

# **‘NAMGIS FIRST NATION HOUSING COMMITTEE TERMS OF REFERENCE**

## **PURPOSE:**

The Housing Committee shall review and formulate policies and plans for Council approval on all Band housing matters.

## **COMMITTEE MAKE-UP:**

The Housing Committee shall consist of a Councillor Chairman and two members recruited, by the Councillor Chairman, from Band Membership.

## **RESPONSIBILITIES:**

- 1) Maintain, via Band staff, lists of all applicants for housing, rental and purchase.
- 2) Review all applications to determine placement on lists with regards to need and ability to pay.
- 3) Prepare and continually update projections for Housing requirements for next five years together with estimated costs and financing plans.
- 4) Review Housing By-laws, prepare new By-laws and recommend revisions, where deemed necessary, for Council approval.
- 5) Review all agreements relative to leasing, rentals, loans, etc. Update and revise as required for Council approval.
- 6) Establish guidelines for Housing Administrator and arbitrate all differences as required.
- 7) Review Housing Administrator's annual work plan and budget prior to presentation to Council for approval.
- 8) Adhere to General Rules and Meeting Schedules for Council Committees.

*Passed by Council - December 16, 1985*