



Presented to	May 2022 Ordinary Council Meeting
Related to Item	16.3 Motion With Notice – Cr Fitzgerald
Submitted by	Director Urban Planning, Steve Cope
Attachments	N/A

A motion with notice has been put forward by Cr Fitzgerald as follows:

That the Council directs the CEO to:

- 1. arrange for the preparation of a draft Terms of Reference for the City's design review panel**
- 2. arrange for presentation of that draft Terms of Reference to an EMES at an appropriate time**

Officer Comment

The City of Melville has maintained a design review panel for a number of years. The operation of this panel is guided by LPP1.2 Design Review Panel (previously known as CP-78 Architectural and Urban Design Advisory Panel) which has been in existence since at least September 2011.

Part 6 of the Canning Bridge Activity Centre Plan recommended the establishment of a Canning Bridge Design Advisory Group and associated terms of reference (TOR). The City of South Perth and City of Melville made a decision to establish a joint design advisory group to ensure that the design advice provided to applicants is consistent across the precinct.

The Terms of Reference for this group now called the Canning Bridge Activity Centre Design Review Panel was prepared with the assistance of the Office of the Government Architect and based on best practice examples from the United Kingdom and the eastern states. Much of the information in the TOR is now incorporated in the [Design Review Guide](#) prepared by the state government on advice from the Department of Planning, Lands and Heritage and the Office of the Government Architect. The TOR is a supporting document and a copy is held on the City's document management system.

The Design Review Guide is comprehensive and outlines the benefits of design review panels, the membership, the meeting procedures and the reporting systems which should be used.

LPP1.2 Design Review Panel was reviewed by Council in 2019 to make reference to the Design Review Guide. It is structured to provide information specific to Melville or clarity on issues such as the numbers required for a quorum where the Design Review Guide does not define this.

In the scope of LPP1.2 the CBACP is excluded from the policy. This was on the basis that the TOR guides the Canning Bridge Design Advisory Group. As the Design Review Guide is more comprehensive than the TOR and represents the contemporary basis for the operation of Design Review Panels it is considered that the TOR is no longer needed.

It is therefore proposed to update the LPP1.2 to clarify that LPP 1.2 does apply to the CBACP and to delete the TOR from the City's document management system.

In summary, the Design Review Guide represents a best practice approach to the operation of design review panels and is supported by LPP1.2 which provides information specific to the City of Melville. Accordingly, it is considered that a Terms of Reference is not required. The City will seek to amend the LPP1.2 to reflect the above at the next opportunity.