

# URBAN PLANNING COMMITTEE TERMS OF REFERENCE



## 1. ESTABLISHMENT

1.1 Pursuant to section 41 of the *Local Government Act 1999* (The Act) and Section 101A of the *Development Act*, the Council has established an Urban Planning Committee.

## 2. OBJECTIVES

2.1 The Committee is established for the purposes of:

- Reviewing the Development Plan for the City of Marion,
- Addressing aggregated planning matters or concerns raised by the community,
- Fulfilling Council's responsibilities pursuant to section 101A of the *Development Act 1993* regarding strategic planning and development policy for the City of Marion.

## 3. MEMBERSHIP

3.1 The membership of the Committee will comprise of:

- The Mayor
- Four other elected members

3.2 The Membership, term of appointment and the presiding member will be determined by resolution of the Council.

### Elected Member Representatives

3.3 The Presiding Member will be one of the Elected Member Representatives. This member will receive the allowance prescribed in accordance with the Local Government Remuneration Tribunal determination.

3.4 The Elected Member Representatives will change during the term of Council however Council may resolve to re-appoint an Elected 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 decision of the Committee will constitute recommendations to the Council.

4.2 For the purposes of section 41(8) of the *Local Government Act 1999*, 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 be three members of the Committee.
- 4.5 In the absence of the presiding member from a meeting, the members present will determine who will preside at the meeting.
- 4.6 Each member present at a Committee meeting must, subject to the provision of the Local Government Act 1999, vote on a question arising for decision at that meeting.
- 4.7 Where the Local Government Act 1999, 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.
- 4.8 Administrative support will be provided to the Committee as requested.

## **5. TERMS OF REFERENCE**

- 5.1 Within the parameters of the Local Government Act 1999, and having regard to the powers, functions and responsibilities of the Chief Executive Officer, the Committee is charged with undertaking the following:
- 5.1.1 To provide advice to the Council in relation to the extent to which the Council's strategic planning and development policies accord with the Planning Strategy;
- 5.1.2 To develop and recommend to Council a revised Development Plan for the City of Marion that takes into consideration:
- Orderly and efficient development within the area of the council;
  - High levels of integration of transport and land use planning;
  - Relevant targets set out in the Planning Strategy within the City of Marion;
  - The implementation of affordable housing policies set out in the Planning Strategy for the City of Marion.
- 5.1.3 Broad resident planning matters causing problems within the community such as multiple complaints about the one subject matter unless that matter relates to a development application which must be delegated by the Council to the Development Assessment Panel or to staff;
- 5.1.4 The consideration and recommendation to Council of any Development Plan Amendments
- 5.1.5 To provide advice to the Council in relation to strategic planning and development policy issues where the council is preparing:
- (i) A Strategic Directions Report;
  - (ii) A Development Plan Amendment proposal either by the Council or by the Minister
- 5.1.6 To conduct public meetings pursuant to Section 25 of the Development Act 1993 in relation to a Development Plan Amendment and to consider any representations made in relation to that DPA.
- 5.1.7 The on-going review and monitoring of Council's Strategic Directions report.

### Review Committee's Performance

5.1.8 Review the Committee's Performance on a bi-annual (every two years) basis using performance indicators developed for that purpose.

Adopted by Council: 1 November 2016 (amended 24 October 2017 - GC241017R19)

Next Review: November 2019

Previous Version: 22 September 2015 (GC220915R07)

Owner: Manager Corporate Governance  
Manager Development and Regulatory Services

Applicable Legislation: Local Government Act 1999  
Development Act 1993