



STRATEGIC PLANNING & DEVELOPMENT POLICY COMMITTEE

TERMS OF REFERENCE

1. ESTABLISHMENT

Pursuant to Section 101A of the *Development Act 1993*, the Council establishes a body to be known as the City of Norwood Payneham & St Peters Strategic Planning and Development Policy Committee ("Strategic Planning and Development Policy Committee").

2. OBJECTIVES

The Strategic Planning and Development Policy Committee is established for the purposes of:

- (a) providing advice to the Council in relation to the extent to which the Council's strategic planning and development policies accord with the Planning Strategy;
- (b) assisting the Council in undertaking strategic planning and monitoring to achieve;
 - (i) orderly and efficient development within the area of the council; and
 - (ii) high levels of integration of transport and land-use planning; and
 - (iii) relevant targets set out in the Planning Strategy within the area of the council; and
 - (iv) the implementation of affordable housing policies set out in the Planning Strategy within the area of the council; and
 - (v) other outcomes of a prescribed kind (if any); and
- (c) providing advice to the Council (or to act as its delegate) in relation to strategic planning and development policy issues when the Council is preparing—
 - (i) a Strategic Directions Report; or
 - (ii) a Development Plan Amendment proposal;
- (d) other functions (other than functions relating to development assessment or compliance) assigned to the committee by the Council; and
- (e) considering and providing advice to the Council (or its delegate) in relation to any representation made in relation to a Development Plan Amendment; or
appointing a Committee to consider and provide advice to the Council (or its delegate) in relation to any representation made in relation to a Development Plan Amendment.

3. MEMBERSHIP

- 3.1 Membership of the Strategic Planning and Development Policy Committee shall consist of all Elected Members of the Council.
- 3.2 All members of the Strategic Planning and Development Policy Committee are appointed for a term expiring 30 June 2020.

- 3.3 The Mayor is appointed as the Presiding Member of the Strategic Planning and Development Policy Committee.
- 3.4 The office of a member of the Strategic Planning and Development Policy Committee will become vacant if the Member –
- (i) dies; or
 - (ii) completes a term of office and is not reappointed; or
 - (iii) resigns by written notice addressed to the Council; or
 - (iv) is removed from office by the Council for any reasonable cause.

4. DELEGATED AUTHORITY

Pursuant to Section 44 of the *Local Government Act 1999*, the Council has delegated to the Committee the powers, duties and functions of the Council necessary for the Committee to perform its functions.

5. OPERATIONAL MATTERS

The Terms of Reference for the Strategic Planning and Development Policy Committee are as follows:

- 5.1 The Strategic Planning and Development Policy Committee is charged with the responsibility for all matters arising under Section 101A and Section 25(11) of the *Development Act 1993*;
- 5.2 The Committee shall act at all times in strict accordance with the *Local Government Act 1999* and any other relevant legislation;
- 5.3 In particular, the Committee shall act at all times in strict accordance with the *Local Government Act 1999* and Part 2 of the *Local Government (Procedures at Meetings) Regulations 2013*, provided that the Committee may alter in whole or in part the application of Part 2 of the Regulations where it forms the opinion that such alterations are necessary for the better operation of its meetings;
- 5.4 A quorum for a meeting of the Strategic Planning and Development Policy Committee shall be the total number of members of the Committee, divided by two (2) (ignoring any fraction) and adding one (1) and no business shall be transacted at a meeting unless a quorum is present;
- 5.5 All decisions of the Strategic Planning and Development Policy Committee shall be made on the basis of a majority decision of the members present;
- 5.6 The Presiding Member of the Committee has a deliberative vote on a question arising for decision at the meeting but does not, in the event of an equality of votes, have a casting vote;
- 5.7 The Strategic Planning and Development Policy Committee shall meet at the Norwood Town Hall, 175 The Parade, Norwood, or an alternative location determined to be appropriate by the Committee, in accordance with the responsibilities imposed upon it at Clause 7 of these Terms of Reference and otherwise on such dates and at such times as the Presiding Member of the Committee or the Committee by resolution may determine;
- 5.8 If the Presiding Member of the Strategic Planning and Development Policy Committee is absent from a meeting then the members present will determine between themselves who will preside; and
- 5.9 Insofar as the *Local Government Act 1999* and Regulations and these Terms of Reference do not prescribe the procedure to be observed in relation to the conduct of a meeting of the Strategic Planning and Development Policy Committee, the Committee may determine its own procedure.

6. REPORTING

Pursuant to Section 41(8) of the *Local Government Act 1999*, all decisions of the Committee will be reported to the Council for the purposes of information only. The reporting of the decisions of the Committee in this manner will satisfy the requirements of Section 41(8).

7. FUNCTIONS AND RESPONSIBILITIES

- 7.1 The Strategic Planning and Development Policy Committee is charged with undertaking the following functions:
- (a) 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; and
 - (b) to assist the Council in undertaking strategic planning and monitoring directed at achieving—
 - (i) orderly and efficient development within the area of the council; and
 - (ii) high levels of integration of transport and land-use planning; and
 - (iii) relevant targets set out in the Planning Strategy within the area of the Council; and
 - (iv) other outcomes of a prescribed kind (if any); and
 - (c) to provide advice to the Council (or to act as its delegate) in relation to strategic planning and development policy issues when the Council is preparing—
 - (i) a Strategic Directions Report; or
 - (ii) a Development Plan Amendment proposal.
 - (d) to consider and provide advice to the Council (or its delegate) in relation to any representation made in relation to a Development Plan Amendment; or
to appoint a Committee to consider and provide advice to the Council (or its delegate) in relation to any representation made in relation to a Development Plan Amendment.

8. TERM OF THE COMMITTEE

- 8.1 The Committee will be wound up without further action by the Council at the conclusion of the term of the Committee.
- 8.2 The term of the Committee expires on 30 June 2020.