

Avon Park Working Group

3 x Councillors	- Shire President, Cr Wallace ; Cr Saint; Cr Ferro;
Community Delegates	- 1x Community Resource Centre 1x Avon River Foreshore Conservation Society 1x Wildflower Society Avon Branch 1x Avon Valley Tourism Association York 1x Youth 1x York Families Hub 1x nearby Businesses or Landowners 2x community members 1x York Volunteers Workers Group 1x Landscape Gardener/Landscape Architect 1x York Society 1x Local Indigenous Representative
Chairperson/Deputy	Shire President, Cr David Wallace (Chairperson) Deputy Chair to be elected by the working group.
Officer Responsible	- Chief Executive Officer
Meeting Schedule	- Monthly or more frequently if required.
Meeting Location	- Shire of York
Quorum	- 7 members including one Councillor
Delegated Authority	- Nil

FUNCTIONS:

1.0 NAME

The name of the Group is the Avon Park Working Group.

2.0 DISTRICT/AREA OF CONTROL

Avon Park and surrounding areas in the Shire of York.

3.0 VISION / PURPOSE

To prepare, with community and stakeholder input, a concept plan for the staged redevelopment of Avon Park and surrounding areas.

4.0 STATUTE

This groups is a Working Group for a particular purpose and is not considered a formal Committee of Council in accordance with the Local Government Act 1995.

5.0 ESTABLISHMENT

Established by Council Resolution on

6.0 OBJECTIVES

1. Review and provide advice to Council on previous plans for Avon Park which have been prepared.
2. To work with the Shire Officer and any consultants to prepare a concept and staged implementation plan for the Avon Park and surrounding areas.
3. To provide advice to Council on the area the concept plan should address.
4. To facilitate community and stakeholder input with the aim to establish a consensus view on the development of a concept plan for the Avon Park and surrounding areas.
5. Provide recommendations to Council on staged of implementing the Concept Plan including costings for each stage.
6. Make recommendations to Council on the ongoing requirement and role of the group once the concept plan is prepared and agreed upon by Council.

7.0 MEMBERSHIP

7.1 General

Council will appoint 3 elected members to the Working Group.

7.2 Tenure of Membership

Where a person is appointed as a member of the Avon Park Working Group the person's membership of the Working Group continues until —

- The person no longer holds office by virtue of which the person became a member.
- The person resigns from membership of the Working Group.
- The Working Group is disbanded.

- The Council removes the person from the Working Group by resolution of Council.
- The next ordinary elections day

7.3 Shire Staff

Shire Staff may be appointed and removed from the Working Group by the CEO.

8.0 DELEGATED AUTHORITY

The Group does not have executive powers or authority to implement actions in areas over which the Chief Executive Officer has legislative responsibility and does not have any delegated financial responsibility. Working Groups require an officer report to be presented to Council for endorsement of any proposed expenditure.

9.0 WORKING GROUP

9.1 Chairperson

The Chairperson of the Working Group is the Shire President.

The Deputy Chairperson to be elected by the Working Group members.

The role of Chairperson and Deputy Chairperson are to be vacated following biannual Council elections in October and re-elected from the Working Group membership.

9.2 Secretariat and Note taker

This role is to be fulfilled by Shire Officers.

9.3 Standing Ex-Officio Members

Chief Executive Officer or his staff delegate

10.0 MEETINGS

10.1 Group Meetings

The Avon Park Working Group will meet monthly unless a Special Meeting is called by the Chairperson.

10.2 Quorum

Quorum shall be 7 members including 1 Councillor.

10.4 Voting

Voting shall be by consensus or by a show of hands as directed by the Chairperson.

10.5 Notes of Meetings

The Chairperson is to ensure that Notes of the Meeting are kept of the meetings proceedings.

The Meeting Notes may be confirmed by a majority of members present at the meeting in writing via email, after the completion of the meeting. Once Meeting Notes have been confirmed by members they are to be submitted to the Council Secretary for inclusion in the Information Bulletin.

Recommendations requiring Council action arising from the Meeting Notes shall be presented to Council at the next Ordinary Council Meeting or earliest available Council meeting if it is not possible to present the Notes to the next Ordinary Council Meeting.

Christmas Decorations Working Group

2 x Councillors	- Cr Heaton (Chairperson); Cr Walters;
Community Delegates	- 3x Business Owners/operators or landowners in Avon Terrace or close proximity 1x Representative of Christmas Children's Party 1x Avon Valley Tourism Association 3x Community Representatives 1x York Volunteer Workers Association 1x York Society Representative 1x Artist
Chairperson/Deputy	A Councillor is to Chairperson (Chairperson) Deputy Chair to be elected by the working group.
Officer Responsible	- Chief Executive Officer
Meeting Schedule	- Monthly or more frequently if required.
Meeting Location	- Shire of York
Quorum	- 6 members including one Councillor
Delegated Authority	- Nil

FUNCTIONS:

1.0 NAME

The name of the Group is the Christmas Decorations Working Group.

2.0 DISTRICT/AREA OF CONTROL

Shire of York.

3.0 VISION / PURPOSE

To provide advice to Council on the scope and nature of Christmas Decorations and associated celebrations in the Shire of York.

4.0 STATUTE

This group is a Working Group for a particular purpose and is not considered a formal Committee of Council in accordance with the Local Government Act 1995.

5.0 ESTABLISHMENT

Established by Council Resolution on

6.0 OBJECTIVES

1. Prepare for Council consideration a plan for the staged implementation of Christmas Decorations in the Shire cognisant of budget limitations.
2. Once approval of plan is obtained work with Shire staff on purchase and installation of decorations.
3. Provide advice to Council on any community events or any other recommendations for activities to be held as part of festive season.

7.0 MEMBERSHIP

7.1 General

Council will appoint 2 elected members to the Working Group.

7.2 Tenure of Membership

Where a person is appointed as a member of the Avon Park Working Group the person's membership of the Working Group continues until —

- The person no longer holds office by virtue of which the person became a member.
- The person resigns from membership of the Working Group.
- The Working Group is disbanded.
- The Council removes the person from the Working Group by resolution of Council.
- The next ordinary elections day

7.3 Shire Staff

Shire Staff may be appointed and removed from the Working Group by the CEO.

8.0 DELEGATED AUTHORITY

The Group does not have executive powers or authority to implement actions in areas over which the Chief Executive Officer has legislative responsibility and does not have any delegated financial responsibility. Working Groups require an officer report to be presented to Council for endorsement of any proposed expenditure.

9.0 WORKING GROUP

9.1 Chairperson

The Chairperson of the Working Group will be a Councillor.

The Deputy Chairperson to be elected by the Working Group members.

The role of Chairperson and Deputy Chairperson are to be vacated following biannual Council elections in October and re-elected from the Working Group membership.

9.2 Secretariat and Note taker

This role is to be fulfilled by Shire Officers.

9.3 Standing Ex-Officio Members

Chief Executive Officer or his staff delegate

10.0 MEETINGS

10.1 Group Meetings

The Christmas Decorations Working Group will meet monthly unless a Special Meeting is called by the Chairperson.

10.2 Quorum

Quorum shall be 6 members including 1 Councillor.

10.4 Voting

Voting shall be by consensus or by a show of hands as directed by the Chairperson.

10.5 Notes of Meetings

The Chairperson is to ensure that Notes of the Meeting are kept of the meetings proceedings.

The Meeting Notes may be confirmed by a majority of members present at the meeting in writing via email, after the completion of the meeting. Once Meeting Notes have been confirmed by members they are to be submitted to the Council Secretary for inclusion in the Information Bulletin.

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