



- n) Be committed to the Objectives of the Group, and work diligently towards completing its Roles and Responsibilities and;
- o) Ensure that any private or confidential information shared during the project is protected and remains confidential.

4. MEMBERSHIP

Membership of the Reference Group shall consist of:

- Two Elected Members/Council Delegates of the Shire of Chittering (one of whom is to be the Presiding Person). Council Delegates may be re-appointed following biennial Local Government Councillor Elections.
- 5 independent Community representatives, with preference for 2 positions going to representatives of the current users of the existing Lower Chittering Hall facility and;
- Other intermittent stakeholders as determined and invited by the Project Manager.

5. DELEGATED AUTHORITY

The Group has no delegated authority, but may make recommendations to the Chief Executive Officer and/or Council on matters outlined in the Roles and Responsibilities.

6. TERM

The term of membership for reference group members shall commence upon appointment, and continue for the duration of the development of concept plans for the new facility.

Once concept plans have been finalised and endorsed by council the reference group will fall in to recession.

Upon approval from Council to proceed with the build, the group will be then be reinstated, a revised terms of reference endorsed by Council and; a new term will continue for the duration of the build.

At the conclusion of the build component of the project, transition arrangements will be implemented to the management model for the new facility.

7. MEETING FREQUENCY

To be held as required and advised by the Project Manager.