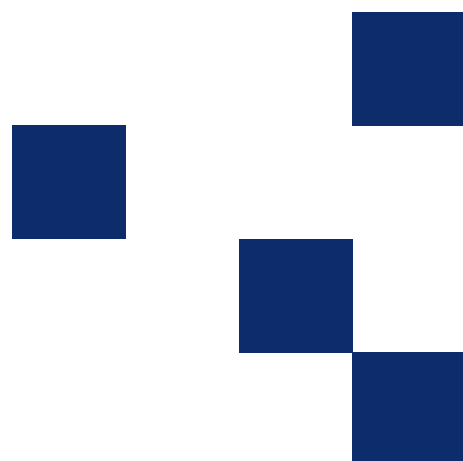


NSW MARITIME REGIONAL BOATING ADVISORY GROUPS

Terms of Reference



TERMS OF REFERENCE

NSW MARITIME REGIONAL BOATING ADVISORY GROUPS

1 PURPOSE

NSW Maritime has established a new model for consultative governance through which NSW Maritime and representatives of boaters, the boating industry and public will engage, communicate and consult effectively on issues relating to NSW waterways.

The new model introduces 15 Regional Boating Advisory Groups (RBAGs). The purpose of these Terms of Reference is to establish the foundations on which the RBAGs will operate.

The objectives of the new RBAGs are to:

- provide a forum for the regional maritime perspective
- provide a regional channel of communication for representatives of the boating community and bring together regional community views and ideas
- enhance transparency, accountability and public trust
- ensure government initiatives meet the greater balance of community needs and expectations in regards to use of NSW waterways.

2 CONTEXT

NSW Maritime engages with various stakeholders in a range of ways. For many years NSW Maritime operations staff have engaged on local operational matters through a network of User Group meetings. These meetings focussed on relevant local waterway management issues, and agreed on implementation of local solutions such as the development of boating plans in specific waterways.

Since the User Group model was established some key changes have occurred:

- transitions and mergers of the Government's maritime agency
- changes in membership and therefore focus of some User Groups
- degradation of a consistent model across the state, including inconsistency in User Group rationale.

Following identification of these changes NSW Maritime decided there was a need to review and update the model for providing community views and ideas with an aim to achieve some consistency across the state, and facilitate a greater balance of regional community views along with a more strategic level of thinking and deliberation.

In 2013 eleven Regional Boating Plans were developed. These plans were based on a geographical template where the State's waterways were divided into eleven regions, they focus on delivery of approximately 200 priority regional projects relating to boating safety, access and storage, they also include a number of major projects, and some priority initiatives.

RBAG geographic areas are broadly based on these regions however some regions have been sub-divided due to their size:

- Tweed / Clarence Valley
- Mid-North Coast

- Taree - Great Lakes
- Port Stephens / Hunter
- Lake Macquarie / Tuggerah Lakes
- Hawkesbury / Pittwater / Brisbane Water
- Sydney Harbour
- Botany Bay, Georges River and Port Hacking
- Shoalhaven - Illawarra
- Far South Coast
- Murray – East
- Murray – Central
- Murray – West
- Riverina
- Alpine

The creation of RBAGs does not mean that local User Groups will necessarily cease to meet. That is a matter entirely for each User Group's members. It is recommended that where User Groups are active and effective then they should continue to function.

Separate Advisory Groups already exist for recreational vessels, commercial vessels and maritime property; these groups inform the Maritime Advisory Council. The introduction of RBAGs will have no impact on the functionality of any existing Advisory Group. Matters of significance discussed in any RBAG may be reported to the relevant Advisory Group via the RMS representative on these groups, as agreed by the members of the RBAG.

Where an RBAG covers an area containing active User Groups, the Chairs of these User Groups, or their representatives, may also be invited to be members of the broader RBAG.

The agenda and deliberations of each RBAG could initially be focussed on the relevant Regional Boating Plan and provide oversight of the delivery of projects identified in the plan, any legacy issues prevalent in the region, if not already addressed in the Regional Boating Plan, and any known emerging issues. RBAGs could also decide to assist User Groups located in their regions, either partially or substantially.

However, the scope of the agenda for each RBAG will be largely a matter for its members, provided this scope satisfies the RBAG objectives.

3 MEMBERSHIP

Each RBAG will have the following membership:

- (Chair) the RMS Principal Manager or their staff representative of the relevant NSW Maritime Area (North, Sydney, South)
- other RMS staff invited by the Chair
- regional waterways and boating stakeholders invited by the Chair.

Membership may also include temporary members invited to assist with specific issues.

Eligibility to become a member of a RBAG will be based on a robust connection with NSW waterways, ability to represent a diverse range of users, and ability to contribute strategically on behalf of all stakeholders. Representation of individual specific interests by members is to be discouraged.

Members could include, for example, those working in a boating related industry such as commercial vessel operators or retailers, being a member of a club or association that regularly conducts activities on the water such as a sailing or rowing club, being a part of an emergency service organisation such as the SES or volunteer rescue, a member of a relevant government agency, or prominent and local members of the public involved in boating and marine activity.

Waterways users or organisations already represented on other maritime Advisory Groups may not need to provide representation on any particular RBAG, the relevant Chair shall decide if this further membership is appropriate.

RBAGs are intended to be active and a worthwhile forum for members, the people those members represent, and NSW Maritime. Members will need to take a regional view and sometimes inter-regional perspective in their deliberations. As such members will necessarily commit to participating in meetings and reviewing and providing input on agenda papers and documents, in so far as they are relevant.

4 MEETINGS AND BUSINESS

Meetings will be held at least annually and otherwise as deemed necessary by the Chair. The Chair will have flexibility to decide on the style and format of the meeting, for example a round-table committee meeting, seminar or web seminar. RBAGs where applicable will:

- be conducted in accordance with agendas provided to members prior to meetings
- establish an agreed meeting quorum
- operate out of session through circulation of papers and receipt of comments.

As far as possible, any face to face meetings will be coordinated with other activities to minimise any related travel costs and maximise efficiency.

Apart from membership, the Chair will be responsible for arranging meetings, preparing minutes, actions and status reports, and the conduct of meetings.

The Chair should also raise the following to the senior management team at NSW Maritime and any other relevant User Group or Advisory Group; key outcomes of deliberations, any issues requiring higher or broader advice, key recommended solutions to issues, and any inter-regional matters of interest.

Members should not discuss RBAG business matters and decisions in other public forums, nor with the media, without endorsement of the relevant RBAG.

5 CONTROL MEASURES

Central coordination of RBAGs will be carried out jointly by the heads of NSW Maritime's Boating Operations and Statewide Coordination Branches.

These Terms of Reference will be reviewed within 12 months of establishment, then at least every two years. Suggestions for improvement of these Terms of Reference can be made by any RBAG at any time, via the relevant Chair.

These Terms of Reference do not prevent any RBAG from developing its own governing documentation, provided these other documents are consistent with the RBAG objectives and the intent in these foundation Terms of Reference.