



# Victorian Croquet Association Inc

A0001560E ABN 91 903 271 264

trading as Croquet Victoria

## STRATEGIC PLAN IMPLEMENTATION SUB-COMMITTEE TERMS OF REFERENCE

### AUTHORITY

- 1 These Terms of Reference are issued under the authority of the Croquet Victoria Appointees, Sub-Committees and Working Groups Policy - 17 June 2014, as amended 14 December 2015.

### COMPOSITION

- 2 The SPI SC is to consist of at least 3 and up to 5 members, normally including the President, Secretary, and Vice President.
- 3 Clubs and regions will be invited to provide nominations for membership of the WG. Nominees are to provide a statement of their relevant experience and capability.
- 4 Members of the sub-committee may be members or non-members of Croquet Victoria. The sub-committee may propose additional members for cooption, to be endorsed by Council.
- 5 Council may make initial appointments to the sub-committee once these terms of reference are approved. In subsequent years, members of the sub-committee will be appointed by Council in June of each year.
- 6 The sub-committee will appoint its own convenor and secretary.

### DURATION

- 7 Unless otherwise decided by Council, the sub-committee is ongoing.

### RESPONSIBILITIES

- 8 The sub-committee is to maintain an oversight of activities scheduled to be undertaken as strategic initiatives within the current Strategic Plan, as identified in the Implementation Plan. Specifically, its scope includes
  - Croquet Victoria activities which have been funded by the Victorian Government and which fall within the scope of the Strategic Plan
  - activities arising from the Croquet Victoria Infrastructure Plan 2020 to 2030.
- 9 The sub-committee is expected to liaise with persons and entities outside Croquet Victoria via the Secretary in the first instance.

### REPORTING

- 10 The sub-committee is to report to the Croquet Victoria Council bi-monthly and is to provide a copy of minutes of meetings to the Secretary within seven (7) days of each meeting.

### AUTHORISATION

*Jana Wood Hewitt*

19 August 2019

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