Charter
Strategic Planning & Development Committee

Charter Number:	1.51		
Category:	Governance	Classification	Public
First Issued/Approved:	26/11/14		
Review Frequency:	After General Election every 4 years		
Last Reviewed:	30 Nov 2022		
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Responsible Officer:	Chief Executive Officer		
Applicable Legislation:	S101A of the Development Act 1993		
Relevant Policies:			
Related Procedures:			
Established on:	26/11/14		

1. Committee Name

The name of the Committee shall be the Strategic Planning & Development Committee (hereinafter called 'the Committee).

2. Establishment

The **Strategic Planning & Development** Committee is a Committee established by the District Council of Ceduna (hereinafter called 'the Council') pursuant to Section 101A of the Development Act 1993 and Section 41 of the Local Government Act, 1999 (hereinafter referred to as 'the Act')

3. Purpose for which the Committee is established

The Committee is charged with the responsibilities of undertaking the functions detailed in section 101A of the Development Act 1993 (hereinafter called "the purpose").

4. Functions

The function of the Committee shall be to undertake any action, as appropriate, in pursuance of the above purposes. Such actions will include, but not limited to, the following:

4.1 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; and

4.2 To assist the council in undertaking strategic planning and monitoring directed at achieving;-

4.2.1 Orderly and efficient development within the area of the council; and

4.2.2 High levels of integration of transport and land-use planning; and

4.2.3 Relevant targets set out in the Planning Strategy within the area of the Council; and

4.2.4 Other outcomes of a prescribed kind (if any); and

4.3 To provide advice to the council (or to action as its delegate) in relation to Strategic planning and development policy issues when the council is

preparing;-

4.3.1 a Strategic Directions Report; or

4.3.2 a Development Plan amendment proposal; and

4.4 Other functions (other functions relating to development assessment or compliance) assigned to the committee by the Council.

5. Powers

5.1 The Council pursuant to Section 41 (2d) of the Act delegates to the Committee, for the purpose of achieving it objects, and subject always to the provisions of the Act, the following powers;

5.1.1 Make decisions on any matter relating to its functions and duties

5.1.2 Recommend policy changes to Council for consideration and adoption.

6. Membership

6.1 The Committee shall consist of all members of Council and shall be appointed for a term of four (4) years to coincide with the Council's general elections or other such term determined by the Council.

7. Register of Interest

The provisions of Chapter 5; Part 4; Division 2 of the Local Government Act, 1999 applies to members of the Committee.

8. Presiding Member

8.1 The Committee shall appoint a Presiding Member to be chosen by the members of the Committee from amongst their own number and shall hold office for such term as may be determined by the Committee.

8.2 The Presiding Member shall preside at all meetings of the Committee and in the event of the Presiding Member being absent from a meeting, the members present shall appoint a member who shall preside for that meeting or until the Presiding Member is present.

9. Duties of the Presiding Member

The Presiding Member shall –

9.1 Call all meetings of the Committee in accordance with Clause 9;

9.2 Preside at all meetings of the Committee at which he or she is present and preserve order there at so that the business may be conducted in due form and with propriety;

9.3 Upon confirmation of the minutes sign them in the presence of the meeting.

10. Calling of Meetings

10.1 The Members of the Committee shall meet at least once every 12 months.

10.2 The Presiding Member may convene a special meeting of the Committee at his or her own volition and shall convene a meeting upon the written demand of at least two (2) member of the Committee.

10.3 Subject to the provisions of sub-clause (9.4) hereof, notice of every meeting shall be given in writing to every member at least three (3) days prior to such meeting.

Notice shall be deemed to have been given a day following posting, or delivery of such notice. The notice shall contain the date, time and place of the meeting and the business to be transacted thereat.

10.4 The Presiding Member may call a special meeting of the Committee at any time provided that notice of such meeting shall be given to all members at least four (4) hours before the commencement of the meeting.

11. Quorum

No business shall be transacted at a meeting of the Committee unless five (5) members are present.

12. Proceedings of Meetings

The meeting procedures of the Committee shall be in accordance with the provisions of the Local Government (Procedures at Meetings) Regulations 2000.

13. Secretary

The Chief Executive Officer shall be the Secretary of the Committee.

14. Meeting Minutes

The Committee shall present copies of their meeting minutes to the Council for information and consideration, and are to be published on Council's website.

15. Amendments, Alterations and Additions to Rules

These rules may be amended, altered or added to by a resolution of the Council made pursuant to Schedule 2 clause 3(5) of the Local Government Act, 1999.