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## **Memorandum of Understanding**

Between

### **Lake Macquarie Landcare Volunteer Network Incorporated**

On behalf of the  
Lake Macquarie Landcare community

&

### **Lake Macquarie City Council**

17 May 2011(revised 1 March 2018).

*Landcare in Lake Macquarie is a partnership between Lake Macquarie City Council and the City's Volunteer Landcare community, represented by the Lake Macquarie Landcare Volunteer Network Committee.*

*The Network Committee consists of elected representatives drawn from the Lake Macquarie Landcare community, who meet regularly to provide a collective voice for community Landcare and to advise Council on Landcare, natural area management and other environmental issues.*

*Community Landcare is the collective body of volunteer environmental care groups operating in this city.*

*Council maintains and manages the Lake Macquarie Landcare Resource Centre to support community Landcare, and to provide support structures and administrative services through the City's Landcare Support Team.*

*Council employs the Landcare Support Team to provide professional support services to the City's Landcare groups and related natural area management projects in the city.*

*The purpose of this document is to clarify and endorse the roles and structures developed to facilitate and support Landcare in the City of Lake Macquarie.*

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## **The Lake Macquarie Landcare Structure**

### **A shared vision**

Community Stewardship of our environment is a vision shared by the Lake Macquarie Landcare community and Lake Macquarie City Council.

Landcare plays a significant role in the rehabilitation and protection of Lake Macquarie's natural environment on beaches and in bushland, on wetland, creek, and foreshore reserves, for biodiversity, catchment management, and sustainable land use.

Landcare and Lake Macquarie City Council value our unique landscape; a place where the natural environment (bushland, coasts, lake and mountains) is protected and enhanced; where our existing urban centres are the focus of growth, maintaining their unique characteristics.

Our common aim is to engage and support local communities in natural area management in their local environment, in safety, and without risk to the natural assets we aim to protect.

The Landcare Support Structure aims to facilitate Landcare in our city.

### **Lake Macquarie Landcare Volunteer Network Committee**

- is the incorporated association which meets regularly to undertake the business of the Network and to provide a collective voice for the City's volunteer Landcare community, on landcare and related natural area management matters
- manages sponsorship funds on behalf of member groups
- manages external grant funding on behalf of member groups

### **The Lake Macquarie City Council's Landcare Support Team**

- is employed by Council to provide specialist staff, through the Landcare Resource Office, to support the Landcare program and other natural area management projects across the city
- is managed by Council using funds sourced from Council's Landcare Support budgets, other Council programs and external funding sources
- facilitates on-ground assistance for Landcare groups when starting a new project, undertaking difficult tasks, or where specialist skills, knowledge and/or equipment are required
- provides advice and guidance on techniques and strategies to obtain the best results on Landcare sites
- provides opportunities for volunteers to learn new skills and develop a greater understanding of our natural environment

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Council's Landcare Coordinator is responsible for the overall coordination of the Lake Macquarie Community Landcare program, in consultation with the Lake Macquarie Landcare Volunteer Network, through attendance at Network committee meetings.

To obtain support, resources and funding, on land that is owned and/or managed by Council, all Lake Macquarie Landcare groups must obtain permission through Council's Landcare Coordinator, and be registered with the Landcare Resource Centre, before any works can commence.

This ensures that

- the proposed works are appropriate and in keeping with all relevant legislation
- volunteers are trained to ensure all SafeWork NSW requirements are met
- volunteers are registered and covered under Council's insurance
- Council's Landcare budgets can be allocated to support the group's efforts
- the group has Council's written permission and support in the event of conflict

Council offers extra on-ground support for our volunteer Landcarers through the provision of Landcare Support Officers, who coordinate and supervise teams of Landcare Resource Centre Volunteers and undertake support works on sites.

The resource allocation process for projects supported by Council, or projects funded and/or managed by Council for external funding bodies, is facilitated through the Landcare Support Team

- a written request is received by Council's Landcare Resource Centre office
- the request is then forwarded to the Landcare Coordinator for approval
- if approved, the resources are supplied through Council's purchasing structures and recorded, and the Landcare group Team Leader notified

Council holds and manages external grant funding on behalf of Landcare groups who apply for projects on land that is owned and/or managed by Council

- implementation plans, monitoring, evaluation and reporting is coordinated by Council's Landcare Publication and Grants Officer, as required to satisfy Council's obligations as funds managers

Council manages the Landcare Resource Centre to provide a facility for Landcare in Lake Macquarie and opportunities for volunteer participation in the Landcare program.

Council is responsible for all legislative requirements relevant to a community facility, the maintenance, and the supply of services to the buildings, and the land surrounding the buildings under Council management.

Council provides professional support services to the Lake Macquarie Landcare Volunteer Network (Inc.) through the employment of specialist staff who manage nursery facilities, publications, communications, finance, administration and resourcing for Landcare groups.

The Lake Macquarie City Council employs a team of trained Bush Regenerators to undertake specialist components of bushland restoration under the direction of Council's Natural Areas Project Coordinator.

The Chairperson of Lake Macquarie Landcare Volunteer Network (Inc) signed this document on this day, on behalf of the Lake Macquarie Landcare community after the Network Committee reached agreement.