

JOONDALUP DESIGN REFERENCE PANEL TERMS OF REFERENCE

1. DEFINITIONS

Council Council of the City of Joondalup
Panel Joondalup Design Reference Panel

2. MEMBERSHIP

The Panel shall consist of the following members:

2.1. 1 member and 1 deputy member representing the disciplines of architecture, planning, urban design, and landscape architecture from names put forward by each of the following institutions:

- a) Australian Institute of Architects
- b) Planning Institute Australia (PIA)
- c) Australian Institute of Landscape Architecture (AILA)

2.2. The Chief Executive Officer or his nominee as convenor and chair

3. OBJECTIVES

To provide advice to the City on:

3.1 All new building development within the City Centre, with the exception of all single houses and developments of less than 10 grouped or multiple dwellings;

3.2 Major extensions to existing buildings in the City Centre that impact on the streetscape; and

3.3 Major buildings development outside of the City Centre (excluding single houses and developments of less than ten grouped dwellings, and extensions to commercial or mixed-used buildings that do not significantly affect the streetscape);

Assessment and advice will have a particular focus on the impact of the building on the streetscape and the environmentally sustainable design features of the building.

Note: Applications that are required to be determined by the State Government's Development Assessment Panel (DAP) will be presented to the JDRP for consideration prior to a comprehensive assessment being undertaken in order to ensure DAP timeframes are satisfied so far as is possible.

4. MANAGEMENT

4.1 Terms of Appointment

Appointments to the Panel shall be by the Council selected from persons nominated by each of the professional institutions referred to in 2.1.

Membership is for a two-year period in line with Council elections. After this two year term, all individuals must stand down. The process of appointment for the subsequent two year period will follow the Council Elections. Members can serve more than one term.

4.2 The Chairperson of the Panel will be the Chief Executive Officer.

4.3 The Panel or Panel members may be involved in providing advice on a particular proposal either prior to, or following lodgement of a development application.

4.4 The attendance and/or participation of all Panel members or their deputies for each application to be assessed is not essential and will depend on the nature of the application and the issues to be considered.

4.5 Payment

The members of the panel representing the professional institutions will be paid a flat fee for the time spent assessing applications, including discussions with the City's officers and applicants.

5. MEETINGS

5.1 Meetings of the Panel shall be convened as required but if required, within sufficient time for the City to meet report deadlines for Council or DAP meetings.

5.2 Advice

Notes of all meetings shall be made including the Panel's advice to the Council or DAP. That advice will be incorporated in the officer's report on the matter to the Council or DAP.

Any advice to the Council or DAP must have regard to the statutory obligations of the Council or DAP.

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3.2 Major extensions to existing buildings in the City Centre that impact on the streetscape;

3.3 Major building development outside of the City Centre including:

- all multiple dwelling applications
- grouped dwelling applications of five or more dwellings
- new commercial and/or mixed use developments (excluding additions that do no significantly impact on the street or adjoining properties);
- any other development that has the potential to significantly alter the streetscape, adjoining properties or character of the locality as determined by the Director Planning and Community Development

Assessment and advice will have a particular focus on the impact of the building on the streetscape and the environmentally sustainable design features of the building.

Note: Applications that are required to be determined by the State Government's Development Assessment Panel (DAP) will be presented to the JDRP for consideration prior to a comprehensive assessment being undertaken in order to ensure DAP timeframes are satisfied so far as is possible.

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4.5 Payment

The members of the panel representing the professional institutions will be paid a flat fee for the time spent assessing applications, including discussions with the City's officers and applicants.

5. MEETINGS

5.1 Meetings of the Panel shall be convened monthly at a regular time in order to provide certainty to applicants and to enable design review early in the application assessment process. Where no applications are required to be considered by the JDRP in any given month, the meeting shall be vacated. Where more applications are received than can be considered by the JDRP at a scheduled meeting, additional meetings may be convened by the City if required, in order to meet report deadlines for Council or DAP meetings.

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Creation date: June 2009

Amendments: CJ191-11/10; CJ214-11/11; CJ084-04/14