



Terms of Reference

Sports Council Committee

ROLE

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

- To make recommendations to Council on the allocation of Council sports grounds for both summer and winter seasons.
- To give consideration to disagreements that may occur between various sporting associations and to recommend to the Council as to the determination of the disagreements; and
- To advise Goulburn Mulwaree Council of sporting facilities required within the Goulburn Mulwaree region and furthermore to assist the Council with its priorities and preplanning of sports field assets.

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

RESOURCES

The Council will appoint an Executive Officer to each Committee.

OTHER RESPONSIBILITIES

Review the effectiveness and performance of the Committee on an annual basis.

COMPOSITION

The Mayor shall be annex officio member of the Committee. The Committee shall comprise of a nominated number of Councillors as determined by the Council and one representative from the following sporting clubs/associations:

- Goulburn & District Netball Association
- Southern Tablelands United Football Club
- Goulburn City Swans Australian Football Club (Junior & Senior)
- Goulburn & District Hockey Association
- Goulburn Touch Football Association
- Goulburn Rugby Union Football Club (Junior & Senior)
- Goulburn & District Junior Rugby League Club
- Goulburn Speedway
- Goulburn Cycle Club
- Goulburn/Crookwell Primary Schools Sports Association (PSSA)
- Goulburn Mulwaree Athletics
- Goulburn & District Cricket Association (Junior & Senior)
- Taralga Rugby Union Club
- Southern Tablelands Football Association (STFA)
- PCYC
- Goulburn Motorcycle Club
- Goulburn Pony Club
- Goulburn Amateur Swim Club
- Goulburn Rams Gridiron Football Club

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

All sporting clubs and/or association representatives must be approved (in writing) by the sporting clubs/associations executive body.

An alternative representative can be nominated, again with written approval of the sporting clubs/associations 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 with Council's Code of Meeting Practice.

The quorum to enable a meeting to proceed will consist of nine (9) of the members entitled to vote.

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

Any sporting club/association that does not have a representative for three (3) consecutive meetings without an apology will lose membership to the Committee.

A senior member of Council's staff will attend all meetings of the Committee and other Council Officers will attend at the discretion of the Executive/Director. These staff are not considered members of the Committee for the purpose of quorum and voting.

The Committee shall have the power to form specific sub committees of working group to assist it in the deliberation of Committee issues. Membership of any sub committee or working group must include at least two (2) members of the Committee and may include additional representatives from the community of their key stakeholders based on the needs of the sub committee or working group and the skills and expertise of the co-opted person(s).

Sub committees and working group will be serviced by Council staff and are required to report back to the Committee that formed them. Any Sub Committee and working group members co-opted to the Committee must be formally approved adopted by council and shall be subjected to the same compliance requirements as the members of the Committee.

Note: All Councillors will be provided with agendas for all meetings. Any Councillor not a member of the Committee or Sub Committee has the right to attend any committee meeting or sub committee meeting (as an observer).

APPOINTMENT

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

REMOVAL OF A MEMBER

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

MEETINGS

The Committee will meet up to two (2) times per calendar year. The Council, General Manager or Committee Chair will have the power to call a special meeting at any time to discuss business of an urgent nature.

REPORTING

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

RENUMERATION

No sitting fee will be paid to members of Committees or Sub Committees.

INSURANCE

Members of the Committee and Sub Committees are covered by the Council's insurance policies.

ISSUES

The issues to be considered by this committee will focus primarily on sports related issues in relations to Council's sports fields. These will include, but not be limited to, the items listed below:

- Annual allocation of Council's sports fields for training and competition on a seasonal basis. Seasons are defined.
 - Summer Season 1 October to 31 March
 - Winter Season 1 April to 30 September
- Review conflicts arising from bookings and provide Council with a recommendation to resolve the potential conflict for consideration.
- Ensure all sporting fields are managed according to Council's annual operational plan and relevant management plan.
- Ensuring compliance with Council's Policies and Procedures, by all user groups using council's sporting facilities.

OTHER

Goulburn's sporting colour is maroon, white, and blue. While Council encourages the use of these colours. It also respects the rights of individual sporting organisations or associations to select their own colours.

A consistent approach to the use of sporting colours will assist in readily identifying sports people who are representing the Goulburn Mulwaree area and further promote civic pride.

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