This fact sheet provides advice to practitioners, proponents and local government about panels required under the Urban Renewal Act 1995 and how they should be established.

**Why establish panels?**

The Urban Renewal Act 1995 (the Act) requires a precinct authority to establish the following panels in relation to a precinct (unless exempt by regulation):

- design review panel
- community reference panel
- other panels as required or as requested by the Minister for Housing and Urban Development (the Minister).

The precinct authority must comply with any requirements of the Minister, set at the time precinct is established, in relation to the composition of a panel. The constitution of the panels should have regard to the overarching consultation strategy for the precinct, which is also proposed at the time the precinct is established.

**Who is responsible for establishing panels?**

The precinct authority is responsible for establishing the panels.

**What is the role of the panels?**

The role of the panels is to provide considered, balanced and regular advice and feedback to the precinct authority on planning and development within the precinct.

Terms of references for each panel should be prepared by the precinct authority to clarify the role and expectations of panel members and to ensure any conflicts of interest can be managed. Payment of panel members should be considered in recognition of the important contribution that is made.

**Design Review Panel**

The role of the design review panel is to provide advice to the precinct authority about:

- design elements in both public and private areas in the precinct
- design issues that arise in the planning and development of the precinct.
- practices and procedures that should be adopted to promote innovative design solutions to issues that arise in the precinct.
- any other matter relating to design within the precinct.

The design review panel should be established to provide independent and impartial advice on design to assist in improving the quality of buildings.
Landscapes and public spaces. The process should support good design intentions to help identify and support innovative design solutions. The design review process also has the potential to reveal additional opportunities that enhance quality.

The design review panel should be established in line with the Office for Design and Architecture SA’s Guide to Design Review in South Australia. More information about the Government Architect and design review can be found at www.odasa.sa.gov.au.

Community reference panel

The community reference panel must comprise of representatives of the local resident community to provide advice to the precinct authority in relation to community views and contribute to a shared vision for the development of the precinct.

The community reference panel should be a key mechanism for ongoing community consultation throughout the preparation and implementation of a precinct. This will ensure the precinct authority receives timely information about existing and emerging community issues rather than individual issues. It is also a key mechanism to discuss how best to disseminate information to the community and advise on the best ways of engaging wider community in the project.

Membership should include community members who represent the broad interests of the local community, including residents groups, environment or conservation groups, business, industry and demographic sectors (gender and age). The precinct authority should seek expressions of interest from the community for membership of the community reference panel and should select candidates based on their ability to adequately represent community interests and carry out the roles and responsibilities of the panel.

The precinct authority should also provide appropriate training and development opportunities as an investment in the community reference panel and their role with the community.

Other panels

A precinct authority may propose, or the Minister may request, that other panels be established to deal with specialty areas related to the precinct, e.g. heritage or environmental matters.

Consultation with panels

The precinct authority must take reasonable steps to consult with panels during the statutory consultation processes for precinct plans.

Council involvement in panels

The Act enables a person, authorised in writing by the relevant council, to attend (but not participate in) any meeting of a panel and have access to papers provided to members of the panel for the purposes of the meeting.

If the panel decides that a matter dealt with at a meeting attended by a representative of council should be treated for any reason as confidential, the panel may advise the council of this and the council must treat the matter as confidential.
Further information

For further information on precinct planning and the Act please contact the Growth Areas Team at the Department of Planning, Transport and Infrastructure or visit the website:

Phone:  (08) 8303 0760
Email:  DPTI.PDgrowthareas@sa.gov.au
Mail:  Growth Areas Team
Department of Planning, Transport and Infrastructure
GPO Box 1533
Adelaide SA 5001
Website:  www.sa.gov.au/precinctplanning

The website includes a full suite of fact sheets prepared about the precinct planning process and includes information on declared precincts, including key documents required to be published under the Act.

Fact sheet 1 | Overview of the precinct planning process
Fact sheet 2 | What does precinct planning mean for councils?
Fact sheet 3 | What are panels and how are they established?
Fact sheet 4 | How to prepare a precinct master plan
Fact sheet 5 | How to prepare a precinct implementation plan
Fact sheet 6 | Consultation and engagement

Also refer to Design Guidance Note 1.1.3 Master Plans (March 2014) from the Office of Design and Architecture SA, which is also available on the website.