



Application form: Lewisham Design Review Panel

Please complete this application form in black ink or type to apply to be on the Lewisham Design Review Panel as a Panel Member and/or a Chair of the Panel. This document can be made available in additional formats, e.g. large print upon request.

Completed applications must be set to urbandesign@lewisham.gov.uk

Would you like to be considered for a role as a Panel Member? Yes No

- Candidates can apply to be both a Chair of the Panel and a Panel Member.

Would you like to be considered for a role as a Chair of the Panel? Yes No

- Candidates can apply to be both a Chair of the Panel and a Panel Member.
- Two Chairs for the Panel will be appointed.

Personal details

Title	First name	Surname
Home address		Home phone no Mobile phone no Email address
Postcode		

Relevant areas of design expertise and experience

Q1. Professional expertise and expertise

1A. We seek candidates with professional expertise and experience in one or more of the below areas. Please highlight all boxes that apply to you:

- Architecture
- Urban Design
- Landscape Architecture
- Heritage and Conservation
- Public Realm
- Architectural Criticism

1B. The below supplementary areas of expertise and experience would also be valued on the Panel. Please highlight all boxes that apply to you:

- Town Planning

- Transport Planning
- Biodiversity
- Ecology
- Community engagement
- Civil and structural engineering
- Public art
- Regeneration
- Other – please list below

Other supplementary skills:

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Q2 Types of development

We are seeking Panel Members with experience of the below types of development. Please highlight the types of development that you have experience of and include examples of them in your dossier submission (see question 3B):

- Masterplanning
- Very large-scale residential development – 100 units +
- Residential development – 40-99 units +
- Mixed-use employment and residential schemes
- Affordable housing schemes
- Purpose Built Student Accommodation and Large-Scale Purpose Built Shared-Living Accommodation
- Sustainable design including large-scale retrofit
- School, community and/or cultural buildings
- Large-scale retail schemes

Relevant skills, experience and knowledge

Questions 3 to 6 should be answered by both candidates applying to become Panel Member and candidates applying to become a Panel Chair.

Q3. Design skills and experience

3A. Describe your relevant design skills and experience to the Lewisham Design Review Panel. (300 word limit)

3B. Provide a PDF dossier of visual images of your work in the design of the built environment that includes the types of development listed in question 2. Provide brief descriptions of the projects shown in your dossier and state your role on the projects. (5 page limit).

3C. Provide your CV. (3 page limit.)

Q4. Promoting and delivering inclusive design for diverse communities

4. Describe your approach towards and experience of promoting and delivering inclusive design for diverse communities. (300 word limit)

Q5. Verbal communication skills

5. Describe your relevant experience of verbally critiquing and discussing design proposals for the built environment. (300 word limit)

Q6. Understanding Lewisham

6. Describe your understanding of the challenges and opportunities for the built environment and regeneration in Lewisham. (300 word limit)

Questions 8 and 9 are for CHAIR POSITIONS ONLY

Q8. Relevant experience

8. Please describe your relevant experience to be a Chair of the Lewisham DRP Panel and what you would bring to the role. (500 word limit)

Only answer this question if you are applying to become a Panel Chair.

Q9. Writing skills

Please provide 2 examples of your writing. The documents will be confidential and destroyed once the Lewisham Design Review Panel application process has been completed.

Only answer this question if you are applying to become a Panel Chair.

Confirmation of your availability

Design Reviews are usually held on the 3rd Wednesday of every month. Please confirm that you can be available for up to 6 Design Review days a year.

I confirm that I can be available for up to 6 Design Review days a year.

Current or most recent employment

Employers Name:

Employers address:

Job Title:

Start Date:

Right to work in the UK

Do you have permission to work in the UK? Yes / No

If you are selected to be part of the Lewisham Design Review Panel please confirm if you will be supplied by your employer or work in a personal capacity?

I confirm that I will be supplied by my employer.

I confirm that I will work in a personal capacity.

Insurance

Panel members are required to have valid professional indemnity insurance to cover their design advice for the design review panel (DRP). Panel members are recommended to notify their insurers of their role on the DRP and seek agreement that their design advice provided for the DRP is covered by their insurance. If appointed, panel members will be asked to provide up-to-date copies of the insurance certificates to the Council. There is no minimum level of professional indemnity insurance required.

I confirm that I have professional indemnity insurance.

References

Please supply the names and contact details of 2 referees. We may contact referees in advance of offering positions on the Panel. We will not contact referees until we receive permission from candidates that we can make contact.

Referee 1

Name -

Email -

Other contact information -

Referee 2

Name -

Email -

Other contact information -

Summary of information required

1. **Completed Application Form**
2. **Dossier of your relevant work (5 page limit)**
3. **Your CV (3 page limit)**
4. **For Chair positions only – 2 examples of your writing.**
5. **Equalities monitoring form (optional)**

The equalities monitoring form is for the specified purpose of the monitoring of the DRP recruitment exercise, to ensure that Lewisham Council is being fair and inclusive in publicising the opportunity to be on the Design Review Panel widely to potential candidates from a range of backgrounds and encouraging everybody who has the relevant skills and experience to be panel members to apply. All questions on the form are voluntary and you do not have to answer them. https://lewisham.gov.uk/-/media/0-planning/design-review-panel/equalities-monitoring-form_drp.docx

Assessment process

- A short-list of candidates for the Panel Chair roles may be interviewed in-person either at the Lewisham Council Civic Suite or online.
- We will not interview candidates for the Panel Member roles.

Completed applications to become a member of the Lewisham Design Review Panel must be set to urbandesign@lewisham.gov.uk by 2 December 2024.