

Col J. M. Policy Joy Dallas  
to buy site. Dennis Burke DOT  
Sept. 7 8K of Nimbler to set up MO  
Dennis Burke Caff-  
DOT.

~~R/Eddie re Col~~  
~~Di R~~  
Simon

MO NOT applicable. Use CT  
Use a Coop Soc using CT. not MO  
is a Housing Coop Soc. using CT  
SEPPIS criteria cannot be met  
is unlikely to be able to be  
met - & no advantage in attempting  
to rely on this when CT straight  
forward way of reaching the desired  
end result.

Must be urban models of this.  
See Eddie, Rob, Simon, Di



Advisory Panel.

Get approval in principle to set an 'Interim Panel'  
Committee. & act on interim <sup>transformational</sup> basis with Council.

We talk about a brief etc - as we go along.



PRELIMINARY DRAFT

Architectural Advisory Panel  
R.A.I.A. Richmond District

Design Assessment Sheet

Date of Assessment: -----  
-----  
-----

Type of Development: -----  
-----  
-----

Location of Development:

Impact on the Environment: -----  
(of the design)  
Effect on scenic quality: -----

Effect on Landscape: -----  
Area of the site occupied: -----  
Character of the site occupied: -----  
Location (of the development in the area)  
Siting: -----  
Bulk: -----  
Scale: -----  
Shape: -----  
Size: -----  
Height: -----  
Density: -----  
Design: -----

Extenal appearance: -----  
-----

Relationship of the development to adjoining development or on other  
land in the locality: -----  
-----

Adequate provision for landscaping: -----

Should any trees be preserved: -----

The existing and likely future amenity of the neighbourhood: -----  
-----

Access for disabled: -----

Conclusion and Recommendation: -----  
-----  
-----

Architects present: -----  
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Signed.



## LISMORE ACCESS COMMITTEE

### PLAN OF MANAGEMENT

#### 1. ADMINISTRATION

##### 1.1 Name

Lismore Access Committee

##### 1.2 Definition

- (a) Council shall be the Lismore City Council.
- (b) Lismore Access Committee will be the autonomous body consisting of 15 members.

##### 1.3 Objectives

- (a) To identify the major needs of the different disability groups in the Local Government area and to make recommendations to Council to resolve the local access problems in priority order.
- (b) To develop a policy on access which can be used in conjunction with building regulations in the consideration of applications for building or development and generally in the preparation of Council's own plans for recreation facilities etc.
- (c) To increase public awareness of access barriers and the extent to which they disadvantage people with disabilities, the aged, parents with young children etc.

##### 1.4 Membership

- (a) The Committee will include an Alderman, one representative from each of Engineering and Health and Building, the Community Services Co-ordinator and eleven (11) community members.

##### 1.5 Election of Committee

- (a) The community members will be elected at a public meeting to be organised by the Community Services Co-ordinator and chaired by His Worship the Mayor or his representative.
- (b) The Chairman and Secretary will be elected from the membership at the first Committee meeting.
- (c) Extraordinary vacancies on the Committee shall be appointed by Council on the advice of the Committee.
- (d) The method of obtaining applications for extraordinary vacancies shall be determined by the Committee.



## 1.6 Meetings

- (a) Meetings will be held monthly and the frequency reviewed monthly.
- (b) The chairman is authorised to call additional meetings when required, or when requested by two (2) members.
- (c) Meetings will be held on the first Thursday of each month commencing at 4.30pm.
- (d) A member of the Committee elected as Secretary will be responsible for the preparation of agenda, minutes and correspondence.
- (e) The Community Services Co-ordinator will organise the inclusion of minutes in Council's business papers and a roster system amongst service providers for the typing and mailing of the abovementioned correspondence.
- (f) A quorum of the Committee shall be half the number of members, plus one.
- (g) At any meeting of the Committee, the Chairman, in addition to his primary vote, shall, in the event of equality of votes not have a casting vote.
- (h) The rules and regulations governing procedure of this Committee shall be those prescribed and as altered from time to time under Ordinance 1 of the Ordinances under the Local Government Act relating to Meetings Law and Procedure.
- i) Any members having a pecuniary interest in any matters being discussed by the Committee shall declare same at the meeting of the Committee and refrain from voting or discussion thereon. In this regard, all penalties etc. as apply under the Local Government Act shall apply, so far as they do apply, to this Committee and its members.
- (j)
  - i) Subject to Clause 48 of Ordinance 1, meetings of the Committee shall be open to the press and public.
  - ii) The Committee may resolve that the press and the public be excluded from the whole or any part of any meeting of the Committee where the Committee so resolves for reasons of:
    - \* Prejudice to public interest,
    - \* Other special reasons.

## 2. AUTHORITY

### 2.1 Formation

- (a) Council at its meeting held on 22nd January, 1991, refer Minute No. 60/91 resolved to support the formation of the Committee.
- (b) A public meeting was held on 6th March, 1991 at which eleven (11) public representatives were elected.



- 2.2 (c) The Committee was appointed by Council under Section 527 of the Local Government Act at its meeting held on 23rd April, 1991, refer Minute No. 307/91

## 2.2 Council Participation

- (a) Appointment of one aldermanic member.
- (b) Endorsement of public and staff members.

## 2.3 Limitation

- (a) Council shall have no direct control over actions of the Committee.
- (b) The Committee shall act as an advisory committee on local access problems particularly those relating to people with disabilities.
- (c) Council shall not be obliged to act, or be bound by any recommendation of the Committee.
- (d) The Committee will not be delegated any function of Council.

## 3. REPORTS TO COUNCIL

### 3.1 Committee Meeting

- (a) Minutes of the Committee meetings will be submitted to Council and received for information only.
- (b) Recommendations of the Committee will be presented to Council in reports from the Community Services Co-ordinator for endorsement or otherwise.

### 3.2 Annual Review

- (a) An annual review should be presented to Council each September detailing the activities of the Committee over the preceding twelve months and plans for the forthcoming year.

## 4. TERM

### 4.1 Committee

- (a) The Committee shall cease to hold office at the expiration of three months after the general election of the Council next following upon the appointment of the Committee, subject to the following conditions:-
  - i) The Committee may be dissolved by Council resolution at any time.
  - ii) Any authority conferred by Council under this resolution may be withdrawn by Council by a subsequent resolution either in whole or in part.
- (b) The Committee shall, at the expiration of three months after the general election of the Council be eligible for re-appointment.



#### 4.2 Members

- (a) Members of the Committee shall cease to hold office -
- i) If the Committee is dissolved by Council.
  - ii) By the death or written resignation of any member.
  - iii) If a member is absent without leave for three consecutive meetings without having obtained Leave of Absence beforehand.

### 5. GENERAL

#### 5.1 Observers

- (a) The Committee shall be permitted to invite as observers, citizen or other representatives from time to time for the purpose of clarifying certain given matters as decided by the Committee; such observers however, will not be permitted to vote on any issue.

#### 5.2 Sub-Committees

- (a) It shall be competent for the Committee to appoint from time to time sub-committees comprised of members to exercise and perform specific functions and to report back to the Committee and to re-appoint or dismiss such sub-committees.

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## CITY OF LISMORE

### CIVIC DESIGN

#### PLAN OF MANAGEMENT

##### **1 NAME:**

Civic Design Panel

##### **2 ROLE/AIM:**

To improve the appearance and amenity of the City of Lismore Area.

##### **3 OBJECTIVES:**

- (a) Ensure the continuation and co-ordination of civic improvement and beautification programmes for the entire City of Lismore area, and specifically the commercial centres, residential urban areas, villages and entrances to the City area.
- (b) Provision of passive recreational facilities not otherwise provided through Parks and Gardens, Rural Parks and Lismore and District Sports Association programmes and budget allocation.
- (c) Develop open space areas with funds allocated from developer contribution (S94 Environmental Planning and Assessment Act) as agreed to by the S94 Committee.
- (d) Seek professional advice on aesthetics and functional design through consultation with the Architects Advisory Panel and Landscape Advisory Panel.
- (e) Provide a forum for public participation in the development of programmes for civic improvement and beautification.

##### **4 MEMBERSHIP:**

- (a) Council Aldermen : Five (5) representatives.
- (b) Citizen Members : Eleven (11) representatives.
- (c) Engineering Department : Two (2) representatives.
- (d) Town Planning Section : One (1) representative.

##### **5 MEETING FREQUENCY:**

- (i) The meeting times and frequency will be at least bi-monthly commencing February of each year, and be on the second Monday of each month.
- (ii) The Chairman has authority to call Special Meetings of the Panel to discuss matters of urgency.



## **6 QUORUM:**

A quorum of the Panel will be a simple majority of appointed members, which shall include at least three Alderman.

## **7 TERM OF THE PANEL:**

- (i) The Panel shall cease to hold office at the expiration of three months after the general election of the Council (4 years).
- (ii) The Panel may be dissolved by Council resolution at any time.
- (iii) Extraordinary vacancies on the Committee shall be appointed by Council on the advice of the Committee, or through public advertisement as resolved by Council.
- (iv) If decided by Council to fill extraordinary vacancies by newspaper advertisement, any application so received shall be first referred to the Committee for subsequent recommendation for appointment by Council.
- (v) Members of the Committee shall cease to hold office:-
  - (a) If the Committee is dissolved by Council;
  - (b) By the death or written resignation of any member; and
  - (c) If a member is absent without leave for three consecutive meetings without having obtained Leave of Absence beforehand; and
  - (d) Does not attend at least one half of the meetings held each year.

## **8 AUTHORITY:**

The Panel may make recommendations to the appropriate officer of Council with whom the Council has delegated an authority to expend such monies as allocated and budgeted by Council for civic design in the annual estimates.

The Panel may make recommendations to Council on matters relevant to the improvement of the civic appearance and amenity of urban areas in the City area.

## **9 PUBLICITY:**

Publicity relating to matters before the Panel and programmes adopted by the Panel should be made in the name of Panel, arranged by the Servicing Officer with prior consultation with the Chairman and where appropriate the Panel.

## **10 PANEL REPORTING:**

The Panel will report progress to Council via meeting notes and minutes of the meeting which will be taken at each meeting. The minutes will contain a list of members present, members apologies, confirmation of previous minutes, a summary of general and business arising and any recommendations. Upon reviewing Panel recommendations, Council may initiate appropriate actions.



## ***11 MEETING PROCEDURE:***

At the next meeting of the Panel after the month of September in each year, the Panel shall elect a Chairperson and other Officers as may be necessary.

- (a) Members will speak through the Chairman.
- (b) Matters will be decided by consensus or show of hands when required.
- (c) Meeting notes/minutes shall be taken and circulated to members at least one (1) week prior to the following meeting, together with an agenda and such reports to the Panel, as required.
- (d) With consent of the Panel professional or specialist advisors may be invited to address Panel meetings from time to time, and as required.
- (e) Members of the public will be welcomed to meetings of the Panel, but shall not vote on matters before the Panel.
- (f) Subject to Clause 48 of Ordinance 1, meetings of the Panel shall be open to the Press and Public.

## ***12 PECUNIARY INTEREST:***

- (i) It shall be a condition of membership that Primary and Ordinary Returns are completed and lodged with Council.
- (ii) Any members having a pecuniary interest in any matters being discussed by the Panel shall declare same at the meeting of the Panel and refrain from voting or discussion thereon. In this regard, all penalties etc., as apply under the Local Government Act shall apply, so far as they do apply, to this Panel and its members.

## ***13 SERVICING OFFICERS:***

Development Control Planner in liaison with the Works Engineer.

## ***14 DATE OF PREPARATION AND REVISION:***

March 10, 1992.

## ***15 AMENDMENT AND ADOPTION:***

Panel Meeting, April 13, 1992.

## ***16 ADOPTION:***

Lismore City Council Meeting.