

# Local Food Network – North East & Riverina

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## Terms of Reference 2014

### Vision

*'Thriving local food systems building healthy communities'*

### Term

These Terms of Reference are effective from November 1, 2014 and will continue until otherwise specified.

### Purpose

The Local Food Network is a platform to share information, resources and improve partnerships to strengthen and sustain thriving local food systems in North East Victoria, NSW Riverina and surrounds.

The Local Food Network recognises that a thriving local food systems benefits producers, the local economy and improves access to healthy foods for all community groups. We are a network that is open to all interested individuals and organisations.

### Definitions

#### **The food system:**

Our local region is made up on many local food systems and fits within a national and global food system. The food system includes many activities from production to supply (Figure 1) all of which can affect food accessibility in different ways and subsequently health. The way consumers prepare and consume food is part of the food system.

Source: Healthy Food Connect a Support Resource

Figure 1: The food system



Source: Michigan Good Food Charter

**Food security:** exists when all people, at all times, have **physical, social** and **economic access** to **sufficient, safe** and **nutritious food** to meet their dietary needs and food preferences for an active and healthy life. The four pillars of food security are availability, access, utilisation and stability."

Source: VicHealth, Food and Agriculture Organization, World Summit on Food Security 2009.

## **Objectives**

The Local Food Network aims to strengthen local food systems by:

- Providing a forum for collaboration, sharing ideas and information
- Developing an understanding of short and longer term local food systems issues and the barriers to regional and local food security
- Support and encourage strategies and local activities to strengthen and promote local food systems
- Encourage government and other funding bodies to increase resources to improve local food systems in the North East and Riverina Region

## **Responsibilities**

In general, the network is responsible for:

- Encouraging local agencies and individuals to participate in the network
- Ensuring that all participants have an equal voice
- Linking with, and where appropriate be involved in, local food system activities
- Supporting the development of grant applications and proposals for any available resources that may assist in achieving its objectives
- Collective decision-making
- Link to other relevant networks

## **Participation**

The Local Food Network is open to all organisations and individuals who have an involvement or interest in the local food economy and activities throughout the region.

Sectors Represented (but not limited to)

- health services
- welfare services
- community services
- education
- local government
- neighbourhood houses
- local producers
- general community
- Landcare

Involvement may be in two of ways:

- i. "Information only" receiving minutes and emails, Facebook group participation
- ii. Active participation in network meetings and working groups where appropriate

There are no joining fees

## **Quorum & Decision Making**

- There is no quorum
- Decisions are made by consensus where possible. If there is dissension, the majority vote determines the decision
- Decisions regarding network projects or activities are to be brought to the network at a scheduled meeting or upon calling a special meeting

## **Meeting Frequency**

Meetings are held bimonthly, at Gateway Health Wodonga or at sites of interest to the network

### **Meetings**

- The chair will be identified by the group and will chair for a year
- The chair is responsible for the preparation, distribution and storage of network agenda and minutes
- The distribution of minutes will be electronic to all member agencies. Hard copy will be made available upon request
- Apologies should be sent to the Chair

### **Communication**

The Local Food Network reports on its activities through circulation of meeting minutes. Communication between participants will be undertaken by email or via the Local Food Network Facebook Group.

### **Code of behaviour**

The Local Food Network is a voluntary community network. Whilst involvement is open, it is the understanding of the network that those involved commit to ensuring respectful behaviour between the network participants and/or their respective organisations and at any meetings or events associated with the network.

This includes:

- Representing the Local Food Network in a positive and respectful way in the community
- Raising concerns and dealing with conflict if it arises by way of established and standard meeting processes
- Making use of participant contact details for network business only, or related matters relevant to work
- Using positive, respectful and inclusive language and behaviors towards participants
- Being committed to the principles of food fairness and not acting in ways that contradict these principles

**Date agreed: November 1, 2014**

**Review Date: By End of November 2015**