



**GOVERNMENT ARCHITECT'S  
STRATEGY AND DESIGN EXCELLENCE  
PREQUALIFICATION SCHEME**

**Description of the Scheme's  
Categories and Capabilities**

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## Government Architect's Strategy and Design Excellence Prequalification Scheme

### 1) STRATEGY

The Strategy category requires practitioners to adopt a design thinking approach when providing services for the capabilities listed in this category.

Applicants must demonstrate that they have the qualifications and/or experience to complete work within any capability area, as a stand-alone project. For example, whilst it is understood that architects provide some stakeholder engagement services as a component part of the design process, it is not necessarily the case that all architects are able or suitable to provide stakeholder engagement as a stand-alone professional service.

#### a) PROJECT INITIATION: DEFINITION, JUSTIFICATION AND RISK ASSESSMENT

Project Initiation includes all strategic work involved in starting up a new project. The consultant must demonstrate specialised skill in undertaking the following activities:

- Defining project objectives, scope, purpose and deliverables
- Project vision and aspirations
- Project team establishment
- Risk analysis and risk management
- Public/ Private partnership strategy
- Client approval to proceed
- Due diligence

#### b) PROJECT PROCUREMENT AND MANAGEMENT

Expertise in establishing a framework within which project decisions are made so that an organization will have a structured approach to conducting both its business as usual activities and its business change, or project activities. This could include the management of open or invited competitions and all governance associated with those processes.

The consultant must demonstrate specialised skill in undertaking some or all of the following activities:

- Project leadership, governance and assurance
- Program and project management
- Procurement management, including design competition management
- Cost and Value management
- Design Excellence management
- Negotiation, drafting and administration of contracts

#### c) BUSINESS CASE DEVELOPMENT

A 'business case' is a form of advice to executive decision-makers. It is a substantiated argument for a project, policy or program proposal requiring a resource investment, often including a financial commitment.

The consultant must demonstrate specialised skill in undertaking the following activities:

- Business case writing
- Needs, objectives, options and benefits evaluation
- Tabling compliance with all legislation
- Implementation plans
- Assessment of expected costs, risks, and outcomes

**d) FINANCIAL AND ECONOMIC ANALYSIS**

Consultants are required to have expertise in financial and economic analysis using market information.

The consultant must demonstrate specialised skill in undertaking the following activities:

- Analysis measuring internal and external effects to test if a project will be economically viable and financially sustainable;
- Financial resource modelling;
- Investment strategy analysis;
- Assessment of value for money, willingness to pay and cost-benefit analysis
- Benchmarking and best practice assessment

**e) STAKEHOLDER ENGAGEMENT AND MANAGEMENT**

The consultant must demonstrate specialised skill in undertaking the following activities:

- Stakeholder identification, analysis, consultation and reporting
- Communication planning
- Technical writing
- Corporate and Strategic communication
- Issues management
- Media and public relations
- Event management

The consultant needs to demonstrate experience in consulting with key client stakeholders as well as with the broader community including:

- Aboriginal and Torres Strait Islander communities
- Culturally and linguistically diverse communities
- Enabling those with disabilities to participate in consultation

**f) STRATEGIC HERITAGE ADVICE**

*(Note this is a new category area as of December 2016)*

The specialist strategic design capability is for consultants with expertise in:

- Heritage assessments and risk management, including preparation of Conservation Management Plans
- Heritage compliance services
- Technical and materials conservation advice
- Archaeological services

## 2) DESIGN EXCELLENCE

The Design Excellence category requires demonstrated excellence in and peer/industry acknowledgement of the capabilities in this category.

Applicants must also demonstrate that they have both the qualifications and experience to complete this work as stand-alone projects.

### a) ARCHITECTURE

The consultant must demonstrate capability, experience and excellence in designing architecture and built environments including:

- Design of new buildings and structures
- Refurbishment and interior fitout of existing buildings
- Adaptive reuse of heritage buildings
- Site based master planning and concept feasibility design
- Infrastructure associated projects

### b) URBAN DESIGN

The consultant must demonstrate specialised skill, experience and design excellence in undertaking the following activities:

- Urban analysis
- Precinct based master planning, including strategic frameworks, spatial masterplans, implementation plans
- Development feasibility
- Urban design policy
- Infrastructure associated projects

### c) LANDSCAPE ARCHITECTURE

The consultant must demonstrate capability, experience and excellence in designing landscape architecture, including the following activities:

- Design of public and private open spaces
- Urban design
- Park design
- Environmental rehabilitation and restoration
- Open space strategy

### d) EMERGING PRACTICES

Young and/or emerging practices established within less than 7 years in any of the categories and capabilities listed above.

