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Growing Kalgoorlie-Boulder Partnership Terms of Reference

1.0 Introduction

A Growing Kalgoorlie-Boulder Partnership (GKBP) group has been established to oversee the implementation of the Kalgoorlie-Boulder Growth Plan.

The GKBP is integral to the success of the Growth Plan project and provides the opportunity for collaborative input from government, industry and community partners to ensure shared ownership.

2.0 Objectives

The objectives of the Growing Kalgoorlie-Boulder Plan are to:

1. Create partnerships between industry, community and government to drive sustainable economic growth in Kalgoorlie-Boulder based upon a shared vision for the region.
2. Guide the implementation of a plan for action that provides a clear pathway to improved sustainability and attainable economic growth, which:
 - a) Strengthens the capability of Kalgoorlie-Boulder to grow business, investment and jobs;
 - b) Accommodates population growth and social needs; and supports effective delivery of government effort and investment.
3. Create an environment where local and emerging leaders at all levels are encouraged and enabled to take carriage of regional economic development and drive local implementation and change.
4. Work with other regional centres to advance economic opportunities and to share knowledge.

3.0 Membership Organisations

The membership of the GKBP is;

- City of Kalgoorlie Boulder (two representatives)
- Goldfields-Esperance Development Commission (two representatives)
- Regional Development Australia Goldfields Esperance
- The Chamber of Minerals and Energy WA
- Kalgoorlie Boulder Chamber of Commerce and Industry Inc.
- Two rotating representatives from the Growth plan focus groups as required

4.0 Selection of Members

- The GKBP member organisations directly appoint and review their representatives.

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5.0 Key Functions and Responsibilities

The GKBP will:

- Coordinate and drive the implementation of the Growth Plan;
- Maintain the currency of the priorities identified in the growth plan;
- Identify and determine how to progress initiatives that have synergies or co-dependencies with other stakeholder groups;
- Auspice the establishment of stakeholder groups and industry-led sector development opportunities under the seven focus areas of the Growth Plan;
- Facilitate linkages with state, regional and local strategic plans and planning processes and plans;
- Foster collaboration with other regional centres and regions to advance common economic objectives;
- Review updates and outcomes from the growth plan focus area stakeholder groups and provide feedback to the groups;
- Establish effective monitoring and performance management arrangements;
- Make recommendations to the City regarding the review of the Growth Plan;
- Assist with the identification of funding sources and partners for Growth Plan initiatives; and
- Determine the two rotating representatives for each meeting of the GKBP.

6.0 Accountability and Reporting

The GKBP will;

- Provide members and Growth Plan stakeholder groups with notes or minutes as deemed appropriate;
- Consider and provide feedback on priority initiatives presented by stakeholder groups, including GKBP recommendations;
- Provide recommendations to initiative owners on performance monitoring arrangements for agreed priority initiatives; and
- Monitor and engage with stakeholder groups to ensure they are operating in accordance with their adopted terms or reference.

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7.0 Chairperson

- The Chief Executive Officer of the City of Kalgoorlie-Boulder (the City) will chair the meeting;
- The chairperson is responsible for the conduct of meetings, ensuring fair and equitable opportunities for views and opinions to be voiced and discussed by the GKBP; and
- A deputy chair will be nominated by the City to chair meetings in the absence of the chairperson.

8.0 Quorum and Voting

- The Committee will operate with four or more members present;
- It is preferable that decisions of the GKBP are made by consensus however; there may be circumstances where a matter is decided by a vote; and
- Each member is entitled to one vote, except the chairperson who may exercise a casting vote should this be necessary.

9.0 Conflict of Interest and Confidentiality

- Members are required to disclose any conflict of interest to the chairperson prior to a meeting or before the specific item is discussed and dealt with; and
- Some matters discussed by the GKBP may be confidential in nature. Confidential discussion shall not be disclosed without the chairperson's prior approval.

10.0 Meetings

- It is expected that the GKBP will meet at least every two months or more often when approved by the chairperson; and
- Under special circumstances a meeting may be cancelled or re-scheduled.