

## Request for Nominations for the Auckland Urban Design Panel Full Panel Member Refresh for 2021 - 2023

The Auckland Urban Design Panel Governance Board (the Board) has made the decision to undertake a full re-refresh of the Auckland Urban Design Panel (AUDP) panel member list this year and is now seeking nominations as part of the full panel refresh for 2021-2023.

AUDP members come from the following organisations with respect to their relevant areas of expertise:

- New Zealand Institute of Architects
- New Zealand Planning Institute
- Property Council of New Zealand
- New Zealand Institute of Landscape Architects
- Ngā Aho Design Network
- Auckland Council's Auckland Design Office

**Expressions of Interest from members with a one-page CV are required to be sent to your Institute by Sunday 17th May 2020.**

Nominations from the Institutes will be discussed and final panel members agreed at the AUDP Governance Board meeting to be held on Tuesday 15<sup>th</sup> September 2020, with the aim of having a full list of confirmed members available by November 2020.

The AUDP Governance Board is made up of the National President and Auckland Branch Chairs (or their nominated representative) of the New Zealand Institute of Architects, New Zealand Planning Institute, Property Council of New Zealand, New Zealand Institute of Landscape Architects, and Ngā Aho Design Network, as well as Auckland Council's Manager of Design Review and Design Review Panels Lead.

### **Background**

The AUDP has been established to provide independent design review of significant projects for both private and public developments across Auckland. The primary purpose of the panel is to assist Auckland Council with achieving a high standard of design quality across Auckland by providing a cross-disciplinary review of major projects and identifying areas for improvement early on in the design process.

The panel plays a key role in realising the 6 Outcomes of the Auckland Plan 2050 by demanding good design and pushing for quality compact urban environments as Auckland grows. Panel members are leaders in their field and are passionate about the built environment and the future success of Auckland.

## **Nominations**

The requested nominations are for a term of service from January 2021 - December 2023.

**Nominations from each partner organisation are to include a 1-page CV outlining each nominee's relevant experience.**

Although nominations are being requested for the full number and mix of panel members, Auckland Council is looking for a **40-50% Panel member refresh** to ensure continuity of service to the development community.

The Governance Board will also select a panel member/s for the role of Convenor/Co-Convenors for the Auckland Urban Design Panel. The Convenor will chair panel meetings, be the primary spokesperson for the panel, and be responsible for liaison with Auckland Council and the AUDP Governance Board as and when required.

The Governance Board will also confirm a pool of experienced panel members that may also chair individual panel meetings.

## **Professional Representation**

The range of professional representation for the 2021-2023 panel member list is as follows:

- 18 Architects
- 10 Landscape architects
- 6 Property professionals
- 10 Urban design specialists
- 4 Maori design specialists
- 6 Planners
- **54 TOTAL**

The above mix reflects the intent of being able to operate two concurrent panels on a weekly basis as well as dedicated based panels when required, and to be able to provide a broad range of skills and experience to suit the wide range of developments reviewed by the panel. The actual demand for panel services and particular expertise may vary significantly, but panel members are expected to attend approximately 6 -8 meetings each year.

Within these professions a wide range of design and development expertise is sought including recognised best practice expertise in:

- Residential apartments and multi-unit housing
- Masterplanning projects
- Brownfield and greenfield development
- Urban renewal projects
- Large commercial/mixed use buildings
- High profile/iconic buildings
- Cultural and community facilities
- Urban design
- Public space and street design
- Heritage buildings and landscapes
- Sustainable design, green buildings and design for climate change
- Landscape and visual assessments
- Design critique and review experience

Climate change is one of Auckland's greatest challenges. Emissions from the construction sector have leapt 66% in a decade and the built environment is culpable for approximately 20% of our country's carbon footprint. Therefore, we are specifically looking for nominations for panel members with experience and knowledge in designing low carbon buildings, sustainable design, green buildings

and design for climate change. As the Auckland Urban Design Panel is a key tool in improving the quality of the built environment across all of Auckland, panel members with these skills will help promote well-designed buildings and places which are designed to cope with the impacts of climate change in coming decades.

## **AUDP Terms of Reference**

The following points from the AUDP Terms of Reference are important to note for individuals being considered for nomination.

### **1. Membership of the panel**

Panel members are professionals with specialist skills in the areas of urban design, architecture, planning, landscape architecture, heritage, development and property, and Maori design.

Panelists are selected for their individual qualifications and experience rather than as representatives of their professional firms. They are expected to be recognised leaders in their industry. All panel members are sourced through nominations from the partnering organisations and appointed by the AUDP Governance Board.

Members will be selected to serve on the main AUDP panel and from this list some members may be selected to review projects on AUDP dedicated panels.

### **2. Confidentiality Agreement**

All Panel members are required to sign a Confidentiality Agreement, which acknowledges that they will respect the confidential nature of the information presented to them.

### **3. Conflict of Interest**

All panel members are required to declare if they have a conflict of interest regarding an application to be presented to a panel meeting. A conflict of interest will occur when a panel member has had some involvement with the project to be reviewed, or has a business relationship with the applicant or anyone acting on behalf of the applicant.

A conflict of interest may also occur when a panel member was an unsuccessful tenderer for professional services for that project. In each instance, if the panel member is uncertain whether they have a conflict of interest then this should be discussed with the Design Review Panels Lead well before the scheduled panel meeting.

### **4. Panel member selection for meetings**

Panel meetings are usually held once a week on Thursday afternoons and two panel meetings may be held concurrently if required. Dedicated panels may be held on other days.

A quorum of three members is required for each panel and panel members are required to be present for all post-presentation discussions or forgo representation in the panel recommendations.

Each panel comprises ideally at least one expert in urban design, architecture, landscape architecture and development. Where appropriate, panel members with planning or Maori design expertise are also included.

The selected panel members are chosen by the Auckland Design Office to ensure that the skill mix of the panellists is appropriate for the type of development and its context, and that a balance of both longer-term and more recently appointed panel members is achieved.

Where a proposal is being presented for a second time to the panel, continuity of panellists is expected.

For some applications council officers will suggest additional specialists attend as 'Advisors' to the panel, such as experts in heritage, sustainability and universal design.

## 5. Panel meeting schedule

In general, a panel session runs for 3.5 hours as follows:

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|--|-----------------|
| - Pre-Meeting Discussion with Council Specialists: | 1.30pm – 2:00pm |
| - Applicant Arrives:                               | 2:00pm – 2:05pm |
| - Applicant's Presentation:                        | 2:05pm – 2:30pm |
| - Questions/clarifications by Panel:               | 2:30pm – 3:30pm |
| - Panel Discussion & Recommendations:              | 3:30pm – 5:00pm |

Panel meetings may be shorter than above, depending on the complexity of the proposal and whether the scheme has been to the panel before.

## 6. Panel member duties

To follow is a summary of the duties required of panel members:

- Attend 5-8 panel sessions per year;
- Available at the dedicated panel timeslots (typically on a Thursday) for the length of the session (typically 3.5hrs);
- Assess the proposal against:
  - The Auckland Plan 2050's design objectives including good design, quality compact urban environments, showcasing and sharing Māori history, using growth and development to protect and enhance the natural environment, transport and access and enduring neighbourhoods and centres;
  - Urban design best practice including placemaking, appropriateness to context, liveability, universal access and CPTED;
  - Unitary Plan (Operative in Part) urban design provisions;
  - Applicable framework plans, design guidelines or strategic planning documents specific to the locale;
  - The quality of the development and its architecture including its appearance from the public realm;
  - Its contribution to the sustainable development of Auckland and mitigation and adapting to climate change
- Express opinion clearly, consistently and impartially throughout the session including in front of the applicant;
- Attend 1 Informative Session per year.

## **7. Panel member fees**

Panel members are paid a fee of \$180.00 per hour, up to a maximum of 4.5 hours per meeting. This equates to 1 hour for preparation time and 3.5 hours to attend the panel session. Where a panel meeting finishes before or after the 3.5 hours is up, the time billed is adjusted accordingly.

In addition, payment for a maximum of 1 hour is available for the Chair to conduct a site visit. The panel Chair may identify another panel member to conduct a site visit in their place and it is expected that at least one Panel member must have made a site visit before the meeting.

Time spent on reading the panel agenda or other research will not be reimbursed as this is expected as part of the role. Other disbursements such as car parking are not expected to be charged.

Further details on the panel including the full Terms of Reference can be found in the following link:  
<http://www.aucklanddesignmanual.co.nz/resources/design-panels>