

Role Statement for Members of the State Planning Commission

The State Planning Commission (the Commission) is the State's principal planning advisory and development assessment body.

The Commission reports to the Minister for Planning with responsibilities including provision of independent policy advice to government, development assessment in relation to prescribed kinds of development of State interest, coordination of planning with infrastructure, and guidance to councils and professionals in the delivery of planning services.

The Commission consists of between four and six members appointed by the Governor on the recommendation of the Minister, one of which will be the Chair.

Roles and responsibilities

It is the role of all Commission members:

- to support the Minister in the administration of this Act by
 - > providing advice, and
 - > making recommendations,
 to the Minister on the administration of the Act and with respect to the effect of any other legislation that is relevant to the operation of the Act;
- to provide advice to the Minister with respect to any of the following:
 - > initiatives that are consistent with or promote principles that relate to the planning system established by the Act;

- > the regulatory controls, standards or rules that apply, or should apply, with respect to development;
 - > the making, amendment or repeal of instruments under the Act;
 - > the performance of entities acting under the Act;
 - > other matters or issues that are relevant to the operation of the Act.
- to conduct inquiries where required by:
 - > calling for or receiving submissions or representations;
 - > requesting any person to provide information or materials to the Commission; and
 - > otherwise collecting information or materials or inform itself as the Commission thinks fit;
 and providing a report to the Minister about the matters addressed by the inquiry which includes:
 - > the outcomes of the inquiry; and
 - > any other relevant matter (including any advice or recommendations of the Commission).
 - to assist the Minister with the implementation of planning policies developed under the Act
 - to consider and provide advice with respect to funding programs that are relevant to planning or development within the State;

- to work with government agencies and councils, including by providing information, guidance material and training in connection with the operation of this Act;
- to undertake or publish research, or analyse or monitor trends, with respect to planning and development within the State;
- to work with—
 - > the other entities involved in the administration of the Act; and
 - > other entities that perform functions or exercise powers under any other Act that is relevant to the operation of the Act or to furthering the objects of the Act; and
 - > other entities (both within the public and private sectors) that have a significant role with respect to planning, development or infrastructure provision within the State;
- to undertake such other functions assigned to the Commission by the Minister under this or any other Act.

The Role of the Chairperson

In addition to the above the Chairperson:

- provides leadership,
- ensures that the Commission functions efficiently, effectively and cohesively,
- ensures that there is frank and open discussions at meetings,
- ensures that individual members make an effective and equitable contribution as appropriate,
- facilitates the meetings to promote healthy, orderly, constructive, respectful and expeditious discussion,
- ensures an accurate record of meetings is recorded in the minutes,
- is the official spokesperson on all Commission matters.