



## COMMITTEES OF COUNCIL POLICY

POLICY GOAL	5	To ensure leadership and effective, efficient accountable management
POLICY SUB GROUP	5.2	Corporate Management
VERSION	3	
DATE ADOPTED	21 November 2017	
PLANNED REVIEW DATE	September 2018	



### Objectives

To provide forums for the community to present views and support Kempsey Shire Council on issues relevant to Council activities.

### Policy

- 1 Council will maintain the following two types of committees:
  - a) Standing Committees that are comprised of only Councillors. Standing Committees provide forums for Kempsey Shire Council to discuss and establish policy direction related to the Committee's purpose and make resolutions or recommendations to Ordinary meetings of Council. The Standing Committees of Kempsey Shire Council, which has its own Terms of Reference are:
    - Works Committee
    - Mayoral Community Fund Committee
    - General Managers Performance Review Panel
  - b) Section 355 Community Committees that may be chaired by a Councillor and provide advice and make recommendations to the relevant Director regarding specific services or facilities are:
    - General Hall Committees
    - General Tennis Club Facility Committees
    - Kempsey District Silver Band
    - Kempsey Community Gallery
    - The Friends of Wigay
    - Kalateenee Recreational Reserve Committee
- 2 Community Committees are delegated certain responsibilities and functions by Council and operate subject to adopted procedures and guidelines. Refer to

Delegation of Authority Procedure (Procedure 5.1.3) for delegations to Section 355 Committees of Council.

- a) That Council may, by resolution of Council, set up Committees comprising Councillors and community members for specific functions.
  - b) The Committees shall make recommendations to the relevant Director who will then either action that matter or refer it to Council.
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### **Policy implementation procedures, guidelines and documents**

<b>Reference No.</b>	<b>Title</b>
5.2.1	Committee Meeting Guidelines
5.2.2	Confirmation of Minutes
5.2.3	Section 355 Committee Guidelines
5.2.4	Section 355 Committee Toolkit

### **Related Kempsey Shire Council Policies**

<b>Policy No.</b>	<b>Title</b>
5.1	Behaviour of Councillors and Staff Policy