



Terms of Reference

Recreation Area Committee

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ROLE

The role of Goulburn Mulwaree Council's Recreation Area Committee is to:

- Annually review and monitor the Plan of Management, and to provide recommendations to Council on how to meet the core objectives and performance targets of the Plan.
- Work with Council and provide recommendations for the strategic betterment of the Goulburn Recreation Area.

The Strategic Objectives of Council relating to the Recreation Area, and as per the Plan of Management are:

- Encourage and facilitate active and creative participation community life
 - Maintain and update existing community facilities, and support the development of new community infrastructure as needed
 - Foster and encourage positive social behaviours to maintain our safe, healthy and connected community
 - Adopt environmental sustainability practices
 - Recognise and celebrate our diverse cultural identities and protect and maintain our community's natural and built cultural heritage.
- Work with Council and provide recommendations to achieve the vision of the Recreation Area Plan of Management which is to provide a wide and evolving range of activities that generate economic, social, cultural, and environmental benefits for current and future generations, to ensure the facility continues to grow, is productive and sustainable.
 - Review the effectiveness and performance of the Committee on an annual basis.

OBJECTIVE

The main objective of the Committee is to provide a forum for discussion and generation of initiatives and strategies to ensure the core objectives, performance targets and vision of the Recreation Area Plan of Management are achieved in accordance with Council's strategic, corporate and business plans.

MEMBERSHIP

The Recreation Area Committee will consist of two (2) Councillors and Community Representative(s) appointed by Council and one representative from all Recreation Area licence holders:

- Goulburn Greyhound Racing Club
- Goulburn Harness Racing Club
- Goulburn Horse Trainers and Owners Association
- Goulburn Homing Pigeon Society
- Goulburn AP&H Society
- Goulburn Poultry Fanciers Association
- Goulburn Dog Training and Kennel Club
- Goulburn Basketball Association
- Goulburn Rodeo Club

Additional clubs and associations can be included to the above list at the discretion of the Committee and/or Council.

All user groups and/or associated users must be approved (in writing) by the user groups executive body.

An alternative representative can also be nominated, again with written approval of the users group executive body, however they can only attend committee meetings and hold voting rights in the absence of the primary representative.

The Chairperson and Deputy Chairperson of the Committee shall be appointed in accordance to Council's Code of Meeting Practice.

The quorum to enable a meeting to proceed will consist of half of the members entitled to vote, plus one.

The Executive Officer and other staff are not considered members of the committee for the purpose of a quorum and voting.

Members will be aware of and committed to the importance of inclusion, respect and equity.

Members will lead by example when communicating about the importance the Recreation Area Committee and will adhere to the Goulburn Mulwaree Council values of Passion, Respect, Innovation, Dedication and Excellence.

Appointments to the Committee will expire with the conclusion of the current Council's term of office.

Council reserves the right to remove any Committee member at any time.

MEETINGS AND ATTENDANCE

A Chair and Deputy Chair are to be appointed to moderate meetings.

The Recreation Area Committee Meetings will be held twice per year on the first Wednesday of February and August.

The schedule of meetings will be agreed in advance where possible.

Additional meetings may be convened at any time on reasonable notice if required.

Council to hold one on one meetings with user groups at a frequency and time agreed to by both parties.

Recommendations made at the meetings will only be valid once agreed to and adopted by Council.

REPORTING

The minutes of every meeting, including recommendations to Council, will be completed in an approved format, and forwarded to Council for resolution at the next available meeting.

RESOURCES

The Council will appoint an Executive Officer to this Committee.

The Committee is to be serviced by Council and will be provided with a reasonable amount of assistance in accordance with the Operational Plan.

COMPLIANCE

The Committee and members will be required to comply with applicable Council policies and statutory requirements. These may include but are not limited to:

- Model Code of Conduct
- Model Code of Meeting Practice
- Council Meeting Resolutions
- WH&S Regulations
- The Privacy Act 1993
- Government Information (Public Access) Act 2009

AUTHORITY

The Recreation Area Committee is a Committee of Council and is advisory in nature.

The Committee and / or it's members:

- Must seek the approval of the General Manager before inviting an external representative to attend meetings of, or otherwise participate in, the Committee.
- Does not have authority to make or change Council's budgets, programme or policy.
- Can provide recommendations to the Chair on priorities and issues but cannot direct operational or day to day matters. These will remain the responsibility of the General Manager.
- Must abide by Council's Code of Conduct and requirements of the Local Government Act 1993, Code of Meeting Practice, Council Meeting Resolutions, WH&S Regulations, The Privacy Act 1993 and Government Information (Public Access) Act 2009.
- Council reserves the right to remove any Committee member at any time.

- Resolved by Council 18 March 2025 – Minute Number 2025/53

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