



# LONDON BOROUGH OF REDBRIDGE DESIGN REVIEW PANEL

Terms of reference 2024

IN PARTNERSHIP WITH

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Cover image: Wilderness Street, Ilford for Redbridge Council © Jan Kattein Architects



# 1. INTRODUCTION

Redbridge is experiencing the start of a period of rapid growth and development. The borough is committed to delivering exceptional places which are liveable and durable in the long-term; providing opportunities for its communities to thrive. This accords with the National Planning Policy Framework requirement that: “Development that is not well designed should be refused, especially where it fails to reflect local design policies and government guidance on design, taking into account any local design guidance and supplementary planning documents such as design guides and codes” (Para. 139, NPPF, 2023).

The Redbridge Design Review Panel has been established to help promote good growth and the highest quality of new development. The advice of the panel will assist council members and officers in considering proposals from the outset of discussions.

There are significant opportunities for growth across Redbridge. The borough is already served by seven Central Line stations and is connected by the North Circular and A12. The arrival of Crossrail and commencement of services to our four stations will increase accessibility.

Redbridge has a rich and diverse character, including 16 conservation areas and around 400 statutory/locally listed buildings. The borough also features a number of significant public spaces including two registered Historic Parks and Gardens.

Our largest opportunity areas, Ilford and the Crossrail Corridor, are already beginning to see significant developer interest. In this context, it is important that future proposals support the creation of successful places that integrate well with the existing character of the borough.

To assist developers, communities and local residents in understanding our vision, the borough has recently adopted a number of strategies/policies to promote and enable growth.

The **Redbridge Local Plan** sets out a series of policies that aim to promote high quality innovative design, and encourage the use of design review to aid this process. These policies need to be understood within the unique setting of Redbridge, so that the ongoing diverse process of development strengthens and enhances the existing sense of place, community and character.

Our **Regeneration Strategy** sets five key priorities for growth in the borough, and seeks to establish a range of interventions that will secure the maximum local benefit from this growth.

The **Ilford Delivery Prospectus** provides a spatial vision for the renewal of Ilford as a destination in the heart of east London.

The purpose of the Redbridge Design Review Panel is not to duplicate or replace existing mechanisms for securing high quality design, but

to provide additional expert advice to inform the planning process, in line with Section 12 of the NPPF. This states that: “Local planning authorities should ensure that they have access to... design advice and review arrangements... These are of most benefit if used as early as possible in the evolution of schemes, and are particularly important for significant projects such as large scale housing and mixed use developments.” (Para. 138, NPPF, 2023).

By offering advice to applicants during the pre-application process and by commenting on planning applications, the panel will support Redbridge’s planning officers and planning committee in securing delivery of high quality developments and the creation of exceptional places.



## 2. PRINCIPLES OF DESIGN REVIEW

**Independent** – it is conducted by people who are unconnected with the scheme’s promoters and decision makers, and it ensures that conflicts of interest do not arise.

**Expert** – the advice is delivered by suitably trained people who are experienced in design, who know how to criticise constructively and whose standing and expertise is widely acknowledged.

**Multidisciplinary** – the advice combines the different perspectives of architects, urban designers, town planners, landscape architects, engineers and other specialist experts to provide a complete, rounded assessment.

**Accountable** – the design review panel and its advice must be clearly seen to work for the benefit of the public. This should be ingrained within the panel’s terms of reference.

**Transparent** – the panel’s remit, membership, governance processes and funding should always be in the public domain.

**Proportionate** – it is used on projects whose significance, either at local or national level, warrants the investment needed to provide the service.

**Timely** – it takes place as early as possible in the design process, because this can avoid a great deal of wasted time. It also costs less to make changes at an early stage.

**Advisory** – a design review panel does not make decisions, but it offers impartial advice for the people who do.

**Objective** – it appraises schemes according to reasoned, objective criteria rather than the stylistic tastes of individual panel members.

**Accessible** – its findings and advice are clearly expressed in terms that design teams, decision makers and clients can all understand and make use of.

Design Review: Principles and Practice  
Design Council CABE / Landscape Institute / RTPI / RIBA (2013)



Hainault Forest Country Park © Flickr, Loz Pycock



# 3. LONDON DESIGN REVIEW CHARTER

**The Redbridge Design Review Panel process is run in accordance with the London Design Review Charter.**

**High quality** – delivered in a manner that accords with the Design Council CABI / Landscape Institute / RTPI / RIBA guide, which calls for reviews to be independent, expert, multidisciplinary, accountable, transparent, proportionate, timely, advisory, objective and available.

**Representative and inclusive** – reflecting London’s diverse population and seeking to promote inclusive buildings and places.

**Based on clear review objectives** – which provide terms of reference available to all parties, making clear the outcomes, priorities, challenges and objectives of the review, applicable to the given place and project constraints.

**Allied to the decision making process** – with the outputs of the design review being made available to the appropriate decision makers, with commitments sought that review outcomes will be taken into account by decision makers as part of a wider design management process.

**Even handed, independent** – informed by an understanding of the reality of the project, the views of the client, local authority, community and other relevant stakeholders, but providing independent advice.

**Proportionate** – recognising the need for different review formats and costs for larger or smaller schemes.

**Consistent** – with the same standards of delivery. On occasions when other reviews have taken place (including by other panels), panellists should be made aware of the previous advice.

**Collaborative** – with other quality review users and providers to promote best practice London wide, to maintain consistent standards, and if appropriate share resources such as a pool of panellists.

**Regularly evaluated** – with the aim of building a consistent process to monitor and evaluate the success of design review across London.

## About the charter

The charter has been developed by the Greater London Authority (GLA) with input from those running and using panels, as well as from reviewers. Signatories agree to the principles that the charter sets out, and to provide or use design review in a manner that is consistent with its contents.

Full details of the London Charter for Design Review are available via the following link.

[www.london.gov.uk/sites/default/files/ggbd\\_london\\_design\\_review\\_charter\\_jan22.pdf](http://www.london.gov.uk/sites/default/files/ggbd_london_design_review_charter_jan22.pdf)



Redbridge Design Review Panel site visit © Frame Projects





## 4. PANEL COMPOSITION

The Design Review Panel brings together professional experts from a variety of fields. It is made up of 24 members, including the two co-chairs.

Design Review Panel members are chosen to provide a broad range of expertise with particular relevance to Redbridge, including:

- architecture
- urban design / town planning
- landscape architecture
- conservation / heritage townscape
- environmental sustainability
- community engagement
- development delivery

Many of those appointed to the panel have expertise and experience in more than one of these areas. The composition of each panel meeting is chosen as far as possible to suit the scheme(s) being reviewed, as well as considering gender balance and diversity.

Membership of the Design Review Panel is reviewed regularly (at least once a year), to ensure that it provides all the necessary expertise, experience and diversity to undertake its work effectively.

From time to time, it may be of benefit for specialist advice to be provided beyond the panel membership. In such cases, a professional with the relevant expertise may be invited to attend a review meeting, participating in the discussion with the status of an adviser to the panel.



Redbridge Design Review Panel site visit © Frame Projects



Barkingside Town Centre, for Redbridge Council © DKCM Architects (also page 11)

## 5. PANEL REMIT

The Design Review Panel provides independent, objective, expert advice on development proposals across Redbridge. It provides advice to scheme promoters and the planning authority as a 'critical friend' to support delivery of high quality development.

Generally, schemes are referred to the panel by planning officers at an early stage to identify and consider the key assumptions of the proposed design. The independent advice given by the panel is likely to be most effective when given before a scheme becomes too fixed. Early engagement with the Design Review Panel should reduce the risk of delay at application stage by ensuring that designs reach an acceptable standard. The planning authority may also request a review once an application is submitted.

The panel's advice may assist the development management team in negotiating design improvements and may support decision making by the planning committee, including refusal of planning permission where design quality is not of a sufficiently high standard.

The panel considers significant development proposals in Redbridge. Significance may fall into the following categories.

### Significance related to size or use, for example:

- large buildings or groups of buildings
- infrastructure projects such as bridges or transport hubs
- large public realm proposals
- masterplans, design codes or design guidance



**Significance related to site, for example:**

- proposals affecting sensitive views
- developments with a major impact on their context
- schemes involving significant public investment

**Projects may also be referred to the panel by the planning authority at its discretion, for example where it requires advice on:**

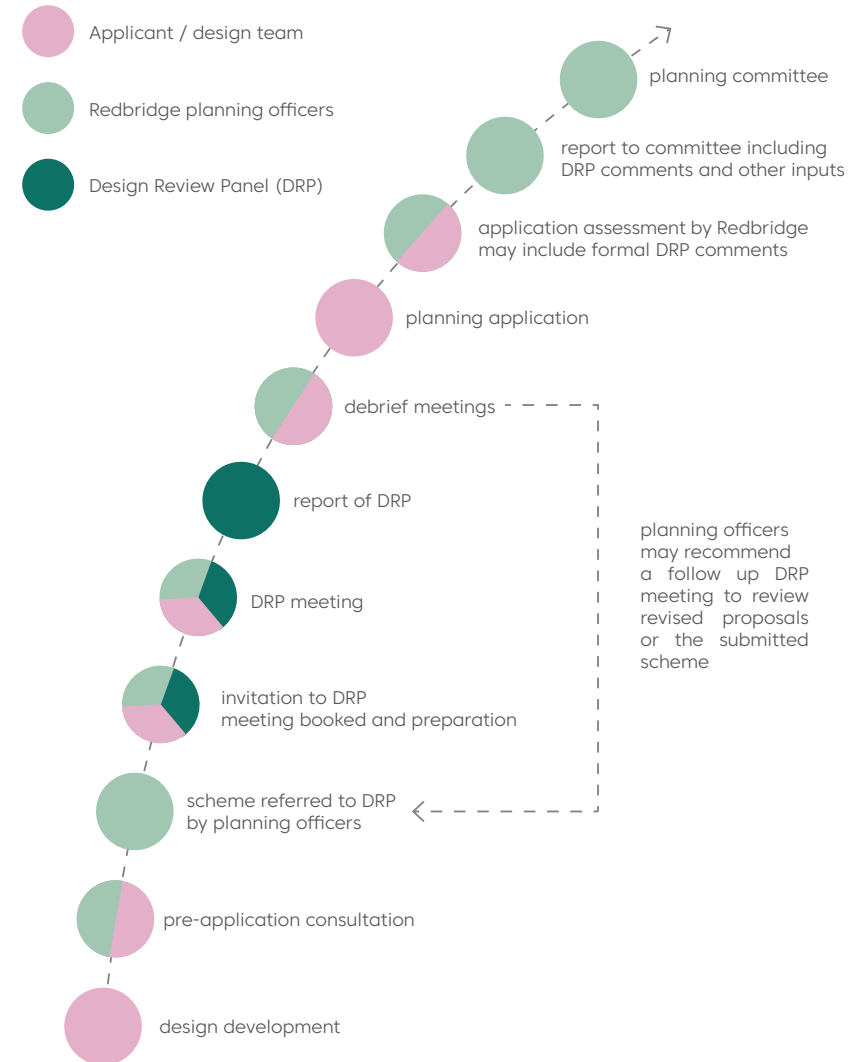
- building typologies, for example single aspect dwellings
- environmental sustainability
- design for climate change adaptation and mitigation
- proposals likely to establish a precedent for future development
- developments out of the ordinary in their context
- schemes with significant impacts on the quality of everyday life
- landscape / public space design

When a proposal is at a pre-application stage, the report is not made public and is only shared with the Council, the applicant and design team, and any other stakeholder bodies that the Council has consulted on the project.

If the proposal is reviewed at an application stage, the report will be a public document and published on the Council's website. Where the final review of a scheme takes place at a pre-application stage, the report of this meeting may also be made public once an application is submitted.

A diagram showing the panel's role in the planning process is opposite.

## Design review in the planning process





## 6. ROLE OF THE DESIGN REVIEW PANEL

The Redbridge Design Review Panel provides independent and impartial advice on development proposals, at the request of planning officers, and plays an advisory role in the planning process.

Reviews can be arranged for schemes from RIBA Stage 2 (concept design) onwards, providing advice to the applicant and the planning authority.

It is for Redbridge's planning officers and the planning committee to decide what weight to place on the panel's comments, balanced with other planning considerations. Applicants should consult planning officers following a review to agree how to respond to the panel's advice.

If any points made by the panel require clarification, it is the responsibility of the applicant and their design team to draw this to the attention of the chair of the panel (if during the meeting) or the panel manager, Frame Projects, (if the report requires clarification).

## 7. INDEPENDENCE CONFIDENCE & PROBITY

The Design Review Panel is an independent and impartial service provided by Frame Projects, an external consultancy, and is funded independently of the Council. Applicants are referred to the panel by the Council and fees are paid by the applicant to Frame Projects.

The processes for managing the Design Review Panel, appointing members, including the selection of the co-chairs, and the administration of meetings are agreed in partnership with Redbridge Council.

Panel members shall keep confidential all information acquired in the course of their role on the panel, with the exception of reports that are in the public domain.

Further details are provided in the confidentiality procedure included at Appendix A.

## 8. CONFLICTS OF INTEREST

The Design Review Panel is intended to provide a constructive forum for applicants, their project teams, and Redbridge planning officers seeking advice and guidance on development proposals.

In order to ensure the Design Review Panel's independence and professionalism, it is essential that members avoid any actual or perceived conflicts of interest that may arise in relation to schemes considered during the meetings that they attend. Minimising the potential for conflicts of interest will be important to the impartiality of the Design Review Panel.

Members are asked to ensure that any possible conflicts of interest are identified at an early stage, and that appropriate action is taken to resolve them.

Meeting agendas provided in advance of reviews will include sufficient project information to allow any potential conflicts of interest to be identified and declared.

In cases where there is a conflict, a member may be asked to step down from a review. In other cases, a declaration of interest may be sufficient. If in doubt, members should contact Frame Projects to discuss this.

Further details on the process for managing conflicts of interest are provided at Appendix B.

## 9. FREEDOM OF INFORMATION

As a public authority, Redbridge Council is subject to the Freedom of Information Act 2000 (the Act). All requests made to the Council for information with regard to the Design Review Panel will be handled according to the provisions of the Act. Legal advice may be required on a case by case basis to establish whether any exemptions apply under the Act.



Redbridge Central Library & Museum © Redbridge Council



# 10. TYPES OF REVIEW

Three types of review are offered:

- a formal review - for schemes with greater impact
- a smaller site review - for schemes with greater impact on smaller sites
- a chair's review - for schemes with more localised impact, or for some previously reviewed schemes

## FORMAL REVIEWS

The chair and four panel members attend a formal review. In addition to planning officers, other relevant stakeholders, for example Historic England, may be invited to attend and asked to give their views after the scheme has been presented.

Formal reviews usually take place at a stage when an applicant and design team have decided their preferred option for development of a site, and have sufficient drawings and models to inform a comprehensive discussion.

In advance of the formal review, panel members attend a 30 minute briefing with planning officers on the policy context, and issues arising from pre-application discussions.

At the start of the formal review, planning officers will summarise their panel briefing. The scheme will then be presented by a member of the design team, normally the lead architect, following a brief introduction by the applicant.

Presentations may be made with drawings and / or pdf or PowerPoint and models, as appropriate.

At least one paper copy of the presentation should be provided, for ease of reference during the panel discussion.

Time allocated for formal reviews will depend on the scale of the project but a typical formal review will last 90 minutes: 10 minutes introductions and briefing by planning officers; 25 minutes presentation; 55 minutes discussion and summing up by the chair.

Large projects, for example schemes with several development plots, may be split into smaller elements, to ensure that each component receives adequate time for discussion.





## SMALLER SITE REVIEWS

The chair and two panel members attend smaller site reviews.

Smaller site reviews can be arranged for medium sized schemes on smaller sites. This review format is particularly intended projects that require slightly less time and a smaller panel to provide design advice. Examples might include residential schemes of 20 units or fewer in size.

Planning officers will be invited, but other stakeholders will not normally attend. However, the planning case officer may brief the panel on any comments made by other stakeholders.

Smaller site reviews usually take place at a stage when an applicant and design team have decided their preferred development approach, and can provide the drawings and models needed to inform a comprehensive discussion.

In advance of the review, panel members attend a 30 minute briefing with planning officers on the policy context, and issues arising from pre-application discussions.

At the start of the smaller sites review, planning officers will summarise their panel briefing. The scheme will then be presented by a member of the design team, normally the lead architect, following a brief introduction by the applicant.

Presentations may be made with drawings and/or pdf or PowerPoint and models. At least one paper copy of the presentation should be provided, for ease of reference during the panel discussion.

A typical smaller sites review will last 75 minutes: 10 minutes introductions and briefing by planning officers; 20 minutes presentation; 45 minutes discussion and summing up by the chair.

## CHAIR'S REVIEWS

The chair and one panel member attend chair's reviews.

In the case of smaller development proposals, or schemes previously presented at a formal review, a chair's review may be arranged to provide advice on the quality of proposals.

Planning officers will be invited, but other stakeholders will not normally attend. However, the planning case officer may brief the panel on any comments made by other stakeholders.

For schemes that are the subject of a current planning application, the presentation should be based on the submitted drawings and documents, either as paper copies or as a pdf or PowerPoint. At least one paper copy of the presentation should be provided, for ease of reference during the panel discussion.

In advance of the review, panel members attend a 30 minute briefing with planning officers on the policy context, and issues arising from pre-application discussions.

At the start of the chair's review, planning officers will summarise their panel briefing. The scheme will then be presented by a member of the design team, normally the lead architect, following a brief introduction by the applicant.

A typical chair's review will last 60 minutes: 10 minutes introductions and briefing by planning officers; 15 minutes presentation; 35 minutes discussion and summing up by the chair.

## RETURNING SCHEMES

On occasion, Redbridge officers may determine that more than one review is required at pre-application stage. For example, a first review may take place at a strategic design stage, with a further review once more detailed designs are available.

Any subsequent reviews will be charged for at the applicable rate (detailed in Section 15).





Redbridge Welcome Centre, Peter Barber Architects © Morley von Sternberg

## 11. SITE VISITS

Wherever possible, a site visit will be arranged for formal, feasibility and chair's reviews (unless a site visit has already taken place before an earlier review of the scheme). All panel members participating in the review are required to attend. Unless informed otherwise, Frame Projects assumes consent for photographs taken on site or at review meetings to be used on its website and in other publications.

Panel members, representatives of the local planning authority and members of the applicant team should maintain care and awareness of potential hazards for themselves and other attendees during site visits. All those involved should take appropriate action to alert the party of potential risks so that the visit can be paused or terminated if necessary. It is the responsibility of applicant teams to notify Frame Projects in advance of a review meeting if PPE is required on site.

## 12. MEETING DATES

One Design Review Panel meeting is provisionally arranged for each month. These may be used for either formal, feasibility, chair's or surgery reviews, as appropriate. Exceptionally, additional meetings may be required to respond to the number of schemes requiring a review and / or to meet key dates for specific schemes.

The following dates are currently set for Design Review Panel meetings during 2024:

- 23 January
- 20 February
- 19 March
- 16 April
- 21 May
- 18 June
- 16 July
- 20 August
- 17 September
- 15 October
- 19 November
- 17 December





Iford Victorian porticos © Sludge G / Flickr

## 13. REVIEW AGENDAS

Agendas will be issued to panel members in advance of each review.

For formal, feasibility and chair's reviews, a detailed agenda will be provided that includes notes on the planning context, details of the scheme(s) to be considered, applicant and consultant team.

Information provided by the planning case officer will include relevant planning history and planning policies that officers consider essential for assessing the scheme. Advice may be specifically sought on design quality assessed against these policies.

A scheme description provided by the design team will set out factual information about the project. Selected plans and images of the project will also be provided to help to give a sense of the scope and nature of the project under review.

For surgery reviews, the agenda will be briefer, providing details of the scheme(s) to be considered, applicant and consultant team.

Where a scheme returns for a second or subsequent review, the report of the previous review will be provided with the agenda.





## 14. PANEL REPORTS

During the Design Review Panel meeting the panel manager will take notes of the discussion - these form the basis of panel reports. Reports will be drafted, agreed with the chair, and issued within 10 working days.

At pre-application stage, reports will provide clear, independent advice on ways in which the quality of development proposals could be improved, referring where appropriate to Redbridge Council's planning policies in relation to expectations of high quality design.

The Design Review Panel has an advisory role in Redbridge's planning process, and the project team should consult planning officers following a review to agree how to respond to points raised in the report.

Once planning applications are submitted, the report may provide guidance to Redbridge's planning committee in determining the planning application. This may include suggesting planning conditions or refusal of planning permission if the design quality is not of an acceptably high standard.

Design Review Panel reports may be included in committee reports on planning application schemes – in which case Redbridge planning officers will put this in the context of other planning matters, which the panel's advice neither replaces nor overrules.

If the proposal is reviewed at an application stage the report will be a public document kept within the proposal's case file and published on Redbridge Council's website. Where the final review of a scheme takes place at a pre-application stage, the report of this meeting may also be made public once an application is submitted.

At the end of each year, the Design Review Panel manager will draft an annual report to evaluate panel process and monitor adherence to the London Design Review Charter's principles. This will be a brief document describing and reflecting on the panel's activities over the past year - ensuring that, where possible, a full range of panel members is used over the course of the year, and that the panel as a whole remains representative of the diversity of London's population.

As part of this annual review process, a meeting will be held with key Redbridge Council officers and the panel chair to discuss the report and consider any recommendations for the following year.



Former Trolleybus Depot, Ilford © Chris Walker / Flickr

# 15. DESIGN REVIEW PANEL CHARGES

The charges for Design Review Panel meetings are benchmarked against comparable panels providing design review services in London, such as design review panels in the London Boroughs of Camden, Haringey, Newham and Waltham Forest, and the London Legacy Development Corporation.

Charges are reviewed every two years; charges from September 2021 are:

- £5,700 + VAT formal review
- £3,125 + VAT chair's review
- £4,130 + VAT small scheme review

Applicants are referred to the Design Review Panel by Redbridge Council as an external service and fees are paid by the applicant to Frame Projects for delivering this service. The cost of venue hire, if required, would be in addition to the charges above.

Payment should be made in advance of the review, and the review may be cancelled if payment is not received five days before the meeting. Full details will be provided when an invitation to the Design Review Panel is confirmed.

Where a scheduled review is subsequently cancelled or postponed by the applicant, an administrative charge will be applied:

- 50% of full cost : less than two weeks before scheduled review
- £725 + VAT : between two and four weeks before scheduled review



Wilderness Street, Ilford for Redbridge Council © Jan Kattein Architects



## 16. DESIGN REVIEW PANEL MEMBERSHIP

The Redbridge Design Review Panel brings together 24 professionals, covering a range of disciplines and expertise. For each review, members will be selected from among the people listed below, according to the requirements of the project being reviewed.



**Teresa Borsuk (co-chair)**  
Architect and urban designer  
Senior Advisor, Pollard Thomas Edwards

With over 35 years' experience in the housing, mixed use and regeneration sectors, Teresa Borsuk has designed and delivered a series of award-winning projects, ranging from major developments to infill sites and refurbishments. Teresa sits on Quality Review Panels for the London Legacy Development Corporation, Kensington and Chelsea, and Essex, and is also a member of Redbridge and Newham's Design Review Panels. In 2015 Teresa was named Architects' Journal Woman Architect of the Year. [www.pollardthomasedwards.co.uk](http://www.pollardthomasedwards.co.uk)



**Richard Lavington (co-chair)**  
Architect  
Director, Maccreanor Lavington

Richard Lavington is the director responsible for Maccreanor Lavington's UK studio. He is involved in several estate regeneration projects, mixed use schemes, residential led developments and social infrastructure projects, including higher education, schools and extra care provision. The practice has received numerous design awards, including the 2008 Stirling Prize. [www.maccreanorlavington.com](http://www.maccreanorlavington.com)



**Kiru Balson**  
Sustainability expert  
Principal Sustainability Consultant, Max Fordham

Kiru Balson is a Chartered Architectural Technologist, with 17 years' experience leading and delivering sustainability consultancy. She has collaborated with public and private sector clients across the industry, developing and implementing sustainability design briefs and targets. Kiru leads the practice's embodied carbon and circular economy service, embedding material resource efficiency at the heart of project delivery. [www.maxfordham.com](http://www.maxfordham.com)

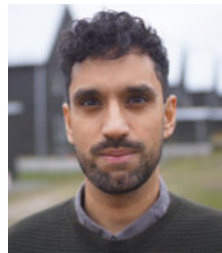






**Laura Baron**  
Sustainability expert  
Head of Sustainability, Purcell

Laura Baron has over 15 years' experience working within the architectural profession. She advocates for inclusive and regenerative design solutions and is involved in multiple industry initiatives aimed at improving the construction profession, including the City of London Skills for a Sustainable Skyline, Architects Climate Action Network, where she hosted climate literacy workshops and events, and LETI, where she is developing industry guidance that is at the forefront of sustainable best practice and standards.  
[www.purcelluk.com](http://www.purcelluk.com)



**Jas Bhalla**  
Architect  
Founding Director, Jas Bhalla Architects

Jas Bhalla is a qualified architect, urban designer, and town planner. His practice undertakes a range of projects, from intimate refurbishments to strategic masterplans. JBA recently won the William Sutton Prize for Affordable Housing Design and the Housing for a Better World Competition, established by Brick by Brick and the Stephen Lawrence Trust. Jas was recognised as one of the Architects' Journal's "40 under 40" in 2020.  
[www.jasbhallaarchitects.com](http://www.jasbhallaarchitects.com)



**Tony Burton CBE**  
Social infrastructure  
Consultant

Tony Burton CBE works on a range of community, design and environmental projects. Tony is a leading neighbourhood planner and an Independent Examiner. He chairs Power to Change – championing community business – and TCV Chestnut Fund. He also chairs two Community Review Panels and is Vice Chair of HS2's Independent Design Panel. He previously chaired the National Lottery Community Fund and founded Civic Voice - the national charity for the civic movement.





**Mitch Cooke**  
Sustainability expert  
Director, Greengage Environmental

Mitch Cooke has a degree in ecology and a masters in environmental management and assessment. He has been involved in corporate sustainability for over 30 years, providing advice and support in aligning business activities with responsible environmental management. He is a sustainability board member for the British Property Federation, a member of Enfield Council's Design Review Panel, mentor for the Urban Land Institute Young Leaders programme, and also at the University of Westminster. [www.greengage-env.com](http://www.greengage-env.com)



**Pedro Gil**  
Architect  
Founding Director, Studio Gil

Pedro Gil is founder and director of Studio Gil, an architecture and design practice which specialises in projects with social value, including social housing, community buildings, cultural projects, and public realm. With a focus on designing for people, places and communities, Pedro combines practice with teaching: he is Associate Professor at the Bartlett School of Architecture UCL and a trustee for Carnaval del Pueblo. Pedro is also a member of the Mayor of London's Diversity in the Public Realm Commission and the RIBA Architects for Change. [www.studiogil.org](http://www.studiogil.org)



**Jay Gort**  
Architect  
Director, Gort Scott

Jay Gort co-founded Gort Scott and has wide ranging experience in leading projects within the practice. Recent work includes housing for local authority and developer clients; a new civic centre for Harrow Council; co-working office spaces; a masterplan for Pudding Mill Lane for the LLDC; public realm strategy for Southwark; as well as a number of high profile heritage based projects in London, Oxford and Cambridge. Gort Scott have recently published a research document with the GLA on adapting and intensifying high streets. [www.gortscott.com](http://www.gortscott.com)





## Simon Hudspith

Architect and heritage expert  
Director, Panter Hudspith Architects

Simon Hudspith is a founding partner at Panter Hudspith Architects. He is responsible for the management of the design process within the practice. He was the partner in charge of the Collection in Lincoln, Christ's Lane in Cambridge, Princesshay in Exeter and Davygate in York, which together have won 18 awards. More recently he has led project teams designing large scale mixed use masterplanning projects including 1,700 new homes in Haringey and 750 new homes at Spray Street in Woolwich.  
[www.panterhudspith.com](http://www.panterhudspith.com)



## Ross Hutchinson

Architect  
Director, Hutchinson & Partners

Ross Hutchinson is the Principal Director of Hutchinson & Partners. He oversees the direction and design of all projects in both the London and Berlin offices. The practice has significant experience in mixed use and residential design, with key projects including Silk Park, Hendon Waterside, Colindale Gardens and Whitechapel Square. Ross has a strong working knowledge of Redbridge through his previous work in the borough, and has also been a member of the Wandsworth Design Review Panel since 2014.  
[www.hutchinsonandpartners.com](http://www.hutchinsonandpartners.com)



## Angie Jim Osman

Architectural and urban designer  
Partner, Allies and Morrison Architects

Angie Jim Osman has 20 years' experience as an urban and building designer in the residential, commercial and retail sectors. She currently leads design teams at Allies and Morrison and has led housing and regeneration schemes on a number of sensitive sites across London, including Wandsworth, Brent Cross, Camden and Greenwich. She is also a member of the LLDC and Haringey Quality Review Panels.  
[www.alliesandmorrison.com](http://www.alliesandmorrison.com)







**Sally Lewis**  
Urban designer and architect  
Director, Stitch

Sally Lewis is an architect and urban designer, and founded Stitch in 2012. Her team's approach to partnership working with communities on regeneration projects across London has been rewarded with planning consents for more than 1,600 homes, with over 800 of these completed and occupied. Sally is also the founder of The London Neighbourhood Scholarship Trust which promotes a more socially aware and diverse built environment in London, through investment in the architectural education of young Londoners. [www.stitch-studio.co.uk](http://www.stitch-studio.co.uk)



**Anna Mansfield**  
Urban designer  
Director, Publica

Anna Mansfield is a Director at Publica, an urban design and public realm practice that provides strategies and designs for sustainable growth. Anna oversees all Publica's projects, as well as the company's strategic direction. She has worked for UK and international clients, including local authorities, leading developers, major landowners, architects, and community, cultural, and third sector organisations. Anna is also a member of the Mayor's Infrastructure Advisory Panel. [www.publica.co.uk](http://www.publica.co.uk)



**Mike Martin**  
Landscape architect  
Director, Turkington Martin

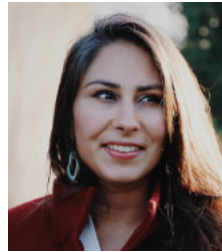
Mike Martin has many years' experience working in a multidisciplinary environment as landscape architect and urban designer. He played a role in major projects such as Convoys Wharf, Imperial West and Greenwich Peninsula in London. Earlier work includes Coin Street riverside walk and community gardens and the Sir Joseph Banks Building in Kew Gardens. [www.turkingtonmartin.com](http://www.turkingtonmartin.com)





**Ranjit Matharu-Hemmings**  
Landscape architect  
Associate, LUC

A chartered landscape architect and Associate at LUC, Ranjit Matharu-Hemmings has experience in all aspects of design development, planning and implementation. Ranjit has recently worked on a transformational public realm scheme for Whitechapel Road, and was involved in the creation of a new high-quality civic space for Hammersmith Town Hall and the renewal of West King Street, which was awarded New London Architecture's The People's Choice Award in 2020. [www.landuse.co.uk](http://www.landuse.co.uk)



**Natasha Reid**  
Founder, MATTER . SPACE . SOUL

Natasha Reid is founder of MATTER . SPACE . SOUL, a specialist consultancy designing for health, wellbeing and social sustainability. She focuses on the emotional, social and psychological impacts of places and often speaks at conferences on forward-thinking approaches to pressing urban issues. Natasha is an associate of the Quality of Life Foundation and a former fellow of the Centre for Conscious Design. She is an advocate for the power of design to create change that matters, and has been recognised in international publications as a 'Groundbreaker' and 'Woman to Watch'. [www.matterspacesoul.com](http://www.matterspacesoul.com)



**Ken Rorrison**  
Urban designer and architect  
Head of Regeneration Strategic Design  
Hackney Council

Ken Rorrison is Head of Regeneration Strategic Design at Hackney Council. Before this he was a founding Partner and Director at Henley HaleBrown Rorrison. He has unique experience working within both the private and public sectors, with knowledge of the design process as a director of a leading London practice, balanced with an understanding of the social, political and commercial pressures of a local authority client.





## Hilary Satchwell

Urban designer and architect  
Director, Tibbalds Planning and Urban Design

Hilary Satchwell is an architect, urban designer and masterplanner who brings strategic leadership to a broad range of housing and mixed use projects that prioritise placemaking, people and good growth. Hilary's experience includes the creation of flexible and high-quality masterplans and urban design strategies, and formulating effective planning policy and guidance focused on good placemaking.

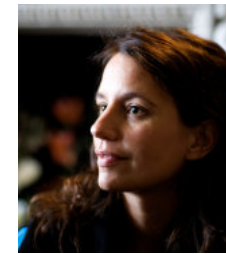
[www.tibbalds.co.uk](http://www.tibbalds.co.uk)



## Gurmeet Sian

Architect and community engagement expert  
Director, Office Sian Architecture + Design

Gurmeet Sian is an architect and director of Office Sian Architecture + Design. Since the foundation of the studio, Gurmeet has specialised in the design and delivery of community buildings and new homes for both the charity sector and local authorities. He is interested in how the design of architecture and the built environment can be enriched with the involvement of local people. He has been involved in community education projects throughout his career, and runs architecture workshops for SPID Youth Theatre in Kensal House, and building visits for Open House, in London. [www.officesian.com](http://www.officesian.com)



## Joanna Sutherland

Architect  
Director, Haworth Tompkins Architects

Joanna Sutherland has 20 years' experience as an architect. Since joining Haworth Tompkins in 2003, she has led many of the studio's major housing, performing arts, masterplanning, regeneration and education projects. She led work on the RIBA National Award winning Silchester Estate. [www.haworthtompkins.com](http://www.haworthtompkins.com)







## Robert Townshend

Landscape architect

Founder, Townshend Landscape Architects

As founder of Townshend Landscape Architects, Robert Townshend has considerable experience in landscape architecture, urban design and environmental analysis. Robert has worked on a wide range of national and international commissions. He previously provided independent design advice on inner city schemes to Hackney Council, particularly focusing on the regeneration of council housing estates. The practice is responsible for several notable projects such as Granary Square at King's Cross, London.  
[www.townshendla.com](http://www.townshendla.com)



## Simon Tucker

Architect

Director, Cottrell and Vermeulen Architecture

Cottrell and Vermeulen primarily work in the public sector and specialise in the design of education buildings. Simon Tucker has delivered many award-winning projects including Churchill College and Clare College in Cambridge, City of London School for Girls, and several projects for Brentwood School. Simon has taught at a number of architecture schools and is a panel member for Redbridge and Bromley Design Review Panels.  
[www.cv-arch.co.uk](http://www.cv-arch.co.uk)



## Susanne Tutsch

Architect and child-friendly design expert

Director, Erect Architecture

Susanne Tutsch is a founding director of Erect Architecture, an architecture, public realm and play design practice with a strong commitment to social value, health and wellbeing. She has experience designing for the education, community, leisure and landscape sectors and has developed an expertise in child-friendly cities, which led her to co-author the GLA's Good Growth publication 'Making London Child-Friendly'. Susanne has taught at various architecture schools and is a critic and juror for RIBA Awards and Hackney Design Awards.  
[www.erectarchitecture.co.uk](http://www.erectarchitecture.co.uk)



# 17. KEY REFERENCES

## Relevant Redbridge Council publications / documents

Redbridge Local Plan

[www.redbridge.gov.uk/planning-and-building/planning-policy/local-plan/](http://www.redbridge.gov.uk/planning-and-building/planning-policy/local-plan/)

Regeneration strategy

[www.redbridge.gov.uk/media/4620/regeneration-strategy-2017.pdf](http://www.redbridge.gov.uk/media/4620/regeneration-strategy-2017.pdf)

Ilford Prospectus

[www.redbridge.gov.uk/regeneration-and-growth/regeneration-and-growth-areas/ilford/](http://www.redbridge.gov.uk/regeneration-and-growth/regeneration-and-growth-areas/ilford/)

Characterisation Study

[www.redbridge.gov.uk/media/10517/lbr-2751-redbridge-characterisation-study-june-14-part1.pdf](http://www.redbridge.gov.uk/media/10517/lbr-2751-redbridge-characterisation-study-june-14-part1.pdf)

[www.redbridge.gov.uk/media/10518/lbr-2752-redbridge-characterisation-study-june-14-pt2.pdf](http://www.redbridge.gov.uk/media/10518/lbr-2752-redbridge-characterisation-study-june-14-pt2.pdf)

[www.redbridge.gov.uk/media/10519/lbr-2753-redbridge-characterisation-study-june-14-pt3.pdf](http://www.redbridge.gov.uk/media/10519/lbr-2753-redbridge-characterisation-study-june-14-pt3.pdf)

Tall Building Study

[www.redbridge.gov.uk/media/10470/lbr-277-tall-buildings-study-2017.pdf](http://www.redbridge.gov.uk/media/10470/lbr-277-tall-buildings-study-2017.pdf)

## Relevant Greater London Authority documents

Good Growth by Design

[www.london.gov.uk/sites/default/files/good\\_growth\\_web.pdf](http://www.london.gov.uk/sites/default/files/good_growth_web.pdf)

## Principles of design review

Design Review: Principles and Practice, Design Council

[www.designcouncil.org.uk/fileadmin/uploads/dc/Documents/Design%20Review\\_Principles%20and%20Practice\\_May2019.pdf](http://www.designcouncil.org.uk/fileadmin/uploads/dc/Documents/Design%20Review_Principles%20and%20Practice_May2019.pdf)



# APPENDIX A

## Procedure regarding confidentiality

The Redbridge Design Review Panel provides a constructive and reliable forum for applicants and their design teams to seek guidance at an early stage, when the panel's advice can have the most impact. It is therefore essential that appropriate levels of confidentiality are maintained. The following procedure shall apply.

1. Panel meetings are only to be attended by panel members, Redbridge officers, and officers from stakeholder organisations involved in the project, for example statutory consultees, as well as the applicant and their design team. If any additional individual is to be in attendance it should be approved by the Design Review Panel manager.
2. At all times panel members shall keep strictly confidential all information acquired during the course of their role on the panel and shall not use that information for their own benefit, nor disclose it to any third party (with the exception of reports that are in the public domain – see points 5 and 6).
3. The panel's advice is provided in the form of a report written by the Design Review Panel manager, containing key points arrived at in discussion by the panel. If any applicant, architect or agent approaches a panel member for advice on a scheme subject to review (before, during or after), they should decline to comment and refer the inquiry to the panel manager.
4. Following the meeting, the Design Review Panel manager will write a draft report, circulate it to the chair for comments and then make any amendments. The final report will then be distributed to all relevant stakeholders.
5. If the proposal is at a pre-application stage, the report is not made public and is only shared with Redbridge Council, the applicant and design team, and any other stakeholder bodies that the Council has consulted on the project. Once a planning application is submitted, all reports relating to the scheme will be made public, in line with Redbridge's policy on transparency of pre-application advice.
6. If the proposal is reviewed at an application stage, the report will be a public document kept within the proposal's case file and published on Redbridge Council's website. Where the final review of a scheme takes place at a pre-application stage, the report of this meeting may also be made public once an application is submitted.
7. If a panel member wishes to share any Design Review Panel report with a third party, they must seek approval from the Design Review Panel manager, who will confirm whether or not the report is public.





## APPENDIX B

### Procedure regarding conflicts of interest

To ensure the integrity and impartiality of advice given by the Design Review Panel, potential conflicts of interest will be checked before each review meeting. The following process shall apply.

1. All panel members will be required to declare any conflicts of interest.
2. Panel members are notified of the schemes coming before the panel at least a week in advance. It is expected that at this time panel members should declare any possible interest in a project to the Design Review Panel manager.
3. The Design Review Panel manager, in collaboration with the panel co-chairs and Redbridge Council officers, will determine if the conflict of interest requires the panel member to step down from the meeting, or if a declaration of interest would be sufficient.
4. In general, a panel member should not attend a review meeting if they have:
  - a financial, commercial or professional interest in a project that will be reviewed, its client and / or its site;
  - a financial, commercial or professional interest in a project, its client and / or a site that is adjacent to the project that will be reviewed or upon which the project being reviewed will have a material impact;
  - a personal relationship with an individual or group involved in the project, or a related project, where that relationship prevents the panel member from being objective.
5. Specific examples include: current work with the client for the project being reviewed; current design work on a neighbouring site; previous involvement in a procurement process to appoint a design team for the project.
6. Personal interests that should be declared, but which would not normally prevent a panel member participating in a review, might include current work with a member of the consultant team for a project that will be reviewed. In this situation, the interest will be noted at the beginning of the review, discussed with the presenting design teams and formally recorded in the review report.
7. If, subsequent to a review of a scheme in which a panel member has participated, they are approached by any applicant, architect or agent to ascertain a potential interest in contributing to the project team for that scheme, they must decline. Professional work in a scheme previously reviewed by a panel member is not permitted, either directly by the panel member or by any organisation that employs them, or that they own.
8. Panel members are not restricted from professionally working on projects within the area. However, if such a scheme comes up for review, that panel member should not be involved and must declare a conflict of interest.
9. Councillors and council employees are not eligible to be members of their own authority's panel.

The table on the following page provides a guide to assessing whether or not a Design Review Panel member has a conflict of interest.



**Current commercial situation**

If the panel member is currently working...

for the client on a different project	●
through a direct appointment to a member of the presenting team	●
with a member of the presenting team, but not appointed by them	●
on the site in a competing bid, or has a business connection to the site	●
on a neighbouring site where the two projects have a bearing on each other	●
in the near vicinity if the projects have a bearing on each other	●
for the local authority on another project	●

**Past commercial situation**

If the panel member has had previous involvement...

with the project (same client and brief)	●
with the site (different client and brief)	●
on a neighbouring site where the two projects have a bearing on each other	●
with the client	●
with a consultant on the project	●

**Future commercial situation**

If the panel member is...

involved in a procurement process for the client or the site	●
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**Familial situation**

If the panel member...

has a familial relationship with the client, consultants or site owners	●
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**Informal situation**

If the panel member...

is a friend of a member of the applicant team	●
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**Formal situation**

If the panel member...

presents their own scheme to other panel members	●
previously worked for a company that is part of the presenting team, more than one year ago	●
holds an elected position, or is a member of a society, that is impacted by the project – whether paid or unpaid.	●
has a home or business directly affected by a project	●

**Key**

Conflict of interest - meaning the panel member must be stood down from the review.	●
Declaration of interest - there is the potential for others to incorrectly perceive that a conflict exists. A declaration should be made at the start of the review meeting, and included in the meeting report.	●
No conflict of interest - either real or perceived, and the panel member is free to take part in the review.	●

