

# Position Description

<b>Position Title:</b>	Community Representative, Strategic Transport Advisory Committee
<b>Business Unit:</b>	City Futures
<b>Status:</b>	Volunteer
<b>Approved by:</b>	Co-ordinator City Transport and Place Design
<b>Reviewed:</b>	November 2020

## 1. About the City of Glen Eira

Glen Eira City Council serves a vibrant and diverse community of more than 141,000 people, approximately 60,000 households, 160 different ethnic groups and over 14,000 registered businesses. Council provides a range of services to the community, from planning, designing, building and maintaining the City's roads, drains, footpaths, parks and facilities, to catering for children, families, young people and the elderly, collecting waste, providing animal management, traffic and local law services, working with local businesses, providing libraries and staging cultural events for the community.

## 2. About the Strategic Transport Advisory Committee

The Sustainable Transport Advisory Committee (STAC) has been established to assist Council in relation to transport matters. In this area, STAC operates in an advisory role that includes:

- Providing advice on the implementation of Council's Integrated Transport Strategy;
- Facilitating understanding of transport needs and initiatives emerging in Glen Eira;
- Supporting community engagement and community involvement in strategic transport issues and projects;
- Considering urban design initiatives to achieve high quality pedestrian friendly public realm outcomes;
- Providing advice on State Government initiatives relevant to Glen Eira (for example, grade separations);
- Providing advice on Council's advocacy roles;
- Providing advice or feedback on policy issues where appropriate; and
- Reporting back to Council.

STAC operates within the Terms of Reference that Council sets. Membership of the STAC includes three Councillors and four community representatives.

## 3. Community representative role

The role of STAC community representatives is to contribute to the achievement of STAC's overall role as outlined above, drawing on members' interest, experience, local knowledge and ideas.

The community representative position is open to:

- Transport planning/strategic planning professionals
- Urban design professionals
- Public and community advocates
- Experts in all-ability access
- Enthusiasts of walking, cycling and other transport forms

The role is non-voting and voluntary and does not include acting or speaking on behalf of the Committee or Council.

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## 4. Selection Criteria

### a. Community

- Living or working within the City of Glen Eira
- Demonstrated interest in and commitment to community involvement

### b. Knowledge and skills

- Transport-related interest, knowledge and/or expertise, relevant to the Glen Eira community
- Understanding of Council's transport role in relation to other levels of Australian government is desirable
- Knowledge of Council's role in serving the Glen Eira community is desirable
- Knowledge of the legal limitations of Council is desirable

### c. Interpersonal skills

- Ability to effectively participate and contribute in meetings
- Well-developed written and oral communication skills

### d. Experience

- Experience in a similar advisory role would be an advantage

## 5. Other Information

The role is voluntary and attracts no remuneration. In accepting the role, the incumbent commits to:

- Attending at least three STAC meetings per annum
- Abiding by Council's policies and procedures
- Requesting leave of absences and notifying Chair of apologies prior to meetings

Council will appoint community representatives to the STAC on a biennial basis.

Existing members may reapply.

**Members names are made publically available on Council's website, and in meeting minutes, considered and endorsed at Glen Eira Council meetings.**



GLEN EIRA  
CITY COUNCIL

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