

Basic Functions of Committees

Council is able to establish Committees under Section 41 of the Local Government Act 1999 to:

- assist the Council in the performance of its functions;
- inquire into and report to the Council on matters within the ambit of the Council's responsibilities;
- provide advice to the Council; and
- exercise, perform or discharge delegated powers, functions or duties.

Membership of a committee can include persons who are not members of the Council.

The Mayor is an ex-officio on all committees and Working Parties of Council, (other than the Development Assessment Panel) effective 25 February 2014 (C9600).

The Mayor as an ex-officio member of any committee, sub-committee or working party may exercise a deliberative vote but not a casting vote. (Regulation 27)

Where quorum provisions and membership make it clear that a certain number of persons is specified as constituting the membership, the number is in addition to the 'ex-officio' membership of the Mayor and quorum calculations take into account the Mayor's 'ex-officio' membership as a member of each body whenever the Mayor is present at a meeting. (25 February 2014 C9600)

While each of the Committees established by Council is constituted separately and has its own Terms of Reference, the following basic functions are performed by all Committees:

- To deliberate on, and formulate recommendations on Council policy in the areas under their control for consideration and resolution by the Council;
- To deliberate on, and make necessary recommendations to Council on the interpretation of Council policy in the areas under their control;
- To recommend programs and procedures to Council for the implementation of the policies and resolutions of Council in the areas under their control;
- To recommend the necessary control to Council to ensure the efficient administration and execution of programs and procedures by Council Officers in the areas under the Committee's control; and
- To deliberate on and make necessary recommendations to Council on any powers, functions and duties to be delegated to any Committee and/or to any officer.

Council has established three Standing Committees:

- Audit Committee;
- CEO Recruitment, Performance Appraisal and Remuneration Review Committee;
- Strategic Planning and Development Policy Committee (pursuant to Section 101A of the Development Act 1993)

The Audit Committee was established pursuant to Section 41 and Section 126 of the Local Government Act 1999.

Council has established a Building Fire Safety Committee that operates under Section 71 of the Development Act 1993.

Council has also established a Development Assessment Panel in accordance with Section 56A of the Development Act. The Panel comprises a mix of Elected Members and independent members appointed by Council, and is chaired by an independent.

At this time, Council has not established any Advisory Committees.

More information on Council's Committees and decision making structure can be found in Council's Governance Framework.

HISTORY

DATE	RESOLUTION No.	COMMENT / AMENDMENT
25/02/2014	C9600	Amended to include Mayor as 'ex-officio' and quorum.