

## CLAREMONT PARK PROJECT WORKING GROUP

## TERMS OF REFERENCE

KEY FOCUS AREA LIVEABILITY

## OBJECTIVES

1. The objective of the Claremont Park Project Working Group (the Group) is to bring together key administration and elected members to discuss and support the direction of the Claremont Park Project (CPP).

The CPP is a major undertaking by the Town that looks to create a community heart, sustained, and complemented by mixed use development. It includes the area west along Bay View Terrace to the east of the infrastructure services building, to the south of the park including the Claremont Community Recreation Centre.

## MEMBERSHIP

2. The Group shall be comprised of three (3) Council Members and four (4) members of the Administration.
3. All memberships expire on the date of the 2027 local government election.

## ROLES AND RESPONSIBILITIES

4. The Group has no delegated powers.
5. The Group has no authority to implement its recommendations without resolution of Council.
6. Each member of the Group is responsible for attending meetings and reviewing relevant material to enable informed discussion.
7. All members are expected to abide by the Code of Conduct for Council Members, Committee Members and Candidates and to treat each member with due courtesy and respect.
8. With CEO approval, employees of the Town may conduct necessary research suggested by the Group.

## MEETING PROCEDURES

9. The Group will meet as required.
10. The Group will elect a Chair at its first meeting.
11. Meetings of the Group are generally closed to the public. Attendance is permitted through invitation or prior approval by the Chair.
12. An update on the progress of the Group will be provided through the Quill, Council briefings and Council reports.

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2.	Reviewed	28 October 2025		158/25	