



LONDON BOROUGH OF
REDBRIDGE

Design Review Panel
Terms of reference 2022

IN PARTNERSHIP WITH

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Cover image: Grade II listed Fullwell Cross Library in Barkingside, Frederick Gibberd, part of the Barkingside Town Centre project, DK-CM for the London Borough of Redbridge



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 our communities to thrive.

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. 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.



Redbridge Town Hall © Wikimedia Commons



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 QUALITY 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.



Gants Hill Station © Flickr, Diamond Geezer



4. PANEL COMPOSITION

The Design Review Panel brings together leading professionals working at the highest level in their fields.

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 will have expertise and experience in more than one of these areas. The composition of each panel meeting will be chosen as far as possible to suit the scheme(s) being reviewed, and to ensure a representative panel in terms of 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.



Box Theatre and Performing Arts Centre, Ayre Chamberlain Gaunt Architects © Andy Matthews



Ray Park Visitor Centre, Sarah Wigglesworth Architects © Mark Hadden

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

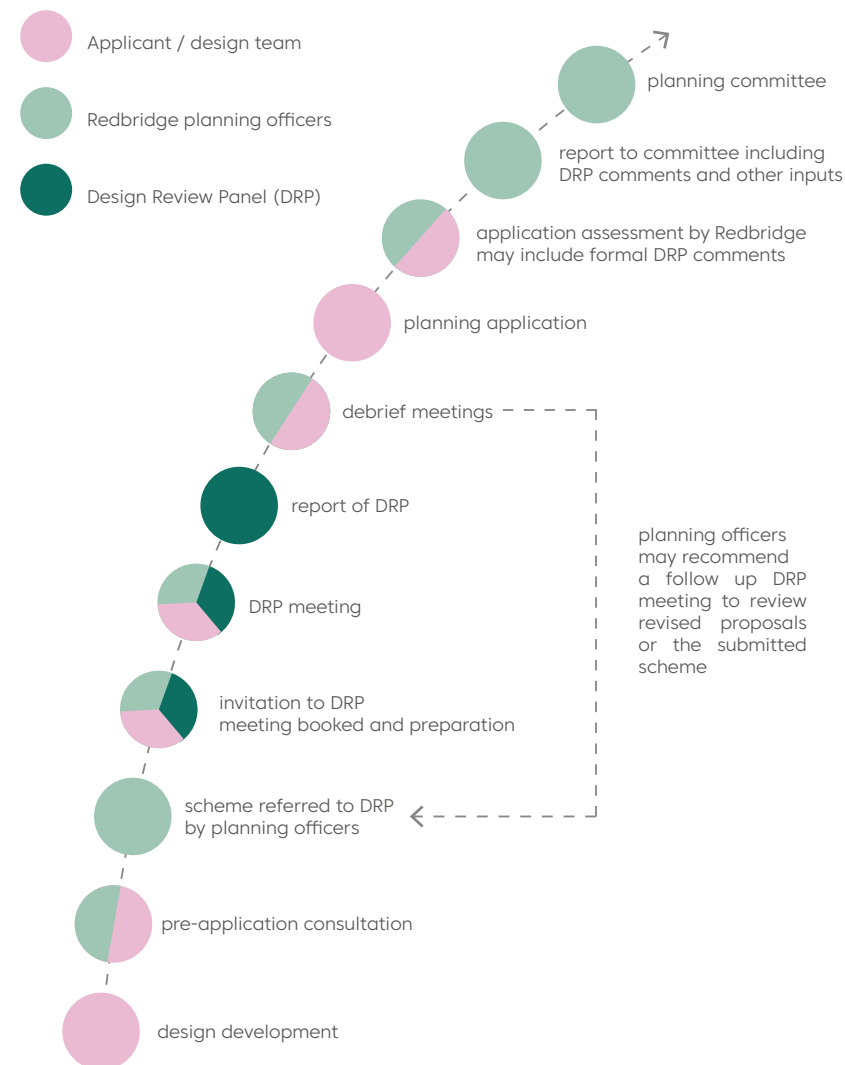
Projects may also be referred to the panel by the planning authority at its discretion, for example where it requires advice on:

- 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

Advice given by the panel before an application is submitted remains confidential, seen only by the applicant and planning authority. This encourages applicants to share proposals openly and honestly with the panel – and ensures that they receive the most useful advice. Once an application has been submitted, the panel's reports, including those produced at pre-application stage, are published on the Council's website. This is in line with the Council's approach to publishing officers' advice on planning applications and is intended to ensure transparency.

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.

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.



10. TYPES OF REVIEW

Four types of review are offered:

- a formal review - for larger schemes
- a feasibility review - for feasibility schemes
- a chair's review - for smaller schemes or planning applications
- surgery reviews - for very small schemes or discharge of planning conditions

FORMAL REVIEWS

Typically, the chair and four panel members attend formal reviews.

Formal reviews take place for schemes from RIBA Stage 2 (concept design) onwards, providing advice to the applicant and to the planning authority – whether at pre-application or application stage.

In addition to planning officers, other relevant stakeholders, for example Historic England or Transport for London, 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. There will often be a second pre-application review, to allow discussion of more detailed design matters, before submission of the planning application.

The scheme will 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 printed 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; 35 minutes presentation; 45 minutes discussion and summing up by the chair.

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

FEASIBILITY REVIEWS

Typically, the chair and two panel members will attend a feasibility review.

Feasibility reviews may be arranged for schemes at a very early stage of design development, to allow for independent advice on the development strategy.

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.

Feasibility reviews may take place at a stage when only sketch designs are available, and may also be used to provide advice on a development strategy or a client's design brief. Presentations may be made with drawings and / or pdf or PowerPoint and models, as appropriate.

Time allocated for feasibility reviews will depend on the specific project but a typical feasibility review will last 60 minutes: 10 minutes introductions and briefing by planning officers; 20 minutes presentation; 30 minutes discussion and summing up by the chair.





Redbridge Night Shelter, Peter Barber Architects
© Morley von Sternberg

CHAIR'S REVIEWS

The chair and one panel member will attend a chair's review.

Chair's reviews may be arranged for smaller development proposals, or schemes previously presented at a formal review. Chair's reviews may take place for schemes from RIBA Stage 2 (concept design) onwards.

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 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.

A typical chair's review will last 60 minutes: 10 minutes introductions and briefing by planning officers; 20 minutes presentation; 30 minutes discussion and summing up by the chair.

SURGERY REVIEWS

The chair and one panel member will attend a surgery review.

Very small schemes, or schemes where planning officers request the panel's advice on discharge of planning conditions, may be more suited to a surgery review.

A flexible approach to presentation methods will allow for pin up of drawings / discussions around a table / PowerPoint presentations, as appropriate.

A typical surgery review will last 40 minutes: 10 minutes introductions and briefing by planning officers; 15 minutes presentation; 15 minutes discussion and summing up by the chair.

A surgery review will be summarised in a brief document no more than two sides of A4, rather than a full report.





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.

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 2022:

- 25 January
- 22 February
- 22 March
- 26 April
- 24 May
- 21 June
- 19 July
- 16 August
- 27 September
- 25 October
- 22 November
- 6 December





Chapel Square, Ilford, Hutchinson & Partners

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.

Panel reports are only made public at the planning application stage, at which point the report will be a public document kept within the proposal's case file and published on Redbridge Council's website.

Exceptions to this procedure may, however, occur where a review by the Design Review Panel of a submitted application is not requested by planning officers. In this case, the planning authority may request that the report of the pre- application review is made public as the panel's formal response to the submitted application.

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.



SPACE Ilford, Oakfield Road © Chris Dorley-Brown



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:

- £4,800 + VAT formal review
- £2,750 + VAT feasibility review
- £2,500 + VAT chair's review
- £1,500 + VAT surgery 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.

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
- £600 + VAT : between two and four weeks before scheduled review



Barkingside Town Square, DK-CM for the London Borough of Redbridge

16. DESIGN REVIEW PANEL MEMBERSHIP

The Redbridge Design Review Panel brings together 27 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.



Peter Bishop (co-chair)
Urban designer
Professor of Urban Design, UCL

Peter Bishop held senior planning roles in London boroughs for 25 years, working on major projects such as the King's Cross railway land developments. He was the first Director of Design for London, and Deputy Chief Executive at the London Development Agency. In 2011 he was commissioned by the government to review national architecture and design policy, published as the 'Bishop Review'.
www.ucl.ac.uk/bartlett/architecture/prof-peter-bishop



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



Kiru Balson
Sustainability expert
Senior Sustainability Consultant, Max Fordham

Kiru Balson has experience in architecture and sustainable design. She previously worked at the Building Research Establishment. Kiru works at the interface between architecture, sustainability and engineering; developing sustainability design briefs, targets and delivery strategies. Her role involves enabling integrated design thinking, and finding solutions that are both viable and sustainable over the long term. .
www.maxfordham.com





June Barnes
Housing expert
Chair, Hornsey Housing Trust

June Barnes was Chief Executive of East Thames Housing Group for 16 years and stepped down in 2021 from the Board of Urban and Civic plc, master developers. She has worked on the client side of development projects ranging from single family homes to significant urban regeneration projects including the 2012 Olympics. She is a member of the Jersey Architecture Commission, on the Design Panel of the London Borough of Sutton and in the past was a member of the London Mayor's Design Advisory Group.



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



Jayne Bird
Architect
Consultant, Nicholas Hare Architects

Among Jayne Bird's broad spectrum of experience are education, arts and commercial projects. Jane has contributed to complex and sensitive sites, developing architecture that is appropriate to its setting. She was responsible for the award winning Golden Lane Campus in Islington and has worked on many DfE procured school projects. Jayne stood down as a partner from Nicholas Hare Architects in 2021 to become a consultant. www.nicholashare.co.uk





Teresa Borsuk
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



Tony Burton CBE
Community engagement expert
Consultant

Tony Burton works on community, urban design, planning, sustainability and environmental projects, including as a leading neighbourhood planner. Previous roles include Director of Strategy and External Affairs at the National Trust, and Director of Policy and Communications at the Design Council. He is vice chair of the HS2 Independent Design Panel. Tony was recognized with a CBE in the 2012 Jubilee honours.



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





Lisa Finlay

Architect

Group Leader and Partner, Heatherwick Studio

With a background in housing and cultural-led regeneration, Lisa Finlay joined Heatherwick Studio in 2011 and has led a diverse range of projects with a strong community focus. Projects include London's Coal Drops Yard, which restored two Victorian industrial buildings to create a new retail quarter; 1,000 Trees in Shanghai, a 3 million sqft mixed-use development; a vision for the future of Nottingham City Centre; the transformation of a life sciences research hub in Surrey; and a net zero-carbon office building in Madrid.
www.heatherwick.com



Pedro Gil

Architect

Founding Director, Studio Gil

Pedro Gil combines architectural practice at Studio Gil with academia in his role as a Senior Teaching Fellow at the Bartlett School of Architecture, UCL. He is a member of the Royal Institute of British Architects Expert Advisory Group, and Architects for Change - the steering group that advises RIBA on matters relating to equality, diversity, and inclusion.
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





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



Ross Hutchinson

Architect
Director, Hutchinson & Partners

Ross Hutchinson is the founding director at Hutchinson & Partners. Before this he was the founding director of UNIT Architects. Ross directed the design of the practice's key projects, including major mixed use regeneration projects Whitechapel Square in Tower Hamlets; Chapel Square in Ilford; Colindale Gardens; and Hendon Waterside. Ross has a strong working knowledge of Redbridge.
www.hutchinsonandpartners.com



Angie Jim Osman

Architect and urban designer
Director, Allies and Morrison Architects

Angie Jim Osman has 20 years' experience as an architect and urban 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 and Greenwich. She is also a member of the LLDC Quality Review Panel.
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



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



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





Ranjit Matharu-Hemmings
Landscape architect
Principal, Project Centre

A chartered landscape architect and Principal at Project Centre, Ranjit Matharu-Hemmings oversees the design teams for high-profile and complex landscape design and public realm projects. Ranjit has experience in all aspects of design development, planning and implementation. She was also involved in the creation of a new 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.marstonholdings.co.uk



Wen Quek
Architect
Consultant

Wen Quek has over 30 years of experience and was formerly a Senior Partner of Cullinan Studio, an award-winning architectural practice known for its people-centred, low energy design and social values. Wen has extensive knowledge of sustainable urban design, residential and mixed use projects. She is also a member of the Haringey Quality Review Panel and was an external examiner at the University of Nottingham.



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



Gurmeet Sian

Architect and community engagement expert

Director, Office Sian Architecture + Design

Gurmeet Sian is an architect and Director of Office Sian Architecture + Design. Most of his commissions have been for clients from the community and charity sectors. He has been involved in community education projects throughout his career, in particular in partnership with the Victoria and Albert Museum and Open City. Gurmeet runs architecture workshops for SPID Youth Theatre in Kensal House, and building visits for Open House, in London.

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





Steven Tomlinson
Senior Development Manager
London and Continental Rail

Steven Tomlinson joined London and Continental Rail to lead station design, delivery and integration. He was formerly Design Principal at the London Legacy Development Corporation. He brings urban design, place shaping and engineering experience. He has shaped significant change in areas surrounding the Queen Elizabeth Olympic Park including Bromley by Bow and Hackney Wick and Fish Island and has contributed to advice on strategic GLA policy, transport changes and the arrival of the Queen Elizabeth Line.
www.lcrhq.co.uk



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



Simon Tucker
Architect and conservation expert
Director, Cottrell and Vermeulen Architecture

Cottrell and Vermeulen primarily work in the public sector and have particular expertise 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. He also teaches at architecture schools including Cambridge University and Queen's University, Belfast.
www.cv-arch.co.uk



17. REFERENCES

Relevant Redbridge Council publications / documents

Redbridge Local Plan

www.redbridge.gov.uk/planning-and-building/planning-policy/local-plan/

Regeneration strategy

www.redbridge.gov.uk/media/4620/regeneration-strategy-2017.pdf

Ilford Prospectus

www.redbridge.gov.uk/regeneration-and-growth/regeneration-and-growth-areas/ilford/

Characterisation Study

www.redbridge.gov.uk/media/2304/redbridge-characterisation-study-june-14-part1.pdf

Tall Building Study

www.redbridge.gov.uk/media/3048/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

Other Relevant Publications

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

www.designcouncil.org.uk/resources/guide/design-review-principles-and-practice



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 Council 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. Panel members shall keep confidential all information provided to them in 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 6 and 7).
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. If, subsequent to a review of a scheme in which a panel member has participated, s/he is approached by any applicant, architect or agent to ascertain a potential interest in contributing to the project team for that scheme, s/he must decline. Professional work in a scheme previously reviewed by a panel member is not permitted.
5. Panel members are not restricted from professionally working on projects in the Redbridge area. However, if such a scheme comes up for review, that panel member must declare a conflict of interest, and may not be eligible to participate in the review.
6. 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 agreed report will then be distributed to all relevant stakeholders.
7. 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.
8. 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.
9. 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 s/he has 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. 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.
5. Personal interests that should be declared, but which would not normally prevent a panel member participating in a review meeting, 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 recorded in the review report.
6. If, subsequent to a review of a scheme in which a panel member has participated, s/he is approached by any applicant, architect or agent to ascertain a potential interest in contributing to the project team for that scheme, s/he must decline. Professional work in a scheme previously reviewed by a panel member is not permitted.
7. 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.
8. Councillors and Council employees are not eligible to be panel members.

