

APPENDICES

APPENDIX 1:

AVAILABLE METHODS FOR INVOLVING THE PUBLIC

Here is an annotated list in alphabetical order of some of the methods now available for involving people in urban design. They include activities, events, organizations and places and they range in scale from visual display techniques to national support programs. Some are specific to participation in urban design; some have other uses as well.

On the following pages, ten of the methods (those highlighted) are covered in more detail. The main features and uses of each are summarized together with tips, sample formats and checklists to help people get started. The selection is not intended to indicate greater importance, they are merely the methods focused on by the UDG PPP over the last 2 years. The forthcoming Community Planning Handbook will provide details of more of the methods and will include details on how to find further information on their use.

Action Planning Event

Carefully structured collaborative event; at which all sections of the local community work closely with independent specialists from all relevant disciplines to produce proposals for action.

Activity Mapping

A way of getting people to plot how they use places as an aid to understanding how best to improve them

Adaptable Model

Flexible 3D model of an area or building, it allows people to test out alternative design options.

Appreciative Inquiry

Group working process builds on potentials, solutions and benefits to create change.

Architecture Centre

Place aimed at helping people understand, and get engaged in the design of the local built environment.

Architecture Week

Week of activities designed to promote interest in, and debate on, architecture, usually includes opening interesting buildings to the public.

Awareness Raising Day

Day of activities designed to promote interest in an urban design issue, normally held prior to a planning day or other intensive activity.

Best Fit Slide Rule

A discussion tool designed to examine the consequences of alternative ways of inserting new buildings in an existing street, similar to Elevation Montage.

Briefing Workshop

Working session of users and professionals held at an early stage in a building or planning project to establish a brief.

Capacity Building Workshop

Event organized primarily to establish partnerships between the public, private and voluntary sectors on development issues.

Community Appraisal

Survey of the community by the community to identify needs and opportunities, sometimes referred to as a Community Audit.

Community Design Centre

Place providing free or subsidized architectural, engineering and planning services to people who cannot afford to pay for them.

Community Indicators

Measures devised and used by communities for understanding and drawing attention to important issues and trends.

Community Plan

Plan for the future of a community devised by local community interest groups.

Community Planning Forum

Multipurpose session lasting several hours designed to secure information, generate ideas and create interaction between interest groups.



Sample advertising leaflet.

Key components: Slogan summarizing overall purpose; venue; time; date; statement of immediate objectives and perhaps some background information; map of area with venue marked; name of organizers.

Community Projects Fund

Fund for making grants to community groups for employing professionals & undertake feasibility studies on environmental projects.

Design Assistance Team

It's a Multidisciplinary team that visits an area and produces recommendations for action, usually after facilitating an Action Planning Event. Also known as Urban Design Assistance Teams (UDATs) or Regional/Urban Design Assistance Teams (R/UDATs)

Design Day

Day when architects and local people brainstorm for design solutions to a particular building problem, usually in teams

Design Game

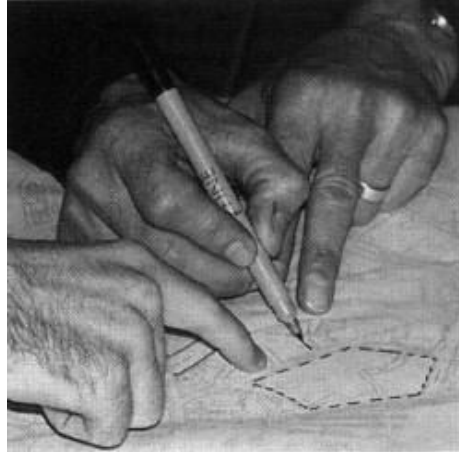
Method for devising building and landscape layouts with residents using colored cutouts on plans.

Design Workshop

Hands-on session allowing groups to work creatively developing planning and design options

Hands-on

Devising improvements to Leeds City Centre, 1996



Development Trust

Independent, not-for-profit organization controlled by local people, it facilitates and undertakes physical development in an area.

Elevation Montage

Display technique for helping people to understand and make changes to streetscapes.



Wall-mounted.

Resident pasting a post-it note on a wall-mounted montage, Birmingham, 1994.

Environment Shop

Shop selling items and providing information which help people get involved with improving their environment.

Fish Bowl

Workshop technique, where participants sit around and observe a planning team working on a problem without taking part themselves

Forum

Non-statutory body for discussing a neighborhood's affairs and acting as a pressure group for improvements

Future Search Conference

Highly structured two and a half day process allowing a community or organization to create a shared vision for its future

Mobile Planning Unit

Caravan or mobile home converted into an office/studio as a base for undertaking community planning activity on location.

Mock Up

Full-size representation of a change or development, usually on its proposed site prior to finalizing the design

Neighborhood Planning Office

Local office established to co-ordinate community planning activity.

Open Design Competition

Open competition for ideas for improving a neighborhood aimed at stimulating creative thinking and generating interest.

Open Space Workshop

Structured workshop process for generating commitment to action in communities or organizations

Open House Event

Event allowing those promoting development initiatives to present them to a wider public and secure reactions informally

Inviting people in Pavement sign

Encouraging passersby to visit an Open House event in a vacant shop on the future of the area.
Farnham, 1997



Parish Mapping

Arts-based way in which a community can explore and express what they value through the creation of maps made out of a wide variety of materials

Participatory Appraisal

Set of methods for gaining a rapid in-depth understanding of a community, or certain aspects of it, based on the participation of that community and a range of visual techniques.

Participatory Building Appraisal

Method for users and providers to jointly assess the effectiveness of buildings after they have been built

Planning Aid

The provision of free and independent information and advice on town planning to groups and individuals who need it and who cannot afford consultancy fees

Planning Day

Day when people work intensively on developing urban design options for a site or neighborhood.

Workshops

Participants divided into groups working round tables with flipchart to side. Planning day, Oxpens Quarter Initiative, Oxford, 1997.



Planning For Real

Technique for community involvement in planning and development focusing on the construction and use of flexible 3D models and priority cards

Planning Weekend

Highly structured, intensive procedure in which professionals work with local people over a long weekend to produce proposals for action



Reconnaissance

Team members being shown round the area at the beginning of a planning weekend, Ore Valley, 1997

Process Planning Session

Event organized to allow people to determine the most appropriate process for their particular purposes.

Plenary session

Reporting back from the workshops. Planning day, Oxpens Quarter Initiative, Oxford, 1997.



Resource Centre

Place designed to provide community groups with the facilities they need to make the most of their energies and enthusiasm.

RoadShow

Series of linked public workshops, exhibitions and forums to explore the potential for improving the built environment

Round Table Workshop

Workshop process for engaging the main stakeholders in generating a vision and strategy for an area

Street Stall

Way of securing public comment on planning issues by setting up an interactive exhibition in a public street or square.

"The street stall proved to be an invaluable and invigorating experience for us all. We were overwhelmed by the interest taken... and all subsequent developments of our scheme were made against the backdrop of what the people of Bath wanted to see." (Student report, Prince of Wales's Institute of Architecture, Bath Project, 1996)

Taking to the streets

Shoppers join in a debate on the future of the town centre by writing post-its, sketching their own ideas and holding discussions with the organizers. Over 2,000 post-its were posted up over 5 hours on a cold winter day and two books filled with comments. The results were used to prepare a scheme for one of the most important development sites in the town. Bath, 1997.

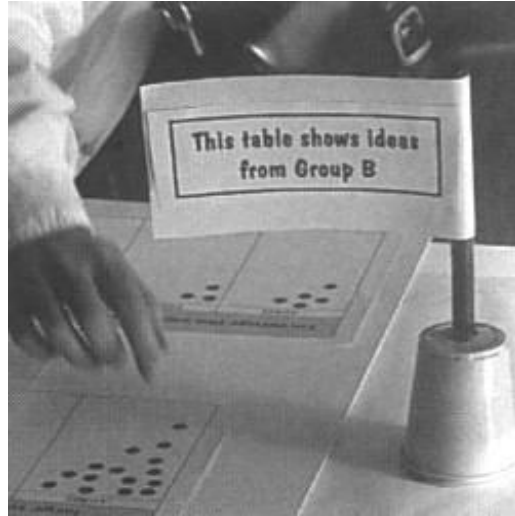


Table Scheme Display

Simple way of securing comment on design proposals by taping drawings on a table top and requesting people to vote with sticky dots

Table Scheme Displays

Allow a large number of people to understand and make an input into development proposals with or without engaging with others. They can be used as part of an exhibition or Open House Event.



Task Force

Multidisciplinary team of students and professionals who produce in-depth proposals for a site or neighborhood based on an intensive programme of site studies, lectures, participatory exercises and studio working, normally lasting several weeks.

Topic Workshop

Session at which a group, usually aided by a facilitator, explores problems, dreams and action needed in relation to a particular topic.

Trail

Carefully planned walk through an area designed to help people understand the problems and opportunities.

Urban Design Game

Way of helping people to understand the planning process and the views of others by simulating future scenarios and using role-play.

Urban Design Soapbox

Huge video screen linked to booths allowing people to broadcast their views on local planning issues.

Urban Design Studio

Unit attached to an architecture or planning school which focuses on involving local communities in live project work.

Urban Studies Centre

Centre of environmental education, usually focusing on the immediate surroundings.
