



Gascoyne Development Commission

Information Booklet For Prospective Board Members

April 2021

Contents

| | |
|--|----------|
| Contents | 1 |
| 1 Gascoyne Development Commission | 2 |
| 1.1 Establishment | 2 |
| 1.2 Functions | 2 |
| 2 Board of Management | 3 |
| 2.1 Term | 3 |
| 2.2 Role | 3 |
| 2.3 Board Meeting Frequency and Location | 4 |
| 2.4 Board Members Roles and Responsibilities | 4 |
| 3 Strategic Directions | 4 |
| 3.1 Strategic Directions | 4 |

1 Gascoyne Development Commission

1.1 Establishment

The Commission commenced operations on 1 January 1993 from the Carnarvon Office. The Exmouth Office opened later that year in May 1993.

The Regional Development Commissions Act 1993 was proclaimed on 7 April 1994, The Act prescribed that each Regional Development Commission establish a Board comprising the Director by virtue of office and other members appointed by the Minister.

1/3 of members be nominated by Local Government;
1/3 of members be appointed at the Minister's discretion; and
1/3 of members reside in the Region and are nominated from the community.

The Minister appoints the Chairman and Deputy Chairman from amongst the members. Protocol dictates that the Minister ensures the appointments are supported by the Premier (In Cabinet).

In 2017, the number of Board members was set at six plus the Director (Chief Executive Officer) as ex officio.

1.2 Functions

The objects of the Commission as defined under the *Regional Development Commissions Act 1993* are to:

- Maximise job creation and improve career opportunities in the Region;
- Develop and broaden the economic base of the Region;
- Identify infrastructure services to promote economic and social development within the Region;
- Provide information and advice to promote business development within the Region;
- Seek to ensure that the general standard of government services and access to those services in the Region is comparable to that which applies in the metropolitan area; and
- Generally take steps to encourage, promote, facilitate and monitor the economic development in the Region.

For the purposes of achieving these objects the Commission is to:

- Promote the Region;
- Facilitate co-ordination between relevant statutory bodies and State government agencies;

- Co-operate with representatives of industry and commerce, employer and employee organisations, education and training institutions and other sections of the community within the Region;
- Identify the opportunities for investment in the Region and encourage that investment; and
- Identify the infrastructure needs of the Region and encourage the provision of that infrastructure in the Region.

The Commission must achieve these objects in co-operation with:

- Departments of the public service of the state and commonwealth, and other agencies, instrumentalities and statutory bodies of the State and Federal Government; and
- Local Government, in order to promote equitable delivery of services within the Region.

2 Board of Management

2.1 Term

Board members are appointed for a period of up to three years. Board members can renominate on expiry of their term of appointment but can only serve on the Board for a maximum six years concurrently.

2.2 Role

The Board is the governing body of a Commission with authority, in the name of the Commission, to perform its functions. In essence, the Board is responsible for developing policies and positions on the strategic direction of the Commission and on any other matter that impacts on the Commission's achievement of its regional development objectives.

The Chief Executive Officer is responsible for implementing Board's decisions and for the day-to-day-operation of the Commission's administrative function and staff provided by the Department of Primary Industries and Regional Development.

The primary activities of the Board are to:

- Set the overall strategic direction and goals for the Commission;
- Provide guidance on specific projects and initiatives;
- Formulate Commission policy;
- Review progress at regular intervals to ensure established goals are being achieved;
- Monitor Commission expenditure;
- Promote economic development;
- Represent the Commission at relevant meetings and functions;

- Provide a conduit between the Commission and the community; and
- Facilitate co-operation between organisations in the Region.

2.3 Board Meeting Frequency and Location

The Board determines the date and time of its meetings. Currently, the Commission convenes meetings every two months with a total of six Board meetings per year. Meetings are rotated around the Region and some may be held by teleconference or other virtual means.

2.4 Board Members Roles and Responsibilities

The collective role of the Board is to:

- Set corporate direction and goals;
- Oversee the plans of the Commission to achieve its goals; and
- Review progress at regular intervals.

Members are required to attend all Board meetings and are expected to participate on committees/advisory groups and attend official functions as a representative of the Commission.

Members are required to familiarise themselves with the Commission and with members' legal and statutory obligations. They must take reasonable steps to keep informed about the business of the Board and be able to make conscientious and informed decisions.

Members must be able to work constructively and co-operatively with other Board members and via the Chair with the Chief Executive Officer.

3 Strategic Directions

3.1 Strategic Directions

The Gascoyne Development Commission website on www.gdc.wa.gov.au provides information on the Commission, its projects and the Gascoyne region itself.

Three key documents available on the website:

- [Gascoyne Development Commission Strategic Plan 2010-2020](#)
Describes the role and directions of the Commission. The plan is currently under review.
- [Gascoyne Regional Development Plan 2010-2020](#)

This Plan was released in February 2010 and provides both key priorities and major projects for the Gascoyne. The plan is due for review.

- Gascoyne Regional Investment Blueprint

The Blueprint sets long term aspirational goals for the Gascoyne Region and guides investment decisions.