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EXPRESSION OF INTEREST

Great Western Bridge Timbers Repurposing Advisory Group Community Representatives

Port Augusta City Council is seeking 6 Community Representatives for its Great Western Bridge Timbers Repurposing Advisory Group.

The objectives of the Advisory Group is to provide advice and guidance to Council administration in relation to the allocation of timbers to community members/groups, and potential projects for the repurposing of timbers to be retained by Council.

Terms of reference is provided for further information.

For all enquiries please contact Melissa Kretschmer Director City Services at the Port Augusta City Council on phone: 86419100 or email: admin@portaugusta.sa.gov.au

INSTRUCTIONS: If you are interested in being considered for membership to the Advisory Group, please complete and lodge this form with your personal details and relevant experience by 5.00pm Friday, 29 March 2024 at the Port Augusta Council Civic Centre, 4 Mackay St Port Augusta SA 5700 or by email to Melissa Kretschmer admin@portaugusta.sa.gov.au. All applications will be assessed in order of merit.

NOTE: PLEASE NOTE, THIS IS NOT AN APPLICATION FOR ACCESS TO TIMBERS.

Full name:.....

Business:

Address:

Telephone Number:

Email Address:

Signature:

Dated this.....day of..... 2024.

i) Why would you like to be a member of the Great Western Bridge Timbers Repurposing Advisory Group?

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ii) What are your strengths and how would these contribute to the group’s discussions and ideas?

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iii) What is your knowledge of repurposing recycled materials?

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iv) What community groups are you involved with?

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Great Western Bridge Timbers Advisory Group Terms of Reference

PREAMBLE

An Advisory Group can be established by resolution of the Council, to assist the Council in the performance of its functions, to inquire into and report to the Council on prescribed matters.

1. Advisory Group Objectives and Activities

Council established the Great Western Bridge Timbers Advisory Group to determine appropriate criteria for the repurposing of the timbers, and to assess expression of interest that are received from the community for use of the timbers, as well as to contribute thoughts and ideas to Council of how the timbers can be repurposed for use in Council projects.

2. Membership:

Membership of the Advisory Group shall comprise the following:

- i) 6 community members with the following skills and experience:
 - Knowledge of the history of Port Augusta.
 - Involvement in the arts/construction industry.
 - Links to networks within the Port Augusta community.
 - Acumen to participate and liaise with the community in a constructive manner.
- ii) Elected Member representative
- iii) Director City Services

3. Term of Office

Membership of the Advisory Group will terminate upon approval from Council for the recommended allocation of timbers to the community and proposal for Council works.

4. Reporting Arrangements

The Advisory Group is to provide advice and guidance to Council administration in relation to the allocation of timbers to community members/groups, and potential projects for the repurposing of timbers to be retained by Council.

Council Officers as shall provide written reports on specific issues that arise from the Great Western Bridge Timbers Advisory Group to Council.

Council Administration to provide reports to the Advisory Group with recommendations that they require comment on or as requested by the Advisory Group.

5. Conduct and Conflict of Interest of Reference Group Members

As a member of the Advisory Group, you must not make improper use of your position to gain (directly or indirectly) an advantage for yourself or for another person closely associated with you. You must make sure there is no conflict between your private interests and your role as an Advisory Group member.

As an Advisory Group Member, you will have to declare what your interest is in any matter before the Advisory Group.

6. Meeting Times and Place

The Advisory Group meetings are to be held on a monthly basis at a date and time agreed by the Advisory Group, as coordinated by the Council representative.

Meetings will be predominantly held in the Council Chambers but require the flexibility to meet off site in other locations when and where required.

Where possible 3 days' notice of the meeting will be provided to members of the Advisory Group.

7. Quorum and Voting by Members

At all meetings of the Advisory Group, a quorum shall be 50% of members.

Each member of the Advisory Group present at a relevant meeting, must vote of any motion put at that meeting.

The Presiding Member shall have a deliberative vote but does not in the event of an equality of votes have a casting vote.

8. Administrative Support

To be provided by the Port Augusta City Council representative, as appointed by the Chief Executive Officer.