



STEERING COMMITTEE POLICY

Policy number	N/A	Version	4
Drafted by	Struan Ferguson	Approved by Board on	16 August 2023
Responsible person	Karen Zirkler	Scheduled review date	June 2024

Introduction

Projects run by Southern New England Landcare Ltd are often guided by a Steering or Advisory Committee made up of various stakeholders. Southern New England Landcare Ltd highly values the contribution of the members of such committees and recognises that the effectiveness of Landcare in the region is dependent upon these committees functioning well.

Southern New England Landcare Ltd endeavours to make the steering committee process rewarding and worthwhile for all concerned by conducting structured and organised meetings with clear objectives.

Defining the roles of a Steering Committee is the first step in forming an effective and rewarding committee.

Policy

This policy lists several purposes and roles of project steering committees. These are intended as a guide and can be adjusted to suit the needs of each project.

The overall purpose of steering committees is:

1. To engender ownership of the project among the community.
2. To facilitate the combination of technical know-how and expertise with community wants, needs and know-how.
3. To advise on effective and appropriate delivery of technical expertise and knowledge and information at the community level.
4. To allocate funding to project applicants in a strategic and equitable way according to the project objectives.

More specifically, steering committees aim:

1. To advise on the direction of the project, or to “drive” or “steer” the project as appropriate to the project.
2. To provide for and value a diversity of perspective or opinion within the project.
3. To advise on the “practicalities” of project implementation.
4. To come up with new and exciting ideas.
5. To liaise with other landholders and community members about the project and be a “conduit” for two-way communication to and from the project.

6. To monitor whether the project objectives and milestones are met and that the stated outcomes and outputs are achieved.
7. To provide validation and justification of decisions and or judgements that the project makes.

Authorisation

A handwritten signature in dark ink, reading "William Perrottet". The signature is written in a cursive style with a large, looping 'W' and a long, sweeping 't'.

Bill Perrottet
President
Southern New England Landcare Ltd
16 August 2023