



**FRANKSTON CITY COUNCIL**

**MEMBERSHIP OF DESIGN REVIEW PANEL**

**Expression of Interest Brief**

May 2007

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## **1.0 INTRODUCTION**

The new look Frankston City is fast capturing its status of the eastern capital of Port Phillip. New residents, businesses and investors are increasingly drawn to the enviable quality of life, strategic location and outstanding opportunities offered by this thriving “regional capital on the bay”.

The waterfront has been transformed and the City Centre is being revitalised through urban design, streetscape works, the establishment of new art and entertainment precincts and major commercial developments that reflect the attractiveness of Frankston to the private sector. Designated as a ‘Transit City’ further improvements are planned around its transport network to create a sustainable and connected community with easy access to jobs, facilities and services.

To enhance this growth and change Frankston City Council is dedicated to attaining the best possible built environment. To ensure this outcome we will be convening a new Design Review Panel consisting of 5 members and we invite Expressions of Interest from interested parties.

## **2.0 BACKGROUND**

The Frankston Design Review Panel was established as a partnership with the State Government, via the Department of Sustainability and Environment.

The original Panel was ratified by Council in June 2004 to provide design assessment and guidance to the Frankston City Council for developments incorporating three or more storeys (above ground), two storey buildings involving site area exceeding 5,000 square metres, major public works such as streetscape improvements and other developments/projects as determined by Council.

### **2.1 The Panel review**

The Panel has now been in operation for 3 years and a review of it by Council was considered appropriate. This review assessed:

- its value to the Frankston City Council,
- its operation
- its membership

and made recommendations regarding its future.

Council adopted the recommendations of the review report that the current Panel be disbanded, that the Panel’s Terms of Reference be altered and that Expressions of Interest be sought for new Panel members.

### **2.2 Outcomes and achievements**

The former Design Review Panel had considerable success in providing critical advice to improve the quality of the following development applications:

- 444 Nepean Highway by Bruce Henderson Architects
- The Peninsula Centre by Fender Katsalidis Mirams Architects
- The Beach Street pedestrian sky-bridge by Hassell Architects
- The kiosks in Wells Street by the Buchan Group and McGauran Soon Architects

The panel also fulfilled an ongoing role in reviewing the Frankston TAFE to Bay Structure Plan and has reviewed the Long Island Development Plan and Gateway Strategy.

### **2.3 The former Panel composition and operation**

The former Panel comprised of six members and meetings were convened when development applications had been received or preferably at pre-application stage of the Town Planning process.

The Panel evaluated projects according to 11 design quality principles. These are outlined in the Appendix to the Panel's Terms of Reference attached to this document.

Other Council policies and strategies were also considered in the evaluation where relevant.

Site visits to the prospective development site were undertaken by the Panel and meetings organised between the applicant and designers and the Panel to discuss the development proposals.

The Panel would produce a report to Council with recommendations regarding the development based on these discussions and any subsequent revisions undertaken by the applicant.

## **3.0 THE NEW DESIGN REVIEW PANEL**

It is intended that a new Design Review Panel be inducted to carry on the work of the previous Panel under slightly altered Terms of Reference and operational procedures.

### **3.1 The new Panel composition and operation**

The new Design Review Panel will comprise of:

- Chair – preferably an architect, academic of high standing within profession
- Four other credentialed members eg architect, landscape architect of high standing within profession, sustainability expert, artist or similar with one local member.

It will operate largely within the previous procedures but with greater logistical support from Council and will continue to evaluate projects in accordance with the 11 design quality principles.

Length of tenure, remuneration, appointment of the Chair and procedural issues are outlined in the Terms of Reference.

### **3.2 Expected outcomes**

The outcomes expected of the Panel are outlined in the sections *Purpose* and *Functions of Panels* in the Terms of Reference.

A minimum commitment to attend at least one Panel Review meeting and site visit per month lasting the full day is expected of Panel members.

## **4.0 THE EXPRESSION OF INTEREST PROCESS**

From the list of individuals who express interest, a short list of six to ten will be interviewed. The purpose of the Expression of Interest (EOI) process is to identify individuals that are most capable of undertaking the role as a member of the Design Review Panel.

Timelines for the process of selecting a new Panel are approximately:

|    |   |                   |
|----|---|-------------------|
| 1. | Submission of EOI                         | 7 June 2007       |
| 2. | Notification of shortlisted applicants    | 11 June 2007      |
| 3. | Interviews with short listed applicants   | 13 – 22 June 2007 |
| 4. | Council ratification of new Panel members | 2 July 2007       |
| 5. | Appointment of new Panel members          | 9 July 2007       |

A project team consisting of representatives from Council will oversee this process.

### **4.1 Selection criteria**

Expressions of Interest will be short listed based on the following criteria:

- Demonstrated knowledge and experience in relevant field
- Professional standing within relevant field
- Commitment to attending Panel meetings
- Ability to work with and communicate effectively with Council officers, Councillors, stakeholders and residents.

### **4.2 Information to be submitted**

In order to express your interest you should submit a short proposal with information about your experience and capability. It should provide information on:

- Your relevant professional capability and experience
- Technical and specialist expertise
- A short professional biography
- A short history of recent similar positions held
- References for Council to contact

Expression of Interest: Membership of Frankston Design Review Panel

Expressions of Interest will be addressed to Steve Gawler, Chief Executive Officer in sealed envelopes, endorsed "**Expression of Interest for membership of the Frankston Design Review Panel**", until **2.00pm** on **Thursday 7 June, 2007**.

### **4.3 Project management**

Damien O'Kearney, Urban Designer, Frankston City Council will be responsible for day to day coordination of the EOI process. Contact details are:

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