

OP GRAND



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16/11/2005 09:11 AM

To "Timothy Fynes-Clinton
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cc

bcc

EXHIBIT No. 313
CLERK

Subject FW: RELEVANT QUESTIONS

> -----Original Message-----
> From: HULSE Matthew
> Sent: Wednesday, 16 November 2005 8:41
> To: MONTGOMERY David
> Cc: ROWE Warren; DICKSON Dale
> Subject: RELEVANT QUESTIONS
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> Monty
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> As discussed last night on the telephone:
>
> PROCESS FOR RECEIVING DEVELOPMENT APPLICATIONS
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> * Application is receipted over the counter by Customer Service
> * Application is created in AMS (Application Management System) by
Customer Services, this automatically populates property details which
includes details of what Division this property is in
> * The application then proceeds to the Record Services division to be
profiled and Property Number (PN) file is created
> * Moved to Pre Assessment area with I & A Branch where application
details are completed, application is loaded onto Map Info and moved to
Dart Officer to be placed on the DART Agenda
> * Within 5 days of receipt of application it is scheduled on the Dart
Agenda (Development Assessment Review Team). Council Officers only
> * DART Agenda is then created and distributed to relevant Officers and
all Councillor's PA's (at the Councillor's request)
> * The DART Agenda that is referred to the Councillor's PA's does not
specifically identify the Division, however it does have the full property
details i.e.: Lot & RP, Street address and proposed use.
> * Specifically Cr Young also receives on a monthly basis a full list of
applications received for his Division and has done for approximately the
last 3 years. Cr Hackwood has also received a report for his Division
during this time and Cr Power has recently requested the same report for
his Division (last 2 months)
> * From the DART Agenda Assessment Managers are assigned to each
specific application and the processing begins
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>
> PRELODGE MENT APPLICATIONS
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> * Applications for Prelodgements are received by TAC (Technical Advice
Centre)
> * Senior Planning Officers determines if adequate information has been
provided
> * Request forwarded to Operational Services Staff, AMS updated and
moved to Supervising Planner of area who determines the appropriate
attending officers
> * Meeting is then scheduled and convened
> * This is a Council Officers meeting only and no Councillors advised or
turn up
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>
> DEVELOPERS MEETING WITH THE CITY CHAIR OR AREA COUNCILLOR
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> * There is no formal process for this and in fact 99% of the time the Officers are not informed of the meetings actually happening (not aware at all until after the event when the applicant advises us through the application process)

> * This is not unusual that Developers wants to meet with the City Chair or the Area Councillor to discuss their application.

> * I believe that this used to happen with the old committees where you had the North Chair and South Chair of Planning (approximately 2 years ago)

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> WHAT ARE THE DIFFERENCES BETWEEN THE PREVIOUS STRUCTURE AND NOW?

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> * The DART process has replaced the DAG (Development Assessment Group) in order to identify internal and external referrals up front

> * DAG used to occur prior to issuing information requests (similar process just different timing)

> * The City Chair is briefed by Senior Offices each Monday morning for half an hour. This briefing is to discuss items relevant to Tuesday's City Planning Meeting.

> * Where previously City Chairs - North and South were briefed on an informal basis - normally by telephone or as required

> * The structure of City Planning has changed where it is one committee for the whole city. Previously North Planning Committee dealt with application in Division 1-6 and South Planning Committee dealt with application in Division 7-14

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> If you require and further information please contact me on the mobile

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