

1. ESTABLISHMENT

- 1.1 Pursuant to section 41 of the *Local Government Act 1999* (the Act) Council has established a Planning and Development Committee.

2. OBJECTIVES

The Committee is established for the purpose of:

- 2.1 Advising Council on matters relating to the development and monitoring of the following areas:
- Urban planning, development and renewal
 - City growth, economic development and sustainability
 - New project concepts and innovative solutions
- 2.2 Monitoring and review of new / emerging issues and trends through tools such as environmental scans.
- 2.3 Developing, reviewing and recommending to Council any policy relating to areas identified in 2.1.

3. MEMBERSHIP

- 3.1 The membership of the Committee will comprise of:
- The Mayor
 - 2 Council Members
- 3.2 The Membership, term of appointment and the presiding member will be determined by resolution of the Council.

Council Member Representatives

- 3.3 A Council Member will be the presiding member of the Committee.
- 3.4 The Council Member Representatives will change during the term of Council however Council may resolve to re-appoint a Council Member representative for consecutive terms if this provides continuity for the Committee.

4. BASIS FOR OPERATION

- 4.1 The Committee does not have any delegated powers of Council, and all decisions of the Committee will constitute recommendations to Council.
- 4.2 For the purposes of section 41(8) of Act, the Council does not impose any reporting and accountability requirements on the basis that all decisions of the Committee constitute

recommendations to Council.

- 4.3 The Committee will meet as resolved by Council between February and December each year.
- 4.4 A quorum for a meeting of the Committee shall half the total membership plus one, ignoring any fractions.
- 4.5 Each member present at a Committee meeting must, subject to the provision of the Act, vote on a question arising for decision at that meeting.
- 4.6 Where the Act, the Local Government (Procedures at meetings) Regulations 2000 and these Terms of Reference do not prescribe procedures to be observed in relation to the conduct of a meeting of the Committee, the Committee may determine its own procedures.
- 4.7 Administrative support will be provided to the Committee as requested.
- 4.8 The Committee will review its performance on a bi-annual (every two years) basis using performance indicators developed for that purpose.

5. FUNCTIONS

- 5.1 Within the parameters of the Act, and having regard to the powers, functions and responsibilities of the Chief Executive Officer, the Committee is charged with providing advice and recommendations to Council regarding:
 - 5.1.1 Strategic plans and development policy issues that arise during the preparation of a Code Amendment proposal.
 - 5.1.2 Strategic opportunities to drive city development, economic growth and sustainable outcomes.
 - 5.1.3 Any proposal for boundary realignment.
 - 5.1.4 The development, review and implementation of Council's policies relating to this Committee's Terms of Reference.
 - 5.1.5 Reviewing strategies or plans (not included within any other Committees' Terms of Reference) prior to Council consideration and adoption.