

WESTERN HIGHWAY ACTION COMMITTEE CONSTITUTION

1. Name

- 1.1 The name of the organisation shall be the Western Highway Action Committee (herein referred to as the Committee).

2. Objectives

- 2.1 To pursue the upgrading of the Western Highway to achieve improvements to safety, transport efficiency and amenity.
- 2.2 To lobby and obtain allocations of Government Funding for the implementation of approved strategies for the construction, planning and maintenance of the Western Highway.
- 2.3 To investigate the relationship between all transport systems linking Adelaide with Melbourne through the Western Highway Corridor, and collaborate with other groups and agencies in improving these links.
- 2.4 To liaise with and support Local Government with initiatives and actions relating to bypass issues of the cities and towns along the Western Highway.
- 2.5 To support and assist in the implementation of Highway enhancement programs and strategies for economic, tourism and employment opportunities available along the Western Highway.
- 2.6 Encourage the implementation of programs for the appearance, presentation and serviceability of the Highway facilities.
- 2.7 To support a sound consultative approach in managing the balance between improving highway safety and the environment.
- 2.8 To promote the design objective for upgrades to the Western Highway to be for freeway standards, including bypasses of towns and cities, to achieve a suitable consistent design speed that is safe and assists transport efficiency, supporting the dual outcomes of a "Towards Zero" approach to road casualties and the economic benefits of improved freight efficiency.

3. Functions

To take necessary actions to achieve the above objectives.

4. Membership

- 4.1 Any municipality in the Western Highway Corridor supporting the objectives of the Committee shall be entitled to nominate two delegates to the Committee and one delegate as substitute to the Committee.
- 4.2 Municipal delegates may be accompanied and supported by one Municipal Officer at Committee meetings and functions.

Municipal Officers will not have voting rights unless present in their capacity as a municipal delegate.

- 4.3 Road Safety Councils and VicRoads will be invited to send representatives generally without voting rights unless resolved otherwise.
- 4.4 The Committee may appoint other persons as required and may determine their voting status accordingly.
- 4.5 Advisory Committees can be formed as required.

5. Voting

- 5.1 All delegates to the Committee shall have one vote. Any motion shall be determined by a majority of valid votes cast.
- 5.2 In the event of an equality of votes the Chairperson shall have the casting vote.

6. Meetings

- 6.1 The Annual General Meeting shall be held at the first meeting of each financial year.
- 6.2 The Annual General Meeting shall appoint a Chairperson and Deputy Chairperson and one other delegate to be the Executive for the ensuing year
- 6.2a An ordinary meeting may appoint a Chair and Deputy and other delegate if these positions have become vacant, for example should a member cease to be a Councillor following elections.
- 6.3 The Chairperson shall preside at meetings of the Committee.
- 6.4 The Deputy Chairperson shall preside at meetings when the Chairperson is absent. In the absence of both the Chairperson and Deputy Chairperson the delegates shall elect one of their number to preside at any meeting of the Committee.
- 6.5 The Committee may hold its meetings at such times and places as it from time to time decides provided that it shall meet at least four times in every year.
- 6.6 A special meeting of the Committee may be called for such times and place as may be determined by an ordinary meeting of the Committee or by the Chairperson or by any three members of the Committee, in writing.
- 6.7 At any meeting of the Committee a quorum shall consist of 50% members plus one to the Committee.
- 6.8 Notice of every meeting shall be given to each delegate at least ten days prior to the meeting.

7. Executive

- 7.1 The Chairperson, Deputy Chairperson and the appointed delegate shall constitute the Executive organisation.

- 7.2 The Executive shall deal with matters referred to it by the Committee and any matters considered urgent by the Chairperson.

8. Administration

The secretariat for the ensuing year to the Committee to prepare agendas, keep the minutes, write correspondence and keep the books of account will be as resolved by Members at the Annual General Meeting.

9. Financial

- 9.1 Subscriptions to the Committee shall be paid annually by Municipalities and shall be determined following a determination by the Committee as to its expected expenditure for the following year on a per capita- basis between Members. Additional subscriptions based on agreed apportionment to meet additional costs for Special Studies may be levied as determined by members at ordinary meetings of the Committee.
- 9.2 Those municipalities which have appointed delegates to the Committee shall be required to pay an annual subscription.
- 9.3 The procedure for determining subscriptions may be altered at the Annual General Meeting of the Committee.
- 9.4 The Secretariat shall keep proper books of Account in general accordance with the Municipal Accounting Regulations procedures.
- 9.5 The accounting period for the Committee shall be from 1 July to 30 June in each year.
- 9.6 The Secretariat shall prepare an Annual Statement of Accounts by the 15 July in each year.
- 9.7 The Committee shall at the request of one member at its Annual General Meeting appoint an Auditor to audit the Annual Statement of Accounts for the preceding year.

10. Alteration to Constitution

- 10.1 The Committee may cause changes to be made to the Constitution provided such changes are agreed to by a 2/3rd majority of delegates present at a normal meeting of the Committee and provided that at least six weeks written notice has been given to the delegates of the proposed changes to the Constitution. Proxy votes in writing, on a form provided, will be accepted by the meeting.

11. Non Profit Clause

11.1 The income and property of the Committee whencesoever derived, shall be applied solely towards the promotion of the objects of the Committee, and no portion thereof shall be paid or transferred, directly or indirectly, by the way of dividends, bonus or otherwise howsoever by way of profit or gain to the individual members of the Committee. Provided that nothing herein shall prevent the payment, in good faith, of reasonable and proper remuneration to any officer or servant or to any member of the Committee in return for any services actually rendered to the Committee nor prevent the payment for out of pocket expenses, interest on money lent or reasonable and proper rent for premises demised or let by any officer or servant of the Committee or member of the Committee.

12. Wind Up Clause

12.1 If upon the winding up or dissolution of the Committee there remain, after satisfaction of all its debts and liabilities, any property, whatsoever, the same shall not be paid to or distributed among the members of the Committee but shall be given or transferred to some other association and which shall prohibit the distribution of its income and property amongst its members to the extent at least as great as is imposed on the Committee, such association to be determined by the members of the Committee and in default thereof by such judge of the Supreme Court of Victoria as may have, or acquire, jurisdiction in matter.