

Capacitycheck at a glance, and in full

Capacitycheck is set out in the following pages in two versions. Capacitycheck at a glance (pages 14–15) sets out the headings only. It can be used for carrying out a quick Capacitycheck, or as an index to the full version. Capacitycheck in full (pages 16–24) has exactly the same headings but a great deal more detail. Whether you need this detail will depend on what you are assessing, and why.

Both versions of Capacitycheck set out the knowledge and skills of urban design under three headings:

A. Foundations of urban design

A checklist of subjects of which most people who play a part in shaping places (councillors, design champions, communities, clients and a wide range of professionals) may need to have an awareness or understanding.

B. Urban design topics

A checklist of more specific subjects of which people who play a part in shaping places may need to have an awareness or understanding.

C. Roles in urban design

A checklist of some of the urban design activities that professionals undertake. No one undertakes them all. They are also matters of which a wide range of people need to have awareness, understanding or competence.

Choose whichever category or categories are appropriate to the assessment you are making.



Capacitycheck in full

(see pages 14–15 for Capacitycheck at a glance)

Name of individual, organisation or project being assessed

Completed by

Date

Scoring method (see p11)



A. FOUNDATIONS OF URBAN DESIGN

A checklist of subjects of which most people who play a part in shaping places will need to have an awareness or understanding.

	Awareness	Understanding		Awareness	Understanding
A1 The objectives of urban design and the qualities of successful places, as described in:					
• CLG/CABE's <i>By Design</i> (character; continuity and enclosure; convivial public realm; ease of movement; legibility; adaptability; and diversity)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
• The Scottish Government's <i>Designing Places</i> (identity; safe and pleasant spaces; ease of movement; a sense of welcome; adaptability; and good use of resources)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
A2 How the elements of development form (including urban structure; urban grain; movement networks; use of resources; density and mix of uses; scale; landscape; appearance; and materials) contribute to achieving the objectives of urban design	<input type="checkbox"/>	<input type="checkbox"/>			
A3 Collaborative and participative processes					
• Community and stakeholder engagement	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
• Partnership working	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
• Team working	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
• Understanding local aspirations	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
• Conflict resolution	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
A4 How design relates to different spatial scales					
• Global context	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
• Regional context	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
• Local contexts (sub-regional, city or town, district, neighbourhood, street, block, plot)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
A5 Assessing design quality					
• What questions to ask and criteria to use	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
• Taking and using design advice	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
A6 The role of urban design in local government					
• Design in forward planning	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
• Design in development control	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
• Design at appeal	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
• Design review	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
• Highway design	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
A7 The other systems and agencies that shape the built environment					
• National systems and agencies	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
• Regional systems and agencies	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
• Local systems and agencies	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
A8 How to use, read and interpret urban design documents and plans					
• Using supplementary planning documents	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
• Using local development strategies	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
• Using design and access statements	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
• Using masterplans and other guidance	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
A9 Implementing urban design					
• Understanding ownership and development economics	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
• Managing project teams	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
• Business planning	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
• Governance	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
A10 Caring for the place					
• Place management	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
• Maintenance	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Subtotal (if appropriate) for section A	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>

B. URBAN DESIGN TOPICS

A further checklist of more specific subjects of which people who play a part in shaping places may need to have an awareness or understanding.

Form and context

B1 Natural setting

- Geology and soils
- Ground conditions and contamination
- Land form
- Landscape types
- Habitats
- Biodiversity
- Micro-climate
- Air quality
- Noise
- Hydrology

B2 Legislative and policy context

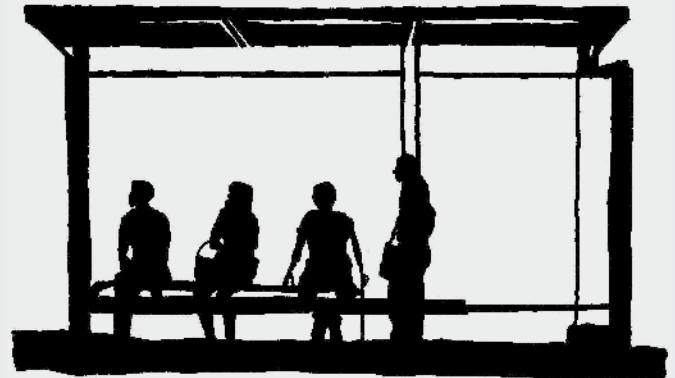
- The legislative and policy context at European and national levels
- The legislative and policy context at regional and local levels
- Legislation, policy, guidance, regulations, duties, standards and precedence that need to be complied with
- Legislation, policy, guidance, regulations, duties, standards and precedence that should be considered
- Reaching balanced decisions in the light of competing legislation and policy

B3 Historical, cultural, social and economic context

- Prehistory and history
- Archaeology
- Architectural and urban character
- Climate change
- Economic function
- Market conditions
- Demography and social patterns
- Culture, traditions, values
- Technology
- Lifestyle
- Future trends

B4 Land ownership

- Types of ownership (freehold, leasehold, commonhold)
- Roles of ownership in design, development and maintenance



	Awareness	Understanding
B5 Urban form		
• Urban structure (overall pattern and hierarchy of routes and blocks)	<input type="checkbox"/>	<input type="checkbox"/>
• Plot size	<input type="checkbox"/>	<input type="checkbox"/>
• Street, public space and junction types (from boulevards to courtyards, and from civic squares to crossroads)	<input type="checkbox"/>	<input type="checkbox"/>
• Densities and mix of uses	<input type="checkbox"/>	<input type="checkbox"/>
• Scale of buildings (height and massing)	<input type="checkbox"/>	<input type="checkbox"/>
• Appearance and beauty	<input type="checkbox"/>	<input type="checkbox"/>
• Boundary treatments	<input type="checkbox"/>	<input type="checkbox"/>
• Frontages and facades	<input type="checkbox"/>	<input type="checkbox"/>
• Roofscapes	<input type="checkbox"/>	<input type="checkbox"/>
• Views and vistas	<input type="checkbox"/>	<input type="checkbox"/>
• Lighting	<input type="checkbox"/>	<input type="checkbox"/>
• Daylighting (maximising natural light)	<input type="checkbox"/>	<input type="checkbox"/>
• Natural ventilation and windspeed	<input type="checkbox"/>	<input type="checkbox"/>
• Public art	<input type="checkbox"/>	<input type="checkbox"/>
B6 Types of building		
• Houses and apartments	<input type="checkbox"/>	<input type="checkbox"/>
• Retail	<input type="checkbox"/>	<input type="checkbox"/>
• Education	<input type="checkbox"/>	<input type="checkbox"/>
• Health	<input type="checkbox"/>	<input type="checkbox"/>
• Libraries and resource centres	<input type="checkbox"/>	<input type="checkbox"/>
• Workplaces (including offices, home offices, and light and heavy industry)	<input type="checkbox"/>	<input type="checkbox"/>
• Restaurants, cafes, pubs and bars	<input type="checkbox"/>	<input type="checkbox"/>
• Entertainment, sports and recreation	<input type="checkbox"/>	<input type="checkbox"/>
• Community and government centres	<input type="checkbox"/>	<input type="checkbox"/>
• Cultural and social uses	<input type="checkbox"/>	<input type="checkbox"/>
• Faith centres	<input type="checkbox"/>	<input type="checkbox"/>

	Awareness	Understanding
B7 Materials		
• Texture	<input type="checkbox"/>	<input type="checkbox"/>
• Colour	<input type="checkbox"/>	<input type="checkbox"/>
• Pattern	<input type="checkbox"/>	<input type="checkbox"/>
• Durability	<input type="checkbox"/>	<input type="checkbox"/>
• Ease of maintenance	<input type="checkbox"/>	<input type="checkbox"/>
• Local sourcing	<input type="checkbox"/>	<input type="checkbox"/>
• Ecological impact (including carbon footprint)	<input type="checkbox"/>	<input type="checkbox"/>
• Cost (including lifecycle)	<input type="checkbox"/>	<input type="checkbox"/>
B8 Greenspace		
• Planting	<input type="checkbox"/>	<input type="checkbox"/>
• Open space (public and private)	<input type="checkbox"/>	<input type="checkbox"/>
• Open water (rivers, lakes, ponds)	<input type="checkbox"/>	<input type="checkbox"/>
• Fountains and water features	<input type="checkbox"/>	<input type="checkbox"/>
• Shelter belts	<input type="checkbox"/>	<input type="checkbox"/>
• Trees	<input type="checkbox"/>	<input type="checkbox"/>
• Play areas and facilities	<input type="checkbox"/>	<input type="checkbox"/>
• Sports grounds	<input type="checkbox"/>	<input type="checkbox"/>
• Allotments	<input type="checkbox"/>	<input type="checkbox"/>
• Productive landscapes	<input type="checkbox"/>	<input type="checkbox"/>
• Nature reserves	<input type="checkbox"/>	<input type="checkbox"/>
• Wildlife corridors	<input type="checkbox"/>	<input type="checkbox"/>
• Green belts	<input type="checkbox"/>	<input type="checkbox"/>

Servicing

B16 Water

- Water supply
- Water conservation
- Water recycling
- Water treatment
- Flood management
- Drainage (including sustainable drainage systems)
- Pollution prevention and reduction
- River basin management

B17 Energy

- Designing out the need for energy
- Using energy efficiently
- Supplying energy efficiently
- Distributing energy efficiently
- Energy in transport
- Minimising emissions

B18 Telecommunications

- Cabling
- Masts, antennas and aerials
- Equal access

Awareness
Understanding

B19 Waste

- Minimisation
- Storage
- Reuse
- Recycling
- Collection
- Separation
- Disposal

B20 Utilities

- Under and above ground
- Delivery mechanisms

Management

B21 Management and maintenance

- Community and neighbourhood management systems
- Management structures
- Management plans
- Maintenance regimes
- Business improvement districts
- Enforcement
- Quality audits

Subtotal (if appropriate) for section B

--	--

Awareness
Understanding

C. ROLES IN URBAN DESIGN

These are some of the urban design activities that professionals undertake. No one undertakes them all. They are also matters of which a wide range of people need to have awareness, understanding or competence.

	Awareness	Understanding	Competence
C1 Carrying out urban design studies and appraisals			
• Carrying out appraisals of development proposals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Carrying out SWOT (strengths, weaknesses, opportunities, threats) analysis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Carrying out studies of urban form	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Carrying out urban and historic character assessments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Carrying out landscape character assessments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Carrying out policy reviews	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Carrying out access audits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Carrying out site and area appraisals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Carrying out public space appraisals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Carrying out feasibility appraisals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Carrying out placechecks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



	Awareness	Understanding	Competence
C2 Preparing urban design policy, guidance and statements			
• Writing urban design policies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Monitoring and reviewing urban design policy and guidance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Preparing vision statements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Drawing up urban design codes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Preparing and illustrating urban design guidance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Preparing development briefs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Preparing urban design frameworks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Preparing travel plans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Preparing design statements (or design and access statements)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Preparing access statements (additional to the design and access statements prepared in the planning process)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Preparing public realm strategies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Preparing public art strategies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Preparing local or village design statements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C3 Masterplanning			
• Inception: planning the masterplanning process	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Vision: setting project goals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Community and stakeholder engagement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Carrying out appraisals and analysis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Setting out the strategic framework	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Determining design principles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Identifying and selecting options	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Planning the delivery process	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Formalising the masterplan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Awareness	Understanding	Competence
C4 Designing			
• Designing development layouts or producing indicative layouts for specific sites	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Designing the movement network for an area or site	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Designing mixed-use areas and streets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Designing parks and open spaces	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Designing sustainable drainage systems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Designing public space improvements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Designing urban watercourses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Designing signage and waymarking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Designing highways and road junctions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Designing adaptations to improve accessibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Designing or specifying public space	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Designing pedestrian, road safety, shared space or home zone schemes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Designing lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C5 Communicating design in two dimensions (by hand or computer)			
• Drawing diagrams	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Drawing maps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Drawing plans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Drawing elevations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Drawing sections	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Drawing cartoons	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Use of appropriate drawing scale and detail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Awareness	Understanding	Competence
C6 Communicating design in three dimensions (by hand or computer)			
• Drawing perspectives	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Drawing isometrics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Drawing axonometrics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Drawing photomontages	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Drawing accurate visual representations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Creating physical models	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Creating virtual models	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C7 Providing urban design advice			
• Advising prospective planning applicants on urban design aspects of development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Advising elected politicians and local government officers on urban design aspects of development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Giving urban design advice on planning applications as part of the development control function of a local authority	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Advising other local government services on urban design matters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Taking the role of design champion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Supporting and advising a design champion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Advising on the form and content of design statements (or design and access statements) as part of the submission requirements to accompany planning applications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Preparing statements of evidence and giving evidence on urban design matters at planning inquiries	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Advising the public on urban design matters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Negotiating on design issues	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Awareness
Understanding
Competence

C8 Managing urban design processes

- Managing the process of public and stakeholder involvement
- Managing design consultants and teams
- Planning and organising urban design competitions
- Enabling and managing the development process
- Formulating and setting urban design performance indicators
- Managing the public realm
- Managing project development through the tendering stage

C9 Promoting placemaking

- Setting up and administering a design awards scheme
- Setting up and administering a design review panel
- Programming and organising festivals and events
- Running educational programmes
- Collaborating with university design courses
- Working with architecture and planning centres
- Working with schools
- Writing and publishing material promoting urban design initiatives
- Place branding

Subtotal (if appropriate) for section C

Total (if appropriate)

Notes