

Policy and Planning Committee of the Whole Council - Terms of Reference / Ngā Ārahina Mahinga

Chair	Councillor Henstock
Deputy Chair	Councillor Fields
Membership	The Mayors and all councillors are members of this committee
Quorum	Half of the members if the number of members (including vacancies) is even, or a majority of members if the number of members (including vacancies) is odd
Meeting Cycle	Monthly
Reports To	Council

Purpose

The Policy and Planning Committee oversees the development, review, implementation and adoption (where delegated) of Council strategies, policies, and plans ensuring they align with the Council's long-term strategies and comply with the Local Government Act 2002 (LGA 2002), Resource Management Act 1991 (and any replacement Act), and other relevant legislation.

Delegations

The Council delegates to the Policy and Planning Committee authority to oversee and make decisions on:

- Council's strategies, policies, plans, and other approvals, including, but not limited to:
 - Plans under the Resource Management Act 1991 and any replacement legislation;
 - Strategic and spatial planning beyond statutory plans, including plans prepared at a regional, greater Christchurch, or local level;
 - Climate change resilience and planning;
 - Transport strategies and policies;
 - Other relevant strategies and policies not delegated to other Council committees.
- The Bylaw Review programme, including the review or amendment of bylaws, the development of new bylaws and any bylaw revocations, up to the point where they are ready for public consultation. Noting that the LGA 2002 Schedule 7 Clause 32(1) identifies that Council cannot delegate the power to make a bylaw.
- Leases, licences, easements and revocations held or managed under the Reserves Act 1977.
- Council's involvement in central government strategies, plans or initiatives that impact on Christchurch.

Where the Council cannot delegate policy or bylaw adoption under LGA 2002 Schedule 7 Clause 32(1), the Policy and Planning Committee will oversee its development and review prior to the Council's adoption.

Submissions

The Council delegates to the Committee authority:

- To consider and approve draft submissions on behalf of the Council on topics within its terms of reference. Where the timing of a consultation does not allow for consideration of a draft submission by the Council or relevant Committee, that the draft submission can be considered and approved on behalf of the Council.

Limitations

The general delegations to this Committee exclude any specific decision-making powers that are delegated to a Community Board, another Committee of Council or Joint Committee. Delegations to staff are set out in the delegations register.

The following matters are prohibited from being subdelegated in accordance with LGA 2002 Schedule 7 Clause 32(1):

- the power to make a rate; or
- the power to make a bylaw; or
- the power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan; or
- the power to adopt a long-term plan, annual plan, or annual report; or
- the power to appoint a chief executive; or
- the power to adopt policies required to be adopted and consulted on under this Act in association with the long-term plan or developed for the purpose of the local governance statement; or
- the power to adopt a remuneration and employment policy.

Chairperson may refer urgent matters to the Council or the Finance & Performance Committee of the Whole Council

As may be necessary from time to time, the Committee Chairperson is authorised to refer urgent matters to the Council or to the Finance & Performance Committee for decision, where this Committee would ordinarily have considered the matter. In order to exercise this authority:

- The Democratic Services Advisor must inform the Chairperson in writing the reasons why the referral is necessary.
- The Chairperson must then respond to the Democratic Services Advisor in writing with their decision.

If the Chairperson agrees to refer the report to the Council or Finance & Performance Committee, the Council or Finance & Performance Committee may then assume decision-making authority for that specific report.

Urgent matters referred from the Council

As may be necessary from time to time, the Mayor is authorised to refer urgent matters to this Committee for decision, where the Council would ordinarily have considered the matter, except for those matters listed in the limitations above.

In order to exercise this authority:

- The Democratic Services Advisor must inform the Mayor and Chief Executive in writing the reasons why the referral is necessary.
- The Mayor and Chief Executive must then respond to the Democratic Services Advisor in writing with their decision.

If the Mayor and Chief Executive agrees to refer the report to the Committee, the Committee may then assume decision-making authority for that specific report.