City of Gosford
Design Advisory Panel

Guide for Proponents and Stakeholders
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Contents
1. Purpose of this document ........................................................................................................3
2. Role and Objectives of the Panel ..........................................................................................3
3. Development reviewed by the Panel .......................................................................................4
4. Design Excellence ..................................................................................................................5
5. Panel governance and advice ................................................................................................5
6. Panel meetings ......................................................................................................................7
7. Scope of Panel review and advice ..........................................................................................8
8. Pre-lodgement Design Review (step by step) ......................................................................10
9. Information required by the Panel .......................................................................................11
10. Fees ..................................................................................................................................12
11. Design Excellence Competitions ........................................................................................13
Attachment A – Design Review Principles ..............................................................................17
Attachment B - Pre-lodgement Design Review Process .........................................................19
Attachment C – Proponent’s Design Documentation ..............................................................20
1. Purpose of this document

This document identifies the role and operation of the City of Gosford Design Advisory Panel (The Panel) and how the design excellence process will be applied in Gosford City Centre.

This document also serves as the Design Excellence Guidelines applying to Gosford City Centre.

The Panel has been established to support the revitalisation of Gosford City Centre and will provide advice on urban design, architecture and landscape issues for development proposals. This document will assist stakeholders to understand how the Panel will operate and how it will ensure design excellence and quality design outcomes for Gosford City Centre.

2. Role and Objectives of the Panel

The Panel has been formed to ensure design excellence and quality design outcomes for Gosford City Centre. The Panel’s role is advisory in nature - it will not have a role in the determination of developments. Recommendations and advice of the Panel will inform the preparation of development applications prior to lodgement, and the assessment and determination of applications.

The Panel will:

- Fulfil the functions of the ‘design review panel’ referenced under Clause 8.4 of State Environmental Planning Policy (Gosford City Centre) 2018;
- Fulfil the functions of the Government Architect’s State Design Review Panel insofar as they may have applied to the Gosford City Centre;
- Provide independent, expert and impartial advice on the design quality of significant development proposals;
- Guide the design of development proposals and inform the assessment process.

The objectives of the Panel are to:

- Support proponents and decision-makers to achieve a high degree of design excellence by promoting a design-led approach to development;
- Support implementation of the NSW Government Architect’s (GANSW) Urban Design Framework for Gosford;
• Support the aims and objectives of the *State Environmental Planning Policy (Gosford City Centre) 2018* and support the implementation of the Gosford City Centre Development Control Plan 2018;

• Provide advice in relation to urban design, architecture and landscape issues on significant development proposals which will include:
  
  o Pre-lodgement design advice to achieve high quality development proposals upon lodgement and a streamlined development assessment process;
  
  o Design advice during assessment of applications to the Assessment and Determination authority;

• Determine if an architectural design competition is required and, if required, the format and process to be followed;

• Follow the Principles of good design review adopted by GANSW (*Attachment A*)

• Consider local context, design quality and relevant policies and plans in providing its advice.

The Panel’s role, operation and membership may be reviewed from time to time at the discretion of the Minister for Planning.

### 3. Development reviewed by the Panel

The Panel will review the following development proposals in Gosford City Centre:

• Any development declared to be State Significant Development for the *Environmental Planning and Assessment Act 1979* as specified by the *State Environmental Planning Policy (State and Regional Development) 2011*, being development with a Capital Investment Value of more than $75 million;

• Any development proposals using clause 8.4(3) and (4) of the State Environmental Planning Policy (Gosford City Centre), being developments on medium and large sites seeking a variation to height and/or Floor Space Ratio; and

• Key Sites as identified in Chapter 6 of *Gosford Development Control Plan 2018* where the proponent is proposing a variation from the principles applicable to the key site contained in the *Gosford Development Control Plan 2018*. 
4. Design Excellence

Design Excellence is a term used in Environmental Planning Instruments (EPIs) to refer to the design quality of a building or project.

The description of Design Excellence is broadly consistent across planning legislation where it is often summarised as ‘the highest standard of architectural, urban and landscape design.’ Design Excellence descriptions vary in their detail but include references to context, accessibility, public domain, streetscape, massing and sustainability.

In Gosford City Centre, *State Environmental Planning Policy (Gosford City Centre) 2018* (the GCC SEPP) requires that ‘all development’ exhibits design excellence and contributes to the natural, cultural, visual and built character values of Gosford City Centre. Clause 8.3 of the GCC SEPP lists several matters the consent authority must have regard to when considering if a development exhibits design excellence.

**Design Excellence Statement**

A Design Excellence Statement prepared by the proponent will be considered by the Panel in its review of a proposal, and in making a decision as to whether a design competition is required to be undertaken (in accordance with clause 8.4(4) of the GCC SEPP).

For further information of Design Excellence Statements, please refer to Attachment C of this document.

5. Panel governance and advice

**Panel Membership**

The panel will consist of five members, three permanently appointed and two rotational members.

The permanently appointed members are the NSW Government Architect; the Coordinator General for the Central Coast; and the Chief Planner for NSW. The Chair will be one of the three permanent appointees.

**Panel Remuneration**

Remuneration for eligible Panel and Reference Group members will be in line with that of the NSW State Design Review Panel, on a fixed fee basis, determined by the number of review sessions they
are required to attend. The following fees exclude GST and include preparation time and travel costs (except in the case of remote or interstate panel members): $1,000 for a half day and $1,800 for a full day.

**Panel Quorum**

For a Panel meeting to proceed, a Panel quorum must be present which must include at least one permanently appointed member (Chair) and 2 additional Panel members. The Coordinator General for the Central Coast and Chief Planner for NSW are not able to delegate their attendance to a representative.

Each Panel meeting is to have a majority of design experts present.

**Panel Chair**

The Panel Chair must be one of the permanently appointed members and will be responsible for Chairing the meeting(s), endorsing the Panel’s final advice and recommendations and endorsing advice to the Panel Secretariat for distribution.

**Alternate Member**

The Deputy Government Architect may be called upon to stand as an alternate member of the Panel, in the absence of the NSW Government Architect and if required to form a quorum with majority design experts.

**Rotational Panel Members - City of Gosford Design Reference Group**

The Panel has determined that the City of Gosford Design Reference Group (Reference Group) will be formed to assist them in formulating their advice on development proposals. The Panel Secretariat will appoint and coordinate a pool of five design experts to form the Reference Group.

Two members of the Reference Group will review each development required to be considered by the Panel, as part of the Panel pre-qualification process. These two members will then become the rotational members on the Panel when it considers that development proposal.

**Secretariat**

The Panel Secretariat function will be performed by an officer of the Department of Planning and Environment to be determined by the Coordinator General.
The Secretariat will support the Panel’s operation by, providing administrative support, coordinating and documenting meetings, coordinating the City of Gosford Design Reference Group and advice to the Panel, and distributing the Panel’s final advice.

The Secretariat must be present at all Panel meetings.

**Panel Advice and Timing**

Once endorsed by the Chair, the Panel’s final advice (pre-lodgement Design Review or design advice to Consent Authority) or post application) will be distributed by the Panel Secretariat to the Proponent and any relevant parties, for example, the Regional Assessments team of the Department within 10 working days of it being endorsed.

The Panel’s recommendations and advice will be made publicly available during the development assessment exhibition period once an application has been lodged with the Department.

**6. Panel meetings**

**Occurrence and Format**

The Panel meetings will occur every two months, or as otherwise scheduled with meetings generally held over a half day (i.e. 3 - 4 hours). A schedule of review sessions for any project will be confirmed with the agreement of the proponent team, the Central Coast Coordinator General, the GANSW and the Department’s assessment team.

The location of panel review sessions will be determined by the Panel Secretariat prior to the meeting. Preference is for the meetings to be based in Gosford City Centre, except where this cannot occur due to Panel membership commitments or other reasons.

**Typical Meeting Agenda**

The Panel meeting agenda will generally comprise:

<table>
<thead>
<tr>
<th>Agenda item</th>
<th>Responsibility</th>
<th>Time allotted*</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>Site visit (optional)</td>
<td>Panel members</td>
</tr>
<tr>
<td>1</td>
<td>Site briefing to the Panel (in camera)</td>
<td>Planning Officer of the Department</td>
</tr>
</tbody>
</table>
2 Presentation on the scheme  Proponent’s Lead Architect  20 minutes
3 Panel questions  Panel members  10 minutes
4 Panel review (in camera)  Panel members  10 minutes
5 Summary of advice  Panel Chair & Secretariat  5 minutes
6 Panel debrief (in camera)  Panel members  5 minutes

*The time allocations above are a guide only.

**Proponent’s Consultant Team**

The lead architect or project designer will present the proponent’s proposal to the Panel, up to five members of the proponent team (including lead architect) are invited to the review session.

**Observers and invited stakeholders**

Key stakeholders may be invited to attend the review session as observers.

The invited observers may also be invited to brief the panel on specific issues relating to their respective roles, including (but not limited to), the Department’s regional or assessment team, central Coast Council, GANSW staff and other agencies, as required.

**7. Scope of Panel review and advice**

The Panel is guided by:

- the aims and objectives of the *State Environmental Planning Policy (Gosford City Centre) 2018*;
- *State Environmental Planning Policy No. 65 (Design Quality of Residential Apartment Development)*;
- ‘Better Placed’ – an integrated design policy for the built environment of NSW’ by GANSW and the seven design objectives for NSW;
- the GANSW Urban Design Framework for Gosford;
- the aims and objectives of the Gosford City Centre Development Control Plan 2018;
- the Principles of Good Design Review adopted by GANSW;
- the Department’s ‘Code of conduct’;
- the Departments ‘Managing Interests and Disclosing Conflicts of Interest Policy’;
- the National Urban Design Protocol; and
• Any other policy, guideline, document or instrument deemed relevant by the Panel, the Department or GANSW.

The Panel will also have regard to any relevant local, state or national plans, policies and guidelines including, but not limited to Local Environment Plans, Development Control Plans, urban design strategies and the like. Such documents are to be made known and available to the Panel prior to advising on/or reviewing any project.

**Pre-lodgement Design Review**

The Panel may consider a Proponent’s development proposal prior to formal lodgement of an application with the Department of Planning and Environment. For the types of development referred to the Panel pre-lodgement see section 3 of this document.

After consideration of a proponent’s scheme at the Panel meeting, the Panel Secretariat will issue the Panel’s advice to the Proponent and Regional Assessment team. The Panel’s advice may include several outcomes, depending on the extent to which the proposal demonstrates design excellence. The potential outcomes include:

- The Panel endorses the proposal, with design recommendations to be addressed prior to the development proposal being submitted; or
- The Panel recommends substantive changes to a proposal and requests that it be brought back to the Panel for a further review once design issues have been addressed; or
- The Panel requires that the proponent undertakes a Design Excellence Competition (in accordance with clause 8.4(4) of the GCC SEPP).

**Design advice to Consent Authority**

The consent authority may request design advice from the Panel in respect of applications lodged with, and currently under assessment by, the Department. For the types of development referred to the Panel by the consent authority (see section 3 of this document). These types of applications will be reviewed by the Panel and formal advice will be issued to the consent authority for its consideration.
8. Pre-lodgement Design Review (step by step)

The Panel may consider a Proponent’s development proposal prior to formal lodgement of an application with the Department of Planning and Environment. For the types of development referred to the Panel pre-lodgement see section 3 of this document. Prior to being eligible to go before the Panel, must undertake the following steps. A process flow chart is also provided at Attachment B.

<table>
<thead>
<tr>
<th>Step</th>
<th>Description</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Contact regional office</td>
<td>Contact the Gosford Case Manager, Regional Assessment staff or the Panel Secretariat via <a href="mailto:centralcoast@planning.nsw.gov.au">centralcoast@planning.nsw.gov.au</a> to arrange an informal pre-application meeting with Department representatives.</td>
</tr>
<tr>
<td>2</td>
<td>Meeting(s) with Department representatives</td>
<td>Attend an initial meeting with Department representatives to discuss the proposed development, including the Panel’s expectations and process, as part of an informal pre-application meeting.</td>
</tr>
<tr>
<td>3</td>
<td>Payment of Fees</td>
<td>The relevant fee must be paid prior to proceeding to the Design Reference Group.</td>
</tr>
<tr>
<td>4</td>
<td>Design Reference Group review and/or workshop</td>
<td>Prior addressing the Panel, the proponent will submit a draft scheme to the Design Reference Group for review. The Design Reference Group will provide design advice to the Proponent, and if required, a meeting (in a workshop format) between the Design Reference Group and the Proponent’s consultant team may be held. The purpose of this review/workshop is to assist proponents in preparing proposals and associated design documentation that is adequate for review by the Panel.</td>
</tr>
<tr>
<td>5</td>
<td>Proponent submits documentation</td>
<td>The Proponent will submit the design documentation and presentation for the Panel at least 3 weeks prior to the preferred...</td>
</tr>
</tbody>
</table>
Panel meeting. This documentation will be reviewed for adequacy in accordance with Attachment C by the Secretariat and the Design Reference Group before confirmation of the listing is provided to the proponent. The Panel Secretariat will determine the adequacy of the documentation supplied. If inadequate, a Design Reference Group member will work with the proponent to ensure the documentation is brought up to an appropriate standard.

<table>
<thead>
<tr>
<th>6</th>
<th>Confirmation of Panel listing</th>
<th>The Proponent will be notified with a confirmation and details 1 week prior to the meeting.</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>Panel receives design documentation and meeting agenda</td>
<td>A meeting agenda will be set by the Panel Secretariat 1 week prior to the panel meeting. A typical Panel meeting agenda is provided in section 6 of this document. The Panel will receive the design documentation and agenda 1 week before the Panel meeting, for their consideration.</td>
</tr>
<tr>
<td>8</td>
<td>Panel site visit (optional)</td>
<td>The Panel members may elect to undertake a site visit prior to the Panel meeting</td>
</tr>
<tr>
<td>9</td>
<td>Panel Meeting</td>
<td>The proponent will address the Panel and the Panel will consider the proposal. Refer to section 6 for a typical Panel meeting agenda.</td>
</tr>
<tr>
<td>10</td>
<td>Panel Advice</td>
<td>The Panel Secretariat will issue the Panel's endorsed advice within 10 working days of the Panel meeting to the Proponent and the Regional Assessment team.</td>
</tr>
</tbody>
</table>

### 9. Information required by the Panel

**Proponent’s Design Documentation**

Documentation required by the Panel to review a proposal may be found in the Attachment C.

The Panel may require additional documentation as necessary to support consideration of the proposal.
The Panel or Secretariat can refuse the listing of a proposal for design review if insufficient material is provided, or for another reason.

**Site Briefing on Key Planning Controls**

An officer of the Department of Planning will:

- prepare a 1-page briefing for the Panel one week prior to the meeting on key planning controls applying to the site; and
- if required, be present at the meeting to present the site briefing to the Panel.

### 10. Fees

All costs associated with the assessment and review of any development application are to be borne by the applicant. Fees for referral to the Panel and Reference Group are to be paid in full at least two weeks prior to the initial meeting taking place.

**Fees for Design Review and Design Excellence Competition**

The following fees are payable by the applicant to the Department of Planning and Environment:

<table>
<thead>
<tr>
<th>Design Review by the Panel</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Initial meeting</td>
<td>$6,000*</td>
</tr>
<tr>
<td>Subsequent meeting(s)</td>
<td>$3,000**</td>
</tr>
<tr>
<td>Architectural Design Competitions</td>
<td></td>
</tr>
<tr>
<td>Pre-Competition advice meeting</td>
<td>No fee payable</td>
</tr>
<tr>
<td>Architectural Design Competition</td>
<td>$10,000***</td>
</tr>
</tbody>
</table>

* Includes advice from and one meeting with the Reference Group plus a full meeting of the Panel
** Includes advice from the Design Reference Group plus an additional Panel meeting
*** Includes advice on the outcomes of the competition and one meeting with the Design Reference Group plus a full meeting of the Panel as Competition Jury (does not included payments to competitors, consultants, etc.)
11. Design Excellence Competitions

This document will act as the Design Excellence Guidelines applying to Gosford City Centre.

It is at the Panel's discretion when it requires an architectural design competition. In determining whether a Design Excellence Competition is required, the Panel will consider whether the proposal sufficiently meets the objectives of the Gosford Urban Design Framework and Design Excellence considerations in the SEPP and DCP. The Panel is not limited to these considerations and other factors may be used in determining a Design Excellence Competition is required.

**What is a Design Excellence Competition?**

A design competition is a competitive design process in which an organisation, private or public ('The Proponent') invites designers (the 'Entrant') to submit a proposal for a precinct, site or building.

In these guidelines, any architectural design competition of this type is referred to as a Design Excellence Competition.

Undertaking a Design Excellence Competition alone does not guarantee the achievement of Design Excellence.

A Design Excellence Competition is one stage in a process intended to lift the design quality of a project to achieve Design Excellence. Pre-competition processes such as preparation of a reference design, and post competition design integrity are also critical to the achievement of Design Excellence.

Importantly, approval of a scheme remains with the assessment and determination authority.

**When is a Design Excellence Competition required?**

All developments within the Gosford City Centre are required to achieve design excellence (clause 8.3 SEPP (Gosford City Centre)).

It is at the Panel's discretion when it requires an architectural design competition. A design excellence competition is only required if the Panel determines that one is warranted (refer clause 8.4(4) GCC SEPP).

Clause 8.4(4) of the GCC SEPP specifies that the Panel may determine an *architectural design competition* will be held in relation to a development if:
• the land is zoned B3 Commercial Core, B4 Mixed Use or B6 Enterprise Corridor; AND
• the site area of the development is at least 5,600 square metres; AND
• the development results in a building that exceeds the height and/or floorspace controls applying to the land.

An architectural design competition means “a competitive process conducted in accordance with the Design Excellence Guidelines”. This document acts as the Design Excellence Guidelines applying to Gosford City Centre.

In determining whether a Design Excellence Competition is required, the Panel will consider whether the proposal sufficiently meets the objectives of the GA NSW Gosford Urban Design Framework and Design Excellence considerations in the SEPP and DCP. The Panel is not limited to these considerations and other factors may be used in determining a Design Excellence Competition is required.

A Design Excellence Statement prepared by the proponent will be considered by the Panel in making this decision. For further information of Design Excellence Statements, please refer to section 4 Design Excellence and also Attachment C of this document.

**Competition Jury (The Panel)**

In Gosford City Centre, the *City of Gosford Design Advisory Panel* will preside as the Design Excellence Competition Jury for Design Excellence Competitions.

**Competition Type and Process**

Should a competition be required by the Panel, the Panel will then determine the competition type and process.

Should a Design Competition be required the proponent is to develop a Design Excellence Competition Strategy for the site, or areas on the site as required by the Panel. The Design Excellence Competition Strategy must be endorsed by the Panel.

Generally, where the Panel requires a competition, it will be a Type A, single-stage Design Excellence Competition. Type A competitions involve:

• a single stage competition with a minimum of three and maximum of five designers or design teams invited to participate.
selection of the Entrants is by direct invitation, by the proponent.

- the invited design teams should all be of a high standard, demonstrating a past body of work that has been awarded, critically reviewed or by other means able to show a commitment to design excellence. The list should display a diversity of experience and approach across the selected design teams.

- all Entrants being paid by the proponent.

The Panel has discretion as to recommend another type of competition for a proposal, including B, C or bespoke Design Excellence Competition (as defined in GANSW Design Excellence Competition Guidelines). The Panel, at their discretion, may limit the competition to an individual building or buildings on a site, or for large sites may recommend a Design Excellence Masterplan Competition.

For further information, please refer to the Government Architect’s draft Design Excellence Competition Guidelines. Note that some sections of the Government Architect’s draft Design Excellence Competition Guidelines are superseded by this document (for example the section on competition juries).

**Fees**

All costs associated with the competition are to be borne by the applicant.

Fees for the Panel meetings and pre-qualification steps associated with the Architectural Design Competition are to be paid in full, at least 2 weeks prior to a related meeting taking place. These fees are set out in section 10 of this document.

**Competition Process (step by step)**

The following table identifies the typical process for architectural design competitions.

<table>
<thead>
<tr>
<th>Step</th>
<th>Description</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Panel meeting and advice determines that a design competition is required</td>
<td>At the Panel meeting, and in the subsequent advice issued, the Panel determines whether an Architectural Design Competition needs to be held in relation to the development. Where a competition is required, the Panel’s advice will recommend the type, process and the form and content of the Competition Brief and Strategy.</td>
</tr>
</tbody>
</table>
## City of Gosford Design Advisory Panel

**Guide for Proponents and Stakeholders**

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td><strong>Preparation &amp; Endorsement of Competition Brief and Strategy</strong></td>
<td>The Proponent must confirm the competition process with Panel Secretariat. The Proponent will prepare a Competition Brief and Strategy first, followed by the Competition Brief. Both are to be submitted to the Panel Secretariat for review and endorsement before proceeding.</td>
</tr>
<tr>
<td>3</td>
<td><strong>Design Excellence Competition &amp; Competition Report</strong></td>
<td>Applicant conducts the Design Excellence Competition (in accordance with the endorsed Strategy and Brief).</td>
</tr>
<tr>
<td>4</td>
<td><strong>Review by Competition Jury (the Panel)</strong></td>
<td>Competition entrants present proposals to the Competition Jury.</td>
</tr>
<tr>
<td>5</td>
<td><strong>Competition Report</strong></td>
<td>The Secretariat prepares a draft Competition Report identifying the outcomes of the competition process, including design recommendations for the winning scheme.</td>
</tr>
<tr>
<td>6</td>
<td><strong>Review of Competition Report</strong></td>
<td>Competition Report is reviewed and endorsed by the Jury.</td>
</tr>
<tr>
<td>7</td>
<td><strong>Post-competition process</strong></td>
<td>The Proponent will progress the preferred scheme and incorporate the Panel’s recommendations, prior to lodgement of an application for consent.</td>
</tr>
</tbody>
</table>
For Design Review to bring benefits to everyone, it must offer consistently high standards in the quality of the advice it offers. These high standards are summarised as eleven principles of good Design Review:

1. **Independent** - Good Design Review is independent. It is conducted by people who are separate from the project promoters, decision-makers or any other parties that may have an interest. The Panel acts as an independent body to provide advice free from any potential conflict of interest. It offers impartial advice which is not influenced by the client, the local authority or the design team and is based solely on the design quality.

2. **Accountable** - The Panel records and explains the advice it gives and is transparent about potential conflicts of interest. The members are bound by the codes of conduct applicable to their profession.

3. **Expert** - The Panel must be comprised of a diverse range of individuals with an equally diverse variety of professional skills and backgrounds. They are experts who are highly competent in their fields and can appraise schemes objectively. Members must be registered with relevant professional bodies (in their home state).

4. **Advisory** - The Panel does not make decisions but offers impartial advice to decision-makers that will lead to improvement of schemes reviewed. The Panel will help assess designs from a broader perspective and identify any fundamental weaknesses while supporting decision-makers to construct a strong design-based argument to resist poorly designed schemes.

5. **Accessible** - Findings must be clearly expressed in language that decision-makers and clients can understand and use. Residents, action groups and the media are likely to be interested in the Panel’s views. Design Review staff and Panel members should be prepared for scrutiny of their work, so the process needs to be as transparent as possible.

6. **Proportionate** - Design Review is used where projects are significant enough to warrant the investment needed to provide the service (taxpayer-funded or otherwise). Other methods of appraising design quality should be used for less significant projects.

7. **Timely** - Review takes place as early as possible in the life of a design – ideally at concept design stage – because this is when changes can be made with minimal time and cost.
implications. The Panel feedback is communicated through the GANSW recommendations quickly so that these can be incorporated into the project.

8. **Objective** - The Panel appraises projects ‘in the round’, according to reasoned, objective criteria. It is not influenced by the stylistic tastes of individual Panel members. The Panel can assess a scheme within the widest context of good practice and exemplars from further afield. It offers an objective critique of the quality of the design, whatever its style. The expert advice given by the Panel is unbiased and free of subjectivity.

9. **For public benefit** - Design Review is focused on outcomes for people. It evaluates how a building or place can better meet the needs of the people using it and of anyone who is affected by it.

10. **Improves quality** - The Panel constructively seeks to raise the quality of all design-based projects. When reviewing design quality, it considers how schemes will realise best value from public investment.

11. **Consistent** - Every effort will be made to keep the same Panel members on the SDRP throughout the life of the project. This will ensure consistency of comments as the project evolves.
Attachment B - Pre-lodgement Design Review Process

1. Proponent contacts DPE Central Coast
   centralcoast@planning.nsw.gov.au

2. For pre-lodgement Planning Advice:
   - Referral to Regional Assessment staff
   - Pre-DA advice issued
   - SSD >$75m Request SEARS
   - SEARS Issued

3. For pre-lodgement Design Review:
   - Referral to Panel Secretariat
   - Payment of Fees
   - Design Reference Group (DRG) design review and/or workshop (Proponent)
   - Proponent submits design to Panel Secretariat who determines adequacy of documentation
   - Confirmation of Panel listing

4. Design documentation to Panel

5. Site Visit (optional)

6. Panel Meeting

7. Panel’s Advice issued (within 10 working days)

8. To Proponent

9. To DPE Regional Assessments

10. Application lodgement

Part 4 $10-75m DPE Gosford
    centralcoast@planning.nsw.gov.au

SSD >$75m online at majorprojects@planning.nsw.gov.au
Attachment C – Proponent’s Design Documentation

The following sets out the minimum documentation requirements to address the Panel.

Design Documents

The following information is required by the Panel:

1. Site analysis (demonstrating understanding of the site and consideration of the Gosford UDF, GCC SEPP and DCP);
2. A concept scheme that complies with the mapped height and floor space controls in GCC SEPP 2018;
3. Design options considered in developing the preferred scheme (valid/realistic options); and
4. Preferred design scheme accompanied by a Design Excellence Statement.

Each scheme presented should include a set of plans that comprises the following:

- Site Plan;
- Concept Plans – Ground and typical floor plans, elevations, key site sections including topography and surrounding built form – existing and proposed;
- 3D massing model;
- Sketch 3D views (for comparison);
- Public domain plan; and
- the Gross Floor Area, Floor Space Ratio and Heights of the scheme

For the preferred scheme, proponents will be required to:

- submit a Design Excellence Statement demonstrating how the proposal meets the requirements of Clause 8.3(4) of the GCC SEPP 2018;
- outline the proposed approach to materiality, form and aesthetics;
- Solar access testing/ shadow diagrams;
- view analysis / photomontages; and
- for large sites, demonstrate how proponents intend to deliver a variety of architectural responses, for example, by using different architects for different sites.
Design Excellence Statement

A Design Excellence Statement must accompany the preferred scheme. At a minimum, the Design Excellence Statement should demonstrate the following:

- consideration of the Gosford Urban Design Framework;
- how the proposal responds to development standards within the GCC SEPP and planning controls within the DCP;
- the proposed approach to materiality, form and aesthetics;
- For large sites, how proponents intend to demonstrate a variety of architectural response; and
- how the proposal meets the Design Excellence considerations listed in Clause 8.3(4) of the GCC SEPP.

Additional issues may be required by the Design Reference Group prior to addressing the Panel.

This statement will be considered by the Panel when determining whether an architectural design competition is required in relation to the development (in accordance with Clause 8.4(4) of the GCC SEPP).