

SCHEDULE

Powers and functions

To manage the following community asset: **Hopetoun Swimming Pool and Land, located at 70 Evelyn Street, Hopetoun Victoria 3396**

And for that purpose:

Requirements

The members of the Community Asset Committee must, when exercising the powers, functions and duties delegated to them:

1. comply with the following governance and reporting requirements:
 - 1.1 manage the asset in accordance with this Instrument of Delegation and the Committee's Charter (refer to appendix)
 - 1.2 oversee the proper and efficient operation of the facility within the framework/constraints of the resources and budget provided by Council.
 - 1.3 provide direct management of the asset, including liaison with individual users and user groups, minor maintenance, reporting risk issues to Council and collection of income.
 - 1.4 liaise with the local community and assist Council to plan for future local needs.
 - 1.5 report all occupational health and safety issues to the Council representative immediately and engage only contractors approved by the Council to conduct maintenance and repairs.

Exceptions, conditions, and limitations

The Hopetoun Swimming Pool Community Asset Committee is not authorised by this Instrument to:

2. enter into contracts, or incur expenditure, for an amount which exceeds the approved budget.

Appendix

COMMITTEE'S CHARTER

Community Asset Committee Instrument of Delegation – Hopetoun Swimming Pool	This Document is Uncontrolled when Printed	Responsible Officer: CEO	
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