

3.1: COUNCIL MEMBER APPOINTMENT TO GREAT SOUTHERN RECREATION ADVISORY GROUP

Attachments: : • Terms of Reference Great Southern Recreation Advisory Group
• Notice of Meeting June 27

Responsible Officer : Executive Director Community Services (C Woods)

RECOMMENDATION**ITEM 3.1: RESPONSIBLE OFFICER RECOMMENDATION****VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT nominations be called for one vacancy for the Great Southern Recreation Advisory Group.

IN BRIEF

- Nominate an Elected Member as the City of Albany representative to the Great Southern Recreation Advisory Group.

BACKGROUND

1. The Great Southern Recreation Advisory Group (GSRAG) is a Committee auspiced by the Department of Sport and Recreation. It has the following members:
 - City of Albany
 - Shire of Cranbrook
 - Shire of Denmark
 - Shire of Plantagenet
 - Shire of Kojonup
 - Shire of Gnowangerup
 - Shire of Jerramungup
 - Shire of Katanning
 - Shire of Woodanilling
 - Shire of Broomehill/Tambellup
2. The Committee membership is comprised of one Councillor, the Manager of Recreation Services and the Club Development Officer from each Shire or City within the Great Southern.
3. The GSRAG is responsible for ranking the regions Community Sport and Recreation Facilities Fund projects at a regional level.

DISCUSSION

4. Council can nominate, as its representative on this Committee, one Elected Member.
5. The next meeting of the GSRAG Committee will occur on June 27 2013 at the Denmark Country Club and appointment to it is required prior to that date. The Meeting Notice and agenda is attached for further information.

GOVERNMENT CONSULTATION

6. Nil.

PUBLIC CONSULTATION/ENGAGEMENT

7. Nil.

STATUTORY IMPLICATIONS

8. As this is a not Committee of Council, the *Local Government Act 1995* does not apply.

STRATEGIC IMPLICATIONS

9. Committee membership directly links to the City's Vision and Values (2011-2021), being: Results: Strive for business excellence and continuous improvement.

Key Focus Areas

- **Community Priorities:** Policy and procedures
- **Proposed Strategies:** Regularly review all policies in consultation with community and key stakeholders.

POLICY IMPLICATONS

10. Nil.

FINANCIAL IMPLICATIONS

11. Nil.

LEGAL IMPLICATIONS

12. Nil.

RISK IDENTIFICATION & MITIGATION

13. The risk identification and categorisation relies on the City's Risk Management Framework.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Council does not support the appointment to these Committees</i>	<i>Unlikely</i>	<i>Moderate</i>	<i>Medium</i>	<i>The proposed committee membership will be further reviewed and resubmitted to a future Council meeting, however the Council will not be represented on the Committee during that time.</i>

****REFER DISCLAIMER****

Consulted References	Nil.
File Number (Name of Ward)	All Wards
Previous Reference	Nil.

**NOTICE OF MEETING
GREAT SOUTHERN RECREATION ADVISORY GROUP**

Members of the Great Southern Recreation Advisory Group are advised that a meeting of the Group will be hosted by **Shire of Denmark** to be held at the **Denmark Country Club, South Coast Hwy, Denmark** on **Thursday 27 June 2013 at 10.00am**

The Great Southern Recreation Advisory Group meets regularly to discuss and develop community sport and recreation opportunities for residents (and visitors) of the Great Southern.

AGENDA ITEMS BACKGROUND

“Making a Million Dollar dream a reality” – Graham Wilson President Denmark Country Club

Graham Wilson – President of the Denmark Country Club will address the GSRAG and show case the “Good, Bad & Ugly” associated with undertaking a major project to improve amenities for club members and visitors. An honest account of managing volunteers involved in the project will highlight the important role of volunteers in a community supported development and some of the pitfalls to avoid.

“How to get the most out of your Team” – Russell Clark CEO Albany Chamber of Commerce & Industry

Prior to taking up the reins as CEO of the ACCI Russell Clark was the General Manager of the WAFL Peel Thunder Club. Russell first joined the Club in the inaugural season of 1997 as Football Manager, moving to the General Manager role in late 1999 before taking a position at Mandurah Greyhounds in 2000.

He re-joined Peel Thunder in 2008 as Chief Executive Officer and oversaw the day-to-day Club responsibilities during the redevelopment stage of the new \$10m Bendigo Bank Stadium facility.

Russell welcomed the opportunity to meet with the GSRAG to discuss his insights of what makes a functional board and the importance of good governance.



Department of
Sport and Recreation

GREAT SOUTHERN RECREATION ADVISORY GROUP MEETING
10.00am Thursday 27 June 2013
Denmark Country Club, South Coast Highway, Denmark

AGENDA

10.00am	1. Arrival and Cuppa
10.15am	2. Welcome and Introductions 1. Chairperson – Shire of Denmark
	3. Attendance a) Committee b) Observer c) Apologies
	4. Minutes of the Previous Meeting a) Corrections b) True and Correct Record (Motion)
	5. Correspondence
	BUSINESS ARISING
10.30am	6. Making a Million Dollar dream a reality – Graham Wilson (30mins)
11.00am	7. How to get the most out of your Team – Russell Clark (30mins)
11.30am	8. Great Southern Club Development Strategy – Chris Thompson (15mins)
11.45am	9. Great Southern Regional Talent Development Up-date - Brent Sheridan (15mins)
12.00pm	10. Review of potential CSRFF funding projects across the GS region – Local Government Delegates – round table disclosure (30mins)
12.30pm	11. Local Government Reports and Updates a) Club Development Officer & Smart Club Officer Report
12.50pm	12. Other Business - Set date for GSRAG Sub-Group to review TOR - Next Meeting: TBC (Gnowangerup – August 2013)
1.00pm	CLOSE – Lunch & complimentary 9 Hole Ambrose for GSRAG Delegates to savour the new course at Denmark

Great Southern Recreation Advisory Group

TERMS OF REFERENCE

1 MISSION

The Group is in the business of developing community sport and recreation opportunities for residents of the Great Southern and visitors or potential visitors.

It does this by: -

- Helping to create co-operation across local government municipal boundaries.
- Being a forum for sharing ideas.
- Providing advice and direction.

2 PURPOSE

- Consulting with member local governments via the Regional Plan.
- Co-ordination and planning
- Supporting provision of sound basic facilities to all sporting bodies
- Consulting with the community
- Empowering the community to take ownership
- Being a 'think tank' brains trust – strategic group
- Bringing big issues/basic studies to the group for discussion
- Specific projects would be followed by specific Shires
- Maintaining and extending partnerships

3 ROLES

3.1.1 Policy

- The Group will provide policy direction on sport and recreation issues to Local Government Authorities within the region.

3.1.2 Planning

The group will:

- prioritise recommendations in the regional plan.
- review the comprehensive plan annually and report to member Councils with recommended updates to the plan.
- report on work in progress on the plan twice a year.
- encourage Local Government Authorities to implement, review and update their plans annually.
- review, rank and prioritise CSRFF applications, in line with regional and local Sport and Recreation Plans.

3.1.3 Partnerships

The group will:

- develop and maintain partnerships between funding agencies and providers of technical resources and plant.
- foster alliances for specific projects.
- maintain existing partnerships or alliances either regional or sub-regional.

3.1.4 Advocacy

The Group will:

- lobby on behalf of the region with government agencies, other agencies such as state sports associations, or private enterprise.
- endorse submissions of members Councils as appropriate.
- Advocate for regional needs of sport and recreation as required.

4 OPERATIONAL GUIDELINES

4.1 Responsibility and accountability

Committee members are responsible to their own managers and employers or organisations.

4.2 Meeting Management

An elected member from a local government authority will be appointed chairman for a twelve (12) month period. If the appointed chairman or a proxy is not available on any particular meeting day, then an elected member from the attending members is to be elected as the presiding member,.

4.3 Members

The Group shall be established by consensus of those Councils that make up the Great Southern Region of WA. These councils include:

- Shire of Jerramungup
- Shire of Broomehill/Tambellup
- Shire of Gnowangerup
- Shire of Denmark
- City of Albany
- Shire of Kojonup
- Shire of Cranbrook
- Shire of Katanning
- Shire of Kent
- Shire of Plantagenet
- Shire of Woodnalling
- Department of Sport and Recreation

The Group shall comprise the following:

Two representatives from each participating Council in the region (a staff member and an elected member of Council); Great Southern Regional Manager Department of Sport and Recreation; Other members from time to time as deemed appropriate and accepted by vote of this Group.

4.4 Meetings

Agendas

The chairman will use an agenda at each meeting.

Minutes

The GSRRAG Executive Secretary will take and distribute minutes of meetings.

Frequency and Duration

The RAG will meet quarterly at rotated venues through out the Great Southern.

Quorum

Representation from 7 member local government authorities.

Proxies

Committee members may send a proxy from their agency/organisation in their absence.

5 RESOURCES

5.1 Budget

The Managers of participating agencies will be responsible for meeting any costs associated with attendance of their staff at meetings.

6 RECORDS

The secretary shall issue any supporting material at least seven days in advance and prepare minutes from each meeting. Copies of the minutes will be forwarded to the members within 2 weeks of the meeting being held.

The secretariat shall keep separate files of at least the following:

1. Agendas and papers circulated with them;
2. Correspondence, papers tabled at meetings and papers circulated other than with agendas.

7 EVALUATION

The group will conduct an annual review of its performance after 12 months of implementation.

8 ADOPTION AND AMENDMENT OF TERMS OF REFERENCE

The Terms of reference shall be altered only at the first meeting of each year.

These Terms of Reference were first adopted by _____ on _____.

Subsequent revision dates:

No.	Date	Nature of change(s)

Most recently declared by _____ to be still current on dd/mm/yy.