



EALING DESIGN REVIEW PANEL

Terms of reference 2021

IN PARTNERSHIP WITH

Frame Projects
Unit 14 Waterside
44-48 Wharf Road
London N1 7UX
020 3971 6168
office@frame-projects.co.uk
frame-projects.co.uk





CONTENTS

1	Introduction	3	10	Types of review	11
2	Principles of Design review	4	11	Site visits	13
3	London Design Review Charter	5	12	Meeting dates	13
4	Panel composition	6	13	Review agendas	14
5	Panel remit	7	14	Panel reports	15
6	Role of the Design Review Panel	9	15	Design Review Panel charges	16
7	Independence, confidence and probity	9	16	Design Review Panel membership	17
8	Conflicts of interest	10	17	Key references	25
9	Freedom of information	10		<i>Appendix A: confidentiality</i>	26
				<i>Appendix B: conflicts of interest</i>	27



1. INTRODUCTION

Located where the Thames Valley meets metropolitan London, Ealing is the third largest London borough in terms of its population and is one of the most ethnically diverse communities in the country. Ealing has a strong and dynamic economy, with excellent transport links with London and the rest of the UK, including direct connections to Heathrow Airport. The Borough will be home to five Crossrail stations.

With a growing population and economy, there is a pressing need for significantly more homes to be delivered in the borough, particularly affordable homes. New homes, jobs, transport infrastructure, schools, healthcare facilities, open space, public utilities and other community and recreational facilities are needed to support the new population and to improve what is already in the borough.

Ealing Council is clear about supporting high-quality sustainable growth across the Borough. The Ealing Development Management DPD, adopted in December 2013, includes Policy 7B: Ealing Local Policy - Design Amenity. This states that 'New development must achieve a high standard of amenity for users and for adjacent uses by ensuring high-quality architecture'. The policy also highlights that 'high-quality design is essential to all development and offers the opportunity to overcome constraints that would otherwise prevent the implementation of a development scheme'. The policy further provides more detailed guidance on how this should be achieved.

Securing high-quality development requires rigorous, early and effective dialogue between all those involved in the development process. The appointment of an independent Design Review Panel is part of the Borough's process for ensuring effective testing of development proposals. Ealing Design Review Panel will provide independent expert design review, in line with Section 12 of the National Planning Policy Framework (2018) and the London Plan Policy D2 (2018).

The panel will not duplicate or replace existing mechanisms for securing high-quality design. It is intended to provide additional expert advice to inform the planning process. The panel also plays an important role, furthering the council's commitment to securing high-quality design, which complements and enhances the borough's outstanding historic townscape.

By offering advice to applicants during the pre-application process and by commenting on planning applications, the Design Review Panel supports Ealing's planning officers and planning committee. The panel will provide a rigorous review process, to ensure exemplary design in all areas of the borough, enhancing Ealing for all those who live, work, and visit.



Ealing Farmers market © Billy Abbott, Flickr



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)



Grand Union Canal © Brett Jordan, Flickr



3. LONDON QUALITY REVIEW CHARTER

We confirm that our review process is run in accordance with the London Quality 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.

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 quality 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 quality 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 quality review in a manner that is consistent with its contents.

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

https://www.london.gov.uk/sites/default/files/ggbd_london_quality_review_charter_web.pdf



St. Mary's Church © Mark Hillary, Flickr



4. PANEL COMPOSITION

The Design Review Panel brings together leading professionals working at the highest level in their fields. It is made up of 20 members, including the chair. A vice chair has also been selected from among the panel's members.

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

- architecture - housing / cultural / commercial
- urban design / town planning
- landscape / public realm
- heritage / townscape
- sustainability and low carbon design
- inclusive design
- transport infrastructure / transport planning

Many of those appointed to the Design Review 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 being reviewed.

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

From time to time, it may be of benefit for specialist advice to be provided beyond the Design Review 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.



Wharcliffe Viaduct © Maxwell Hamilton, Flickr



Hoover Building © Steve Cadman, Flickr

5. PANEL REMIT

The Design Review Panel provides independent, objective, expert advice on development proposals across Ealing. 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 planning officers 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 Ealing. 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

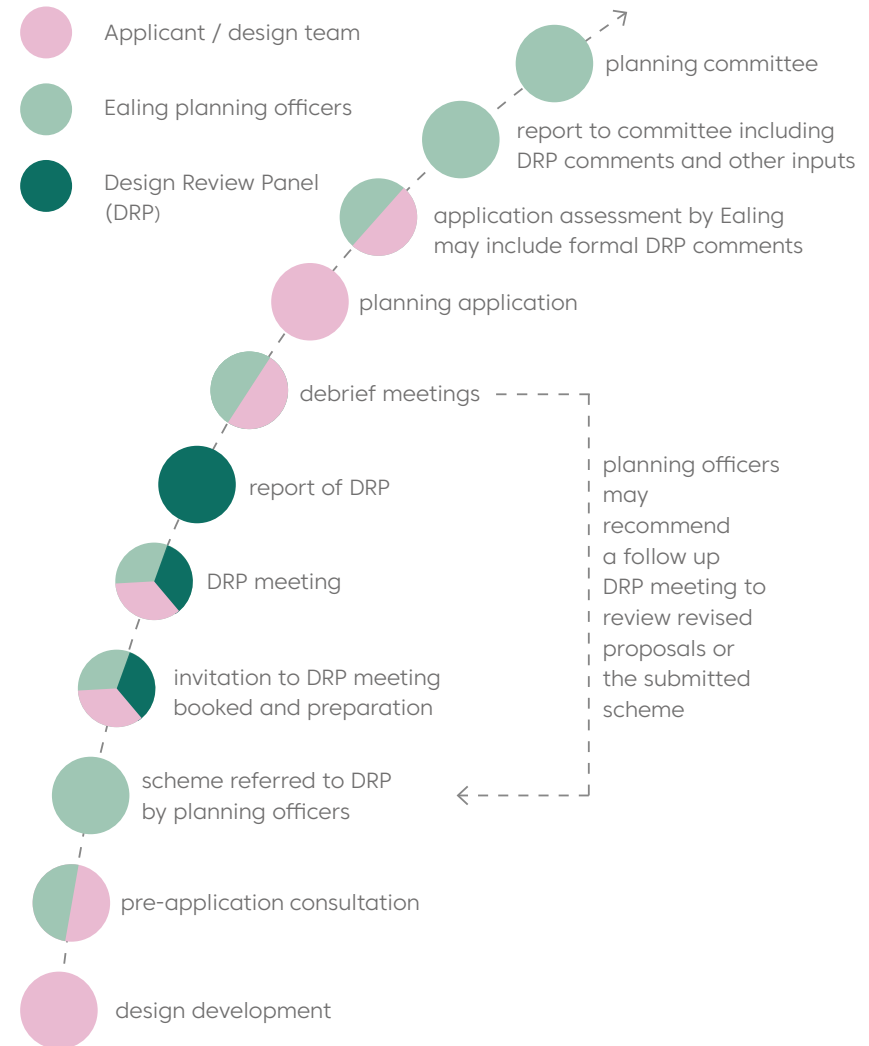
Projects may also be referred to the panel by the planning authority at its discretion, for example where it requires advice on:

- 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

As with normal pre-application procedure, 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 Design Review Panel's comments on the submission are published on the Council's website.

A diagram showing the role of the Ealing Design Review Panel in the planning process is shown opposite.

Design review in the planning process





6. ROLE OF THE DESIGN REVIEW PANEL

The 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 Ealing Council'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 Ealing officers following a review to agree how to respond to the panel's advice.

If any points made by the Design Review 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

Ealing's Design Review Panel is an independent and impartial service provided to Ealing Council by Frame Projects, an external consultancy.

The processes for managing the Design Review Panel, appointing members, including the selection of the chair, and the administration of meetings are agreed in partnership with Ealing 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 B.

8. CONFLICTS OF INTEREST

The Design Review Panel is intended to provide a constructive forum for applicants, their project teams, and Ealing 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, the London Borough of Ealing is subject to the Freedom of Information Act 2000 (the Act). All requests made to Ealing 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.



Pitzhanger Manor and Gallery © Wikimedia Commons

10. TYPES OF REVIEW

Three types of review are offered:

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

FORMAL REVIEWS

The chair and four panel members attend a formal review.

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

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. There will often be a second pre-application review, to provide advice on more detailed design matters, before a planning submission.

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 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; 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, to ensure that each component receives adequate time for discussion.



Ealing Green, Walpole Park © Billy Abbott, Flickr



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. 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 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.

The scheme will 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; 20 minutes presentation; 30 minutes discussion and summing up by the chair.

SURGERY REVIEWS

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.

The chair and one panel member will attend 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 45 minutes: 10 minutes introductions and briefing by planning officers; 15 minutes presentation; 20 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.



Acton Gardens Estate © Levitt Bernstein



Belvue Woodlands Classroom, Studio Weave © Jim Stephenson

11. SITE VISITS

Wherever possible, a site visit will be arranged for formal 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, chair's or surgery reviews as appropriate. Exceptionally, additional meetings may be required to accommodate 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 2021:

- 13 April
- 11 May
- 1 June
- 13 July
- 10 August
- 7 September
- 5 October
- 9 November
- 7 December





International Presbyterian Church © Piercy & Company

13. REVIEW AGENDAS

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

For formal 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 Ealing's planning policies in relation to expectations of high quality design.

The Design Review Panel has an advisory role in Ealing'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 Ealing'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 Ealing planning officers will place these 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 the London Borough of Ealing's website.

Exceptions to this procedure may 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. This will be a brief document describing and reflecting on the panel's activities over the past year. As part of this annual review process, a meeting will be held with key Ealing Council officers and the panel chair to discuss the report and consider any recommendations for the following year.



Northala Fields by LDA Design for the London Borough of Ealing

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, Newham and Waltham Forest, and the London Legacy Development Corporation.

Current charges for Ealing Design Review Panel meetings are:

- £4,500 + VAT formal review
- £2,500 + VAT chair's review
- £1,500 + VAT surgery review

Applicants are referred to the Design Review Panel by the London Borough of Ealing 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



Ealing Town Hall © Wikimedia Commons



16. DESIGN REVIEW PANEL MEMBERSHIP

The Design Review Panel brings together 23 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.



Kathryn Firth (chair)
Architect and urban designer
Partner, FPdesign

Kathryn Firth is an architect and urban designer who has led regeneration projects across all scales. She is former Director of Urban Design at NBBJ, USA, and worked as Chief of Design at the London Legacy Development Corporation, helping to realise the neighbourhoods at the Queen Elizabeth Olympic Park. Kathryn also ran the MSc in the LSE Cities Programme, taught at the Architecture Association, Harvard's Graduate School of Design and is currently teaching at the Bartlett.
www.f-p-design.com



Andrew Beharrell (vice-chair)
Architect
Senior Advisor, Pollard Thomas Edwards

Andrew Beharrell has designed and delivered many award-winning projects throughout his 35 years with Pollard Thomas Edwards, leading the practice's diversification from urban regeneration to new rural settlements, and across the housing spectrum to embrace education and town centre mixed-use projects. In 2020 Andrew stepped back from Senior Partner to become an advisor to the practice. He is also a regular industry commentator and has co-authored and edited a series of influential publications on housing, planning and regeneration issues.
www.pollardthomasedwards.co.uk



Helen Allen
Inclusive designer
Practice Director, David Bonnett Associates

With over 20 years' experience, Helen Allen is a qualified inclusive designer and NRAC accredited consultant. Trained as a landscape architect, Helen is the Practice Director at David Bonnett Associates and has extensive knowledge across all building types including masterplanning, accessible public realm and improving connectivity, mixed-use residential schemes, commercial developments, theatres, galleries and historic environments.
www.davidbonnett.co.uk





Khalifa Abubakar

Urban designer and masterplanner
Founding Director, West Port Architects

Khalifa Abubakar is a co-founding director of West Port Architects. Since its establishment in 2016, the practice has been shortlisted on multiple bids and competitions, recognized in the Architectural Foundation's publication 'New Architects 4' and, most recently, profiled in the Architects' Journal '40 Under 40' list. Khalifa trained in architecture and urban design, and has delivered small urban interventions, assisting on city-wide masterplans and outline planning applications for schemes set to deliver 1,000+ new homes in the UK and overseas.

www.westportarchitects.co.uk



Martha Alker

Landscape architect
Senior Associate, Townshend Landscape Architects

Martha Alker has worked on the planning and delivery of a wide range of urban projects, from small roof terraces through to substantial masterplans. Her interest lies in the creation of places for people from all walks of life and the integration of the built and natural environment. Projects of note include the Kings Cross masterplan and the detailed design for Pancras Square, the Royal Wharf residential masterplan and detailed design, and Kingdom Street public realm at Paddington Central.

www.townshendla.com



Anna Bardos

Architect
University of Sheffield

Anna is an award-winning architect, specialising in all types of education, arts, community and public buildings. She is a former director of Tim Ronalds Architects and currently leads a master's degree studio, focused on urban regeneration's response to the climate emergency, at the University of Sheffield. Anna has particular expertise in the sensitive adaptation of historic buildings and settings, and in devising long-term masterplans to resolve complex development needs.

www.sheffield.ac.uk





Kyle Buchanan

Architect and heritage expert
Director, Archio Ltd

Kyle Buchanan is a founding director of Archio, a practice that designs community-focused affordable housing with Local Authorities, Housing Associations and Community Groups. Kyle was RIBA 'South West project architect of the year' 2018 and named one of the Architects' Journal '40 under 40' in 2020. He is a RIBA Conservation Registrant with experience of working on Listed Buildings within heritage contexts. He is also a member of the RIBA Expert Advisory Group for Housing.
www.archio.co.uk



Tom Greenall

Architect and public realm expert
Associate Director, DSDHA

Tom Greenall is an architect and Associate Director at DSDHA. He is also a Part 3 examiner at the University of Westminster and a visiting tutor at the Sandberg Institute in Amsterdam. Since 2011, Tom has taught in the School of Architecture at the Royal College of Art and has been a chair of the Wandsworth Design Review Panel since 2018. Tom was awarded the 2016 Fellowship in the Built Environment by the Royal Commission for the Exhibition of 1851.
www.dsdha.co.uk



Will Hurst

Journalist
Managing Editor, The Architects' Journal

Will Hurst is an award-winning journalist who has spent his career writing about architecture and construction for national titles including the Guardian, Times and Financial Times. Will's investigation into the Garden Bridge won him a Press Gazette British Journalism Award in 2017 and was shortlisted for that year's Paul Foot Award. Will has written extensively about the built environment's contribution to the climate crisis and is currently leading the AJ's RetroFirst campaign for the re-use of existing buildings.
www.architectsjournal.co.uk





Dan Jestico
Sustainability expert
Director of Futures, Icen Projects

With over 15 years' experience analysing the built environment, Dan Jestico specialises in sustainable development and complex numerical assessment, placing him at the forefront of national and regional sustainability legislation and related assessment techniques. Dan has worked collaboratively across the property industry to co-ordinate innovative strategies to futureproof development, with a goal of delivering a lasting legacy for people and the planet.
www.iceniprojects.com



Toby Johnson
Architect and heritage expert
Director, Haworth Tompkins

Toby Johnson is a director of Haworth Tompkins and has a wide range of experience in cultural, educational, residential, mixed-use, conservation and regeneration projects. Toby has contributed to a number of high-profile projects including the Stirling Prize-winning Liverpool Everyman and the Stirling Prize-shortlisted Young Vic Theatre, as well as Liverpool 1 and the Coventry Phoenix Initiative.
www.haworthtompkins.com



Phil Jones
Transport engineer
Chairman, Phil Jones Associates Ltd

Phil Jones is a Chartered Engineer with over 35 years' experience in traffic engineering, transport planning and urban design. Since he founded Phil Jones Associates in 2003, the PJA group of companies has now grown to provide services in transport planning, engineering and placemaking across the UK and in Melbourne, Australia. Phil's experience includes preparing transport strategies for major developments and leading street improvement and urban design projects in villages, towns and cities.
www.pja.co.uk





Dipa Joshi
Architect
Partner, Fletcher Priest Architects

Dipa Joshi has 25 years' experience as an architect, in both the public and private sectors, including residential, commercial, and cultural buildings. She is passionate about building better communities with social value through regeneration and, as a Partner at Fletcher Priest Architects, drives diverse, sustainable, high quality design on a range of mixed-use residential projects. Dipa is also on the Housing and Equality, Diversity and Inclusion steering groups as Mayor's Design Advocate, and tutors diploma students at the University of Sheffield.
www.fletcherpriest.com



Louise Mansfield
Urban designer
Director, Allies and Morrison

As Director at Allies and Morrison, Louise Mansfield leads the preparation of multi-disciplinary urban design strategies, masterplans, planning and design guidance, and character studies, working at a range of scales from site to sub-region. Louise has a particular interest in the relationships between the social and spatial, and the implications of these for neighbourhood design. Much of her work has focused on character and the importance of built and social heritage in informing future development.
www.alliesandmorrison.com



Ranjit Matharu-Hemmings
Chartered landscape architect
Associate Landscape Architect, Gillespies

A Chartered Landscape Architect and Associate at Gillespies, Ranjit Matharu-Hemmings oversees the design teams for several high-profile and complex landscape design and public realm projects for both private and public sector clients. Ranjit has contributed to all aspects of design development, planning and implementation, and is currently involved in the creation of a new high-quality civic space for Hammersmith Town Hall and the renewal of West King Street, which was recently awarded New London Architecture's The People's Choice Award.
www.gillespies.co.uk





Andrew Morrison

Architect and environmental design expert
Director, Hopkins Architects

Andrew Morrison is a director of Hopkins Architects and has 25 years' experience working across various sectors and on awarding-winning projects. Andrew's recent experience has focused on complex mixed-use projects with developers including Grosvenor, British Land, and London and Regional. Throughout his career, Andrew has specialised in environmental design; he tutored at University College Dublin from 2002 to 2011 and is an external critic at the University of Bath Department of Architecture.
www.hopkins.co.uk



Anagha Mujumdar-Potbhare

Urban designer
Associate principal, Grimshaw Architects

Anagha Mujumdar-Potbhare has over 17 years' experience leading design teams for high profile mixed-use masterplans and large-scale regeneration projects for the public and private sectors. She has collaborated on projects including brownfield sites, town centre developments, urban integration and transport hubs. Some of Anagha's key projects include the North West Cambridge Masterplan, Battersea Power Station Masterplan, University of Oxford Development Framework Plan and Gilston Park. Anagha regularly contributes to thought leadership on future of urbanism and innovation. www.grimshaw.global



Renée Searle

Architect
Threefold Architects

Renée Searle is a founding director of Threefold, a RIBA award-winning architectural practice dedicated to designing transformative homes, workplaces and public spaces. With a focus on the strategic vision of housing and the creation of effective, harmonious neighbourhoods, Renée is leading Threefold's schemes for Croydon's Brick X Brick New Addington and Fieldway Masterplan and a 70,000sqft mixed use development in Haringey. Renée has also taught and lectured on housing and design at the Bartlett, University College London, The University of the Arts and Syracuse University. www.threefoldarchitects.com





Harbinder Singh Birdi
Architect and transport expert
Senior Partner, Hawkins\Brown

As partner at Hawkins\Brown Architects, Harbinder Birdi leads the practice's Infrastructure and Transport sector and is the principal architect for the design of Tottenham Court Road Station for LUL and Crossrail. He is a member of a previous Architects' Journal '40 under 40' list, and a Fellow of the Royal Institute of British Architects and of the Institution of Civil Engineers. Harbinder also sits on the Mayors infrastructure Advisory Panel and is a trustee of Pitzhanger Manor House and Gallery in Ealing.
www.hawkinsbrown.com



Graeme Sutherland
Architecture and landscape expert
Founding Director, Adams & Sutherland

Graeme Sutherland is a co-founding director of Adams & Sutherland, an award-winning practice that brings together architectural, landscape and urban design skills. Graeme has taught extensively in a number of schools of architecture, including the Bartlett, and has been an external examiner in Cambridge and Glasgow. Key published work includes the Olympic Greenway, Bow Riverside and, most recently, Poplar Works.
www.adams-sutherland.co.uk



Linda Thiel
Architect and urban designer
Partner, White Arkitekter

With over 20 years' experience in architecture and urban design, Linda Thiel is a partner at White Arkitekter's London Studio and currently leads several housing projects in London and the north of England. With a focus on creating sustainable solutions through new ways of working with materials, energy, circular architecture and sustainable urban development, Linda's work embodies a Scandinavian approach to designing homes and neighbourhoods to meet the growing challenge of urbanisation and climate change.
www.whitearkitekter.com





Zoe Watson

Architecture and sustainability expert
Sustainability Lead, Levitt Bernstein

As Sustainability Lead at Levitt Bernstein, Zoe champions environmental design, advocating a holistic approach to architecture and place-making. With a dual qualification in architecture and engineering, Zoe provides technical advice on energy efficient design and whole life carbon principles. She has developed net zero guidance and frameworks for several London authorities and housing associations, to provide pragmatic steps towards responding to the climate emergency. www.levittbernstein.co.uk



Sarah Wigglesworth

Architect
Director, Sarah Wigglesworth Architects

Sarah Wigglesworth has 25 years' experience designing for a sustainable future in schools, housing, community projects and the public realm, and she has carried out zero carbon retrofit at scale. Sarah led the DWELL research project while Professor of Architecture at the University of Sheffield and was awarded an MBE for services to architecture in 2003. She was also awarded Royal Designer for Industry by the RSA in 2012. www.swarch.co.uk



17. KEY REFERENCES

London Borough of Ealing

Development Core Strategy DPD

https://www.ealing.gov.uk/info/201166/development_core_strategy_dpd

Development Sites DPD

https://www.ealing.gov.uk/info/201164/local_plans/1491/development_sites_dpd

Development Management DPD

https://www.ealing.gov.uk/info/201164/local_plans/1511/development_management_dpd

Ealing's Biodiversity Action Plan

https://www.ealing.gov.uk/downloads/download/575/ealing_bap

Ealing's Air Quality Action Plan

https://www.ealing.gov.uk/downloads/download/456/air_quality_action_plan

Relevant Greater London Authority documents

Good Growth by Design

Principles of design review

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



APPENDIX A

Procedure regarding confidentiality

The Ealing 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, Ealing 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 attend, 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 7 and 8).
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 Ealing Council, the applicant and design team, and any other stakeholder bodies that the Council has consulted on the project.
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 Ealing Council's website. However, only the final report is made public.
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 will apply.

1. All panel members will be required to declare any conflicts of interest, and these will be formally recorded at each meeting.
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 chair and Ealing Council staff, 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 formally 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.

