

## **SUGGESTIONS FOR THE ORIENTATION OF THE NEXT TFAC**

**Prepared by:** TFAC

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### **Items we'd like to see in the initial verbal orientation presentation by staff:**

- Our mandate
- What are the core policies, bylaws, etc. affecting trees in London
- What are the key background documents related to trees
- Our relationship with PEC & Council (in terms of who we can or should be presenting to, and how often; how we go about requesting permission to do so)
- Our budget and what it could be used for
- Names of key departments, staff and what they do
- Other advisory committees & how they might relate to our work (esp. EEPAC, ACE and AWAC)
- Meeting rules (inc. as relates to working groups and sub-committees), quorum, frequency of meetings (what months don't we meet?), ability to discuss things not yet on the agenda (or lack thereof)
- Acronym list (previously developed by TFAC)
- Available resources re: suitable species for London, glossary of key terms