



City of
Mount Gambier

MOUNT GAMBIER REGIONAL SPORTS AND RECREATION CENTRE

Community Reference Group

Terms of Reference

Adopted by the City of Mount Gambier at its meeting held on
19 June 2018.

Contents

Purpose 3

Background 3

Composition 3

Appointment 4

Selection Criteria 4

Functions 4

Operation 5

MGRSRC Community Reference Group Powers 5

Disclaimer 5

Purpose

The Mount Gambier Regional Sport and Recreation Centre (MGRSRC) Community Reference Group has a role in providing input into the design functionality and operational needs of the intermediate stage of development for the MGRSRC. Information about the likely current and future needs of potential users to inform architectural design prior to the construction is important.

The Community Reference Group will be a representative, cross section of individuals from the community that will contribute to the project by:

- Being a conduit for communications to and from stakeholder groups.
- Understanding the scope and constraints of the project to provide effective input.
- Providing information to the design team for key elements of the design.

Background

For over 30 years there have been community discussions about the need for an indoor aquatic centre and more recent discussions have incorporated other indoor sporting facilities into the conversation. The proposed Mount Gambier Regional Sport and Recreation Centre project has the potential to provide substantial indoor facilities addressing many community needs.

Securing necessary funding from State and Federal Government agencies will be the critical milestones that drive the development schedule and the timeframes of the reference group.

The Mount Gambier Regional Sport and Recreation Centre initial funding proposal has committed to retaining the existing outdoor seasonal use pool and will be centrally located at Olympic Park in the Recreation Precinct. The initial concept design has included many features that will be refined by further consultation and engagement processes.

Composition

The MGRSRC Community Reference Group will seek a minimum composition of the following representatives, with the ability to modify the composition as and when needed as determined by the Committee:

- 1 x Primary School
- 1 x Secondary School
- 1 x Local Swim School Provider
- 1 x Allied Health Care Provider
- 1 x Retirement/Residential Care Facility
- 1 x Child Care Provider
- 1 x Community Youth Group
- 4 x Sporting/Recreation Club Representatives*
- 1x Netball
- 1x Basketball
- 1x Tennis
- 1x Swimming
- 2 x Other Community groups

*Representatives will be chosen to ensure coverage across multiple sports.

Representatives of other groups including peak bodies, industry groups, other aquatic facilities and other stakeholders may be invited to attend or present to the Community Reference Group to provide information or feedback as required. The contracted architect will consult with Elected Members, Project Partners, and other key stakeholders directly as required, separately and concurrently with the MGRSRC Community Reference Group.

Appointment

A call for applications to the MGRSRC Community Reference Group will be by way of public notification in local newspaper(s) and on the Council's website and Facebook page.

Applications will be made using an application form and should be received before the nominated closing date and time.

Applicants who do not agree to the conditions of application contained with the application form will not be considered for appointment.

Selection will be made by Council's regional Sport and Recreation Centre Committee based upon the

- representation from groups nominated above
- the ability of the individual to appropriately represent the community group nominated
- the willingness to function within the parameters of these Terms of Reference.

Community Reference Group Representatives will hold their positions for a period of 6 months from the date of appointment. This period may be extended by the MGRSRC Control Group if required and if nominees are willing to continue their appointment.

Selection Criteria

The selection panel will make appointments to the Community Reference Group after considering the following selection criteria:

- Knowledge and experience in at least two of the following areas:
 - Sporting communities (as a player, volunteer, caregiver and/or committee member)
 - Education
 - Business
 - Community groups
 - Allied health services
 - Local community networks
 - Accessibility
- A balance of knowledge and experience within the Group
- A balance of gender and age representation within the Group
- A diverse range of backgrounds and life experience within the Group

Functions

The members of the MGRSRC Community Reference Group are required to:

- Attend MGRSRC Community Reference Group meetings.
- Provide a user perspective in relation to the design functionality and operations of the Mount Gambier Regional Sport and Recreation Centre.
- Provide feedback and advice on issues raised through their discussions with the community
- Assist with disseminating relevant project information within the community.
- Be an advocate for the project within the community.

Operation

Key operational details of the MGRSRC Community Reference Group include:

- Three meetings will be scheduled with additional meetings as required.
- Meetings will be for no more than two hours.
- The meeting schedule will be determined after the first meeting and will be governed by development timeline requirements.
- The City of Mount Gambier will be responsible for the administration associated with the MGRSRC Community Reference Group including the organisation of meetings, venues, agendas and briefing papers.
- The MGRSRC Community Reference Group will operate from July 2018 to December 2018, which may be extended if required.
- The MGRSRC Community Reference Group will be required to undergo a Council Volunteer induction session prior to attending the reference group.

MGRSRC Community Reference Group Powers

The Community Reference Group is established by Council as an advisory body. It does not have any formally delegated powers under the Local Government Act.

Disclaimer

The City of Mount Gambier is committed to enhancing the public availability, dissemination and exchange of information. To that end, the MGRSRC Community Reference Group has been established to enable the exchange of information, ideas and feedback with regard to the design, functionality and operations of the Mount Gambier Regional Sport and Recreation Centre.

Participation in the group is purely voluntary and members of the Community Reference Group will not be paid nor will time or costs associated be reimbursed.

The decision of the Mount Gambier Regional Sport and Recreation Centre Committee and Council in the selection of the Community Reference Group is final.

Information, ideas and feedback obtained through the Community Reference Group where appropriate may be used by the Council's Regional Sport and Recreation Centre Committee and the Architects engaged by the City of Mount Gambier in the design, construction and operation of the Mount Gambier Regional Sport and Recreation Centre.