

Property Committee Terms of Reference

Responsible Director/s	Chief Executive Officer
Responsible Business Unit/s	All
Quorum	4

1. Establishment

The Property Committee is established under Sections 5.8 and 5.9 of the *Local Government Act 1995*.

2. Objective

The objective of the Committee is to provide recommendations to Council on property investment strategies and concepts to deliver long term financial and social returns to the City.

3. Areas of Responsibility

The Property Committee is responsible for advising Council on all matters relating to:

- Property Asset Management;
- Expected levels of financial performance for the City's property and asset holdings;
- Financial performance of operating community facilities;
- The categorisation of the City's Property Assets;
- Consideration of valuations in relation to the sale or lease of the City's property and asset holdings;
- Proposals for investment, purchase, disposal, development or redevelopment of any of the City's investment and development property holdings; and
- Being the Project Reference Group for the Recreation and Aquatic Facility.

4. Membership

The Committee shall consist of:

- The Mayor
- Up to 4 Elected Members
- Up to 2 External Members

All appointments to the committee shall be by nomination and appointed by Council.

5. Committee Operations

- 5.1 The general affairs of the committee shall be administered in accordance with the *Local Government Act 1995*.
- 5.2 The Committee shall operate in accordance with the City of South Perth Standing Orders Local Law 2007.
- 5.3 The Committee's recommendations must be adopted by Council before implementation.
- 5.4 The Terms of Reference are to be reviewed in line with the election of new members.

6. Meetings

The Committee shall meet at 5.30pm on a quarterly basis on the third Monday of the month, or as required.

7. Minutes

- 7.1 The Governance officer will be responsible for keeping minutes of all business transacted at each meeting and will present the minutes to the next Ordinary meeting of Council for consideration of any recommendations contained within the minutes.
- 7.2 The minutes will be uploaded to the HUB.

Office Use Only

Reviewed/Modified:	Date		Item Number	