

17 June 2024

At the conclusion of the Corporate, Finance, Properties  
and Tenders Committee

## **Environment Committee**

**Agenda**

- 1. Confirmation of Minutes**
- 2. Statement of Ethical Obligations and Disclosures of Interest**
- 3. Grants and Sponsorship - Environmental Grants**
- 4. Project Scope - Cooper Street and Adelaide Street Reserves, Surry Hills**
- 5. Project Scope - Regent Street Reserve, Paddington**
- 6. Public Art Advisory Panel, Design Advisory Panel and Design Advisory Residential Subcommittee - Reappointment of Members**

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As part of our democratic process, the City invites members of the community to speak directly to Councillors during Committee meetings about items on the agenda.

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1. Register to speak by calling Secretariat on 9265 9702 or emailing [secretariat@cityofsydney.nsw.gov.au](mailto:secretariat@cityofsydney.nsw.gov.au) before 10.00am on the day of the meeting.
2. Check the recommendation in the Committee report before speaking, as it may address your concerns so that you just need to indicate your support for the recommendation.
3. Note that there is a three minute time limit for each speaker (with a warning bell at two minutes) and prepare your presentation to cover your major points within that time.
4. Avoid repeating what previous speakers have said and focus on issues and information that the Committee may not already know.
5. If there is a large number of people interested in the same item as you, try to nominate three representatives to speak on your behalf and to indicate how many people they are representing.

Committee meetings can continue until very late, particularly when there is a long agenda and a large number of speakers. This impacts on speakers who have to wait until very late, as well as City staff and Councillors who are required to remain focused and alert until very late. At the start of each Committee meeting, the Committee Chair may reorder agenda items so that those items with speakers can be dealt with first.

Committee reports are available at [www.cityofsydney.nsw.gov.au](http://www.cityofsydney.nsw.gov.au)

**Item 1.**  
**Confirmation of Minutes**

Minutes of the following meetings of the Environment Committee are submitted for confirmation:

Meeting of 6 May 2024

**Item 2.****Statement of Ethical Obligations**

In accordance with section 233A of the Local Government Act 1993, the Lord Mayor and Councillors are bound by the Oath or Affirmation of Office made at the start of the Council term to undertake their civic duties in the best interests of the people of the City of Sydney and the City of Sydney Council and to faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the Local Government Act 1993 or any other Act, to the best of their ability and judgement.

**Disclosures of Interest**

Pursuant to the provisions of the Local Government Act 1993, the City of Sydney Code of Meeting Practice and the City of Sydney Code of Conduct, Councillors are required to disclose and manage both pecuniary and non-pecuniary interests in any matter on the agenda for this meeting.

In both cases, the nature of the interest must be disclosed.

This includes receipt of reportable political donations over the previous four years.

## **Item 3.**

### **Grants and Sponsorship - Environmental Grants**

**File No: S117676**

#### **Summary**

The City of Sydney's Grants and Sponsorship Program supports initiatives and projects that build the social, cultural, environmental and economic life of the city. To achieve the objectives of the Sustainable Sydney 2030-2050 Continuing the Vision, genuine partnership between government, business and the community is required.

The provision of grants and sponsorships is a mechanism to further the aims identified in the City's social, cultural, economic and environmental policies. Applications are assessed against these policies and against broad City objectives and plans. In this way, the City and the community act collaboratively to achieve the goals of Sustainable Sydney 2030-2050 Continuing the Vision.

The City advertised the Green Building Grant in the annual Grants and Sponsorship Program.

For the Green Building Grant program, 13 eligible applications were received. This report recommends a total of 13 grants to a total value of \$95,087 in cash for payment in the 2024/25 financial year.

On 22 August 2022, Council adopted a Grants and Sponsorship Policy. All grants in this report were assessed in accordance with the Grants and Sponsorship Policy, the Grants and Sponsorship Guidelines, the priorities set out in Sustainable Sydney 2030-2050 Continuing the Vision and various other relevant City strategies and action plans.

All grant recipients will be required to sign a contract, meet specific performance outcomes and acquit their grant. All figures in this report exclude GST.

## Recommendation

It is resolved that:

- (A) Council approve the cash recommendations for the Green Building Grant program as shown at Attachment A to the subject report;
- (B) Council note that all grant amounts are exclusive of GST;
- (C) authority be delegated to the Chief Executive Officer to negotiate, execute and administer agreements with any organisation approved for a grant or sponsorship under terms consistent with this resolution and the Grants and Sponsorship Policy; and
- (D) authority be delegated to the Chief Executive Officer to correct minor errors to the matters set out in this report, noting that the identity of the recipient will not change, and a CEO Update will be provided to Council advising of any changes made in accordance with this resolution.

## Attachments

**Attachment A.** Recommended For Funding - Green Building Grant Program

## Background

1. The City of Sydney's Grants and Sponsorship Program supports residents, businesses and not-for-profit organisations to undertake initiatives and projects that build the social, cultural, environmental and economic life of the city.
2. On 6 February 2024, the City announced that the Green Building Grant program was open for application on its website, with grant applications closing on 5 March 2024.
3. Information about these grant programs (such as application dates, guidelines, and eligibility criteria) was made available on the City's website. The City actively promoted the grant programs through the corporate website, e-newsletters, advertising through paid social ads, paid LinkedIn, AdWords, Radio and an ArtsHub partnership. Email campaigns were utilised to target interested parties who have applied previously for grants at the City or who have expressed an interest in the City's programs.
4. As per the Grants and Sponsorship Guidelines the Green Building Grant program is open to not-for-profit organisations, for-profit organisations and owners' corporations. The application must be for works on a residential strata or accommodation (hotel, hostel and serviced apartment) building.
5. Out of a total of 13 applications received, six applications were from five for-profit organisations (in the accommodation sector) and are recommended for support in this report:
  - (a) Laudet Pty Limited;
  - (b) Pearl Hotels D 1993 Pty Limited;
  - (c) The Trustee for Darling Harbour Hotel Trust;
  - (d) The Trustee for Schwartz Family Trust; and
  - (e) Winadell Pty. Ltd.

## Grants assessment process

6. The City's Grants and Sponsorship Program is highly competitive. Applications that are not recommended have either not scored as highly against the assessment criteria as the recommended applications or have incomplete or insufficient information. The City's Grants and Sponsorship team provides feedback to unsuccessful applicants.
7. The assessment process includes advice and recommendations from a suitably qualified assessment panel. The applications are scored against defined assessment criteria for each grant program as well as the integrity of the proposed budget, project plan, partnerships, contributions and connection to the local community and industry sectors.
8. The assessment criteria for the Green Building Grant program are:
  - evidence of the need for the project and proposed outcomes
  - capacity and experience of the applicant to deliver the project
  - demonstrated connection and benefit to the local area and community



- evidence of diversity, inclusion and equity in the planning and delivery of the project; and
  - how the project delivers against the funding priorities.
9. The assessment meeting for the Green Building Grant program was held on 2 April 2024. The assessment panel consisted of City staff from the Sustainability Programs and Sustainability & Resilience Teams.
  10. Once recommended applications are approved by Council, a contract is developed, which includes conditions that must be adhered to, and acquitted against.
  11. All successful applicants are expected to cooperate with relevant City staff throughout the project for which they have received funding.
  12. All grants and sponsorships are recommended provided the applicant obtains any required approvals, permits, and development consents.

**Green Building Grant Program**

13. The applications recommended for the Green Building Grant program are outlined in Attachment A to this report.
14. The Green Building Grant program budget is set out below; note that a second round for the Green Building Grant program will open in July 2024:

Total budget for 2024/25	\$400,000
Less: Total cash committed to previously approved applications	\$0
Total cash available	\$400,000
Total number of eligible applications this allocation	13
Total cash value requested from applications	\$95,087
Total number of applications recommended for cash support	13
Total amount of cash funding recommended for payment in 2024/25	\$95,087
Cash amount remaining for payment in 2024/25	\$304,913

## Key Implications

### Strategic Alignment - Sustainable Sydney 2030-2050 Continuing the Vision

15. Sustainable Sydney 2030-2050 Continuing the Vision renews the communities' vision for the sustainable development of the city to 2050. It includes 10 strategic directions to guide the future of the city, as well as 10 targets against which to measure progress. This grant is aligned with the following strategic directions and objectives:
  - (a) Direction 2 - A leading environmental performer - the recommended grant projects in this report contribute to City's endeavours in improving environmental performance of our residents and businesses by supporting new and innovative approaches to delivering sustainability outcomes and strengthening community resilience.

### Organisational Impact

16. The grants and sponsorships contract management process will involve key staff across the City of Sydney. Identified staff set contract conditions and performance measures for each approved project, and review project acquittals, which include both narrative and financial reports.

### Environmental

17. The City's Grants and Sponsorship Program provides the City with a platform to support environmental initiatives from the communities and business, within the local area.

### Financial Implications

18. There are sufficient funds allocated in the 2024/25 grants and sponsorship budget, included in the City's draft operating budget for 2024/25 which is seeking approval as part a separate council report in the current reporting cycle, to support the recommended grants. Details and total values are provided in the table above.

### Relevant Legislation

19. Section 356 of the Local Government Act 1993 provides that a council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.
20. Section 356(3)(a) to (d) is satisfied for the purpose of providing grant funding to for profit organisations because:
  - (a) the funding is part of the following program Green Building grant program;
  - (b) the details of the program has been included in the Council's draft operational plan for financial year 2024/25;
  - (c) the program's proposed budget does not exceed five per cent of Council's proposed income from ordinary rates for financial year 2024/25; and
  - (d) this program applies to a significant group of persons within the local government area.

### Critical Dates / Time Frames

21. The funding period for the Green Building Grant program for financial year 2024/25 is for activity taking place from 1 July 2024 to 30 June 2025. Contracts will be developed for all successful applications after Council approval to ensure their funding is released in time for projects starting in July 2024.

### Public Consultation

22. During February 2024, briefing sessions and Connect Sydney training took place where potential applicants were notified about the grants and how to apply:
  - (a) An online briefing session for general grants enquires was held on 7 February 2024. A total of 168 attendees participated in the session.
  - (b) An in-person briefing session for the Aboriginal and Torres Strait Islander community was held at Redfern Community Centre on 8 February 2023. A total of 20 attendees participated in the session.
  - (c) An in-person information session was held at the Pitt Street Training Centre on 13 February 2024, for participants at the Connect Sydney workshop. Connect Sydney aims to build the capacity of community and not-for-profit organisations through the provision of free grant writing skills and governance training. A total of 23 attendees participated in the session.
  - (d) An in-person information session was held at the at Redfern Community centre on 15 February 2024, for Aboriginal and Torres Strait Islander participants at the Connect Sydney workshop. Connect Sydney aims to build the capacity of community and not-for-profit organisations through the provision of free grant writing skills and governance training. A total of 11 attendees participated in the session.

**EMMA RIGNEY**

Director City Life

Alana Goodwin, Grants Coordinator

# **Attachment A**

**Recommended for Funding  
Green Building Grant Program**

## Green Building Grant - Summer Round - 2024/25

### Recommended for Funding

Organisation Name	Project Name	Project Description	\$ Amount Requested	\$ Amount Recommended	Additional Conditions
Laudet Pty Limited	NABERS Energy & Water Rating Year 2 - 28 Albion St, Surry Hills (Rydges Central Surry Hills)	A year 2 NABERS energy and water rating to benchmark and improve energy systems efficiency and reduce the carbon footprint of a 310 rooms hotel.	\$2,500	<b>\$2,500</b>	Nil
Pearl Hotels D 1993 Pty Limited	NABERS Energy & Water Rating Year 2 - 100 Murray St, Pyrmont (Novotel Darling Harbour)	A year 2 NABERS energy and water rating to benchmark and improve energy systems efficiency and reduce the carbon footprint of a 524 rooms hotel.	\$2,500	<b>\$2,500</b>	Nil
Pearl Hotels D 1993 Pty Limited	NABERS Energy & Water Rating Year 2 - 100 Murray St, Sydney (Ibis Darling Harbour)	A year 2 NABERS energy and water rating to benchmark and improve energy systems efficiency and reduce the carbon footprint of a 256 rooms hotel.	\$2,500	<b>\$2,500</b>	Nil
Strata Plan 17572	NABERS Energy & Water Rating Year 1 & Renewables and/or Electrification Feasibility Assessments - 6-14 Oxford St, Darlinghurst (Strata Plan 17572)	A year 1 NABERS energy and water rating, and a renewables/electrification feasibility assessment for solar PV, hot water pump, and mechanical ventilation optimisation of a 23 level residential building with 120 apartments.	\$15,000	<b>\$15,000</b>	Nil
Strata Plan 70153	NABERS Energy & Water Rating Year 1 & Renewables and/or Electrification Feasibility Assessments - 1 Pottinger St, Dawes Point (Strata Plan SP70153 & carpark SP 70152 - Parbury Apartments)	A year 1 NABERS energy and water rating, and a renewables/electrification feasibility assessment to reduce energy consumption and enhance energy efficiency of a 10 level residential building with 33 apartments.	\$13,040	<b>\$13,040</b>	Nil
Strata Plan 72604	NABERS Energy & Water Rating Year 1 & Renewables and/or Electrification Feasibility Assessments - 22 Gadigal Ave, Zetland (Strata Plan 72604 - ESP Building)	A year 1 NABERS energy, water, and waste rating, and a renewables/electrification feasibility assessment to become resource efficient and achieve net zero emission by 2035 of 3 residential buildings with a total of 20 levels and 225 apartments.	\$15,000	<b>\$15,000</b>	Nil
Strata Plan 84689	Renewables and/or Electrification Feasibility Assessments - 4 Distillery Dr, Pyrmont (Strata Plan 84689)	A renewables/electrification feasibility assessment of the electric vehicle charging opportunities of a 27 level residential building with 132 apartments.	\$3,697	<b>\$3,697</b>	Nil

Organisation Name	Project Name	Project Description	\$ Amount Requested	\$ Amount Recommended	Additional Conditions
Strata Plan 86806	Renewables and/or Electrification Feasibility Assessments - 2 Distillery Dr, Pyrmont (Strata Plan 86806)	A renewables/electrification feasibility assessment of the electric vehicle charging opportunities of a 25 level residential building with 100 apartments.	\$3,350	<b>\$3,350</b>	Nil
Strata Plan 92883	NABERS Energy & Water Rating Year 1 & Renewables and/or Electrification Feasibility Assessments - 349-357 Bulwara Rd, Ultimo (Strata Plan 92883)	A year 1 NABERS energy and water rating, and a renewables/electrification feasibility assessment for solar PV, EV charging, and hot water electrification of a 10 level residential building with 127 apartments.	\$15,000	<b>\$15,000</b>	Nil
The Owners Strata Plan No 61091	NABERS Energy & Water Rating Year 1 - 2-10 Quarry Master Dr, Pyrmont (Strata Plan 61091)	A year 1 NABERS energy and water rating, and a renewables/electrification feasibility assessment for solar PV, EV charging, and hot water electrification of a 13 level residential building with 66 apartments.	\$15,000	<b>\$15,000</b>	Nil
The Trustee for Darling Harbour Hotel Trust	NABERS Energy & Water Rating Year 2 - 12 Darling Dr, Sydney (Sofitel Darling Harbour)	A year 2 NABERS energy and water rating to benchmark and improve energy systems efficiency and reduce the carbon footprint of a 590 rooms hotel.	\$2,500	<b>\$2,500</b>	Nil
The Trustee for Schwartz Family Trust	NABERS Energy & Water Rating Year 2 - 390 Pitt St, Haymarket (Rydges World Square)	A year 2 NABERS energy and water rating to benchmark and improve energy systems efficiency and reduce the carbon footprint of a 460 rooms hotel.	\$2,500	<b>\$2,500</b>	Nil
Winadell Pty. Ltd.	NABERS Energy & Water Rating Year 2 - Pitt St, Haymarket (Ibis World Square)	A year 2 NABERS energy and water rating to benchmark and improve energy systems efficiency and reduce the carbon footprint of a 166 rooms hotel.	\$2,500	<b>\$2,500</b>	Nil

## Item 4.

### Project Scope - Cooper Street and Adelaide Street Reserves, Surry Hills

File No: X090905.001

#### Summary

This report outlines the proposed scope of works for the refurbishment of Cooper Street and Adelaide Street Reserves, Surry Hills. Cooper Street and Adelaide Street Reserves have been identified as a part of the small parks and playgrounds improvement program.

The project brief is to refurbish the parks by renewing the pavement area to Riley Street and Cooper Street frontages, improving access through the reserves for walking and bike riding, improving the planting and turf, retaining the existing mature trees and providing increased amenity through new park furniture, lighting, irrigation and drainage.

The Draft Concept Plan was on public exhibition from 29 April to 27 May 2024. A letter was distributed in the local area and the proposal was exhibited on the City's website. The proposed works are supported by the community and the responses highlighted that an upgrade of this park would increase the current use of the park.

The proposal includes provision of a shared path for people walking and bike riding and the use of simple, durable materials that reflect the local neighbourhood character. The existing paths are proposed to be widened and resurfaced to increase accessibility. The upgraded suite of furniture and fittings include seating, bins with dog bag dispensers, drinking fountain, signage, lighting and light poles to main paths. Planted areas will be increased, and turf areas improved through the reserves. One small tree will be removed (and replaced) to enable the works.

This report recommends that Council endorse the proposed scope of works for the park refurbishment at Cooper Street and Adelaide Street Reserves, Surry Hills and increase the budget to cover the additional scope.

## Recommendation

It is resolved that Council:

- (A) endorse the scope of improvements to Cooper Street and Adelaide Street Reserves, Surry Hills as described in the subject report and shown in the Revised Concept Plan as Attachment B to the subject report, for progression to relevant approvals, preparation of construction documentation tender and construction; and
- (B) approve the additional funds required to deliver the project as outlined in Confidential Attachment D to the subject report.

## Attachments

- Attachment A.** Location Plan and Site Photos
- Attachment B.** Revised Concept Plan
- Attachment C.** Engagement Report
- Attachment D.** Financial Implications (Confidential)



## Background

1. The City has an ongoing small parks improvement program. This program is for parks which need upgrade or enhancement works, the replacement of end-of-life equipment, and to generally provide appropriate facilities for local residents.
2. Cooper Street and Adelaide Street Reserves are local parks located at 5040 Cooper Street (Upper Cooper), 119-123 Cooper Street (Lower Cooper) and 48-50 Adelaide Street (Adelaide), Surry Hills. They are bounded by residential, office and childcare properties (refer to Attachment A). The combined site is approximately 1,349 square metres.
3. The land is owned by the City of Sydney.
4. Cooper Street and Adelaide Street Reserves were identified for an upgrade due to the park's overall condition.
5. All three Reserve areas are characterised as small parks.
  - (a) Upper Cooper Street Reserve is formed by a road closure, with a central paved plaza area that ramps/steps down westward and is dissected by retaining walls. The space is flanked by planting in garden beds consisting of groundcovers, shrubs and several mature trees. The reserve shares a border with SDN Childcare to the south, residential buildings to the east, Riley Street to the north Cooper Street to the South, and Lower Cooper Street Reserve to the southwest .
  - (b) Lower Cooper Street Reserve is a flat mostly turfed space which is bordered by paving. Two mature trees have suppressed any turf growth beneath. Brick paths are lifted by tree roots in several places. The adjoining SDN Childcare is to the east, office buildings to the west, residential buildings to the north over Cooper Street and Adelaide Street Reserve is to the south over Adelaide Place.
  - (c) Adelaide Street Reserve is the smallest of the spaces with patches of turf and planting intersected by brick paved paths. The three mature trees heavily shade the space and suppress turf growth beneath. It is bordered by residential buildings on the west, east beyond Little Riley Street and south beyond Adelaide Street.

## Draft Concept Plan

6. A draft concept design was developed for the works and community consultation undertaken in April/May 2024.
7. The draft concept design sets the overall layout. The key principles are:
  - (a) provide an accessible, welcoming and safe park for the community and visitors;
  - (b) improve the green space and retain the mature tree canopy;
  - (c) improve usability and functionality of the space by reviewing the structure of the landscape elements;
  - (d) improve sightlines and passive surveillance (visibility) to create an open and safe public space;
  - (e) provide a range of seating opportunities which encourage social interaction; and

- (f) use simple, robust and high-quality materials which reflect the local neighbourhood character.
8. The proposal includes the following:
- (a) shared path through Cooper Street Reserve as part of the Surry Hills to Central quiet way with improved sightlines for greater legibility and safety;
  - (b) extended footpaths and paths to create an accessible series of parks that seamlessly integrates with the surrounding streetscape;
  - (c) new retaining walls that sensitively address the steep level change along Cooper Street;
  - (d) expanded seating options to foster social interaction and relaxation;
  - (e) new suite of furniture including bins with dog bag dispensers, drinking fountain, signage;
  - (f) upgraded lighting to the main paths through the reserves; and
  - (g) new and upgraded amenity to improve park functionality include irrigation to the turf and storm water drainage.
9. The following tree management and planting is proposed as part of the park works:
- (a) one small *Lagerstroemia indica* (Crepe myrtle) tree with a 'low' Tree Retention Value will be removed to enable the regrading works required for the shared path. Given its small size, the removal will only result in a minor loss in canopy;
  - (b) one new shade tolerant tree is proposed to offset the tree removal;
  - (c) refreshed and additional garden beds, incorporating new shrubs and groundcover plants, to breathe life into the landscape; and
  - (d) an Arboricultural Impact Assessment and Tree Protection Plan has been prepared to inform the detailed design and ensure appropriate construction methodology.
10. In response to community consultation the following has been modified:
- (a) to maximise the usable green space, the paths that dissected the turf area in Lower Cooper Street Reserve have been omitted.
11. In response to community consultation the following will be further investigated during detailed design:
- (a) review the need for a sharps bin;
  - (b) review retaining wall extent and height adjacent to SDN childcare boundary;
  - (c) review light pole locations; and
  - (d) review existing and proposed planting species and layout.

12. A Review of Environmental Factors (REF) will be lodged for the works in accordance with the Environmental Planning Assessment Act 1979 and the State Environment Planning Policy (Transport and Infrastructure) 2021.
13. A Development Application (DA) will be lodged for the required soil remediation works in accordance with Part 4 of the Environmental Planning Assessment Act 1979. This is triggered by the location of the site in a heritage conservation area.
14. Contamination was detected in the soil during early site investigation works. A Remediation Action Plan will be prepared and adhered to during the construction works in order to remediate the site.

## Key Implications

### Strategic Alignment - Sustainable Sydney 2030-2050 Continuing the Vision

15. Sustainable Sydney 2030-2050 Continuing the Vision renews the communities' vision for the sustainable development of the city to 2050. It includes 10 strategic directions to guide the future of the city, as well as 10 targets against which to measure progress. This report is aligned with the following strategic directions and objectives:
  - (a) Direction 3 - Public places for all - this project will provide an improved open space and streetscape which meets the needs of a variety of users and provides opportunities for social interaction.
  - (b) Direction 4 - Design excellence and sustainable development - this project is part of a wider program of renewal of local small parks and reserves across the city. It will provide an improved quality of open space.
  - (a) Direction 5 - A city for walking, cycling and public transport - this project is a central link in the Surry Hills to Central quiet way and will improve through site connections with greater accessibility of the paving and safety through better sightlines and new lighting
  - (b) Direction 6 - An equitable and inclusive city - this project will provide gathering spaces for all ages and abilities.

### Organisational Impact

16. Upgrading the pavement, retaining walls, layout and lighting in Cooper Street and Adelaide Street Reserves will improve the quality and safety of the existing spaces and represents a mitigation of risk to the City. The assets will require ongoing maintenance.

### Risks

17. Risks of not implementing the scope of these works include potential further failure of the paving surfaces and retaining walls, non-compliant lighting and risk to the community.
18. Risks of not implementing this scope of works could result in failure to meet community expectations.

**Social / Cultural / Community**

19. The site is an important open space within the Surry Hills area where many people have limited access to outdoor areas within their own homes. The site is also used by nearby office workers during the daytime especially at lunchtime. Improving the amenity offering within the reserve represents an investment in this community, providing opportunities for people of different ages and abilities to use the reserve alongside each other.
20. The shared path which runs through Cooper Reserve forms part of the City's current local bike network. The upgrade to Cooper Street Reserve will improve the safety of the shared path by widening of the path and improving sight lines for people walking and riding.

**Environmental**

21. Protection and enhancement of the existing planting and trees through this work is in line with the Urban Ecology Strategic Action Plan.

**Financial Implications**

22. The project budget for the delivery of the Cooper Street and Adelaide Street Reserves, Surry Hills upgrade is detailed in Confidential Attachment D. There are insufficient funds allocated to the project to deliver the increased scope. Additional funds have been sought from the Open Space renewal and Lights, Poles and Electrical renewal provision included in the Draft Long Term Financial Plan as outlined, in the Confidential Attachment D.

**Relevant Legislation**

23. Local Government Act 1993 - Section 10A provides that a council may close to the public so much of its meeting as comprises the discussion of information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.
24. Attachment D to the subject report contains confidential information which, if disclosed would confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.
25. Discussion of the matter in an open meeting would, on balance, be contrary to the public interest because it would compromise Council's ability to negotiate fairly and commercially to achieve the best outcome for its ratepayers.
26. Environmental Planning and Assessment Act 1979.
27. State Environment Planning Policy (Transport and Infrastructure) 2021.
28. Sydney Local Environmental Plan 2012.
29. Disability Discrimination Act 1992.

### Critical Dates / Time Frames

30. Current Program Dates:

- |  |            |
|--|------------|
| (a) Council approval of Concept Design | June 2024  |
| (b) Detailed Design                    | July 2024  |
| (c) Tender                             | Late 2024  |
| (d) Construction start                 | Early 2025 |
| (e) Completion                         | Mid 2025   |

### Options

31. Proceed with the progression of the improvement works as outlined in this subject report including relevant approvals, preparation of construction documentation and tender for construction.
32. Project does not proceed - this option is not recommended as the current condition of the reserve has several associated risk and compliance issues.

### Public Consultation

33. Community consultation was undertaken as a two-part process; early engagement (pre-consultation) and public consultation / exhibition. For a detailed description of the consultation process and findings refer to Attachment C.
34. An early engagement notification letter/email was issued to residents. 18 submissions were received during the period. The purpose of the early engagement was to seek input from the community about how they used the space and how the reserve could be improved.
35. The public consultation involved the following:
- (a) Letters advertising the online feedback portal were distributed to the Surry Hills area. A total of 700 letters were distributed.
  - (b) A webpage on SydneyYourSay showing the plans from 29 April to 27 May 2024. The page included an electronic copy of the concept design, survey and other key information about the consultation.
  - (c) A pop-up consultation feedback session was held in the reserve on Saturday 18 May 2024, 10pm to 11.30am. Council staff were available to answer questions and obtain feedback about the proposed concept plan. Respondents were also encouraged to view the plans and provide feedback on the Sydney Your Say website. Approximately nine people attended the session.
  - (d) An online feedback form.

36. The Sydney Your Say page was visited 362 times during the consultation period. There were 42 submissions received during the consultation period. This included 5 submissions via email and 37 via the online feedback form.
37. The proposal was well supported by the community and the responses highlighted that an upgrade to this park would increase the current use of the park. A summary and response to the key comments and suggestions are:
  - (a) There were 20 comments that showed overall support for the reserve upgrades.
  - (b) There were 9 requests to upgrade the turf under existing trees. The struggling turf under the existing trees will be replaced with planting. The remaining turf areas will be improved with an irrigation system.
  - (c) There were 5 requests for public art. Public art does not form part of the proposed project scope.
  - (d) There were 4 requests to install a needle bin. These comments were passed onto the City's Safe City team, who have advised they do weekly sweeps and will review appropriateness of a sharps bin in this area.
  - (e) There were 3 comments to retain the current layout out of the paths in Lower Cooper Street Reserve. The revised concept plan has omitted the additional paths dissecting the turf area. The existing footpath and paths are proposed to be widened and resurfaced where necessary to increase accessibility.
  - (f) There were 3 comments about including separation measures between people walking and riding in Cooper Street reserve to prevent collisions and slow down people riding. The current best practise is to not separate people walking and riding. The proposed wide and barrier free shared path has improved sightlines for greater legibility and safety. The proposed layout encourages bike riders to slow down and decreases the chance of collisions.

**KIM WOODBURY**

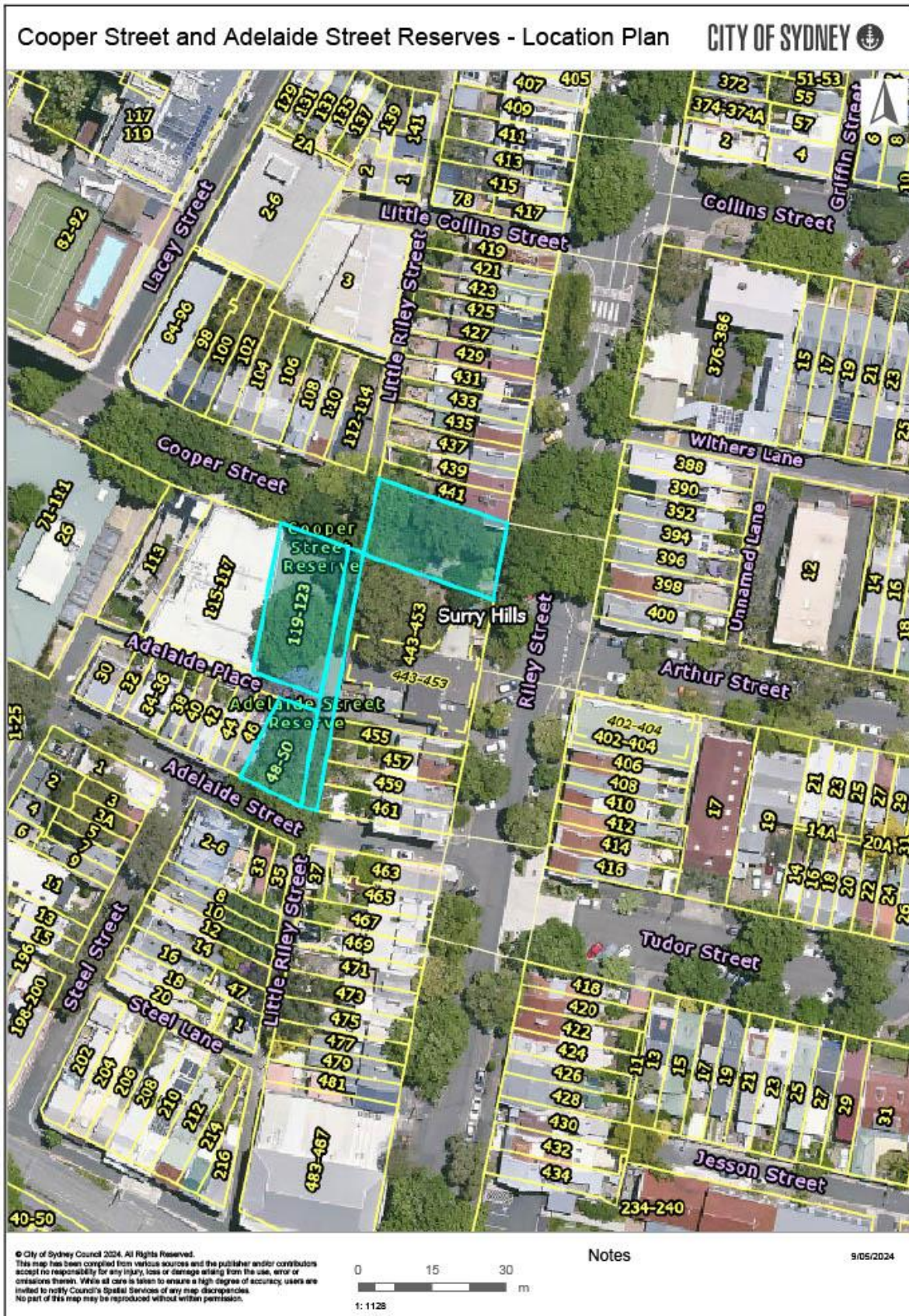
Chief Operating Officer

David Baker, Design Manager

# **Attachment A**

**Location Plan and Site Photos**

# Cooper Street and Adelaide Street Reserves, Surry Hills







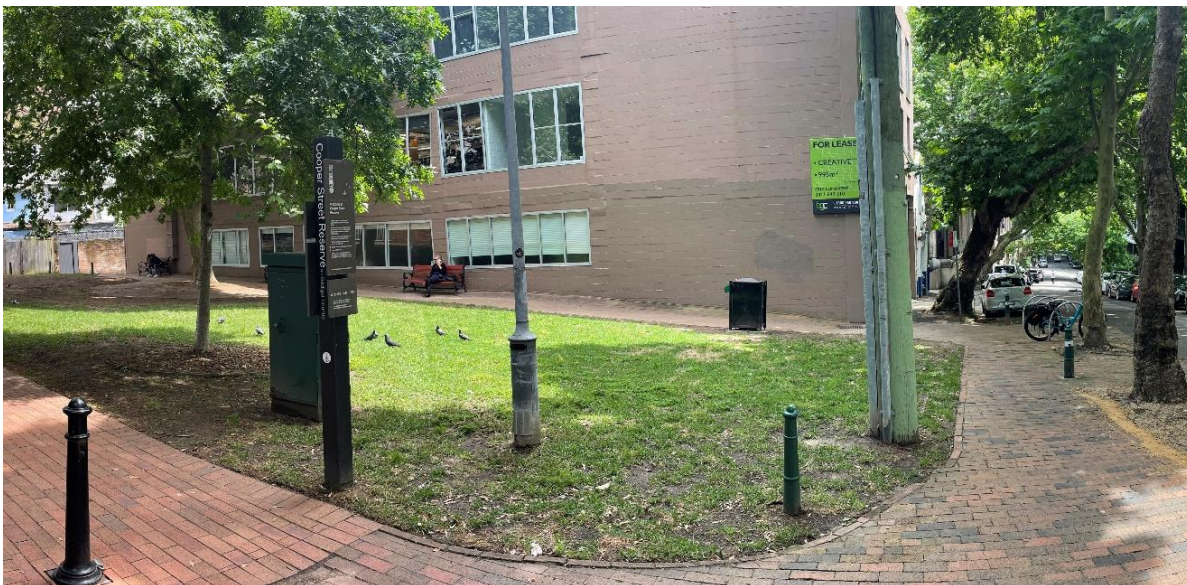
Upper Cooper - Looking west towards Cooper St from Riley St. Layout of pathways & barriers confusing for users. Cyclists have created an unsafe desire line through the planting. A small “low value” tree is in the centre of the unused plaza with no seating. End of life lighting visible amongst the many mature shade trees. The retaining walls are damaged due to tree roots.



Upper Cooper - Looking east towards Riley Street from Cooper Street. The balustrade and walls act as visual and physical barrier. Planting is looking tired. Mature trees flank the reserve. Steep level change across the site visible.



Lower Cooper – Looking north to Cooper Street. The turf is heavily worn out under the canopy of both the existing mature trees. Paths are in a good condition with some tree root lifted paving around the Plane tree. One bollard is dislodged. Existing benches are in good condition. Lighting is at end of life.



Lower Cooper - Looking southwest. The turf is worn out on the corners due to pedestrian movements. Footpath along Cooper Street is narrow and obstructed by the turf. Lots of vertical fixtures cluttering this view.



Adelaide Street Reserve – looking southwest towards Adelaide Street from Little Riley Street. Turf is in poor condition due to pedestrian traffic and shade from mature existing trees. Paths are in a good condition with some tree root lifted paving around Eucalyptus tree. End of life lighting and signage is visible.



Adelaide Street Reserve – looking northeast towards Little Riley Street from Adelaide Street. Some blank spaces in planter beds. Retaining wall and paths are in a good condition with some pavers lifted. Shade from mature existing trees.

# **Attachment B**

**Revised Concept Plan**



Location Plan

## Background

We are currently upgrading more than 35 parks across the City of Sydney area, including small pocket parks to larger neighbourhood parks.

We developed this concept plan for Cooper Street and Adelaide Street Reserves based on your feedback from consultation in mid 2023.

The upgrade includes improved access through the Reserves, more places for sitting and gathering, more planting areas, upgraded lighting and new furniture.

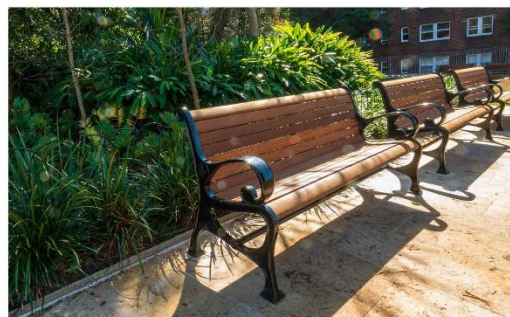
We invite your feedback on the proposed concept design.



Artist impression of the new upper Cooper Street Reserve looking from Riley Street



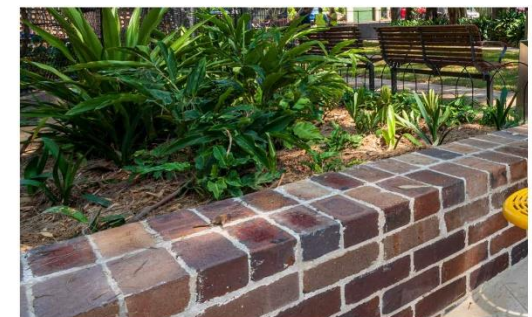
Example of new bench seating



Example of bench seats with shade tolerant planting under existing tree canopy



Example of new brick paving



Example of new seating wall and planting



## Proposed Works

- 01** New shared path with improved sightlines for greater legibility and safety
- 02** New seating areas with bench seats offer spaces for relaxing and social interaction
- 03** New garden beds and plantings for a greener space
- 04** Pedestrian movement is directed to a new and widened footpath to preserve the turf
- 05** New connection to Arthur Street as part of the Surry Hills to Central quiet way (outside of scope)

- Existing tree - retain
- Existing tree - remove
- New tree
- New paving
- Existing paving retained
- Asphalt road
- Mass planting
- Turf area
- New retaining wall
- Existing retaining wall
- New bench seats
- Retained/New 'traditional' bench seats
- New bin with dog bag dispenser
- New water bubbler with dog bowl
- Park sign
- New standard City lighting

# **Attachment C**

## **Engagement Report**



# Engagement report

**Cooper Street and Adelaide Street Reserves,  
Surry Hills**

June 2024



# Contents

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Engagement activities	13

# Background

Over the next 10 years, we're upgrading more than 60 parks across the City of Sydney area, from small pocket parks to larger local parks.

Quality green open spaces are a high priority for our residents, workers and visitors. This network of park upgrades will create better quality open spaces for everyone to enjoy, help keep our city cooler, and support biodiversity in our local areas.

Prior to finalising the designs, we are consulting the community and stakeholders on these proposed park improvements. In 2023 and 2024, we consulted on our stage 18 parks, which include:

- Robyn Kemmis Reserve, Glebe
- Minogue Reserve, Glebe
- Ada Villa Terrace, Erskineville
- Regent Street Reserve, Paddington
- Glebe Street Reserve, Glebe
- **Cooper Street and Adelaide Street Reserves, Surry Hills**

# Engagement summary

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From 29 April to 27 May 2024, we asked the community for feedback on a concept plan to improve Cooper Street and Adelaide Street Reserves

Consultation on the plan provided an opportunity for stakeholders and the community to review and comment on the design.

Consultation activities included online engagement, a letter to residents and information session at the park.

This report outlines the community engagement activities that took place to support the consultation and summarises the key findings from the consultation.

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## Purpose of the engagement

The purpose of the engagement was to:

- gather feedback from stakeholders and the community about the proposed upgrade
  - determine the level of satisfaction with the concept design.
- 

## Outcomes from the engagement

### Submissions received during consultation

We received a total of 42 submissions during the consultation period.

37 via Survey Monkey and 5 via email.

The Sydney Your Say page was visited 362 times during the consultation period.

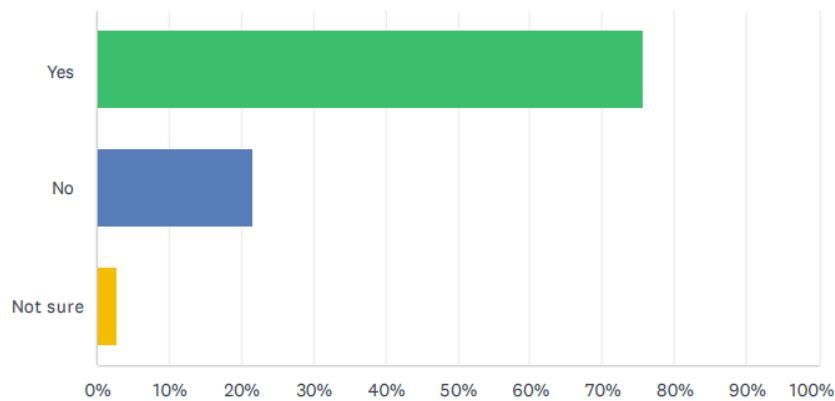
# Key findings

## Online feedback form - rating elements of the proposed upgrade

Respondents who completed the online feedback form were asked to rate how important elements of the proposed design were to them. The results are below:

### Q1 Do you support the proposed improvements to Cooper Street and Adelaide Street Reserves?

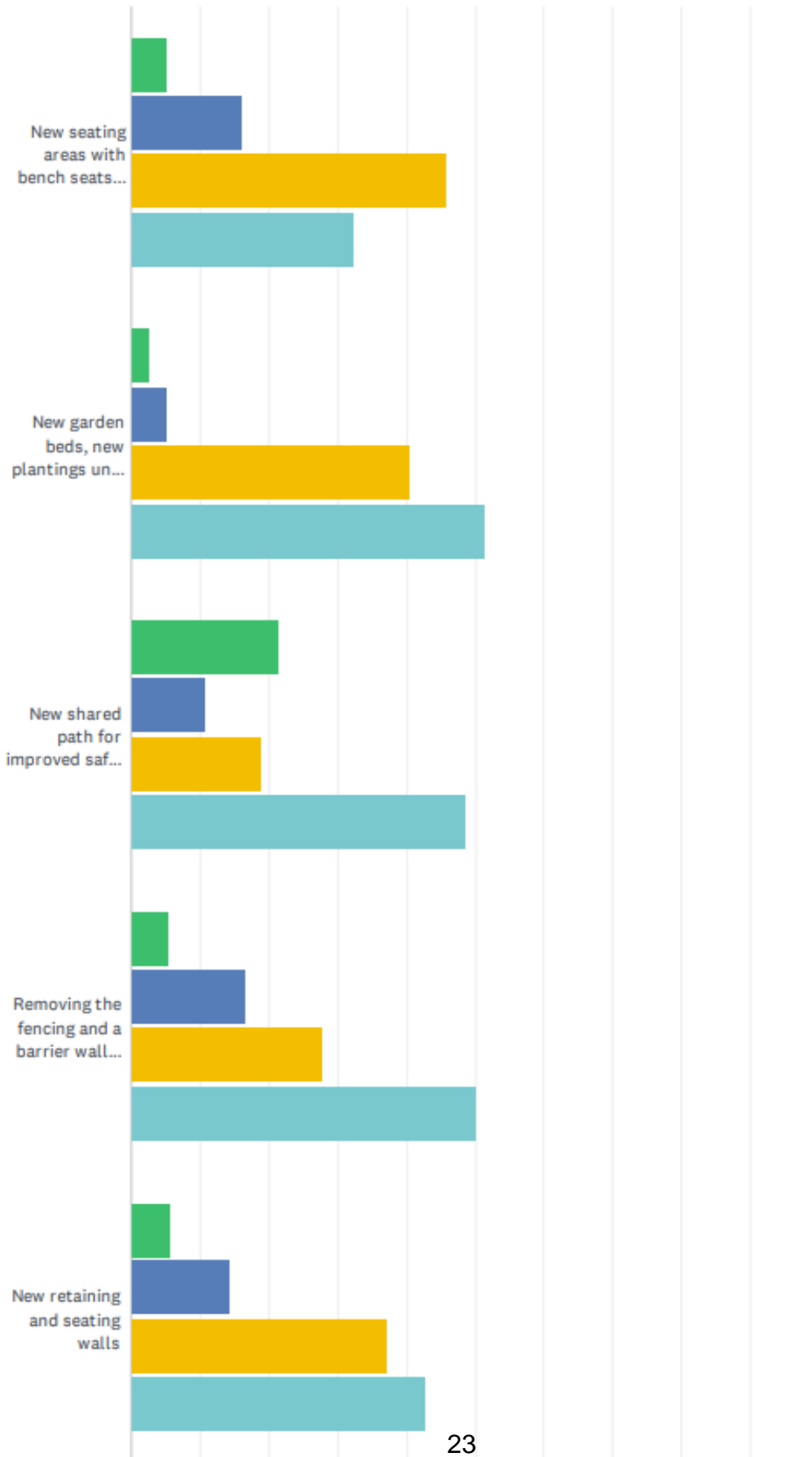
Answered: 37 Skipped: 0

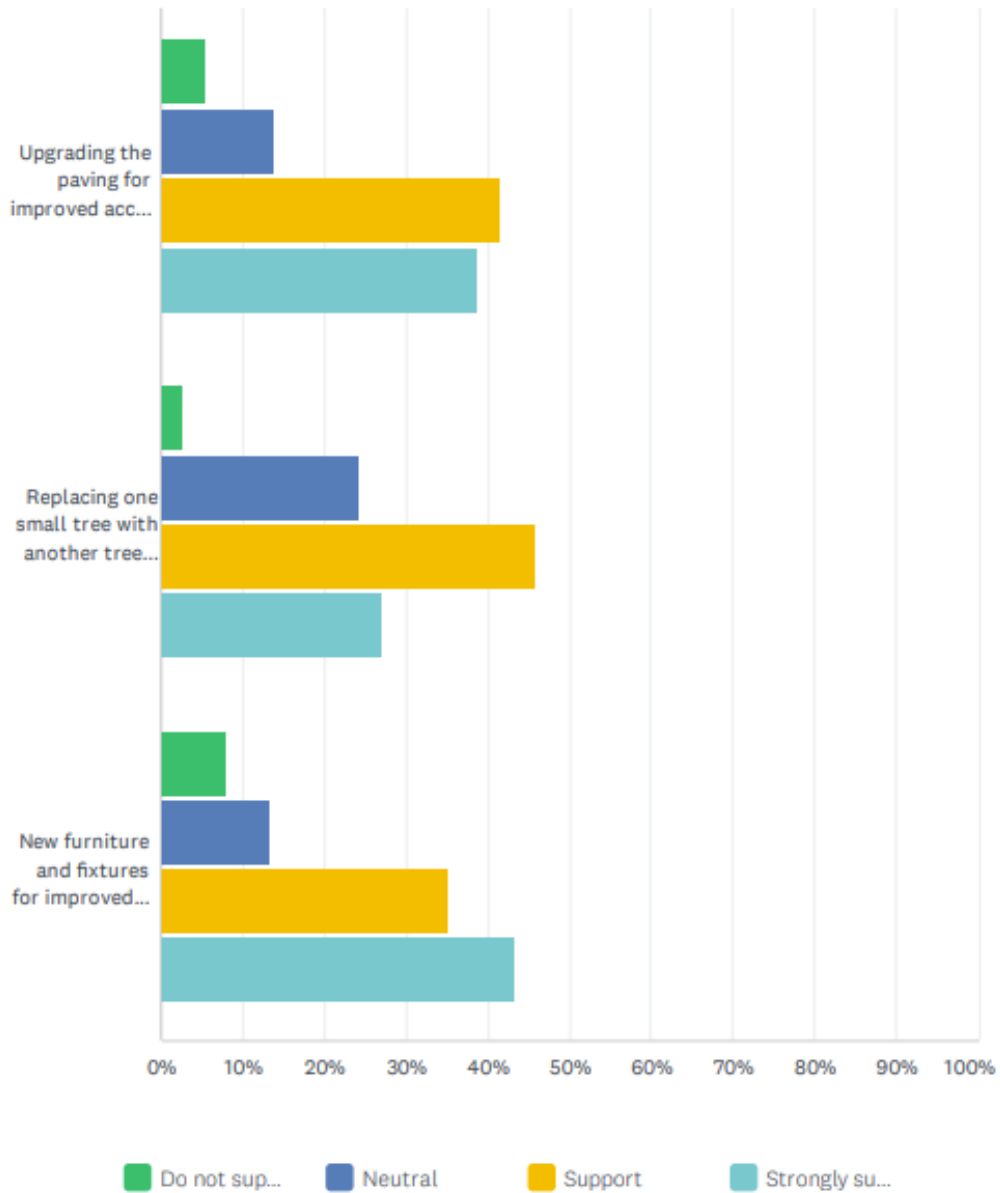


ANSWER CHOICES	RESPONSES	
Yes	75.68%	28
No	21.62%	8
Not sure	2.70%	1
TOTAL		37

## Q2 Do you support the following elements of the upgrade?

Answered: 37 Skipped: 0

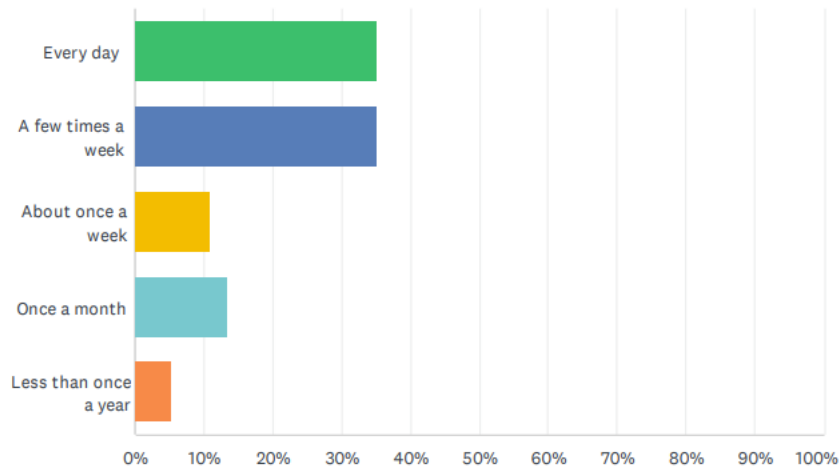




	DO NOT SUPPORT	NEUTRAL	SUPPORT	STRONGLY SUPPORT	TOTAL
New seating areas with bench seats that offer spaces for relaxing and social interaction	5.41% 2	16.22% 6	45.95% 17	32.43% 12	37
New garden beds, new plantings under the tree canopy for a greener space in Cooper and Adelaide Street Reserves	2.70% 1	5.41% 2	40.54% 15	51.35% 19	37
New shared path for improved safety and access through Cooper Street Reserve	21.62% 8	10.81% 4	18.92% 7	48.65% 18	37
Removing the fencing and a barrier wall for improved access and sightlines	5.56% 2	16.67% 6	27.78% 10	50.00% 18	36
New retaining and seating walls	5.71% 2	14.29% 5	37.14% 13	42.86% 15	35
Upgrading the paving for improved access and safety in Adelaide Street Reserve	5.56% 2	13.89% 5	41.67% 15	38.89% 14	36
Replacing one small tree with another tree nearby in Cooper Street Reserve	2.70% 1	24.32% 9	45.95% 17	27.03% 10	37
New furniture and fixtures for improved comfort and convenience, including bench seats and lighting in both Reserves	8.11% 3	13.51% 5	35.14% 13	43.24% 16	37

### Q3 How often do you currently use the space?

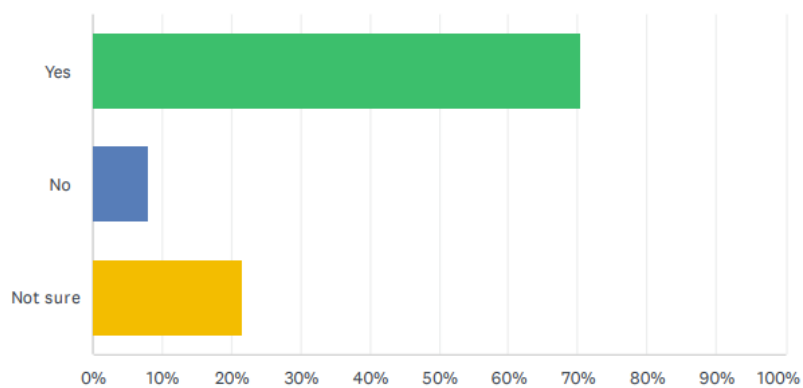
Answered: 37 Skipped: 0



ANSWER CHOICES	RESPONSES	
Every day	35.14%	13
A few times a week	35.14%	13
About once a week	10.81%	4
Once a month	13.51%	5
Less than once a year	5.41%	2
<b>TOTAL</b>		<b>37</b>

### Q4 Do you think that the upgrade would change your use of the space?

Answered: 37 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	70.27%	26
No	8.11%	3
Not sure	21.62%	8
<b>TOTAL</b>		<b>37</b>

## Subjects/topics raised in submissions

Several subjects/topics were raised in the feedback received. These were presented as concerns, suggestions and/or requests and are summarised below.

General		
Comments	Total	City of Sydney Response
Overall support of the reserves upgrades	20	Thank you for your supportive feedback.
Consider different turf species and soil for improved durability under existing trees.	10	The struggling turf under the existing trees will be replaced with planting
Feedback about the Surry Hills to Central Quietway concept design	9	Thank you for your feedback. We have passed on submissions for this consultation to the relevant Sydney Your Say team. All submissions will be considered alongside others made for this consultation.
Install public art in Cooper Street Reserve. Suggestions include mural art and public sculptures.	5	Public art is not in the proposed scope.
Install needle bin	4	We have passed comments to the City's Safe City team. They advise they do weekly sweeps and will review appropriateness of a sharps bin.
Improve aesthetics of the design to preserve the look and feel of the area.	4	The proposed park upgrade works will improve the aesthetics of the park.
Retain current layout out of the paths in Cooper Street Reserve.	3	The revised concept plan has omitted the additional paths dissecting the turf area. The existing paths are proposed to be widened and resurfaced where necessary to increase accessibility.
Consider impacts of DA proposal for 441 Riley Street on reserves design. Concerns with impact of DA to proposed seating, lighting and greening.	3	The DA was reviewed and the concept design still includes the key plaza area to Upper Cooper Street, adjacent to the existing planting buffer. The Lighting and planting will not need modification.
Increase frequency of replacing the dog bag dispenser and removal of dog litter in park.	3	The proposed furniture includes an additional bin with dog bag dispenser.



		Maintenance comments will be passed on to the appropriate teams.
Embed new cultural and/or local significance in the park design.	3	Cultural / historical information will be reviewed during the next stage of the project to ensure any new cultural and/or local significance should be included on the park sign.
Include separation measures between people walking and riding in Cooper Street reserve to prevent collisions and slow down people riding with new path design.	3	The proposed wide and barrier free shared path has improved sightlines for greater legibility and safety The proposed layout encourages cyclists to slow down and decreases the chance of collisions.
Retain existing retaining garden bed wall in Cooper Street Reserve away from the fence of neighbouring childcare facility for better safety.	2	Retaining wall extent and height will be reviewed during the detailed design stage of the project.
Redesign the path from Cooper St to Adelaide Place to run diagonally across the park. This will better match the natural walking route and prevent new grass from foot traffic.	2	The revised concept plan has omitted the additional paths dissecting the turf area to maximise the green space. The existing street footpath and paths around the turf area are proposed to be widened and resurfaced where necessary to increase accessibility and encourage use.
Install a public street library.	2	A public street library is not in the proposed scope.
Implement new CCTV or other surveillance in park as there is often illegal activity.	2	CCTV is not in the proposed scope.
Include play equipment such as a small water play or swings for children.	2	Structured children's play elements is not in the proposed scope. Initial consultation indicated retention of existing use of the space was important.
New planting suggestions including rhododendrons, azaleas, native flowering plants like proteas and grevilleas.	2	The planting will be reviewed during the detailed design stage of the project. The final selection will align with the Greening Sydney Strategy.
Keep existing planting on Cooper Street Reserve. It is working well and plants are thriving.	2	The planting will be reviewed during the detailed design stage of the project. The project aims to retain the majority of existing planting, infilling where required and new garden beds.

<p>Install new seating in areas located away from commercial buildings and in Adelaide Street Reserve. Suggestion to consider covered seating.</p>	<p>2</p>	<p>The proposed design provides several new seating areas. Covered seating will not be included in this space. The plaza is well shaded by trees.</p>
<p>Trim trees to allow more light</p>	<p>2</p>	<p>Trimming large trees to open the space can be reviewed with the project arborist.</p>
<p>More trees</p>	<p>1</p>	<p>The reserves currently have considerable canopy cover. One small tree is proposed for removal to enable the works. One new shade tolerant tree is proposed to offset the tree removal.</p>
<p>Extend paving across the street closure section of Adelaide Street.</p>	<p>1</p>	<p>The scope does not include paving the surrounding streets.</p>
<p>Upgrade lighting to deter anti-social behaviour in park and around the neighbouring properties.</p>	<p>1</p>	<p>Park lighting will be upgraded and will include post top lighting to the main paths of travel</p>
<p>Relocate new seating along Adelaide Place to face north and east for more safety and warmth. Increased seating near garden beds may attract more rodents.</p>	<p>1</p>	<p>Existing seating and seating wall is being retained in Adelaide Place</p>
<p>Relocate existing power lines in Adelaide Street Reserve underground to minimise bird droppings.</p>	<p>1</p>	<p>This is not in the proposed scope.</p>
<p>Reduce height of dog bubblers to improve access for smaller dogs.</p>	<p>1</p>	<p>Water bubbler with dog bowl is a proprietary product as part of the Standard suite of City furniture.</p>
<p>Include new community garden on Adelaide Street Reserve with herbs.</p>	<p>1</p>	<p>A community garden is not in the proposed scope.</p>
<p>Install new light by the substation at the beginning of Little Riley and Cooper streets for better safety. The proposed new light is too far from little Riley.</p>	<p>1</p>	<p>Park lighting will be upgraded and will include post top lighting. Final locations will be reviewed during the detailed design stage of the project.</p>
<p>Include shared pedestrian/vehicle zone on Adelaide Street Reserve to reduce trip hazards and provide safer access than asphalt and guttering.</p>	<p>1</p>	<p>A shared zone will be reviewed during the detailed design stage of the project.</p>

Include an electric barbeque facility for people who use the park for morning tea and lunch.	1	A BBQ is not in the proposed scope.
Widen the current ring path for two-way access on Cooper Street Reserve. The new design of a single pathway will be unsafe an unsafe passage with the speed of people riding and walking.	1	The current ring path is not compliant, The proposal improves the grades, widens the path of travel and removes the balustrade to sightlines for greater legibility and safety.  The proposed layout encourages cyclists to slow down.
New seating in Cooper Street Reserve along Riley Street will encourage anti-social behaviour in a residential area.	1	Initial consultation indicated that additional seating in the space was important.  The proposal includes a range of seating opportunities to encourage social interaction.
Plant native shrubs like those used near Haymarket light rail to replace stolen garden bed plants and avoid introducing new species.	1	The planting will be reviewed during the detailed design stage of the project. The final selection will align with the Greening Sydney Strategy.
Install non-slip paving such as pressed gravel in shaded areas.	1	All paving will be compliant with non-slip ratings.
Include screen fencing to minimise visibility of children from the outside for childcare nearby.	1	Screening is not in the proposed scope.

## Pop up information session

A pop-up consultation feedback session was held on Saturday 18 May from 10:00am to 11:30am.

Council staff were available to answer questions and obtain feedback about the proposed concept plan. Approximately 9 residents attended this session.

Feedback from this session is captured in the table above.

## Early consultation feedback

Prior to undertaking general community consultation on the proposal, the City undertook some early consultation work in mid-2023 to ask local residents how often they use the park and what they would like to see in the new design.

18 responses were received during the pre-consultation period. Ideas and suggestions helped to shape the Concept Plan. Key themes from the pre-consultation were:

- Concerns with struggling turf under the shade of the exiting trees and due to foot traffic.
- Concerns over undesirable antisocial behaviour in parks.
- Safety issues, including poor lighting at night and perceptions of being enclosed rather than open to the public, with requests to improve sightlines and passive surveillance within the reserve and enhance accessibility throughout the reserve.
- Described as a common thoroughfare from Central Station to Crown Street and a quiet green space to sit in, pass through or walk the dog, stop for a coffee break or lunch with other people or alone.
- Descriptions of the park state as rundown with requests for enhancing the attractiveness of the space through upgraded paving, improved seating, colour, lighting, increased greenery with greater biodiversity value,
- Request for increased amenity, eg improved seating, lighting, bin with dog bag dispenser, better drainage.
- Successful elements to be retained include, mature trees, pleasant open space with good access and a green feel.

# Engagement activities

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## Overview of engagement

### 1. Sydney Your Say webpage

A Sydney Your Say webpage, <https://www.cityofsydney.nsw.gov.au/proposed-works-maintenance/your-feedback-proposed-design-cooper-street-reserve-adelaide-street-reserve> was created. The page included an electronic copy of the revised concept design, survey and other key information about the consultation.

### 2. Online feedback form via Survey Monkey

The community and stakeholders were able to give feedback using an online feedback form. A link to the feedback form was provided on the Sydney Your Say website.

### 3. Consultation letter

A letter was posted to residents, inviting them to give feedback on the proposal. 700 letters were distributed.

### 4. Community pop up session

A pop-up consultation feedback session was held in Cooper Street Reserve from 10am to 11:30am on Saturday 18 May 2024.

### 5. Sydney Your Say newsletter

An article was published in the Sydney Your Say newsletter to subscribers on 15 May 2024.

CONFIDENTIAL  
By virtue of the Local Government Act 1993 Section 10A Paragraph 2

Document is Restricted

## Item 5.

### Project Scope - Regent Street Reserve, Paddington

File No: X090896.001

#### Summary

This report outlines the proposed scope of works for the refurbishment of Regent Street Reserve, Paddington. Regent Street Reserve has been identified as a part of the small parks and playgrounds improvement program.

The project brief is to refurbish the park by renewing the pathways, creating a consistent palette of materials, retaining and enhancing the existing sandstone walls, ensuring the success of the turf, improving the planting, retaining the existing mature trees and providing increased amenity through new park furniture, lighting and stormwater drainage.

The draft Concept Plan was on public exhibition from 13 March to 12 April 2024. A letter was distributed in the local area and the proposal was exhibited on the City's website. The proposed works are supported by the community and the response highlighted that an upgrade of this park would increase the current use of the park.

The proposal includes resurfacing to create accessible paths using simple, durable materials that reflect the local neighbourhood character. The turf area will be consolidated and raised to focus pedestrian movement to use the improved path network and ensure the success of the space and create incidental seating opportunities on the new sandstone walls edges. The upgraded suite of furniture and fittings include benches, tables, bins with dog bag dispensers, drinking fountain, signage, lighting and light poles. Planting areas will be increased with the introduction of new shrubs, groundcovers and one tree. Two small trees will be removed to improve sightlines and increase safety.

This report recommends that Council endorse the proposed scope of works for the park refurbishment at Regent Street Reserve, Paddington, and increase the budget to cover the additional scope.

## Recommendation

It is resolved that Council:

- (A) endorse the scope of improvements to Regent Street Reserve, Paddington as described in the subject report and shown in the Revised Concept Plan as Attachment B to the subject report, for progression to relevant approvals, preparation of construction documentation tender and construction; and
- (B) approve the additional funds required to deliver the project as outlined in Confidential Attachment D to the subject report.

## Attachments

- Attachment A.** Location Plan and Site Photos
- Attachment B.** Revised Concept Plan
- Attachment C.** Engagement Report
- Attachment D.** Financial Implications (Confidential)



## Background

1. The City has an ongoing small parks improvement program. This program is for parks which need upgrade or enhancement works, the replacement of end-of-life products, and to generally provide appropriate facilities for local residents.
2. Regent Street Reserve is a local park located at 2A Regent Street, Paddington. It is bounded by residential and retail properties (refer to Attachment A). The site is approximately 838 square metres.
3. The land is owned by the City of Sydney.
4. Regent Street Reserve was identified for an upgrade due to the park's overall condition.
5. Regent Street Reserve is characterised as a small park formed by a road closure, with patches of turf intersected by tired concrete paver paths. The space is enclosed by planting in raised sandstone wall garden beds consisting of groundcovers, shrubs and over 30 mature trees. It is bordered by residential and retail buildings to the east and the old St Johns Church grounds, which is now retail, on the western side. Regent Street is to the south and Oxford Street to the north.

## Draft Concept Plan

6. A draft concept design was developed for the works and community consultation undertaken in March and April 2024.
7. The draft concept design sets the overall layout. The key principles are:
  - (a) provide an accessible, welcoming and safe park for the community and visitors;
  - (b) expand the green space;
  - (c) improve usability and functionality of the space;
  - (d) improve sightlines and passive surveillance (visibility) to create an open and safe public space;
  - (e) provide a range of seating opportunities which encourage social interaction; and
  - (f) use simple, robust and high-quality materials which reflect the local neighbourhood character.
8. The proposal includes the following:
  - (a) consolidated and raised turf area that focusses the pedestrian movement to the improved paths and ensures the success of the space;
  - (b) new footpaths to create an accessible park that seamlessly integrates with the surrounding streetscape;
  - (c) expanded seating options including bench seats and wall tops forming incidental seating.
  - (d) new suite of furniture and fittings including tables, bins with dog bag dispensers, drinking fountain and signage; and

- (e) new and upgraded amenity to improve park functionality include irrigation to the turf, storm water drainage, lighting and light poles.
9. The following tree management and planting is proposed as part of the park works:
- (a) two small *Elaeocarpus reticulatus* (Blueberry Ash) trees with a low value will be removed to improve sightlines and increase safety. Given their size and location under an existing mature tree, the removal will not result in any loss of canopy;
  - (b) one new tree is proposed to offset the tree removal;
  - (c) refreshed and additional garden beds, incorporating new shrubs and groundcover plants, to breathe life into the landscape; and
  - (d) an Arboricultural Impact Assessment and Tree Protection Plan has been prepared to inform the detailed design and ensure appropriate construction methodology.
10. In response to community consultation the following has been modified:
- (a) the number of trees proposed for removal has been reduced from four to two.
11. In response to community consultation the following will be further investigated during detailed design:
- (a) review the style and location of café tables and seats;
  - (b) review the garbage bin location; and
12. A Review of Environmental Factors (REF) will be lodged for the works in accordance with the Environmental Planning Assessment Act 1979 and the State Environment Planning Policy (Transport and Infrastructure) 2021.
13. A Development Application (DA) will be lodged for the required soil remediation works in accordance with Part 4 of the Environmental Planning Assessment Act 1979. This is triggered by the location of the site in a heritage conservation area.
14. Contamination was detected in the soil during early site investigation works. A Remediation Action Plan will be prepared and adhered to during the construction works to fully remediate the site.

## Key Implications

### Strategic Alignment - Sustainable Sydney 2030-2050 Continuing the Vision

15. Sustainable Sydney 2030-2050 Continuing the Vision renews the communities' vision for the sustainable development of the city to 2050. It includes 10 strategic directions to guide the future of the city, as well as 10 targets against which to measure progress. This report is aligned with the following strategic directions and objectives:
- (a) Direction 3 - Public places for all - this project will provide an improved open space and streetscape which meets the needs of a variety of users and provides opportunities for social interaction.

- (b) Direction 4 - Design excellence and sustainable development - this project is part of a wider program of renewal of local small parks and reserves across the city. It will provide an improved quality of open space.
- (c) Direction 5 - A city for walking, cycling and public transport - this project will improve through site connections with greater accessibility of the paving and safety through better sightlines and new lighting.
- (d) Direction 6 - An equitable and inclusive city - this project will provide gathering spaces for all ages and abilities.

### **Organisational Impact**

- 16. Upgrading the pavement and lighting in Regent Street Reserve will improve the quality and safety of the existing spaces and represents a mitigation of risk to the City. The assets will require ongoing maintenance.

### **Risks**

- 17. Risks of not implementing the scope of these works include potential further failure of the paving surfaces, non-compliant lighting and risk to the community.
- 18. Risks of not implementing this scope of works could result in failure to meet community expectations.

### **Social / Cultural / Community**

- 19. The site is an important open space within the Paddington area where many people have limited access to outdoor areas within their own homes. The site is also used by Oxford Street shoppers/workers during the daytime especially at lunchtime. Improving the amenity offering within the reserve represents an investment in this community, providing opportunities for people of different ages and abilities to use the reserve alongside each other.

### **Environmental**

- 20. Protection and enhancement of the existing planting and trees through this work is in line with the Urban Ecology Strategic Action Plan.

### **Financial Implications**

- 21. The project budget for the delivery of the Regent Street Reserve, Paddington upgrade is detailed in Confidential Attachment D. There are insufficient funds allocated to the project to deliver the increased scope. Additional funds have been sought from the Open Space renewal and Lights, Poles and Electrical renewal provisions included in the Draft Long Term Financial Plan as outlined, in the Confidential Attachment D.

## Relevant Legislation

22. Local Government Act 1993 - Section 10A provides that a council may close to the public so much of its meeting as comprises the discussion of information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.
23. Attachment D to the subject report contains confidential information which, if disclosed would confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.
24. Discussion of the matter in an open meeting would, on balance, be contrary to the public interest because it would compromise Council's ability to negotiate fairly and commercially to achieve the best outcome for its ratepayers.
25. Environmental Planning and Assessment Act 1979.
26. State Environment Planning Policy (Transport and Infrastructure) 2021.
27. Sydney Local Environmental Plan 2012.
28. Disability Discrimination Act 1992.

## Critical Dates / Time Frames

29. Current Program Dates:
  - (a) Council approval of Concept Design      June 2024
  - (b) Detailed Design      July 2024
  - (c) Tender      Late 2024
  - (d) Construction start      Early 2025
  - (e)** Completion      Mid 2025

## Options

30. Proceed with the progression of the improvement works as outlined in this subject report including relevant approvals, preparation of construction documentation and tender for construction.
31. Project does not proceed - this option is not recommended as the current condition of the reserve has several associated risk and compliance issues.

## Public Consultation

32. Community consultation was undertaken as a two-part process; early engagement (pre-consultation) and public consultation / exhibition. For a detailed description of the consultation process and findings refer to Attachment C.
33. An early engagement notification letter/email was issued to residents. 37 submissions were received during the period. The purpose of the early engagement was to seek input from the community about how they used the space and how the reserve could be improved.
34. The public consultation involved the following:
  - (a) Letters advertising the online feedback portal were distributed to the Paddington area. 495 letters were distributed.
  - (b) A webpage on SydneyYourSay showing the plans from 13 March to 12 April 2024. The page included an electronic copy of the concept design, survey and other key information about the consultation.
  - (c) A pop-up consultation feedback session was held in the reserve on Tuesday 26 March, 2024, 4pm to 5.30pm. Council staff were available to answer questions and obtain feedback about the proposed concept plan. Respondents were also encouraged to view the plans and provide feedback on the Sydney Your Say website. Approximately 12 people attended the session.
  - (d) An online feedback form.
  - (e) Two signs were placed in the park with details about how to leave feedback online.
35. The Sydney Your Say page was visited 311 times during the consultation period. There were 23 submissions received during the consultation period. This included five submissions via email and 18 via the online feedback form.
36. The proposal was well supported by the community and the responses highlighted that an upgrade to this park would increase the current use of the park. A summary and response to the key comments and suggestions are:
  - (a) There were five requests to retain the four small trees proposed for removal. The Concept Design has been revised to retain two of the four small trees. The other two small trees are proposed for removal, to improve sight lines and path connections from Regent Street into the reserve.
  - (b) There were five requests to upgrade the lighting in the reserve (current lighting is not sufficient). Park lighting will be upgraded as part of these works and will include post top lighting.

- (c) There were several comments on the style and location of the proposed furniture. The proposal includes a range of seating opportunities to encourage social interaction. Final products, quantities and location will be reviewed during the detailed design phase of the project.
- (d) Some people requested the slope of the raised turf area be reversed away from Oxford Street and towards Regent Street to make it safer for children playing in the reserve. The proposed lawn area is bound by low walls on three sides and is gently sloped toward Oxford Street to allow permeability into the reserve and for maintenance access. New garden beds will provide a buffer to Oxford Street.

**KIM WOODBURY**

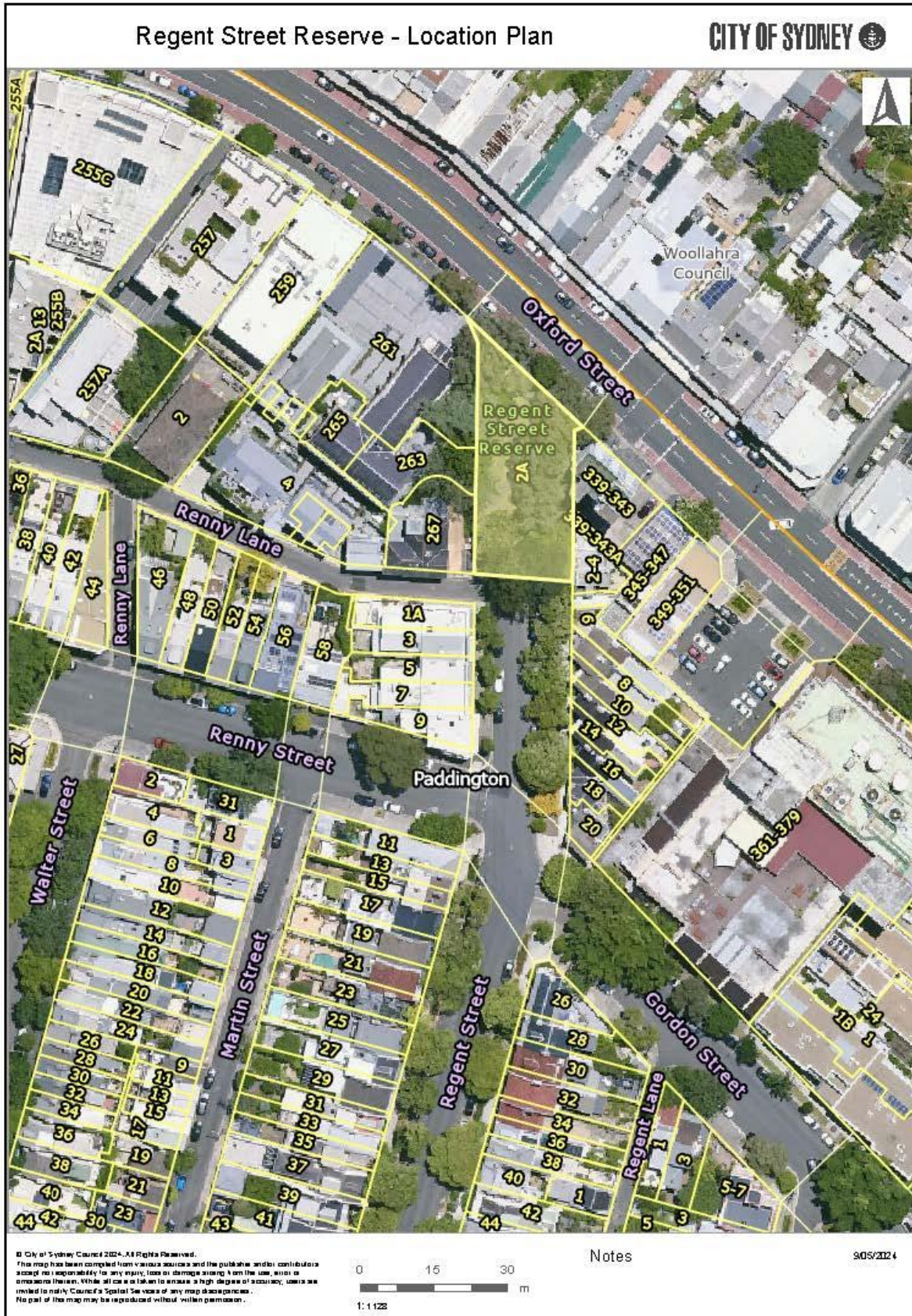
Chief Operating Officer

David Baker, Design Manager

# **Attachment A**

**Location Plan and Site Photos**

# Regent Street Reserve, Paddington







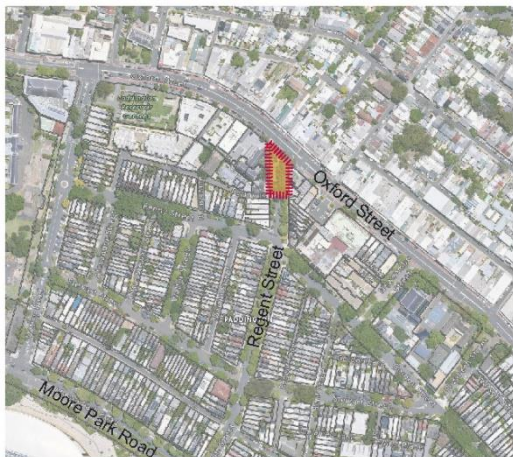
Existing reserve looking south towards the rear of the site. The paving is at the end of its lifecycle. The turf is worn on the corners due to pedestrian movements. Sandstone planter bed retaining wall needs some maintenance to extend life. Mature trees fill the site and provide ample shade to the space.



Looking north towards Oxford Street from Regent Street. Uneven paving caused by the trees. Bollards stopping unwanted movement on to grass. End of life lighting and stormwater visible.

# **Attachment B**

**Revised Concept Plan**



Location Plan

## Background

We are currently upgrading more than 35 parks across the City of Sydney area, from small pocket parks to larger neighbourhood parks.

We developed this concept plan for Regent Street Reserve based on your feedback from consultation in late 2023.

The upgrade includes a new raised turf area surrounded by a new sandstone seating wall at the centre of the reserve, new access paths, more places for seating and gathering, more planting areas, new water bubbler with dog bowl and bins with dog bag dispensers.

We invite your feedback on the proposed concept design.



Artist impression of the new Regent Street Reserve looking from Oxford Street



Example of 'traditional style' seating



Example of new sawn cut sandstone seating wall



Example of new brick paving



Example of colourful 'cafe style' table and stools

Proposed Works



- 01** New raised turf area slopes down to meet pavement adjacent Oxford Street
- 02** New sawn sandstone block seating wall borders the raised turf area
- 03** Existing sandstone walls retained to preserve the current character of the Reserve
- 04** New seating areas with bench seats and cafe style furniture offer spaces for relaxing and social interaction

- 05** New brick paving unifies the space whilst improving accessibility between Oxford and Regent Streets
- 06** New small shade tolerant feature tree to complement the established existing trees
- 07** Remove 2no. existing small trees / large shrubs to enable better sight lines and passive surveillance into the park from Regent Street
- 08** Existing bike racks retained to encourage active modes of transport

	Existing tree - retain		New 'traditional' park seating
	Existing shrub/tree - remove		New round cafe table and stools
	New small feature tree		New bins with dog bag dispenser 2no.
	New herringbone brick paving		New water bubbler with dog bowl
	New and existing mass planting		New park sign
	New raised turf area		New standard City lighting
	Existing sandstone wall retained		Existing substation
	New sawn sandstone wall		Existing Telstra phone box retained

Regent Street Reserve Upgrade

# **Attachment C**

## **Engagement Report**



# Engagement report

Regent Street Reserve, Paddington

June 2024



# Contents

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Engagement summary	4
Key findings	5
Engagement activities	13

# Background

Over the next 10 years, we're upgrading more than 60 parks across the City of Sydney area, from small pocket parks to larger local parks.

Quality green open spaces are a high priority for our residents, workers and visitors. This network of park upgrades will create better quality open spaces for everyone to enjoy, help keep our city cooler, and support biodiversity in our local areas.

Prior to finalising the designs, we are consulting the community and stakeholders on these proposed park improvements. In 2023 and 2024, we consulted on our stage 18 parks, which include:

- Robyn Kemmis Reserve, Glebe
- Minogue Reserve, Glebe
- Ada Villa Terrace, Erskineville
- **Regent Street Reserve, Paddington**
- Glebe Street Reserve, Glebe



# Engagement summary

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From 13 March to 12 April 2024, we asked the community for feedback on a concept plan to improve Regent Street Reserve in Paddington.

Consultation on the plan provided an opportunity for stakeholders and the community to review and comment on the design.

Consultation activities included online engagement, a letter to residents and project signage at the park.

This report outlines the community engagement activities that took place to support the consultation and summarises the key findings from the consultation.

---

## Purpose of the engagement

The purpose of the engagement was to:

- gather feedback from stakeholders and the community about the proposed upgrade
  - determine the level of satisfaction with the concept design.
- 

## Outcomes from the engagement

### Submissions received during consultation

We received a total of 23 submissions during the consultation period.

18 via Survey Monkey and 5 via email.

The Sydney Your Say page was visited 311 times during the consultation period.

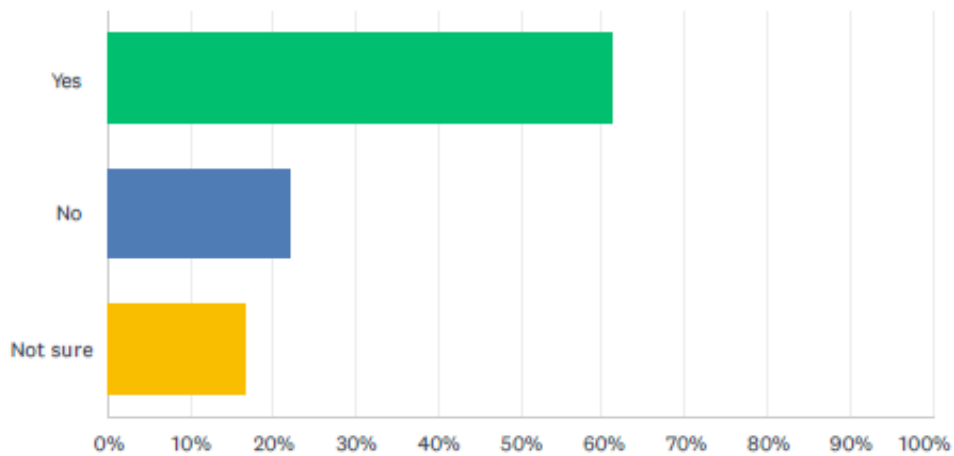
# Key findings

## Online feedback form - rating elements of the proposed upgrade

Respondents who completed the online feedback form were asked to rate how important elements of the proposed design were to them. The results are below:

### Q1 Do you support the proposed improvements to Regent Street Reserve?

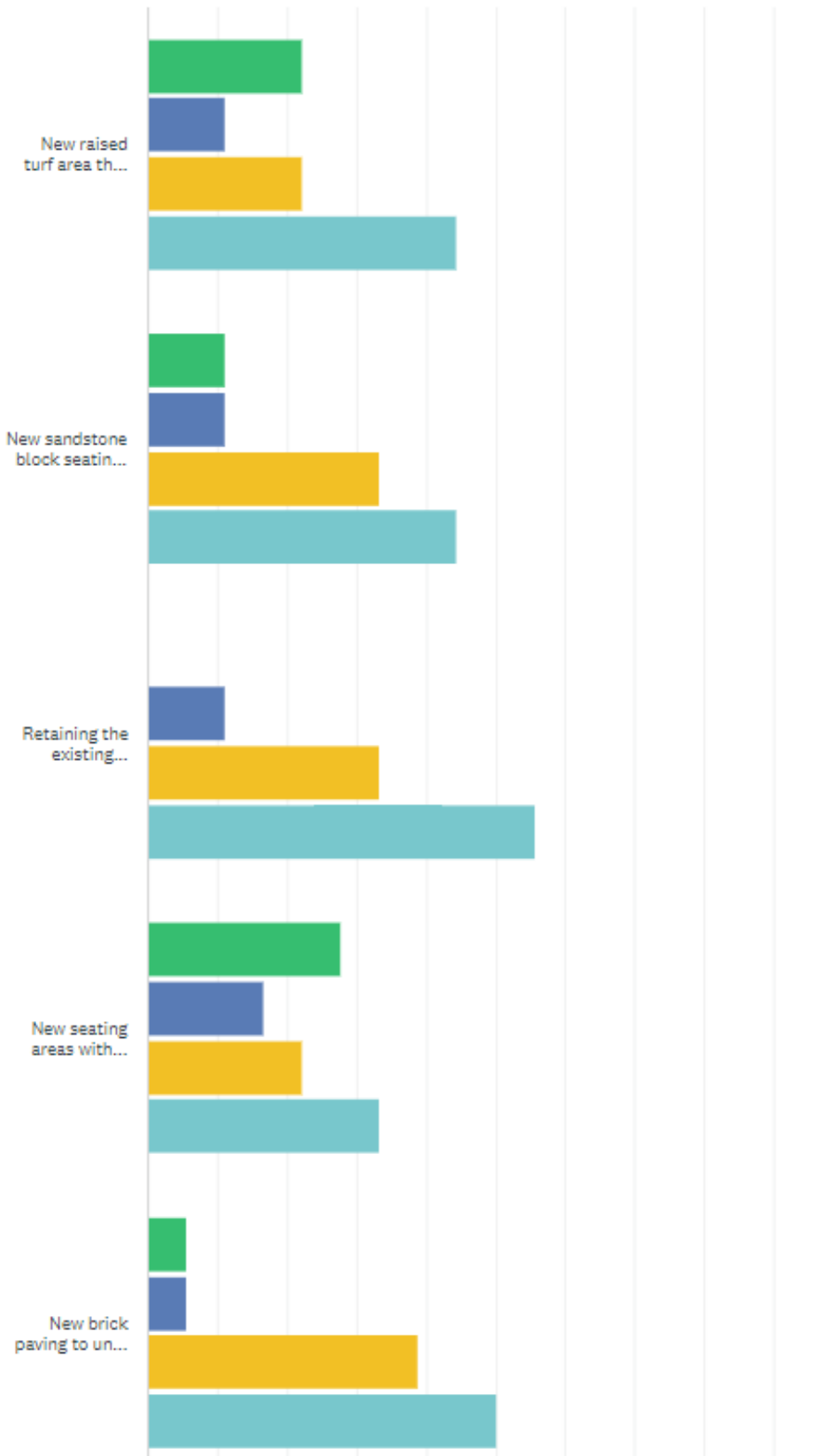
Answered: 18 Skipped: 0



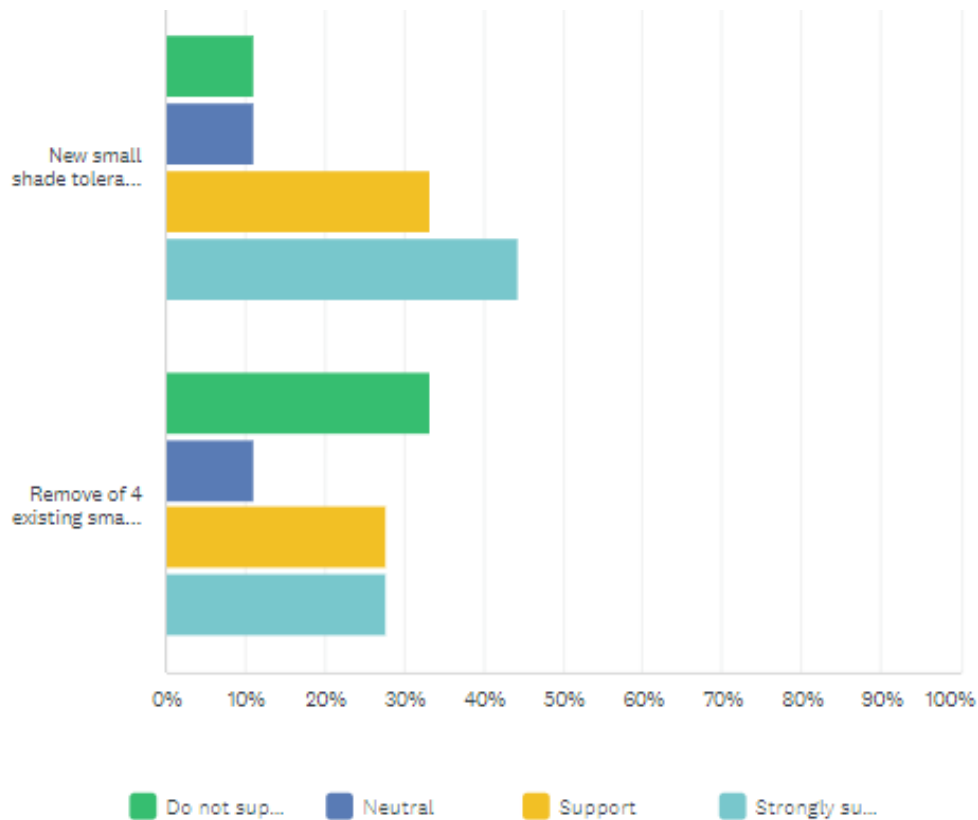
ANSWER CHOICES	RESPONSES	
Yes	61.11%	11
No	22.22%	4
Not sure	16.67%	3
<b>TOTAL</b>		<b>18</b>

## Do you support the following elements of the upgrade?

Answered: 18 Skipped: 0



## Engagement report

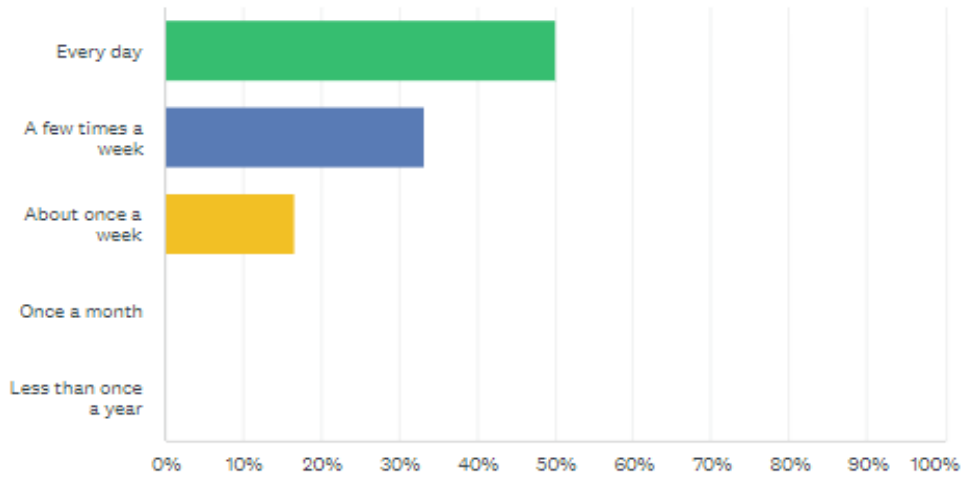


	DO NOT SUPPORT	NEUTRAL	SUPPORT	STRONGLY SUPPORT	TOTAL
▼ New raised turf area that slopes down to meet pavement adjacent to Oxford Street	22.22% 4	11.11% 2	22.22% 4	44.44% 8	18
▼ New sandstone block seating wall that borders the raised turf area	11.11% 2	11.11% 2	33.33% 6	44.44% 8	18
▼ Retaining the existing sandstone walls	0.00% 0	11.11% 2	33.33% 6	55.56% 10	18
▼ New seating areas with bench seats and cafe style furniture that offer spaces for relaxing and social interaction	27.78% 5	16.67% 3	22.22% 4	33.33% 6	18
▼ New brick paving to unify the space and improve accessibility	5.56% 1	5.56% 1	38.89% 7	50.00% 9	18
▼ New small shade tolerant feature tree to complement the established existing trees	11.11% 2	11.11% 2	33.33% 6	44.44% 8	18
▼ Remove of 4 existing small trees to enable better sight lines and passive surveillance into the park from Regent Street	33.33% 6	11.11% 2	27.78% 5	27.78% 5	18

## Engagement report

### How often do you currently use the space?

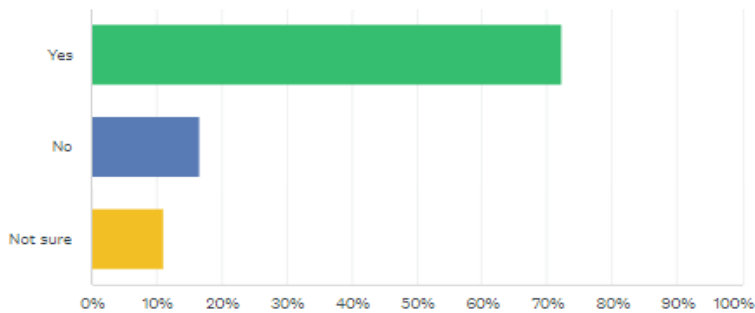
Answered: 18 Skipped: 0



ANSWER CHOICES	RESPONSES
Every day	50.00% 9
A few times a week	33.33% 6
About once a week	16.67% 3
Once a month	0.00% 0
Less than once a year	0.00% 0
<b>TOTAL</b>	<b>18</b>

### Do you think that the upgrade would change your use of the space?

Answered: 18 Skipped: 0



ANSWER CHOICES	RESPONSES
Yes	72.22% 13
No	16.67% 3
Not sure	11.11% 2
<b>TOTAL</b>	<b>18</b>

## Subjects/topics raised in submissions

Several subjects/topics were raised in the feedback received. These were presented as concerns, suggestions and/or requests and are summarised below.

General		
Comments	Total	2 City of Sydney Response
Retain the 4 trees proposed for removal as they create a barrier between Oxford Street and the quieter residential streets	5	The Revised Concept Design will retain 2 small trees.  2 small trees are proposed for removal to improve sight lines and path connections from Regent St into the reserve.
Upgrade lighting in the reserve as the current bollard lighting is not sufficient	5	Park lighting will be upgraded and will include post top lighting.  Non-standard existing bollard light is to be removed.
New bench seats and café furniture are unnecessary and will create a rubbish trap	3	The proposal includes a range of seating opportunities to encourage social interaction.  Final products, quantities and location will be reviewed during the detailed design phase of the project.
Keep all bench seats and café furniture closer to Oxford Street	3	This will be reviewed in design development.
Reverse the slope of the raised turf area away from Oxford Street and towards Regent Street to make it safer for children playing in the reserve	2	The lawn area bound by low walls on three sides and is gently sloped toward Oxford Street to allow permeability into the reserve and for maintenance access.  New garden beds provide a buffer to Oxford Street.
Replace or trim the existing large trees to open the space and create better passive surveillance and allow the grass to grow better	2	Trimming large trees to open the space can be reviewed with the project arborist.
Relocate the dog waste bin in a more central location so it is not near any residential properties	2	Final locations of bins will be reviewed during the detailed design phase of the project.
Install public toilets	2	The park was reviewed as a potential location for a public toilet serving the

## Engagement report

		community in Paddington. However, it was deemed unsuitable.
The new furniture should be 'heritage green' or 'federation green'	2	Colour of furniture will be reviewed during the detailed design phase of the project.
Address the strong sewerage smell at the Oxford Street end of the reserve	1	A cap has been installed to cover the privately owned sewer inspection point.
Include play equipment on the raised turf area	1	Initial consultation indicated retention of existing use of the space was important. Structured children's play elements will not be included in the space.
Better drainage throughout the reserve	1	Improved drainage will be included as part of the scope of works for the project.
Select bird-attracting species for new planting	1	The plants and tree species will be reviewed during the detailed design stage of the project. The final selection will align with the City's Urban Forest Strategy, Street Tree Master Plan, and Greening Sydney Strategy.
Consider large stone pavers in place of herringbone brick paving as there is less chance of them causing a trip hazard if they are dislodged	1	Paving will be reviewed during the detailed design phase of the project. Construction details and laying of bricks consider / address the longevity of the pavement
Select high quality dry-pressed bricks for paving, like Newcombe Street paving or recycled heritage bricks	1	Paving will be reviewed during the detailed design phase of the project.
Make the reserve an Alcohol Prohibited Area	1	Consumption of alcohol is currently prohibited except at approved events. This is noted on the existing park sign.
Fence off the electrical substation to stop park users urinating in the area	1	Substations are required to have clear easements around them which would restrict the use of a fence.
Select a ground cover species that will not need to be replaced as regularly	1	Initial consultation indicated retention of turf was important. The design includes several measures to ensure the success of the turf.
Use native species for the new plantings	1	The plants and tree species will be reviewed during the detailed design stage of the project. The final selection will align with the City's Urban Forest Strategy, Street Tree Master Plan, and Greening Sydney Strategy.

Install sign saying 'no amplified music' to encourage more passive use of the space	1	The wording of the signage will be reviewed during the detailed design phase of the project. But could include: "Please consider our neighbours by keeping the noise level down."
Remove the chain that borders the grass area	1	The chain is proposed to be removed.
Prohibit cycling through the reserve as there are too many blind spots making it dangerous for park users	1	Cycling is permitted in City of Sydney Parks. The Reserve isn't a commuter route and has a low number of cyclists users.  Blind spots have been removed from the design to ensure clear lines of sight and reduce the chance of clashes.
Stronger enforcement is needed to make sure dogs are kept on-leash in the reserve	1	Dogs must be on a leash. The existing and proposed signage will indicate this.
The current layout out of the paths works well and does not need to be changed	1	The paths have been modified slightly to ensure the success of the turf.

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## Pop up information session

A pop-up consultation feedback session was held on Tuesday 26 March from 4pm to 5:30pm.

Council staff were available to answer questions and obtain feedback about the proposed concept plan. Approximately 12 residents attended this session.

Feedback from this session is captured in the table above.

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## Early consultation feedback

Prior to undertaking general community consultation on the proposal, the City undertook some early consultation work in mid-2023 to ask local residents how often they use the park and what they would like to see in the new design.

37 responses were received during the pre-consultation period. Ideas and suggestions helped to shape the Concept Plan. Key themes from the pre-consultation were:

- Concerns with struggling turf under the shade of the exiting trees and due to foot traffic
- Concerns over undesirable behaviour - bird feeding and subsequent mess left by birds, public urination
- Descriptions of the park as generally rundown, with requests for enhancing the attractiveness of the space through upgraded paving, lighting, increased greenery with greater biodiversity value
- Request for increased amenity, eg furniture tables and chairs, lighting, bin with dog bag dispenser, drinking fountain, better drainage



## Engagement report

- Safety issues, including poor lighting at night and perceptions of being enclosed rather than open to the public, with requests to improve sightlines and passive surveillance within the reserve and enhance accessibility throughout the reserve.
- Successful elements to be retained include, mature trees and associated shade, sandstone raised planter walls, barrier provided between Regent and Oxford Streets, seating elements.
- The above elements create a quiet green space to pass through or walk the dog, stop for a coffee break or lunch with other people or alone. A busy thoroughfare for the SFS and SCG and location of the occasional street Christmas party

# Engagement activities

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## Overview of engagement

### 1. Sydney Your Say webpage

A Sydney Your Say webpage, <https://www.cityofsydney.nsw.gov.au/proposed-works-maintenance/your-feedback-proposed-design-regent-street-reserve-paddington> was created. The page included an electronic copy of the revised concept design, survey and other key information about the consultation.

### 2. Online feedback form via Survey Monkey

The community and stakeholders were able to give feedback using an online feedback form. A link to the feedback form was provided on the Sydney Your Say website.

### 3. Consultation letter

A letter was posted to residents, inviting them to give feedback on the proposal. 495 letters were distributed.

### 4. Community pop up session

A pop-up consultation feedback session was held on Tuesday 26 March from 4pm to 5:30pm.

### 5. Signage

Two signs were placed in the park directing people online to leave their feedback.

### 6. Stakeholder email

37 stakeholder emails were sent at the start of the consultation to people who had completed surveys during early consultation.

Document is Restricted

## Item 6.

### **Public Art Advisory Panel, Design Advisory Panel and Design Advisory Residential Subcommittee - Reappointment of Members**

**File No: X002289.005**

#### **Summary**

In June 2022, Council endorsed the reappointment of the City's Design Advisory Panel (DAP), the Design Advisory Panel Residential Subcommittee (DAPRS) and the Public Art Advisory Panel (PAAP) until 30 June 2024.

Council approved the establishment of Design Advisory Panel in April 2007. The Design Advisory Panel provides the City with independent expert advice on urban design, architecture, landscape architecture, heritage, public art, and sustainability matters, in accordance with its Terms of Reference. Appointed for an initial two-year term in 2007, Design Advisory Panel members have been reappointed for further terms between 2009 and 2022.

Council approved the establishment of Design Advisory Panel Residential Subcommittee in December 2017 and it was formed in 2018. The Design Advisory Panel Residential Subcommittee provides independent expert advice on urban design, architecture, landscape architecture, heritage, and sustainability matters, for multi-unit residential (former SEPP 65) applications and other residential applications in accordance with its terms of reference, Housing SEPP and the Apartment Design Guide.

Council approved the establishment of Public Art Advisory Panel in March 2007. The Public Art Advisory Panel provides the City with independent expert advice on public art proposals including the assessment of public art proposals in private developments, on the implementation of the City's public art program (City Art), and implementation of the City Art Public Art Strategy; ensuring a high standard of public art in the public domain of our City and through private and public development.

The current two-year term for members on all panels will expire on the 30 June 2024. This report recommends re-appointment of all current and available members of the Design Advisory Panel, Design Advisory Panel Residential Subcommittee and Public Art Advisory Panel for a further three years, amending the term (from two years) to align with all other City Panels, and updates to each Panel's Terms of Reference accordingly. This report also recommends a process for selecting new members through an Open Expression of Interest process.

## Recommendation

It is resolved that:

- (A) Council endorse the reappointment of the following Design Advisory Panel members for a further three-year term ending on 30 June 2027: Professor Ken Maher (Chair) AO, Peter Mould (Deputy Chair), Professor Kerry Clare, NSW Government Architect Abbie Galvin, Professor Richard Johnson AO, Emeritus Professor James Weirick, Emily McDaniel, Rachel Neeson and Che Wall;
- (B) Council endorse the reappointment of Professor Ken Maher AO as Chair of the Design Advisory Panel and Peter Mould as Deputy Chair for a further three-year term ending on 30 June 2027;
- (C) Council endorse the revised Design Advisory Panel Terms of Reference as shown at Attachment B to the subject report;
- (D) authority be delegated to the Chief Executive Officer, in consultation with the Lord Mayor, to appoint any new members to the Design Advisory Panel within the three-year term as per the revised Terms of Reference as shown at Attachment B, should the need arise;
- (E) Council endorse the reappointment of the following Design Advisory Panel Residential Subcommittee members for a further three-year term ending on 30 June 2027: Professor Kerry Clare, Dr Libby Gallagher, Dr Michael Zanardo, Matthew Pullinger, Paul Berkemeier, Alexander Koll and Tony Caro;
- (F) Council endorse the reappointment of Professor Kerry Clare as Chair of the Design Advisory Panel Residential Subcommittee for a further three-year term ending on 30 June 2027;
- (G) Council endorse the revised Design Advisory Panel Residential Subcommittee Terms of Reference as shown at Attachment D to the subject report;
- (H) authority be delegated to the Chief Executive Officer, in consultation with the Lord Mayor, to appoint any new members to the Design Advisory Panel Residential Subcommittee within the three-year term, as per the revised Terms of Reference as shown in Attachment D, should the need arise.
- (I) Council endorse the reappointment of the following Public Art Advisory Panel members for a further three-year term ending on 30 June 2027: Felicity Fenner (Chair); Anne Loxley (Deputy Chair), Tony Albert; Judith Blackall; Professor Richard Johnson AO; Janet Laurence and Louise Zhang;
- (J) Council endorse the reappointment of Felicity Fenner as Chair of the Public Art Advisory Panel and Anne Loxley as Deputy Chair for a further three-year term ending on 30 June 2027;
- (K) Council endorse the revised Public Art Advisory Panel Terms of Reference as shown at Attachment F to the subject report; and

- (L) authority be delegated to the Chief Executive Officer, in consultation with the Lord Mayor, to appoint any new members to the Public Art Advisory Panel within the three-year term, as per the revised Terms of Reference as shown in Attachment F, should the need arise.

### **Attachments**

- Attachment A.** List of Design Advisory Panel Members and Short Biographies
- Attachment B.** Draft Terms of Reference of the Design Advisory Panel
- Attachment C.** List of Design Advisory Panel Residential Subcommittee Members and Short Biographies
- Attachment D.** Draft Terms of Reference of the Design Advisory Panel Residential Subcommittee
- Attachment E.** List of Public Art Advisory Panel Members and Short Biographies
- Attachment F.** Draft Terms of Reference of the Public Art Advisory Panel

## Background

1. The City's Design Advisory Panel (DAP), Design Advisory Panel Residential Subcommittee (DAPRS) and Public Art Advisory Panel (PAAP) provide the City with independent expert and technical advice on policies, projects and operations that relate to city planning, urban design, architecture, landscape architecture, heritage, sustainable design and public art.
2. Panel member knowledge, continuing involvement in complex projects and strategy development and expert advice is an essential and invaluable City resource for the development of policies and projects, and the assessment of planning, design and public art proposals and applications.

## Design Advisory Panel

3. Council approved the establishment of DAP in April 2007. Members were appointed for an initial two-year term and then reappointed for further terms in March 2009, April 2011, August 2013, December 2015, June 2017, June 2019, and June 2022.
4. Current DAP members include Professor Ken Maher AO (Chair), Peter Mould (Deputy Chair), Professor Kerry Clare, NSW Government Architect Abbie Galvin, Professor Richard Johnson AO, Emeritus Professor James Weirick, Emily McDaniel, Rachel Neeson and Che Wall.
5. Since its inception, DAP has reviewed and provided advice on over 600 development applications, planning proposals and pre-planning proposals, 235 city capital works and design proposals, 110 strategy and policy positions, masterplans, studies, and state significant projects and Panel members have helped investigate in-depth many key projects and proposals through smaller sub-committees.
6. DAP has provided advice on the design and implementation of important city-shaping strategies and projects, including Sustainable Sydney 2030, Sustainable Sydney 2030-2050 Continuing the Vision, Green Square Town Centre, the transformation of George Street into a world class pedestrian and light rail boulevard and many other private developments, planning proposals and development applications - highlighting the City's ongoing commitment to excellence in urban design and planning.
7. In March 2019, the DAP participated in the City's 'Sydney 2050, your ideas for our city's future' workshop with all the City's other advisory panels. This was an appropriate continuation of its ongoing engagement with strategic planning at the City, and its involvement in the evolution of Sustainable Sydney 2030-2050 Continuing the Vision, the City's updated community strategic plan.
8. Based on the value provided to the City by the current diversity of skills and experience of DAP membership, its corporate knowledge and familiarity with ongoing complex development applications, urban design strategies, major projects, and the impact of the City's planning strategies, and willingness to continue, it is recommended that all of the current members of the Panel be reappointed for a further term of three years to 30 June 2027. Many of the key projects take many years to be realised and the continued membership of the Panel provides streamlined and consistent advice.

9. In accordance with Part 4 of the DAP Terms of Reference, it is recommended that Professor Ken Maher AO be reappointed as Chair of the DAP for a further term of three years. It is also recommended that Peter Mould be appointed Deputy Chair for a further three-year term.

### **Design Advisory Panel Terms of Reference**

10. The Terms of Reference for the DAP were originally developed and approved in 2007. The Terms of Reference were the subject of review in 2011, 2017 and again in 2022. In June 2022, Council approved the revised terms of reference and delegated authority to the Chief Executive Officer, in consultation with the Lord Mayor, to further revise the terms of reference as required.
11. The Terms of Reference of the Design Advisory Panel are proposed to be revised, in line with best practice and are attached in draft form (Additions in underlined text and deletions in strikethrough).
12. Currently one vacancy exists and it is recommended one additional member be added to ensure a sufficient number of members at meetings in case of conflicts. One of these members will also be considered as an overlap member with the PAAP. These will be filled through the Expression of Interest Register outlined in the Terms of Reference.

### **Design Advisory Panel Residential Subcommittee (DAPRS)**

13. Since its meeting inception in September 2018, the DAPRS has assisted the City in its promotion and delivery of high-quality built environments and design excellence. It has supported and supplemented the DAP and the work of the City's Planning Assessments Unit.
14. Current DAPRS members are Professor Kerry Clare (Chair), Paul Berkemeier, Tony Caro, Dr Libby Gallagher, Alexander Koll, Matthew Pullinger and Dr Michael Zanardo.
15. All DAPRS members have provided constructive commentary on design excellence issues. The chair, Professor Kerry Clare (who is also the cross-over DAP member), has led all meetings and coordinated the finalisation of minutes.
16. Subcommittee minutes in the form of advice sheets are timely, concise and provide clear advice for the Development Application planners, applicants, design managers and other stakeholders.
17. The panel rotation and substitution set-up has endured so that any conflict of interest is identified and dealt with in advance and that a quorum is present at all subcommittee meetings.
18. The reappointment of all the existing DAPRS members is recommended for a further three-year term.
19. The DAPRS Terms of Reference state that the subcommittee will consist of four members at any one time. At least one, and not more than two members will be sitting members of Council's DAP. The remaining subcommittee members will be drawn from a pool on a rotating basis.



20. In addition to the reappointment of existing DAPRS appointment of one additional DAP member to the DAPRS is recommended, as per the terms of reference.
21. Professor Kerry Clare is currently the sole DAP member that also sits on the DAPRS. The appointment of a second DAP representative to the DAPRS would spread the work of chairing the subcommittee and would improve resilience and flexibility. Current terms of reference require at least one DAP member to be present at DAPRS meetings.

### **Design Advisory Panel Residential Subcommittee Terms of Reference**

22. In June 2022, Council endorsed the revised DAPRS Terms of Reference.
23. The Terms of Reference for the Design Advisory Panel Residential Subcommittee, have again been reviewed and amended to align with best practice and the DAP Terms of Reference.
24. The Draft terms of reference of the Design Advisory Panel Residential Subcommittee are attached (Additions in underlined text and deletions in strikethrough).

### **Public Art Advisory Panel (PAAP)**

25. Council approved the establishment of PAAP in March 2007. Members were appointed for an initial two-year term and then reappointed for further terms in September 2009, September 2011, October 2013, December 2015, October 2017, September 2019, and June 2022.
26. Current PAAP members are Felicity Fenner (Chair), Anne Loxley (Deputy Chair), Tony Albert, Judith Blackall, Professor Richard Johnson, Janet Laurence, and Louise Zhang.
27. Panel member Professor Richard Johnson is the representative DAP member on PAAP, ensuring appropriate and consistent advice on cross-over projects.
28. Since the Panel's previous reappointment in June 2022, the PAAP has met 12 times. In that time, it has played a leading role in implementing the City Art Public Art Strategy 2011 and in formulating clear directions, criteria and processes for the commissioning of public art.
29. PAAP has offered advice to staff in City Projects and Property, City Life, City Planning, Development and Transport, City Design, and Strategy and Urban Analytics on a range of projects involving artists.
30. PAAP has provided advice to Council on proposals and the provision of public art in private developments to ensure the quality of public art is in keeping with the City's high standards for new development through Design Excellence, Voluntary Planning Agreements, and the Development Application process.

31. PAAP members are included in Evaluation Panels established by the City to select artists and public artworks in the Local Government Area. The Evaluation Panels generally include between two and three PAAP members. In certain situations, external experts are invited to participate, for example, in the selection of public art projects proposed for the Eora Journey; Recognition in the Public Domain Program.

### **Public Art Advisory Panel Terms of Reference**

32. The Terms of Reference were amended, endorsed by Council, and approved by the Chief Executive Officer and Council on 27 June 2022. These are available on the City's website.
33. The terms of reference enable new members to be appointed where necessary, through delegation to the Chief Executive Officer, in consultation with the Lord Mayor, as per the Terms of Reference.
34. It is recommended that the two vacancies that exist be filled through the Expression of Interest Register outlined in the Terms of Reference and that one additional DAP crossover member be added to ensure adequate advice in case of conflicts of interest.

### **Key Implications**

#### **Strategic Alignment - Sustainable Sydney 2030-2050 Continuing the Vision**

35. Sustainable Sydney 2030-2050 Continuing the Vision renews the communities' vision for the sustainable development of the city to 2050. It includes 10 strategic directions to guide the future of the city, as well as 10 targets against which to measure progress. This report is aligned with the following strategic directions and objectives:
  - (a) Direction 1 - Responsible governance and stewardship - The recommendation to re-appoint the DAP, DAPRS and PAAP supports the responsible and active management of the processes that govern the improvement in the quality of the planning, design and construction of the City's built environment and the capacity of the City to ensure the 2012 Local Environmental Plan Design Excellence provisions are carried out for the benefit of community into the future.
  - (b) Direction 3 - Public places for all - The reappointment of PAAP will assist with oversight of the delivery of the Eora Journey - Recognition in the Public Domain program, particularly the delivery of Yananurala, celebrating and making visible the history, stories and living culture of Aboriginal and Torres Strait Islander people in our public spaces through public art. The reappointment of DAP and DAPRS will assist in ensuring the delivery of the City's vision for a high-quality public domain where all the City's residents, workers and visitors can come to participate in the public life of the City. It also satisfies the NSW Government's requirements for Design Review of residential projects.
  - (c) Direction 4 - Design excellence and sustainable development - The recommendation to re-appoint the DAP, DAPRS and PAAP aligns with the City's Sustainable Sydney 2030-2050, Continuing the Vision to maintain the quality of the City's built environment and the capacity of the City to ensure the 2012 Local Environmental Plan Design Excellence provisions are carried out.

- (d) Direction 8 - A thriving cultural and creative life - PAAP's reappointment is consistent with the City's Public Art Policy and Strategy, contributing to the City's vision for a high-quality public domain and vibrant cultural life.
- (e) Direction 9 - A transformed and innovative economy - DAP, DAPRS and PAAP assist in the creation of a culture of design excellence, both within the city and within the relevant professions who contribute to the activities of the City and city-building.
- (f) Direction 10 - Housing for all - The recommendation to re-appoint the DAP, DAPRS supports the City's vision to see affordable housing and market housing delivered to meet the needs of the community, with improved quality and design outcomes to ensure these new homes meet the needs of the community into the future.

### **Organisational Impact**

- 36. DAP, DAPRS and PAAP provide independent and high-level peer review of assessments made by City staff for development applications, strategic design, capital works projects and public art projects. The advice is a cost-effective tool for achieving design excellence and high-quality public art.
- 37. DAP, DAPRS and PAAP members do not have delegated authority from Council. They cannot make decisions or bind Council to any decision. They are advisory panels to City officers only.

### **Risks**

- 38. Should the Council decide not to proceed with the reappointment of the DAP, DAPRS and PAAP this would detrimentally affect the City's ability to deliver on the commitments made in its strategic plan, Sustainable Sydney 2030-2050 Continuing the Vision regarding the general continual improvement in quality of the design and construction of the City's built environment, in particular affordable housing. Consistency of these well-functioning Panels is important to ensure timely, streamlined advice.

### **Social / Cultural / Community**

- 39. DAP, DAPRS and PAAP ensure projects are subject to independent high-quality expert review and consider broader impacts on people, the City's communities, public spaces, public life, and the City's cultural landscape.

### **Environmental**

- 40. DAP, DAPRS and PAAP review projects to ensure sustainable design outcomes are achieved where applicable.

### **Economic**

- 41. The continuation of the DAP, DAPRS and PAAP supports the City's design, planning and cultural sectors by advocating for the role of high-quality design and public art in shaping the built form of the city and its public spaces.
- 42. The creation of innovative and high-quality architecture and public spaces in the City contributes to the ongoing development of the public and cultural life in the city and encourages people to visit and spend time in the City.

43. The process of design excellence which the Panels advocate for and provide advice on, creates specific opportunities for a range of creative thinkers including architects, urban designers, landscape architects, artists, in particular Aboriginal and Torres Strait Islander artists and creative thinkers, cultural knowledge holders and communities to shape the urban environment and public domain.

### **Financial Implications**

44. There are sufficient funds allocated for the management of DAP, DAPRS and PAAP included in the City's draft operating budget for 2024/25 which is seeking approval as part a separate council report in the current reporting cycle.
45. Panel members are paid an hourly rate for attendance at meetings and minimal necessary preparation as required.

### **Relevant Legislation**

46. Local Government Act 1993.

### **Critical Dates / Time Frames**

47. Reappointment of the DAP, DAPRS and PAAP is required by 30 June 2024.

### **Options**

48. Not continuing with the re-appointment of DAP, DAPRS and PAAP will jeopardise the City's ability to provide timely, high-quality, and independent advice to proponents, the City and Council.
49. Not continuing with the re-appointment of PAAP will compromise the City's public art program and negatively impact the quality of public domain and cultural life across the City.
50. Many of the key projects that the DAP, PAAP and DAPRS provide advice for take many years to be realised and the continued membership of the Panels enables the provision of streamlined and consistent advice.
51. In addition, based on the value provided to the City by the current diversity of skills and extensive experience that members of DAP, PAAP and DAPRS bring with them from their individual careers and practices, their corporate knowledge and familiarity with ongoing complex development applications, urban design strategies, major projects, and the impact of the City's planning strategies and ability to provide succinct, relevant and constructive advice it is not recommended that the Panel membership be replaced in its entirety as it would impact the City's ability to continue to provide consistent timely, high-quality, and independent advice to proponents, the City and Council.

52. The proposed process to create an Expression of Interest Register of candidates against the criteria in the Terms of Reference for DAP, PAAP and DAPRS through an open process will allow for the replacement of Panel members in a sustainable way which will ensure the effectiveness of the DAP, PAAP and DAPRS continues while ensuring a rigorous and equitable process for the appointment of new members.

### **Public Consultation**

53. Advice offered by DAP, DAPRS and PAAP is advice to council officers. Community consultation is undertaken on individual projects as required. CEO Updates are provided to Council to keep them updated on projects. Advice on private sector projects are included in development applications and planning committee reports.
54. The City Art website, the regular City of Sydney newsletter and Expressions of Interest for new projects advertised publicly, keep the public aware of opportunities and progress of projects.

### **GRAHAM JAHN AM**

Director City Planning, Development and Transport

Bridget Smyth, City Architect / Executive Manager City Design and Public Art

Mile Barbaric, Urban Designer

Claire Morgan, Program Manager Special Projects Public Art

# **Attachment A**

**List of Design Advisory Panel Members and  
Short Biographies**

# List of Design Advisory Panel Members and Short Biographies

## 1. List of members

1. Professor Ken Maher (Chair)
  2. Peter Mould (Deputy Chair)
  3. Professor Kerry Clare
  4. NSW Government Architect Abbie Galvin
  5. Professor Richard Johnson
  6. Emily McDaniel
  7. Rachel Neeson
  8. Che Wall
  9. Professor James Weirick
- 

## 2. Biographies

### **Professor Ken Maher AO, Fellow, Hassell**

Ken is an internationally awarded architect and landscape architect, and an acknowledged leader in the built environment sector. He has been critical in shaping Sydney's physical and cultural landscape for the last four decades and is a strong advocate for architecture and design, and the critical relationship between public life, city design, public space, architecture, and sustainable futures through public talks, teaching, and writing.

He graduated from UNSW with First Class Honours receiving the RAI A prize for Design and went into practice following a research degree. Since merging his practice Ken Maher and Partners with Hassell in 1993, Ken has held a variety of leadership roles, including nine years as Chairman, and as its inaugural Fellow. He also now provides independent design and policy advice through Ken Maher Consulting.

Ken is an Honorary Professor of Practice in the Built Environment Faculty at the University of New South Wales. He is currently chair of City of Sydney Design Advisory Panel, chair of the Landcom Design Review Panel, an Ambassador for Business Events Sydney and a past director of the ACT government's City Renewal Authority. From 2015 until 2022 he served as President of the Australian Sustainable Built Environment Council (ASBEC) and between 2012 and 2023 was a member and chair of the Sydney Opera House DAP. Ken has served on several government and research boards, and currently on state and national design review panels, as well as design competition and awards juries.

He has extensive involvement with the AIA including past appointments as NSW Chapter and National President. He is a Life Fellow of the AIA, a Fellow of the Australian Institute of Landscape Architects, and an Honorary Member of the American Institute of Architects. He is also a Fellow of the Green Building Council of Australia, and an Honorary Fellow of ASBEC.

Ken was awarded the Australian Institute of Architects' (AIA) Gold Medal in 2009. In 2010 he also received the Australian Award for Landscape Architecture in recognition of his contribution to that profession. In 2017, He was honoured with the UNSW Alumni Award in Design, Engineering and Sustainability, and received the President's Medals from both the Royal Institute of Canadian Architects and the Royal Institute of British Architects. In the 2018 Queen's Birthday Honours, Ken was invested as an Officer of the Order of Australia for services to architecture, planning and sustainability. His recognition as a designer is also reflected in the numerous awards he's received while leading projects.



**Peter Mould, Former NSW Government Architect (Deputy Chair)**

Peter Mould has over 40 years' architecture and city building experience in Australia and overseas in both the private sector and government. He was the NSW Government Architect from 2006 to 2012 and has considerable experience in the design, documentation, and construction of major public and urban projects. Peter's projects have received numerous awards for architecture, urban design, and adaptive reuse.

Peter is currently a member of Design Review Panels in Victoria, South Australia, Western Australia, ACT, and NSW including the State Design Review Panel and project specific panels (e.g. Circular Quay and Central Railway), several for Transport for NSW, and the UNSW. He was Founding Chair of the Sydney Opera House Eminent Architects Panel (now Design Advisory Panel) and has been a member of City of Sydney Design Advisory Panel since its establishment in 2007. He also regularly sits on design juries for competitions and projects in Australia and internationally, including over 30 competitions run as part of the City of Sydney's design excellence program.

He has served on the Central Sydney Planning Committee, NSW Heritage Council and chaired its Approvals Committee, was Deputy President of the NSW Architects Registration Board and served as Councillor for the International Union of Architects and as a Member of the UNESCO-UIA Joint Committee for the World Capital of Architecture. He is currently a Board Member for the City Renewal Authority, ACT.

Peter was Visiting Professor at the Faculty of the Built Environment, University of NSW 2009-2012, and Adjunct Professor 2014-2019. Peter has lectured and published numerous articles on architecture and urban design with a particular interest in Islamic Architecture.

He was awarded the Australian Institute of Architects (NSW) President's Prize for his contribution to architecture in 2011. Peter is a Life Fellow of the Australian Institute of Architects and former Vice President of the NSW Chapter. He has served on several of its committees and chaired its awards program for seven years.

**Professor Kerry Clare, Director, Clare Design**

A practicing architect with over 40 years' experience, Kerry Clare has made an enormous contribution to the advancement of architecture, particularly sustainable architecture. Since establishing Clare Design with husband Lindsay in 1979, their collaboration has produced a diverse range of architectural projects from major public buildings in urban contexts to remote self-sufficient houses.

Consistently acknowledged for their combination of design excellence and high-level environmental performance, Kerry and Lindsay were the joint recipients of the 2010 AIA Gold Medal. The Gold Medal Jury noted that, "Kerry and Lindsay Clare have made an enormous contribution to the advancement of architecture and particularly sustainable architecture, with a strongly held belief that good design and sustainable design are intrinsically linked". Their buildings allow occupants to engage with architecture and the world outside, reinforcing the essential connection with place.

In 1998, the Clares relocated to Sydney where they were appointed Design Directors to the NSW Government Architect. They also accepted positions as adjunct professors in the University of Sydney's Faculty of Architecture (1998-2005). In 2001, the Clares left the Government Architect office and became founding partners of the Sydney firm Architectus, winning an international design competition for the Gallery of Modern Art in Brisbane, in conjunction with James Jones that same year.

After ceasing their involvement with Architectus in 2010, Kerry and Lindsay resumed practicing as Clare Design in Sydney. Their work has been included in over 150 national and international books, periodicals, and publications. Exhibitions of their work have been held in New York, Tokyo, Sydney, Melbourne, Perth, and the 1991 and 2008 Venice Biennale, the 1996 Milan Triennale, the

## List of Design Advisory Panel Members and Short Biographies

1996 UIA Congress Barcelona and the Place Makers - Contemporary Queensland Architects at GoMA in 2008. Their Cotton Tree social housing project was selected as one of ten worldwide projects for inclusion in the 'Ten Shades of Green' exhibition in New York; an exhibition demonstrating architectural excellence and environmental sensitivity organised by the Architectural League of New York.

Kerry Clare has also contributed to the profession and community by serving on numerous councils, committees, and awards juries. They include: a member of the RAIA Awards Jury Queensland (Regional), 1994; member of the RAIA National Awards Jury, 1999, 2000; City of Sydney Design Advisory Panel member, 2008-current; Northern Territory Government Urban Design Advisory Panel, 2009-2010; Official Establishments Trust, Department of Prime Minister + Cabinet, 2011-2014.

Kerry has continued to teach with her husband as Professors of the School of Architecture and Built Environment at the University of Newcastle (2011 - 2019) and is a Visiting Professor at the Abedian School of Architecture, Bond University (2014 - current).

### **Abbie Galvin, NSW Government Architect**

Abbie Galvin is the 24<sup>th</sup> NSW Government Architect. Prior to commencing her role as Government Architect in January 2020, Abbie was a director of BVN, one of Australia's largest and highly acclaimed architectural practices. Over the last 30 years, Abbie has worked on public, educational, health, research and commercial projects that have been highly awarded, published and internationally recognized.

Projects Abbie has led have been the recipient of more than 40 state, national and international architectural awards including the RAIA Lloyd Rees Award for Urban Design Award, the RAIA Jack McConnell Award for Public Architecture and the RAIA Blackett Prize for Regional Architecture, in addition to personal awards such as the AIA Marion Mahoney Griffin Prize for a distinctive body of work in the field of Architecture.

Abbie has been involved with the profession, the Institute of Architects and the Board of Architects for many years, is a regular speaker at universities and conferences nationally and internationally and chairs and participates as an expert adviser in many design advisory panels, taskforces and awards juries.

Abbie is passionate about the public domain, and the ability of architecture and our built environment to positively affect human behaviour, the way people interact, and the way institutions and organisations operate.

### **Professor Richard Johnson AO MBE, Former Director, Johnson Pilton Walker Pty Ltd**

Richard Johnson is best known as the creator of some of Australia's most important and iconic cultural buildings and spaces of the twentieth century. He has worked both nationally and internationally on a wide range of projects that includes pavilions at world expos, museums and museum/gallery exhibition spaces, embassies, schools, office buildings, hotels, landscapes, urban and streetscape designs, and masterplans - all involving exceptional design solutions.

Richard Johnson studied Architecture at UNSW, gaining the RAIA Prize for Design, the RAIA Silver Medal, and the NSW Board of Architects Bronze Medal. He graduated with First Class Honours in 1969. He was awarded a Commonwealth Postgraduate Scholarship and in 1977 was admitted to the degree of Master of Philosophy following study in Town Planning and Urban Design at University College, London. In 1976 he was admitted as a Member of the Order of the British Empire for Public Service in the field of architecture. Richard was appointed as architectural advisor to the Sydney Opera House Trust in 1998.

Between 1969 – 1985, Richard was the principal architect at the Department of Housing and Construction and between 1985-2000 was a director at Denton Corker Marshall Pty Ltd. In 2001, Richard together with Jeff Walker and Adrian Pilton demerged the DCM's Sydney office and

## List of Design Advisory Panel Members and Short Biographies

established Johnson Pilton Walker Pty Ltd. JPW has made a diverse and lasting contribution to the built environment and design culture locally, nationally, and internationally.

He was awarded the RAI A Gold Medal in 2006, a Life Fellow in 2008, a Life Governor of the AGNSW in 2012, and a distinguished Alumni Award from UNSW in 2013. In 2014 Richard was appointed an AO for distinguished services to architecture, particularly the design of iconic Australian public buildings, to the visual arts and the museum and galleries sector, and to professional associations.

Richard has served the community in various capacities. A founding Director of the Australian Architecture Association (AAA), and as a member on the Board of the Australian Technology Park and the Redfern Waterloo Authority. He has been an active member of the RAI A, being a NSW Chapter Councillor in 1992 and 1993. He serves on the City of Sydney Design Advisory Panel and its Public Art Advisory Panel.

### **Emily McDaniel, Independent Curator**

Emily is an independent curator, writer, and educator from the Kalari Clan of the Wiradjuri Nation in central New South Wales (NSW). Emily consults on curatorship, engagement and interpretation in the public domain, the museums and galleries sector and media. Her practice centres on truth-telling, storytelling and resurfacing site-specific histories through the work of contemporary Aboriginal and Torres Strait Islander artists.

Emily was the Director, First Nations at the Powerhouse Museum in 2021, tasked with establishing a First Nations Team, central to the renewal of the Powerhouse Museum. This included the development of the new flagship Powerhouse Parramatta, the expansion of the Museum's Discovery Centre, the renewal of Powerhouse Museum Ultimo and the ongoing programming of Sydney Observatory. Working with the Chief Executive Lisa Havilah, Emily developed policies, strategies, museum practice and organisational change through First Nations community, research, and academic engagement; decolonial and sovereignty methodologies; and representation. As director, Emily oversaw strategic First Nations projects, programs and engagement and embed First Nations knowledge to inform collection, exhibition, publications, and program strategy.

In 2018 Emily was commissioned by the City of Sydney to curate a Harbour Walk, as part of the Eora Journey Public Art Strategy. In January 2018, she launched the world premiere of Four Thousand Fish, a site-specific, large-scale art project for Sydney Festival. In 2017 she was selected to represent NSW in the Venice Biennale Professional Development Program as Aboriginal Emerging Curator. Past exhibitions have included Void at UTS Gallery, supported by Museums and Galleries NSW, Measured Response at NAS Gallery, Walan Yinaagirbang | Strong Women at Firstdraft Gallery and Dhuwi at Australian Design Centre.

In 2015 she curated the first public art commission for Sydney's Barangaroo precinct, the project was the result of a collaboration between artists Esme Timbery and Jonathan Jones. Formerly, she was the Assistant Curator of Aboriginal and Torres Strait Islander Art at the Art Gallery of NSW and Aboriginal Emerging Curator for the 18th Biennale of Sydney. Emily has held numerous Public Programming and Learning positions at the Art Gallery of NSW and Museum of Contemporary Art, with particular emphasis on Aboriginal and Torres Strait

### **Rachel Neeson, Director, Neeson Murcutt + Neille Architects Pty Ltd**

Rachel Neeson is co-founder and director of Neeson Murcutt Neille, an award-winning architecture practice in Sydney. With over 35 years' experience, Rachel is recognised as one of Australia's leading architects. In 2022, Rachel was the recipient of the Marion Mahony Griffin Prize that acknowledges the significant contribution of women to the architectural profession. In 2021, she was awarded a Life Fellowship, the highest honour class of Australian Institute of Architects membership.

## List of Design Advisory Panel Members and Short Biographies

Rachel graduated from University of Sydney and awarded the University Medal. In 2002, awarded the Board of Architects Byera Hadley Travelling Scholarship and completed a Master of Architecture in Barcelona. She is currently Professor of Practice at the University of New South Wales, a member of the City of Sydney Design Advisory Panel, and a Fellow of the Australian Institute of Architects.

Rachel continues to produce a diverse and compelling body of work across Australia from bespoke houses, multi-unit housing, housing prototypes, public, community and cultural centres, sports facilities and schools, and adaptive reuse environments.

Neeson Murcutt Neille's work has been recognised locally and internationally through awards, publications, lectures, and exhibitions. This includes representation at the 2006, 2008, 2016 and 2021 Venice Biennales. Their work has received the highest AIA Awards at national level, including the Robin Boyd Award for the best residential project in Australia – Castlecrag House, 2011, the Walter Burley Griffin Award for Urban Design – Prince Alfred Park and Pool, 2014, National Awards for Public Architecture – Prince Alfred Park and Pool and the Juanita Nielsen Community Centre, Heritage Architecture – Juanita Nielsen Community Centre and Residential Architecture – Zac's House and Whale Beach House. In 2022, Houses Awards, Alterations & Addition over 200m<sup>2</sup> Winner – Armadale House, and AIA VIC Award for Residential Architecture – Armadale House.

Neeson Murcutt Neille received the 2021 NSW Architecture Medallion for the Australian Museum (completed with COX Architecture), The John Verge Award for Interior Architecture (2021, 2017), the Greenway Award for Heritage Architecture (2021, 2017), the William E Kemp Award for Educational Architecture (2021), the Sulman Award for Public Architecture (2016, 2014), the Wilkinson Award for Residential Architecture (2009, 2007) and the Lloyd Rees Award for Urban Design (2014).

Neeson Murcutt Neille's work is articulated in the 2022 publication, *Neeson Murcutt Neille: Setting Architecture*. Rachel Neeson & Stephen Neille were invited as subject of the second title in the Editions: Australian Architecture Monographs series – an ongoing collaboration between Thames & Hudson Australia and RMIT University's School of Architecture & Urban Design.

### **Che Wall, Director, Flux Consultants**

Ché Wall is an internationally recognised leader in sustainability within the built environment, an advocate for the sustainable development of our cities and communities, and through consultancy work, responsible for delivering several of Australia's most iconic and transformative green buildings, public spaces and precincts. Ché's extensive background in professional practice, business leadership, not for profit organisations and policy development in the areas of sustainability provides a unique compliment of technical expertise, commercial astuteness, and practical delivery experience.

Ché is a director of Flux Consultants, an independent expert advisory practice and consulting business, providing world leading sustainable design advice and delivery expertise on sustainable buildings, urban regeneration, green infrastructure projects and related strategy development. Flux brings together the best thinking on sustainability direction and strategy, implementation, policy, branding, and communications. Flux has and continues to advise all tiers of government, and to provide technical expertise, contributing to design and development processes.

In addition to the City of Sydney, Ché also currently provides expert advisory services on the delivery of sustainability on significant projects to several government agencies including the Barangaroo Delivery Authority, Urban Growth NSW for the Bays Precinct and the Royal Botanical Gardens and Centennial Park Trust. Ché also serves as lead expert for buildings with the Climate

Bond Initiative in London and was lead author for the Climate Bond property standard, which has been used for certification on Climate Bonds with a value of over US\$1bn.

**Emeritus Professor James Weirick, of the School of Built Environment, Faculty of Arts, design & Architecture, University of New South Wales.**

A graduate of Harvard University's Landscape Architecture program, James Weirick taught at the Boston Architectural Center, the University of Massachusetts in Boston, the University of Canberra and the Royal Melbourne Institute of Technology prior to his appointment as Professor of Landscape Architecture at the University of New South Wales in 1991. He served in this position for 30 years, also as Head of the School of Landscape Architecture, 1991-1995 and Director of Graduate Program of Urban Development & Design Program, 2007-2020. During this time, he conducted international urban design studios in Beijing, Tokyo, Hangzhou, Nagoya, Venice, Berlin, Hamburg; Barcelona, Valparaíso, New York, Boston and Chicago.

Professor Weirick is actively engaged in issues of contemporary urbanism throughout Australia as an educator, critic, and commentator. His research interests include the history of architecture, landscape architecture and urbanism, with an emphasis on the 'politics of design', particularly the work of Walter Burley Griffin, the history of Canberra, and the urban landscape of Sydney.

Professor Weirick has served on the Environment Board of the Royal Australian Institute of Architects (NSW); the Parliamentary Zone Advisory Panel, National Capital Authority, Canberra; the Urban Design Advisory Committee, NSW Department of Urban Affairs & Planning; the Gateways Design Review Panel, City of Sydney; the Campus 2010 Design Review Panel, University of Sydney; the Design Review Panel, Sydney Olympic Park Authority; the Barangaroo Design Excellence Review Panel; the Campus Design Advisory Panel, University of New South Wales; and the Design Review Panel, Charles Darwin University, Darwin, NT. Professor Weirick has been a member of the Design Advisory Panel of the City of Sydney since 2007.

Professor Weirick has served on City of Sydney Design Competitions for the Andrew 'Boy' Charlton Pool and the Ian Thorpe Aquatic Centre, and as a City representative on a number of Design Excellence Competitions including the Hilton Hotel redevelopment; Balfour Park Master Plan (Carlton United Brewery site); the Westfield Sydney Centrepoint Project; the Goodsell Building Redevelopment, 8 Chifley Square; commercial tower & retail podium projects at 161 Castlereagh Street and 420 George Street; The Residence, Hyde Park; redevelopment of the Sydney University Law School site, King Street; and educational buildings on Broadway for the University of Technology, Sydney. He received the President's Award of the Australian Institute of Landscape Architects (NSW Group) in 1999, was named a 'Built Environment Exemplar' in the Year of the Built Environment 2004 and was awarded the President's Prize of the Australian Institute of Architects (NSW Chapter) in 2012.

# **Attachment B**

**Draft Terms of Reference of the Design  
Advisory Panel**

# Terms of Reference Design Advisory Panel

## 1. Purpose

- 1.1 The Design Advisory Panel (the ~~Advisory Panel~~) has been established to provide officers of the City of Sydney Council (the City) with high level independent expert advice and expertise on urban design, architecture, landscape architecture, heritage, art, and sustainability. The advice is to inform the assessment by Council officers of development applications with a view to promoting the delivery of ~~world-class~~ high quality urban design, architecture and sustainable and inclusive design in Sydney's buildings and public spaces. The advice is to inform the assessment process. It is not the purpose of the Advisory Panel to have a role in the process of determining development applications. ~~by elected representatives of Council.~~
- 1.2 These terms of reference set out the rules that members of the Panel must follow.
- 

## 2. Advice to the City

### 2.1 Scope

The Advisory Panel will, from time to time, be requested by the City to provide advice in relation to the matters referred to in 1.1 above, including:

- (a) significant urban design, architecture and landscape architecture projects intended to be undertaken by the City;
- (b) significant urban design, architecture and landscape architecture projects intended to be undertaken by the private sector;
- (c) development applications and projects that may have a significant public domain, public interest, heritage impact and/ or foreshore impact;
- (d) the Sustainable Sydney 2030-2050 projects, particularly regarding the future of the City's urban design and public domain quality;
- (e) the development and implementation of the City's planning and public domain policies as they affect urban design, architecture and landscape architecture;
- (f) how the City's public and private projects can achieve the City's stated environmental commitments and design excellence;
- (g) the procurement of design services;
- (h) the ~~Central Sydney Planning Strategy~~ and the City's planning controls including Local Environmental Plans and Development Control Plans.



## 2.2 Reference to certain material

The Advisory Panel will make recommendations and provide advice to the City on the matters referred to it, having regard to the material forwarded to it in each case, and in every case having regard to the City's adopted policies including the City's:

- (a) Sustainable Sydney 2030-2050. Continuing the Vision
- (b) Local Environment Plans and Development Control Plans
- (c) Corporate and Strategic Plans
- (d) Contract Policies
- (e) Public Domain Policies
- (f) Public Art Policies
- (g) Environmental Management Plans
- (h) Access Policies.

## 2.3 Panel provides advice only - no delegation of power of functions

- (a) The Advisory Panel is legally constituted pursuant to individual contracts between the City and its members to supply advisory services to the City.
- (b) It is not a Council Committee established under the Local Government Act.
- (c) It has no power or authority, whether by delegation, agency or otherwise, to exercise any function, right, duty or power of the City, whether under a statute or other law, as a landowner or in any other capacity.

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## 3. Members

3.1 The City will seek to engage Advisory Panel members who are highly recognised in their profession and who:

- (a) have demonstrated experience and knowledge of urban design, architecture, landscape architecture, sustainable design and the arts;
- (b) possess the relevant skills and experience to provide judicious and independent expert advice.

3.2 The City will seek to engage individuals so that the Advisory Panel will consist of at least three and not more than ~~ten~~ eleven permanent members.

## Terms of Reference Design Advisory Panel

- 3.3 ~~Permanent members will be engaged for an initial term of two years and reviewed subsequently every two years. Panel member terms will be reviewed every three years following the engagement of members or re-engagement of existing permanent members.~~
- 3.4 Panel members may resign by giving written notification to the City.
- 3.5 ~~If a permanent member resigns from the Advisory Panel, the City may appoint a replacement member who has similar expertise and skills. The appointment may be made by the Chief Executive Officer, in consultation with the Lord Mayor, based on recommendations made by the Design Director in consultation with the Director City Planning, Development and Transport.~~
- 3.6 The appointment of new or replacement members may be made by the Chief Executive Officer, in consultation with the Lord Mayor. Recommendations of proposed appointments will be made by the Chief Executive Officer following consultation with the City Architect, Executive Manager City Design and Public Art and the Director City Planning, Development and Transport.
- 3.7 Recommendations will be sourced from a pool of candidates created through an open Expression of Interest. Candidate selection will be assessed against the requisite panel member skills identified in the Terms of Reference (TOR).
- 3.8 If the requisite skills are not available in the candidate pool the appointment of new or replacement members may be made by the Chief Executive Officer, in consultation with the Lord Mayor. Recommendations of proposed appointments will be made by the Chief Executive Officer following consultation with the City Architect, Executive Manager City Design and Public Art and the Director City Planning, Development and Transport.
- 3.9 Panel members will be paid for one hour of preparation and review time and sitting fees for attending the Panel meetings in accordance with their individual contracts.
- 

## 4. Chairperson

- 4.1 ~~The City CEO in consultation with the Lord Mayor will nominate and appoint a chairperson Chair of the Advisory Panel for an initial term of two years and reviewed subsequently every two years. at the beginning of each Panel term.~~
- 4.2 ~~If the position of chairperson Chair becomes vacant by reason that the they Chairperson resign from the position by written notice to the City, the City will appoint another chairperson Chair. The new chairperson Chair may be an existing or new member of the Advisory Panel.~~
- 4.3 ~~The chairperson Chair or their nominated representative from the Advisory Panel will accept appointment to the City's Public Art Advisory Committee.~~
- 4.4 ~~The Deputy Chair will replace the chairperson Chair when they are not available at meetings. If both the chairperson Chair and the Deputy Chair are unavailable, the Chair will nominate another Advisory Panel member to chair the meeting in advance. If the Chair is unavailable or is unable to nominate a temporary Chair, the Panel members present shall elect a temporary Chair at the commencement of the meeting.~~
- 

## 5. Conduct and Disclosures

## Terms of Reference Design Advisory Panel

- 5.1 Members must act lawfully and with honour, integrity and professionalism and comply with the City's Code of Conduct.
  - 5.2 Without limiting 5.1, Panel members who have a pecuniary or non-pecuniary interest in any matter with which the Advisory Panel is concerned, must disclose the nature of the interest as soon as practicable.
  - 5.3 A Panel member who has a pecuniary interest or a significant non-pecuniary interest in a matter with which the Advisory Panel is concerned, must not be present at any meeting of the Advisory Panel at which the matter is being discussed or considered. A significant non-pecuniary interest generally relates to interests of close family relations, close business or friendships or strong affiliations with an organisation, sporting body or club.
  - 5.4 A member who has a non-pecuniary interest in a matter with which the panel is concerned where the interest is not significant and does not present a conflict of interest must declare the interest to the meeting and advise the meeting why it is not significant and why it therefore does not present a conflict of interests.
  - 5.5 A disclosure about a pecuniary or non-pecuniary interest must be recorded in the minutes of the meeting.
- 

## 6. Meeting Procedures

- 6.1 The ~~Advisory~~ Panel will meet at such place and time as notified to the Panel members by the City. It is expected that it will meet approximately ten times a year on dates and at places to be set out in advance for each year.
- 6.2 The City may call an extraordinary meeting of the ~~Advisory~~ Panel with at least three days written notice to all members.
- 6.3 The ~~chairperson~~ Chair will preside as ~~chairperson~~ Chair at every meeting of the ~~Advisory~~ Panel, unless they are unavailable, in which case, clause 4.4 applies.
- 6.4 If the ~~chairperson~~ Chair is not present within ten minutes after the time appointed for the meeting, the Panel members may choose one of their number to be Chair for the purpose of the meeting.
- 6.5 Councillors and staff of the City may attend the meetings as observers and presenters.
- 6.6 The City will take minutes of the ~~Advisory~~ Panel meetings. The minutes will include the following:
  - (a) a statement of the status and purpose of the meeting
  - (b) attendance
  - (c) apologies
  - (d) declarations of interest
  - (e) a record of all recommendations made by the ~~Advisory~~ Panel.

## Terms of Reference Design Advisory Panel

- 6.7 Meeting minutes will be reviewed and approved for circulation to the Panel members by the Panel Chair. The City will circulate minutes to all Panel members and all Panel members must confirm the accuracy of the minutes.
  - 6.8 The meeting agendas are approved by the ~~Design Director~~ City Architect/ Executive Manager City Design and Public Art and the Director of City Planning, Development and Transport.
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## 7. Consideration by the Panel and Providing Advice

- 7.1 Individual Panel members may be engaged by Council to provide advice to Council staff on specific projects and are required to report back to the full Panel on their review. The Panel may also recommend that individual Panel members review specific projects and report back to the full ~~Advisory~~ Panel.
  - 7.2 The approved meeting minutes are the report of the ~~Advisory~~ Panel.
  - 7.3 Meeting minutes will include Advice Sheets on specific projects reviewed by the Panel. Advice sheets will be made available to the City and to relevant proponents. Summaries of the advice provided by the Panel in relation to particular applications may be included in Council reports.
- 

## 8. Review

- 8.1 The terms of reference and operation of the ~~Advisory~~ Panel may be reviewed by the City Council ~~from time to time and will be reviewed after an initial term of two years.~~ at the end of each term to ensure ~~terms~~ they remain fit for purpose.

# **Attachment C**

**List of Design Advisory Panel Residential  
Subcommittee Members and Short  
Biographies**

# List of Design Advisory Panel Residential Subcommittee Members and Short Biographies

## 1. List of members

1. Professor Kerry Clare (Chair)
  2. Dr Libby Gallagher
  3. Matthew Pullinger
  4. Dr Michael Zanardo
  5. Paul Berkemeier
  6. Alexander Koll
  7. Tony Caro
- 

## 2. Biographies

### **Professor Kerry Clare, Director, Clare Design**

A practicing architect with over 40 years' experience, Kerry Clare has made an enormous contribution to the advancement of architecture, particularly sustainable architecture. Since establishing Clare Design with husband Lindsay in 1979, their collaboration has produced a diverse range of architectural projects from major public buildings in urban contexts to remote self-sufficient houses.

Consistently acknowledged for their combination of design excellence and high-level environmental performance, Kerry and Lindsay were the joint recipients of the 2010 AIA Gold Medal. The Gold Medal Jury noted that, "Kerry and Lindsay Clare have made an enormous contribution to the advancement of architecture and particularly sustainable architecture, with a strongly held belief that good design and sustainable design are intrinsically linked". Their buildings allow occupants to engage with architecture and the world outside, reinforcing the essential connection with place.

In 1998, the Clares relocated to Sydney where they were appointed Design Directors to the NSW Government Architect. They also accepted positions as adjunct professors in the University of Sydney's Faculty of Architecture (1998-2005). In 2001, the Clares left the Government Architect office and became founding partners of the Sydney firm Architectus, winning an international design competition for the Gallery of Modern Art in Brisbane, in conjunction with James Jones that same year.

After ceasing their involvement with Architectus in 2010, Kerry and Lindsay resumed practicing as Clare Design in Sydney. Their work has been included in over 150 national and international books, periodicals, and publications. Exhibitions of their work have been held in New York, Tokyo, Sydney, Melbourne, Perth, and the 1991 and 2008 Venice Biennale, the 1996 Milan Triennale, the 1996 UIA Congress Barcelona and the Place Makers - Contemporary Queensland Architects at GoMA in 2008. Their Cotton Tree social housing project was selected as one of ten worldwide projects for inclusion in the 'Ten Shades of Green' exhibition in New York; an exhibition demonstrating architectural excellence and environmental sensitivity organised by the Architectural League of New York.

Kerry Clare has also contributed to the profession and community by serving on numerous councils, committees, and awards juries. They include: a member of the RAI Awards Jury Queensland (Regional), 1994; member of the RAI National Awards Jury, 1999, 2000; City of Sydney Design Advisory Panel member, 2008-current; Northern Territory Government Urban Design Advisory Panel, 2009-2010; Official Establishments Trust, Department of Prime Minister + Cabinet, 2011-2014.

Kerry has continued to teach with her husband as Professors of the School of Architecture and Built Environment at the University of Newcastle (2011 - 2019) and is a Visiting Professor at the Abedian School of Architecture, Bond University (2014 - current).

### **Dr Libby Gallagher, Director, Gallagher Studio Urban and Landscape Projects**

Libby is director of Gallagher Studio and a registered landscape architect, urban designer and researcher. Libby's expertise lies in the design and delivery of complex public domain and urban design projects in Australia and overseas. With over 26 years of professional experience, she has led large scale parks and public domain renewal projects, including for Pirrama Park, Pyrmont, recipient of numerous awards including the 2010 Walter Burley Griffin National Award for Urban Design. Libby has also delivered strategic plans and master plans in Australia and internationally. Whilst in practice overseas she assisted in the redevelopment of Paddington Basin in central London, and Royal William Yard in Plymouth, a site of international significance including scheduled ancient monuments and grade 1 listed items. In Australia she has led landscape architectural input into urban renewal projects and conducted expert design reviews for major government projects.

Libby has dedicated the last ten years to developing design and planning projects that address the dual impacts of climate change and urban heat in cities. She completed a PHD focused on public domain design and climate change. Her research has been integrated into urban design policy, with commissions for the NSW Government Architect, Infrastructure NSW, the NSW Department of Planning and Environment. She has co-authored influential public policies and her work has been widely published and she has presented at a range of national and international conferences and appeared on radio and television. The "Cool Streets" program based on her PHD research which was awarded the AILA 2017 National Award of Excellence and has been implemented in multiple locations in New South Wales and Victoria.

Libby has taught in undergraduate and graduate programs in urban design, landscape architecture and planning programs at the University of Sydney, the University of New South Wales, the University of Technology Sydney, and Macquarie University.

### **Matthew Pullinger, Architect LFRAIA**

Matthew is an award-winning architect and urban designer. He is a talented designer and communicator whose interest and experience lies in the design of the city and urban centres, urban transport systems, recreational and cultural precincts, commercial office buildings and also in the design of mixed use residential projects.

Matthew has worked on strategic projects at all scales and in public policy supporting good design in the built environment. As a leader of the profession, Matthew is an advocate for good design in our cities.

In recent years Matthew has led a range of complex urban projects including a major mixed-use commercial development at Sydney's Circular Quay, the 2040 Master Plan for Moore Park in Sydney, a 40,000 sqm commercial tower at 60 Martin Place, and the Summer Hill Flour Mill mixed used residential renewal project, also in Sydney.

Earlier in his career, Matthew worked for the NSW Department of Planning's Urban Design Advisory Service (UDAS) on important urban design projects such as the State Government's initiatives to lift the design quality of residential apartment development across New South Wales and was an author of State planning policy SEPP 65.

Matthew is a Past President and Life Fellow of the Australian Institute of Architects, an inaugural member of the NSW State Design Review Panel and has recently been appointed as an Acting Commissioner of the NSW Land and Environment Court.



**Dr Michael Zanardo, Director, Studio Zanardo**

Dr Michael Zanardo is an architect, urban designer and director of Studio Zanardo, an independent and collaborative design consultancy established in 2007. His practice works at the intersection of policy and built form and specialises in the design of housing, particularly social and affordable housing.

Michael is a member of the City of Sydney Design Advisory Panel Residential Subcommittee, the Ku-ring-gai Urban Design Consultants Panel and the Inner West Architectural Excellence and Design Review Panel. He also provides urban design advice and policy review to the NSW Department of Planning and Environment, the Government Architect NSW, NSW Land and Housing Corporation, and several other Local Government Areas Councils. Michael has chaired and been a panellist for a number of design excellence competitions and awards juries. He is an outspoken advocate for good amenity in denser forms of housing and champions design quality for the public domain. Michael frequently acts as an urban design expert witness in the NSW Land and Environment Court.

Michael actively combines practice with research and teaching. His doctorate documented and investigated the design of pre-World War II State workers' housing in Sydney. He has published refereed papers and articles on affordable housing and regularly delivers public and university lectures on the topic. Michael has taught architecture and urban design since 2004 variously at UTS, UNSW, WSU and USYD where he leads practice-based studios focussing on urban housing and city-making. In 2022, he was appointed as the inaugural Rothwell Resident in Architecture at the Sydney University School of Architecture, Design and Planning. He has also been the recipient of a Byera Hadley Travelling Scholarship, the Dulux Study Tour and an Australian Postgraduate Award. Michael is a board member of Shelter NSW.

**Paul Berkemeier**

Paul Berkemeier graduated in architecture from Sydney University and was awarded Master in Architecture from Harvard in 1983. He worked with the Commonwealth Government and then as an Associate Director of Denton Corker Marshall before establishing his own practice in 1988.

Paul has had extensive experience in a broad range of projects, including large scale urban design and planning, public buildings, single and multi-unit housing, schools, exhibition design and heritage buildings. The practice received numerous state and national awards for its work.

Paul has a high profile in the profession. He was the National President of the Australian Institute of Architects 2013/14 and served as Trustee and Deputy Chair of the Historic Houses Trust of NSW. Paul is actively involved in architectural education and accreditation and has taught design studios at UNSW, UTS and Sydney University. He has served as Visiting Professor in Architecture Practice and Adjunct Professor at the University of Sydney.

Paul has been a member of the Australian Institute of Architect's National Education Committee, chair of the NSW Education Committee and has been a member and chair of numerous state and national accreditation panels within Australia and internationally. Paul chaired the organising committee for Australia's participation at the Venice Architecture Biennale 2016. He currently sits on the independent planning panels for the Cities of Sydney and Parramatta as well as the NSW State Design Review Panel, competition juries and Council design advisory panels.

**Alexander Koll, Director, MAKO Architecture**

Alexander Koll is a practicing architect with over 20 years of experience working in Sydney, and throughout Australia. Alexander is a director of MAKO Architecture - an emerging practice with a focus on urban design, where ideas, process and the environment are at the forefront of our design and working methodology. Prior to founding MAKO Architecture, Alexander worked with a number of Australia's leading Architecture, and Urban Design practices, winning a number of local and international awards for large scale urban redevelopment projects.

## List of Design Advisory Panel Residential Subcommittee Members and Short Biographies

Since founding MAKO Architecture, Alexander has lead large multi-disciplinary teams through a range of projects for Local and State government clients including, the City of Sydney Council, Sydney Metro, and the Land and Housing Corporation.

Alexander's contribution to the industry has been recognised in his appointment to various Design Advisory Panels, including for the City of Sydney Councils Design Advisory Panel Residential Subcommittee, Randwick City Councils Design Review Panel, and Liverpool City Councils Design Excellence Panel. Alexander has also served the community in his appointment to the Australian Institute of Architects NSW awards jury for Multi-Residential, and Urban Design categories in the 2020 awards program.

MAKO Architecture have been recognised for their award-winning projects in NSW and the ACT by both the Institute of Architects awards program, and various winning entries in Design Excellence Competitions for Multi Residential, Single Residential, and Hospitality projects.

### **Tony Caro**

Tony Caro is principal of a small Sydney-based practice, Tony Caro Architecture Pty Limited (TCA).

He graduated from NSWIT with First Class Honours, University Medal and Byera Hadley Travelling Scholarship in 1980, completing post-graduate studies (M.B.Env.) at UTS in 1995.

An associate of the renowned architectural practice Harry Seidler and Associates for twelve years, Tony contributed to the design and delivery of many of the practices signature city and urban architectural projects.

He was a fractional lecturer in Architectural Design at the UTS Faculty of Design Architecture+Building between 1993 and 2003.

TCA was formed in 1995 as a small, studio-based practice that developed extensive local experience in architecture, master planning, interior design and urban design. Tony also started working during this period as an expert adviser to both public and private sectors in the areas of urban planning, urban design and architecture.

Tony is currently a member of the Sydney Metro (West) Design Advisory Panel, NSW State Design Review Panel, and City of Sydney Design Advisory Panel (Residential Sub-Committee). He is a member of and chairs/co-chairs Design Review/Advisory Panels for The Hills Shire Council, Canada Bay/Strathfield Council, Inner West Council and Randwick City Council. Tony is also a regular participant and chair of competitive Design Excellence processes, representing both local councils and private sector clients.

Tony's key relevant experience includes:

- conceptual and strategic advice for successful, integrated urban projects.
- design and delivery of urban housing, from the scale of the terrace house to high-density urban projects.
- working collaboratively with local councils and public authorities in an advisory capacity.
- participation in review processes for complex projects to local councils, state agencies and private sector.

# **Attachment D**

**Draft Terms of Reference of the Design  
Advisory Panel Residential Subcommittee**

# Terms of Reference Design Advisory Panel Residential Subcommittee

## 1. Purpose

- 1.1 The City of Sydney has established a Residential Subcommittee to the existing Design Advisory Panel, to provide high level independent expert advice and expertise on urban design, architecture, landscape architecture and sustainability for Housing SEPP applications (formerly SEPP 65) and similar residential applications. This advice will assist the City of Sydney in its promotion and delivery of high-quality built environments and design excellence. The Subcommittee will support and supplement the existing City of Sydney Design Advisory Panel.
- 

## 2. Advice to the City

### 2.1 Scope

The Design Advisory Panel Residential Subcommittee (the Subcommittee) will be required to provide high-level independent advice and expertise on matters relating to urban design, architecture, landscape architecture, heritage and sustainability including:

- (a) Development Applications for ~~SEPP 65 applications~~, multi-unit housing projects, mixed use developments, student housing, boarding houses and other development proposed under the ~~Affordable Rental~~ Housing SEPP (except where a Design eExcellence Competition process has been held for the project).
- (b) Pre-lodgement applications for ~~SEPP 65 applications~~, multi-unit housing projects and mixed-use developments (except where a Design eExcellence Competition process has been held for the project).
- (c) Any other development application where council staff are of the opinion that the assessment would benefit from referral to the Subcommittee.

Note - section ~~96~~ 4.55 applications to modify an approval where the Design Advisory Panel provided advice will not be referred to the sSubcommittee for review (except where significant changes are proposed).

## 2.2 Reference to material

The Subcommittee will make recommendations and provide advice to the City on matters referred to it, having regard to the material forwarded to it in each case.

## 2.3 Subcommittee provide advice only – no delegation or power of functions

The Subcommittee is an advisory panel and is not a committee of or established by the City of Sydney. It has no power or authority, whether by delegation, agency or otherwise to exercise any function, right, duty or power of the Council, whether under a statute or other law, as a landowner, or in any other capacity. Opinions of the Subcommittee are advisory only and do not have any determinative weight in relation to the assessment of an application. The Subcommittee will supplement the existing Design Advisory Panel.

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## 3. Members

- 3.1 The City will seek to appoint members who are highly recognised in the design profession and who have demonstrated experience and knowledge of urban design, architecture, landscape architecture, heritage, sustainable design, ~~SEPP 65~~ Housing SEPP and the Apartment Design Guide.
- 3.2 The ~~Design Advisory Panel Residential~~ Subcommittee will consist of four (4) members at any one time. At least one, and not more than two members will be sitting members of the Council's Design Advisory Panel. The remaining ~~s~~Subcommittee members will be drawn from a pool on a rotating basis.
- 3.3 The City will appoint a pool of members who are highly recognised in their profession and have extensive expertise, experience, and design achievement in multi-unit residential architecture, SEPP 65 and similar developments. Sitting members of the Subcommittee will be selected from the pool on a rotating basis.
- 3.4 Rotating selection from the pool of ~~s~~Subcommittee members will allow the ~~s~~Subcommittee to be constituted to include expertise for particular matters if required (e.g. ~~ensuring~~enabling at least one sitting member has heritage expertise when reviewing an application with heritage implications).
- 3.5 Members were engaged for an initial term of three years. Terms will be reviewed every ~~two~~ three years.
- 3.6 If a member resigns from the Subcommittee, the City may appoint a replacement member who has similar skills and experience. ~~The appointment may be made by the Chief Executive officer, based on recommendations made by the Director City Planning, Development and Transport.~~
- 3.7 The appointment of new or replacement members may be made by the Chief Executive Officer, in consultation with the Lord Mayor. Recommendations of proposed appointments will be made by the Director City Planning, Development and Transport.

Terms of Reference  
Design Advisory Panel Residential Subcommittee

- 3.8 Recommendations will be sourced from a pool of candidates created through an open Expression of Interest. Candidate selection will be assessed against the requisite panel member skills identified in the Terms of Reference.
- 3.9 If the requisite skills are not available in the candidate pool the appointment of new or replacement members may be made by the Chief Executive Officer, in consultation with the Lord Mayor.-Recommendations of proposed appointments will be made by the Director City Planning, Development and Transport.
- 3.10 Members of the Subcommittee will be paid sitting fees for attending the panel meetings and provision of other advice (including site inspections and pre-reading).
- 3.11 Subcommittee members are expected to invoice Council for days worked in a timely manner.
- 

## 4. Chairperson

- 4.1 A ~~Panel~~Chair will be appointed by the Director City Planning, Development and Transport. The member appointed as the ~~Panel~~Chair will chair the meeting, and review/signoff meeting minutes.
- 

## 5. Conduct and Disclosures

- 5.1 Members must act lawfully and with honour, integrity and professionalism and comply with the City's Code of Conduct.
- 5.2 Members who have a pecuniary or non-pecuniary interest in any matter which the ~~Panel~~Subcommittee is asked to review, must disclose the nature of the interest as soon as practicable.
- 5.3 A member who has a pecuniary interest or significant non-pecuniary interest in a matter with which the ~~panel~~Subcommittee is concerned must not be present at any meeting ~~of the panel~~ at which the matter is being discussed or considered. A significant non-pecuniary interest generally relates to close family relations, close business or friendships or strong associations with an organisation, sporting body or club.
- 5.4 A member who has a non-pecuniary interest in the matter with which the ~~panel~~Subcommittee is concerned where the interest is not significant and does not present a conflict of interest must declare the interest at the meeting and advise the meeting why it is not significant and why it therefore does not present a conflict of interest.
- 5.5 A disclosure about a pecuniary or non-pecuniary interest must be recorded in the minutes of the meeting.
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## 6. Meeting Procedures

Terms of Reference  
Design Advisory Panel Residential Subcommittee

- 6.1 The Subcommittee will meet at such place and time as notified to the members by the City. It is expected that the Subcommittee will meet monthly during ordinary business hours. However, depending on circumstances and needs, the number and frequency of meetings may change.
- 6.2 Panel meetings will ordinarily be scheduled for a full day (10.00am to 4.30pm). Shorter meetings will occur in the event there is not a full agenda.
- 6.3 One hour maximum will be allocated to each item on the agenda.
- 6.4 Each hour time slot will generally be structured as follows:
  - (a) Assessment planner/urban designer to provide a brief overview of the key issues with the DA (10 minutes)
  - (b) At the applicant's request, the applicants representative and/or architect may present to the subcommittee (30 minutes)
  - (c) Applicant leaves the meeting and the panel deliberate the matter with planning staff/urban design staff (20 minutes).
- 6.5 The meeting agendas are to be approved by the Director City Planning, Development and Transport or their delegate. The agenda and supporting documentation will be circulated to the members of the sSubcommittee 7 days prior to the panel meeting. The 7-day period will provide sSubcommittee members with sufficient time to inspect the sites and review the documentation prior to the meeting commencing.
- 6.6 Staff of the City of Sydney may attend the Subcommittee meetings as observers.
- 6.7 The relevant staff member will be responsible for drafting the minutes of the meeting, which will be provided to the Subcommittee Chair for signoff prior to circulation.
- 6.8 The minutes are to include the following:
  - (a) A statement of the status and purpose of the meeting;
  - (b) Attendance and apologies;
  - (c) Declarations of interest;
  - (d) History of the application and a record of all previous recommendations made by the Design Review Panel/sSubcommittee.
  - (e) Summary of recommendations



- 6.9 The minutes are to be finalised within 7 days of the meeting being held.

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## 7. Consideration by the Subcommittee and Providing Advice

- 7.1 Individual Subcommittee members may be engaged by Council to provide advice to Council staff on specific projects and are required to report back to the Subcommittee on their review. The Subcommittee may also recommend a member reviews a specific project and reports back to the panel.
- 7.2 The minutes of each Subcommittee meeting will be made available to council staff, the applicants, and Councillors, and will be included in development assessment reports and any reports provided to the Council's ~~Planning Committee~~, Local Planning Panel and Central Sydney Planning Committee as appropriate.

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## 8. Review

- 8.1 The Terms of Reference and operation of the Design Advisory Panel Residential Subcommittee may be reviewed by the City from time to time and will be reviewed at the end of each ~~after the initial term of three years~~.

# **Attachment E**

**List of Public Art Advisory Panel Members  
and Short Biographies**

# List of Public Art Advisory Panel Members and Short Biographies

## 1. List of members

1. Felicity Fenner (Chair)
  2. Anne Loxley (Deputy Chair)
  3. Tony Albert
  4. Judith Blackall
  5. Professor Richard Johnson
  6. Janet Laurence
  7. Louise Zhang
- 

## 2. Biographies

### **Associate Professor Felicity Fenner (Chair)**

Felicity Fenner is a curator of contemporary art and curatorial consultant on local and state government public art projects. A member of the City of Sydney's Public Art Advisory Panel since its inception in 2007, she was appointed Chair since 2018.

In 2011–2015 Felicity was the lead researcher on *Curating Cities*, a major Australian Research Council project that investigated the world's best practice eco-sustainable public art. Her recent books include *Shifting Ground: the evolving role of art in the Australian public domain* (Formist, 2024), *Curating in a Time of Ecological Crisis: biennales as agents of change* (Routledge, 2022) and *Running the City: why public art matters* (NewSouth Publishing, 2017).

Based at UNSW Art & Design, she was the inaugural Director of UNSW Galleries (2013-2018) and has curated more than 40 exhibitions of Australian and international art for organisations including the Venice Biennale, National Art Museum of China, Museum of Contemporary Art Australia, Art Gallery of South Australia and several university art museums.

### **Anne Loxley (Deputy Chair)**

Anne Loxley is Executive Director of Arts + Cultural Exchange working on Dharug Country in Parramatta. Specialising in socially engaged practice and deep collaboration, Anne has a strong track record as a writer and curator working with artists in and outside gallery contexts, in communities and in public spaces. From 2011 until 2019 Anne was Senior Curator, C3West, for Sydney's Museum of Contemporary Art. In that role she developed innovative ways for artists to work with businesses and non-arts organisations to address strategic issues and engage with communities. With Felicity Fenner, Anne was programming associate, visual arts, for the 2017 – 2019 Perth Festivals. With Blair French she co-edited *Civic Actions: Artists' Practices Beyond the Museum* (MCA Australia, 2017).

Previously she directed Penrith Regional Gallery & The Lewers Bequest, the Olympic Co-ordination Authority's Public Art Program and the National Trust's S.H. Ervin Gallery. A founding member of the City of Sydney's Public Art Advisory Panel, a member of the City's Eora Journey Working Group, and a former Sydney Morning Herald art critic, her work has attracted numerous awards.

### **Tony Albert**

Tony Albert is a politically-minded artist provoked by stereotypical representations of Aboriginal people and the colonial history that attempts to define him, and what Aboriginality is, in the present. Albert has spent the majority of his life in Brisbane and Sydney, with strong family connections to the Girramay and

## List of Public Art Advisory Panel Members and Short Biographies

Kuku Yalanji people of the rainforest region in north Queensland. In 2004 he completed a degree in Visual Arts, majoring in Contemporary Australian Indigenous Art, at Griffith University.

Albert is a founding member of the Brisbane-based collective, proppaNOW. His artwork *Yininmadyemi: Thou didst let fall* is a significant artwork developed as part of the City's Eora Journey and has been in the City's Public Art collection since 2015. He is the first Indigenous Trustee for the Art Gallery of New South Wales and is also chair of the AGNSW Indigenous Advisory Group. Albert's commitment to connecting and collaborating with other Indigenous artists and the wider community within his practice, has made him an integral part of Australia's visual arts sector and the wider Australian community.

### **Judith Blackall**

Judith Blackall is an independent curator, writer and producer of contemporary art projects. She has held senior roles in galleries and art museums in Sydney since 2000, with expertise in Australian and international contemporary art, publications, audience engagement and artists' projects in the public domain.

As Curator and Gallery Manager at the National Art School, Sydney (2013-2019), and Head of Artistic Programs at the Museum of Contemporary Art Australia (2000-13), Judith has worked directly on numerous major contemporary art exhibitions and projects, touring exhibitions internationally and producing a range of outreach initiatives. She has been a member of the City of Sydney's Public Art Advisory Panel since 2007.

Judith was based in Italy from 1982 to 1997. She established an artist-in-residence program for Australians in Arthur Boyd's Tuscan farmhouse, 'Il Paretaiio' which she managed until 1990, and worked in contemporary art galleries in Milan and Florence, the Pecci Museum in Prato and the first Biennale of Art/Fashion in 1996, presented throughout the city of Florence.

### **Professor Richard Johnson AO MBE**

Richard Johnson studied Architecture at UNSW, gaining the RAIA Prize for Design, the RAIA Silver Medal, and the NSW Board of Architects Bronze Medal. He graduated with First Class Honours in 1969. He was awarded a Commonwealth Postgraduate Scholarship and in 1977 was admitted to the degree of Master of Philosophy following study in Town Planning and Urban Design at University College, London.

In 1976 he was admitted as a Member of the Order of the British Empire for Public Service in the field of architecture. Richard was appointed as architectural advisor to the Sydney Opera House Trust in 1998. He was awarded the RAIA Gold Medal in 2006, a Life Fellow in 2008, a Life Governor of the AGNSW in 2012, and a distinguished Alumni Award from UNSW in 2013.

In 2014, Richard was admitted to the order of Australia for distinguished services to architecture, to the visual arts and the museums and galleries sector.

He is a founding director of Johnson Pilton Walker Pty Ltd, an Honorary Professor of Architecture at UNSW and serves on the City of Sydney Design Advisory Panel.

### **Janet Laurence**

Janet Laurence is a leading Sydney-based artist who exhibits nationally and internationally. Her practice examines our physical, cultural and conflicting relationship to the natural world. She creates immersive environments that navigate the interconnections between organic elements and systems of nature. Within the recognised threat of climate change she explores what it might mean to heal, the natural environment, fusing this with a sense of communal loss and search for connection with powerful life-forces. Her work is included in museum, university, corporate and private collections as well as within architectural and landscaped public places.

## List of Public Art Advisory Panel Members and Short Biographies

Laurence has been a recipient of Rockefeller, Churchill and Australia Council fellowships; recipient of the Alumni Award for Arts, UNSW; is currently a visiting fellow at the NSW University Art and visiting fellow of the 2016/2017 Hanse-Wissenschaftskolleg (HWK) foundation fellowship; and artist in residence at the Australian Museum; She was the Australian representative for the COP21/FIAC, Artists 4 Paris Climate 2015 exhibition and in 2019 she had a major solo survey exhibition at the MCA and in 2020 at the Yu Hsui Museum of Art in Taiwan. She is currently exhibiting in Know My Name National Gallery of Australia working on her second Echigo Tsumari Triennale project scheduled for July 2021

### **Louise Zhang** 张露茜

Louise Zhang (b.1991) is a Sydney-based Chinese-Australian artist whose practice spans painting, sculpture, installation and public art. She completed a Master of Fine Arts at UNSW in 2016 and exhibits regularly with N. Smith Gallery, a leading contemporary gallery in Sydney.

Drawing on her experience as a 'third culture kid', Zhang reconciles her Chinese and Western identities through an interplay of colour, form and scale, asking viewers to question what we 'see' and how this is informed by our lived experiences, family background, education, friends and beliefs.

As an emerging multidisciplinary artist, Louise has been commissioned to create temporary public artworks for the Sydney Lunar Festival (2019 and 2020, in association with 4A Centre of Contemporary Asian Art), a mural for UNSW Library, and a 'Scholar Garden' for Parramatta (2019, in association with Parramatta Artists' Studio). Louise's work was recently acquired and exhibited by the National Gallery of Victoria, Melbourne, and was represented in the Sulman Prize, Art Gallery of NSW, Sydney 2022.

# **Attachment F**

**Draft Terms of Reference of the Public Art  
Advisory Panel**

# Terms of Reference Public Art Advisory Panel



## 1. Purpose

- 1.1 The Public Art Advisory Panel (**the Advisory Panel**) has been established to provide strategic, independent, expert advice, insights, and guidance to the City of Sydney (**the City**) on best practice in public art matters.
  - 1.2 These terms of reference set out the rules that members of the Panel must follow, membership and the operation of the Advisory Panel.
- 

## 2. Advice to the City

- 2.1 The Public Art Advisory Panel will advise and assist the City (as necessary) in relation to the matters referred to in 1.1 above and including:
  - (a) the implementation of the City's Public Art Strategy;
  - (b) the selection and commissioning of new works and the deaccession of existing works;
  - (c) the assessment of public art proposals in private developments;
  - (d) requests, gifts, bequests and plaques proposed by the public;
  - (e) the development of a master plan for public art;
  - (f) communication and community engagement processes for public art; and
  - (g) any other relevant matter as directed by the Council or the Chief Executive Officer (CEO).
- 2.2 The Advisory Panel will make recommendations and provide advice to the City on the matters outlined in 2.1 having regard to the City's adopted policies including:
  - (a) Sustainable Sydney 2030-2050. Continuing the Vision
  - (b) Public Art Policies
  - (c) Creative City Cultural Policy and Acton Plan
  - (d) Contract Policies, and
  - (e) Public Domain Policies
- 2.3 The Advisory Panel will engage, connect, and collaborate with other relevant City Panels, Working Groups and/or Committees as required.
- 2.4 The Advisory Panel provides advice only - No delegation of Power of functions:
  - (a) The Advisory Panel is legally constituted pursuant to individual contracts between the City and its members to supply advisory services to the City;
  - (b) It is not a Council Committee established under the Local Government Act;

## Terms of Reference Public Art Advisory Panel

- (c) It has no power or authority, whether by delegation, agency or otherwise to exercise any function, right, duty or power of the City, whether under statute or other law, as a landowner or in any other capacity; and
- (d) the Panel is advisory and decisions are non-binding, a quorum is not required.

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### 3. Members

- 3.1 The City will seek to engage individuals who represent cultural diversity and are highly recognised in their profession and who:
  - (a) have a demonstrated interest in and knowledge of public art matters including curatorial expertise, expertise in art education, artists, architects with a history of working with artists in the public realm, First Nations Curatorial expertise; and
  - (b) possess the relevant skills and experience to provide strategic, independent expert advice, insights, and guidance on public art matters.
- 3.2 The Advisory Panel will consist of at least five and not more than ~~nine~~ ten members.
- 3.3 ~~Members will be engaged for an initial term of two years and reviewed subsequently every two years. Panel member terms will be reviewed every three years following the engagement of members or reengagement of existing permanent members.~~
- 3.4 A person ceases to be a panel member if they:
  - resign; or
  - fail to comply with these terms of reference.
- 3.5 Members may resign by giving written notification to the City.
- 3.6 ~~The CEO in consultation with the Lord Mayor will appoint a new member if required. Recommendations on the appointments will be made by the City Architect/ Executive Manager City Design and Public Art in consultation with the Chief Operating Officer. This will be based on a skill and cultural diversity assessment of the existing panel.~~
- 3.7 ~~If a member resigns from the Advisory Panel during the initial term, the CEO may appoint a replacement member who has similar expertise and skills.~~
- 3.6 If a permanent member resigns from the Advisory Panel, the City may appoint a replacement member who has similar expertise and skills.
- 3.7 The appointment of new or replacement members may be made by the Chief Executive Officer, in consultation with the Lord Mayor. Recommendations of proposed appointments will be made by the City Architect, Executive Manager City Design and Public Art.
- 3.8 Recommendations will be sourced from a pool of candidates created through an open Expression of Interest. Candidate selection will be assessed against the requisite panel member skills identified in the Terms of Reference.

- 3.9 If the requisite skills are not available in the candidate pool the appointment of new or replacement members may be made by the Chief Executive Officer, in consultation with the Lord Mayor.-Recommendations of proposed appointments will be made by the City Architect, Executive Manager City Design and Public Art.
- 3.10 If a public art project requires local knowledge or specific expertise, the CEO may appoint a temporary member to the Advisory Panel for that purpose. A temporary member will have equal voting rights and be remunerated at the same rate as existing Panel members.
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## 4. Chairperson and Deputy Chairperson

- 4.1 The City CEO in consultation with the Lord Mayor will nominate and appoint a Chairperson and a Deputy Chairperson of the Advisory Panel ~~for an initial term of two years and reviewed subsequently every two years.~~ at the beginning of each Panel term.
- 4.2 If the position of Chairperson becomes vacant for any reason, the CEO will appoint another Chairperson. The new Chairperson may be an existing or new member of the Advisory Panel.
- 4.3 The Chairperson or their nominated representative from the Advisory Panel will accept appointment to the City's Design Advisory Panel. -
- 4.4 The Deputy Chairperson will replace the Chairperson when they are not available at meetings. If both the Chairperson and Deputy Chairperson are unavailable, the Chairperson will nominate another Advisory Panel member to chair the meeting in advance. If the Chair is unavailable or is unable to nominate a temporary Chair, the Panel members present shall elect a temporary Chair at the commencement of the meeting.
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## 5. Conduct and Disclosures

- 5.1 Members must act lawfully and with honour, integrity and professionalism and comply with the City's Code of Conduct.
- 5.2 Without limiting 5.1 a member who has a pecuniary or non-pecuniary interest in any matter with which the Advisory Panel is concerned must disclose the existence and nature of the interest as soon as practicable.
- 5.3 A member who has a pecuniary interest in a matter with which the Advisory Panel is concerned must not be present at any meeting of the Advisory Panel at which the matter is being discussed, considered, or voted on.
- 5.4 A member who has a significant non-pecuniary interest in a matter with which the Advisory Panel is concerned must disclose the existence and nature of the interest if the member could be influenced, or a reasonable person would perceive that the member could be influenced, by the non-pecuniary interest. A member having disclosed a significant non-pecuniary interest must not be present at any meeting of the Advisory Panel at which the matter is being discussed, considered, or voted on. A significant non-pecuniary interest generally relates to interests of close family relations, close business or friendships or strong affiliations with an organisation, sporting body or club.

- 5.5 A member who has a non-pecuniary interest where the interest is not significant and does not present a conflict of interest must declare the interest to the meeting and advise the meeting why it is not significant and why it therefore does not present a conflict of interest.
  - 5.6 A disclosure about any pecuniary or non-pecuniary interests must be recorded in the minutes of the meeting.
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## 6. Meeting Procedures

- 6.1 The Advisory Panel will meet at such place and time as notified to the members by the City. It is expected that it will meet approximately ten times a year on dates and at places to be set out in advance for each year.
- 6.2 The City may call an extraordinary meeting of the Advisory Panel with at least three days written notice to all members.
- 6.3 Councillors and staff of the City may attend the meetings as observers or specialist advisors.
- 6.4 Questions arising at any meeting of the Advisory Panel will be decided by a simple majority of the votes of the members (including permanent and temporary members). If there are equal votes, the Chairperson of the meeting will have the casting vote.
- 6.5 The Chairperson will preside as Chairperson at every meeting of the Advisory Panel unless they are unavailable, in which case, clause 4.4 applies. -
- 6.6 If the Chairperson or Deputy Chairperson is not present within ten minutes after the time appointed for the meeting, the members (including permanent and temporary members) may choose one of their number to be Chairperson for the purpose of the meeting.
- 6.7 City officers will attend meetings of the Advisory Panel to take minutes and observe the meetings. City officers will have no voting rights.
- 6.8 City officers will take minutes of the Advisory Panel meetings. The minutes will include (without limitation) the following:
  - (a) attendance;
  - (b) apologies;
  - (c) declarations of interest;
  - (d) delegations of authority; and
  - (e) a record of all recommendations made by the Advisory Panel.
- 6.9 The City will circulate minutes to all members present within seven days of the meeting and all members must confirm the accuracy of the minutes within a further seven days.

## 7. Consideration by the Panel and Providing Advice

- 7.1 Advisory Panel will provide a written report on any matter as ~~directed~~ requested by the City.
  - 7.2 Individual Panel members may be engaged by the City to provide advice to City staff on specific projects and are required to report back to the full Panel on their review. The Advisory Panel may also recommend a member reviews a specific project and reports back to the full Advisory Panel.
  - 7.3 The approved meeting minutes are the report of the Advisory Panel.
  - 7.4 The approved meeting minutes include advice sheets on specific projects reviewed by the Advisory Panel. Advice sheets will be made available to the City and to relevant proponents.
  - 7.5 Summaries of advice provided by the Advisory Panel in relation to particular applications may be included in Council reports.
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## 8. Review

- 8.1 The terms of reference of the Advisory Panel will be reviewed ~~every two years~~ at the end of each term.
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## 9. Remuneration

- 9.1 Panel members will be paid sitting fees for attending the Panel meetings. Government, peak bodies, and large business representatives may be asked to opt out.