

GOVERNMENT ARCHITECT NEW SOUTH WALES

7th March 2025

Director Urban Design,
Public Transport & Precincts
TfNSW

PROJECT: Parramatta Light Rail Stage 2
RE: Endorsement of Design Review Panel Terms of Reference
(Version D)

Dear [REDACTED]

GANSW has reviewed the Terms of Reference for the Parramatta Light Rail Stage 2 Design Review Panel dated 7th March 2025 (Version D) and is pleased to endorse the updated Terms of Reference.

GANSW supports the proposed updates to reflect the current project scope including:

- Update of Figure 1 to reflect the current Stage 2 alignment
- Inclusion of additional Conditions of Approval relevant to the DRP. These are shown in Table 1 and Appendix A.

We thank you for the collaborative approach adopted for developing the Terms of Reference and look forward to continuing this collaboration throughout the Design Review Panel.

Please contact GANSW Principal Design Advisor [REDACTED] if you have any queries.

Sincerely,

[REDACTED]

[REDACTED]

Director Design Excellence

Encl. Endorsed PLR2 DRP Terms of Reference (Version D)

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Parramatta Light Rail Stage 2

Design Review Panel - Terms of Reference

March 2025

[Title]



Acknowledgement of Country

Transport for NSW (TfNSW) would like to acknowledge the Traditional Custodians of the land on which Parramatta Light Rail Stage 2 (PLR Stage 2) project is situated, the Burramattagal, the Wangal and the Wategora clans of the Dharug nation.

TfNSW pays its respects to Elders past and present and recognises and celebrates the diversity of Aboriginal peoples and their ongoing cultures and connections to the lands and waters of NSW.

For over 60,000 years, the area comprising present day Parramatta has been occupied by the Burramattagal people, a clan of the Dharug who first settled along the upper reaches of the Parramatta River. Many of the transport routes we use today, from rail lines, to roads, to waterways, follow songlines that Aboriginal people have followed for tens of thousands of years. As an organisation that works across and connects many Aboriginal countries within New South Wales, TfNSW has a responsibility to listen, learn and walk alongside Aboriginal peoples to ensure its activities support their aspirations and ongoing connection to their lands, waters, cultures, languages and traditions. PLR Stage 2 is committed to designing with Country by embracing an Aboriginal co-design approach to deliver positive community and place-making benefits.



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Version	Amendment notes
A	Draft for review
B	Updated draft for review
C	Final
D	Inclusion of additional Conditions of Approval

1. Definitions

Term	Definition
CoPC	City of Parramatta Council
CSSI	Critical State Significant Infrastructure
DRP	Design Review Panel
LGA	Local Government Area
PDLP	Place Design Landscape Plan
PLR2	Parramatta Light Rail Stage 2
Project	Parramatta Light Rail Stage 2
Proponent	Transport for NSW
SDRP	State Design Review Panel
SOPA	Sydney Olympic Park Authority
ToR	Terms of Reference
TfNSW	Transport for NSW

2. Introduction

2.1 Purpose

This document sets out the Terms of Reference for the Parramatta Light Rail Stage 2 (PLR2) Design Review Panel (DRP).

The DRP is established per Condition E61 of Infrastructure Approval SSI 10035. The role of the DRP is to provide independent advice and recommendations on the detailed design of the Parramatta Light Rail – Stage 2 (the Project).

The purpose of this DRP Terms of Reference (ToR) is to establish best practice governance and protocols for the operation of the DRP, to detail the roles and responsibilities of the DRP and to outline the administrative arrangements of the DRP meetings. The Terms of Reference apply to all members and invitees (including independent Specialist Advisors) of the Design Review Panel.

The DRP must be operated and managed in accordance with the approved ToR and generally in accordance with the *NSW State Design Review Panel Terms of Reference* (version 6). All those responsible for participating in the DRP must operate in accordance with this document and the TfNSW Code of Conduct (Section 8.12).

These Terms of Reference have been developed and endorsed by Government Architect NSW (GANSW) on DD/MM/2024. This ToR can be updated as required subject to the approval of GANSW to ensure the ongoing operations of the Design Review Panel are adequately managed.

2.2 Parramatta Light Rail Stage 2 Project Overview

Parramatta Light Rail – Stage 2 (PLR2) will connect the Parramatta CBD and the first stage of Parramatta Light Rail to Camellia, Rydalmere, Ermington, Melrose Park, Wentworth Point, Sydney Olympic Park, and the Carter Street precinct in Lidcombe, adjacent to Sydney Olympic Park. Most of the project is located in the City of Parramatta local government area (LGA). A small section is located in the City of Ryde LGA.

Figure 1 – Parramatta Light Rail Project

Parramatta Light Rail - Stage 1 and 2

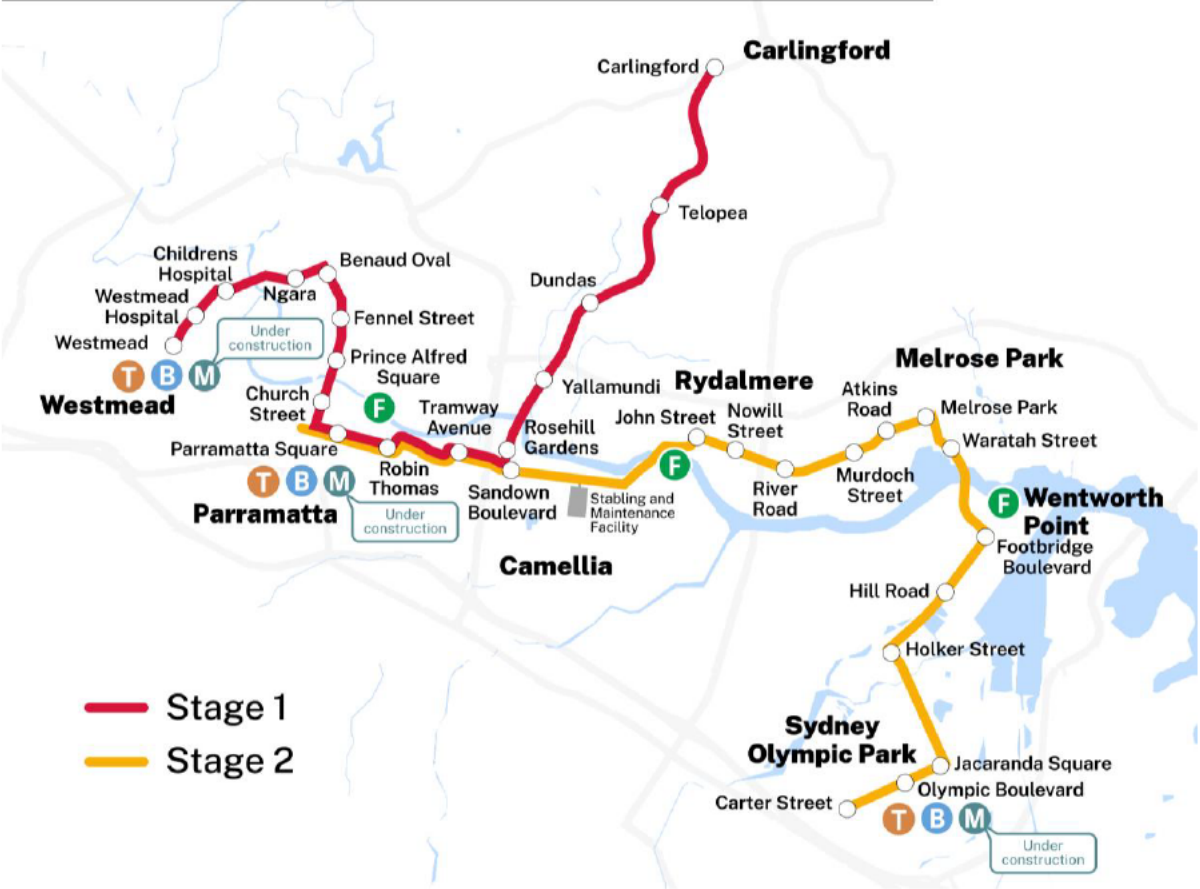


Table 1 Minister’s Conditions of Approval

CoA	Condition Requirements	Reference	How Addressed
E65	<p>Prior to forming the DRP, a Design Review Panel Terms of Reference is to be developed in consultation with the NSW Government Architect.</p> <p>The Terms of Reference must:</p>	This document	<p>This document has been developed for review and consultation with the NSW Government Architect.</p> <p>This document has been endorsed by the NSW Government Architect on 04.11.2024</p>
E65(a)	be generally consistent with the published version of NSW State Design Review Panel Terms of Reference (version 6);	This document	<p>This document has been drafted to be consistent with the <i>NSW State Design Review Panel Terms of Reference</i> (version 6)</p>

CoA	Condition Requirements	Reference	How Addressed
			and subject to feedback from the NSW Government Architect.
E65(b)	outline the frequency of DRP meetings, coordinated with the Proponent's program requirements, as outlined in Condition E70 , to ensure timely advice and design adjustment;	Section 8.1	Section 8.1 outlines the frequency of the DRP meetings, generally occurring monthly and as agreed with the DRP .
E65(c)	outline the role and responsibilities of the Proponent's technical advisor; and	Section 7.3	Section 7 discusses the responsibilities of the DRP and the requirements of roles within and external to the DRP .
E65(d)	identify cessation arrangements.	Section 8.10	Section 8.10 outlines the process for cessation of the DRP following completion of design phases within the project.
E65	The Terms of Reference must be endorsed by the NSW Government Architect and submitted to the Planning Secretary upon request. <i>Note: The Terms of Reference for the existing DRP can be updated to satisfy the requirements of his condition.</i>	Appendix C	The Terms of Reference has been endorsed by the NSW Government Architect on 04.11.2024.
E66	The DRP must be operated and managed in accordance with the NSW Government Architect.	Section 7	The responsibilities of the Chair includes that the DRP operates in accordance with the requirements of the NSW Government Architect.

CoA	Condition Requirements	Reference	How Addressed
E67	The Proponent must consult with the NSW Government Architect and appoint an appropriately qualified and experienced technical advisor to the DRP and may also appoint an alternate technical advisor. The advisor must attend meetings of the DRP. The advisor may also be invited by the DRP to assist with decisions regarding the DRP's recommendations and record the DRP's advice and recommendations.	Section 7.3	Section 7.3 discusses the circumstances for appointing the DRP Technical Advisor.
E68	The relevant Council and SOPA may be invited to the meetings of the DRP as observers or to provide feedback on key design elements of the CSSI.	Section 7.5	Section 7.5 explains the process for nominating invitations for Observers via the Technical Advisor.
E69	DRP advice and recommendations, and the Proponent's response to each recommendation must be included when submitting the final PDLP as outlined in Condition E71 .	Section 8.4 and Appendices D & E	Appendices D&E include templates for DRP advice to be tracked by the DRP and the Proponent (including their contractors)
E70	A design development schedule must be provided to the DRP before its first meeting following approval of CSSI, including details of when relevant elements of the detailed design will be available for review by the DRP. The schedule must be updated every three (3) months until the detailed design process is complete	Section 8.5	Section 8.5 discusses the provision of the design development schedule by TfNSW and how it would inform the DRP meeting program.
E71	E71 A Place, Design and landscape Plan (PDLP) must be prepared consider place making, design and landscape outcomes from Condition E56 to document and illustrate the permanent built works and landscape design of the	Section 4 and Appendix D	Section 4 outlines the requirements for consultation regarding the development of the Place, Design and

CoA	Condition Requirements	Reference	How Addressed
	<p>CSSI and how these works will be implemented during Construction and maintained during Operation of the CSSI until transferred in accordance with Condition E81. The PDLP must be: ...</p> <p>;</p> <p>(b) reviewed by an independent suitably qualified and experienced person in consultation with the DRP, including any relevant detailed plans and schedules;</p> <p>...</p> <p>(d) supported by a Design Review Report that outlines how DRP advice has been addressed, including an advice action log to track and close-out DRP advice as it is addressed.</p>		<p>Landscape Plan and the necessity of the DRP to maintain an Advice Action Log.</p>
E72	<p>E72 The PDLP must document how the following matters have been considered in the design and landscaping of the project:</p> <p>(i) advice and recommendations from the DRP. In relation to any matter that is not consistent with the DRP's advice, advice on how the design provides an equivalent or superior quality place, design or landscaping outcome.</p>	Section 4 and Appendices D & E	Section 4 outlines the requirements for consultation regarding the development of the Place, Design and Landscape Plan and the necessity of the DRP to develop Advice Sheets and maintain an Advice Action Log.
E122	<p>The Pedestrian and Cyclist Infrastructure Strategy must be prepared by a suitably qualified and experienced expert in active transport planning endorsed by the DRP and be consistent with the documents listed in Condition A1. The Pedestrian and Cyclist Infrastructure Strategy must be included as a component of the PDLP required by Condition E71</p>	Section 4 and Appendix C	Section 4 outlines the requirements for consultation regarding the development of the Place, Design and Landscape Plan and the necessity of the DRP to develop

CoA	Condition Requirements	Reference	How Addressed
	and be submitted to the Planning Secretary for approval, including details of consultation undertaken with all relevant stakeholders and a log detailing how matters raised by stakeholders have been considered and addressed, before construction of pedestrian/cyclist permanent built works (including the Active Transport Link) commences. The Strategy must be implemented no later than the commencement of CSSI operations.		Advice Sheets and maintain an Advice Action Log.

Appendix A – Conditions of Approval provides the relevant Conditions of Approval that relate to the DRP and its functions.

3. Principles for Design Review

The design review undertaken by the panel should be consistent with the principles of independent design review in accordance with GANSW's NSW State Design Review Panel – Terms of Reference (2023) and ISC Version 2.1 (2023):

NSW protocols for good design review:

Advisory. A design review panel does not make decisions, it offers impartial advice for the people who do.

Independent. Design review is conducted by people independent of any conflict of interest. Information about the terms of reference of the panel including membership and funding are publicly available.

Timely. Design review takes place as early as possible in the design development process, is scheduled within a reasonable time frame, and design advice is issued promptly.

Expert. Design review panel members are experienced and respected design professionals who can clearly communicate their analysis and feedback.

Diverse. A design review panel is representative of diverse professional design expertise, gender, cultural background and lived experience.

Respectful. All parties behave with respect towards each other and within appropriate codes of conduct.

Consistent. The advice received across subsequent design review panel sessions is consistent. Panel members remain the same across sessions or are well-briefed and respectful of previous advice.

Objective. The panel's feedback and analysis is objective, clear and constructive. It does not reflect the individual taste of panel members.

Relevant. Design advice is relevant to the project stage, and scale, and project teams demonstrate a thoughtful and considered response to all advice.

Accessible. Design advice, presentations and reports use language and drawings that are easily understood by design teams, the proponent, the consent authority and the public.

ISC design review principles:

Proportionate: Use of the DRP is proportionate to the scale, investment and significance of the project.

Public benefit: The DRP aims to ensure a building or place can better meet the needs of the people using it and adequately considers everyone who will be affected by it.

Improves quality: The DRP aims to improve the quality of architecture, urban design, landscape and movement networks and considers how to realise best value from investment.

Accountable: The panel records and explains the advice, is transparent about any conflicts of interest and panellists are bound by the codes of conduct of their profession.

4. Purpose of the Design Review Panel

The purpose of the DRP is to provide independent expert design advice to the Parramatta Light Rail Stage 2 Project to contribute to development of well-designed, integrated and successful places, and to meet policy and planning approval requirements.

Consistent with Condition E62, the responsibilities of the DRP include:

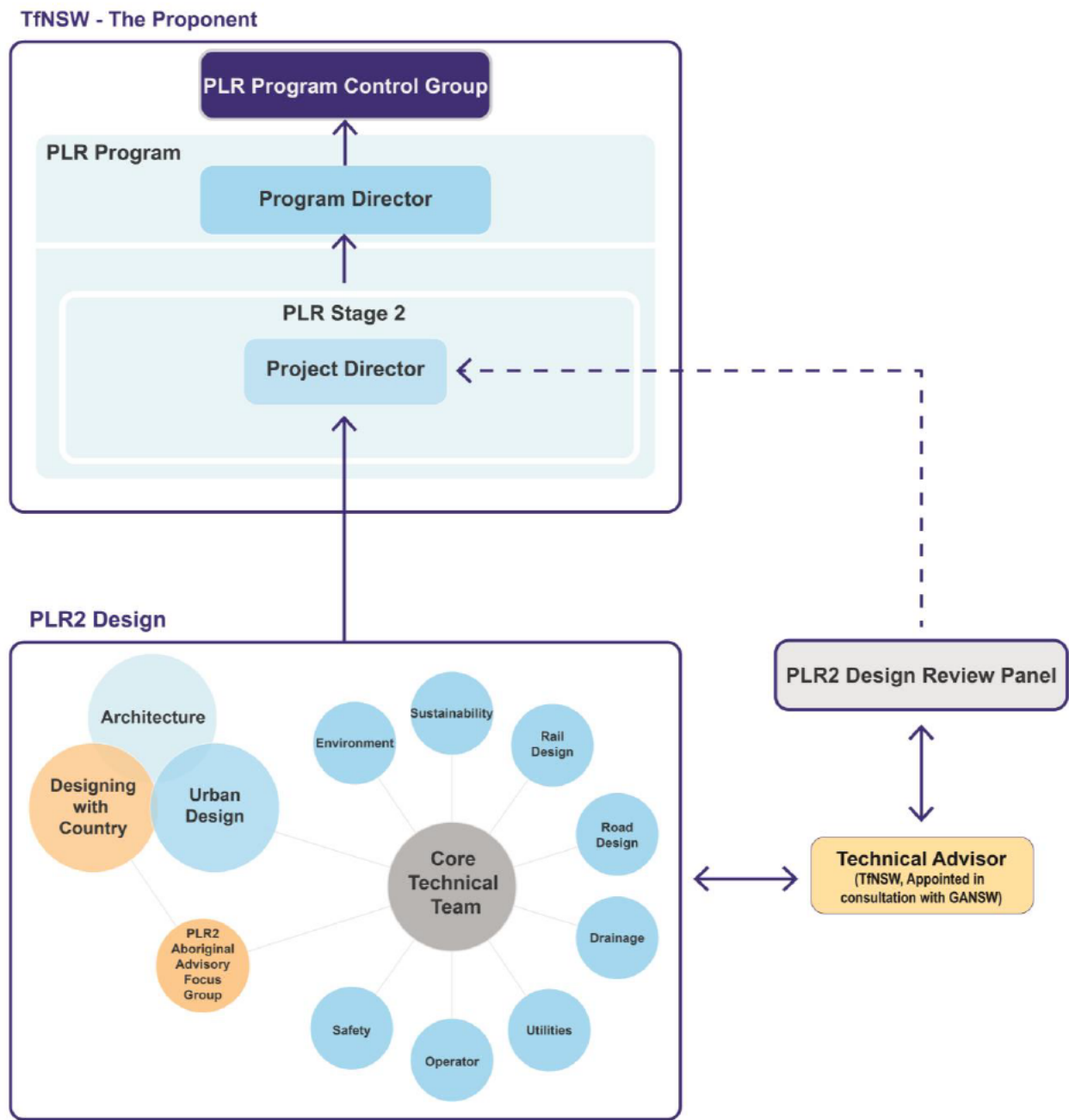
- (a) providing advice on the application of the objectives to key design elements in relation to urban and landscape design (including public art), open space, heritage, accessibility; place-making, architecture, and aesthetic aspects of the CSSI
- (b) providing advice and recommendations to the Proponent for consideration in the design development of the CSSI, including in relation to:
 - (i) Connecting with Country Framework (DPE, 2023)
 - (ii) the Heritage Interpretation Strategy including integration of cultural heritage required by Condition E16,
 - (iii) bridge design;
 - (iv) green-track locations;
 - (v) wire-free locations;
 - (vi) permeable surfaces;
 - (vii) the tree replacement requirements of Conditions E77 and E78; and
 - (viii) lessons learnt from Critical State Significant Infrastructure 8285 (Stage 1).
- (c) Provide advice as part of the development of the Place Design and Landscape Plan consistent with Condition E71

Advice from the DRP that is incorporated into the project design must be generally consistent with the CSSI as approved.

5. Governance structure

The relationship between the DRP and PLR2 leadership is shown in Figure .

Figure 2: Relationship of PLR 2 DRP to PLR Program Governance Structure



6. Authority of the Design Review Panel

The authority of the DRP is as follows:

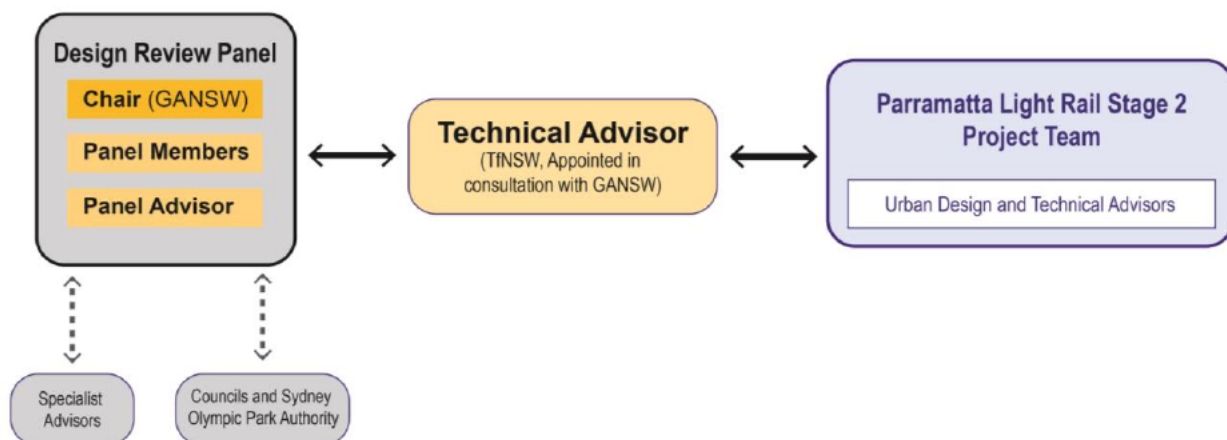
- The DRP is advisory, and its recommendations are not binding on TfNSW or operating entities including PLR2
- The DRP cannot authorise any expenditure, works or consultancies
- The DRP does not have authority to vary the scope of works or project briefs and must consider budget limitations and project/program constraints as advised by PLR2 team members when providing recommendations.
- Any items that are not project-specific or outside the project scope may be included in the advice but will be noted as such.

Despite the limits to the authority of the DRP, their recommendations carry weight with the Project team and the PLR Program Control Group as follows:

- Where a DRP recommendation cannot be adopted, it is the responsibility of the Project to provide adequate justification to the DRP as to why the recommendation is not feasible. Where this requires escalation for resolution, the Project Director (or delegate) will raise with the PLR2 Program Control Group for determination.
- Where the DRP has identified a design issue that renders the design inconsistent with the Infrastructure Approval (CSSI-10035) requirements, it is the responsibility of the Project to notify the Environmental Representative and report accordingly.
- The Conditions of Approval require the DRP to attest to the consistency of the proposed design with the commitments and outcomes committed to as part of the Infrastructure Approval and as outlined in the Place Design and Landscape Plan.

7. Roles and Responsibilities

Figure 3: Relationship of Roles



7.1 Chair

Design Review Panel meetings are chaired by the NSW Government Architect or their nominee. In the event of their absence, the Chair may nominate an Alternate Chair from the regular Panel members.

The responsibilities of the Design Review Panel Chair include:

- Chair meetings and facilitate effective participation of Panel members, independent Specialist Advisors and other invitees, in accordance with the terms contained in this document.
- Ensure that the DRP performs its functions, acting within the terms of the Infrastructure Approval SSI-10035
- Clarify and summarise comments and recommendations from Panel members, and subsequently provide advice to the Project, informed by the Panel's expertise. As the Government Architect's representative, responsibility for final advice and recommendations rests with the chair.
- Liaising with the PLR2 Project Director
- Reviewing the performance and contribution of members
- Liaising with the Technical Advisor to ensure appropriate support is provided to the Panel.
- Review and sign off records of advice.

7.2 Design Review Panel members

The Panel Chair is supported by a pool of expert panel members comprising a cross-section of built environment design professionals. In accordance with Condition E64, DRP members must

be sourced from the NSW State DRP Pool or otherwise be approved by the NSW Government Architect

Consistent with condition E63, panel members are to be suitably qualified, experienced, and independent professional(s) in each of the fields of:

- (a) urban design and place making (including active transport);
- (b) landscape architecture; and
- (c) architecture

The DRP may seek advice from suitably qualified, experienced independent professionals in other fields as required. The DRP must also seek appropriate expertise to ensure Aboriginal cultural heritage and cultural values inform its advice.

Further details regarding Specialist Advisors are included in section 7.6

The responsibilities of Panel Members include:

- Evaluating the design development of the Project for consistency with the documents listed in Condition A1, as amended by the Infrastructure Approval SSI-10035 and the Place Design and Landscape Plan.
- Reviewing and providing recommendations in the development of the Design Review Report to be prepared in accordance with Condition E71(d)

In performing the functions of the DRP, members responsibilities include:

- Supporting the DRP to perform its functions
- Attending meetings and participating in providing recommendations on aspects of the project consistent with Condition E62
- Contributing the time needed to study and understand information provided
- Expressing opinions openly and asking questions that seek to evaluate the fundamental core of the issues presented
- Applying good analytical skills, objectivity and judgement
- Undertaking reviews, consultation or research to support and promote discussion of the agenda items

7.3 TfNSW (the Proponent) Technical Advisor

In accordance with E67, the Proponent must consult with GANSW and appoint an appropriately qualified and experienced technical advisor to the DRP and may also appoint an alternate technical advisor. The advisor must attend DRP meetings. The advisor may also be invited by the DRP to assist with decisions regarding the DRP's recommendations and record the DRP's advice and recommendations.

The technical advisor is a representative of the proponent who can explain design decisions to the DRP based on constructability and operability of design elements.

The (TfNSW) Technical Advisor (and any alternate Technical Advisors) would be nominated in writing to GANSW, including provision of relevant information demonstrating the qualifications and experience of the Technical Advisor/s and any other information reasonably requested by GANSW.

GANSW would respond to proposed Technical Advisor/s in writing within 10 business days. No reasonable Technical Advisor nominee would be refused by the GANSW, providing all requested information is provided to the satisfaction of the GANSW.

The Technical Advisor's responsibilities include:

- Preparing and maintaining the program of review
- Preparing and coordinating the panel pre-briefings
- Preparing and providing the meetings' agenda to the Panel Chair five business days before the DRP session
- Distributing information and technical papers as required
- Undertake or coordinate the Technical Review of the draft Advice Sheets
- Distributing the endorsed Advice Sheets from the Panel Chair to:
 - PLR2 DRP Members
 - Parramatta Light Rail Stage 2 senior technical team
 - Any relevant stakeholders as required
- Maintaining an Advice Action Log, recording all advice and recommendations of the DRP, how the advice has been addressed, and close out DRP advice as it has been addressed.
- Maintaining records of attendance and a Conflicts of Interests Register
- Arrange site visits (if required)

7.4 GANSW Panel Advisor

The Government Architect NSW will appoint an appropriately qualified and experienced Panel Advisor in consultation with TfNSW. The Panel Advisor is employed by GANSW. An alternate Panel Advisor may also be appointed to attend where the Panel Advisor is absent or unavailable.

The responsibilities of the Panel Advisor are to:

- Liaise with TfNSW Technical Advisor to establish a program and calendar for the design review process.
- Liaise with TfNSW Technical Advisor to coordinate meeting agendas, and review agenda items in advance of meetings.

- Liaise with the Chair and Technical Advisor to determine when the advice of independent Specialist Advisors and external stakeholder representatives should be sought.
- Attend Design Review Panel meetings and provide support to the Panel Chair and Panel members.
- Record Design Review Panel advice and recommendations and distribute draft Advice Sheets amongst Panel members for review (where required by the Chair).
- Issue Advice Sheets to TfNSW Technical Advisor for technical review and distribution.
- Ensure Advice Sheets include a record of Panel member attendance and noted Conflicts of Interest.

To ensure continuity of advice, changes to the appointment of the Panel Advisor must be undertaken in consultation with TfNSW.

7.5 Observers

In accordance with Condition E68, the relevant Council/s and SOPA may be invited to the meetings of the DRP as observers or to provide feedback on key design elements of the CSSI. The DRP Chair may invite other observers from the NSW Government, once they have consulted with the Proponent (TfNSW).

The DRP would advise the Technical Advisor of the need for Observers to be invited to DRP meetings no less than 10 business days prior to the date of the meeting. The DRP would determine the necessity of Observers per the meeting program (see Section 8.5).

The responsibilities of the PLR2 DRP observers include:

- Attend DRP meetings as required under the terms of the Infrastructure Approval SSI-10035 or as requested by the Chair
- Provide feedback on key design elements as relevant
- Observers should not be present while the Panel is deciding upon its recommendations but may request 'closed door' meetings with the DRP as required.

7.6 Specialist Advisors

The DRP may seek advice from suitably qualified, experienced independent professionals in other fields as required. The DRP must also seek appropriate expertise to ensure Aboriginal cultural heritage and cultural values inform its advice. TfNSW and its contractor(s) may also be invited to the Panel as observers and to provide technical advice as requested by the DRP on an as-required basis.

The responsibilities of the PLR2 DRP Independent Specialist Advisors include:

- Attend DRP meetings as required under the terms of the Infrastructure Approval SSI-10035 or as requested by the Chair

- Provide specialist technical advice to the panel regarding design presented for review as relevant to their qualifications and experience
- Specialist advice must fall within the remit of the DRP's responsibilities as defined in Condition E62
- Specialist Advisors shall not be present while the Panel decides on its recommendations.

Independent Specialist Advisors and their engagement in the design review process are to be agreed in consultation with the Proponent. The DRP is to provide the Technical Advisor with detailed information regarding areas requiring specialist input and additional clarification as requested. If an Independent Specialist Advisor is required to attend a DRP meeting, the DRP is to advise the Technical Advisor no less than 10 business days before the date of the meeting.

7.7 Tenure

DRP membership will initially be for two (2) years. Following this initial two (2) year period, membership will be reviewed every 2 years until all Design Packages have been issued and approved for construction.

A DRP member wishing to resign from the Panel must do so in writing.

The Planning Secretary or their Delegate may approve changes DRP membership, including extensions to appointments and alternate members at any time.

7.8 Confidentiality and conflicts of interest

On appointment, DRP members will provide written declarations to the Project advising any conflicts of interest. These will be noted in the conflicts of interest register. DRP members must advise the Technical Advisor of any changes.

DRP members must declare any new or changed conflicts of interest at the start of each meeting or before discussion of the relevant agenda item or topic. Details of any conflicts of interest will be noted in the minutes and the conflicts register updated.

Where DRP members are deemed to have a real, or perceived conflict of interest in a particular agenda item they must excuse themselves from deliberations on that item.

On appointment DRP members must also provide a statement of independence and a statement of association to demonstrate independence for review. These must be provided on request, by the Planning Secretary prior to approval.

7.9 Membership

The standing membership of the DRP is outlined in Table 2. If the NSW Government Architect or its nominee is unavailable to chair the meeting, alternate arrangements as below will take effect.

If a primary member is not available to attend the DRP meeting, the alternate member will take the place.

Table 2: Standing membership of the DRP

CoA	Condition Requirements	Primary Member	Alternate Member
E63	Chaired by GANSW		
E63(a)	urban design and place making (including active transport);		
E63(b)	Landscape architecture		
E63(c)	Architecture		

The nominated members are qualified and in most instances have expertise in more than one area.

7.10 Vacancies

Alternate members may act in the role nominated in Table 2 for a period of up to three (3) months. Where there is a vacancy in a Primary Member role for a period of more than three months the vacancy will be filled in consultation with the Chair and in accordance with the Terms of Reference. **Error! Reference source not found.**

New DRP members must be sourced from the NSW State DRP Pool or otherwise be approved by the NSW Government Architect in accordance with Condition E64.

8. Administrative arrangements

In accordance with the Condition E66, the DRP will operate and be managed in accordance with this ToR.

8.1 Meeting frequency

DRP meetings will be generally held on a monthly basis, with additional meetings scheduled as required to meet specific project and program requirements as identified in the design development schedule, or as otherwise agreed with the Chair. If the DRP recommends cancelling a meeting, any agenda items will be carried over to the next scheduled DRP meeting.

8.2 Quorum

The quorum for the DRP will be three (3) members (inclusive of the Panel Chair). DRP meetings will be rescheduled where a quorum is not reached.

8.3 Meeting format

Each meeting will follow a similar format as outlined in Table 3 below.

Table 3: Typical meeting format

	Agenda item	Lead	Present
1	Panel pre-briefing (closed session)	TfNSW Technical Advisor	DRP members with Technical Advisor
2	Introductions & attendance sheet	Chair	All
3	Declaration of conflicts	Chair	All
3	Statement of meeting behaviours	Chair	All
4	Design Presentation	Project and design team	All
5	Response to previous DRP recommendations and advice	Project and design team	All
6	Questions and discussion	DRP members with project & design team	All

	Agenda item	Lead	Present
7	Closed session as required upon stakeholder request	Stakeholder representatives	DRP members with Technical Advisor
8	Closed session to finalise recommendations	DRP members with Technical Advisor	DRP members & Technical Advisor
9	Review of Advice Action log to determine status of advice	TfNSW Technical Advisor	DRP members with Technical Advisor

8.4 Design Review Panel Advice Sheets

The DRP Advice Sheets should outline:

- Attendees including DRP members present, presenters, advisors and observers
- Summary of subject areas presented
- DRP advice and recommendations

GANSW Panel Advisor will issue draft Advice Sheets to the Chair for review and endorsement. Following chair endorsement, and within 7 working days from the day of the review, the draft Advice Sheets will be sent to TfNSW Technical Advisor for TfNSW Technical Review. The technical review is to ensure the advice is aligned with the technical project requirements and relevant scope of work. GANSW will issue the Final Advice Sheet to TfNSW within 2 working days of receiving the technical review.

DRP Advice Sheets are confidential and will be provided to the PLR2 team and relevant stakeholders only. All advice sheets are distributed and stored in the TfNSW document control system, TeamBinder with the document status of "Confidential". A summary of Advice Sheets will be maintained including a specific document reference.

8.5 Meeting program

Consistent with condition E70, prior to the first meeting (following approval of CSSI), a design development schedule must be provided to the DRP, including details of when relevant elements of the design will be available for review by the DRP. The schedule must be updated every three (3) months until the detail design process is complete.

TfNSW Technical Advisor will prepare a DRP meetings program based on the design development schedule. The program should outline the matters to be discussed at each meeting ensuring that all items required to be addressed can be reviewed and evaluated by the DRP in advance of key milestones and in time to influence the design outcome.

The Chair will confirm the meeting program and relevant agendas based on the design development schedule provided and maintained by TfNSW. The Technical Advisor will distribute relevant sections of the meeting program when distributing agendas for upcoming meetings.

8.6 Design Review Panel Advice Action Log

To facilitate the operation of the DRP, so that it can provide evidence of having met its obligations under Condition E62 and E69, TfNSW (as Proponent) is to establish and manage a rolling list of actions based on the recommendations provided in the DRP Advice Sheets (see Section 8.4). These actions are to be recorded in the DRP Advice Action Log which tracks the status of each action/recommendation throughout the design process.

TfNSW (as proponent) will prepare and manage the Advice Action Log based on the recommendations provided in the DRP Advice Sheets (see Section 8.4).

- The DRP Advice Action Log will include Project responses to recommendations and DRP close out of Project responses accordingly
- If recommendations raised by the DRP have not been adopted by the project, the reasons why they have not been/could not be adopted must be provided in the DRP Advice Action Log and presented at subsequent DRP meetings
- The Chair of the DRP can request for key non-adopted recommendations to be raised by the TfNSW PLR2 Project Director (or nominated delegate) with the PLR Program Control Group for further review and determination.

See Appendix D for template of Design Review Panel Advice Action Log.

8.7 Reporting

In accordance with the Governance structure outlined in Section 5, the DRP reports to the TfNSW PLR2 Project Director (or nominated delegate), primarily through the DRP Advice Sheets and DRP Advice Action Log.

The TfNSW PLR2 Project Directors (or nominated delegates) will produce an annual progress report on the DRP which outlines:

- A summary of key activities undertaken during the period
- Outcomes achieved and key results for the period
- Meetings held during the period and attendance
- Current membership and any changes that have occurred during the period
- A summary of DRP Advice Sheets and Advice Action Log
- An internal review to determine:
 - The Design Review Panel is fulfilling its functions and objectives
 - delivery through the Design Review Panel is the most cost-effective approach

- there is an ongoing need for the Design Review Panel to meet and to confirm the frequency of meetings to allow DRP functions to be performed
- members have the appropriate mix of skills, experience, and diversity
- Any amendments or recommended changes to this document (the ToR).

The progress reports will be submitted to the DRP members and the PLR Program Director once finalised.

8.8 Panel member remuneration

Consultant panel members will be remunerated as agreed for attendance at panel sessions. This is a set rate of [REDACTED] for a half day and [REDACTED] for a full day. Fees are inclusive of preparation time. Remuneration for travel time and/or parking or other disbursements is not provided.

8.9 Government Information (Public Access) Act 2009

The Government Information (Public Access) Act 2009 (GIPA Act) contains a right to information systems for NSW Government to make government information more readily available and improve openness and accountability. The GIPA Act applies to all NSW government agencies, including boards and committees. Board and committee members are to be appropriately briefed on their obligations under the GIPA Act.

8.10 Cessation arrangements

The DRP will cease to function once the detailed design has been fully resolved and all design issues have been dealt with to the satisfaction of the PLR2 Program Director and in accordance with the Infrastructure Approval SSI-10035. Notwithstanding this, from time to time during construction, design issues may arise that require changes to the detailed design and review by the DRP.

PLR2 DRP membership will initially be for two (2) years as per Section 7.7. For the avoidance of doubt the DRP will cease to function once all the Design Packages have been issued and approved for construction.

8.11 Amendments

Once approved, any changes to these ToR are to be endorsed by the DRP, then endorsed by the Environmental Representative in accordance with Condition A30(d) and submitted to the Planning Secretary for approval.

8.12 Code of Conduct

The TfNSW Code of Conduct applies to all members of the DRP. The Code of Conduct is provided at Appendix B – TfNSW Code of Conduct. The TfNSW Code of Conduct will be periodically

reviewed (e.g. annually) to ensure its appropriateness for the PLR2 DRP and where necessary amended to reflect any changes in circumstances.

Appendix A – Conditions of Approval

Design Review Panel and Design Review

- E61 An independent **Design Review Panel (DRP)** must be established, to provide advice and recommendations to the Proponent during the CSSI's design development and construction to facilitate quality design and place outcomes. The **DRP** must be formed and hold its first meeting within six (6) months of the date of this approval, unless otherwise agreed by the Planning Secretary.

Note: *Nothing in this approval prevents the use of an existing design review panel as the **DRP** convened for this CSSI where the function and composition of that panel complies with the terms of this approval.*

- E62 The responsibilities of the **DRP** include:

- (a) providing advice on the application of the objectives to key design elements in relation to urban and landscape design (including public art), open space, heritage, accessibility; place making, architecture, and aesthetic aspects of the CSSI.
- (b) providing advice and recommendations to the Proponent for consideration in the design development of the CSSI, including in relation to:
 - (i) *Connecting with Country Framework* (DPE, 2023)
 - (ii) the **Heritage Interpretation Strategy** including integration of cultural heritage required by **Condition E16**,
 - (iii) bridge design;
 - (iv) green-track locations;
 - (v) wire-free locations;
 - (vi) permeable surfaces;
 - (vii) the tree replacement requirements of **Conditions E77 and E78**; and
 - (viii) lessons learnt from Critical State Significant Infrastructure 8285 (Stage 1).

Advice from the **DRP** that is incorporated into the project design must be generally consistent with the CSSI as approved.

- E63 The **DRP** must be chaired by the NSW Government Architect (or their nominee), and must be comprised of, where relevant, suitably qualified, experienced and independent professional(s) in each of the fields of:

- (a) urban design and place making (including active transport);
- (b) landscape architecture; and
- (c) architecture.

The **DRP** may seek advice from suitably qualified, experienced independent professionals in other fields as required. The **DRP** must also seek appropriate expertise to ensure Aboriginal cultural heritage and cultural values inform its advice.

- E64 **DRP** members must be sourced from the NSW State Design Review Panel Pool or otherwise be approved by the NSW Government Architect.

Operation of the Design Review Process

- E65 Prior to forming the **DRP**, a **Design Review Panel Terms of Reference** is to be developed in consultation with the NSW Government Architect. The **Terms of Reference** must:

- (a) be generally consistent with the published version of NSW State Design Review Panel Terms of Reference (version 6);
- (b) outline the frequency of **DRP** meetings, coordinated with the Proponent's program requirements, as outlined in **Condition E70**, to ensure timely advice and design adjustment;
- (c) outline the role and responsibilities of the Proponent's technical advisor; and
- (d) identify cessation arrangements.

The **Terms of Reference** must be endorsed by the NSW Government Architect and submitted to the Planning Secretary upon request.

Note: The **Terms of Reference** for the existing **DRP** can be updated to satisfy the requirements of his condition.

- E66 The **DRP** must be operated and managed in accordance with the **Design Review Panel Terms of Reference**.
- E67 The Proponent must consult with the NSW Government Architect and appoint an appropriately qualified and experienced technical advisor to the **DRP** and may also appoint an alternate technical advisor. The advisor must attend meetings of the **DRP**. The advisor may also be invited by the **DRP** to assist with decisions regarding the **DRP**'s recommendations and record the **DRP**'s advice and recommendations.

Note: The technical advisor is a representative of the proponent that can explain design decisions to the **DRP** based on constructability and operability of design elements.

- E68 The relevant Council and SOPA may be invited to the meetings of the **DRP** as observers or to provide feedback on key design elements of the CSSI.

Note: This process is to be resolved through the terms of reference.

- E69 **DRP** advice and recommendations, and the Proponent's response to each recommendation must be included when submitting the final **PDLP** as outlined in **Condition E71**.
- E70 A design development schedule must be provided to the **DRP** before its first meeting following approval of CSSI, including details of when relevant elements of the detailed design will be available for review by the **DRP**. The schedule must be updated every three (3) months until the detailed design process is complete.

Place, Design and Landscape Plan

- E71 A **Place, Design and Landscape Plan (PDLP)** must be prepared consider place making, design and landscape outcomes from **Condition E65** to document and illustrate the permanent built works and landscape design of the CSSI and how these works will be implemented during Construction and maintained during Operation of the CSSI until transferred in accordance with **Condition E81**. The **PDLP** must be:

- (a) prepared by a suitably qualified and experienced person(s) in place, urban and landscape design and bush regeneration, as relevant;
- (b) reviewed by an independent suitably qualified and experienced person in consultation with the **DRP**, including any relevant detailed plans and schedules;
- (c) submitted to the Planning Secretary for approval prior to the Proponent's finalisation of the Preliminary Design Review plans and before proceeding to commencement of Detailed Design Review drawings; and
- (d) supported by a Design Review Report that outlines how **DRP** advice has been addressed, including an advice action log to track and close-out **DRP** advice as it is addressed.

Note: The **PDLP** may be developed and considered in stages to facilitate design progression and Construction. Any such staging and associated approval would need to facilitate a cohesive final design and not limit final design outcomes.

- E72 The **PDLP** must document how the following matters have been considered in the design and landscaping of the project:
- (a) the **Heritage Interpretation Strategy** required by **Condition E16**;
 - (b) the requirements of **Conditions E56 to E57**;
 - (c) the requirements of **Conditions E77 to E80**;
 - (d) the **Pedestrian and Cycling Infrastructure Strategy** required by **Condition E122**;
 - (e) the outcomes of **Condition E91**;
 - (f) how CPTED principles have changed or been implemented throughout the design process;
 - (g) adverse impacts to privacy, safety and maintenance through cut and fill placement in consultation with relevant council(s).

- (h) the Rosehill-Camellia Place Strategy and the Sydney Olympic Park Master Plan published at the time of approval of this instrument; and
- (i) advice and recommendations from the **DRP**. In relation to any matter that is not consistent with the **DRP's** advice, advice on how the design provides an equivalent or superior quality place, design or landscaping outcome.

Note: *Condition E72(g) seeks to ensure that changes in existing landforms are minimised avoiding steep embankments and/or high retaining walls which dominate the public domain and are difficult to maintain by the end landowner.*

Tree Replacement

E77 The CSSI must be designed to retain as many existing trees as possible. Where trees are removed, replacement trees must, unless otherwise agreed by the Planning Secretary:

- (a) be provided in accordance with the *Tree and Hollow replacement guidelines* (Transport for NSW, 2022b) tree replacement ratios;
- (b) to mitigate impacts on local biodiversity, urban tree canopy and heat island effect, as relevant to the planting location;
- (c) aim to use a diversity of native species of local provenance and enhance fauna habitat and the relevant council's position in respect of the Sydney Green Grid where planting locations occur within or adjacent to patches of native vegetation; and
- (d) consider the objectives and opportunities identified in *Sydney Green Grid West Central District* (Department of Planning and Environment, 2017), *Greener Places Design Guide* (NSW Government Architect, 2020), *Central City District Plan* (Greater Sydney Commission, 2018) and *Parramatta Ways Walking Strategy* (Implementing Sydney's Green Grid) (City of Parramatta, 2017).

Note: *Replacement trees referred to in Conditions E77, E78 and E79 exclude trees that are offset under Condition E4.*

E78 Replacement trees must:

- (a) be located on public land (unless otherwise agreed with the Planning Secretary) and prioritised within 500 metres of the CSSI; and
- (b) deliver increased shading to footpaths, pedestrian and cycle paths, particularly in road corridors predicted to experience reduced traffic as a result of the Operation of the CSSI; and
- (c) where tree planting locations occur within or adjacent to patches of native vegetation or riparian areas, be native species of local provenance from the relevant native vegetation community that once occurred in the locality suitable to the location, having regard for local ecology, unless otherwise part of a heritage landscape; and
- (d) meet the requirements for quality tree stock specified in the AS2303:2018: Tree Stock for Landscape Use; and
- (e) have a minimum pot size consistent with the relevant council's plans / programs / strategies for vegetation management, street planting, or open space landscaping, or as agreed by the relevant council(s) and SOPA; and
- (f) be provided no later than six (6) months following the commencement of Operation.

Pedestrian and Cycling Infrastructure Strategy

E122 A Pedestrian and Cyclist Infrastructure Strategy must be prepared in consultation with relevant council(s), TfNSW, SOPA (within Sydney Olympic Park), relevant pedestrian groups and relevant bicycle user groups. The Pedestrian and Cycling Infrastructure Strategy must identify and review active transport infrastructure along and adjacent to the CSSI corridor and must include (but not be limited to):

- (a) details of active transport infrastructure to be delivered as part of the CSSI;
- (b) consideration of State and Council cycling strategies and maps (including draft strategies) integrating with active transport links as part of the CSSI ensuring that the CSSI does not preclude existing, under construction, and planned cycling/shared infrastructure;
- (c) consideration of consultation and advice provided by relevant Council(s), TfNSW, SOPA, relevant pedestrian groups and relevant bicycle user groups;

- (d) infrastructure details, including lighting, safety, security and standards compliance;
- (e) signage and wayfinding;
- (f) details of associated landscaping works; and
- (g) timing and staging of all pedestrian and cycling infrastructure works.

The **Pedestrian and Cyclist Infrastructure Strategy** must be prepared by a suitably qualified and experienced expert in active transport planning endorsed by the **DRP** and be consistent with the documents listed in **Condition A1**. The **Pedestrian and Cyclist Infrastructure Strategy** must be included as a component of the **PDLP** required by **Condition E71** and be submitted to the Planning Secretary for approval, including details of consultation undertaken with all relevant stakeholders and a log detailing how matters raised by stakeholders have been considered and addressed, before construction of pedestrian/cyclist permanent built works (including the Active Transport Link) commences. The Strategy must be implemented no later than the commencement of CSSI operations.

Appendix B – TfNSW Code of Conduct

Appendix C – Endorsements and Approvals

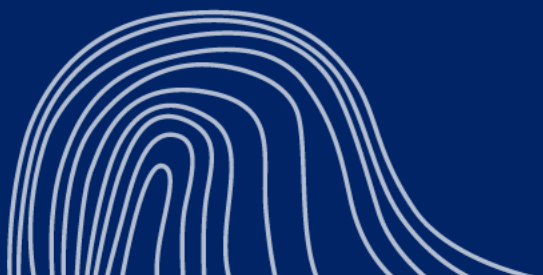
Appendix D – DRP – Advice Action Log Template

SENSITIVE: NSW GOVERNMENT

PLR2 Design Review Panel		DRP Review Status of Advice: GREEN - Closed. Recommendation adopted YELLOW - Closed. Recommendation not able to be adopted. ORANGE - Open. More information / design development required. RED - Open. For PLR2 Project Director review.								
INSW Gate 5										
DESIGN REVIEW PANEL SUMMARY OF ADVICE										
		Design Review Panel Actions							Responses to DRP Comment / Advice	
Item	Project Package	Item	Location	Subject	DRP Advice from DRP Meetings	DRP Advice Session Date	DRP Review / Responses	DRP Status of Advice (Refer Key Above)	TfNSW / Contractor Response to Advice	Closed date of Advice
1	Enabling Works - Bridge	Design Development	Melrose Park	Amenities Building	xxxx	xxx				
2	Whole Alignment	Tree Offset Strategy								
3	Whole Alignment	PDLP Report								
4	Whole Alignment	Design Development								
5										

Appendix E – Record of consultation for PLR2 DRP Terms of Reference

Meeting Date	Attendees	Agenda	Outcome
09.07.2024		Panel Membership Role of TfNSW Technical Advisor Role of Specialist Advisors	Proposed panel membership supported. Role of TfNSW Technical Advisor clarified, changes to reflected in ToR. Role and process for Specialist Advisors agreed.
15.07.2024		Panel Membership TfNSW Technical Advisor membership Process for documenting evidence of consultation	Proposed panel membership confirmed, procurement to commence. TfNSW Technical Advisor membership agreed. Process for documenting evidence of consultation agreed.
13.08.2024		General progress update Panel Membership Update Specialist Advisors Update Review of changes to draft ToR	ToR to proceed to final draft Further meeting to be held only if required, prior to progressing to endorsement.
04.11.20240 (final email correspondence)		Final Draft of ToR complete. Technical Advisor agreed to be TfNSW Urban Design Director or delegate.	Terms of reference endorsed on 04.11.2024 Technical Advisor appointed on 04.11.2024



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