



Lambeth Design Review Panel

Terms of Reference 2019



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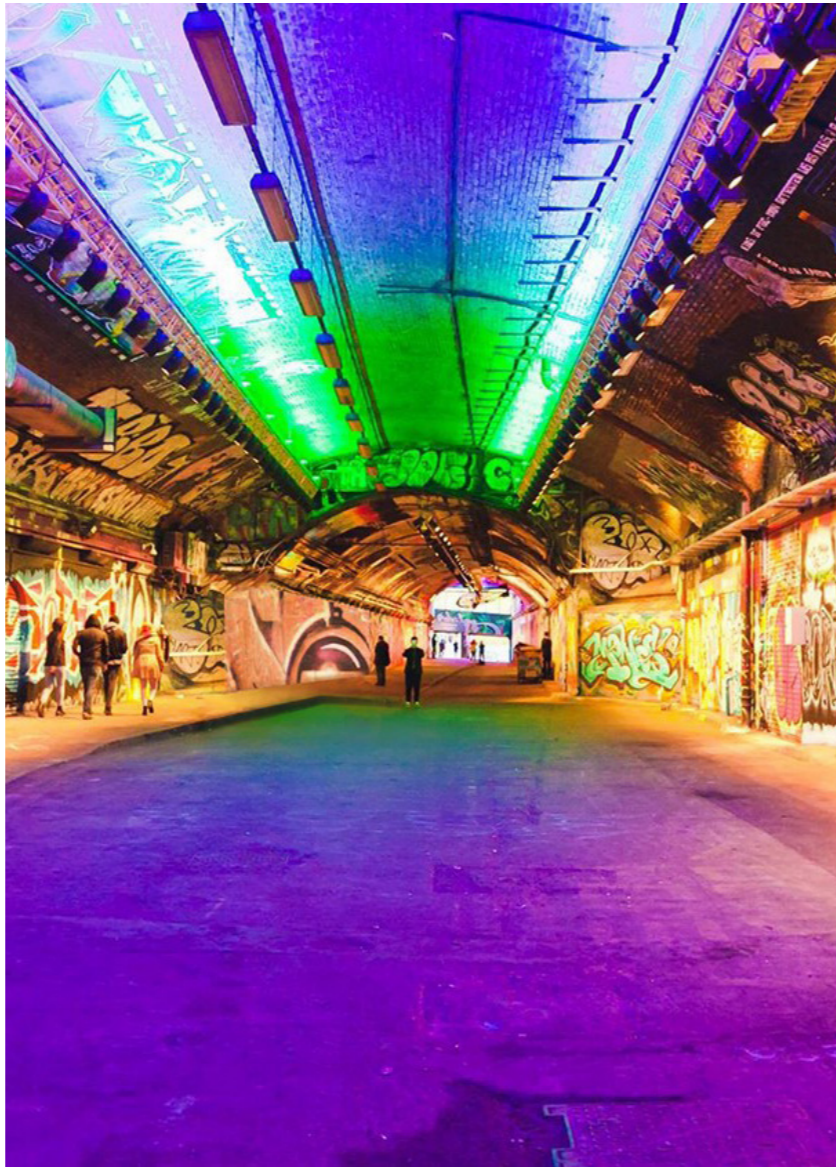
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1. Introduction

1.1 Lambeth is a varied and dynamic borough comprising Waterloo in the north, home to the capital’s cultural hub on the Southbank, Brixton with its vibrant markets at the centre; and the leafy suburbs of Streatham and West Norwood in the south. The borough’s historic environment adds richness and there is a duty to preserve or enhance the setting of the boroughs 62 conservation areas and protect over 2,000 statutory listed buildings. At the same time Lambeth offers great opportunity development across the borough, particularly in respect to Waterloo Opportunity Area and Vauxhall, Nine Elms and Battersea (VNEB) Opportunity Area. The delivery of jobs and housing growth through the creation of sustainable new places and buildings that positively respond to Lambeth’s character is central to the borough’s design aspirations.

1.2 The Quality of the Built Environment (Q) policies within the Lambeth Local Plan (2015) set out the expectation for design excellence. As part of Lambeth’s commitment to design excellence the Design Review Panel (DRP) provides an additional service as an integral part of the planning process in line with the National Planning Framework (NPPF) and London Plan.

1.3 The DRP is not a substitute for the established and effective internal capacity within the Council’s Conservation and Design team. Instead the expertise of DRP members provides supplementary expert advice.



Leake Street, Waterloo

2. Role of the Panel

‘Collaborative, open and impartial design discussion’
Paul Dodd, Co-Chair Lambeth Design Review Panel

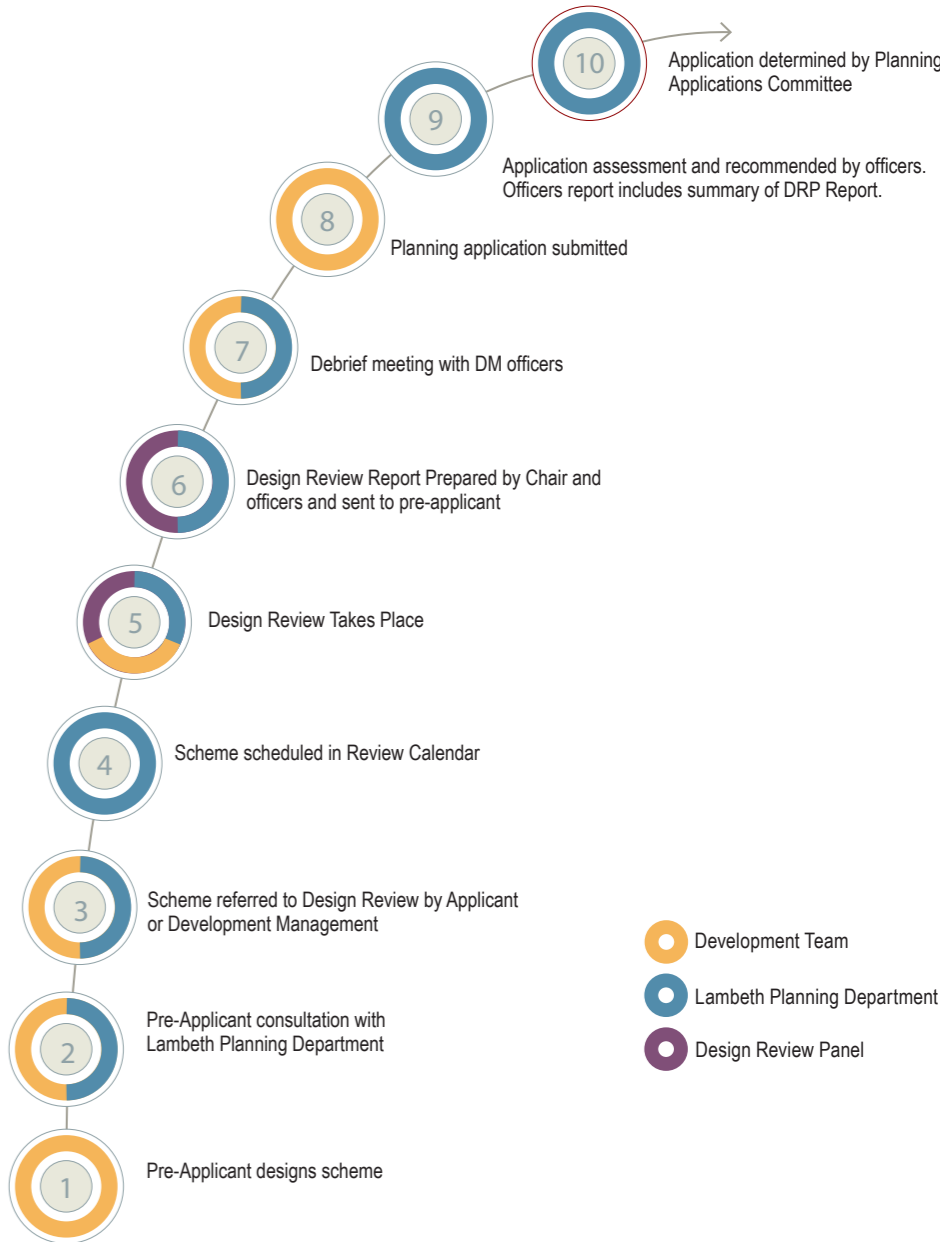
2.1 The DRP is made up of a pool of independent built environment professionals who provide design advice on new development and public realm proposals. The pool has twenty-nine members (including three Chairs) with expertise in urban design, architecture, landscape architecture and engineering. Each review panel will normally comprise four members and a Chair drawn from the pool.

2.2 It is important that development schemes are reviewed at an early stage so that the panel input can influence the evolution of the scheme. For that reason schemes should go to review whilst at pre-application stage. However, where necessary, planning applications can also be reviewed but applicants must approach review with an understanding that design amendments may be required.

2.3 The types of schemes that may be referred to the DRP include:

- Large/Small/Minor Major (10 units plus) schemes
- Infrastructure projects
- Large public realm proposals
- Site specific masterplans, design codes and design guidance
- Schemes being developed through Planning Performance Agreements (PPAs)

2.4 It should be noted that PPA schemes will normally be presented to the Council’s Strategic Panel prior to going to the DRP. Small schemes may be referred to the panel where the Council thinks they might benefit from review.



3. Membership

3.1 The DRP pool comprises twenty-nine members including three Chairs. The multidisciplinary members (representatives from the fields of architecture, urban design, town planning, landscape, built heritage, engineering, sustainability and building surveying) were recruited through online advertisements.

3.2 In selecting from approximately 140 submissions the Council is confident that the panel members have shown experience in and a passion for their chosen field. The Council has also endeavoured to draw representation of those from ethnic minorities, to ensure a spectrum of ages including younger professionals, and a gender balance.

3.3 The DRP pool will be refreshed every two years when applicants will be invited through advertisements in relevant architectural and design publications. Applicants will be required to submit a CV and a covering letter explaining their experience and setting out how they are able to contribute positively to the role. They will also be required to specify whether they wish to be considered for a Chair position. Existing panel members who wish to be considered again will be required to apply afresh. Selection of panel members will be undertaken by Lambeth Council officers. Selection of panel chairs will be undertaken by Lambeth Council officers with input from the Council's Design Champion and the Chair of the Planning Committee.

3.4 Upon recruitment all members will be invited to attend an induction event and asked to sign the declaration at the end of this document. The Council reserves the right to terminate the contract of any DRP member should it consider that their contribution is no longer required.



National Theatre Extension, South Bank
Architect: Haworth Tompkins

4. Chair & Panel Responsibilities

Chair Responsibilities

4.1 The Chairs will lead the reviews by structuring the session, mediating the discussion (ensuring that each panel member is given an opportunity to express their impartial view), and agreeing the constructive summary of the session that captures the view of the panel as a whole. The Chair's letter will form the written record of the review.

Member Responsibilities

4.2 All members (including Chairs), must provide impartial and expert oral advice during review sessions.

4.3 Two weeks prior to review day the relevant members will receive notification that their attendance is required. One week prior to the meeting a briefing note with scheme information and proposal for each scheme will be circulated for scrutiny in advance.

4.4 Panel members commit to attending the entirety of a review day including the site visits. If a member is unable to attend a review day, a minimum of one week's notice should be given to allow a substitute to be found.



Lambeth Town Hall Atrium, Brixton
Architect: Cartwright Pickard

5. Design Review Panel Members 2019 - 2021

Co-Chairs



DAMION BURROWS
Director, Darling Associates
Architect

A Director of Darling Associates, Damion has a wealth of experience across the commercial, residential and urban planning sectors. Well versed in the complete life-span of project development, Damion's current focus is developing client relationships, winning new architectural commissions and repeat business, whilst managing existing live projects. Damion is a champion of NextGen development, an RIBA mentor, and appears on Grand Designs.

SPECIALISMS: Education, Housing, Hotels & Hospitality, Mixed-Use and Urban Design



LUCY BULLIVANT
Director, Lucy Bullivant & Associates
Place Vision Strategist, Curator & Author

Lucy Bullivant Hon FRIBA has over 30 years' experience in the delivery of projects of public value in UK and internationally, for museums and galleries, architectural bodies, local authorities and publishers. She is a member of design review panels (Enfield, Brent, Yorkshire) and a participatory design and place vision specialist.

SPECIALISMS: Culture, Masterplans & Area Strategies, Meanwhile, Mixed-Use and Urban Design



PAUL DODD
Director, Outdesign
Urban Designer

Paul is a Consultant Urban Designer and Landscape Architect experienced in preparing masterplans, capacity studies and design guidance. He is also an accomplished public realm designer and regularly contributes to best-practice guidance including; 'The Design Companion for Planning and Placemaking' for Urban Design London, where he leads the design advice programme. Paul is an active Design Council 'Built Environment Expert and panelist for London Borough of Lewisham.

SPECIALISMS: Housing, Landscape Design, Masterplans & Area Strategies, Public Spaces and Urban Design

Panel Members



ALFREDO CARABALLO
Partner, Allies and Morrison
Architect

Alfredo is a Partner at Allies and Morrison leading significant urban projects in London and abroad. Currently, this ranges from hybrid schemes such as Keybridge in Vauxhall to new buildings at Canada Water to major new developments in Beirut, Muscat and Toronto. He also serves as co-chair of the Van Alen International Council.

SPECIALISMS: Housing, Masterplans & Area Strategies, Mixed-use, Tall Buildings and Urban Design



CHRISTOPHER MARTIN
Director, Urban Movement
Urban Designer & Planner

Christopher is Co-Founder and Director of Urban Strategy at Urban Movement, where he applies his expertise to help communities improve their public spaces, as well as supporting Governments to develop strategy, policies, and make great places possible. He is a fully qualified Urban Designer and Planner, with over 14 years' experience leading complex urban projects, focusing on public realm, streets and transport.

SPECIALISMS: Masterplans & Area Strategies, Public Spaces, Walking & Cycling, Transport and Infrastructure and Urban Design



ANDREW TAYLOR
Director, Patel Taylor
Architect

Andrew Taylor is a Founding Director of Patel Taylor and a prominent voice in British architecture. With expertise in layering high density developments into London's existing grain, he is currently leading some of the capital's largest urban regeneration projects, including: Beam Park, Stephenson Street, London Dock and White City Living.

SPECIALISMS: Housing, Masterplans & Area Strategies, Mixed-use, Tall Buildings and Urban Design



CORDULA ZEIDLER
Donald Insall Associates
Heritage Consultant

Cordula Zeidler is a heritage and townscape specialist who advises on proposals to develop sensitive historic sites and buildings. She is a Consultant for Donald Insall Associates and has her own practice, and was previously a Projects Director for Publica Associates, a Conservation Officer at Islington Council and an Adviser to the Twentieth Century Society.

SPECIALISMS: Conservation & Retrofit, Public Spaces and Urban Design



DAVID HILLS

Partner, DSDHA
Architect

Alongside his role as a founding director of the architecture, urban design and research studio DSDHA, David Hills plays an active role within the wider profession, promoting quality design as Design Review Panel Member for CABE and Design South East, as well as regular awards judging, lectures and writing.

SPECIALISMS: Education, Housing, Masterplans & Area Strategies, Mixed-Use and Public Spaces



ERIC BULL

Studio Egret West
Architect

Eric is an Architect with 15 years of experience. He has delivered high quality schemes throughout the UK, including within the housing, commercial, healthcare & leisure sectors. Eric enjoys elegant design, place-making lead schemes, and has a particular passion for sustainable agendas.

SPECIALISMS: Housing, Materials Specification, Mixed-Use, Sustainability and Tall Buildings.



JAMES PICKARD

Director, Cartwright Pickard
Architect

James has a proven track record in designing mixed-use regeneration projects in city centres. His strengths include developing viable design proposals for challenging and complex urban sites. He has a reputation for innovation and the practical use of offsite construction methods, whilst focusing on minimising environmental impact and enhancing wellbeing.

SPECIALISMS: Conservation & Retrofit, Housing, Mixed-Use, Public Buildings and Tall buildings



JULIA BARFIELD

Director, Marks Barfield Architects
Architect

Founding director of multi award-winning Marks Barfield Architects, creative entrepreneurs of the London Eye, Julia has led projects across many sectors. She has experience sitting on several quality panels and chaired the National RIBA Awards Panel. She lectures on sustainability and has lived and worked in Lambeth for forty years.

SPECIALISMS: Culture, Education, Masterplans & Area Strategies, Public buildings and Public Spaces



EMMA LYNN

Architect

Emma's interest lies in the spaces between buildings – the streets, squares and thresholds where life takes place.

Emma has worked in London, Copenhagen and Dublin. She has worked on a range of project types including; masterplans, urban design for a revitalised city quarter, residential neighbourhoods, a historic museum refurbishment and street furniture design.

SPECIALISMS: Housing, Masterplans & Area Strategies, Public Spaces and Urban Design



HENRY SQUIRE

Squire & Partners
Partner

Throughout his 25-year career in architecture, designing award winning projects in the UK and internationally, Henry has been passionate about cities and placemaking. He holds a strong belief that design, particularly in the built environment, should draw from history, context and culture whilst being contemporary and forward looking.

SPECIALISMS: Conservation & Retrofit, Housing, Masterplans & Area Strategies, Mixed-Use and Tall buildings



JENNIFER GUTTERIDGE

Greater London Authority
Design Advisor

Jen Gutteridge is a Design Advisor at the GLA and works across multiple regeneration projects in the Royal Docks Team. She was a member of the first Public Practice cohort and prior to joining the GLA worked for Lambeth and Croydon Council planning departments, providing urban design guidance for strategic schemes. Before moving to the public sector Jen worked for architecture practice Herzog de Meuron.

SPECIALISMS: Masterplans & Area Strategies, Public buildings, Public Spaces and Urban Design



JULIETTE SCALBERT

Adam Khan Architects
Architect

Juliette is a Director of Adam Khan Architects. She is an experienced Architect who has led ambitious complex mixed-use projects including public realm led masterplans, community facilities and education buildings for London Boroughs. She teaches architecture at Kingston University and is also a member of DRPs at Merton and Camden.

SPECIALISMS: Education, Housing, Mixed-Use, Public buildings and Urban Design



KHALIFA ABUBAKAR

Director, West Port & Company
Architect

Khalifa has a broad range of experience in urban research, residential design, masterplanning and town centre regeneration. He has worked with renowned development agencies in the UK and overseas on the delivery of medium-large scale residential led schemes, regeneration strategies and masterplans in urban, suburban and rural contexts.

SPECIALISMS: Housing, Masterplans & Area Strategies, Mixed-Use, Public Spaces and Urban Design



MARTIN KOENIG

Associate Director, Martha Schwartz Partners
Landscape Architect

Martin Koenig is a Landscape Architect and Horticulturalist with extensive knowledge in designing high-quality public realm projects. He is currently leading national and international schemes for award-winning design practice Martha Schwartz Partners. His aim is to accomplish holistic designs that merge local, social and environmental aspects to create unique and lasting spaces

SPECIALISMS: Landscape Design, Public Spaces, Sustainability and Urban Design



MARTIN WATERS

EngineersHRW
Structural Engineer

Martin is a Structural Engineer and Director of EngineersHRW. Martin was Lecturer at Kingston University 2000-2007 and is a Visiting Lecturer at the Royal College of Art. Additionally, Martin has been an 'External Expert' for a European Commission as well as sitting on a number of Design Review Panels.

SPECIALISMS: Culture, Education, Housing and Public buildings



MICHAEL RICHTER

Director, Formation Architects
Architect

Michael is a director at Formation Architects, an AJ100 practice based at the Oval in Lambeth. The practice's projects are in the residential, office, hotel and masterplanning sectors and range from sites in a sensitive historic context to complex high-density high-rise developments.

SPECIALISMS: Housing, Hotels & Hospitality, Mixed-Use ,Tall buildings and Urban Design



MIKE MARTIN

Turkington Martin Studio
Landscape Architect

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 gardens and the Sir Joseph Banks Building, Kew Gardens.

SPECIALISMS: Landscape Design, Master-plans & Area Strategies, Play Space, Public Spaces and Urban Design



PETE JENNINGS

Director, Piercy and Company
Architect

Pete is a Director at Piercy and Company, leading one of the three design studios and overseeing a broad range of project scales and typologies. Recent work includes a mixed-use scheme on the King's Cross masterplan, a new church building in Ealing and a new City Fringe co-working space.

SPECIALISMS: Conservation & Retrofit, Materials Specification, Mixed-Use, Public buildings and Religious



PETER DODDS

Placebuilder Architects
Architect

Over 35 years Peter has worked in the healthcare, retail, mixed-use, regeneration and residential sectors with much overlap in these areas. He has learnt about masterplanning and community consultation at John Thompson and Partners and put that knowledge into practice on estate regeneration projects at PRP Architects.

SPECIALISMS: Housing, Masterplans & Area Strategies, Mixed-Use, Retail and Urban Design



PHILIP MARSH

Director, DRMM
Architect

Philip is a Director of Stirling Prize winning architecture practice dRMM. He is an industry leader with 25 years' experience in residential and civic architecture and urban design, projects include Faraday House at Battersea Power Station, Trafalgar Place at Elephant and Castle, Kingsdale School Southwark and Clapham Manor Primary School.

SPECIALISMS: Education, Housing, Masterplans & Area Strategies, Mixed-use, Tall Buildings and Urban Design



RICHARD WILSON

Regeneration and Place, LB Camden
Strategic Lead

Richard is a proactive Planner and Urban Designer with 25 years of experience in 7 local authorities across the major UK cities. He has led Camden's multi-disciplinary Regeneration and Place team for nearly 10 years creating a clear vision for place based growth and delivering numerous award winning buildings and places.

SPECIALISMS: Masterplans & Area Strategies, Mixed-Use, Public Spaces, Transport and Infrastructure and Urban Design



SHAUN OBINNA IHEJETO

Director, West Port & Company
Architect

Shaun has a breadth of range in the architectural industry ranging from small-scale housing schemes to major infrastructure projects across London and the UK. With experience working in both small and large firms in the UK and Europe, his architectural knowledge range covers all aspects of concept, design and delivery.

SPECIALISMS: Housing, Mixed-Use, Public Buildings, Property Development and Transport and Infrastructure



TARA GBOLADE

Gbolade Design Studio
Architect

Tara is winner of the RIBA Rising Star 2018, and co-founder of Gbolade Design Studio; an architecture practice specialising in residential and mixed-use developments for public and private sector clients. She also works as a Sustainability Officer with Epping Forest DC on the Harlow & Gilston Garden Town influencing future guidance and policy.

SPECIALISMS: Housing, Masterplans & Area Strategies, Mixed-Use and Sustainability



ROBIN BUCKLE

Robin Buckle Urban Design
Urban Designer

Robin is an urban designer with 20 + years' experience working predominantly for local authorities, London Docklands Development Corporation, LDA and TfL. His projects include masterplans, development frameworks, major transport infrastructure and local schemes such as the design of streets and public realm. He has also led on policy and guidance documents including SuDS in London: a guide.

SPECIALISMS: Masterplans & Area Strategies, Public Space, Walking & Cycling, Transport and Infrastructure and Urban Design



SUSANNE TUTSCH

Erect Architecture
Architect

Susanne is a Director of Erect Architecture, a practice delivering award-winning public and community architecture, public realm and play design with a keen interest in wellbeing and child-friendly cities. She is a member of various design review panels and a visiting critic at several architecture schools

SPECIALISMS: Education, Landscape Design, Play Space, Public Buildings and Public Spaces



TONY FRETTON

Principal, Tony Fretton Architects
Architect

Tony Fretton is principal of Tony Fretton Architects London, Emeritus Professor Technical University of Delft, the Netherlands and Chair of the Trustees of Docomomo UK. Works by his practice include the Lisson Gallery and Red House in London, the British Embassy in Warsaw and the Fuglsang Art Museum in Denmark

SPECIALISMS: Conservation & Retrofit, Culture, Housing, Mixed-Use and Tall Buildings

6. Monitoring

6.1 The effectiveness of the DRP will be monitored for:

- Impartiality, relationship with the Council
- Quality of the advice
- How advice has influenced design outcomes
- Developer perceptions

6.2 The AGM will provide an opportunity for evaluation and the celebration of its contribution to the quality of new development.



Brixton Village Market, Brixton

7. Presentation Material

7.1 In most instances, the material submitted as part of the pre-application submission will be sufficient for the presentation to the panel. If a scheme is reviewed at a very early stage it is acknowledged that fully rendered views and detailed designs may not be available. In these cases applicants are strongly encouraged to bring illustrative materials and physical models are encouraged to help explain their thought processes to date.

7.2 The following topics should be touched upon in the presentation:

Essential

- Brief and project context – what is the purpose of the project?
- Contextual analysis – information showing an understanding of the wider context, in architectural, townscape, socio-economic and cultural terms, ownerships, proximities to heritage assets or open spaces and any relevant policy context (masterplans, opportunity areas, adjoining development sites)
- Connectivity– urban grain, street patterns, pedestrian and vehicle movements in and around the site.
- Design principles – what is the concept?
- Design development - this can be shown using diagrams and sketches.
- Building mass – clearly shown in context.
- Plans, sections and elevations – depending on the project, these drawings will vary in scale. Applicants may also wish to have a particular areas of focus.
- Views and panoramas – depending on the stage of the project views can vary from sketches to full rendered images. Applicants should consider which views to show carefully, particularly if there are any potential heritage impacts.

- Energy efficiency / Sustainability – where applicable and including wind, sun, and microclimate modelling where applicable.

We suggest including preliminary microclimate studies for developments where outdoor spaces and public realm are considered key to the design strategy and concept. This should include Sun/Shade diagrams and Sun exposure (hrs) as well as wind studies. In some cases the following may be required

- Detail drawings – these drawings will be relevant if there is a specific technical focus to the project such as in the area of sustainability or if there are any key material treatments that form part of the proposal.
- Physical models – especially where the scheme has not been worked up in detail or where master planning is being undertaken.
- Material samples – where a scheme is worked up in detail.
- Public realm strategy - including material approach
- Landscape strategy – in some cases where landscape forms a key part of the project comprehensive detail on species, number and size will be important in order for the panel to assess the scheme.
- Heritage or Habitat Assessments – depending on context.

We strongly advise the use of electronic presentations. Large screens will be available on the day for developers and design teams to present. Whilst presentation boards can be useful paper copies of presentations should be kept to a minimum in order to reduce waste.

8. Review Types

8.1 There are three types of Design Review:

(i) Full Review, (ii) Follow-Up Review

8.2 A full is the first time a scheme has been to DRP. A follow-up review is when a scheme returns for further panel assessment. Both reviews will be undertaken by one Chair and four panel members. The session will typically be 1 ½ hours long:

- Applicant presentation (20 minutes)
- Panel questions and discussion (up to 50 minutes)
- Chair summary of the issues (20 minutes)

8.3 Full and follow up reviews cost £4,500 plus VAT.

(iii) Chair Review

8.4 A Chair review comprises one chair and one panel member and as a result will normally be shorter:

- Applicant presentation (15 minutes)
- Panel questions and discussion (30 minutes)
- Chair summary (10 minutes).

8.5 A Chair review costs £2,500 plus VAT.

8.6 Fees must be paid prior to the review session taking place. Reviews can be tailored to meet specific requirements of a project. Please contact LambethDRP@Lambeth.gov.uk DRP or your assigned Planning Officer if a tailored approach is required.

How to Apply To Have Your Scheme Reviewed

8.7 To apply to have your scheme reviewed by The Panel you will need to [apply on the Lambeth website](#).

8.8 Once your application for review has been processed and your scheme has been reserved a DRP slot by the Conservation and Urban Design Team, you can pay for your review.

8.9 Your slot will be confirmed upon payment.

8.9 Please be aware that if you cancel your Design Review within 14 days of your review date you will be charged a cancellation fee for the full Design Review amount.

Payment

8.10 We accept [payment by card online](#). Payment can also be made by way of an invoice – if you wish to pay in this way, you must advise invoicing details at least 28 days in advance of your planned review date – an invoice will be issued within 7 days and payment must be made immediately upon issue of the invoice (see 8.9 above). It is also possible to pay by BACS - if you would like to pay by BACS please contact us at LambethDRP@Lambeth.gov.uk.

Full Review & Follow-Up Review

1hr30

£ 4,500 + VAT



Chair + 4 Panel Members



Minutes

Chair Introduction

- LBL officer areas of interest



Minutes

Development Team Presentation



Minutes

Panel Questions



Minutes

Panel Feedback



Minutes

Chair Summary

- Confirm with LBL officer all relevant topics have been covered
- Final Position of Panel (Support/Do not Support)

Chair Review

1hr

£ 2,500 + VAT



Chair + 1 Panel Members



Minutes

Chair Introduction

- LBL officer areas of interest



Minutes

Development Team Presentation



Minutes

Panel Questions



Minutes

Panel Feedback



Minutes

Chair Summary

- Confirm with LBL officer all relevant topics have been covered
- Final Position of Panel (Support/Do not Support)

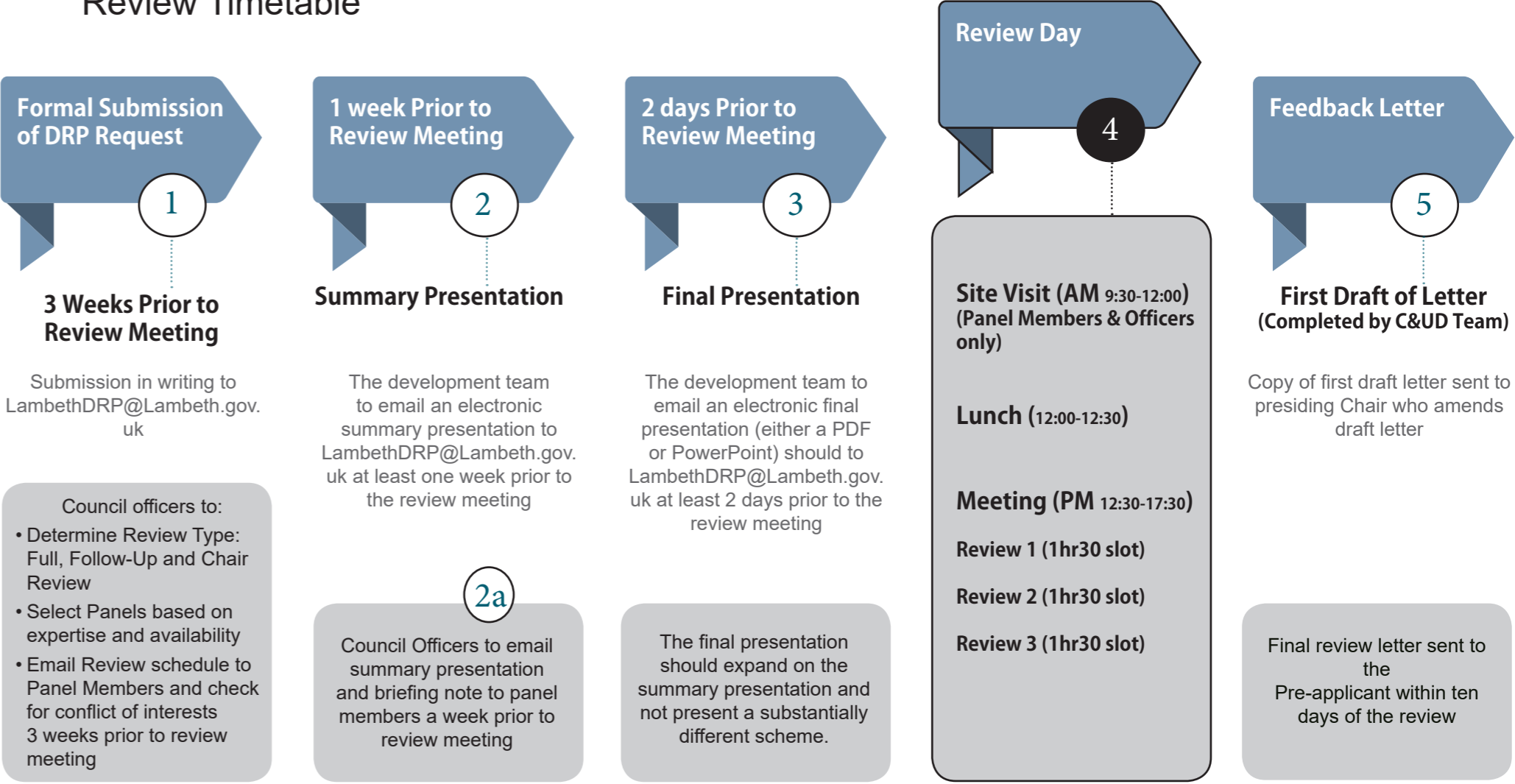
9. Review

9.1 Design Review is normally held once a month with up to three schemes being assessed. Whilst the meeting dates for the year are agreed in advanced additional reviews can be accommodated should demand require it.

9.2 The review day will comprise:

- Morning**
Panel members undertake a site visit accompanied by Council officers. The applicant is not present.
- Lunch**
The panel have the opportunity to review the officer briefing notes following the site visit.
- Afternoon**
Applicants, relevant planning and design officers will be present during the review. The design officers will take note of the panel discussion to inform the content of the Chair's advice letter.

Review Timetable



10. Principles of Design Review

10.1 Lambeth's DRP will follow the ten principles of design review from the Design Council CABE:

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.

Impartial - The advice is informed by independent experts, people who are unconnected with the scheme's promoters and decision makers, and it ensures that any potential conflicts of interest are managed in an open and transparent way.

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 a local or national level, warrants the investment needed to provide the service.

Timely - The advice is conveyed 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 - The 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 2019 (originally published 2013)

11. Feedback Letter

11.1 Following a review, a draft advice letter will be provided to the panel Chair for review and agreement. The letter will contain a summary of the discussion, comments and recommendations made by the DRP. We aim to issue the advice letter to applicants within 10 working days of the review.

11.2 Panel advice (verbal or written) is independent, impartial and non-statutory. Before responding to panel feedback, applicants are advised to discuss feedback panel with relevant Council officers as part of arranged PPA meeting or as a follow-up pre-app meeting.

11.3 Should applicants not take on board the advice of the DRP they must robustly justify their chosen approach in the Design and Access Statement accompanying their subsequent planning application.

11.4 In keeping with established pre-application and PPA processes the DRP letter is confidential and will not be made publically available until after the submission of a planning application. DRP letters for schemes that do not require planning permission will be made available when any other statutory approvals or formal decisions are made. DRP advice will be summarized in planning reports.



The Department Store, Brixton
Architect: Squires and Partners

13. Conflicts of Interest

13.1 Panel members are expected to act in the public interest and adhere to the [seven Nolan Principles of Public Life](#)

13.2 Members are notified in advance of the schemes coming before the panel. Panel members who have a financial, commercial or professional interest in a project, its client and/or the site; or a personal relationship with an individual or group involved with the project (where that relationship prevents the panel member from being objective) have a prejudicial interest in the proposal. In such cases members should contact LambethDRP@lambeth.gov.uk and withdraw from that particular review.

13.3 If a prejudicial interest is identified on the day of the review the member should declare it and should not take part in the review.

13.4 Where a conflict of interest is personal, but not prejudicial, the panel member may be allowed to participate in the review. However, it is essential that interest is declared at the beginning of the review and recorded in the final advice letter.

13.5 If a panel member is approached to become involved in sites that have been presented to the panel which they sat on, they should not do so for a period of at least 24 months after the council has determined the scheme.

14. Confidentiality

14.1 Confidentiality is essential in order for Lambeth’s Design Review Panel to provide a constructive and reliable forum for developers. All members must sign the declaration below, agreeing to abide by these terms of reference including the confidentiality requirements as set out below.

14.2 As the majority of schemes reviewed will be at pre-application stage confidentiality is required. For that reason the DRP panels are not public meetings. Reviews are only to be attended by panel members, Lambeth Council officers and officers from statutory bodies involved in the project if they are invited by the Council (e.g. Design for London, Historic England, the GLA, etc.), as well as the developer and their design team. Additional attendees must be agreed in advance by Conservation & Urban Design Team Manager and the scheme applicant.

14.3 The panel’s advice will be provided in the form of a confidential letter containing a summary of the deliberations and the key points arrived at in discussion by the panel. Panel members shall keep confidential all information provided to them and shall not use that information for their own benefit, nor disclose it to any third party unless they have the agreement in writing of the applicant and the council.

14.4 If any developer, architect or agent approaches a panel member for advice on a scheme that is subject to design review (before, during or after), they must decline to comment and refer the applicant to lambethdrp@lambeth.gov.uk

15. Declaration

I accept and agree to abide by the principles and rules set out in Lambeth’s Design Review Panel Terms of Reference. I understand that if I breach any of these rules, I may be required to relinquish my post on Lambeth’s Design Review Panel.

Member name: _____

Signed: _____

Date: _____

