

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.

Plant and Road Infrastructure Working Group

Purpose and Objectives

The purpose and objectives of the Plant and Road Infrastructure Working Group are:

- To provide a forum for the discussion of issues and the formulation of suggestions and/or recommendations on issues associated with the roadworks and maintenance.
- review progression of the plant replacement and road works program;
- provide feedback regarding plant replacement and roadworks priorities for annual budget consideration;
- consider priorities for roadworks consistent with Roads Asset Management Plan;
- To ensure the Shire's plant and light fleet assets are managed with due regard to Council's key objectives and goals as specified in the AMP and LTFP.
- To meet on special occasions to investigate and/or evaluate urgent road infrastructure issues.
- Make recommendations to Council on matters associated with the future development and maintenance of assets.

Membership

Shire Representatives:

Three elected members

Manager Infrastructure

Chief Executive Officer

Mechanic

Final Trim Grader (Construction) Operator

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

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

Housing, Public Buildings and Other Infrastructure Working Group

Purpose & Objectives

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

- 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;
- 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

Infrastructure/Assets Maintenance Officer

Senior Administration 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

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