

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

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

5 COMPOSITION OF THE REFERENCE GROUP

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.

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 the Department of Planning, Housing and Infrastructure will have a standing invitation to attend meetings.

6 TERM OF APPOINTMENT

Term of appointment is to be for the term of Council.

7 OBLIGATIONS OF MEMBERS

Members of the West Dapto Review 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 West Dapto Review Committee 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.

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.

CHARTER

WEST DAPTO REVIEW COMMITTEE

CHARTER ADOPTED ON 12 SEPTEMBER 2022

SUMMARY SHEET		
Responsible Division	Planning & Environment	
Date last adopted	Date	Adopted/Endorsed by
	12 September 2022	West Dapto Review Committee
Date of previous adoptions:		