WHITCHURCH TOWN COUNCIL

Planning Guide

Scope

This describes Whitchurch Town Council's (WTC) role as a statutory consultee in respect of Planning & Development Control and certain other services coming within the Terms of Reference of Planning Committee. Town & parish councils and councillors have a crucial role in representing their locality and leading local development in the best interests of residents. It also gives guidance on the Planning System.

PLANNING
General

1. A Town council has no direct powers in the field of planning control. The local planning authority is Shropshire Council (SC). The Town Council is entitled to be notified in writing of every planning application in their area and may make representations to the local planning authority. They may also be heard at planning inquiries or make written representations.
The Town Council may also make representations on consultations about Local Plan documents and supplementary planning documents such as design briefs.

2. The TC's Planning Committee operates for the majority of the time as a "virtual" committee, and only has formal meetings for major or controversial applications, where Town Councillors request that an application is considered by committee, or conflicting views arise from consultation with councillors or for strategic matters such as SAMDev. In such circumstances, the TC may call a meeting in consultation with the Planning Chairman. All councillors are members of Planning Committee, and therefore all of its responsibilities within its terms of reference are delegated to it.

3. The Town Council's strength is in its very local knowledge. It can influence planning policies and decisions by making informed observations backed up by evidence. It must make observations which are material planning considerations. Matters such as the enjoyment of a view or house valuations may be important to local people but are not planning arguments.
It can undertake :-
   - Checking plans are accurate and appropriate.
   - Assessing local needs and informing the planning authority.
   - Gathering views and making them known to the planning authority
   - Making effective views on planning applications
   - Producing design guides for the town
   - Taking the lead as the community draws up a town plan
   - Actively engaging in the development plan process
   - Asking the planning authority to enforce planning decisions
   - Prepare a Neighbourhood Plan

See Appendix 2 – Introduction to the Planning System.

Arrangements within Shropshire

4. Shropshire Council (SC) are currently well on with the process of developing the Site Allocation and Management of Development Plan (SAMdev) "Final Plan", showing proposed housing and employment development. They consulted in March 2013 on a set of draft Development Management Policies, which did NOT contain any information relating to site allocations for future development, but set out 16 draft Development Management Policies. These will sit alongside the 20 policies in the Core Strategy and will replace the remaining 117 'saved' policies from the previous Local and Structure Plans, leading to a simplified policy framework against which planning applications will be

judged. The Policies will therefore guide future development in order to help to deliver the vision and objectives of the Core Strategy for the period up to 2026.

5. The key purpose of SAMdev is to:
   - Identify sustainable growth targets for Shropshire's Market Town.
   - Identify Community hubs and Community clusters in the rural area where some further development will happen.
   - Identify appropriate site for future housing and employment development in market towns, community hubs and community clusters.
   - Provide additional Development Management Policies.

6. Since the Policy Directions were published in March 2012, the National Planning Policy Framework (NPPF) has been published which sets the national context. The NPPF replaced a raft of Planning Policy Statements (PPS). The Core Strategy sets the development framework for Shropshire and will be carried forward in the adopted SAMdev Plan. The Core Strategy approach is one of sustainable growth for Shropshire, delivered in a locally responsible manner, with the objective of making communities more resilient and adaptable to challenges of the 21st century.

   The draft policies in this document recognise Community Led Plan such as Neighbourhood Plans and Town or Parish Plans. The Market Town Place Plan summarise the infrastructure and investment requirements needed to deliver the community vision and aspirations.

7. There will be a Consultation on changes to preferred site allocations and settlement strategies later in 2013. The SAMdev 'Final Plan' combining site allocations, settlement strategies and development management policies will be consulted on in late 2013 with the submission to the Secretary of State in 2014.

8. Shropshire Council has a Development Management Charter which explains the planning processes and can be referenced on their website www.**shropshire**.gov.uk/**planning**.nsf. It also links to the Planning Portal which is the UK Government's online planning and building regulations resource for England and Wales. SC offer pre-application advice to applicants, however in most cases this is a chargeable service.

9. Planning decisions are made through a quasi –judicial process, overseen by one of SC's three area planning committees. The North Planning committee considers applications relating to the northeast Shropshire and Oswestry areas (including Whitchuurch). It meets once a month, either in the Council Chamber, Castle View, Oswestry or at Edinburgh House, Wem.

10. SC's online register allows the public to:
    - View and monitor the progress of planning applications online
    - Submit representations about planning applications made to the council
    - See whether an appeal has been lodged and the result
    - View weekly and monthly lists of applications and decisions
    - Set up search profiles and be automatically notified by e-mail
    - View registers of formal enforcement action taken by the council

11. The determination of most planning matters are delegated to the Group Manager-Environment with the exception of the following:
    - most applications relating to SC property
    - Applications accompanied by a Schedule 1 Environmental Statement
    - Complex or major applications
    - Applications called in by SC councillors
    - Applications where the officer recommendation and the view of the Town Council are opposed, where the matter cannot be resolved by discussion and the Town Council has raised material planning reasons.

12. The following decisions are delegated to the Group Manager:
   - Consultee objections
   - Departures
   - Enforcement
   - Trees/hedgerows
   - Appeals
   - Footpaths
   - Planning obligations

Process at Whitchurch TC

13. A weekly list of new planning applications, reserved matters and Tree Preservation Orders for Shropshire is received from the SC via email. It is arranged in Parish alphabetical order so Whitchurch Town or significant applications just beyond its boundaries can be quickly identified. These are forwarded by email to all councillors. They are able to access details on line via SC. The Town Council Website will also contain a link to the weekly list.

14. Copies of all plans are forwarded to WTC by SC and will be available at reception for either councillors or the public on request to look at if they prefer.

15. Councillors are asked to email to the office, their observations if any within 7 working days, and it would be appreciated if these could be copied to other councillors so that they have the benefit of their views.

16. Staff will compile observations received and:
   - Where no observations are received, advise SC that the Town Council does not wish to make any comments.
   - Where the consensus view is to support, to forward that view to SC, along with any justifications expressed.
   - Where the consensus view is to reject, to forward this view to SC along with material planning reasons. Sometimes the ATC may need to contact councillors for further clarification about reasons for objection.
   - Where a clear view cannot be determined from replies, strongly opposing views are expressed, opposition is received by the public are received, or a councillor requests the matter is referred to committee, a Planning Committee will be convened, where possible on the same evening as another meeting.
   - Where SC ask the Council to reconsider their comments, Members will be re-consulted by email. This will result in either the same view, or a revised view being sent to SC, or a Planning Committee being called.

17. All relevant plans will be available for members to view, half an hour prior to the commencement of a Planning Committee, and particularly important or contentious applications will be displayed on a board.

18. Copies of planning applications are retained in the file for 2 years. After each meeting the ATC will add the plans considered at the meeting to the file and destroy any over years old. Planning history is available from SC.

19. Where views are expressed by the public, applicants or lobbyists to Councillors, they should be drawn to the attention of other members when responding to the weekly list or to Committee who should be encouraged to consider them but balance them against possible alternatives – (see advice on Pre-determination in the Councillor's Code of Conduct.)

21. The Town Council should encourage the views of interested parties by making known in Newsletters and on the Web site, how people can have written information brought to the attention of Councillors or the Planning Committee and about their rights to speak.

22. Requests to speak at Planning Committee should be dealt with in accordance with the public participation rules in the Standing Orders

23. If a Planning Committee is held, the minutes are taken to be formally noted by Council in the normal way. If observations have been sent under delegated authority by the TC, a list of observations sent to SC, will be circulated to all councillors in a fortnightly "Information Bulletin"

24. The ATC will also forward to all councillors by email, notifications of planning decisions, or where applications are to be determined by Committee. If appropriate, the Council may request a councillor, an officer or a consultant on its behalf to speak at the SC North Planning Committee.

25. It is open to any Town Councillor, either directly or through the TC, to approach a relevant Shropshire Councillor and suggest that an application listed for delegation, should be called in and referred to the SC Planning Committee, where it is considered necessary to get Member input to the decision. Shropshire councillors only have 10 days from receipt of notice of the application to call it in and will need to give valid planning reasons to do so.

26. On rare occasions, members of WTC's Planning Committee will request a site visit. Remember, Town Councillors have no right onto a site without the permission of the owner, applicant or agent and this should be sought in advance, by the ATC, otherwise the visit should be conducted from off-site. Information may be sought from the applicant but the merits of the application must not be discussed, nor opinions stated. There should always be an officer present. Occasionally, Members will be invited by Shropshire Council to attend a site visit arranged by them. This will be emailed to all councillors, but relevant Ward Councillors will get priority, if numbers are limited.

27. Both new appeals, and determined appeals are notified to the Council and these are reported by email to all councillors. Where appeals are notified, the Committee may ask an officer or a Councillor, or an appointed consultant to appear and give evidence at a public inquiry or make written representation. In such cases, careful preparation is essential, and the advice of a Planning Consultant may be sought.

28. A Planning Authority (SC) may enter into an agreement (Section 106 Planning obligations) with any potential developer for the purpose of restricting or regulating the development or use of the land either permanently or during such period prescribed in the agreement.
    Types of obligation:
    - restricting the development or use of the land
    - requiring specified operations or activities to be carried out
    - requiring the land to be used in any specified way
    - requiring a payment to the authority

    A Section 106 Agreement is enforceable as a contract. A payment is usually to offset a negative impact of the proposed development and the money is ring fenced for that specific purpose. For example;
    -to improve a road junction to negate the impact of increased local traffic.
    -to provide a play area or other facility for new houses.

    It is legitimate for the WTC to request SC to "ring fence" Section 106 money for a specific purpose such as implementing part of the Town Centre Plan.

29. Section 206 of the Planning Act 2008 gives 'charging authorities' (generally the local planning authority) the power to charge the Community Infrastructure Levy(CIL). It is a charge that local authorities can choose to impose on new developments to fund local infrastructure. This could include infrastructure such as: Transport schemes; Schools; Hospitals; Green spaces; Leisure centres etc.
    The levy is charged by square metre of floor space of a development. It can be charged on any new dwelling or any other development that has 100 square metres or more gross internal floor space..
    Once planning permission is granted, collecting authorities will issue applicants with a levy liability notice which becomes due when development commences.

Where there is a neighbourhood plan in place that has been accepted in a referendum, town or parish councils will be given 25% of the levy when planning permission for a development is approved. This money will be available to spend on infrastructure from an approved list, including improvements such as to re-roof a village hall, refurbish a municipal pool or take over a community pub. Where there is no neighbourhood plan in place, communities will receive 15% of the levy, although this is capped at £100 per household per year

30. The Town Council will provide as necessary training on all aspects of planning including the Local Plan, Development Control, material consideration, enforcement. and urban design, to help members in making the best decisions.

31. WTC will respond to the consultation on each part of the Local Plan, of particular importance will be the Core Strategy and Site Allocations. The Town Council will also respond to consultation on other aspects of planning such as Supplementary Planning Guidance or Design Briefs.

Making the Best Decisions

32. It is essential to know the policies contained in the local plan (SAMdev). The Town Council may well have no objections and recommend approval. Alternatively it may recommend refusal and state the grounds on which that decision should be based. (see Appendix 1 Introduction to the Planning System and Appendix 2 Planning Use Classes)

Material Considerations

33. The Town Council's recommendations will only carry weight it its recommendations are backed up by reasons based on these. In determining a planning application, the planning authority must have regard to the Local Plan, national policies and material considerations.

The law has always made a clear distinction between whether something is a material consideration and the weight it should be given. The former is a question of law. The latter is a question of planning judgement which is entirely a matter for the planning authority. Provided the planning authority has regard to all material considerations, it is at liberty (within the test of "reasonableness) to give whatever weight the planning authority thinks fit, or no weight at all.

Three main type of material consideration:-
   Policy – natural, regional, local
   Views of consultees
   Factors on the ground

Material	**Not Material**
- design	- the applicant
- visual impact	- land ownership
- privacy/over bearing	- private rights (e.g. access)
- day light sun light	- restrictive covenants
- noise, smell, pollution	- property value
- access/traffic	- competition
- health & safety	- loss of view
- ecology, landscape	- moral issues
- crime (and fear of)	- better site or use*
- economic impact	- change from previous scheme
- planning history/related decisions	
- cumulative impact	-*"Need" is material in some circumstances

34. A quick check list of key issues to apply to each application is:-

   Amount   - size of development (ha) or size of building (sq m), and number of units
   Layout   - where is it, space about dwellings, parking, turning areas etc

      Scale   - overall size and scale, is it designed to reflect that of neighbouring properties does it
                 respect the existing building line & heights of other buildings

Landscaping- what landscaping is proposed, green areas etc. Are existing trees or hedges
               disturbed

Appearance- has building been designed to minimise overall impact. Are materials in keeping?

Access   - how will traffic & pedestrians get in and out? Is it a significant generator of additional
               vehicle movement? Is public transport available?

35. SC may grant permission subject to conditions. The Town Council may therefore prefer to recommend approval subject to conditions such as:-
- Colour & style of bricks or roof tiles
- Positioning of windows & doors
- Need for landscaping or tree preservation order (TPO)
- Times of the day when operations are permitted
- Need to re-route rights of way
- The requirement for the developer to contribute to a community facility such as a play area, or to a road improvement.

Remember – if suggesting conditions on permissions, they must be:-
- relevant to planning
- relevant to the development
- reasonable
- necessary
- precise
- enforceable

36. **Urban design** is the art of making places for people. It is therefore concerned with how they function, not just how they look. It covers the connections between people and places, movement and urban form, nature and the built fabric and the processes for ensuring successful places are delivered and maintained.

Good urban design is essential if we are to produce attractive, high-quality, sustainable places in which people will want to live, work and relax. It is fundamental to our objective of urban renaissance.

Urban design involves the design of buildings, groups of buildings, spaces and landscapes and the establishment of frameworks and processes that facilitate successful development. Criteria for assessing Urban Design should can be found in Appendix 3.

37. Even though the Town Council is not the final decision maker, Councillors must at the Planning Committee meeting, declare any interest in an application and comply fully with the Members Code of Conduct. Planning is a sensitive and high profile service and an individual's actions can easily be misread by the public. Where applications do not go to Planning Committee, Members should declare an ordinary or disclosable pecuniary interest in their response to the weekly list. If it is a disclosable pecuniary interest they should refrain from expressing any opinion. Any interest will be recorded and if it is a disclosable pecuniary interest, which is not on the register, the councillor must ensure it is notified to the monitoring officer.

LICENSING APPLICATIONS

38. The responsibility for Liquor licensing transferred from the Licensing Justices to the district council (now SC) under the Licensing Act 2003 which also covers wide ranging public & private entertainments such as music, dancing, theatres, cinemas and late night refreshment houses (take-aways operating after 11pm). The Town Council may comment on licensing applications and information on current applications in the Town can be taken from the SC's web, but ones for the Town are also notified to WTC by email.

39. The Council's main concern will be whether the granting of such licences will cause nuisance such as noise or traffic congestion, or give rise to public order or anti social behaviour problems. Notifications of applications will be forwarded and responses to SC compiled in the same away as for

planning applications. Particularly contentious applications, or where conflicting views are received from councillors which cannot be resolved, will be referred to Planning Committee.

HIGHWAY CONSULTATIONS

41. SC as the Highways Authority consult the WTC on road improvement, management and maintenance schemes. Again all councillors are consulted in the same way as for planning applications. Highways issues other than time limited consultations are within the Terms of reference of the Recreation & Amenities Committee. This includes matters relating to public transport, and integrated transport.

APPENDIX 1.   INTRODUCTION TO THE PLANNING SYSTEM

Why Planning Matters
- Balancing economic needs and environmental concerns
- Homes where people want them V social exclusion
- Balancing long term strategies and today's pressures
- Balancing maximising brownfield development against town cramming
- Retail "market forces" V viability of town centres
- Balancing individual interest against public interest

Purpose of Planning System
- Making suitable land available for development in line with economic, social & environmental objectives to improve peoples quality of life
- Contributing to improve peoples quality of life
- Protecting and enhancing the natural and historic environment, the quality and character of countryside and existing communities
- Ensuring high quality development through good design and the efficient use of resources
- Ensuring that development supports existing communities and contributes to the creation of safe, sustainable and mixed communities with good excess to jobs and key services for all members of the community

Legislative & Policy Framework
- Primary legislation (Acts of Parliament)-sets framework, rarely changes. e.g. The Town and Country Planning Act 1990 – key act including definition of development and parish council right to be notified of and power to respond to planning applications.

- Secondary Legislation (Regulations & Orders, approved by Ministers)-crucial regulators of the Planning system. e.g. The Use Classes Order, Statutory Instrument 1987 No. 764 – defines use Classes for development of land.

- The National Planning Policy Framework was published on 27 March 2012. This is a key part of Government reforms to make the planning system less complex and more accessible, to protect the environment and to promote sustainable growth. The Framework sets out planning policies for England and how they are expected to be applied. It provides guidance for local planning authorities and decision-takers, both in drawing up plans and making decisions about planning applications.

- The Framework does not contain specific waste policies, since national waste planning policy will be published as part of the National Waste Management Plan for England. The Framework should be read in conjunction with the government's planning policy for traveller sites.

- There are no specific policies for nationally significant infrastructure projects in the Framework. The Secretary of State determines these in accordance with the Planning Act 2008 and relevant national policy statements for major infrastructure, as well as any other matters that are considered both important and relevant (which may include the Framework).

- Court decisions-about definitions, interpretations, procedures etc.

- Local Policies including SAMdev, Core Strategy and retained policies.
  Statutory Consultees include:
  - Highways
  - Highways Agency for Trunk Roads (can direct refusal/conditions)
  - Environmental Agency for flood risk
  - Health & Safety Executive for toxic substances etc.
  - Town & Parish councils

APPENDIX 2.   PLANNING USE CLASSES

The following classes of use are set out in the Town and Country Planning (Use Classes) Order 1987 and its subsequent amendments.

- **A1 Shops –** Shops, retail warehouses, hairdressers, undertakers, travel and ticket agencies, post offices, pet shops, sandwich bars, showrooms, domestic hire shops and funeral directors.

- **A2 Financial and professional services –** Banks, building societies, estate and employment agencies, professional and financial services and betting offices.

- **A3 Restaurants and cafés –** For the sale of food and drink for consumption on the premises – restaurants, snack bars and cafés.

- **A4 Drinking establishments –** Public houses, wine bars or other drinking establishments (but not a night clubs).

- **A5 Hot food takeaways-** For the sale of hot food for consumption off the premises.

- **B1 Business –** Offices, research and development, light industry appropriate in a residential area.

- **B2 – General industrial**

- **B3-B7 Special industrial groups –** See 'Use Classes Schedule'.

- **B8 – Storage or distribution –** This class includes open air storage.

- **C1 Hotels –** Hotels, boarding and guest houses where no significant element of care is provided.

- **C2 Residential institutions –** Residential care homes, hospitals, nursing homes, boarding schools, residential colleges and training centres.

- **C2A Secure Residential institutions –** Use for a provision of secure residential accommodation, including use as a prison, young offenders institution, detention centre, secure training centre. custody centre, short term holding centre, secure hospital, secure local authority accommodation or use as a military barracks.

- **C3 Dwellinghouses –** Family houses, or houses occupied by up to six residents living together as a single household, including a household where care is provided for residents.

- **D1 Non-residential institutions –** Clinics, health centres, crèches, day nurseries, day centres, schools, art galleries, museums, libraries, halls, places of worship, church halls, law court. Non

residential education and training centres.

- **D2 Assembly and leisure –** Cinemas, music and concert halls, bingo and dance halls (but not night clubs), swimming baths, skating rinks, gymnasiums or sports arenas (except for motor sports, or where firearms are used).

- **Sui Generis –** Theatres, houses in multiple paying occupation, hostels providing no significant element of care, scrap yards. Petrol Filling stations and shops selling and/or displaying motor vehicles.   Retail warehouse clubs, nightclubs, launderettes, dry cleaners, taxi businesses, amusement centres. Casinos.

CHANGE BETWEEN USE CLASSES

The following changes of use are permitted without the need for planning permission:

These changes are permitted only in the direction shown.

FROM	TO
A1 Shop (see Definition below)	**Mixed use within A1 and as a single flat (ie over the shop)**
A1 Shop and Single Flat above in mixed use	**A1 Shop**
A2 Financial & Professional Services	**A1 Shop – where premises have a display window at ground level**
A2 and single flat above in mixed use	**A1 – where premises have a display window at ground level**
A2 and single flat above in mixed use	**A2**
A2 Financial & Professional Services And any other services (including a betting shop) deemed to be appropriate to a shopping area	**Mixed use within A2 and as a single flat**
A3 Restaurants & Cafes Where food and drink are consumed on the premises	**A1 Shops**
A3 Restaurants & Cafes	**A2 Financial & Professional Services**
A4 Drinking Establishments Public House, Wine Bar and other drinking establishments	**A1, A2 or A3**
A5 Hot Food Takeaways The sale of hot food for consumption off the premises	**A1, A2 or A3**
B1 Business Permission limited to 235sq.m of floorspace in the building	**B8 Storage & Distribution**
B2 General Industrial A general industrial process not falling within B1	**B1 Business**
B2 General Industrial Limited to 235sq.m of floorspace	**B8 Storage & Distribution**
B8 Storage or Distribution Permission limited to 235 square metres of floor space in the building	**B1 Business**

SHOP – Definition   Retail sale of goods other than hot food   Post Office

Sale of Tickets/use as a travel agency Sale of sandwiches and cold food for consumption off the premises Hair Dressing Funeral Directors Display of goods for sale Hiring out of personal and domestic goods Washing or cleaning of clothes on the premises Reception of goods to be washed, repaired where the sale is to visiting members of the public **An Internet cafe**	

Appendix 3.

Urban Design Quality Assessment

Urban Design Criteria	Explanation/ Expectation
Continuity and enclosure – The definition of streets and enclosure of open spaces	Streets and open spaces should be defined and enclosed by building frontages to create well defined public realm. Continuity and enclosure along streets should help to hold space and create views, vistas and improve legibility. (This does not necessary mean continuous blocks of buildings or very hard street edges are necessary)
Townscape value – Buildings, blocks, streets and squares create the urban form	Buildings should combine together (new and existing) to create street patterns, open spaces, landmarks, vistas and gateways which develop legibility and ease of understanding of the urban environment. (The best traditional historic towns create distinct legible and valued townscapes)
Fronts and backs – Fronts of buildings overlooking the public realm	Fronts of buildings should overlook the public realm and other built frontages. Backs of buildings should adjoin other backs and should not edge the public realm. (Fronts of buildings are vital to generate natural surveillance for the public realm.)
Public and private areas – Clearly delineated and designed	Public spaces should be well defined and clearly delineated from private areas in a development to ensure public areas are well used and private areas are securely designed. (This does not mean creating gated communities)
Urban Design Criteria	**Explanation/ Expectation**
Plan form and site coverage – efficient layout where development capacity of the site is balanced with amenity and site issues	The layout of development should be efficient and responded appropriately to the potential capacity of the site creating development which is appropriately intense and urban for its context. Retained buildings should be well integrated into the layout where necessary. (Overdevelopment and underdevelopment are often key weaknesses in the layout of development. Whilst this is as much about height, the layout is also fundamental.)
Height and Massing of Scheme - considering opportunities for	The design should develop opportunities for mixed use development where appropriate within a development across

mixed development across different storey heights.	different storeys to make an efficient and effective use of the site. This should include where appropriate activity generating ground floor uses as well as economically active upper floor uses. Good neighbourliness between different uses will be important. (The height and massing of development can help create more efficient layouts and the mixing of uses within developments across the ground floor but also upper floors can help to generate value added.)
Inclusion of streetscape and public realm – which will be important in locations where open spaces can add value	Development should provide new streets and open spaces where these would be of value to the wider townscape and where these could assist in generating new routes and destinations. (In some cases an optimum design might not be filling the whole site with development. Open space can add another dimension to a development and provide a stronger sense of place. In residential schemes this can provide local amenity. In mixed use schemes this can provide outdoor rooms.)
Innovation in the design and layout of the development – responding to the challenges of the site through creative design	Innovative and bespoke design and architecture should maximise the development of the site in relation to site constraints and design challenges. (Design challenges often include access, topography, nearby buildings, nearby or new uses, parking or service requirements.)
Urban Design Criteria	**Explanation/ Expectation**
Identity, character and response to context – through the external appearance of new buildings	New development should have a strong identity and be well integrated within an existing context in terms of any prevailing character, through design and materials. (This does not mean new buildings should copy old buildings. New buildings and contemporary design can work well alongside historic development providing the design and quality is high.)
Design language/Architecture - The design vision for the scheme	New development should be based on a clear vision and create a strong and deliberate design response though its architecture and 'elevation' treatments. (Without wishing to prescribe the style or look of the building/development it is important that a clear designed philosophy underpins the design language of the scheme and that this should be well justified in relation to both context and the design aspirations of the scheme.)
Scale and proportion – articulation of the building facades	Building and development should be well scaled and well proportioned in themselves and in terms of nearby buildings, but also in terms of the public realm where creating a human scale and strong relationship with the public realm will be important. (The scale and proportions of buildings can create unity, variety and harmony along the street both in terms of architecture but also in terms of the streetscape.)

Materials and detailing – the quality and finish of the scheme (buildings/public realm)	Building and construction materials should be fit for purpose, locally relevant and/or based on a clear design vision for the scheme. Detailing should be related to the design/architecture of the scheme and be well finished. (The use of materials and thorough detailing are vital for success.)