

10 June, 1998

North-East Forest Alliance
149 Keen St
LISMORE NSW 2480

To whom it may concern,

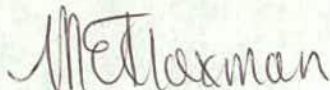
Re: NSW Koala Research Committee

A joint NSW National Parks and Wildlife Service and State Forests of NSW committee is currently being formed to provide a co-ordinating and review role of Government agency-sponsored research for koala conservation in NSW. The committee supersedes the South-East Forest Koala Research Committee.

Attached is a call for nominations to fill the two community-based conservation group positions that have been identified as part of the Committee's new structure.

I would be grateful if you would consider nominating a suitable, experienced member of your organisation to the Committee, ideally within the next three to four weeks.

Yours sincerely,



Mandy Flaxman
Executive Officer

for

Prof. Ian Hume

Chair

NSW Koala Research Committee



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**New South
Wales Koala
Research
Committee**

Mandy Flaxman
Executive Officer to
the committee

SFNSW
Head Office
Locked Bag 23
Pennant Hills
NSW 2120

Fax: (02) 9484 0057
Tel: (02) 9980 4207



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Expressions of Interest - Koala Research Committee

A joint NSW NPWS / SFNSW initiative

The Koala Research Committee has recently been established as a joint initiative of the NSW National Parks and Wildlife Service and State Forests of NSW. An overview of the role, composition and operating procedures of the Committee is attached. Expressions of interest in membership of the Committee are now sought from community-based conservation groups which have an interest in the research and management of NSW koala populations. Two positions are available.

If your organisation would like to participate in this Committee please forward the name of a nominee along with a brief CV giving their contact details and outlining their relevant experience. Please note, it would be preferable if nominees had a background in conservation-related research/survey work relevant to koala management. Selection of community group representatives will be by the Chair and the other independent scientists on the Committee.

Costs associated with travelling to and from meetings will be covered by the participating government agencies; however, no sitting fees will be paid.

TERMS OF REFERENCE

KOALA RESEARCH COMMITTEE

Establishment of the Committee

The Committee will bring together community, scientific and agency representatives from State Forests and NPWS in a cohesive way, and will replace the South-East Forests Koala Research Committee.

Role of the Committee

- facilitate integration of research programs for koala conservation in NSW by providing advice on the development and implementation of proposals presented through the licensing systems of both State Forests and NPWS.
- review all Government agency proposals for scientific research (including survey) on koalas, and advise NPWS and SFNSW accordingly.
- develop and implement protocols for the review of koala research programs with specific emphasis on ensuring regular communication between the Committee and researchers.
- provide scientific advice/input to the NSW Koala recovery team on research needs.
- encourage the wide dissemination of the results of koala research.

Composition of the Committee

- independent chairperson;
- NPWS scientist;
- SFNSW scientist;
- three independent scientists;
- two community representatives, one from northern and one from southern NSW (with demonstrated experience in/and/or knowledge of koala research).

All appointments to be agreed to by both SFNSW and NPWS. Specific approaches to be made to relevant scientists (by the agencies) and the independent chairperson. The selection of the community representatives is to be by the rest of the committee following advertisement in the local papers.

The Committee will be supported by a dedicated Executive Officer, expenses met by SFNSW and NPWS. The Executive Officer is to be provided initially by State Forests of NSW.

The Chair of the Committee will report to the CEOs of the National Parks and Wildlife Service and State Forests of NSW.

Working Groups and Sub-Committees

Working Groups or sub-committees will be formed as required and as agreed to by the Committee. Further industry, community or technical experts may be invited onto those arrangements at the request of the Chair of the Committee.

Representation to CEOs

The Chair of the Committee may make representation direct to the CEOs of the National Parks and Wildlife Service and State Forests of NSW as he/she sees fit.

OPERATING PROCEDURES

KOALA RESEARCH COMMITTEE

1. A majority of members of the Committee will constitute a quorum and may exercise all of the functions of the Committee. The quorum must include both government representatives or their nominees.
2. If the Chairperson is not able to attend the meeting, the Committee will appoint replacement Chair from within the Committee.
3. If a Committee member (excluding the NPWS and SFNSW representatives) is not able to attend a meeting, that member can not nominate an alternative member. Alternate members may attend for the NPWS and SFNSW representatives.
4. Meetings will be held approximately every three months. The venue for meetings will alternate between Sydney and other alternatives as agreed to by the Committee.
5. Minutes of the proceedings and decisions at each meeting will be recorded by the Executive Officer. An Action List will be attached to the minutes summarising action points identified during the meeting and persons responsible for the actions. The Action List will be included as an agenda item at the next meeting for updating. Draft minutes will be circulated, within two weeks after the meeting, to all Committee members. The final adjusted minutes will be signed off by the Chair of the Committee and forwarded to the CEOs of the National Parks and Wildlife Service and State Forests of NSW.
6. Generally, decisions will be adopted on the basis of consensus. Where consensus cannot be reached, formal voting procedures will be adopted and resolutions determined on the basis of a majority vote. Where votes are equal, the Chair shall have a casting vote.
7. Any media enquires should be directed to the media unit of NPWS and SFNSW who will consult with the Chair on the appropriate response. However, this does not preclude the scientific or community representatives giving points of view to the media on matters not covered by the Terms of Reference of the Committee.
8. Members of the Committee are entitled to claim all reasonable travel, accommodation and miscellaneous expenses incurred in attending meetings and carrying out the business of the Committee.
9. These operating guidelines will apply to any working groups or sub-committees established by the Koala Research Committee.
10. An Annual Report summarising the activities and achievements of the Committee will be produced at the end of each financial year (June).