

GOOD DESIGN TOOLKIT

Supplementary Planning Guidance Note Ref: SPG.15 NLLP Policy DSP.4

Copies available from Planning & Development, Fleming House, Cumbernauld G67 1JW - or esdesign@northlan.gov.uk



THE IMPORTANCE OF GOOD DESIGN

1. “Designing North Lanarkshire” and Local Plan Policy DSP.4 set out the Council’s commitment to improving the quality of design in the area. This note summarises the range of tools that will be expected to be used to deliver high quality places in which to live and work.

2. How places are designed, built and run affects our quality of life, our housing opportunities and our choices. Sustainable communities are places

where people want to live and work now and in the future. Places should be designed to be sensitive to their environment and contribute to a high quality of life by ensuring they are safe and inclusive, well planned, built and run, and offer equality of opportunity and good services for all. Good place-making and sustainable development go hand-in-hand. Most importantly - good design can add value to development if design quality is embedded from the start, and the principles and checklists in this Guidance are applied.

3. This guidance suggests some effective tools for achieving good urban design. It sets out the basis of our expectations and the design language to be used in North Lanarkshire. A good agent or architect and good communication are also important. Different types of guidance are often closely linked. An urban design framework for an area may be elaborated by development briefs or master plans for several specific sites.

The latest Supplementary Planning Guidance can be found online at:- www.northlanarkshire.gov.uk/spg

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The council will seek to ensure these principles are achieved through the development management process

service and people first

A. POLICY CONTEXT FOR GOOD QUALITY DESIGN

1. Scottish Planning Policy is set out in the 2010 consolidated “SPP” as well as in policy documents such as **Designing Places** (2001), **Designing Streets** (2010), the **Policy on Architecture for Scotland** 2001 & 2007 and the **Climate Change (Scotland) Act** 2009 - which requires development to be sustainable.

Designing Places: A policy statement on design - sets out the overarching policy on design. This document is supported by a series of design based Planning Advice Notes (PANs). The main policy messages are: **Design as a material consideration** - When determining a planning application, a planning authority can refuse a proposal solely on design grounds and defend its decision at appeal. A masterplan can help in the decision-making process. Once approved, the masterplan can be adopted as supplementary planning guidance to help raise design quality. **Six qualities make a successful place** -
● distinctive, ● safe and pleasant,
● easy to get to and move around, ● welcoming,
● adaptable and ● resource efficient.

2. The **SPP** (2010) sets out the key principles of land use planning in Scotland and reinforces the message that “**design is a material consideration when determining a planning application**”. A proposal may be refused, and the refusal defended at appeal, solely on design grounds. It is therefore important that planning authorities can draw on expertise with a sound understanding of the principles of design” (Para 19).

3. The Council will expect other good practice guidance as set out in the various **PAN's (Planning Advice Notes)** to be applied, including :-
PAN44 Fitting New Housing Development into the Landscape
PAN67 Housing Quality; **PAN68** Design Statements;
PAN71 Conservation Area Management;
PAN72 Housing in the Countryside;
PAN76 New Residential Streets (now Designing Streets)
PAN77 Designing Safer Places; **PAN78** Inclusive Design
PAN81 Community Engagement **PAN83** Masterplanning
PAN84 Reducing Carbon Emissions in New Development or as updated. Other Supplementary Guidance will address Accessibility, Sustainability, and Designing Streets issues.

4. The Council policy is set out in **Designing North Lanarkshire (2006) and Local Plan Policy DSP.4** (see box on right). This provides the local policy context for championing improved and sustainable design in development. **All** planning applications need to comply with DSP.4.

5. The Council is also mindful that good design adds value to development - creating long-lasting sustainable places. Value for money in construction is about more than delivering a project to time and costs. A good project must also contribute to the environment in which it is located, deliver a range of wider social economic and environmental benefits and be adaptable to accommodate future uses.

Ref: NAO - *Getting Value for Money from Construction Projects & Research by CABE.*

North Lanarkshire Local Plan Policy DSP.4 Quality of Development

All Development Strategy Policies (DSP1-4) apply to all applications for planning permission. Development will only be permitted where high standards of site planning and sustainable design are achieved. Where appropriate, proposals will need to demonstrate that:

- 1 an appraisal has been carried out of the existing character and features of the site and its setting - including: ground stability and contamination, identity, connections, landscape, biodiversity, heritage or amenity value
- 2 existing on site rights of way or features of natural or historic environment interest (including stone buildings) will be safeguarded or enhanced - including: archaeological, historic environment, landscape features and wildlife interests
- 3 the proposed development takes account of the site appraisal and any evaluation of design options, and achieves a high quality development in terms of:
 - 3a Establishing a clear vision for the site - with design principles which lead to the creation of a distinct, successful place addressing: siting; overall layout; density; form; scale; height; massing; proportion; detailing; colour; materials, and open space issues
 - 3b Providing a safe, inclusive, convenient and welcoming development including addressing: personal safety, security and crime prevention; adaptability; safe, secure, and convenient access into and through the development that is attractive to pedestrians, cyclists, and people with disabilities; integration with public transport, green networks and wider links; access for cars, where required, being safe for all road users, and appropriate parking or traffic calming being well located and integrated
 - 3c Addressing energy, resources and waste issues in order to create a sustainable development with a low ecological footprint including: reducing energy need; encouraging sustainable construction, promoting health & wellbeing; reducing waste and resources used through effective storage, collection and composting of waste and recyclable materials, and measures which reduce CO2 emissions and encourage low and zero-carbon approaches
 - 3d Mitigating any likely air quality, noise, or pollution impacts – particularly within or adjacent to Air Quality Management Areas
 - 3e Ensuring that waterbody status is protected and, where possible, enhanced. Status includes physical characteristics, so proposals such as culverting will only be considered where no other practical option exists. Foul water should connect to the public sewer - alternatives to this will only be permitted where no public system exists and the alternative does not pose an environmental risk. Sustainable Urban Drainage Systems should be adopted within site design and appropriate details require to be submitted with any planning application.
 - 3f Integrating successfully into the local area and avoiding harm to the neighbouring amenity by relating well to the existing context and avoiding adverse impact on existing or proposed properties through overlooking, loss of privacy or amenity, overshadowing, or disturbance
- 4 adequate provision has been made for the development and maintenance of landscaped open space areas and for linking to and enhancing open spaces and green networks.

It will generally be appropriate to demonstrate compliance with the objectives of policy DSP 4 through submission of design and access statements in line with relevant Scottish Government Planning Advice Notes. The Council will set out its expectations in Supplementary Planning Guidance. A family of Supplementary Planning Guidance on DSP 4 Quality of Development, seeking to clarify the Council's objectives, understanding of good practice, and criteria to be applied to applications, will be brought forward as set out in Appendix 3. Supplementary Planning Guidance is a material consideration in determining applications for



B. URBAN DESIGN FRAMEWORK DESIGN IDENTITY IN NORTH LANARKSHIRE

1. In assessing any planning application the Council will look to consider the application in its local context. Whilst Section.E provides a checklist for assessing the character of the existing site - this also needs to be placed within its wider Scottish and North Lanarkshire context - see Designing North Lanarkshire document.

2. The Council will in due course develop further guidelines on local identity which will assist developers in meeting the requirements of DSP.4. The point is to build upon local characteristics so as to create a unique sense of place which improves and enhances the local character.

3. It should be recognised that there are distinct character areas in terms of the materials and details used. The traditional heritage of natural stone buildings and slate roofs needs to be retained and built upon and developed into a modern language that creates a confident sense of place - reflecting the special features which make:-

- Town Centres (Motherwell, Airdrie, Coatbridge, Bellshill, Wishaw, Kilsyth and Cumbernauld.
- Suburban Areas
- The particular characteristics of Cumbernauld
- Rural Areas (both RIA and Green Belt).

As the industrial heritage gives way to modern buildings it becomes all the more important to secure good quality design.



C. COMMUNITY ENGAGEMENT REQUIREMENTS

1. In line with the SPP, PAN.81 and PAN 3/2010 the Council will expect effective and early engagement to take place, particularly on policy development and larger applications as well as planning applications. A Community Engagement Statement should set out how local people have been informed and involved in the preparation of the scheme, and how their views have been taken into account in the submitted scheme. This is now a legal requirement for certain proposals (see SPG.16 Community Engagement).

2. The statement should comply with the Council's separate Community Engagement Guidance SPG16 - ensuring that the process has been open, transparent and sought to inform people and seek their views. It should summarise accurately the views expressed and, where appropriate, indicate how these views have been taken into account or the proposals amended in the light of comments made.

3. The Council will expect to see that a genuine dialogue has taken place. The separate Community Engagement Guidance sets out a range of methods by which this could take place.



D. SITE APPRAISAL CHECKLIST

1. Good design starts with a thorough appraisal of the existing context - identifying what the opportunities and what the constraints are. Even small schemes benefit from an assessment of the site context.

On larger schemes this should look beyond the immediate site and include a "Townscape Analysis" (identifying both positive and negative aspects). Specialists may be required to assess particular aspects - whether trees, noise, contamination, wildlife, utilities, etc. How has the area grown and developed over time? The table below (adapted from PAN68) may provide a useful starting point. The Area Appraisal Checklist in PAN71 or a placecheck (www.placecheck.info) may also assist.



A. CONTEXT - how does your scheme link to the surrounding buildings?

LOCAL AREA	<ul style="list-style-type: none"> • Location of the site > Local character? Local identity? What makes the site special? • General description of the surroundings, e.g. urban, residential and industrial, rural • Is the site in or near a conservation area? Nature Conservation Area?
SITE DESCRIPTION	<ul style="list-style-type: none"> • Planning history - Summarise - Any Lessons? • Ownership of the site (in red) - Ownership of adjoining land (in blue) • Adjacent land uses - and relevant planning proposals? • Conservation - Heritage? Listed buildings? Archaeology? • Environmental features - trees? hedges? water features? biodiversity? protected species? • Focal points - Local features? Local neighbourhood? • Landmarks - How do you find your way around? • Vistas - Enclosure? Setting? Views to/from/over site? Are there wider views? • Ground conditions - are there any contamination or land instability issues? • Orientation and Topography - contours on the site? ecology? • Microclimate - wind, sun orientation? exposure? shelter? Implications for design?
SERVICES	<ul style="list-style-type: none"> • Public utilities, e.g. underground services, drainage systems, overhead power lines? • Public services available locally, e.g. schools, public transport?

B. IDENTITY - what makes the area special?

SURROUNDING BUILDINGS	<ul style="list-style-type: none"> • Building lines - groupings, rhythms and plot/feu sizes? • Entrances - styles and sizes? Visibility? Obvious? Kerb Appeal? Welcoming? • Windows - styles and sizes? Proportions? Materials? Pattern? • Active frontages - Mixed uses? • Scale - height and massing? roof profile? Enclosure? • Appearance - details and materials? character? landmarks?
USE OF THE SPACE	<ul style="list-style-type: none"> • Use of spaces between buildings - public/private definition? focal points? views? • Day, night, seasonal variation of use - Lighting? (<i>See Lighting SG</i>) • Prohibited activities, security arrangements? Informal supervision?
HARD & SOFT LANDSCAPING	<ul style="list-style-type: none"> • Landscape character - grass / shrubs / hedges / trees - retained? (<i>See SG-01 & 02</i>) • Quality of landscaping - Protection? Enhancement? Condition and maintenance? • Need for ground modelling - Water run-off? SUDS? (<i>See SG-09</i>) • Nature conservation area - Wildlife? Ecology? Management? Protection? Mitigation? Offsetting? • Wildlife habitats - Green Networks? Biodiversity? Management? (<i>See Biodiversity SG</i>) • Trees - Species? Canopy? Health? Scale? Tree Preservation Orders? (<i>See SG-02</i>) • Play space/recreational space - Distance? For toddlers or all ages? childrens? • Location of street furniture? Seats? Litter Bins? Shelters? Cycle Parking? Signage? • Condition and maintenance? Factoring arrangements? • How do people use the area? Are there obvious enhancements needed? • Is Public Art/ Sculpture used to provide local identity? Fun?

C. CONNECTIONS / LINKAGES - location is a key sustainability factor

PEDESTRIAN CONNECTIONS	<ul style="list-style-type: none"> • Where are people coming from / going to? Is it easy to walk around? • What are the desire lines? attractors? opportunities for interaction? green networks? • Is there good mobility and disabled access? changes in level? seats? shopmobility? • Are people restricted from access due to any current aspects of design? • Is there informal supervision? Are the routes well lit and safe?
ACCESS AND MOVEMENT	<ul style="list-style-type: none"> • Access to public transport - bus services? rail stations? • Links to bus stops and routes, taxi stops, cycle routes? • Surrounding road and street layout - parking and circulation? servicing arrangements? • Areas of shared street space? potential vehicular/pedestrian conflict? • Use of traffic measures e.g. speed humps, surfaces, crossing points, bollards?

E. DESIGN OBJECTIVES

1. Following the site assessment - it is important to set out your design objectives in a written brief (see F). As well as the proposed activities and uses, and physical areas and accommodation likely to be required, it can also help to clarify design objectives. There should be a clear focus on the **quality of outcomes**, with due attention given to the sustainable use of land, good design and the protection and enhancement of the built and natural environment. A good designer will already be addressing these issues - including:-



2. Objectives of urban design

(1) Character <i>A place with its own identity</i>	To promote character in townscape and landscape by responding to and reinforcing locally distinctive patterns of development, landscape and culture.
(2) Continuity and enclosure <i>A place where public and private spaces are clearly distinguished</i>	To promote the continuity of street frontages and the enclosure of space by development which clearly defines private and public areas.
(3) Quality of the public realm <i>A place with attractive and successful outdoor areas</i>	To promote public spaces and routes that are attractive, safe, uncluttered and work effectively for all in society, including disabled and elderly people.
(4) Ease of movement <i>A place that is easy to get to and move through</i>	To promote accessibility and local permeability by making places that connect with each other and are easy to move through, putting people before traffic and integrating land uses and transport.
(5) Legibility <i>A place that has a clear image and is easy to understand</i>	To promote legibility through development that provides recognisable routes, intersections and landmarks to help people find their way around.
(6) Adaptability <i>A place that can change easily</i>	To promote adaptability through development that can respond to changing social, technological and economic conditions.
(7) Diversity <i>A place with variety and choice</i>	To promote diversity and choice through a mix of compatible developments and uses that work together to create viable places that respond to local needs.
(8) Sustainable Development <i>A place with a low carbon footprint and minimum resource usage</i>	To ensure the development is sustainable in terms of location, layout and design - including carbon footprint, energy efficiency, resource usage, and reducing greenhouse gas emissions.

4. Typical Urban Design Principles

- Enhance the attractiveness and character of the area through good quality architecture, materials and detailing
- Promote continuous building frontages, to provide a suitable degree of enclosure to streets and public spaces
- Use buildings, walls and gates to help conceal private gardens, yards and service areas from public view
- Reduce the visual impact of parked cars on the public realm through good quality planting, while providing safe and attractive parking areas
- Design new buildings to face the public realm, with a prominent and welcome entrance, and enhance safety by natural surveillance, particularly along pedestrian routes
- Minimise the opportunity for crime, by designing-in high levels of security for new buildings, especially at ground floor level
- Retain and promote small-scale commercial uses (particularly on ground floor level), which are compatible with residential neighbours
- Promote adaptable building forms, which accommodate all ages and are accessible and can easily cater for a range of possible uses or disabilities.
- Take opportunity to link to the Central Scotland Green Network (CSGN)
- Retain high quality environmental features, including enhancing their context.

3. Aspects of Development Form

(A) Layout: urban structure <i>The framework of routes and spaces that connect locally and more widely, and the way developments, routes and open spaces relate to one other.</i>	The layout provides the basic plan on which all other aspects of the form and uses of a development depend.
(B) Layout: urban grain <i>The pattern of the arrangement of street blocks, plots and their buildings in a settlement.</i>	The degree to which an area's pattern of blocks and plot subdivisions is respectively small and frequent (fine grain), or large and infrequent (coarse grain).
(C) Landscape <i>The character and appearance of land, including its shape, form, ecology, natural features, colours and elements, and the way these components combine.</i>	This includes all open space, including its planting, boundaries and treatment.
(D) Density and mix <i>The amount of development on a given piece of land and the range of uses. Density influences the intensity of development, and combined with the mix of uses, affects a place's vitality and viability.</i>	The density of a development - in terms of plot ratio (particularly for commercial developments), number of dwellings per hectare, or the number of habitable rooms (for residential developments).
(E) Scale: height <i>Scale is the size of a building in relation to its surroundings, or the size of parts of a building or its details, particularly in relation to the size of a person. Height determines the impact of development on views, vistas and skylines.</i>	The overall height should be explicitly stated - not just as the number of floors. It should include any parapet or ridge. The ratio of building height to street or space width; or height relative to particular landmarks or background buildings; or strategic views, can help.
(F) Scale: massing <i>The combined effect of the arrangement, volume and shape of a building or group of buildings in relation to other buildings and spaces.</i>	Massing is the three-dimensional expression of the amount of development on a given piece of land.
(G) Appearance: details <i>The craftsmanship, building techniques, decoration, styles and lighting of a building or structure.</i>	This includes all building elements such as openings; bays; entrances and colonnades; balconies; eaves; roofscape; and rhythm of the facade.
(H) Appearance: materials <i>The texture, colour, pattern and durability of materials, and how they are used.</i>	The richness of a building lies in its use of materials which contribute to the attractiveness of its appearance and the character of an area.

F. DESIGN BRIEFS

1. Design or Development Briefs are usually site specific bringing together information and constraints posed by the site. The Brief needs to recognise that making places socially, economically and environmentally successful depends on high standards of urban design. The Brief will in turn influence the development process - providing the basis for assessing the extent to which a proposal is acceptable.

2. The main purpose of a development brief is to:

- promote opportunities for development as they arise and to inform developers and attract investment
- provide advice and guidance on the constraints and opportunities, the types of development appropriate and promote high quality design for the site in line with policy DSP.4 (see p.2).

A Design Brief will focus more on setting out key Urban Design Principles for the site.

3. The brief should:-

- outline the aims and objectives for the site
- set out a framework as to how the development plan policies and Supplementary Planning Guidance are to be applied to the specific site.
- provide an initial character appraisal (as p.4)
- identify any challenges, constraints or issues that need to be addressed.
- seek to add clarity, reduce ambiguity and help communication and avoid misunderstanding.
- avoid prescribing solutions
- address the wider social, economic and environmental issues as well as the facts about utilities, etc.

It will make clear

- what is likely to be acceptable and what is unacceptable;
- where there is flexibility and where requirements are firm.
- (where appropriate) the relevant timescale or budget

4. References:

Planning and Development Briefs: A Guide to Better Practice see www.communities.gov.uk/publications/planningand-building/planningdevelopment

Urban Design Guidance: Urban Design Frameworks, Development Briefs and Master Plans (Paperback) by [Robert Cowan](#) (Author) Thomas Telford Ltd

With a site appraisal and a good brief there are a range of other tools and advice that may be relevant in moving to prepare a Design and Access Statement

Quality Standards Checklist

Quality Places	Design statements	Design statement adhering to the principles
	Building for Life	Building for Life Silver (or Gold)
	Inclusive design	Access statement, taking an inclusive approach guidance note
	Secured by Design	Developments designed by Secured by Design
	Integration of tenure	Tenure-blind development (maximum 6 social units)
	Car parking	Local authority minimum is English Partnership Design in accordance with <i>Manual for Streets</i>
Quality Homes and Buildings	Code for Sustainable Homes and BREEAM	Code for Sustainable Homes Level 3 minimum for commercial or other building types
	Lifetime Homes	All 16 standards for Lifetime Homes must be met
	Noise	Airborne sound attenuation 5dB higher than background; Impact sound attenuation 5dB lower than background
	Building specifications	Specifications between A*-C only from BRE Good Building Guide
	Overheating	Testing required on overheating – for living areas < 28°C. Bedrooms < 1 per cent of occupied hours
	Space standards	1 Bed/2 person homes 51 sq m etc
	Fire safety	Statement of fire safety
	Construction Quality	Construction efficiency
Re-use of resources		Land remediation and demolition statements; Site waste management plan; Re-use of existing buildings and materials where possible
CEEQUAL		Very Good for construction quality
Health and safety		Health and safety plan and Construction Design and Management (CDM) 2015
Rewarding Quality and Delivering Locally	Site-specific issues	Project delivery team to identify site-specific issues
	Long-term management	Proposals for a long-term management strategy
	Community engagement	Community engagement strategy
	Delivery and financial capacity	Development team, finance and market projections

G. DESIGN GUIDES & CODES

1. **DESIGN GUIDES & CODES** may be produced for sensitive areas or on specific topics. These extend development plans or other policies to a more detailed level. Thus as well as amplifying the policies in the Local Plan, Supplementary Planning Guidance (like this document) is being produced on Landscape, Trees, Accessibility, Shopfronts and Conservation Areas - as per DSP.4 and Appendix 3).

2. In North Lanarkshire the intention is to provide a family of succinct guidance to assist applicants, owners, developers and their agents understand the planning process and the Council's expectations better. Do let us know if there is an area where you feel guidance would assist. Where such Guidance has been subject to public consultation it has material weight in determining applications.

3. **DESIGN CODES** are a more formal set of rules or procedures agreed as relevant to development in a particular area - usually in conjunction with an overall Masterplan. They are used where some things are better prescribed precisely – eg a materials palette - or where a particular detail or aspect is important.

4. These design tools allow a differential approach to be taken according to the degree of prescription needed to solve a particular problem.



Good design can use local materials to help reduce the carbon footprint of the building

of UDC and UDC2
ach to design and adhering to the principles of inclusive design
gn principles and accredited by the local constabulary
al units together)
hips' maximum
s and Car parking: what works where guides
m for housing (later phases may be higher) and BREEAM Very Good
e achieved
Approved Document Part E
Approved Document Part E
Green Guide to Specification and Green Guide to Housing Specification
reas <1 per cent of occupied hours are over an operative temperature of
urs are over 26°C
ow developers have used lessons of the Design for Manufacture
rove the quality and deliverability of the scheme – detail on lending,
s (where relevant)
here possible
esign and Management (CDM) co-ordinator appointed
requirements
tegy
posals are deliverable

This is one example of a Quality Design Checklist (from EP/HCA) - see SPG.19 on Housing Quality Standards.

H. GOOD DESIGN PRACTICE

There is an ever increasing range of good practice guidance and award schemes:-

Architecture+Design Scotland (A+DS)

www.ads.org.uk exists to deliver the vision of a well designed, sustainable built environment in Scotland of which the Nation is proud. Various publications and Design Review Reports.

Royal Institution of Architects in Scotland (RIAS)

www.rias.org.uk or www.gia.org.uk Can help you find an architect or point you to award winning designs for your type of project. Always talk to previous clients and get a written quote.

Commission for Architecture & the Built Environment (CABE) - see www.cabe.org.uk/resources - former quango

with useful archived documents, including:-

- Research on the added value of good design
- Various publications on good design practices
- Other Design Tools - eg Healthchecks/ Placechecks - see www.placecheck.info
- Design Quality Indicators
- Specialist advice on Housing, Education, Health, Parks, Public Realm, Building for Life;
- Street Design www.cabe.org.uk/publications/this-way-to-better-residential-streets
- www.cabe.org.uk/publications/creating-successful-masterplans

Homes & Communities Agency (HCA)

www.homesandcommunities.co.uk has absorbed a number of organisations and their policies - including

Quality Standards - Delivering Quality Places (Nov 2007)(see left) www.homesandcommunities.co.uk/design_quality_standards

Building for Life - a toolkit to promote quality design - is at

www.housingcorp.gov.uk/server/show/ConWebDoc.13394

See also www.communities.gov.uk

Scottish Government <http://www.scotland.gov.uk/Topics/Built-Environment/planning/National-Planning-Policy/themes/design>

I. DESIGN AND ACCESS STATEMENTS see also p.8 & 9

1. Many applications will benefit from a structured and proportionate Design & Access Statement (as per PANs 68 & 78) - and it is now required on all major or sensitive developments. This section seeks to provide guidance on how to write them. See also SPG.17 "Accessibility for All".

WHY IS A DESIGN & ACCESS STATEMENT USEFUL?

2. A Design and Access Statement is a tool to improve standards of design and to help you communicate your aspirations better to the planning authority. The quality of the statement, and local authorities' skill in using it, help to determine the quality of design. It helps raise standards of practice.

3. This guide encourages good practice and innovation rather than prescribing a standardised tick-box approach. Design statements must be relevant, proportionate and specific to the site in question and must not merely collate bland, generic commentary or regurgitate existing published guidance. Indeed it is useful to have a draft Design & Access Statement at early pre-application discussions (see separate Guidance Note) to help communication.

WHAT IS A DESIGN & ACCESS STATEMENT?

4. A design and access statement is a short written and illustrated report accompanying a planning application. It should set out how the applicant has analysed the site and its setting, and formulated and applied design principles to achieve good, inclusive design for buildings and public spaces; and how the developer or designer has consulted or will consult on the issues. The statement's scope and level of detail are determined by the nature of the development, the site and its context. The statement has a specific job to do in explaining the background thinking that led to the planning proposal being drawn up. It is not just a description of the planning proposal. It should be a short concise explanation of why the design is as proposed.

5. The objective is to set out, in a structured way, how your assessment of the site and its context has informed and shaped the design so as to create a high-quality place that is easy for everyone to use. To create places of lasting quality. This will aid the Council in its decision making & speed up consideration of the application. It does not guarantee planning permission. *.../ continued over*

I. DESIGN AND ACCESS STATEMENTS (continued)

WHEN IS A DESIGN & ACCESS STATEMENT NEEDED?

6. All schemes benefit from a Design & Access Statement. Whilst **legally required for major developments**, or development accessed by the public, the Council will, to comply with Policy DSP.4, also seek a proportionate Design & Access Statement where development impacts on a **sensitive location** or is of a **large scale nature**.

7. The sensitivity of the development will depend on its location and scale. The Council will apply the following definitions:

LOCATION - where the site is either protected, or prominent in relation to a town centre, town centre gateway, or major transport corridor or area which the Council is seeking to enhance - a Statement will be required. Protected sites are listed in NBE.1 of the Local Plan - and include protected built or natural heritage features (Antonine Wall, Listed Buildings, Conservation Area, etc)

SCALE - large developments over 1 hectare or 4 stories in height (or more than 50 housing units) will usually have an impact that warrants a Design & Access Statement.

8. By providing additional information, which explains and illustrates the design principles and design concept, applicants are likely to benefit from a greater degree of certainty in the planning process, and quicker decision making. The result should be improved quality of new development, lasting improvements to the built environment and successful places. It should also help to foster a more collaborative and inclusive approach.

"A design statement should explain and illustrate the design principles and design concept of the proposed layout; landscape; scale and mix; details and materials; and maintenance. It should show, as briefly as necessary, how these will help to achieve the qualities in Designing Places."

9. Some of the questions an authority may ask when looking at a design statement are:

1. Was there a pre-application discussion?
2. If there was a brief (either a planning brief and/ or a client brief) for the project, how well has it been interpreted?
3. Has there been a thorough appraisal of the site and area, with the most important issues identified?
4. Have all the key design principles been identified?
5. Are the illustrations easy to interpret?
6. Does the design statement explain how the development will meet the six qualities of what makes a successful place? (see back page checklist). In short, is it:
 - A Distinctive** - Does the development enhance the sense of identity?
 - B Safe and pleasant** - Is the space safe for the community, attractive, useable and at the right scale?
 - C Easy to get to and move around** - Have direct routes been created? Does it provide access for less able people?
 - D Welcoming** - Have any new landmarks or gateways been created which will help people to find their way around?
 - E Adaptable** - Does the development or improvements support a mix of compatible uses? Will there be opportunities to make buildings and areas adaptable to a variety of future uses? Adaptable for ageing?
 - F Resource efficient** - Has the opportunity been used to create a new and exciting building in how it has been constructed? Does it minimise the use of energy through the way it faces the sun? How sheltered is it from the wind? How is it to be maintained?

8 7. Is the design solution inclusive and achievable?



High quality landscaping makes Strathclyde Business Park a location of choice

WHAT SHOULD BE COVERED IN A DESIGN & ACCESS STATEMENT?

J.10 The approach used will be influenced by the location, scale, and potential sensitivity of the site and of the proposed development. Whilst it can be presented in many formats – it should usually include sketches and plans as well as text - and generally include:-

1. COVER, INTRODUCTION, BACKGROUND

Set out the name of the scheme, provide contact details of applicant and agent(s), and include the date and any client brief or description of the proposed scheme. It should include a location and site plan (with site in red & any adjacent land owned in blue), showing scale and north point, together with any relevant ownership or planning history details.

2. SITE DETAILS WITH APPRAISAL OF CONTEXT & CHARACTER

Describe the site and set out an assessment of its character and context (as Section.D). It should assess the local context, identity, links and connections to adjoining areas, green networks and facilities, and existing environment / biodiversity (see p.4 or back of PAN.71 for Appraisal Checklist). As well as appraising the character and appearance it might identify any negative factors or opportunities for enhancement.

3. PHOTO RECORD OF SITE or EXISTING BUILDINGS/ BOUNDARIES

Including a plan to show where photos were taken from. Sketches, photomontages; figure/ground diagrams; or other concept diagrams or sketches that explain the rationale to the design should be included.

4. IDENTIFY CONSTRAINTS AND ESTABLISH DESIGN OBJECTIVES (see sections D and E)

This should identify any limitations on the use of the site – whether from flooding; land instability; high voltage cables or other statutory services. For example – buffers may be required to development abutting main roads or the Green Belt. Assessing neighbouring land uses may also identify any privacy, amenity or locational issues that the design should address. The Design Principles need to provide a clear vision for the site - indicating how a distinct, successful place can be created. (see Section E on page 5). This should at least address: siting; overall layout; density; form; scale; height; massing; proportion; detailing; colour; materials, and open space or ecological issues.

5. ASSESSMENT & ANALYSIS OF DESIGN OPTIONS

The relevant legislation & good design principles are set out elsewhere in this note. In working up a design solution it is likely that various design options will be explored in reaching an optimum design solution. This section should make the stages in the design assessment process transparent, so as to help justify and explain the preferred scheme.

6. EXPLANATION OF PROPOSED DESIGN CONCEPT & SOLUTION

Successful places are:

- A. Distinctive** **B. Safe and pleasant** **C. Easy to get to and move around**
D. Welcoming **E. Adaptable** **F. Resource efficient**

The statement should assess the design against these 6 headings and the 25 points in the Design Quality Assessment checklist (on the back page of this Guidance). The design solution should be explained with respect to:

- **Layout**, i.e. context, streets and spaces, accessibility, safety and security,
- **Sustainability**, energy efficiency
- **Scale and mix of uses**;
- **Details and materials**;
- **Landscape**;
- **Maintenance**

7. ACCESSIBILITY - see also emerging SPG.17 “Accessibility for All”

The Design Statement needs to also address access issues - indicating how people are to move around and through the buildings and site safely. This needs to link desire lines, entrances, and legibility to create a safe, inclusive, convenient and welcoming development, integrating local paths with wider public transport and green networks. As well as quantifying walking, cycling facilities, and vehicular access, parking, traffic calming measures, and the benefit of visible and prominent entrances - this needs to set out how the scheme will be inclusive (see separate Guidance Note SPG.17). It may help to include an Access Audit.

8. SUSTAINABILITY

The Design Statement and design approach should indicate how the scheme aims to minimise waste, resources and energy usage whilst creating a low ecological footprint in line with the Climate Change policy and DSP.4 objectives. It helps to summarise the approach to be taken on energy & water conservation; sustainable construction and drainage; promoting health & wellbeing; reducing waste and resources used; storage, collection and composting of waste and recyclable materials; and on site measures for reducing CO2 emissions. What is the target epc (energy performance certificate) rating? Good natural design helps reduce the need to rely on costly technical solutions to meet the rising Building Standards requirements.

9. OTHER MATTERS (where appropriate)

The Statement can include summaries of any pre-app discussions or other relevant or appropriate work:-

- Environmental Impact Assessment
- Conservation Statement
- Tree or arboricultural report
- Noise Survey
- Transport Assessment and/or Travel Plan
- Public Art
- Protected Species Report
- Programming/ Phasing issues; etc

10. STATEMENT OF PUBLIC ENGAGEMENT (where appropriate)

Depending on the nature and scale of the development, there may be a need for public involvement during the design process. Early consultation with the public or amenity groups should help to identify any key issues or concerns. When the design concept(s) have been worked up, it is advisable to feed these back to the contributors in order to check that nothing has been missed or interpreted incorrectly. This exercise will also help to gauge any initial reactions to the preliminary design which may help to influence the final design.

J. CONCEPT STATEMENTS

1. A concept statement aims to set out a succinct and sustainable vision for a particular area where major development is proposed. It needs to be rooted in an understanding of the local community views of what the opportunities and issues are in the area. It needs to reflect what makes the area unique and special - but go on to summarise local aspirations as to how the area can be enhanced through development.

2. Effectively it becomes a guide for developers and the brief for the masterplan of the area. A key test will therefore be whether the masterplan achieves the vision set out in the Concept Statement - particularly in delivering a quality neighbourhood and sense of place. Landowners and developers will be expected to work together to deliver the Concept Statement. This should include identifying how the vision set out in the Concept Statement is to be delivered. The masterplan will then need to address the concept plan issues - including the wider infrastructure, community or environmental deficiencies needing to be addressed, and where appropriate clarify any developer contributions required to deliver the required infrastructure.

3. It is essential that a Concept Statement goes through extensive local involvement to ensure that it accurately reflects local hopes and aspirations (see D and separate Supplementary Planning Guidance).

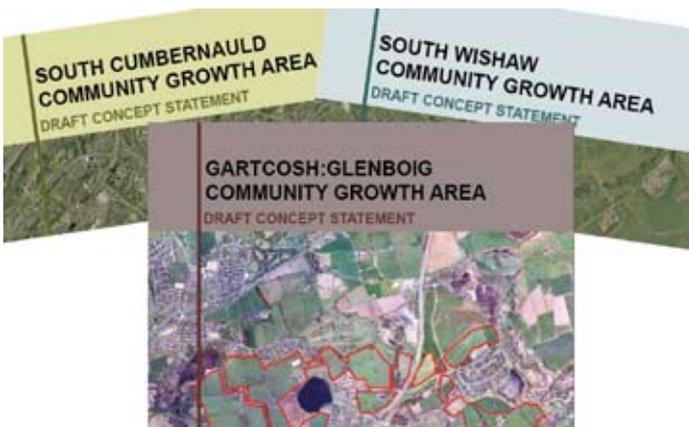
4. Typically a Concept Statement will include:-
(a) A succinct schedule of the key issues
(b) A diagrammatic plan relating the key issues to the spatial and sustainable layout of the area
(c) A related “**Development Framework**” document - setting the local context and identifying in more detail issues needing investigation and a timetabled structure for moving the Concept Statement into a Masterplan for the area.
(d) a report on the community involvement in the process.



New Collective Architecture scheme at Kildrum, Cumbernauld



Ravenscraig Masterplan



K. MASTERPLANS

1. Where Masterplans are considered necessary they will be expected to have regard to PAN.83 and demonstrate an awareness of the CABE Guidance on Making the Masterplan process effective. Where a Concept Statement exists, a Masterplan should demonstrate how the objectives of the **Concept Statement** are to be achieved - in accord with any **Development Framework document**. They will form an essential part of major areas of change (the Community Growth Areas) and areas or sites facing major regeneration.

2. High quality Masterplans have an important role in creating better sustainable places through good design - and creating the vision and framework for success. It is essential that landowners and developers recognise the critical role of Masterplans to delivering high quality development and the related infrastructure - and thus secure a successful development.

3. PAN.83 and the CABE Guidance highlight the important role of Masterplans and Development Frameworks within the development process. Experience has indicated that key points to ensure effective Masterplans include:-

- linking the design vision to early engagement and an effective implementation and delivery strategy.
- creating a distinct and appropriate local identity or character,
- providing ambitious and effective leadership - with good communication that fosters a team approach and open accessible engagement.

The key issues (Vision; Brief; Leadership; and Working Together) need to tangibly be addressed.

4. However Masterplans need to do more than just focus on delivering high quality sustainable environments. Masterplanning is a process (not an output) - and effective and meaningful Community Engagement at an early stage - together with building the capacity of the local community - is an essential component. See the separate Community Engagement Guidance.

Developing a good brief depends on an understanding of the social, environmental and economic context, the dynamics that drive investment decisions, and consideration of how the development will be implemented. In carrying out an initial urban design analysis to identify the strengths and weaknesses of a site, it may be necessary to collect and analyse baseline information on a much wider area than the site itself.
from PAN.83

**North Lanarkshire Council
Development Management
Northern Area Office**
Fleming House, 2 Tryst Road,
Cumbernauld G67 1JW
01236 632500
esenquiries@northlan.gov.uk

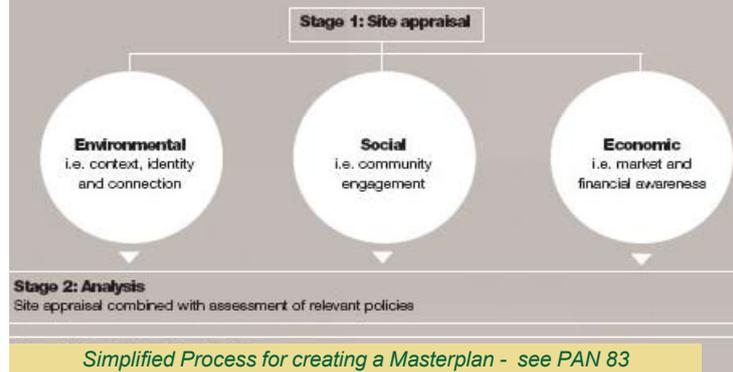
**Architecture + Design
Scotland (A+DS)**
Bakehouse Close, 146
Canongate, Edinburgh EH8 8DD
T: 0131 556 6699 F: 0131 556 6633
www.ads.org.uk info@ads.org.uk

**North Lanarkshire Council
Development Management
Southern Area Office**
Fleming House, 2 Tryst Road,
Cumbernauld G67 1JW
01236 632500
esenquiries@northlan.gov.uk

SEPA East Kilbride, 5
Redwood Crescent, Peel
Park, G74 5PP
www.sepa.org.uk

Sustainable places Some key characteristics

- Are well located and planned
- Provide high quality and affordable homes
- Provide energy-efficient, low-carbon buildings
- Provide attractive spaces with greenspace and nature
- Provide for biodiversity
- Promote positive health and wellbeing
- Have good connections and are easily accessible
- Support sustainable travel, i.e. through walking, cycling and the use of public transport
- Encourage recreation and physical activity



5. The other key ingredient of a successful masterplan is a vision for the area, if not already established through a Concept Statement. Such a vision needs to inspire, yet be practical. To have local ownership, but draw in new resources. To be realistic, yet challenge and raise expectations. To promote a sustainable approach. To give context and identity to the proposal. How will it be different from other development? Again the Council has an important role in nurturing the development of such a vision.

6. In order to achieve a vision that is sustainable the Masterplan approach should address the Environmental, Social and Economic aspects of the place, including:-

- access & connections
- social & environmental context
- place-making
- topography

7. Masterplans should also address the infrastructure requirements relating to:-

- (A) engineering systems to support sustainable development (paths, roads, drains, sewerage, electricity; IT; telecommunications; street lighting; waste disposal; fire-fighting) (GREY)
- (B) how the area manages water - water supply, watercourses, sustainable drainage, rainfall and water run-off) (BLUE)
- (C) human behaviour, public realm and spaces, hardscapes, connections and pedestrian networks; art and culture. (RED)
- (D) ecosystems, landscape features, open space, natural areas, biodiversity and nature; green networks (GREEN)

The Council will expect all masterplans to address these infrastructure requirements in a sustainable and low-carbon manner. Masterplans should include an indicative implementation/ phasing timetable and identify how infrastructure requirements are to be resourced.

Refer to Scottish Government PAN.83 and www.cabe.org.uk/publications/creating-successful-masterplans

L. CONTACTS

**North Lanarkshire Council
Development Implementation
Team**
Fleming House, 2 Tryst Road
Cumbernauld, G67 1JW
01236 632625
esdesign@northlan.gov.uk

Scottish Natural Heritage
Great Glen House, Leachkin
Road, Inverness IV3 8NW
T: 01463 725000
E: enquiries@snh.gov.uk
www.snh.gov.uk/

The latest Supplementary Planning Guidance and index can be found online at www.northlanarkshire.gov.uk/spg

See also publications/ advice at:
Scottish Government
www.scotland.gov.uk/topics/planning and archived site
www.cabe.org.uk
www.cabe.org.uk/publications

The Council will expect all planning applications to achieve design quality by applying the tools in this Guidance

M. Design Quality Checklist

your scheme should ensure...

The most successful places are those that flourish socially, environmentally and economically. They also have the following qualities in common:	In assessing planning applications the Council will assess schemes against these criteria by asking the following questions:	Score:
A Distinctiveness - they have a distinct character and identity	<ol style="list-style-type: none"> 1. Does the scheme feel like a place with a distinct character? 2. Do the buildings exhibit architectural quality with a design specific to the site? 3. Are streets defined by a coherent, legible and well structured building layout? 4. Does the scheme exploit existing buildings, landscape, biodiversity or topography? 5. Is there a good hard and soft landscape scheme? (SPG.01) 	
B Safe and pleasant - their public spaces are well looked after	<ol style="list-style-type: none"> 6. Are public spaces and pedestrian routes overlooked to provide natural surveillance and do they feel safe? 7. Is there well designed lighting, signage and natural environment? 8. Is the public space well designed and inclusive? Does it have suitable management arrangements in place? 9. Is their an appropriate boundary treatment or buffer zone? 10. Does the building layout take priority over the roads and car parking so that the roads do not dominate? 	
C Easy to get to and move around - they are easy to reach, especially on foot	<ol style="list-style-type: none"> 11. Do the buildings and layout make it easy to find your way around? Are there clear open pedestrian routes? 12. Are the streets pedestrian, cycle and vehicle friendly? 13. Is the car and cycle parking well integrated and situated so as to support the street scene and slow traffic speeds? 14. Does the scheme integrate well with existing roads, paths and surrounding development and networks? 15. Does the development have easy access to public transport? 	
D Welcoming - their occupants and visitors feel at ease	<ol style="list-style-type: none"> 16. Are building entrances obvious, logical and welcoming? 17. Is there a tenure and accommodation mix that reflects the needs of the local community and is it well integrated? 18. Does the development provide (or is it close to) community facilities such as a school, parks, play areas, shops, pubs or cafes? 19. Is the car parking safe and overlooked? Do all non-residential car parks comply with ParkMark standards? (see SPG.22). Are they well-landscaped? 	
E Adaptable - they have the capacity to cope with change	<ol style="list-style-type: none"> 20. Does each dwelling have a useful external amenity area? 21. Do the internal spaces and layout allow for adaption, conversion or extension? 22. Is the development accessible for all? Does it achieve Lifetime Homes Standards (SPG.17 - so as to accommodate an ageing population)? 	
F Resource efficient - they promote the sustainable use of resources	<ol style="list-style-type: none"> 23. Does the development have features to reduce its environmental impact & reduce water & energy use? How is waste managed? Is there provision for recycling? 24. Do buildings or spaces outperform statutory minima, such as Building Standards, to achieve high energy efficiency and sustainable standards? What energy rating is sought? 25. Has the scheme made use of advances in construction and technology that enhance its performance, quality and attractiveness? 	

The latest Supplementary Planning Guidance and index can be found online at:- www.northlanarkshire.gov.uk/spg

This is one of a series of Supplementary Planning Guidance Leaflets aimed at encouraging good practice in the design and layout of new development. The advice supplements the policies in the emerging North Lanarkshire Local Plan. The Council will have regard to this Guidance when assessing the merits of planning applications. Following public consultation in Jan/ Feb 2010 and consideration of all comments made, it was formally approved as Supplementary Planning Guidance on 28 July 2010. It is available on-line can be translated or provided in other languages or formats on request

Ref: SPG.15 Good Design Toolkit
 Approved 28th July 2010 @ Apr 2011
www.northlanarkshire.gov.uk/spg
 North Lanarkshire Council, Environmental Services, Strategic Planning, Fleming House, 2 Tryst Road, Cumbernauld G67 1JW
 Tel 01236 632625 esdesign@northlan.gov.uk