

Mount Glen Rock Steering Committee

Terms of Reference

Overview

The Mount Glen Rock Steering Committee is an advisory committee of the Somerset Regional Council, reporting to the Council via the Chief Executive Officer.

Purpose

The role of the Mount Glen Rock Steering Committee is to provide project guidance for the development of the Mount Glen Rock reserve and freehold land into an adventure park for the enjoyment of visitors and community of the Somerset Region.

The Steering Committee will provide input into the development of the project management plan, defining project objectives and assist the project team to identify and monitor potential risks, priorities and timelines.

The Steering Committee will provide continued clarity regarding the overall project rationale and provide guidance in communicating this rationale with the public.

The initial focus of the steering committee is to deliver the works associated with the Bushfires Local Economic Recovery program, meanwhile ensuring that early works remain cognisant of future aspirations for Mount Glen Rock.

Membership

The membership of the Mount Glen Rock Steering Committee will be comprised of:

- SRC Chief Executive Officer - Andrew Johnson (Chair)
- Mayor Graeme Lehmann
- Councillor Cheryl Gaedtke
- Councillor Kylee Isidro
- Councillor Bob Whalley
- SRC Director Operations – Craig Young
- SRC Sport and Recreational Officer – Daniel Rowe

Other SRC Officers (such as planning and communications) will also attend at the CEO's request to provide subject matter expertise as required.

Consultants or other external expertise will attend the meeting upon invitation of the CEO.

Frequency of Meetings

Meetings shall be held a minimum of once every two months, noting that the Steering Committee may meet on a more regular basis as the project requires.

Out of session decisions are allowable to facilitate agile solutions, and these will be noted in the minutes at the following scheduled Steering Committee meeting.

Reviews

The Committee shall review the Terms of Reference and project management plans on an as required basis.

Duties of Committee Members

The duties of the Committee Members include:

- a) Actively contribute to the development of the vision for Mount Glen Rock;
- b) Oversight for delivery of infrastructure;
- c) Review the project against key milestones and set budgets;
- d) Consider the risks and community engagement needs for the various stages = positive interactions;
- e) Guide the project team delivering on the ground works;
- f) Identify opportunities and threats to the project;
- g) Prioritise competing outputs or resourcing needs; and
- h) Being a community champion for the project, advocating the strengths and rationale of the project.
- i) Report back to full Council periodically.
- j) Report back to the Economic Development and Tourism Committee periodically.