



Lake Macquarie City Council Design Review Panel (SEPP65 Panel Member Position)

About the Role

The State Environmental Protection Policy 65 (SEPP65) allows for the establishment of design review panels as an important tool to improve and enhance the design quality of apartment developments.

Design review panels are advisory only, and do not have a decision making functions. Their primary functions are to:

- provide independent expert design advice on applications and policy for apartment buildings; and
- assist in improving the design quality of apartment developments.

The Panel advises on the design quality of applications with reference to SEPP65's nine design quality principles and the Apartment Design Guide. The Panel may identify and recommend improvements necessary to achieve consistency with the design quality principles and the Apartment Design Guide.

Panel advice has legal weight and can be relied upon by the consent authority when determining a development application or modification for an apartment development under SEPP65.

Design review panels may also provide independent advice to consent authorities on design principles for local environmental plans, development control plans, precinct plans and other design related policies. This may include a review of design related controls, advice on methods to achieve design quality and local provisions related to apartment developments.

Council may seek advice from an established design review panel about other development applications to which SEPP65 does not apply.

Selection Criteria

- Appropriate qualification and demonstrated experience in architecture, landscape architecture, or urban design, in relation to, the design of apartment developments
- Demonstrated highly developed skills and experience in analysis of local planning strategies and policies that contain provisions for apartment developments
- Knowledge or understanding of Council policies and development controls
- Knowledge of the design issues for Lake Macquarie City
- Ability to analyse, evaluate and report on complex design quality issues for development applications and strategic planning
- Ability to develop design options and / or recommendations to ensure appropriate application of SEPP 65 design quality principles and the Apartment Design Guide

- Ability to work in a multi-disciplinary team
- Ability to liaise / negotiate with local government as well as the private sector
- Good written and verbal communication skills including ability to translate technical information into plain English
- Knowledge, commitment and ability to implement council policies and standards, including those that relate to integrity, ethics, safety, anti-discrimination and equity

Other Important Information

Membership

Panel members should have expertise in:

- architecture;
- landscape architecture; or
- urban design.

Councillors, Council Officers or Council employees cannot be appointed as panel members.

Funding and Remuneration

Design review panel members are entitled to remuneration and the payment of expenses.

Pecuniary Interests

Under SEPP65, design review panel members must disclose any pecuniary interests. Where a pecuniary interest exists, the member must:

- disclose the interest to the chair as soon as practicable, and preferably before the meeting;
- not take part in the consideration or discussion of the matter;
- not vote on any advice or recommendations relating to the matter, and
- record any pecuniary interests in panel meeting minutes.

Meeting and Site Inspection

Meetings are held in accordance with Part 5 of the Apartment Design Guide, however Panel members are required to familiarise themselves with the agenda and documents prior to the meeting.

Site inspections will be organised by Council, however Panel members will provide their own transport for the inspections.

Minutes and Reporting

SEPP65 requires that the panel's advice be made publicly available and accessible.

Ethics and Code of Conduct Standards

As a panel member, you will also need to comply with:

- Council's [Code of Conduct](#)
- Council's [Business Ethics Policy](#)
- Planning NSW's [Apartment Design Guide](#)