

ITEM 7 WEST DAPTO REVIEW COMMITTEE CHARTER

The West Dapto Review Committee was first endorsed as a Committee of Council on 13 May 2013. The Committee's role is focused on providing advice on policies and strategies to assist with the delivery of the West Dapto Land Release.

The Review Committee has operated for several years in accordance with an established Committee Charter. The need for the Committee remains strong as West Dapto is one of Council's five (5) Strategic Priorities included in the adopted Delivery Program 2022-2026.

This report recommends Council adopt a revised West Dapto Review Committee Charter in line with the evolving nature of the West Dapto Release Area from an area being planned, to a release area that has an existing and growing community.

RECOMMENDATION

- 1 Council adopt the revised West Dapto Review Committee Charter included as Attachment 1 of this report.
- 2 The Lord Mayor continue to be appointed as the Chairperson of the West Dapto Review Committee.
- 3 The Ward 3 Councillors continue to be appointed as members of the West Dapto Review Committee.

REPORT AUTHORISATIONS

Report of: Chris Stewart, Manager City Strategy

Authorised by: Linda Davis, Director Planning + Environment - Future City + Neighbourhoods

ATTACHMENTS

- 1 West Dapto Review Committee Charter August 2022

BACKGROUND

The West Dapto Review Committee was established in May 2013 recognising West Dapto as a Strategic Priority for Wollongong City Council. The Committee's focus has been providing advice to Council on policies and strategies to assist with delivery of the West Dapto Land Release.

The Committee membership includes the Lord Mayor (Chair) and Ward 3 Councillors with invitations to State agencies from time to time including a standing invitation to the NSW Department of Planning and Environment (DPE). Council's Director Planning & Environment – Future City & Neighbourhoods attends the meetings as an ex-officio member and along with various other staff provide technical advice, information, and presentations.

The West Dapto Release Area has been developing steadily during the past 10 years with over 2,000 residential lots registered for housing development.

The Review Committee has operated for a number of years in accordance with an established Committee Charter. At its meeting of 17 August 2022, the Committee agreed that a revised Charter be reported to Council for adoption.

PROPOSAL

At the West Dapto Review Committee meeting held 17 August 2022, the Committee discussed matters arising, considered emerging strategic priorities, and reviewed the communication / engagement requirements related to the Urban Release Area. Committee members also discussed governance and administrative requirements such as Committee membership, business reports and meeting frequency. Committee members agreed that a revised Charter be reported to Council for consideration.

The revised Charter (Attachment 1) outlines the responsibilities and function of the Committee which includes the ongoing development of policies and strategies which relate to the West Dapto Release Area with an additional focus on the implementation and monitoring of those polices including the West Dapto Vision.

Key changes to the Charter include -

- Responsibilities and Functions updated to be more strategic and to reflect that in addition to ongoing planning, we are also now focussed on implementation.
- Priorities to be set each year to ensure they are current and appropriate.
- Department of Planning and Environment representative will have a standing invitation to attend the meeting.
- Meetings to be held quarterly rather than bimonthly.

CONSULTATION AND COMMUNICATION

The West Dapto Review Committee was consulted at their meeting held 17 August 2022, which informed preparation of the revised Charter.

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Our Wollongong 2032 Goal 1 We value and protect our environment. It specifically delivers on the following -

Community Strategic Plan 2032		Delivery Program 2022-2026
Strategy		Service
1.6	West Dapto Urban Release growth is effectively managed with facilities and spaces to support the future community	Land Use Planning

SUSTAINABILITY IMPLICATIONS

The proposed West Dapto Review Committee Charter (Attachment 1) outlines the responsibilities and functions of the Committee which includes the need to review, monitor and implement the West Dapto Vision. Council’s Vision for West Dapto reflects the need for a sustainable and liveable community. The Vision includes specific planning principles intended to guide land use planning decisions associated with the urban release area. Sustainable outcomes are intrinsic in all the West Dapto Urban Release Area Planning Principles.

RISK MANAGEMENT

The revised West Dapto Review Committee Charter will strength the governance arrangements around the role of the group and continue the focus on implementation of policies and strategies including monitoring their effectiveness.

FINANCIAL IMPLICATIONS

The costs related to the continued operations of the West Dapto Review Committee are minimal and can be managed within the existing operational budget.

CONCLUSION

West Dapto remains a strategic priority for Wollongong City Council. Council has undertaken significant strategic work over the past decade enabling the West Dapto Urban Release Area to evolve from a planned release area to a growing active community. The role of the West Dapto Review Committee has also evolved in line with the Release Area. As a result, the revised Charter (Attachment 1) is proposed to

ensure the Committee continues to be effective and is focussed on the needs of West Dapto and it's growing community.

CHARTER WEST DAPTO REVIEW COMMITTEE



1 INTRODUCTION

The West Dapto Review Committee has been established to provide advice to Council on policies and strategies which relate to the West Dapto Lands Release. The focus of the Committee is to assist Council work towards the West Dapto Land Release. The Committee comprises people interested in furthering these aims.

2 AUTHORITY

The West Dapto Review Committee will provide advice, feedback and support to Council in developing, implementing and monitoring policies and strategies which relate to the West Dapto Land Release.

The Committee does not have decision making authority, the power to bind the Council, nor the power to incur expenditure.

3 RESPONSIBILITIES AND FUNCTIONS

The responsibilities and functions of the West Dapto Review Committee are to –

- Review, monitor and provide advice regarding implementation of the West Dapto Vision, Structure Plans and local and State infrastructure plans.
- Receive progress updates relating to the status of development in the planning pipeline.
- Provide a forum to provide advice to and discuss with Council on strategic projects and policies related to, or that may impact on the West Dapto Land Release.
- Monitor community feedback related to the roll-out of urban development.
- Advocate to State and Commonwealth governments in support of West Dapto outcomes.

4 PRIORITIES

Immediate priorities for the West Dapto Review Committee will be set at the first meeting of each calendar year.

5 COMPOSITION OF THE REVIEW COMMITTEE

The West Dapto Review Committee is to be made up of –

- Ward 3 Councillors (All).
- Lord Mayor (Chairperson).

Council's Director Planning & Environment – Future City & Neighbourhoods will attend Committee meetings as an ex-officio member and will provide professional advice to the Committee. Other Council staff attend meetings as required to provide advice, information or presentations in relation to the Committee's business. These individuals will act as ex-officio members.

CHARTER WEST DAPTO REVIEW COMMITTEE



Government officers, advisors or individuals may be invited to attend meetings from time to time to provide expert advice, information or presentations in relation to the Committee's business. These individuals will act as ex-officio members. A representative from Department of Planning and Environment will have a standing invitation to attend meetings.

6 TERM OF APPOINTMENT

The term of appointment be for the term of Council.

7 OBLIGATIONS OF MEMBERS

Members of the Committee, in performing their duties, shall –

- Act honestly and in good faith.
- Participate in the work of the Committee.
- Perform their duties in a manner that ensures public trust in the integrity, objectivity, and impartiality of the Committee.
- Exercise the care, diligence and skill that would be expected of a reasonable person.
- Comply with the Committee's Charter.
- Comply with Council's Code of Conduct.

8 MEETINGS

Meetings will be held quarterly, except where no business has been identified.

A quorum will consist of three (3) Committee Members.

Meetings will be chaired by the Lord Mayor. If the Lord Mayor is absent from a meeting, the first business of every such meeting is to elect a chairperson from the members present to preside over such meeting.

The Committee has an advisory role to Council and will make recommendations by consensus. In the absence of consensus, advice from the Committee may be presented with supporting and dissenting views of Committee members.

Meeting agendas will be distributed at least three (3) business days prior to the meeting.

9 REPORTING

The minutes of meetings will be provided to Councillors and Council's Executive Management for information. Minutes will also be distributed to all Members.

Advice and recommendations of the Committee relating to specific Council projects will be reported to Council as part of the project reporting process.

Any matters arising that require a separate decision of Council may be reported to Council through of the Director Planning & Environment – Future City & Neighbourhoods.

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10 EVALUATION AND REVIEW

A review of the effectiveness of the Committee will be undertaken every 12 months by the Committee to ensure the purpose, membership and operation of the Committee is effective and to make appropriate changes to the Charter.