

Department of State Growth

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Our Ref: MPR26/100/7

Hon Ruth Forrest MLC
Chair
Public Accounts Committee
E-mail: ruth.forrest@parliament.tas.gov.au

Dear Chair

I am writing to provide the final Terms of Reference (attached) for the Design Quality and Integrity Review Panel (the Panel), established under Condition A9 of the *State Policies and Projects (Macquarie Point Precinct) Order 2025* (the Order).

The Terms of Reference have been finalised following review to ensure alignment with the Order.

I also advise that Mr Scott Balmforth has been appointed as Chair of the Panel.

If you have any questions, please contact Andrew Johnson, Director – Office of the Secretary by email at andrew.johnson@stategrowth.tas.gov.au.

Yours sincerely

A handwritten signature in blue ink, appearing to read "Shane Gregory".

Shane Gregory
Acting Secretary

27 April 2026

Encl: Design Quality and Integrity Review Panel Terms of Reference

Design Quality and Integrity Review Panel

Terms of Reference

Purpose

The Design Quality and Integrity Review Panel (the Panel) is established under condition A9 of the *State Policies and Projects (Macquarie Point Precinct) Order 2025* (the Order).

The purpose of the Panel is to assist in the effective finalisation of the design for the Macquarie Point Precinct Project, and promote transparency with respect to design solutions. In performing this role, the Panel provides independent, expert advice to support the retention of design quality and integrity, having regard to the plans approved, and to be approved, under the Order.

The Panel's advice is intended to inform, but does not replace, statutory decision-making under the Order.

Responsibilities

Condition A9(3) of the Order requires that the Panel be responsible for:

- a) reviewing the architectural, landscaping and urban design solutions for the Project at the earliest opportunity during the design process; and
- b) providing feedback to the Proponent to assist in the effective finalisation of the design prior to the approval of the following in respect of the Project:
 - i. the Public Domain and Landscaping Plan required under condition B3;
 - ii. the Signage and Wayfinding Plan required under condition B5;
 - iii. the Design Plans required under B7; and
- c) providing feedback to the Secretary on any matter where, under condition AA3, the Secretary and a relevant regulator are required to reach a consensus, if that matter relates to the architectural, landscaping and urban design solutions for the Project; and
- d) providing feedback to the Proponent, or the Secretary, on the development of the Project generally or in relation to a specific stage of works.

The Order also requires the Panel to provide written feedback on relevant plans within 10 working days of receiving a request.

Under the Order, the Proponent must:

- seek the feedback of the Panel before the Proponent submits a plan referred to in subclause (3)(b) for approval under the relevant condition; and
- make publicly available a statement, if the Panel provides written feedback to the Proponent and suggests changes to plan, which specifies:
 - each change proposed by the Panel; and
 - whether the Proponent intends to make the change to the plan as suggested; and
 - if the Proponent does not intend to make the change to the plan as suggested, the reasons why the Proponent does not intend to change the plan.

Scope

The Panel's role is limited to providing advice on design matters to support the effective finalisation of design in accordance with the Order.

In undertaking this role, the Panel will:

- review architectural, landscaping, and urban design material referred to it by the Secretary;
- provide written advice on relevant plans, where requested, prior to submission for approval; and
- provide advice at agreed milestones in the design process, where requested by the Secretary.

For the avoidance of doubt, the Panel will:

- provide advice on the extent to which design proposals are prepared in accordance with the plans approved under the Order, including those set out in Schedule 2;
- consider whether design proposals retain the quality and integrity of the approved design, having regard to the intent of those plans;
- provide feedback on the following plans, especially where changes may reasonable be expected to impact design quality or consistency with those plans approved by the Order:
 - the Public Domain and Landscaping Plan required under condition B3 and the associated requirements listed at B4;
 - the Signage and Wayfinding Plan required under condition B5 and the associated requirements listed at B6; and
 - the Design Plans required under condition B7 and the associated requirements listed at B8.

The Panel is not required to consider matters relating to:

- project delivery, staging, or program management;
- operational interfaces; or
- broader risk management or mitigation activities;

except where these matters relate to design quality and integrity.

The following matters are out of scope:

- Detailed engineering or detailed technical instruction; and
- audit or compliance services.

Membership

The Panel is to be comprised of at least three members, and no more than five members, including:

- a State Service officer or State Service employee, employed or engaged for the purposes of providing strategic advice on architecture or urban design;
- a person nominated by Heritage Tasmania, who has expertise in historic cultural heritage;
- a person with expertise in landscape architecture; and
- up to two further members.

Panel members must possess relevant expertise, as well as appropriate personal attributes, in order to perform their duties and responsibilities to a high standard. Panel members must collectively have experience in the following areas:

- Architecture
- Landscape architecture
- Urban design
- Historic cultural heritage
- design review of major public realm and infrastructure projects.

The Secretary will appoint the Chair and members of the Panel.

Members will be appointed until Practical Completion of the Project and required to comply with these Terms of Reference, including the probity requirements set out below.

Probity

The Panel will observe probity principles in conducting its activities under the Order. These include:

- Acting with impartiality, fairness, honesty, and integrity
- Declaring and managing actual or perceived conflicts of interest
- Maintaining accountability and transparency
- Observing confidentiality of information and documentation
- Maintaining appropriate records of decision-making

Panel members are personally responsible for identifying, assessing, declaring, and actively managing actual, perceived or potential conflicts that may arise.

If an actual or potential conflict of interest arises, members are to advise the Chair of the Panel or the Independent Probity Advisor immediately.

The Chair of the Panel will include a standing agenda item at each meeting for members to declare any conflict of interest.

The Secretariat will record Panel meetings and provide guidance to the Panel on information that is deemed to be confidential.

Panel members must not offer, seek, or accept any gifts, hospitality or other benefits that may, or may be perceived to, affect the integrity of advice or recommendations made under the Order.

Panel members are to advise the Chair or the Independent Probity Advisor immediately of any emergent probity matters.

Meeting administration

Panel meetings are to be held as required to undertake the responsibilities outlined above for the duration of the Project. Meetings may be held in person or online, depending on the requirements of Panel members.

Secretariat and administrative support for the Panel will be provided by the Department, or such other administrative arrangements as determined by the Secretary. This includes:

- scheduling meetings and circulating relevant documents and papers
- recording decisions and maintaining accurate records

Remuneration

Other than a State Service Office or State Service Employee, Panel members will be paid in accordance with the following rates:

- Chairperson maximum rate - \$42,969 per annum
- Member maximum rate - \$25,189 per annum

Plus, appropriate professional fees dependant on the time commitment required.