

COMMUNITY AND CULTURE COMMITTEE
(Established under Section 41 of the *Local Government Act 1999*)

TERMS OF REFERENCE

Membership:	4 Elected Members 3 Independent Members His Worship the Mayor (ex officio)
Presiding Member:	Councillor Peter Hughes (Appointed by Council November 2012)
Attended by:	Chief Executive Officer and Leadership Team (as required)
Responsible Officer:	General Manager Community
Meeting Times:	This committee will meet on the 3 rd Monday of the month or as required.
Meeting Cancellation:	If after considering advice from the CEO or delegate, the Presiding Member of a Council committee is authorised to cancel the respective committee meeting, if it is clear that there is no business to transact for that designated meeting. Members are to be advised at least 3 clear days before the scheduled meeting. Advice of the same will also be posted on Council's website.
Meeting Procedures:	Part 2 of the Local Government (Procedures at Meetings) Regulations 2000 and the City of Unley Code of Practice for Meeting Procedures apply.
Reporting:	The Community and Culture Committee is responsible to and reports direct to Council. This is by way of report and recommendations documented as minutes of the Committee meeting.

Notes:

Sitting Fees will apply for independent members - \$300 per meeting.

Quorum - number ascertained by dividing the total number of members of the committee by 2, ignoring any fraction resulting from the division, and adding one.

Any Elected Member not on the Committee who attends the meeting, will be able to participate in debate at the invitation of the Presiding Member, but will not have a vote on the motion.

Criteria used to select community representatives and group representatives will have regard to subject matter expertise, gender balance, youth and cultural representations and seek to maintain and build upon a group voice that is broadly representative of the community.

Specific Functions:

To provide advice to Council on:

1. The development of a strong and inclusive community, encouraging active citizenship and participation, and supporting all who reside and visit the area.
2. The enhancement and development of a vibrant community that celebrates our cultural heritage, creativity and artistic endeavour through the creation, support and delivery of events, activities and artistic initiatives.
3. The development of a healthy and active community through the provision of opportunities that encourage recreation, sport and wellbeing.
4. The development and delivery of initiatives and services to encourage and support lifelong learning and literacy.
5. The provision of community and regulatory services ensuring that our services are relevant, meaningful and meet the current and future needs of our community.
6. The delivery of services which help people safely live, use or visit the City.