

INTRODUCTION

Under the powers of the *Local Government Act 1995*, Council has the power to establish committees of three (3) or more persons. The Shire of Kent has established both standing and advisory committees, which report directly to Council. In addition, there are also a number of Working Groups with Council representation.

The objective of this documents is to:

1. Provide a reference detailing the Shire of Kent Working Groups with Council representation; and
2. Outline the adopted Terms of Reference for each of the Working Groups.

Housing, Public Buildings and Other Infrastructure Working Group

Purpose & Objectives

The objectives of the Housing, Public Buildings and Other Infrastructure Working Group are to:

- ~~To~~ provide a forum for the discussion of issues and the formulation of suggestions and/or recommendations on issues associated with the housing and public building construction and maintenance.
- review progression of the capital housing, public building and other infrastructure programs;
- provide feedback regarding capital upgrade priorities for annual budget consideration;
- consider long term priorities for future housing, public building and other infrastructure works ;
- Non-compulsory participation in annual inspections; be invited by the Chief Executive Officer to conduct inspections of each property every three years from 2023 to identify, and make recommendations to Council on, matters associated with the future development of and capital works to housing, public buildings and other infrastructure assets.
- Routine rental inspections will be undertaken operationally at the direction of the Chief Executive Officer to establish any routine and operational maintenance required to properties. These routine inspections are not to be carried out with members of the Working Group.
- ~~Make recommendations to Council on matters associated with the future development and maintenance of housing, public building and other infrastructure assets.~~

Membership

Shire Representatives:

Three elected members

~~Manager Corporate~~ Deputy Chief Executive Officer

Infrastructure/Assets Maintenance Officer

~~Senior Administration~~ Administration and Property Officer

Meeting Frequency

The Working Group will meet as required.

Membership

All members are to be appointed by Simple Majority for a two year term. Appointment is to be made at the first ordinary meeting of council following ordinary elections.

Reporting

TERMS OF REFERENCES

WORKING GROUPS

Reports and recommendations of each Working Group meeting shall be presented to the next briefing session of Council.

