



## **Recreation South Australia Aquatics Recreation Standing Committee Terms of Reference 2013**

### ***Mission of Recreation SA***

To provide advocacy, leadership and innovation as the leader of the recreation industry.

### ***Vision of Recreation SA***

To provide network and professional development opportunities to increase participation and active recreation in South Australia.

### ***Role of the Aquatics Recreation Committee of Recreation SA***

The purpose of this standing committee is to further the interests of Recreation SA by enhancing the growth, quality and standards of the aquatics recreation sector in South Australia. The committee will focus on aquatic recreation within swimming facilities.

The committee will

1. Make recommendations to the Board and other standing committees of Recreation SA with regard to the Aquatics Recreation sector.
2. Support the aquatics industry in South Australia.
3. To publicise and promote the value of Aquatic Recreation and encourage increased participation in recreation activities.
4. To provide a forum for Aquatics recreation service providers to exchange information about current research, innovations, trends and sector standards;
5. To promote relevant and appropriate industry standards;
6. To initiate and promote training programs aimed at improving the viability of Aquatics recreation sector service providers;

### ***Membership of the Committee***

Membership of the committee is only open to board and employees of Recreation SA and financial members of Recreation SA. The Committee may by consensus appoint experts to provide information to the committee from time to time as required.

The Committee is to consist of the following members:

- Chairperson
- Executive Officer
- Members (6 to be appointed by the Board)
- Up to 2 additional committee members may be appointed by the committee by simply majority vote.

- Up to 2 Board members may sit on the committee as non voting members

Members are to nominate at each AGM.

Members are to nominate at each AGM and are selected by the Board from the nominations after recommendations by the Executive Officer. Membership is ratified by the Board at the first Board meeting following the AGM.

The Board has full and final discretion on the make-up of the committee.

The members of the committee are appointed for a term of one year. The Board may at any time and prior to the expiration of a committee member's term, remove a committee member from the committee.

## ***Proceedings of the Committee***

### **Advisory Committee to meet**

The Committee is to meet as often as is deemed necessary in each financial year and may adjourn and, subject to these terms of delegation, otherwise regulate, its meetings as it thinks fit.

The chairperson is to, on the request of two committee members; convene a meeting of the committee within a reasonable time, not exceeding 28 days.

### **Decisions of the Committee**

Subject to these terms of delegation, resolutions or motions arising at any meeting of the committee are to be decided by consensus.

In the event that a decision is not reached, a vote may be taken to resolve issues. All committee members are to have one vote on any resolution or motion. Where voting is equal on a resolution or motion the Chairperson is to have an additional casting vote.

The committee is to keep minutes of the proceedings and resolutions of each meeting, together with a record of the names of persons present at all meetings.

### **Committee member interests**

A committee member, other than the Executive Officer is disqualified from holding any position of employment in Recreation SA, or from contracting with Recreation SA either as a vendor, purchaser or otherwise, except with the express resolution or approval of the committee or the Board. Any such contract or any contract or arrangement entered into by or on behalf of Recreation SA in which any committee member is in any way interested is void for such reason.

Note: the staff involved in sector proceedings and actions may be appointed by the Executive Officer as a non-voting member of the committee.

### **Conflict of Interest**

A committee member is to declare any interest in contractual matters or other matters in which a conflict of interest arises or may arise, and is to, unless otherwise determined by the technical committee, absent themselves from discussion of such matter and is not entitled to vote in respect of such a matter.

### **Agreement**

All Sector Committee members agree to be bound by the terms and conditions of this document.