

APPENDIX

The several Committees shall make recommendations to the Council on all matters within their terms of reference, except where they have been delegated powers in relation to matters specified under the heading "Delegated Powers".

1. TRAFFIC & WORKS COMMITTEE

Terms of Reference

(i) Traffic

- (a) To regulate and control traffic for public roads, constructed by Council or other bodies.
- (b) Usage of public roads.
- (c) Public and private car parks.
- (d) Temporary closure of roads for road works or public functions.
- (e) Use of public thoroughfares such as five-foot-way of shophouses and pedestrian malls other than for their obvious usage.
- (f) Traffic matters referred from other Committees.

(ii) Works

- (a) Proposals and plans for building of roads, bridges, drains, culverts, retaining walls and pedestrian walks, etc.
- (b) Provision of street lighting, road traffic signals, car parks, bus stations and terminals, taxi stands, bus stops, bus stop shelters.
- (c) Erection of name boards for roads, public parks and gardens.

2. BUILDING CONTROL COMMITTEE

Terms of Reference

- (a) To formulate policy on control over erection/renovation of "buildings", based on the Buildings Ordinance.
- (b) To determine course of actions against building works carried out in contravention of prevailing legislations.

- (c) To consider Council's own building proposals, e.g. markets, flats, bus stations and terminals, crematoria, bandstands and other public facilities associated with parks and gardens.
- (d) To consider applications for display of advertisements signboards on buildings.

3. PUBLIC HEALTH & LICENCES COMMITTEE

Terms of Reference

- (a) Maintenance of public health generally, e.g. prevention of occurrence of communicable or preventable diseases.
- (b) To determine standards of food premises, food stalls, public drinking houses, cinemas, snooker saloons, etc.
- (c) Maintenance of public health standards in other public places (e.g. provision of public toilets, provision of public litter bins, etc.)
- (d) Food quality control.
- (e) Issuance of licences or permits:-
 - for hotels, inns, motels and lodging houses, food shops, factories and other trades as scheduled under the relevant by-laws applicable to Council of the City of Kuching South.
 - for entertainment activities such as snooker saloons, pools, cinemas, mini cinemas, public drinking houses, lounges and other relevant recreational centres or activities under the relevant laws and by-laws in force in areas of the Council of the City of Kuching South. [Snooker licence subject to approval of the State Government.]
 - for bands for musical and theatrical performances in public places.
 - For other trades or activities under the provisions of any other prevailing legislations.
 - cold storage
 - for advertisements as required under the MBKS Advertisement By-laws.

- (f) Control and regulate issuance of permit for hanging of billboards/banners, etc.
- (g) Formulation of policies on matters covered under this term of reference.

Delegated Powers

In accordance with Section 26 of the Local Authorities Ordinance 1996, the Committee shall have power to consider and conclude matters pertaining to the issue and revocation of licences.

Provided that -

The Committee shall report its decision to the Council at its next subsequent meeting.

4. ENVIRONMENT & TOURISM COMMITTEE

Terms of Reference

- (a) Collection and disposal of wastes.
- (b) Maintenance of public spaces (excluding roads and car parks).
- (c) Establishment and maintenance of slaughterhouses.
- (d) Provision of burial grounds and crematoria and arrangements for exhumations.
- (e) Sewerage and compulsory desludging of septic tanks.
- (f) Establishment and maintenance of animal pounds.
- (g) To consider and determine plans and policies for promoting healthy environment and upgrading of Environmental Quality through collaboration with other government bodies, e.g. control against pollution of rivers, streams, on land, air, cleaning campaigns, recycling of wastes, healthy city and LA 21.
- (h) Beautification and Landscaping works including development of parks & gardens, erection of sculptures, monuments and memorials, etc.

5. MARKETS & PETTY TRADERS COMMITTEE

Terms of Reference

- (a) Issuance of licences for market stalls and hawker stalls, under the provisions of the Council's Markets By-laws.
- (b) Control, regulation and resettlement of hawkers, stall-holders, petty traders and food centres.
- (c) Control and regulation of licensed premises or activities, including Council's markets, hawker centres and fixed stances.
- (d) Enforcement of by-laws relating to hawkers, stall-holders and petty traders.
- (e) Control and regulate issuance of permits for festive sales, seasonal fruits, etc.
- (f) Formulation of policies on matters covered under this term of reference.

6. LEGISLATIONS & GENERAL PURPOSES COMMITTEE

Terms of Reference

- (a) Drafting and/or commenting of by-laws.
- (b) Reviewing of existing By-laws.
- (c) Interpretation of laws
- (d) Enforcement of laws
- (e) Naming of roads, housing estates, commercial centres, buildings, public places, etc.
- (f) Policy on management of Council's housing estate and other properties.
- (g) Establishment and management of public facilities including sporting and recreational complexes, holiday sites, community centres, public libraries, art galleries, pictorial galleries, museums, swimming pools, indoor stadium and auditorium, etc. and to formulate policies and guidelines for their control and management.
- (h) Establishment of bands for musical and theatrical performances in public places.
- (i) Appointment of legal retainers.

7. (i) FINANCE & ESTABLISHMENT COMMITTEE

Terms of Reference

- (a) To consider proposals and fundings for any development works.
- (b) To draw up annual estimates or revenue and expenditure.
- (c) To determine policies for loans and investments.
- (d) To determine Council's rating structure, confirm amendment to valuation list and due dates for payment of assessment.
- (e) To determine the conditions for use and charges for various Council facilities.
- (f) To consider write-off of any loss not exceeding RM250/-.
- (g) To consider measures to broaden Council's revenue base.
- (h) To receive Auditor General's Report on audited Statement of Account.
- (i) General financial control of Council.
- (j) To consider tenders exceeding RM1 million in value.
- (k) To consider extension of time and termination of contract, variation order exceeding 10% of the contract sum and disciplinary action against defaulting contractors.
- (l) To consider recommendations for staff career developments.
- (m) To determine policies for training and posting of staff and general terms and conditions of service.
- (n) To appoint members of the Board of Survey and to receive report of the Board of Survey.
- (o) Appointment of Assessment Review Committee & Rating Appeals Tribunal.
- (p) Appointment of Audit Committee.
- (q) Appointment of Disciplinary Committee.
- (r) Appointment of Selection/Interview Committee.