

Haynes St Business Operational Reference Group

Nomination Form



Details of Nominee:

First name:

Surname:

Address:

Suburb:

Post code:

Phone (H):

(W):

Mobile:

Email:

Please accept my nomination to participate in the following group:

Haynes St Business Operational Reference Group

Note: Applicants do not need to be residents within the City of Kalamunda.

- | | | |
|-------------------------------------------------------------------|-----|----|
| » I have attached a one page summary of my expression of interest | Yes | No |
| » I have read and understand the Terms of Reference | Yes | No |

I declare I am / am not deriving income or wages earned from direct or indirect involvement with the Council facility covered by the above Committee for which I seek membership.

Signed:

Date:

Please return to the Chief Executive Officer

In Person: Administration Office,
2 Railway Rd, Kalamunda WA 6076.
MON-FRI 8:30am-5:00pm

By Post: PO Box 42, Kalamunda WA 6926
Email: enquiries@kalamunda.wa.gov.au
Nominations close 5pm, 2 September 2022

OFFICE USE ONLY: Date Received:

Haynes St Business Operational Reference Group – Terms of Reference

Objective

To provide a forum in which Landowners and Business Operators in Haynes St can be effectively engaged with for the design & eventual construction works for the Haynes St Streetscape Project ('Project')

Membership

The Reference Group will comprise the following members:

- Director Asset Services, City of Kalamunda (Chair)
- Manager Asset Delivery City of Kalamunda (Deputy / Secretariat)
- Mayor, City of Kalamunda
- Design team representative
- Construction team representative (when appointed)
- Appointed Business Operators and Landowners from Haynes St
- Kalamunda Chamber of Commerce representative

Role

This reference group has no delegated authority from Council to determine scope, time or budget changes to the Project.

It will provide a forum for the City, Design and Construction teams to interact with business owners and operators to discuss and communicate the design for the Project and construction matters during the works.

The City will take on board concerns or matters raised from Businesses and work with the Reference Group to determine suitable outcomes.

The Design team will present designs as they progress and discuss issues arising.

The Construction team (when appointed) will present a two week look ahead works program and discuss issues arising.

Reporting

The City will maintain record of meetings and issue to Reference Group members within 10 days of a meeting.