

INFRASTRUCTURE AND CAPITAL PROJECTS 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 Jennie Boisvert (Appointed by Council November 2012)
Attended by:	Chief Executive Officer and Leadership Team (as required)
Responsible General Manager:	General Manager Assets & Infrastructure
Meeting Times:	The Committee meets on a quarterly basis on the third Monday of the month, unless otherwise 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 Infrastructure and Projects 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 independent representatives and group representatives will have regard to gender balance, youth and cultural representations and seek to maintain and build upon a group voice that is broadly representative of the community.

Independent representatives should have expertise in an area relevant to the subject matter of the committee.

Membership of the committee is for the period from December 2012, until the end of the current term of Council, unless such appointment is revoked by the Council.

Basic Function:

The basic function of the Infrastructure and Projects Committee is to make recommendations to Council on its infrastructure and assets strategy and projects throughout the City of Unley.

Specific Functions:

1. Provide advice to Council on planning and management of Council owned assets and properties. In particular, asset categorisation and associated levels of service across all asset classes.
2. Provide advice to Council in relation to major projects and capital programs being undertaken by Council.
3. Provide advice to Council on a range of innovative or new approaches to the delivery of asset related services.
4. Provide quarterly reports to Council in relation to the progress of the capital works program and any changes to the program.
5. Provide advice to Council in relation to the implications for Council of major projects and initiatives being pursued by State Government and other key stakeholders in the City of Unley.
6. Provide advice to Council on proposals that will enhance traffic management and road safety within the City of Unley.

7. Provide advice to Council in relation to initiatives that will encourage compliance of speed limits within the City of Unley.