

11.5 COUNCIL ASSESSMENT PANEL REVIEW

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PURPOSE OF REPORT

The purpose of this report is to review the Membership of the Council Assessment Panel (CAP) and to provide general commentary on the Panel's activities and performance.

BACKGROUND

The *Planning, Development and Infrastructure Act 2016* (PDI Act) came into operation on 1 April 2017, with a number of sections suspended from operation to provide for a smooth transition from the *Development Act 1993* to the new PDI Act. The *Statutes Amendment (Planning, Development and Infrastructure) Act 2017* (also operational in part from 1 April 2017), supports the transfer of processes and rights granted under the current system, as each stage of the new system "goes live".

The PDI Act is being introduced in stages, with the final (and substantive) stages due to be introduced in July 2020.

On 1 August 2017, the provisions of the PDI Act relating to Council Assessment Panels commenced operation. At the same time, the *Planning, Development and Infrastructure (General) (Assessment Panels) Variation Regulations 2017*, commenced operation, to provide for the establishment of Council Assessment Panels under the PDI Act.

The Council Assessment Panel was established by the Council at its meeting held on 4 September 2017. With respect to Membership of the Panel, the Council resolved the following:

- *That Cr John Minney be and is hereby appointed to the City of Norwood Payneham & St Peters Council Assessment Panel for a period commencing on 1 October 2017 until 31 October 2018.*
- *That the following persons be and are hereby appointed as Specialist External Members to the City of Norwood Payneham & St Peters Council Assessment Panel, for a period commencing on 1 October 2017 until 1 October 2019, or until extended or removed from membership of the Council Assessment Panel by resolution of the Council:*
 - *Mr Terry Mosel;*
 - *Mr Phil Smith;*
 - *Ms Fleur Bowden; and*
 - *Ms Jenny Newman.*
- *That Mr Terry Mosel be and is hereby appointed as Presiding Member to the City of Norwood Payneham & St Peters Council Assessment Panel, for a period commencing on 1 October 2017 until 1 October 2019, or until extended or removed from membership of the Council Assessment Panel by resolution of the Council.*

Following the Local Government elections in November 2018, the Council resolved the following at its meeting held on 3 December 2018:

- *That Cr John Minney be and is hereby appointed to the City of Norwood Payneham & St Peters Council Assessment Panel for a period commencing on 17 December 2018 until 31 October 2019.*
- *That Cr Carlo Dottore be and is hereby appointed as a Deputy Member to the City of Norwood Payneham & St Peters Council Assessment Panel for a period commencing on 17 December 2018 until 31 October 2019.*

RELEVANT STRATEGIC DIRECTIONS & POLICIES

The following Goals contained in *CityPlan 2030, Shaping Our Future*, have been identified as relevant to core business of the Council Assessment Panel.

Outcome 2: Cultural Vitality

Objectives:

4. *Pleasant, well designed, sustainable urban environments.*

Outcome 3: Economic Prosperity

Objectives:

1. *A diversity of business and services attractive to consumers.*
2. *Cosmopolitan character business precincts contributing to the prosperity of the City.*

Outcome 4: Environmental Sustainability

Objectives:

1. *Sustainable and efficient management of water, waste, energy and other resources.*
3. *Sustainable quality streetscapes and open spaces.*

Forming a Panel in accordance with the relevant legislation, is both a statutory requirement and good governance and provides the community with the confidence that the Council's processes, procedures and delegations, are robust - all of which allows the Council to focus on strategic planning. In addition, appointing a Panel comprised of persons with a suitable mix of qualifications and experience, ensures that objectives (often competing) relating to economic development, environmental sustainability and visual amenity, are appropriately balanced in the development assessment process.

FINANCIAL AND BUDGET IMPLICATIONS

Specialist External Members of the Panel have been remunerated at a rate of \$400 per scheduled Panel meeting and the Presiding Member has received a sitting fee of \$500 per meeting. Although the Council has resolved that Elected Members appointed to the Panel will receive a sitting fee, Cr Minney has requested not to receive a sitting fee.

In this context, the cost of providing sitting fees to Panel Members is currently \$1,700 per meeting, although if the Elected Member appointed to the Panel chose to accept a sitting fee, the cost would be \$2,100 per meeting.

At its meeting held on 3 June 2019, the Council resolved:

That the sitting fee for each Independent Council Assessment Panel Member be increased by \$50 per meeting to assist in offsetting the cost of accreditation and Continuing Professional Development requirements prescribed for Independent CAP Members under the Planning, Development & Infrastructure Act 2016.

Specialist External Members of the CAP will be required to become Accredited Professionals by 1 July 2020. Upon accreditation, Specialist External Members will receive \$450 per meeting and the Presiding Member will receive \$550 per meeting, consistent with the Council's resolution.

No further changes to the current sitting fees are recommended.

EXTERNAL ECONOMIC IMPLICATIONS

Nil

SOCIAL ISSUES

Not Applicable.

CULTURAL ISSUES

Not Applicable.

ENVIRONMENTAL ISSUES

Not Applicable.

RESOURCE ISSUES

Nil

RISK MANAGEMENT

A Code of Conduct for CAP Members commenced operation on 1 October 2017. The Code of Conduct imposes Conflict of Interest provisions which are similar to those which existed previously under the *Development Act 1993*. To this end, in summary the new Code of Conduct continues to prohibit Panel Members from:

1. engaging in consultation outside of the panel process with any party on a proposed Development Application that is likely to be heard by the panel;
2. giving advice to an Applicant or other third party on a Development Application after it has been lodged outside of a panel meeting;
3. speaking at a public meeting for or against a proposal where the purpose of the meeting is to discuss either a proposed development or a Development Application unless required by the Act;
4. expressing an opinion on a Development Application or a proposed development outside of a panel meeting; and
5. engaging in any other act or omission which may give rise to a reasonable presumption that they have prejudged a development proposal or Application.

All Code of Conduct complaints concerning CAP Members are required to be made to and addressed by, the State Planning Commission. Unlike the previous requirement under the *Development Act 1993*, Councils are not required to have a Public Officer for their CAP.

CONSULTATION

- **Elected Members**

Not Applicable.

- **Community**

Not Applicable.

- **Staff**

General Manager, Urban Planning & Environment
Development Assessment Planners

- **Other**

The Council Assessment Panel Members were asked to provide staff with details of any development related issues or trends which have been identified over the past year. The details which have been received have been incorporated into this report.

DISCUSSION

The Panel's Activities and Performance

The Panel met monthly between October 2017 and September 2019. In addition, special meetings were held on 1 March 2018 and 14 November 2018.

During the twenty four (24) month reporting period from October 2017 to September 2019, 2035 Development Applications were determined by the City of Norwood Payneham & St Peters; representing an average of just over 1000 applications per year.

Of the 2035 Development Applications determined by the Council during the reporting period, the Panel considered 87 Development Applications, which equates to approximately 4.3% of all Development Applications which were received, assessed and determined by the Council. All other Development Applications were determined by staff under delegated authority.

The Panel considered twenty four (24) Development Applications for new dwellings in Historic (Conservation) Zones, all of which were granted approval in accordance with the recommendation of staff. The Panel also considered ten (10) Development Applications involving more than two (2) dwellings, twenty seven (27) Development Applications involving commercial developments and a range of other Applications, including thirteen (13) Land Division Applications.

Some of the larger scale and/or more complex development applications which were considered by the Panel during the reporting period included:

- a bulky goods 'homemaker centre' on the former Schweppes factory site at Glynde;
- a four storey addition comprising three levels of office and one level of apartments, including basement car parking, and the change of use of a restaurant to an office on the site of 'Chloe's' restaurant, Norwood;
- a childcare centre located on the corner of Payneham Road and Loch Street, Stepney; and
- whether to proceed to assess a non-complying application for a retail showroom (Bunnings) on the corner of Glynburn Road and Penna Avenue, Glynde.

Of the 87 Development Applications that were considered by the Panel, 42 Applications were processed as Category 1 developments, 15 were processed as Category 2 developments and 28 were processed as Category 3 developments. A total of twenty five (25) Development Applications were the subject of verbal representations to the Panel during the reporting period.

The decision on one (1) Development Application considered by the Panel during the reporting period was deferred.

Of the 87 Development Applications which were considered by the Panel during the reporting period, sixteen (16) Applications (18%) were refused by the Panel. Of the sixteen (16) Applications which were refused, nine (9) were recommended to be refused by staff.

Of the seventy one (71) Applications approved by the Panel, all were determined in accordance with the recommendations made by staff. Overall, eight per cent (8%) of decisions made by the Panel were contrary to staff recommendations. Accordingly, the vast majority of decisions made by the Panel are consistent with staff recommendations, which demonstrates a close alignment between the way in which staff and the Panel interpret and apply the provisions of the Development Plan.

Two (2) of the decisions that were made by the Panel during the reporting period, were appealed to the Environment Resources and Development (ERD) Court, either by the applicant or a third party. Both of those appeals have been resolved via a compromise, without proceeding to a Full Hearing.

Review of Delegations

The most recent comprehensive review of delegations was undertaken by the Council at its meeting held on 6 July 2015. The review was undertaken as a result of the consolidation of the Residential Development (Zones and Policy Areas) Development Plan Amendment (DPA) into the Development Plan on 2 July 2015.

More recently, at its meeting held on 12 June 2019, the Council considered a, relatively minor amendment to the CAP's delegations, to formalise a long-standing practice. To this end, the Council endorsed an additional delegation to enable the CAP to consider and resolve proposals for the settlement of planning appeals in the Environment, Resources & Development Court (ERD Court) and the Supreme Court of South Australia, where the CAP was the decision making body for the original Development Application.

The *Planning Development and Infrastructure (General) Regulations 2017*, set out the types of Development Applications which the CAP will be responsible for assessing from 1 July 2020. In particular, the CAP will be responsible for:

- giving planning consent in relation to all Performance Assessed forms of development (ie. the equivalent of 'Merit' development under the *Development Act 1993*) where notice of the application has been given; and
- refusing planning consent in relation to all Performance Assessed forms of development.

Unlike the current practice, it will not be possible for the Council to determine the types of development applications which the CAP will be responsible for assessing. However, it will be possible for the CAP to delegate its functions to the Assessment Manager. In this respect, it is envisaged that the CAP may determine to delegate to the Assessment Manager:

- the ability to give planning consent in relation to Performance Assessed forms of development where notice of the application has been given and no representations have been received; and
- the ability to refuse planning consent in relation to Performance Assessed forms of development, other than where notice of the application has been given and representations have been received.

Without knowing the types of development which will be designated as Performance Assessed within the *Planning and Design Code*, it is difficult to predict the impact of the changes to delegations which will come into effect on 1 July 2020. That said, it is likely that the changes will result in fewer Development Applications being considered by the CAP. For example, the following development types which are currently considered by the CAP, would no longer be considered by the CAP:

- new dwellings in a Historic (Conservation) Zone;
- all land division applications; and
- all Restricted Development (ie. the equivalent of 'non-complying' development under the *Development Act 1993*), as those applications will be determined by the State Commission Assessment Panel (SCAP).

That said, from 1 July 2020, the CAP will have a new function, of reviewing decisions of the Assessment Manager, at the request of applicants. The extent to which this function will be taken up by applicants is difficult to predict, however it has the potential to be significant.

Procedural Issues and Meeting Efficiency

There were no new procedures introduced into the operations of the Panel during the reporting period and all existing procedures continued to provide for generally efficient and effective meetings.

Planning Policy Issues / Trends

One of the Panel's key roles in addition to determining certain types of Development Applications on behalf of the Council, is to provide advice and reports to the Council on trends, issues and other matters relating to planning or development that have become apparent or arisen through the Panel's assessment of Development Applications.

The Panel has identified the following issues and trends for the Council's consideration.

In July 2015, the Residential Development (Zones and Policy Areas) DPA was consolidated into the Development Plan, introducing a broad range of new residential policies. Included was the introduction of the Medium Density Policy Area in close proximity to designated centres, public open space and transport corridors.

As a result of the re-zoning, the character of areas covered by the Medium Density Policy Area, are expected to evolve over time, with low density housing being replaced by medium density forms of housing, such as row dwellings, group dwellings and residential flat buildings. Flexible policies were introduced to facilitate this, such as there being no minimum site area per dwelling for residential flat buildings, provided that the development site has a frontage width of at least 18 metres.

Whilst the character of these areas is expected to change over time as a result of increased density, policies were introduced at the same time, to ensure a high level of amenity is maintained for occupants of surrounding development, as well as occupants of the new development.

Since the introduction of the policy in July 2015, the CAP has assessed many development applications for medium density forms of residential development within the Medium Density Policy Area. The large majority have been granted consent, on the basis that they generally accord with the relevant policy. Despite this, the CAP Members have expressed concern that the medium density policies may be leading to poor development outcomes.

In particular, the policy of having no minimum site area per dwelling for residential flat buildings, has resulted in developments which achieve quantitative criteria with respect to set-backs from boundaries, private open space, car parking etc., however which potentially result in compromised outcomes for adjoining property occupants, the streetscape and/or occupants of the new development. Although the Development Plan contains some general policies which address those considerations, they are not directly applicable to the Medium Density Policy Area and are therefore necessarily given reduced weight in an assessment.

Early indications from the Department for Planning Transport & Infrastructure (DPTI), suggest that upon introduction of the *Planning and Design Code* in July 2020 (replacing the Development Plan), the Medium Density Policy Area will be replaced with the “Suburban Neighbourhood (Medium Density) Zone”. This new zone appears to include maximum density provisions for all forms of residential development (including residential flat buildings), as well as a range of new policies aimed at guiding the design of residential flat buildings, such as maximum building depth or length, separation between buildings etc.

The draft *Planning and Design Code* will be released for public consultation on 1 October 2019. As part of the review and submission on the draft *Planning and Design Code*, Council staff will consider the proposed policies to guide residential flat buildings and other forms of medium density development in the Suburban Neighbourhood (Medium Density) Zone, in light of the feedback from the CAP.

Another change which was introduced through the Residential Development (Zones and Policy Areas) DPA, was to provide greater flexibility in development options for properties within the Residential Zone, along arterial roads, such as Payneham Road and Magill Road. For example, mixed-use developments up to three storeys in height are allowed for in the new policy. The application of this policy has led to some concerns regarding on-street parking management, increased through traffic (including access via laneways), noise, and loss of local character and amenity.

The Panel has seen wide-ranging quality in regards to the proposals and anticipated impacts on the adjacent established residential properties. Again, the release of the P&D Code for consultation on 1 October 2019 represents an opportunity for review of policies relating to development along arterial roads.

Panel Members Term of Engagement

The term of appointment for all Panel Members expires on 31 October 2019.

The PDI Act does not prescribe a maximum term for CAP Members appointed by the Council. Most recently, the Council appointed CAP Members for a two (2) year term, whereas previously they had been appointed for one (1) year at a time.

Given the experience of the Panel Members, the safeguards in the Terms of Reference to remove a Member at the discretion of the Council at any time and historical absence of any operational concerns, it is recommended that Members again be appointed for two (2) years and biennial reviews of the Panel be undertaken.

Specialist External Panel Members

The five (5) Specialist External Members appointed to the Panel, have varied professional backgrounds and are all highly regarded in their respective fields of expertise. Mr Mosel is a qualified and experienced Town Planner and former ERD Court Commissioner, Ms Jenny Newman is a qualified architect with heritage conservation experience, Mr Smith is a qualified and experienced Town Planner and Ms Bowden is a qualified and experienced Landscape Architect. Each Member also has knowledge of the Development Act and Regulations, an understanding of the procedure for assessing a proposal against Council's Development Plan and general knowledge of the City of Norwood Payneham & St Peters.

All Panel Members have expressed a desire to continue to serve on the Panel for a further two years.

Assessing the performance of Panel Members is very difficult as the core business of the Panel involves Members undertaking objective assessments of Development Applications which are often complex and not clear-cut. As such, opinions will vary on each matter considered by the Panel. In addition, Panel Members prepare for meetings by themselves (ie. undertaking site inspections, reading Agenda reports and seeking clarification of issues from staff prior to meetings), therefore the amount of time that Panel Members invest in preparing for Panel meetings is difficult to gauge. That said, even if the amount of preparation time was known, it is not considered to be a strong indicator of their individual performance, because each Member would prepare for Panel meetings differently.

Overall, it is considered that all Panel Members have discharged their responsibilities appropriately and in doing so, have performed well. The meeting attendance rate was high, with an average of less than one (1) absentee per month during the reporting period.

All Members have contributed to discussions on Agenda Items in a robust manner, sought advice and clarification from staff at various times throughout the year, asked questions of representors, Applicants and staff at Panel meetings, identified planning trends of concern and it is evident from observing the meetings that all Members have prepared thoroughly for each meeting. The quality of decision making is considered to be of a high and robust standard.

Mr Mosel has performed well in the role of Presiding Member, providing a high level of professional expertise and control over meetings in a range of situations. Intervention and guidance is provided by the Presiding Member when required, resulting in good efficiency and public perception of the Panel.

Number of Panel Members

The new CAPs are required to have a maximum of five members, one of which may be an Elected Member of the Council.

Members, other than Elected Members, will need to have relevant expertise and from 1 July 2020, following the commencement of the accredited professionals scheme, will be required to be an 'accredited professional'.

Deputy Panel Members

The Council may also appoint Deputy Members to the CAP. Deputy Members can attend meetings in the place of absent CAP Members on an 'as-needs' basis. The appointment of Deputy Members may assist the CAP in avoiding quorum issues.

Cr. Carlo Dottore is currently appointed to the position of Deputy Member, to replace Cr. John Minney, in instances when he is unable to attend a meeting. Where an Elected Member is appointed as a Deputy Member, that person may not act as a deputy for any other CAP Member.

The Council has previously determined not to appoint a specialist external Deputy Member, however noted that this position should be reconsidered upon the first review of the CAP's operations. In this respect, the absence of a specialist external Deputy Member has not hindered the operations of the CAP over the past two (2) years, with the exception of the meeting held in August 2019. In that instance, two specialist external members were apologies for the meeting, leaving two specialist external members and the Elected Member representative. Whilst this achieved a quorum for most items on the agenda, one of the specialist external members declared a conflict of interest for an item, resulting in a quorum being unable to be achieved and the agenda item being unable to be considered until the following month.

The Council could determine to call for expressions of interest for a specialist external Deputy Member, who would be able to attend in situations when one or more specialist external members are unable to attend a meeting. Given how infrequently the lack of a specialist external Deputy Member has been problematic, this is not recommended.

OPTIONS

The Council could determine to re-appoint all specialist external members of the CAP, or alternatively could determine not to appoint one or more Members and instead call for expressions of interest for new Member(s). For the reasons set out in this report, it is recommended that all existing specialist external members be re-appointed for a further two (2) years.

The Council could determine to seek expressions of interest for a specialist external Deputy Member, to attend meetings of the CAP when other specialist external members are unable to attend. As the absence of a specialist external Deputy Member has rarely been problematic in the past, this is not recommended.

The Council could determine to review the delegations to the CAP. However, as the current delegations have worked well for a number of years and delegations will be prescribed in the PDI Act from 1 July 2020, this is not recommended.

CONCLUSION

The Council Assessment Panel has discharged its responsibilities well, between October 2017 and September 2019, with meetings running efficiently and with a high degree of professionalism.

The Panel determined 92% of Development Applications in accordance with the staff recommendation, reflecting a continued high degree of consistency between staff and Panel assessment approaches, recommendations and final decisions.

Overall, the Council can be justifiably satisfied with the results which have been achieved and the Panel's operation during the period between October 2017 and September 2019.

COMMENTS

Nil

RECOMMENDATION

1. That the following Elected Member be and is hereby appointed to the City of Norwood Payneham & St Peters Council Assessment Panel for a period commencing on 21 October 2019 until 1 October 2021:

- _____

2. That the following Elected Member be and is hereby appointed as a Deputy Member to the City of Norwood Payneham & St Peters Council Assessment Panel for a period commencing on 21 October 2019 until 1 October 2021:

- _____

3. That the following persons be and are hereby appointed as Specialist External Members to the City of Norwood Payneham & St Peters Council Assessment Panel, for a period commencing on 21 October 2019 until 1 October 2021, or until extended or removed from membership of the Council Assessment Panel by resolution of the Council:

- Mr Terry Mosel;
- Mr Phil Smith;
- Ms Jenny Newman; and
- Ms Fleur Bowden.

4. That Mr Terry Mosel be and is hereby appointed as Presiding Member to the City of Norwood Payneham & St Peters Council Assessment Panel, for a period commencing on 21 October 2019 until 1 October 2021, or until extended or removed from membership of the Council Assessment Panel by resolution of the Council:

5. That all Members of the City of Norwood Payneham & St Peters Council Assessment Panel receive a sitting fee of \$400 per meeting, other than the Presiding Member, who shall receive a sitting fee of \$500 per meeting, until such time as Members become Accredited Professionals (as relevant), at which time they will each receive an additional \$50 per meeting.
 6. That the City of Norwood Payneham & St Peters Council Assessment Panel, shall operate, function and be delegated powers, in accordance with the document titled “City of Norwood Payneham & St Peters Council Assessment Panel Terms of Reference”, contained in Attachment A to this report and as varied by any other resolution of the Council, or by the Council Assessment Panel in relation to the conduct of business of the Panel, or by the operation of the *Planning, Development & Infrastructure Act 2016*.
 7. That the first meeting of the Council Assessment Panel be held on Monday 21 October 2019 in the Mayor’s Parlour, Norwood Town Hall, commencing at 7:00pm.
 8. That the Council’s Planning staff consider the feedback provided by the Council Assessment Panel on development outcomes in the Medium Density Policy Area and along arterial roads, when reviewing and preparing a submission on the Planning and Design Code.
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Call for Nominations for Appointment of an Elected Member to the City of Norwood Payneham & St Peters Council Assessment Panel

The Mayor called for nominations for appointment of an Elected Member to the City of Norwood Payneham & St Peters Council Assessment Panel.

The following nominations were received:

- Cr Carlo Dottore; and
- Cr John Minney.

Cr Dottore declared an actual conflict of interest in the matter as he was nominated for appointment to the City of Norwood Payneham & St Peters Council Assessment Panel and left the meeting at 8.54pm.

Voting by Secret Ballot

A secret ballot was conducted and the General Manager, Governance & Community Affairs was appointed as Returning Officer for the counting of votes.

Completion of Counting of Votes by Secret Ballot

The votes were counted and the results were declared to the Council as follows:

- Cr Carlo Dottore (2 votes)
- Cr John Minney (7 votes).

Cr Duke moved:

That Cr John Minney be and is hereby appointed to the City of Norwood Payneham & St Peters Council Assessment Panel for a period commencing on 21 October 2019 until 1 October 2021:

Seconded by Cr Sims and carried.

Cr Dottore returned to the meeting at 9.01pm.

Call for Nominations for Appointment of a Deputy Elected Member to the City of Norwood Payneham & St Peters Council Assessment Panel

The Mayor called for nominations for appointment of a Deputy Elected Member to the City of Norwood Payneham & St Peters Council Assessment Panel.

The following nominations were received:

- Cr Carlo Dottore; and
- Cr Evonne Moore.

Cr Dottore declared an actual conflict of interest in the matter as he was nominated for appointment as a Deputy Elected Member to the City of Norwood Payneham & St Peters Council Assessment Panel and left the meeting at 9.02pm.

Cr Moore declared an actual conflict of interest in the matter as she was nominated for appointment as a Deputy Elected Member to the City of Norwood Payneham & St Peters Council Assessment Panel and left the meeting at 9.02pm.

Voting by Secret Ballot

A secret ballot was conducted and the General Manager, Governance & Community Affairs was appointed as Returning Officer for the counting of votes.

Completion of Counting of Votes by Secret Ballot

The votes were counted and the results were declared to the Council as follows:

- Cr Carlo Dottore (4 votes)
- Cr Evonne Moore (4 votes).

As the result was a tied vote, all ballots were placed in a bag and Mayor Bria drew one (1) ballot paper out of the bag.

Cr Carlo Dottore's name was drawn.

Cr Duke moved:

That Cr Carlo Dottore be and is hereby appointed as a Deputy Member to the City of Norwood Payneham & St Peters Council Assessment Panel for a period commencing on 21 October 2019 until 1 October 2021:

Seconded by Cr Sims and carried.

Cr Dottore returned to the meeting at 9.06pm.
Cr Moore returned to the meeting at 9.06pm.

Cr Sims moved:

That the following persons be and are hereby appointed as Specialist External Members to the City of Norwood Payneham & St Peters Council Assessment Panel, for a period commencing on 21 October 2019 until 1 October 2021, or until extended or removed from membership of the Council Assessment Panel by resolution of the Council:

- *Mr Terry Mosel;*
- *Mr Phil Smith;*
- *Ms Jenny Newman; and*
- *Ms Fleur Bowden.*

Seconded by Cr Knoblauch and carried unanimously.

Cr Stock moved:

1. *That Mr Terry Mosel be and is hereby appointed as Presiding Member to the City of Norwood Payneham & St Peters Council Assessment Panel, for a period commencing on 21 October 2019 until 1 October 2021, or until extended or removed from membership of the Council Assessment Panel by resolution of the Council:*
2. *That all Members of the City of Norwood Payneham & St Peters Council Assessment Panel receive a sitting fee of \$400 per meeting, other than the Presiding Member, who shall receive a sitting fee of \$500 per meeting, until such time as Members become Accredited Professionals (as relevant), at which time they will each receive an additional \$50 per meeting.*
3. *That the City of Norwood Payneham & St Peters Council Assessment Panel, shall operate, function and be delegated powers, in accordance with the document titled "City of Norwood Payneham & St Peters Council Assessment Panel Terms of Reference", contained in Attachment A to this report and as varied by any other resolution of the Council, or by the Council Assessment Panel in relation to the conduct of business of the Panel, or by the operation of the Planning, Development & Infrastructure Act 2016.*
4. *That the first meeting of the Council Assessment Panel be held on Monday 21 October 2019 in the Mayor's Parlour, Norwood Town Hall, commencing at 7:00pm.*
5. *That the Council's Planning staff consider the feedback provided by the Council Assessment Panel on development outcomes in the Medium Density Policy Area and along arterial roads, when reviewing and preparing a submission on the Planning and Design Code.*

Seconded by Cr Duke and carried.