



## Kingborough Aquatic Facility Steering Committee

*Terms of Reference, April 2024*

### 1 Background

Council has received numerous requests from residents over many years for the provision of a public swimming pool (or aquatic facility) in Kingborough. In 2021, a feasibility study into the potential for such a facility concluded that:

*Looked at in combination, the data on the total population size, population growth, projections and the age distribution suggest that Kingborough is unlikely to be able to support a financially or operationally viable 50 metre indoor pool or other "higher order" facilities into the foreseeable future unless it is willing to pay a significant capital and annual operational deficit (C. Leisure 2021).*

Community engagement undertaken in relation to the development of the Kingborough Sport and Recreation Strategy 2024 once again found a high level of support amongst the community for the provision of an aquatic facility. Accordingly, one of the key recommendations of the final strategy is to:

*Establish a Project Steering Committee to progress the development of an Aquatic Facility in Kingborough, including consideration of design options, cost planning and funding opportunities.*

### 2 Aims & Purpose

The role of the Committee is to consider issues associated with the development of an aquatic facility in Kingborough, with the aim of determining the most effective way for Council to deliver such a facility in the future. This may include but is not limited to:

- Reviewing previous reports and studies relating to the matter;
- Consideration of location and design options;
- Assessment of management and operating models;
- Consultation with stakeholder groups and industry experts;
- Development of project and business plans;
- Identification of funding opportunities; and
- Provision of recommendations to Council in relation to actions and priorities.

### 3 Roles and Responsibilities

To achieve the above goals, members of the Committee will commit to:

- Actively participating in meeting discussions in a respectful manner;
- Maintaining an open mind in relation to the thoughts and ideas of others;
- Acting in the best interests of the Kingborough community as a whole;
- Maintaining confidentiality in relation to any information provided that is personal or sensitive in nature; and
- Acknowledging and declaring any conflicts of interest.

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## 4 Membership

The Steering Committee will be skills based, with membership as follows:

- A Kingborough Councillor (Chair);
- Kingborough Council's CEO (or delegate);
- Up to eight members of the community with expertise in the following areas:
  - Aquatic Centre operations;
  - Facility development;
  - Planning;
  - Design or construction;
  - Engineering;
  - Finance;
  - Community health and wellbeing;
  - Project management;
  - Business; and
  - Stakeholder engagement.
- Staff from relevant Council departments will attend meetings as required.

## 5 Meetings

- Meetings will be chaired by a Kingborough Councillor (as appointed by Council).
- Meetings will be structured, with an Agenda prepared and provided to members prior to each meeting.
- Decisions will be made by consensus. If consensus cannot be reached, decisions will be made by a majority vote of members.
- Decisions made by the Steering Committee are not binding and any recommended actions will require endorsement by Council.
- Secretariat support, including the preparation of Meeting Agendas and Minutes will be provided by Council staff.
- Subcommittees may be formed if required, at the discretion of the Chair.

## 6 Timeframe

The Steering Committee will need to take a long-term approach to the development of an aquatic facility in Kingborough.

## 7 Reporting

Minutes from the Steering Committee will be reported to Council for noting, with any recommendations to be considered and endorsed (or otherwise).