



THE ROYAL BOROUGH OF  
KENSINGTON  
AND CHELSEA

# ROYAL BOROUGH OF KENSINGTON & CHELSEA QUALITY REVIEW PANEL

Terms of reference 2024

IN PARTNERSHIP WITH

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Cover image: Silchester Housing designed by Haworth Tompkins with LUC for Peabody © Philip Vile  
Awards: 2018 Civic Trust Award National Winner; 2018 RIBA National Award; 2017 National Housing Awards



# 1. INTRODUCTION

The Royal Borough of Kensington and Chelsea is committed to good growth in the borough where traditionally a strong emphasis has been on regulatory protection of the character and appearance of its outstanding townscape. The Kensington and Chelsea Quality Review Panel plays an important role in securing high quality design, complementing and enhancing both the borough's outstanding historic townscape and also its less historic areas to provide the conservation areas of tomorrow. This accords with the National Planning Policy Framework requirement that: "Development that is not well designed should be refused, especially where it fails to reflect local design policies and government guidance on design, taking into account any local design guidance and supplementary planning documents such as design guides and codes" (Para. 139, NPPF, 2023).

The Quality Review Panel is integral to helping establish a new balance between the council's roles as regulator, custodian of the environment and protector of heritage, as well as provider of housing, employment and leisure for all RBKC's communities.

Kensington and Chelsea is a unique central London borough with diverse communities, places of great cultural significance, and attractive streets and squares. Seventy five per cent is within a conservation area, with over 4,000 listed buildings and monuments.

The borough accommodates 15,000 businesses; and, although it has the smallest population of any London borough with around 160,000 residents, it also has some of the highest population densities in the country. There is a pressing need for significantly more homes, particularly affordable homes.

The 2019 Local Plan builds on the national policy. It commits to 'upholding the residential quality of life through cherishing quality in the built environment, acting on environmental issues and facilitating local living, including through strengthening neighbourhood centres and maintaining and updating social infrastructure'. All development needs to be understood within the borough's unique context in order to strengthen and enhance the existing sense of place, community and character.

Securing high quality development requires a rigorous and transparent approach, with early and effective dialogue between all those involved in the development process. In line with the National Planning Policy Framework, the council aims to strengthen and expand the capacity for independent expert design review as part of the design process by establishing the Quality Review Panel. In accordance with the Mayor's 'Good Growth by Design' agenda, it aims to enhance the design of neighbourhoods and buildings for Londoners. The Mayor has set out his intention of enabling more consistent and extensive use of

quality review by independent professionals as one of the six pillars of the 'Good Growth' agenda. The challenge for the panel is to earn the confidence of myriad stakeholders, acquiring the weight it deserves as part of the planning process, and gaining the traction required for the good growth agenda to succeed.

The purpose of the Quality Review Panel is not to duplicate or replace existing mechanisms for securing high quality design, but to provide additional expert advice to inform the planning process, in line with Section 12 of the NPPF. This states that: "Local planning authorities should ensure that they have access to... design advice and review arrangements... These are of most benefit if used as early as possible in the evolution of schemes, and are particularly important for significant projects such as large scale housing and mixed use developments." (Para. 138, NPPF, 2023).

By offering advice to applicants during the pre-application process and by commenting on planning applications, the Quality Review Panel supports RBKC's planning officers and planning committee in securing high quality development. The panel provides a rigorous review process, encouraging high quality design in all areas of the borough and enhancing the Royal Borough of Kensington and Chelsea for all those who live, work, and visit.



## 2. PRINCIPLES OF QUALITY 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)



Holland Park © Herry Lawford / Flickr



# 3. LONDON DESIGN REVIEW CHARTER

**We confirm that the review process is run in accordance with the London Design Review Charter.**

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

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

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

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

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

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

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

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

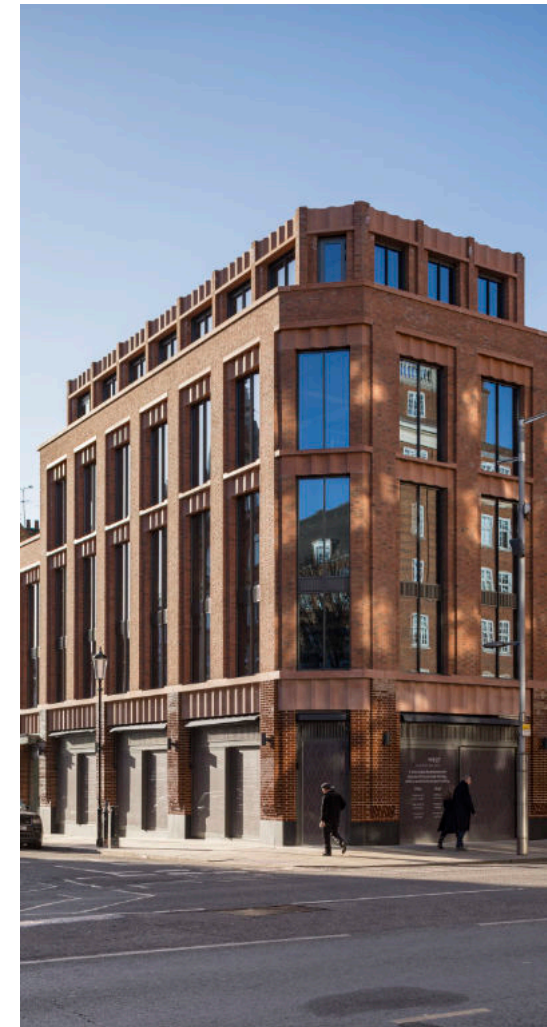
**Regularly evaluated** – with the aim of building a consistent process to monitor and evaluate the success of design review across London.

## About the charter

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

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

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



197 High Street Kensington, Stiff + Trevillion © Matt Chisnall



## 4. PANEL COMPOSITION

The Quality Review Panel brings together professional experts from a variety of fields. It is made up of 27 panel members, including the chair.

Quality Review Panel members are chosen to provide a broad range of expertise with particular relevance to Kensington and Chelsea, including:

- architecture
- urban design / town planning
- landscape architecture / public realm
- heritage / townscape
- sustainability
- inclusive design
- transport infrastructure / transport planning
- local resident experts

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

Membership of the Quality 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 Quality 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.



The Kensington Building, by Pilbrow & Partners © Hufton + Crow



Mixed use building, Sloane Square, Chelsea © AKT II

## 5. PANEL REMIT

The Quality Review Panel provides independent, objective, expert advice on development proposals across Kensington and Chelsea.

The Quality Review Panel 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 Quality Review Panel should reduce the risk of delay at application stage by ensuring that designs reach an acceptable standard.

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 Kensington and Chelsea. Significance may fall into the following categories.

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

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

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

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

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

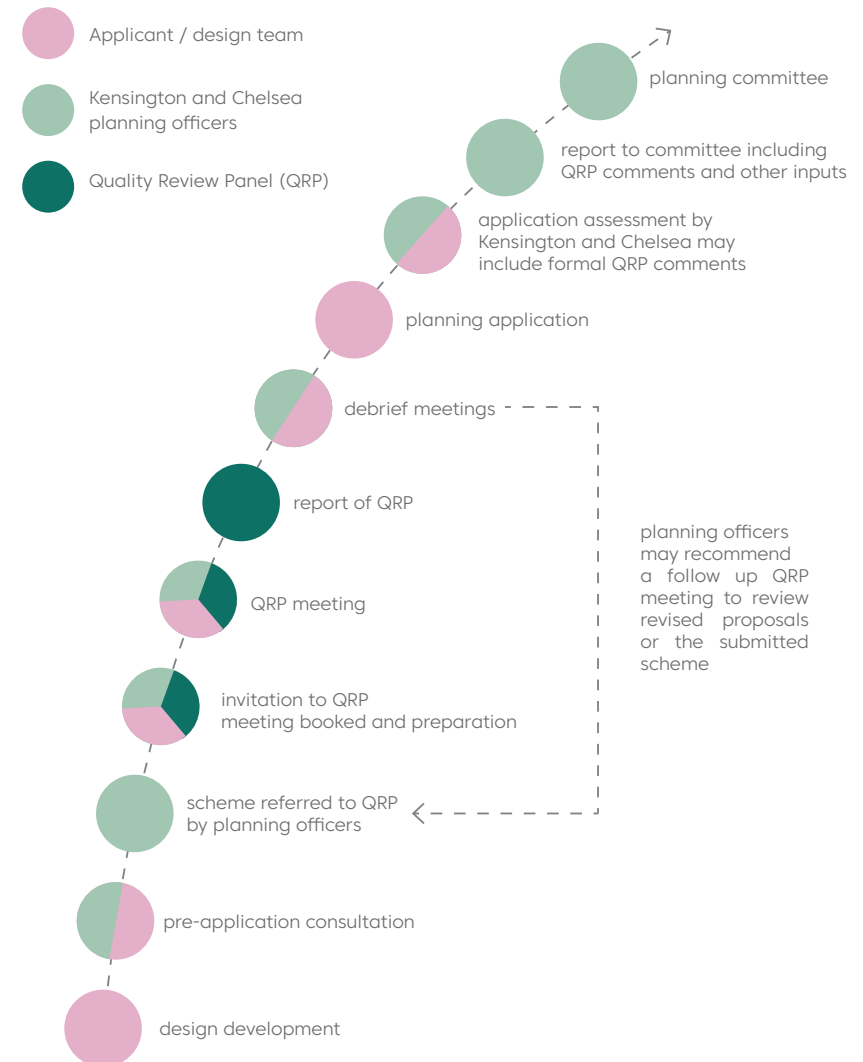
- building typologies, for example single aspect dwellings
- environmental sustainability
- design for climate change adaptation and mitigation
- proposals likely to establish a precedent for future development
- developments out of the ordinary in their context
- schemes with significant impacts on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

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

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

A diagram showing the role of the Kensington and Chelsea Quality Review Panel in the planning process is shown opposite.

## Quality review in the planning process





## 6. ROLE OF THE QUALITY REVIEW PANEL

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

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

It is for Kensington and Chelsea'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 Kensington and Chelsea 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

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

The processes for managing the Quality Review Panel, appointing members, including the selection of the chair, and the administration of meetings are agreed in partnership with Kensington and Chelsea 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.



King's Walk, King's Road, Squire & Partners © Cityscape

## 8. CONFLICTS OF INTEREST

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

In order to ensure the Quality 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 Quality 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 Royal Borough of Kensington and Chelsea is subject to the Freedom of Information Act 2000 (the Act). All requests made to Kensington and Chelsea Council for information with regard to the Quality 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. LOCAL EXPERTS

The Royal Borough of Kensington and Chelsea is keen to include local resident experts who have a considerable knowledge of the borough including particular areas where development will take place.

While individuals may be a member of a local amenity group, their participation on the Quality Review Panel will be strictly as an independent local resident expert.

Confidentiality - at all times panel members shall keep strictly confidential all information acquired during the course of their role on the panel, with the sole exception of reports that are in the public domain. Full details of procedures regarding confidentiality are provided in Appendix A.



# 11. TYPES OF REVIEW

Three types of review are offered:

- a formal review - for schemes with greater impact
- a chair's review - for schemes with more localised impact, or for some previously reviewed schemes
- surgery reviews - for very small schemes or discharge of planning conditions

## FORMAL REVIEWS

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

In addition to planning officers, other relevant stakeholders may be invited to attend and asked

to give their views after the scheme has been presented.

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

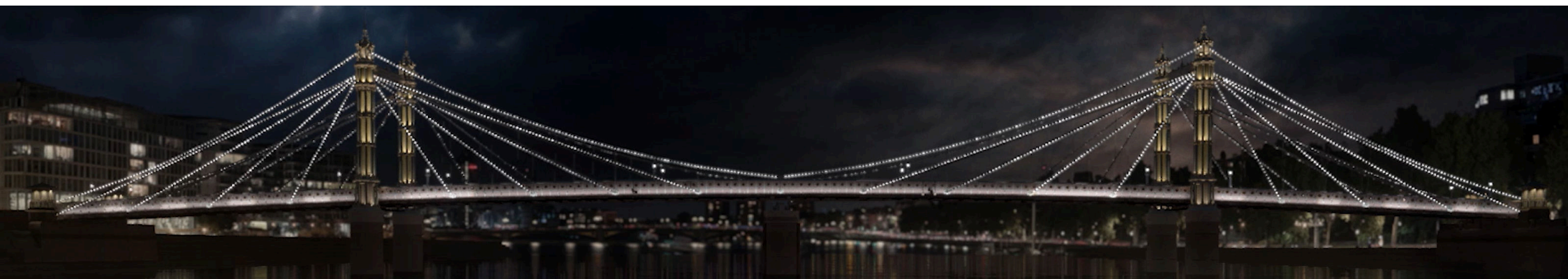
In advance of the formal review, panel members attend a 15 minute briefing with planning officers on the policy context, and issues arising from pre-application discussions.

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

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

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

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



Albert Bridge, the Illuminated River project, conceived by artist Leo Villareal and Lifschutz Davidson Sandilands, delivered by a team including Icen Projects © Leo Villareal Studio

## CHAIR'S REVIEWS

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

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.

Kensington and Chelsea officers will be invited, but other stakeholders will not normally attend. However, Kensington and Chelsea officers 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.

In advance of the review, panel members attend a 15 minute briefing with planning officers on the policy context, and issues arising from pre-application discussions. At the start of the chair's review, planning officers will summarise their panel briefing. The scheme will then be presented by a member of the design team, normally the lead architect, following a brief introduction by the applicant.

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

## SURGERY REVIEWS

The chair and one panel member will attend 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. 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.

## RETURNING SCHEMES

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

Any subsequent reviews will be charged for at the applicable rate (detailed in Section 16).



The Kensington Building by Pilbrow & Partners © Hufton + Crow



Quality Review Panel site visit © Frame Projects

## 12. 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. Unless informed otherwise, Frame Projects assumes consent for photographs taken on site or at review meetings to be used on its website and in other publications.

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

## 13. MEETING DATES

One Quality 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 Quality Review Panel meetings during 2024:

- 25 January
- 29 February
- 28 March
- 25 April
- 30 May
- 27 June
- 25 July
- 29 August
- 26 September
- 31 October
- 28 November
- 19 December



# 14. 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 Kensington and Chelsea officers 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 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.



Urban Nature Project, Natural History Museum  
© Feildon Fowles; J & L Gibbons



# 15. PANEL REPORTS

During the Quality 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, panel reports will provide clear, independent advice on ways in which the quality of development proposals could be improved, referring where appropriate to Kensington and Chelsea's planning policies in relation to expectations of high quality design.

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

With prior agreement by the applicant, pre-application reports may also be shared by Kensington and Chelsea officers with the planning committee to aid their understanding of the pre-application design process.

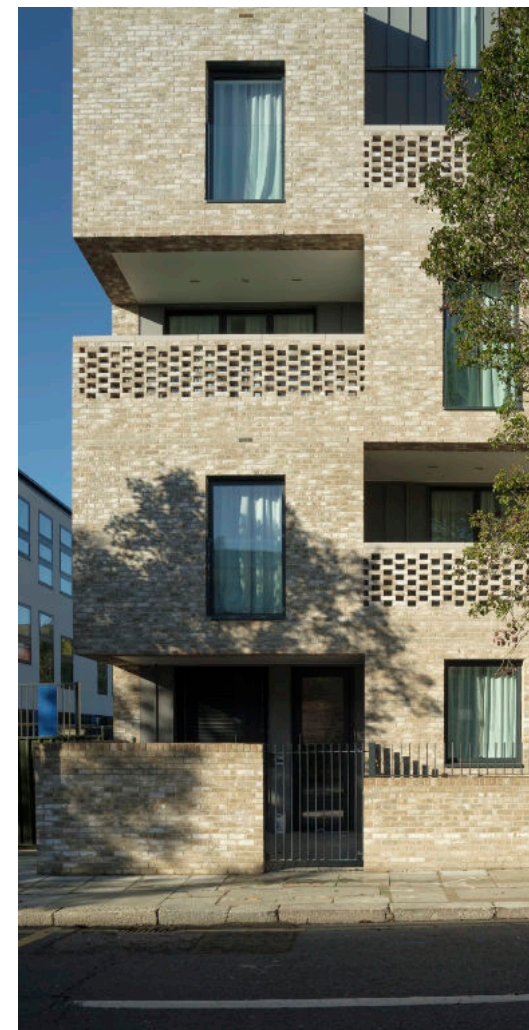
Once planning applications are submitted, the report may provide guidance to Kensington and Chelsea's planning committee in determining the planning application. This may include suggesting planning conditions or refusal of planning permission if the design quality is not of an acceptably high standard.

Quality Review Panel reports may be included in committee reports on planning application schemes – in which case Kensington and Chelsea planning officers will place these in the context of other planning matters, which the panel's advice neither replaces nor overrules.

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

At the end of each year, the Quality 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 the planning authority and the panel chair to discuss the report and consider any recommendations for the following year.



Middle Row Housing, Penoyre & Prasad © Greg Penoyre



# 16. QUALITY REVIEW PANEL CHARGES

The charges for Quality 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.

Current charges for the Kensington and Chelsea Quality Review Panel meetings are:

- £5,200 + VAT formal review
- £2,750 + VAT chair's review
- £1,650 + VAT surgery review

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

Payment should be made in advance of the review, and the review may be cancelled if payment is not received five days before the meeting. Full details will be provided when an invitation to the Quality 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 the scheduled review
- £725 + VAT : between two and four weeks before the review



Vardo Restaurant, Duke of York Square, Nex © James Brittain  
Awards: 2021 AJ Awards Leisure Building of the Year; 2021 Building Innovation Awards Commercial Project of the Year; 2020 UK Property Awards UK Leisure Building of the Year; 2020 FX Design Award





# 17. QUALITY REVIEW PANEL MEMBERSHIP

The Kensington and Chelsea Quality 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.



**Catherine Burd (chair)**  
Architect  
Founding director, Burd Haward Architects

Catherine Burd has over 25 years' experience leading the design and delivery of critically acclaimed housing and cultural projects. She has particular conservation expertise and has completed new build and restoration schemes at internationally significant historic sites across the UK. Catherine also chairs Camden's Design Review Panel, is a member of the London Legacy Development Corporation and the Oxford panels, and a Design Council Expert.  
[www.burdhaward.com](http://www.burdhaward.com)



**Jay Gort (vice chair)**  
Architect  
Founding director, Gort Scott

Jay Gort has extensive experience in leading the practice's work. Recent projects include housing; an award-winning mixed use building for Oxford University's St Hilda's College; co-working office spaces; a masterplan for the London Legacy Development Corporation; a public realm strategy for Southwark; and several high profile heritage based projects in London, Oxford and Cambridge. Gort Scott are currently working on a GLA research project for adapting and intensifying high streets.  
[www.gortscott.com](http://www.gortscott.com)



**Ziba Adrangi**  
Architect  
Founding director, Newground Architects

Ziba Adrangi has over 30 years' experience in architecture, urban design, and masterplanning, leading collaborative teams on complex projects in the residential, education, and community sectors. In 2013, Ziba co-founded Newground Architects, a practice committed to delivering well-conceived housing, with a focus on occupants' wellbeing, through inclusive and flexible design. The practice works across a number of London boroughs, including Camden, Haringey, Newham, and Southwark.  
[www.newgroundarchitects.com](http://www.newgroundarchitects.com)





## Nimi Attanayake

Architect and landscape designer  
Founding director, nimtim architects

Nimi Attanayake co-founded nimtim architects in 2014, a practice known for its small-scale, high-quality projects that places people and communities at the heart of their work. Nimi is also a qualified garden and landscape designer, leading on nimtim landscapes and school engagement work across London. She is a judge for the Architects' Journal, British Homes, and Surface Design Awards, a steering member for the RIBA Guerrilla Tactics conference programme, and was recognised as one of the Architects' Journal's '40 under 40' in 2020.  
[www.nimtim.co.uk](http://www.nimtim.co.uk)



## Carrie Behar

Sustainability consultant  
Head of sustainability, Useful Simple Trust

Carrie Behar is a highly experienced sustainability professional with over 15 years' expertise in the design and delivery of healthy buildings and a sustainable built environment. With a background in architectural design and building performance she completed a PhD in 2016 at UCL. Carrie leads the Useful Simple Trust's organisational sustainability programme, as well as supporting masterplanning consultancy projects, where her expertise spans energy, materials, social value, green infrastructure, the circular economy, health and wellbeing and community engagement.  
[www.hello.usefulsimple.co.uk](http://www.hello.usefulsimple.co.uk)



## Sasha Bhavan

Architect  
Partner, Knox Bhavan Architects

Sasha Bhavan is a founding partner of Knox Bhavan Architects. The practice has been producing award-winning projects for 30 years, often in challenging inner-city sites or sensitive landscape settings. Sasha champions the value of responsible design through the promotion of carbon neutral construction, and creative education in schools. Knox Bhavan recently developed a carbon calculator for small projects, and the general public. Sasha is a teaching fellow at the University of Bath, and sits on awards and competition panels.  
[www.knoxbhavan.com](http://www.knoxbhavan.com)





## Teresa Borsuk

Architect

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. She is also co-chair of the London Legacy Development Corporation Quality Review Panel and a member of the Redbridge and Newham Design Review Panels. In 2015 Teresa Borsuk was named AJ Woman Architect of the Year. [www.pollardthomasedwards.co.uk](http://www.pollardthomasedwards.co.uk)



## Nairita Chakraborty

Heritage expert

Founding director, Revive&Tailor

Nairita Chakraborty is a heritage and townscape consultant, with experience ranging from adaptation and conversion of listed buildings to heritage led regeneration schemes and strategic housing and infrastructure projects. With over 16 years' experience in both public and private sector, she has a firm understanding of the challenges faced by the current historic environment. Nairita is also a Commissioner at Historic England and Chair of Historic England's London Advisory Committee. She is also one of the Mayor's Design Advocate. [www.reviveandtailor.co.uk](http://www.reviveandtailor.co.uk)



## Tom Dollard

Sustainability expert

Partner, Pollard Thomas Edwards

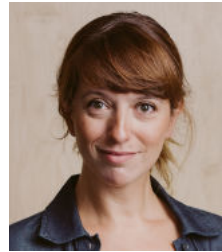
Tom Dollard is an architect, certified Passivhaus designer and BREEAM Accredited Professional. He leads Pollard Thomas Edwards' Sustainability and Innovation team and has extensive experience in the delivery of sustainable, energy efficient homes, new schools, commercial, and masterplanning projects. Tom led on the design and site review process for the UK Government's 'Building for 2050', influencing government policy for new housing, and is the author of 'Designed to Perform – an illustrated guide to energy efficient homes'. [www.pollardthomasedwards.co.uk](http://www.pollardthomasedwards.co.uk)





**Biba Dow**  
Architect  
Director, Dow Jones Architects

Biba Dow has led a range of arts, heritage and community projects at Dow Jones Architects. Recent projects include Grand Junction at St Mary Magdalene, Bevis Marks Synagogue and Maggie's Cardiff. In 2018 she was shortlisted for the AJ Woman Architect of the Year award. Biba is also a member of the Old Oak and Park Royal Development Corporation Place Review Group and the Fabric Advisory Committee at Coventry Cathedral.  
[www.dowjonesarchitects.com](http://www.dowjonesarchitects.com)



**Melissa Dowler**  
Architect  
Director, Bell Phillips Architects

Bell Phillips Architects specialise in housing, in particular designing high quality affordable housing for local authority clients. Melissa Dowler has over a decade of experience of housing and regeneration, and also significant experience in public realm design, most notably the award winning Gasholder Park at King's Cross Central in London. She is also a member of the Otterpool Park Place Panel.  
[www.bellphillips.com](http://www.bellphillips.com)



**Tara Gbolade**  
Architect  
Director, Gbolade Design Studio

Gbolade Design Studio specialises in residential and mixed use developments for both public and private sector clients. The practice creates high-quality buildings and places to drive the economy, enhance the environment and transform quality of life. Tara Gbolade leads on developing the sustainability strategy for Harlow and Gilston Garden Town, which will provide 23,000 new homes and strengthen the existing community. She is also a member of the London Borough of Lambeth Design Review Panel.  
[www.gd-studio.co.uk](http://www.gd-studio.co.uk)





## Timo Haedrich

Architect

Founding director, Haptic Architects

Timo Haedrich is co-founder of the award-winning practice Haptic Architects, which has offices in London, Oslo and Bilbao. Timo has over 20 years' experience delivering projects in the housing, commercial, and cultural sectors and has worked internationally in the Czech Republic, Germany and Norway. Recent projects include W3, in King's Cross, a fully accessible community building, with an innovative and low carbon timber structure. Timo also teaches at several universities, including University College London, the Metropolitan University of London, and Brighton University.

[hapticarchitects.com](http://hapticarchitects.com)



## Edward Jarvis

Urban designer

Urban design manager, Camden Council

Edward Jarvis leads a team of eight providing design and strategic conservation advice on development across the London Borough of Camden. This includes work to support the development management team, as well as advice on Camden's own Community Investment Projects. He has also been responsible for advising on the design of major developments by institutions in the borough, including the Bartlett School of Architecture, cancer facilities for University College London Hospital, and a new home for the Ear Nose and Throat Hospital.



## Hanif Kara OBE

Structural engineer

Design director and founder, AKT II

Hanif Kara enjoys an international standing based on his practice, research and education in interdisciplinary design. His work is widely publicised and he is currently Professor in Practice of Architectural Technology at Harvard Graduate School of Design. AKT II is a design led structural and civil engineering practice that applies innovative material uses, sustainable construction and complex analysis methods. It has won over 350 design awards – including four Stirling Prizes. [www.akt-uk.com](http://www.akt-uk.com)





## Matthew Lloyd

Architect

Founding partner, Matthew Lloyd Architects

Matthew Lloyd Architects are an award winning practice, recognised for sensitive, innovative, contextual architecture in urban settings – often in historic contexts. The practice’s Bourne Estate housing scheme for Camden Council won a 2017 Camden Design Award and was named Overall Winner of the Housing Design Awards 2018. He is also a member of the Camden Design Review Panel.

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



## Joe Morris

Architect

Founding director, Morris + Company

With over 20 years’ experience as an architect, Joe Morris takes a strategic design lead on all projects undertaken by Morris + Company. Many projects are located in London such as the mixed use commercial scheme in King’s Cross; an innovative live / work typology in Haringey; a mixed use Energy Hub in Southwark; and more recently a new health centre and early years nursery, also in Southwark. He is also a member of several other London design review panels.

[www.morrisandcompany.com](http://www.morrisandcompany.com)



## Henry Peterson

Local resident expert

Henry Peterson is a local resident expert who has lived in North Kensington for forty five years. He has a background in architecture and urban regeneration and has worked with the Greater London Council, London Borough of Hammersmith & Fulham, and the Local Government Association. As a Kensington resident for most of his life, he has long been interested in development in this part of London, and in what makes this part of a global city a very appealing place in which to live and work.





**Ian Poole**  
Sustainability expert  
Associate, Elliot Wood

Ian Poole is an embodied carbon specialist and industry leader who has worked on residential and commercial projects across London. Ian has experience in the healthcare, education, aviation, and transport sectors. He helped develop the LETI Embodied Carbon Primer, led on the embodied carbon workstream of the NHS Net Zero Carbon Healthcare Buildings Standard, and is a member of the Embodied Carbon Task Group, for the UK Net Zero Carbon Buildings Standard.  
[www.elliottwood.co.uk](http://www.elliottwood.co.uk)



**David Ravenscroft**  
Landscape architect  
Associate director, Andy Sturgeon Design

A chartered landscape architect with some 17 years' experience working with both public and private sector clients, David Ravenscroft's work includes residential and mixed use schemes, major commercial developments in the City of London, the design of contemporary landscapes and also of historic gardens for the National Trust. Projects for the Royal Borough of Kensington and Chelsea include the landscape design for the award winning Silchester Estate and, more recently, the masterplan for the Treverton regeneration area.  
[www.andysturgeon.com](http://www.andysturgeon.com)



**Antje Saunders**  
Architect and urban designer  
Director, Allies and Morrison

Antje Saunders' work in architecture and urbanism ranges from award-winning national and international masterplans to the redevelopment of large industrial sites into industry-led mixed-use neighbourhoods. Antje has also worked on several estate regeneration projects, involving close collaboration with local communities. She co-founded Allies and Morrison's Masterplanning Group, which commissions and leads internal research, and public events, bringing together developers, planners, academics, journalists and collaborators to look beyond the boundaries between spaces and society.  
[www.alliesandmorrison.com](http://www.alliesandmorrison.com)





**Deborah Saunt**  
Architect  
Founding Director, DSDHA

Deborah Saunt co-founded the architecture, urban design and spatial research studio DSDHA, which has received 19 RIBA Awards and was shortlisted for the RIBA Stirling Prize. Blurring the boundaries between infrastructure, landscape, architecture and art, the studio's work is the result of extensive dialogue with communities and collaborators, to deliver projects that have the broadest impact. Deborah leads high profile urban masterplan and public realm strategies, and has lectured extensively on delivering high density housing schemes.  
[www.dsdha.co.uk](http://www.dsdha.co.uk)



**Biljana Savic**  
Urban planner and architect  
Head of urban design and integration, HS2

Biljana Savic specialises in design clienting and the development of evidence-based, urban design solutions and policies through the use of innovative methods of stakeholder engagement. Biljana has extensive experience in a range of sectors, including transport infrastructure, public and third sector advisory bodies, urban planning, architecture and construction management. She is passionate about the role the built and natural environments can play in improving people's quality of life, through creative and responsible placemaking.  
[www.hs2.org.uk](http://www.hs2.org.uk)

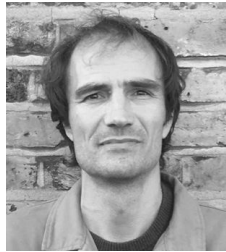


**Ann Sawyer**  
Inclusive design expert  
Founder, Access=Design

Ann Sawyer, an access consultant, set up Access Design in 2005. She has been involved in inclusive design for many years, including on major developments, providing expert advice on education, arts, commercial, historic buildings and housing projects. She is the author of the well-respected book *The Access Manual*.  
[www.accessdesign.co.uk](http://www.accessdesign.co.uk)







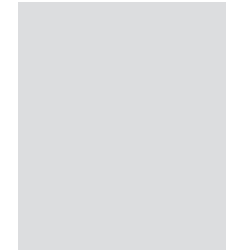
**Ben Smith**  
Landscape architect  
Founding director, Studio ONB

Ben Smith founded Studio ONB, a practice that focuses on the role that nature, the public realm, and communities can play in contributing to create healthy and characterful places. Ben has experience working on a range of projects, including public realm and landscape strategy, urban wetlands, listed park landscapes, and residential schemes. He has worked for Epping Forest District Council and Harlow and Gilston Garden town and, prior to that, led on the award winning Walthamstow Wetlands for Kinnear Landscape Architects.  
[www.studio-onb.co.uk](http://www.studio-onb.co.uk)



**Sophie Thompson**  
Landscape architect  
Director & head of public realm, LDA Design

Sophie Thompson has over 20 years' experience in the design and delivery of liveable streets, squares, and green spaces. Sophie is currently leading the £35m West End Project, to transform highway into healthy streets and multi-functional urban spaces in the Tottenham Court Road area. Other projects include public spaces at St Paul's Cathedral, Southsea seafront, Covent Garden, London Wall, and Great Ormond Street. Sophie also sits on the High Streets Task Force and New London Architecture Transport and Infrastructure Panel.  
[www.lda-design.co.uk](http://www.lda-design.co.uk)



**Julian Turner**  
Local resident expert

Julian Turner is a local resident expert who was born in the borough and has lived in Chelsea for the past eighteen years. He has a background in architecture, with experience of residential and commercial development, and of working in the context of conservation areas, listed buildings and heritage sites. He also has a particular interest in ecological sustainability.



# 18. KEY REFERENCES

## Relevant Kensington and Chelsea Council documents

Kensington and Chelsea Local Plan (2019)

[www.rbkc.gov.uk/planning-and-building-control/planning-policy/local-plan/local-plan-2019](http://www.rbkc.gov.uk/planning-and-building-control/planning-policy/local-plan/local-plan-2019)

This link provides access to a number of planning documents that together form the development plan for Kensington and Chelsea – the starting point for planning decisions in the borough.

Further planning documents including Heritage and Conservation, and Neighbourhood Plans can be accessed via the planning and building control web page:

[www.rbkc.gov.uk/planning-and-building-control/planning-and-building-control](http://www.rbkc.gov.uk/planning-and-building-control/planning-and-building-control)

## Relevant Greater London Authority documents

Good Growth by Design

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

## Principles of design review

Design Review: Principles and Practice, Design Council

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

## Other relevant documents

National Design Guide

[www.gov.uk/government/publications/national-design-guide](http://www.gov.uk/government/publications/national-design-guide)

National Planning Policy Framework (NPPF)

[www.gov.uk/government/publications/national-planning-policy-framework--2](http://www.gov.uk/government/publications/national-planning-policy-framework--2)

Report of the Building Better, Building Beautiful Commission

[www.gov.uk/government/publications/living-with-beauty-report-of-the-building-better-building-beautiful-commission](http://www.gov.uk/government/publications/living-with-beauty-report-of-the-building-better-building-beautiful-commission)

Historic England Tall Buildings Advice

[historicengland.org.uk/images-books/publications/tall-buildings-advice-note-4/](http://historicengland.org.uk/images-books/publications/tall-buildings-advice-note-4/)



# APPENDIX A

## Procedure regarding confidentiality

The Kensington and Chelsea Quality 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, Kensington and Chelsea 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 Quality Review Panel manager.
2. At all times panel members shall keep strictly confidential all information acquired during the course of their role on the panel and shall not use that information for their own benefit, nor disclose it to any third party (with the exception of reports that are in the public domain – see points 5 and 6).
3. The panel's advice is provided in the form of a report written by the Quality 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 Quality 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.
5. If the proposal is at a pre-application stage, the report is not made public and is only shared with Kensington and Chelsea 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 Kensington and Chelsea Council's website. Where the final review of a scheme takes place at a pre-application stage, the report of this meeting may also be made public once an application is submitted.
7. If a panel member wishes to share any Quality Review Panel report with a third party, they must seek approval from the Quality 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 Quality 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.
2. Panel members are notified of the schemes coming before the panel at least a week before the review. It is expected that at this time panel members should declare any possible interest in a project to the Quality Review Panel manager.
3. The Quality Review Panel manager, in collaboration with the panel chair and Kensington and Chelsea 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 they have:
  - a financial, commercial or professional interest in a project that will be reviewed, its client and / or its site;
  - a financial, commercial or professional interest in a project, its client and / or a site that is adjacent to the project that will be reviewed or upon which the project being reviewed will have a material impact;
  - a personal relationship with an individual or group involved in the project, or a related project, where that relationship prevents the panel member from being objective.
5. Specific examples include: current work with the client for the project being reviewed; current design work on a neighbouring site; previous involvement in a procurement process to appoint a design team for the project.
6. Personal interests that should be declared, but which would not normally prevent a panel member participating in a review, might include current work with a member of the consultant team for a project that will be reviewed. In this situation, the interest will be noted at the beginning of the review, discussed with the presenting design teams and formally recorded in the review report.
7. If, subsequent to a review of a scheme in which a panel member has participated, they are approached by any applicant, architect or agent to ascertain a potential interest in contributing to the project team for that scheme, they must decline. Professional work in a scheme previously reviewed by a panel member is not permitted, either directly by the panel member or by any organisation that employs them, or that they own.
8. Panel members are not restricted from professionally working on projects within the area. However, if such a scheme comes up for review, that panel member should not be involved and must declare a conflict of interest.
9. Councillors and council employees are not eligible to be members of their own authority's panel.

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



**Current commercial situation**

If the panel member is currently working...

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

**Past commercial situation**

If the panel member has had previous involvement...

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

**Future commercial situation**

If the panel member is...

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

If the panel member...

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

If the panel member...

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

If the panel member...

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

**Key**

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

