



Seniors Housing Precinct Working Party

Terms of Reference

1. Introduction

The Shire of Nannup has established a working party to provide support, input and consultation to the Shire on implementing the recommendations for the establishment of seniors housing on the already identified Seniors Housing Precinct project area.

Membership to this Working Party is by invitation only from the Shire and constitutes landowners, management authorities, government, community and community group representatives.

The Working Party will conclude when the Project Management consultant is contracted, unless the Shire determines it to continue.

2. Name

The name of the Working Party shall be the **Seniors Housing Precinct Working Party**.

3. Members and Commitment

- Please refer to Appendix 1 for a list of invited representatives.
- Actively attend meetings in person (preferred) or virtually on a regular basis when convened in advance by the Shire.
- Be impartial in their representation during discussions and recommendations.
- Support and provide constructive input in order to see the projects success.
- Represent the Shire and the Project in a professional and positive manner to the community.

4. Objectives

The objectives of the Committee will be to:

- Provide support, input and consultation to the Shire on implementing the recommendations adopted by Council on 3 June 2023 (Appendix 2 - Resolution 23080)
- Provide impartial representation when informing the project.
- Provide impartial community input to inform the project.
- Report back to the Working Party any community concerns or ideas outside of formal consultation periods so that these can be addressed and/or considered.

4. Extent of Authority

- The Working Party will not have decision making powers and will make recommendations to the Shire and if required Shire Officers will present to Council for consideration.

- The Working Party has the ability to co-opt persons or entities to attend meeting from time to time to assist in its functions and considerations.

5. Shire Responsible for the Management of the Working Party

Specifically, the Shire is responsible for the following matters:

- Chairing and convening meetings.
- Preparation and distribution of Agendas to all members in advance to the meeting;
- Recording and preparation of minutes of meetings;
- Preparation of any reports to Council for consideration.
- Booking of all meetings including virtual option and to ensure any catering arrangements required are in place; and
- Any other administrative tasks required to ensure the proper and smooth operation of the Working Party.

6. Appendix 1

Chair	Shire President Tony Dean
Chief Executive Officer - Shire	David Taylor
Project Support Officer - Shire	Louise Stokes
Alliance Housing	Kay Shaw
Department of Communities	Pamela Cleverly
Department Planning, Lands and Heritage	Mathew Brewer
Community Member, Property Owner	Charles Gilbert
Community Member, Property Owner	Dr Kushdev Singh
Community Member	Jan Brenkman
Community Member, Community House, RSL	Vicki Hansen
Community Member, Danjangerup Cottages	Ann Stewart
Community Member, St Johns	Warren Smith

7. Appendix 2

COUNCIL RESOLUTION 23080

MOVED: CR HANSEN

SECONDED: CR GIBB

That Council accepts and adopts the Shire of Nannup Seniors Housing Report and actions the key recommendations being;

- 1. The Shire appoint a Project Officer to progress recommendations.***
- 2. The Shire to establish a working party by 30 June 2023 to include invited community and skill based members to support the project officer and progress recommendations and assist with community consultation.***
- 3. The Shire to formalise discussion with Catholic Church to determine process, size of available land and tenure (gifting, purchase)***
- 4. The Shire to continue discussion with Charles Gilbert on process, timeframe, legal documentation, construction costs and design.***
- 5. The Shire to facilitate discussion between Michael Loveland and developer to create small lot sizes on 39 Grange Rd or to discuss with the Uniting Church to develop this land.***
- 6. Council to write to the Minister for Housing requesting grant funding support to construct independent living group dwelling precinct.***
- 7. The Shire hold further discussion with the Uniting Church to ensure that lines of communication are open, and that no duplication of infrastructure/facilities occurs.***
- 8. The Shire develop a draft concept plan by 30 September 2023 for future grant applications/election commitments and community consultation.***

