

Swansea Town Hall Buildings and Furnishings Committee Terms of Reference

Committee Type Standing Committee-

Membership

This committee will be comprised of at least one (1) members of the Board of Management.

Responsibility

Subject to the Direction of the Board and its Policies and Procedures:

The Buildings and Furnishings Committee will oversee the management, maintenance and upkeep of the building at 95 Lavinia and its physical contents including the grounds.

Duties

Subject to Board review and approval, the committee's duties are to:

Recommend the prioritization of Building and equipment purchases.

Review with the Executive Director, janitorial and maintenance (normal wear and tear) activities.

Provide input to the City on the Capital State of Good Repair Capital plans.

Oversee the implementation of purchases.

And such other duties as assigned by the Board of Management

Meetings

The Committee meets as required