

CANADA BAY LOCAL PLANNING PANEL

What is the Local Planning Panel?

The NSW Government has introduced Local Planning Panels (LPPs) for all Sydney Metropolitan Councils and Wollongong Council commencing from 1 March 2018.

The Canada Bay LPP (CBLPP) will determine development applications on behalf of Council and provide other advice to Council on planning matters. The State Government has introduced LPPs to 'reduce the risk of any conflict of interest and corruption, achieve better planning outcomes and elevate the role of the elected Council to focus on strategic planning and policy matters rather than the determination of development applications'.

LPPs will decide applications including those that fall under the following categories:

- **Conflict of interest** – development applications for which the applicant or owner is the Council, a Councillor, a member of a Councillor's family, a member of Council staff, or a State or Federal Member of Parliament.
- **Contentiousness** – development applications that receive 10 or more objections from different households.
- **Strategic importance** – development applications accompanied by a proposed voluntary planning agreement.
- **Departure from development standards** – development applications seeking to depart by more than 10 per cent from a development standard.
- **High-risk developments and modifications** – development applications associated with the potential for a higher risk of corruption such as:
 - Residential flat buildings assessed under SEPP 65
 - Demolition of heritage items
 - Licensed places of public entertainment and sex industry premises
 - Designated development, as set out in the Environmental Planning and Assessment Regulation 2000.

All Planning Proposals (rezoning applications) are required to be referred to the Panel for advice.

Council can elect to refer any other planning or development matter that is required to be determined by the Council to the Panel for advice.

Any Development Application which falls outside the remainder of the above criteria will be determined by staff under delegation. Development and other planning related applications will no longer be determined by Councillors at Council meetings.

Who sits on the Local Planning Panel?

The LPP will comprise a minimum of four (4) members – a Panel Chairperson, two (2) independent experts and one (1) community member. The Chairperson and two (2) alternate chairpersons have been approved for appointment by Council to the LPP and the two (2) experts have been selected by Council from an approved list provided by the Department of Planning and Environment (DPE). The community member and an alternate have been appointed by Council following a call for Expressions of Interest.

The experts (including the Chairperson and the alternate chairpersons) have qualifications and extensive experience in town planning, architecture, urban design, law, and public administration and management.

The Chairperson, independent experts and community members of the Panel will rotate between meetings, and it is the role of the Chair to ensure that Panel meetings are conducted in accordance with the Code of Conduct and Operational Procedures for LPPs as issued by the DPE. All members of the Panel are required to adhere to the Code of Conduct and the Operational Procedures. **Please note: Panel members are not permitted to communicate with any applicant, property owner or any other interested party, including submitters, on any matter being considered by the Panel.**

Panel members are:

- Permanent independent expert members: Mr Robert Furolo and Ms Deborah Laidlaw
- Alternate independent expert members: Ms Karla Castellanos, Ms Julie Savet Ward and Mr David Broyd
- Community members: Ms Helen McCaffrey and an alternate (currently vacant).

How does the Local Planning Panel operate?

Lodgement Procedures and Information required

The lodgement and information requirements for development applications and other planning applications to be determined by the Panel will remain unchanged.

Council's web page contains all relevant development application and DA Checklist forms which set out the lodgement requirements for all such applications. Please refer to Council's web site (www.canadabay.nsw.gov.au) under the DA Process tab for further information or you can contact our Customer Service Centre on 9911 6555 or visit us at 1A Marlborough Street, Drummoyne.

Council also provides a free Duty Planner service Mondays to Fridays from 8.30am – 1.00pm if you require planning advice and assistance with the preparation and lodgement of your application. You can book an appointment with the Duty Planner on our web page. Appointments can be via phone or a face-to-face meeting.

Site visits by the Panel

The LPP Panel will inspect each site for which they are determining an application before them. This is done before the Panel considers the application. Submitters' properties will also be inspected where required.

Community Involvement in the Local Planning Panel Meeting

The Panel meetings are open to the general public.

The applicant and/or their representatives and any community member who has made a submission on the application during its public notification will be notified of Panel meetings and can register to address the Panel before the application is determined. Council will notify all such submitters of the Panel meeting date, location and time two (2) weeks prior to the meeting occurring and include the relevant form to register to address the Panel. Submitters will also be notified if the Panel wishes to inspect their property and arrangements will be made to do so prior to the Panel meeting.

Submitters and the applicant will be given five (5) minutes to address the Panel before any determination is made on a development proposal.

Note: Planning Proposals are referred to the Panel for advice only and these meetings do not involve persons other than Panel members and Council staff.

Meeting Agendas and Minutes of the Panel Meeting

An agenda of all items to be determined by the Panel will be published on Council's LPP web page (under Planning and Development) two (2) weeks prior to the scheduled Panel meeting.

The Panel meeting proceedings will be recorded and Minutes of the meeting will be formally taken and published also on Council's webpage within five working days following the Panel Meeting.

The Panel Chair, in consultation with the other Panel members, will confirm the accuracy of the minutes before they are issued.

Following the issue of the Minutes, Determination Notices will be prepared and issued to applicants for all applications that are determined by the Panel at each meeting.

All those who made submissions on the development proposal will also be notified in writing of the Panel's determination.

What fees apply for applications requiring determination by the Local Planning Panel?

No additional fee is payable for any application that falls within the categories listed above for determination by the LPP. The only fees payable are those that would normally apply to the lodgement of the application with Council. You can contact Council's Customer Service Centre on 9911 6555 if you would like a fee quote prior to lodging an application.