



SHIRE OF WAGIN

TOWNSCAPE AND TOURISM ADVISORY GROUP

TERMS OF REFERENCE

OBJECTIVES

Townscape

To promote Townscape issues within the wider community with due consideration and respect for the physical environment of the Shire of Wagin and the needs and views of all members of the community.

To promote and maintain a CBD area which is recognised as an attractive and functional focus of the town.

To enhance the living and working lives of the people of Wagin through the provision of safe, comfortable, environmentally sustainable, and aesthetically pleasing public open spaces, particularly streets, throughout the Shire of Wagin.

To Guide the process of reviewing Townscape Improvement Plans for the Shire of Wagin.

To ensure that Townscape/Streetscape issues are given due consideration and value by Council in all its planning, design, implementation, and maintenance of the built and natural environment.

Tourism

To promote the Tourism Vision to establish the Shire of Wagin as a tourist destination with a sustainable and vibrant future.

To assist the Shire of Wagin to foster strong relationships with tourism stakeholders, including peak bodies and government agencies.

To provide advice on current initiatives, opportunities, or gaps in the promotion of tourism.

To provide advice that leverages community expectations in promoting the strengths and opportunities in Tourism.

To provide a forum for sharing information relating to tourism opportunities within the Shire of Wagin.

To promote and represent the Wagin District at any Tourism forum or event.

The Townscape and Tourism Advisory Group has no delegated authority.

MEMBERSHIP

All members of the Group shall be appointed by Council. The Group shall comprise:

- Two elected members from the Shire of Wagin and one Proxy
- One Wagin Chamber of Commerce representative
- Up to 4 members of the community
- Community Liaison Officer

Term of Appointment

Appointment is for up to two years and members are eligible for re-appointment following the Council Ordinary Election.

Resignation or Termination of Membership

Membership will be reviewed should a member miss three consecutive meetings without approved leave of absence and the Group may choose to recommend to Council that the member is removed.

A Group member may resign from membership of the Group by giving the Chief Executive Officer or the Group's presiding member written notice of the resignation.

Election of Presiding Member and Deputy Presiding Member

The Group shall elect a Presiding Member and Deputy Presiding member to oversee the chairing of the Group.

The election of the Presiding Member and Deputy Presiding Member will be conducted in accordance with the provisions of the Local Government Act 1995.

Meetings

The Group shall meet at least quarterly and can increase the frequency of meetings if required. Meetings should be held on a regular date and time to be determined by the Group.

All meetings will be conducted in accordance with the provisions of the Local Government Act 1995 and the Shire of Wagin Standing Orders Local Law and the Shire of Wagin Code of Conduct.

Quorum

A quorum shall consist of at least one half of the appointed members. If a quorum is not achieved the meeting can progress informally, with minutes prepared in accordance with established processes.

Voting

At all meetings each member of the Group, excluding Council officers, shall be entitled to one vote and, in the case of equality of voting, the Presiding Member shall have the casting vote.

Agenda and Minutes

Agendas and Minutes will be administered by the Shire of Wagin.

Recommendations

All recommendations made by the Group will be reported to Council for consideration.