

BRIEFING DOCUMENT

STEERING COMMITTEE FOR NEW DISTRICT 9510

BACKGROUND

In 2017, the following discussions with the Rotary International Director (Zone 8) Noel Trevaskis, an in principle agreement was reached. The agreement between the G-Trains of Districts 9500 and 9520 was to proceed with a merger of those Districts to take effect from 1 July 2020. Clubs in both districts have been notified of the change. The new district will be known as District 9510.

PURPOSE OF THE STEERING COMMITTEE

The Purpose of the Steering committee is to plan, develop and implement a framework for the creation of the new District 9510.

The committee will make recommendations to the two incumbent DG's for acceptance

District 9510 is a new District as the result from the merger of District 9500 and 9520.

The timeline for this process will be continuous until all tasks are completed with milestones set by the steering committee at an early planning meeting and manage all aspects of the transition







MEMBERSHIP OF THE STEERING COMMITTEE

The steering committee consists of eight members who have been selected through rigorous dialogue and negotiation between both districts of the G Train.

The D9500/D9520 Assistant Coordinator will be an ex officio member of the Steering committee who will act as an advisor and the liaison between the committee and the G Train

A quorum for a meeting of the committee shall be six members of the committee.

The steering committee will be:

-  Strategic in their thinking
 -  Visionary for the future
 -  Knowledgeable in information technology
 -  Change orientated; understanding the process of bringing people together
 -  Experienced in Rotary at higher levels; understanding the essence of Rotary
 -  Experienced in large projects; understanding the importance of good communications for good outcomes
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REPORTING RELATIONSHIP

The Steering Committee reports to the joint G Train.

It is the incumbent District Governors of the day, as representatives of Rotary International (RI), who formally accept any recommendations made by the Steering Committee

The Steering Committee works collaboratively with RI South Pacific and Philippines Office (RISSPO); District committees and District leaders to ensure a timely and progressive transition to the new district.

TASKS FOR THE STEERING COMMITTEE

Area of focus	Outcomes
District Administration	<ul style="list-style-type: none">  Facilitate district chairs to start working together and conduct joint activities  Advise team leaders and chairs to prepare and propose a recommendation/s to the steering committee for DG review. These recommendation/s are regarding how they will operate in the New District 9510.
Information Technology/ Communication	<ul style="list-style-type: none">  Facilitate the creation a central website for joint communications to clubs  Provide regular updates to the web masters for publishing on the district website  Be transparent in all communications  Utilise existing district communication mediums to make announcements and general communication i.e. Horizons and Herald.
Governance / Policy	<ul style="list-style-type: none">  In consultation with RISPPPO plan, develop and implement new a district Constitution and bylaws to reflect the requirements of the new district  Work with both District Finance committees to ensure good financial stewardship. Safeguarding that the new District complies with all applicable laws.
Foundation / Grants	<ul style="list-style-type: none">  Facilitate a central agreement regarding the foundation process:  Foundation  Centurion  End Polio now  Contact the Regional Grant Officer to close out any open grants.
Membership	<ul style="list-style-type: none">  Facilitate the development of a membership plan for New District 9510
Training / Development	<ul style="list-style-type: none">  Facilitate the development of a Training and Development plan for New District 9510
Youth	<ul style="list-style-type: none">  Facilitate the development of a Youth Program plan for New District 9510
Protection / compliance	<ul style="list-style-type: none">  Facilitate the merging of the RI Policies, State and Territory legislation for the new Districts 9510 to ensure compliance that are compliant to all the aspects of Rotary District management

This document is not exhaustive and is subject to alteration as changes in circumstances require
This document has been prepared by the G Trains of 9500 and 9520. 24 November 2017