

INSTRUMENT OF APPOINTMENT

GUNDAROO COMMUNITY ASSOCIATION POLICE PADDOCK SUBCOMMITTEE

In accordance with the Gundaroo Community Association (GCA) Constitution and the resolution of the GCA Committee passed on the 22nd of March 2006, the GCA hereby authorises the establishment of a *Police Paddock Subcommittee*.

The GCA Police Paddock Subcommittee is the recognised Gundaroo community forum for management of the Village Police Paddock held by the GCA under Licence from the Department of Lands.

Functions delegated to the GCA Police Paddock Subcommittee include:

- Preparation & drafting of all licence administration requirements for GCA action;
- Management of the Paddock including pasture, plantings, fencing & water;
- Organisation of the agistment users to ensure a compliant & cooperative tenancy;
- Management of agistment contributions to ensure a cost neutral annual outcome;
- Collection and receipt of agistment fees and lodgement with the GCA Treasurer;
- Developing access control strategies including Gazette articles & signage;
- Assistance with / control of any activities & events to be held on the Paddock;
- Corresponding with stakeholders who influence the viability of the Licence;
- Sourcing funds, materials & person-hours to manage & improve the Paddock;
- Developing proposals for expenditure related to Police Paddock;
- Developing proposals for grants from Government and non-Government entities;
- Maintain links with like-minded organisations;
- Advising the GCA on proposals for usage of the Paddock by other users;

Requirements of the GCA Police Paddock Subcommittee:

- Subcommittee activities are to comply fully with the GCA Constitution;
- All Subcommittee members are to be current financial members of the GCA;
- All agistment users are to be current financial members of the GCA;
- All Subcommittee activities are to comply with the GCA indemnity policy;
- Office bearers of the Subcommittee are to be elected at the first Subcommittee Meeting held annually after the GCA AGM;
- Office bearers of the Subcommittee are to be confirmed by the GCA Committee;
- Proceedings of the Subcommittee are to be maintained in summary format and submitted to the GCA and retained for a period not less than five years;
- All funds received by the Subcommittee are to be lodged with the GCA Treasurer;
- Expenditure proposals are to be advised to the GCA Treasurer with endorsement of at least two Subcommittee Office bearers.

Phillip Langworthy
President
Gundaroo Community Association INC
March 2006