

## SECTION 5: REFERENCE COMMITTEES – TERMS OF REFERENCE

5.X The Lindfield Village Hub Committee has the following terms of reference:

**Role of the Committee:** the committee is to provide advice to council on community related development outcomes limited to the following areas:

- Communication and engagement;
- place making;
- environmental sustainability;
- planning and design outcomes;
- service delivery;
- social procurement.

Note the reference Committee will not deliberate on any matters considered as commercial in confidence; which includes but not limited to financial and economic viability, tender and procurement methodology or evaluation matters.

**Membership:** the Committee's Membership will comprise:

- Mayor (chairperson) and 3 Councillors;
- 5 Community Representatives;
- Independent Probity adviser;
- 1 representative from Transport for NSW; and
- 1 representative from Roads & Maritime Services.

**Quorum:** the quorum consists of a majority of the committee members, one of whom must be a Councillor.

### **Community representative requirements:**

In order for Council to ensure the success of the committee, it is important that members represent a broad cross-section of the community, have relevant experience, skills and local knowledge to understand of the competing priorities and objectives of this complex Project.

This is necessary in order to achieve agenda outcomes and timeframes. Furthermore, members should be able to demonstrate they value working in a collaborative, supportive environment.

Council requires committee member nominations to meet the following prerequisite requirements:

- Provide evidence of being resident or ratepayer of Lindfield;
- Members must demonstrate an understanding of the Project vision, objectives and complexity.

**Delegation:** No delegation.

**Meeting Frequency:** Quarterly or as required by the Chairperson.

**Voting:** Recommendations are made by a majority vote of committee members.

**Committee Term:** a period up to a maximum of three (3 )years. A committee term is completed at the end of the council term unless the committee is previously dissolved by council resolution.

**Term of Membership:** councillors will be appointed as chairperson and deputy chairperson to this committee by a resolution of Council for a 12 month period. The term of office for other committee members will be two (2) years. At the expiration of two (2) years, members will be eligible for extension or re-appointment, subject to referral to Council for its consideration and resolution.

Notwithstanding the above, committee membership will cease at the time of the Local Government Elections.