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## **CONFIDENTIAL ORDINARY COUNCIL MEETING**

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**CONFIDENTIAL MATTERS****STAFF REPORTS**

*Matters which cannot be delegated to a Committee or Staff.*

- 17.1 Independent Membership Appointment for the City of Playford Council  
Assessment Panel .....5

Released 01 October 2021

## STAFF REPORTS

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### Confidential Matters

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Released 01 October 2021

## **17.1 INDEPENDENT MEMBERSHIP APPOINTMENT FOR THE CITY OF PLAYFORD COUNCIL ASSESSMENT PANEL**

Contact Person: Ms Tina Hudson

### **Why is this matter confidential?**

Subject to an order pursuant to Section 90 (3) (a) of the Local Government Act 1999, this matter is confidential because subject to an order pursuant to Section 90 (3) (a) of the *Local Government Act 1999*, this matter is confidential because the report contains the personal details of the shortlisted applicants for the positions of Independent and Deputy Independent Member of Council's Assessment Panel.

### **A. COUNCIL TO MOVE MOTION TO GO INTO CONFIDENCE**

No action – this motion passed in the open section.

### **B. THE BUSINESS MATTER**

## **17.1 INDEPENDENT MEMBERSHIP APPOINTMENT FOR THE CITY OF PLAYFORD COUNCIL ASSESSMENT PANEL**

**Responsible Executive Manager :** Tina Hudson

**Report Author :** Matt Dineen

**Delegated Authority :** Matters which cannot be delegated to a Committee or Staff.

### **PURPOSE**

The purpose of this report is to determine the appointment of one Independent Member, and a Deputy Independent Member to the Council Assessment Panel (CAP) for a two (2) year term commencing 1 October 2021.

### **STAFF RECOMMENDATION**

Council resolves that:

1. The report titled "Independent Membership Appointment for the City of Playford Council Assessment Panel" be received and noted
2. The Council appoint Aaron Curtis as an Independent Member to the Council Assessment Panel
3. The Council appoint Cherie Gill as the Deputy Independent Member to the Council Assessment Panel
4. The appointments are for a 2 year period commencing at 1 October 2021 until 30 September 2023.

## EXECUTIVE SUMMARY

The current two (2) year term of the Council Assessment Panel (CAP) will cease on 30 September 2021 for the Independent Members of the CAP. Under the *Planning, Development and Infrastructure Act 2016* (the Act), the membership of the CAP is made up of a maximum of five (5) members, four (4) of which must be Independent. The recommendation is to fill the current vacancies of one Independent Member and one Deputy Independent Member position on the CAP to minimise the risk of a quorum not being achieved.

### 1. BACKGROUND

Under the Terms of Reference for the CAP, the membership of the Panel consists of four (4) Independent Members and one (1) Council Member. At the 24 August 2021 Ordinary Council Meeting, three (3) of the existing CAP Independent Members (including the Presiding Member) were reappointed for a further two (2) year period until 30 September 2023. The further Independent Member position is currently vacant and the remaining Deputy Independent Member will complete her term on 30 September 2021 with the Council Member membership running until 30 November 2021.

As a result, an Expression of Interest (EOI) was released seeking applicants for the vacant positions on the CAP.

### 2. RELEVANCE TO STRATEGIC PLAN

Community Theme 1 - Improving safety and accessibility

The decision will impact on the Community Theme 1 as the CAP makes decisions on complex Development Applications that can result in public realm infrastructure requirements.

Community Theme 2 – Lifting City Appearance

The decision will impact on the Community Theme 2 as the CAP makes decisions on complex Development Applications that facilitate the growth of our City and public realm upgrades, requiring quality planning outcomes for our community.

Community Theme 4 – Supporting business and local employment opportunities

The decision will impact on the Community Theme 4 as the CAP makes decisions on complex Development Applications that facilitate commercial and industrial growth and regeneration.

### 3. PUBLIC CONSULTATION

There is no requirement to consult with the community on this matter.

### 4. DISCUSSION

- 4.1 The *Planning, Development & Infrastructure Act 2016* (the Act) requires that the membership of the CAP consist of a maximum of five (5) members, four (4) of which must be Independent Members and a maximum of one (1) Council Member.

- 4.2** Due to the resignation of Mark Stefanac, a vacancy exists for an Independent Member on the CAP. Olivia Franco has further advised that she does not wish to nominate for reappointment to the role of Deputy Independent Member.
- 4.3** The Independent Members must have qualifications or experience in the operations and requirements of the Act following the commencement of an accreditation scheme in July 2020.
- 4.4** A Deputy Independent Member can be appointed to minimise the risk that a quorum cannot be achieved.
- 4.5** The role of the CAP is to make decisions on development applications under the Act that have not been delegated to staff. It is therefore important that Council ensures that CAP members have appropriate qualifications and experience to make decisions in accordance with the Act.
- 4.6** The appointment of one (1) Independent Member and one (1) Deputy Independent Member to the CAP has required Council's administration to follow a process which includes advertising for expressions of interest with advertisements placed with Seek (online recruitment service), Planning Institute of Australia, LGA Careers website, Job Boards – Glassdoor & Northern Adelaide Jobs, City of Playford website and the City of Playford social media page.
- 4.7** Council received fourteen (14) Expressions of Interest from the public in response to advertisements for appointment as an Independent Member of the City of Playford Council Assessment Panel. Members may wish to discuss the full candidate listing during the confidential item.
- 4.8** The fourteen (14) applications were reviewed by the Senior Manager, Development Services, Manager Planning Services and Senior Planning Officer with the top four candidates requested to attend an interview.
- 4.9** The following candidates were interviewed by the Independent CAP Member Interview Panel which consisted of the Manager Planning Services, Senior Planning Officer and Cr Shirley Halls.
- Aaron Curtis
  - Cherie Gill
  - Julian Rutt
  - Matt Wilson
- 4.10** The panel members were unanimous in proposing one (1) Independent Member and one (1) Deputy Independent candidate that the panel believe would provide the best fit in relation to relevant qualifications, range of experience, community approach and professional skills.
- 4.11** As a result of the interviews and selection process the following two candidates are recommended to Council for selection as the Independent Member / Deputy Independent Member of the Council Assessment Panel.
- Aaron Curtis (Independent Member)
  - Cherie Gill (Deputy Independent Member)
- 4.12** A summary of their qualifications, and experience is outlined below, in addition to the qualifications and experience of the balance shortlisted candidates.

Name	Qualifications	Experience
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Aaron Curtis	Bachelor of Urban & Regional Planning	<p><u>Current position</u></p> <ul style="list-style-type: none"> <li>• Team Leader, Planning - City of Salisbury</li> </ul> <p><u>Experience</u></p> <ul style="list-style-type: none"> <li>• 14+ years in Development Assessment within both Local Government and the private sector.</li> <li>• Experience in the assessment and project management of major development applications, report writing, developer negotiations in addition to ERD Court, SCAP and ODASA Representations.</li> <li>• Currently overseeing six direct planning reports with the City of Salisbury inclusive of oversight of CAP reports and facilitation of major developments incl. major land divisions.</li> <li>• Highly experienced in development assessment and policy interpretation within the Planning and Design Code.</li> </ul> <p><u>Current Assessment Panel Membership</u></p> <p>Adelaide Plains Council Assessment Panel, 2020-2021</p> <p>Previous experience with the Goyder Council Development Assessment Panel</p>
Cherie Gill	<p>Master of Urban &amp; Regional Planning</p> <p>Bachelor of Applied Science</p>	<p><u>Current Position</u></p> <ul style="list-style-type: none"> <li>• Senior Strategy Planner, City of Tea Tree Gully</li> </ul> <p><u>Experience</u></p> <ul style="list-style-type: none"> <li>• 16 years local government experience in development assessment and planning policy</li> <li>• Involvement in the policy transition of the City of Tea Tree Gully Development Plan to the Planning &amp; Design Code</li> <li>• Previous roles as Senior Planner, Team Leader and Acting Manager with the City of Tea Tree Gully.</li> </ul> <p><u>Current Assessment Panel Membership</u></p> <ul style="list-style-type: none"> <li>• City of Salisbury Council Assessment Panel (Deputy Presiding Member) 2019 - 2021</li> </ul>

		<p>Previous experience with the City of Prospect Council Development Assessment Panel.</p>
Julian Rutt		<p><u>Current Position</u></p> <ul style="list-style-type: none"><li>• Proprietor, Lumen Studios: Architect, Environmentally Sustainable Design consultant and Architectural Photographer</li></ul> <p><u>Experience</u></p> <ul style="list-style-type: none"><li>• 20 years' experience as an architect in South Australia</li><li>• Tutor &amp; Lecturer in numerous environmental design subjects at Adelaide University and UniSA.</li><li>• Inaugural Design Review Panel member for the Office of Design and Architecture SA (ODASA)</li></ul> <p><u>Current Assessment Panel Membership</u></p> <ul style="list-style-type: none"><li>• Campbelltown City Council CAP (2016-2021)</li><li>• City of Charles Sturt CAP (2017-2021)</li><li>• City of Tea Tree Gully CAP (2020-2021)</li><li>• Adelaide City Council CAP (deputy) (2020-2021)</li></ul> <p>Previous experience with the City of Prospect Council Assessment Panel.</p>



Matt Wilson	<p>Bachelor Urban &amp; Regional Planning (Hons) (Social &amp; Community Planning)</p> <p>Diploma in Project Management</p> <p>Grad Cert. in Accounting</p>	<p><u>Current Position</u></p> <ul style="list-style-type: none"> <li>• <i>Manager, Property and Projects, Uniting Church</i></li> </ul> <p><u>Experience</u></p> <ul style="list-style-type: none"> <li>• 20 years of Planning experience in both the public and private sector.</li> <li>• Local planning experience as Team Co-ordinator - Planning with the City of Playford (2003-2006) and Urban Renewal Authority (2006-2015).</li> <li>• Currently managing a team of 4 staff responsible for all property related business for the Uniting Church (SA).</li> </ul> <p><u>Current Assessment Panel Membership</u></p> <ul style="list-style-type: none"> <li>• Nil</li> </ul>
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## 5. OPTIONS

### Recommendation

Council resolves that:

1. The report titled "Independent Membership Appointment for the City of Playford Council Assessment Panel" be received and noted
2. The Council appoint Aaron Curtis as an Independent Member to the Council Assessment Panel
3. The Council appoint Cherie Gill as the Deputy Independent Member to the Council Assessment Panel
4. The appointments are for a 2 year period commencing at 1 October 2021 until 30 September 2023.

### Option 2

1. The report titled "Independent Membership Appointment for the City of Playford Council Assessment Panel" be received and noted.
2. That Council appoint .....as an Independent Member to the Council Assessment Panel.
3. That Council appoint .....as the Deputy Independent Member to the Council Assessment Panel.
4. The appointments are for a 2 year period commencing at 1 October 2021 until 30 September 2023.

## **6. ANALYSIS OF OPTIONS**

### **6.1 Recommendation Analysis**

#### **6.1.1 Analysis & Implications of the Recommendation**

The Interview Panel's recommendation to appoint Aaron Curtis as the new Independent Member of the CAP is based on the following attributes:

- Extensive experience in urban and regional development assessment, inclusive of application and interpretation of the recently commenced Planning and Design Code;
- Relevant experience on the Adelaide Plains Council CAP and Goyder Development Assessment Panel, together with an in-depth understanding of local planning issues / pressures, through his current role with the City of Salisbury;
- The interview process identified a practical decision making approach for planning matters that suits the City of Playford's growth and development environment, and in particular alignment with the outcomes sought within Council's Strategic Plan; and
- The interview Panel is confident of Aaron's approach as a Panel member in working through and responding to community representations.

The Interview Panel has also recommended that Cherie Gill be appointed as a Deputy Independent Member of the CAP for the following reasons:

- Extensive experience in development assessment coupled with a strong background in planning policy;
- Relevant experience on the City of Salisbury CAP and further understanding of the local planning issues through her existing role with the City of Tea Tree Gully; and
- The interview process identified a practical decision approach for making planning decisions, aligning with the outcomes sought within Council's Strategic Plan.

#### **6.1.2 Financial Implications**

Ongoing operating expenses including sitting fees for Independent Members are already budgeted for within Council's Annual Budget.

### **6.2 Option 2 Analysis**

#### **6.2.1 Analysis & Implications of Option 2**

This option allows Council to appoint their preferred applicant to the positions. This will go against the advice received by the Interview Panel established by Council to facilitate this recommendation.

#### **6.2.2 Financial Implications**

Ongoing operating expenses including sitting fees for Independent Members are already budgeted for within Council's Annual Budget.

**C. COUNCIL TO DECIDE HOW LONG ITEM 17.1 IS TO BE KEPT IN CONFIDENCE****Purpose**

To resolve how long agenda item 17.1 is to be kept confidential.

**STAFF RECOMMENDATION**

Pursuant to Section 91(7) of the Local Government Act 1999, the Council orders that the following aspects of Item 17.1 be kept confidential in accordance with Council's reasons to deal with this item in confidence pursuant to Section 90 (3) (a) of the Local Government Act 1999:

- Report for Item 17.1
- Minutes for Item 17.1

This order shall operate until the appointment of the Independent Member and Deputy Independent Member positions has been made known the candidates.