



City of
Norwood
Payneham
& St Peters

Business & Economic Development | Committee

Establishment and Terms of Reference

1. Establishment

Pursuant to Section 41 of the Local Government Act 1999, the Council establishes a Committee to be known as the Business & Economic Development Committee (“the Committee”).

2. Objectives

- 2.1 To facilitate and promote economic growth and development in the retail and commercial precincts of the City of Norwood Payneham & St Peters to maintain a trading edge and to attract new business and investment.
- 2.2 To establish appropriate management arrangements for precincts by establishing precinct committees for The Parade, Magill Road, the Glynde Corner and other precincts and industry clusters as the Committee sees fit, as sub-committees of the Business & Economic Development Committee.
- 2.3 To oversee the strategic planning, the implementation of projects (including those identified in the *Strategic Plan for The Parade and Magill Road Precincts*), marketing, promotion and the tenancy mix of precincts.
- 2.4 To enhance the diversity and vibrancy of the commercial precincts to enrich the quality of life of the Norwood Payneham & St Peters community in a way that will ensure the ongoing participation and commitment from traders, property owners, investors, and the community.
- 2.5 To represent the majority voice of business within the City and to identify and respond to emerging and niche businesses.

3. Membership

- 3.1 Membership of the Committee will comprise:
 - one (1) member representing the interests of The Parade businesses;
 - one (1) member representing the interests of Magill Road businesses;
 - one (1) member representing the interests of Glynde Corner businesses;
 - one (1) member representing the City’s multimedia sector;
 - one (1) member representing the interests of the Stepney Triangle businesses;
 - one (1) member representing the interests of the Glynde Light Industry businesses;
 - one person who can demonstrate significant business knowledge and contribution to business and economic development;
 - one (1) member representing the interests of professional services across the City;
 - one (1) member representing home based businesses across the City; and
 - the Mayor and four (4) Elected Members.
- 3.2 Membership of the Business & Economic Development Committee continues for the term of the Committee unless a Member resigns from the Committee or is removed earlier by a resolution of Council.

4. **Delegated Authority**

Pursuant to Section 44 of the Local Government Act 1999, the Business & Economic Development Committee of the Council does not enjoy the delegation of any powers, functions and duties of the Council. All decisions of the Committee will, therefore, constitute only recommendations to the Council.

5. **Terms of Reference – Operational Matters**

5.1 The Committee shall act at all times in strict accordance with the Local Government Act 1999 and any other relevant legislation.

5.2 In particular, the Committee shall act in strict accordance with the Local Government Act 1999 and Part 2 of the Local Government (Procedures at Meetings) Regulations 2000 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.

5.3 The Committee shall meet at least once every two months at a place to be determined by the Chief Executive Officer 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 determined by the Chief Executive Officer.

5.4 A quorum for a meeting of the Committee shall be seven (7) members of the Committee and one (1) of the seven must be an Elected Member of the Council.

5.5 If the Presiding Member of the Committee is absent from the meeting, then the members present will determine between themselves who will preside.

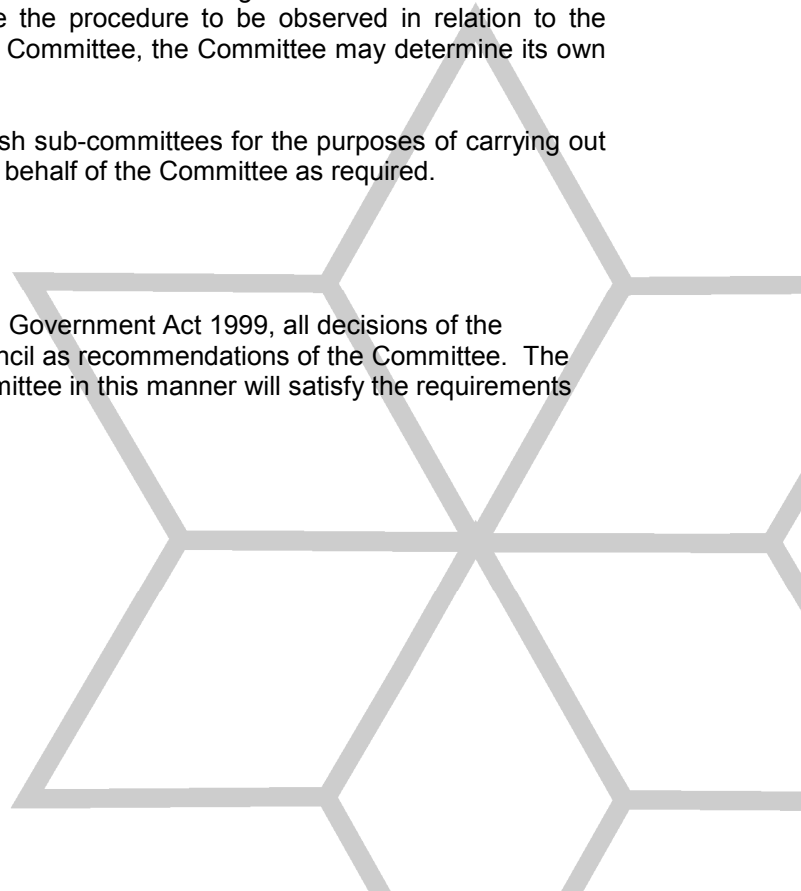
5.6 All decisions of the Committee shall be made on the basis of a majority decision of the members present.

5.7 Insofar as the Local Government Act 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 Committee, the Committee may determine its own procedure.

5.8 The Committee may establish sub-committees for the purposes of carrying out specific tasks or projects on behalf of the Committee as required.

6. **Reporting**

Pursuant to Section 41(8) of the Local Government Act 1999, all decisions of the Committee will be referred to the Council as recommendations of the Committee. The reporting of the decisions of the Committee in this manner will satisfy the requirements of Section 41(8).



7. Terms of Reference – Functions and Responsibilities

- 7.1 Facilitate and promote economic growth and development in the retail and commercial precincts of the City of Norwood Payneham & St Peters to maintain a trading edge and to attract new business and investment.
- 7.2 Establish shopping centre style management for precincts by establishing precinct committees for The Parade, Magill Road, the Glynde Corner and other precincts and industry clusters as the Committee sees fit, as sub-committees of the Business & Economic Development Committee.
- 7.3 Oversee the strategic planning, the implementation of projects (including those identified in the *Strategic Plan for The Parade and Magill Road Precincts*), marketing, promotion and the tenancy mix of precincts.
- 7.4 Enhance the diversity and vibrancy of the commercial precincts to enrich the quality of life of the Norwood Payneham & St Peters community in a way that will ensure the ongoing participation and commitment from traders, property owners, investors, and the community.
- 7.5 Represent the majority voice of business and identify and respond to emerging and niche businesses.
- 7.6 Execute such powers as the Council may lawfully delegate to it.
- 7.7 To identify links between business and economic development and cultural heritage, arts, tourism, and environmental sustainability.

8. Review of Committee

The Council will review the membership and Terms of Reference of the Committee biennially.

9. Winding up of Committee

The Committee will continue to exist until the Local Government Elections 2010 or as determined by the Council.

