Councillors

Community members that geographically represent fire impacted communities

SVC Chief Executive Officer

Local Members are invited to participate as observers

Secretariat

Secretariat support will be provided by Snowy Valleys Council.

Frequency of meetings

The Community Advisory Group will meet either face to face, by teleconference or video conference as determined by the members.

The Community Advisory Group will meet every second Tuesday at 3pm-4:30pm.

Reporting

The Community Advisory Group will report to the Snowy Valleys Council Recovery Committee.

Working groups

No current working groups.

Confidentiality Terms

Committee members are bound by Council's Code of Conduct. Committee members agree to apply the terms set forth below to information being made available:

- Confidential Information will be used solely for the Permitted Use. The recipient will hold the information in strict confidence and will not copy or reproduce, disclose or distribute any of it to any person other than its representatives.
- The Recipient will ensure that any Representative who receives any Confidential Information is aware of these Terms and will require such Representative to comply with these Terms. The Recipient will be responsible if such Representative fails to comply with these Terms.

Date

The Terms of Reference are approved on xx February 2020 by the Community Advisory Group.