

# Facility Management Standing Committee

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## Terms of Reference

This Committee is responsible for considering aquatic and recreation facility management issues and provide advice on the following matters, including:

1. human resource management, operational matters, professional staff development opportunities, sustainable management practices, future trends in service delivery and facility and asset management.
2. examination of broader facility planning, design and funding, the impact of current or proposed Government policy on management of aquatic and recreation facilities and consideration of the strategic positioning of the industry.

**Convenor: Kim Gasch, City of Whitehorse**

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As well as chairing the Facility Management Standing Committee of Aquatics & Recreation Victoria (ARV), the convenor is also a member of the Board of Directors. In this capacity the convenor is able to raise matters at ARV Board meetings and report on the activities of the Standing Committee.

## Purpose:

This Standing Committee of (ARV) has been established to improve the standards and management of the industry and to:

1. ensure all members have a voice regarding concerns and issues affecting the Victorian aquatic and recreation industry and the ability to raise matters at a Board level.
2. provide members with an opportunity to meet and network on a regular basis and share ideas, information and common concerns in an informal environment.

## Representation:

Individual Members and/or representatives of Associate and Facility Members of ARV can attend and contribute to the Standing Committee. No nominations are necessary.

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### **Organisation of the Standing Committee:**

1. The Standing Committee is required to meet at least twice per year as determined by its Committee members.
2. Meeting papers including Agenda and attachments will be emailed to Committee members at least one week prior to the next meeting.
3. Minutes of meetings are emailed to all Committee members within two weeks of the preceding meeting.
4. A minimum of 5 Committee members constitutes a quorum and voting, if required, will be by show of hands.
5. The Standing Committee members are to determine the projects or matters that will be considered in order to contribute to the further development of the Victorian aquatic and recreation industry.
6. The Standing Committee may also establish Task Forces to work on specific projects.
7. A resolution of the Standing Committee is not binding on the Board of ARV.
8. Minutes of the Standing Committee will be tabled at ARV Board meetings for information and consideration.

Working together for a better industry.

