



The Design  
Review Panel™

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

INDEPENDENT DESIGN REVIEW ACROSS ENGLAND

# A guide for developers, consultants and designers

Independent, multidisciplinary review of your proposal, early enough to make a difference, from practitioners with no stake in the outcome.

**400+**

projects across  
England

**600+**

review  
sessions

**9**

English  
regions

**140+**

practitioners in  
the national pool

September 2026  
[designreviewpanel.co.uk](http://designreviewpanel.co.uk)

# Better design begins with the right conversation

**Independent, multidisciplinary review works best when it happens early and honestly. The Panel looks at a proposal while there is still room to respond, and records a collective view the whole team can use.**

Each Panel is assembled for the project from a national pool of more than 140 experienced practitioners. The disciplines follow the questions the scheme raises, not a fixed local list.

The session is structured and constructive. It identifies what works, explores what may benefit from further thought and sets out clear suggestions for the next stage. We aim to provide written feedback 14 working days after the session.

Since 2013 the Panel has reviewed more than 400 projects across all nine English regions, from individual homes to strategic neighbourhoods, workplaces and national infrastructure. Its feedback is cited by planning officers and Inspectors, and every review runs under a published Code of Conduct.

The Panel does not redesign the scheme or determine the application. Its value is a stronger, better-evidenced design and a clearer basis for the decisions that follow.



Panel members and a design team on site. Photograph: The Design Review Panel.

## Come early. Return as the design develops.

A first review while choices remain open; further reviews as the scheme matures.

### DISCIPLINES DRAWN ON

- Architecture
- Landscape architecture
- Heritage and conservation
- Ecology
- Urban design
- Town planning
- Transport and movement
- Other relevant specialisms

The Chair draws the disciplines into one coherent discussion and records the collective view.

**400+**

projects across England

**600+**

review sessions since 2013

**9**

English regions, nine project sectors

**140+**

practitioners in the national pool

**14**

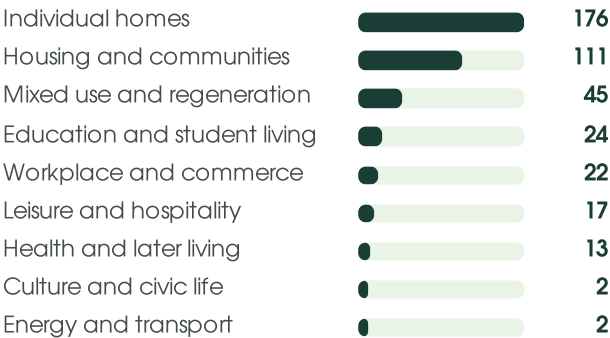
working days after the session: when we aim to provide written feedback

# One service across England

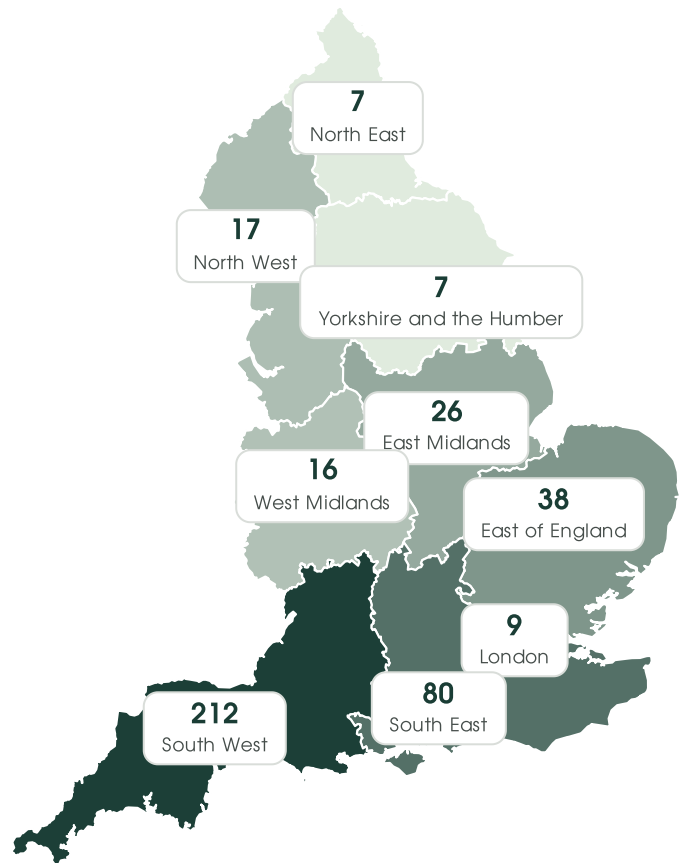
The Panel works across England, from individual homes and neighbourhoods to regeneration, healthcare, employment and infrastructure projects. Each commission draws on expertise relevant to the scale, setting and questions of the project. Local context remains central.

The Panel travels to the project. Reviews have been completed in every English region and in 124 local authority areas, in person and online, with the same process wherever the site is.

## PROJECTS BY SECTOR



Project register, checked 11 September 2026. General locations only; some projects are shown as map pins without further detail.



Projects reviewed by region, October 2013 to August 2026; register checked 11 September 2026. Boundaries: Office for National Statistics, Open Government Licence v3.0; contains OS data © Crown copyright and database right 2024.

### Explore the Panel's coverage

An interactive map of general project locations and published case studies: [designreviewpanel.co.uk/panelcoverage](https://designreviewpanel.co.uk/panelcoverage)

## HOW THE PANEL WORKS NATIONALLY

### In person, anywhere in England

The Panel travels to the site. The 4-hour and 7-hour in-person formats include a site visit, so the discussion starts from the place itself; a 2.5-hour Major Focused session can also be held in person without one.

### Online, with a 360° virtual site tour

Where travel adds little, a virtual tour of the site is photographed in advance and the session runs online with the same structure.

### A Panel selected for the project

Disciplines and experience are matched to the scheme and its setting from the national pool, wherever the site is.

# A sharper project before decisions harden

A first review is often most useful when the team can explain the project, but important choices remain open. Later reviews test the response as the design develops.

## 01 Open questions surfaced early

A review can identify the design questions that remain unresolved before further design expenditure is committed, so that effort goes where it counts.

## 02 Options tested while they are still options

Competing approaches to the brief, the site and the massing can be tested against independent, multidisciplinary judgement without the discussion becoming adversarial.

## 03 A clearer basis for discussion with officers

A structured, recorded discussion can give the client, design team and planning authority a shared view of the design issues and a firmer footing for pre-application dialogue.

## 04 A record that supports the application

The written feedback and the team's response can show how the proposal develops and why choices are made, as part of the design narrative in the submission.

## WHEN TO COME

- **Brief and options**  
Test objectives, site potential and competing approaches.
- **Emerging concept**  
Explore character, landscape, movement, scale and massing.
- **Developed proposal**  
Consider how principles carry into layout, architecture and public realm.
- **Before or after submission**  
Later review can help where the team remains open to change.
- **Follow-up**  
A further review can test the response and support a clear design narrative.

### EVIDENCE · EARLY REVIEW, NO DISPUTE · WILTSHIRE COUNCIL

#### Pincroft Lane, East Winterslow: three reviews before the application, permission at the first decision

A new home and annexe of exceptional quality on a 10.5-hectare countryside site. The Panel reviews the proposal three times between December 2023 and November 2024, before the application is made. Wiltshire Council's delegated report records that the first review encouraged the team to simplify the design and strengthen its concept, that "following two further reviews the design has evolved to this current iteration which unifies the house and its setting", and that the Council agrees with the Panel's conclusion. Permission is granted on 27 November 2025.

Wiltshire Council delegated report and decision notice, application PL/2025/02747. Review dates from the Panel's project record.

**Design review is a process, not a final-stage badge.**

Value lies in informed challenge, transparent reasoning and the chance to improve the proposal while it can still change.

# Design review has a clear place in national policy

## DP4

National Planning  
Policy Framework,  
August 2026

The Framework expects local planning authorities to:

**“Ensure that they have access to, and encourage the appropriate use of design review and other design tools and processes (especially for strategic sites and other significant projects), and take into account their outcomes, including any design recommendations made by design review panels.”**

Policy DP4(2)(a), Achieving well-designed places. Published 17 August 2026.



**Design review is an independent assessment of development proposals by a panel of multidisciplinary professionals and experts, which can inform and improve design quality in new development.**

Planning Practice Guidance, Design: process and tools, paragraph 017 (Reference ID 26-017-20191001)

### What this means for a project

Policy DP3 expects proposals to respond to their context and reflect seven principles of well-designed places; DP3(3) expects refusal where a proposal conflicts with them, or with explicit development-plan design standards, without clear justification. Early independent review is one way to find and resolve such conflicts before submission.

### Weight in a decision

Where the Panel’s feedback is relevant to the planning merits, it may form a material consideration. In an individual case an Inspector may give it greater weight, as at Mossie, Cambridgeshire (page 12). The weight in any case remains a matter for the decision-maker.

This guide reflects the National Planning Policy Framework published on 17 August 2026. The Design and Placemaking guidance it refers to was in draft consultation in January 2026; at the date of this guide, Design: process and tools (2019) remains the live guidance on design review.

### What a review does not do

A review does not secure permission, establish compliance with policy or replace dialogue with the planning authority. It provides an independent, documented design process alongside pre-application work, consultation and technical evidence, and the written feedback can sit within the application as part of the design narrative.

#### READ THE CURRENT FRAMEWORK

[gov.uk/guidance/  
national-planning-policy-framework](https://gov.uk/guidance/national-planning-policy-framework)

Chapter 14, Achieving well-designed places: policies DP1 to DP4.

#### PLANNING PRACTICE GUIDANCE

[gov.uk/guidance/design](https://gov.uk/guidance/design)

Design: process and tools, including the guidance on design review.

# Independence is built into the process

**A credible independent view depends on how the Panel is assembled, how interests are managed and how the collective view is recorded. The safeguards are the same whoever books and pays.**

The Panel is assembled for each project from a national pool of more than 140 practitioners. Panellists give their time without an attendance fee; reasonable expenses are reimbursed and the Chair is paid for the responsibility of running the session and writing the feedback. No payment to any panellist or to the Chair depends on what the Panel concludes.

Actual, potential and perceived conflicts are declared before every session, and a panellist with a relevant conflict does not take part. The commissioning party does not choose the panellists or the Chair; the Panel does.

Briefing material reaches the whole Panel through the Panel manager, so every panellist works from the same information. The written feedback is the Panel's collective view, signed off by the Chair; no individual comment, including the Chair's, stands in for it.

The fee funds administration, Panel assembly, conflict checking, logistics, chairing and written feedback: the process, not the conclusion.



Panel members in discussion during a review session.  
Photograph: The Design Review Panel.

- 01 Separate from both sides**  
The Panel remains separate from the promoter, design team and planning authority.
- 02 Selected for the project**  
Disciplines respond to the scale, setting, sensitivity and questions of the commission.
- 03 Conflicts managed**  
Actual, potential and perceived conflicts are declared and considered before participation.
- 04 Protected from influence**  
Context is shared with the Panel as a whole. The commissioning party does not direct the conclusion.
- 05 One collective output**  
The issued feedback records the Panel's collective view, not a collection of individual opinions.

## A PUBLISHED CODE OF CONDUCT

### Visible standards for a trusted process



Every review runs under the Panel's Code of Conduct for Independent Design Review Panels, which incorporates the Seven Principles of Public Life and covers Panel selection, conflicts of interest, independent management and chairing, written feedback and process boundaries. It does not create accreditation or approved status.

[designreviewpanel.co.uk/code-of-conduct](https://designreviewpanel.co.uk/code-of-conduct)

# Three decisions, one booking

Start with the project category, then choose the review and how the Panel experiences the site. Every review includes a written feedback document, and the Panel is selected for the project from the national pool.

## 1 Project category sets the fee band; these are the Panel’s service categories, not statutory definitions

**MINOR PROJECT**

**1 to 4 dwellings**

One to four dwellings, including individual and exceptional homes.

**MAJOR PROJECT**

**All other proposals**

Five or more homes, and all non-residential proposals of any scale.

## 2 The review, and how the Panel sees the site session lengths as booked

| REVIEW                                                                           | IN PERSON, WITH SITE VISIT                                                            | ONLINE, WITH 360° VIRTUAL SITE TOUR | WITHOUT A SITE VISIT                  |
|----------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|-------------------------------------|---------------------------------------|
| <b>Minor Project Review</b><br>1 to 4 dwellings                                  | 4-hour session                                                                        | 4-hour session                      | 2.5-hour session, online              |
| <b>Major Project Focused Review</b><br>a defined scope                           | 4-hour session                                                                        | 4-hour session                      | 2.5-hour session, online or in person |
| <b>Major Project Comprehensive Review</b><br>large, complex or sensitive schemes | 7-hour session with site visit                                                        | Not offered                         | Not offered                           |
| <b>Remote Desktop Review</b><br>Minor or Major, limited scope                    | No meeting and no site visit: document-based written feedback within an agreed scope. |                                     |                                       |

Every live session includes the presentation, the Panel’s discussion, private deliberation and a verbal summary. The booking calendar shows the intended number of panellists for each format; the terms do not guarantee a minimum.

**Focused or Comprehensive?** Comprehensive suits a scheme that needs a longer site visit, more time to present or fuller discussion, or where the authority’s input may form a material part of the session. Focused suits a defined scope. A preliminary conversation settles it.

## 3 Options and practicalities where the programme needs them

Fast-track written feedback in seven working days is priced in the booking calendar. Priority booking, continuity of Panel membership for a returning scheme and a limited written clarification after feedback (not a further review) may be available, subject to availability.

In person, the booking party provides a meeting room near the site and refreshments, and invites the parties it wants present, including the planning authority. Online sessions run on Zoom and are recorded; a 360° tour needs site access for the photographer ten days before the session.



**CURRENT FEES, VAT, INCLUSIONS AND DATES**

**[designreviewpanel.co.uk/design-review-services](https://designreviewpanel.co.uk/design-review-services)**

Unsure which format suits the scheme? Email [contact@designreviewpanel.co.uk](mailto:contact@designreviewpanel.co.uk) or call 01395 265768.

# From first enquiry to written feedback

## 01 Define the review

Project stage, location, format and questions establish the scope.

## 02 Book and confirm

A booking is confirmed when the terms are accepted and cleared payment arrives, at least 14 days before the session. Payments are non-refundable.

## 03 Upload material

The team submits a concise document set through the online form at least seven days before the review.

## 04 Assemble the Panel

Relevant disciplines are selected and interests are checked.

## 05 Hold the review

Depending on the format, the Panel visits the site or views a virtual tour, hears the team, explores the principal design matters and gives a verbal summary.

## 06 Receive feedback

The booking contact receives the collective written feedback as a locked PDF. We aim to provide written feedback 14 working days after the session; for a Remote Desktop Review, 14 working days after payment and the information are received.

## 07 Respond and return

The team may record its response and use a later review where useful.

### Confidential under the terms

The written feedback is confidential to the parties who booked the session; once a planning application is made it may be treated as public. Disclosure may also be required by law.

## PREPARING WELL

# Tell the story, not just the answer

The strongest submissions show how the proposal reaches its current form and where meaningful choices remain. Spend the time on the questions the Panel can help with rather than on establishing credentials.

- The brief, objectives and questions for the Panel
- Site, context and landscape analysis
- Options, iterations and discarded approaches
- Plans, sections and elevations at legible scales

- Movement, access and public-realm thinking
- Heritage, ecology and relevant technical constraints
- Massing studies, visualisations or models
- Planning and pre-application context

### SUBMISSION GUIDANCE

#### What to submit, and when

The full list, file formats and the upload form:  
[designreviewpanel.co.uk/information-provided](https://designreviewpanel.co.uk/information-provided)

Uploaded material may be shared by the Panel with the Chair, panellists, local authorities and other third parties as the booking terms set out. Session discussion is confidential unless already public or disclosure is required by law; session photographs and recordings may be used by the Panel as the terms describe. Full terms: [designreviewpanel.co.uk/bookingtermsconditions](https://designreviewpanel.co.uk/bookingtermsconditions)



Panel members and a project team on site. Photograph: The Design Review Panel.

## THE SESSION

# Structured, candid and constructive

01

### Site and context

A site visit or virtual tour, where the format includes one, establishes the wider setting.

02

### Project presentation

The team explains the brief, design journey and questions it wishes to test.

03

### Planning context

The authority or another body may describe relevant policy or technical matters.

04

### Discussion and summary

The Panel explores the proposal, deliberates privately and gives a verbal summary.

Local authority attendance is often helpful, but it is not a condition of an independent review. The booking party invites the parties it wants present.

## WRITTEN FEEDBACK

# Clear enough to use. Detailed enough to stand up to scrutiny.

The written feedback records the Panel's collective view: what works, what may benefit from further thought and clear suggestions for the next stage. It is issued as a locked PDF to the booking contact and is not altered afterwards, other than to correct a factual error.

### WHAT A FEEDBACK DOCUMENT CONTAINS

- The site, the proposal, the authority, the design team and the review date
- Any previous reviews and the questions the Panel was asked to consider
- The Panel's observations and suggestions, theme by theme
- A concluding summary of the principal points
- Under the Code, the disciplines represented and a statement that the feedback is the Panel's collective view

### ISSUED FEEDBACK IN THE PUBLIC RECORD

Wiltshire Council's delegated report for Pincroft Lane quotes the Panel's conclusion that "the design is of exceptional quality, reflecting the highest standards in architecture", and states that the Council agrees with it (page 12).

### Showing the response

A response schedule or a section of the Design and Access Statement can show what changes and explain any reasoned departure from the Panel's suggestions.

### Returning to the Panel

A reviewed scheme can return at any stage. The Panel aims for continuity of membership but cannot guarantee the same panellists or Chair.

The feedback is independent and suggestive: not a certificate, a planning approval or a substitute for the work of the project team or the decision-maker. Terms: [designreviewpanel.co.uk/bookingtermsconditions](https://designreviewpanel.co.uk/bookingtermsconditions)



Spine-street visualisation for the revised reserved-matters scheme, June 2022. Image: ECE Architecture / Taylor Wimpey.

## CASE STUDY · MAJOR HOUSING · WEALDEN DISTRICT COUNCIL

# Swingate Park, Hellingly: from refusal to approval in one design dialogue

Reserved matters for 351 homes, 35 per cent affordable, on an outline allocation west of Park Farm. Wealden refuses the first reserved-matters application under delegated powers on 6 January 2022, citing the lack of good architecture, a robust and legible layout and an effective landscape strategy.

The applicant then appoints an independent design review panel of six practitioners across architecture, urban design and landscape. Three sessions in 2022 bring the applicant, the Council and the Panel into one conversation, with separate applicant–Panel and applicant–Council meetings between them. The committee approves the revised scheme on 26 January 2023 and the decision issues on 31 January 2023.

### WHAT CHANGED IN THE REVISED SCHEME

As recorded in the officer report of 26 January 2023, following engagement with the Council and the Panel.

- The six three-storey flat blocks now sit within landscaped settings overlooking public open space, which the report says addresses officers' earlier concerns about their scale in the streetscape.
- Taller buildings and varied architectural treatments now mark gateways, key routes and nodes, in place of the homogeneous streetscape of the refused scheme.
- A clearly defined street hierarchy, tree-lined streets along the primary route and structural planting along the spine road.
- Distinct character areas using different combinations of materials, with officers asking for natural slate in place of grey tiles.



**This revised Reserved Matters application has been developed and refined through extensive pre-application engagement with the Council and an independent Design Review Panel ... to overcome the previous reasons for refusal and provide an appropriate scheme that officers now consider to be supportable.**

Wealden District Council officer report, planning committee, 26 January 2023

# 351

homes in the reserved-matters scheme (outline: up to 370)

# 3

three-party Panel sessions in 2022

# 12

months from refusal to approval

Planning record  
WD/2022/2135/MRM  
[planning.wealden.gov.uk](http://planning.wealden.gov.uk)

# Spilsby House: three reviews, a changing design and an appeal allowed

## THE PROJECT

A contemporary country house in a wooded rural setting near Ottery St Mary, proposed under the exceptional-quality test for isolated homes (paragraph 84(e) of the Framework at the time, now policy HO11(1)(e)). The design responds to slope, landscape structure and longer views.

The Panel reviews the proposal in person with a site visit in December 2021, online in July 2023 and for a third time in April 2024. Each session considers the design at the point presented and records what may benefit from further thought. East Devon's officers support the scheme; the planning committee refuses it in November 2024. The Inspector allows the appeal on 5 November 2025.

## WHAT CHANGED BETWEEN REVIEWS

- A more welcoming arrival sequence, with a double-height covered courtyard that brings scale and hierarchy to the entrance.
- A closer relationship between the interior, the terraces and the water that runs through the site.
- A simplified landscape design, with the visual noise of earlier iterations removed and the local landscape character made explicit.
- Energy modelling to test the sustainability case behind the flat-roofed form.
- A clearer public and private arrangement of the plan.

Recorded in the Panel's feedback of 15 April 2024 and in the Council's committee report of 19 November 2024.



Spilsby House, proposed house and terrace. Image: Paul Humphries Architects / Westley Design.

## THE REVIEW JOURNEY

- **15 December 2021**  
First review, in person with a site visit.
- **4 July 2023**  
Second review, a 2.5-hour online follow-up on the revised design.
- **15 April 2024**  
Third review, before the application is submitted.
- **November 2024**  
Officers support; the committee refuses.
- **5 November 2025**  
Appeal allowed, with conditions.

### A visible design narrative

Staged review leaves a record that survives into the committee report and the appeal decision: the Inspector notes that feedback from the initial consultations with the Panel was incorporated into the design.

3

Panel reviews,  
2021 to 2024

28

months from the first  
review to the third

2025

appeal allowed,  
with conditions

Appeal APP/U1105/W/25/3364929  
Application 24/1278/FUL  
East Devon District Council

# What decision-makers say about the Panel's work

Four extracts from officer reports and appeal decisions, quoted as written. In each case the decision-maker weighs the Panel's feedback in its own planning judgement; design review informs the evidence and does not determine the outcome.

“

**The use of design review and early engagement with the Design Review Panel in the evolution of the scheme is encouraged by the Framework. Feedback from the initial consultations with the Design Review Panel was incorporated into the design.**

Planning Inspector, Spilsby House, East Devon.  
Appeal decision APP/U1105/W/25/3364929,  
5 November 2025

“

**Whilst weight to be given to such recommendations is for the decision-maker to apportion, the Council's case provides no rebuttal directly against the listed DRP recommendations and conclusions. I give greater weight to the DRP findings as a result.**

Planning Inspector, Mossie,  
Castle Camps, Cambridgeshire.  
Appeal decision APP/W0530/W/22/3302832,  
21 November 2022, paragraph 9

“

**The design has been critiqued at three stages by independent Design Panels which have resulted in the scheme now before us. ... The Council agrees with this conclusion and therefore considers that the proposals satisfy the provisions of Paragraphs 84 e) and 139 of the NPPF.**

Wiltshire Council, delegated report on  
Pincroft Lane, East Winterslow, application  
PL/2025/02747, decided 27 November 2025

“

**Since the refusal, the applicant has ... appointed an Independent Design Review Panel (DRP) of leading design professionals from across the disciplines to facilitate the development of the scheme as now submitted.**

Wealden District Council, officer report on  
Swingate Park, Hellingly, 26 January 2023

## WEIGHT IS EARNED CASE BY CASE

At Mossie the Inspector gives greater weight to the Panel's findings because the Council offers no direct rebuttal of them, not because the Panel is national.

## THE RECORD SHOWS THE PROCESS

Officer reports and decisions describe the review sequence, the disciplines involved and the incorporation of feedback.

## JUDGEMENT STAYS WITH THE DECISION-MAKER

Each authority and Inspector reaches an independent planning judgement; the Panel contributes evidence to it.

Decisions and reports: [acp.planninginspectorate.gov.uk](https://acp.planninginspectorate.gov.uk) · [wiltshire.gov.uk](https://wiltshire.gov.uk) · [planning.wealden.gov.uk](https://planning.wealden.gov.uk)

# Different scales. The same independent discipline.



## LEISURE · OXFORDSHIRE

### Oxford United stadium

The Panel reviews the 16,000-capacity stadium proposal, with hotel, community and business facilities, in November 2023, before the application is submitted. Cherwell District Council permits the application on 26 February 2026.

Image: AFL Architects / Oxford United FC



## WORKPLACE · SOMERSET

### UK Hydrographic Office

The Panel reviews the proposed national headquarters in Taunton in May 2016. UKHO announces planning permission in November 2016.

Image: AHR



## HOUSING · OXFORDSHIRE

### Water Eaton, North Oxford

The Panel considers a 700-home strategic allocation in two reviews in 2021 and 2022, the second with a site visit. A later outline application for up to 800 homes is permitted on 7 April 2026.

Image: Savills Urban Design Studio for Bellway Homes and Christ Church, Oxford



## INFRASTRUCTURE · BUCKINGHAMSHIRE

### SDC M40 Campus

The Panel reviews the emerging data-centre campus in March 2026 while the nationally significant infrastructure proposal is at pre-application stage.

Image: SDC M40 Campus / SDC Capital Partners

Projects at pre-application stage demonstrate range, not a planning outcome. Where a later decision is stated, it is the authority's own; the Panel's review is one part of the record.



Panel members and a project team on a coastal site visit. Photograph: The Design Review Panel.

## WHAT PEOPLE SAY

# Designers and authorities on the process

“

**The design review process has now become an established and well regarded part of the negotiation process for many planning proposals ... The cost of design review is now factored into all large scale major development proposals at the pre-application stage and is regularly included as part of planning performance agreements.**

Peter Ford, former Head of Development Management, Strategic Planning and Infrastructure, Plymouth City Council

“

**As far as I can see there are only benefits to the Design Review system. As a designer/applicant you get the expert and unbiased opinions of respected colleagues, which helps to crystallise thinking and generally to improve the project.**

Christopher MacKenzie RIBA, Director, Designscape Architects

“

**The Design Review Panel provides a valuable opportunity for independent evaluation of development schemes, particularly during their evolution. A particular strength of the Panel is access to multidisciplinary professionals.**

Jenny Clifford, former Head of Planning, Economy and Regeneration, Mid Devon District Council

Comments first published in the Panel's 2024 guides.

## NEXT STEP

# Start the conversation

Send the project name, site and planning authority, the current stage and the questions you want tested. The Panel team suggests a proportionate format and available dates, and the booking is confirmed when the terms are accepted and payment clears.

## WHAT TO SEND

- Project name, site address and local planning authority
- Current stage: brief, concept, developed design or submission
- The principal questions for the Panel
- Preferred format: in person, online or desktop
- Any dates to work around

## TALK IT THROUGH

**01395 265768**

**[contact@designreviewpanel.co.uk](mailto:contact@designreviewpanel.co.uk)**

[designreviewpanel.co.uk](https://designreviewpanel.co.uk)



### BOOK ONLINE

#### Check dates and request a review

[designreviewpanel.co.uk/panelcoverage/bookingform](https://designreviewpanel.co.uk/panelcoverage/bookingform)



### CURRENT FEES

#### Formats, inclusions, VAT and dates

[designreviewpanel.co.uk/design-review-services](https://designreviewpanel.co.uk/design-review-services)

- |                                                                                                                                                         |                                                                                                                                                    |                                                                                                                                       |
|---------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| <b>1</b> <b>Request a date</b><br>Choose a format and complete the booking form. An automated email acknowledges the request and gives payment details. | <b>2</b> <b>Complete payment</b><br>The booking is confirmed only after cleared funds are received, at least 14 days before the requested session. | <b>3</b> <b>Upload the information</b><br>Upload the required documents at least seven days before the review, using the online form. |
|---------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|

### A guide for local authorities is also available

How an authority can book a review or refer an applicant to book directly, referral criteria, the Code of Conduct and the separate Governance Review: [designreviewpanel.co.uk/design-review-panel-guides](https://designreviewpanel.co.uk/design-review-panel-guides)

Bookings are confirmed on receipt of cleared funds. Current terms apply, including cancellation and confidentiality provisions: [designreviewpanel.co.uk/bookingtermsconditions](https://designreviewpanel.co.uk/bookingtermsconditions)



The Design  
Review Panel™

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



# Independent design review, wherever the project is

Bring informed, impartial scrutiny into the design process while it can still make a difference.

TELEPHONE

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WEB

**[designreviewpanel.co.uk](http://designreviewpanel.co.uk)**

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