

## **Great Victorian Rail Trail Art Installations Project** **Community Reference Group - Terms of Reference**

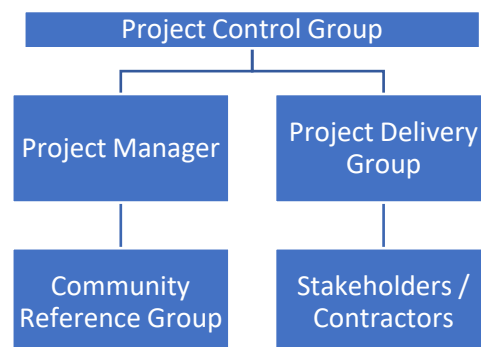
### **Introduction**

The Great Victorian Rail Trail (GVRT) is a 134 km trail that follows the old railway line from Tallarook to Mansfield with a spur line to Alexandra, crossing three municipalities – Mitchell, Murrindindi and Mansfield.

In 2019 Mitchell, Murrindindi and Mansfield Shire Council's developed the Great Victorian Rail Trail Strategic Development Plan to help inform future efforts by the three Councils. The strategy identified a project opportunity to create trail features through artistic installations to elevate the GVRT to a signature tourism experience.

Following advocacy from the three Council partners, the Victorian State Government provided grant funding through the Department of Jobs, Precinct and Regions and Regional Development Victoria of \$1.2 million through the Regional Tourism Investment Program to deliver the project. This funding was to include the install of six to twelve major, engaging and contemporary art/sculptural installations as well as interpretative signage and wayfinding signage along the 134 km length of the Trail.

This project is operating with the following governance structure.



### **Purpose**

The purpose of the Community Reference Group will be to provide reference and representation of the community during the development of the artist expression of interest phase of the project in reviewing artists submissions and ongoing engagement through the life of the project, in order to create positive outcomes for the project and the communities.

### **Objectives**

The Great Victorian Rail Trail Art Installations Community Reference Group will:

- Provide feedback and a community voice in the development and implementation of the project
- Provide the Project Manager and Project Control Group with community view on the deliverables of the project
- Be a community advocate the Project and its outcomes to the local government areas along the Great Victorian Rail Trail

### **Members Role**

The role of the individual members of Community Reference Group will:

- attend and actively participate in regular meetings
  - the Community Reference Group will be involved in the project from February 2022 until completion of the project in April 2023.
  - It is envisaged that the Community Reference Group will meet every month for a period of up to two hours however during key stages of the expression of interest phase from February – July 2022. It is then expected that meetings frequency may decrease during the art installation process.
  - each meeting is expected to run for approximately 2 hours
- be committed to, and actively involved in, supporting the project's outcomes
- represent the interests and position of their respective community by providing feedback and insights in the development and implementation of the project
- have a genuine interest in the initiatives and the outcomes being pursued in the project
- champion and advocate for the project and the projects positive outcomes within the community
- advocate for the holistic approach of the overall project outcomes that goes beyond the local government area boundaries
- provide any insights in areas of expertise or interest for the member, such as but not limited to topics such as; trail usage, environmental considerations, artistic interest, creative community, visitation, tourism or business operation.

### **Members Responsibilities**

We are committed to providing a safe workplace for our employees, councillors and volunteers. members of the group must:

- adhere to the [Equal Opportunity Act 2010](#);
- refrain from discriminating, harassing or bullying other people and using offensive language in their capacity as a member of the group;
- adhere to the requirements of the [Occupational Health and Safety Act 2004](#);
- have regard to the principles of health and safety; and contribute to the notion of a healthy and safe workplace
- declare any conflicts of interest as appropriate during the project progression

### **Expression of Interest Process**

To be a part of the Community Reference Group, community members will be provided the opportunity to complete an expression of interest during the project's community engagement period in November and December 2021.

Members must meet the eligibility requirements and then will be requested to complete the expression of interest form, which will include personal details and two qualitative open response questions with responses limited to 500 words. An evaluation criteria and panel process will be used to ensure an equitable cross section of community members with different backgrounds and skills will be achieved. Further details of the expression of interest process are provided in the Great Victorian Rail Trail Community Reference Group Expression of Interest document.

### **Community Reference Group Eligibility**

In order to participate in the Great Victorian Rail Trail Art Installations Project, Community Reference Group applicants must:

1. Reside within the Mitchell, Murrindindi or Mansfield Local Government Areas
2. Not be a current state or federal member, current councillor or current council staff member of Mitchell, Murrindindi or Mansfield Shires, or a member of Regional Arts Victoria.

### **Group Composition**

The group will be made of a cross section of community members, with a broad range of interest and expertise from Mitchell, Murrindindi and Mansfield local government areas. It is envisaged that there will be three representatives from each local government area. This will allow for an even representation of community members from each council and support the collaborative nature of the project and desired outcomes.

### **Project Timeframe**

The project commenced in July 2021 and the art installations are expected to be completed and finalised by April 2023. The Community Reference Group will be actively involved in the project from February 2022 until completion.

### **Meetings**

The Community Reference Group will meet every month or as required until April 2023. It is expected that group members will make a commitment to attend meetings. It is envisaged that meetings will be held during business hours online via Microsoft Teams or Zoom. It is expected that meetings frequency may decrease towards the end of the project during the art installation process. Members of the Community Reference Group will not be able to nominate a proxy to attend a meeting if the member is unable to attend. In the case a member is unable to attend, members can provide written feedback directly to the Project Manager.

### **Chairperson**

Meetings will be chaired and facilitated by Council Tourism & Economic Development officer or the Art Installations Project Manager.

### **Administration**

The Project Manager and Tourism & Economic Development officers will provide services for all administration associated with the group's activities, including the provision of meeting spaces, agendas, minutes and relevant supporting documentation.

The agenda, with attached meeting papers, will be distributed at least three working days before the next scheduled meeting.