



GLEN EIRA
CITY COUNCIL

Terms of Reference	
1. Name	Strategic Transport Advisory Committee
2. Classification	Advisory Committee
3. Background	To provide assistance to Council in the implementation of Council's Integrated Transport Strategy.
4. Function and Role	<p>To provide advice and recommendations to Council in relation to strategic transport planning, including:</p> <ul style="list-style-type: none"> - Providing advice on the implementation of an Integrated Transport Strategy - Facilitating understanding of transport initiatives emerging in Glen Eira - Leading community engagement, including holding public forums to gain comprehensive community involvement of strategic transport topics - Considering urban design initiatives to achieve high quality pedestrian friendly public realm outcomes - Provide advice on significant State Government projects such as grade separation projects - Providing advice on Council's advocacy roles - Making recommendations on policy issues where appropriate, and - Reporting back to Council
5. Term of Committee	Ongoing
6. Membership and Term of Membership	<p>A minimum of three Councillors. Councillors to be appointed annually by Council.</p> <p>Four community representatives being non-voting members, with a strong connection to Glen Eira.</p>

	<p>Community members may include:</p> <ul style="list-style-type: none"> - Transport Planning professionals - Planning professionals - Urban Design Professionals - Public and Community advocates, - Experts in all ability access, - Enthusiasts of walking, cycling and alternative transport forms <p>Appointment of members shall commence on the date of the resolution appointing them and end on the earlier of:</p> <ul style="list-style-type: none"> - The expiration of two years, - The cessation of the committee; - The member(s) resigning; - Council resolving to remove the member from the Committee; - The expiration of the Council term.
7. Chairperson and Term of Chairperson	Chairperson: A Councillor appointed by Council annually.
8. Voting Rights	Councillors only have voting rights, with Chairperson having casting vote.
9. Quorum	Two (2) Councillors and two (2) remaining members
10. Conduct of Members	Meetings of the Committee will be treated as an Assembly of Councillors. Councillors' Code of Conduct applies. The conflict of interest and confidentiality provisions in the Local Government Act 1989 apply to all members.
11. Role of Council Staff Attendee(s)	<p>Executive Officers to the Committee Council Officers who may also attend meetings include,</p> <ul style="list-style-type: none"> ▪ Director Planning, Place & Sustainability ▪ Manager City Futures ▪ Manager Climate and Sustainability ▪ Coordinator City Transport and Place Design
12. Meeting Frequency	At least three (3) times annually
13. Reporting Requirements	Advisory Committee minutes and recommendations will be submitted to the next appropriate Ordinary Council Meeting for consideration.

14. Other Relevant Information	Council may cease a committee or update Terms of Reference at any stage by Council Resolution.
15. Committee Contact Details	Director Planning, Place & Sustainability
16. Date of Council Approval of Terms of Reference	24 November 2020
17. Date of Next Review of Terms of Reference	November 2021