TABLE **6**.1 DESIGN MANAGEMENT FLOWCHART

STAGE

1 GETTING STARTED

DELIVERABLE PRODUCTS

- Assemble steering group and core client team
- Identify project manager
- Set project objectives
- Outline a strategy and its resource requirements

- Form a multidisciplinary project team
- Define the project terms of reference, responsibilities and authority delegations
- Establish overall objectives, scope of work and deliverables
- Define budgets and funding sources
- Estimate team inputs and prepare a programme
- Decide lines of communication
- Encourage active community participation
- Establish review process for monitoring and control

- PROJECT BRIEF
- PROJECT EXECUTION PLAN
- INITIAL PROJECT PROPOSALS

CLIENT REVIEW AND SIGN OFF

2 APPRECIATING THE CONTEXT (CHAPTER 2)

- Collate existing data and information
- Undertake site analysis and context appraisals
  - Community appraisal
  - Planning policy analysis
  - Character appraisal
  - Environmental and landscape appraisal
  - Movement analysis
  - Market supply and demand assessment
  - Engineering feasibility
- Meet stakeholders and canvass local opinions
- Liaise with statutory service providers
- Sift the information

- Prepare a SWOT analysis
- Undertake 'Planning for Real' or design charette workshop as necessary
- Set design principles and objectives
- Agree the overall "vision" and initial concept ideas

- PROJECT APPRECIATION AND DEFINITION REPORT
- DESIGN PRINCIPLES OBJECTIVES, VISION AND INITIAL CONCEPT IDEAS

CLIENT REVIEW AND SIGN OFF

3 CREATING THE URBAN STRUCTURE/MAKING THE CONNECTIONS (CHAPTERS 3&4)

- Define assessment criteria
- Confirm base case
- Generate options (if necessary)
- Evaluate options
- Establish preferred approach
- Present design rationale to client team / community forum (depending on project scope)

- Outline proposed development form, content and mix
- Elaborate the plan
- Undertake environmental, community and traffic impact assessment and financial appraisals
- Prepare urban design guidelines
- Define delivery mechanisms
- Review project (internal and community)

- DRAFT MASTERPLAN
- POSSIBLE OUTLINE PLANNING APPLICATION / DEVELOPMENT AGREEMENT / IMPACT ASSESSMENTS (ENVIRONMENT, COMMUNITY, TRAFFIC ETC), FINANCIAL APPRAISAL

CLIENT REVIEW AND SIGN OFF

4 DETAILING THE PLACE (CHAPTER 5)

- Identify priorities (short/medium/long term)
- Prepare Action Plan and programme
- Focus detailed design development and feasibility on priority projects

- Progress detailed Masterplan
  - Sectoral plans
  - Three-dimensional imagery
  - Site-specific and thematic urban design briefs
- Detail delivery mechanisms and programme

- DETAILED MASTERPLAN
- DESIGN GUIDES OR CODES
- DEVELOPMENT BRIEFS
- ACTION PLAN

CLIENT REVIEW AND SIGN OFF

5 FOLLOWING UP

- Confirm implementation and management arrangements
- Formally adopt Masterplan / briefs
- Promote / market proposals
- Sustain community involvement
- Create media interest

- Formalise design review protocol
- Monitor project implementation against design principles, objectives and Masterplan intentions
- Agree updating procedures

- IMPLEMENTATION STRATEGY
- INDIVIDUAL PROJECT PROPOSALS
- MONITORING REPORTS