

Terms of Reference

Date last updated	7/2/2023
Prepared by	Greg Polson

1. Purpose

The purpose of this BMX/Pump/Mountain Bike Track Reference Group is to assist Council to determine suitable locations and undertake strategy development for BMX, Pump tracks and Mountain Bike trails across the Shire.

2. Strategic Basis

The BMX/Pump/Mountain Bike Track Reference Group is aligned with the following Council Plan Strategic Objectives:

Healthy Community - *An inclusive community that embraces its lifestyle and supports health and wellbeing*

Our Places - *Strengthening the connection between people and the public places they share*

3. Membership

The membership should include:

- Members that represent an array of age demographics
- At least one community representative that resides in each ward
- A Councillor representative
- The BMX/Pump Track/Mountain Bike Reference Group should have a maximum of 12 members
- A membership term will be for a period of 12 months with an option to reapply for a further two years
- A member of the Reference Group can only be a member for maximum of three consecutive terms.

This Terms of Reference is effective from April 2023 and should be reviewed every 2 years

4. Roles, Responsibilities & Objectives

The BMX/Pump/Mountain Bike Track Reference Group is responsible for:

- Advising Council on suitable locations for BMX, Pump Tracks and Mountain Bike trails across the Shire and on the development of relevant strategies and masterplans

5. Meetings

Chair: Cr Rochelle Halstead

Secretariat: TBA, Bass Coast Shire Council

Meetings: Initial inception meeting and then as the need arises with a minimum of 4 meetings per year.

Location: Council chambers

Quorum: 50%

Conflicts of Interest: Members are to notify the Chairperson if any conflict of interest is foreseen with any issues or processes to be considered by the committee.

Confidentiality: On some occasions, the committee may deal with items of a confidential nature. Members are expected to deal with such items and issues with confidentiality, discretion and sensitivity.

6. Limitations

The BMX/Pump/Mountain Bike Track Reference Group is an advisory committee to Council and does not have authority to make decisions in relation to the location of pump tracks

7. Media

Any public comments made in relation to BMX/Pump/Mountain Bike Track Reference Group must be done in accordance with the Bass Coast Shire Council Media Engagement Policy 2020.

8. Amendments, Modification or Variation

This Terms of Reference may be amended, varied or modified in writing after consultation and agreement by the BMX/Pump/Mountain Bike Track Reference Group members.

Members of the reference group and Council will review the Terms of Reference, membership and objectives as required or every at a minimum of every two years.