SSDM – Appendix 2 – SSDM Portfolio Structure Diagram

Framework Plan (see note 1)

Supplementary Planning Document (SPD) that explains how the various parts of the SSDM portfolio work together, the basics of our quality system and also establishes the strategic design objectives and strategic design policies that form part of key procedures.

Introductory Guides Register

A series of short advisory guides providing the absolute basics on the SSDM that are likely to be of interest to particular user groups such as residents and businesses, developers and their agents and council officers.

Topic Summary Guides Register

A series of brief advisory guidance notes providing simple and accessible summaries about our approach to key design issues (for instance, planting trees, shared surfaces, or providing for pedal cyclists). These are based on agreed Part 2 technical requirements and requirements from other important Highway Authority documents. They may be updated, added or removed at any time.

Regulating Plan

This plan identifies which of 6 'specification areas' a given location in the borough falls into. These dictate which hard landscaping products and details can be used in improvement schemes. The plan also shows 'minor variant areas' (not listed here) within which some alternative products may be used for certain elements on account of established local character.

Specification Areas

- General
- Docks
- Village
- Heritage
- Town Centre
- World Centre

Part 1 (Strategy and Summary Guidance)

Part 2 (Technical Information)

Typical Details Register

Individual illustrative detail drawings for the construction and surface landscaping of common built components of the street (such as footways, entry treatments, dropped kerbs, speed tables and pedestrian refuges). These are provided to show how the requirements of other registers can be met. Unless required by documents in the design standard register they are not mandatory and where the requirements of design standards can be met using bespoke details, this will be acceptable.

The drawings DO NOT include illustration of issues such as the arrangement of road markings or traffic signs. For details of this, refer to the design standards register.

Design Standards Register

Individual standards setting out our requirements for the broader design of the public realm in respect to particular issues such as the use of yellow lines, the prioritisation of different types of entry treatment details or the placement of items of street furniture. These are grouped into the sub-registers indicated below for ease of reference.

These standards must be followed unless departure authorisation is asked for and approved.

Standards include references to typical detail drawings and street elements where appropriate.

Sub-Registers

- General Design and Layout
- Engineering issues
- Traffic Signs
- Parking
- Accessibility
- Drainage
- Street Lighting
- Street Greening
- Sustainability
- Miscellaneous

Procedures Register

Individual procedures related to aspects of the design development, review and approval process. Some important procedures include:

- Project inception procedure.
- Design departure approval procedure.
- Design review procedure.
- Handover procedure.
- Street element approval procedure.
- New content development procedure.

Forms and Checklists Schedule

This lists various forms and useful checklists that are to be used with the contents of the procedures register. It also includes our current 'design indicator set'. Some of these forms are paper based for downloading and returning to the Council. Others may be completed and submitted directly on-line.

Street Elements Register

This contains palettes of materials for different types of applications within streets and spaces - from pavement surfaces and items of street furniture to trees and other plants. Full specifications are provided for each material therein.

Where relevant, individual palettes may be provided for each of the specification areas included in the regulating plan, though this largely applies to pavement surface materials and street furniture.

Where relevant, only products that have been approved by addition to the approved products schedule as meeting item specifications may be used on the borough's streets without needing departure authorisation. For the most part this applies to surface materials and street furniture only.

Palettes

- Surfacing Materials
- Engineering Materials
- Street Furniture
- Trees
- Amenity planting

Approved Products Schedule

This lists those paving materials, street furniture and other products that have been approved for use against different element specifications contained in the street elements register. Only these products may be used on the borough's streets without departure authorisation. The procedures register provides details of how to obtain approval of products for addition to the schedule.

Key

Documents to be agreed by the cabinet or cabinet member. All changes subject to same approval and (for SPDs) statutory process.

Registers to be agreed by the Head of Public Realm under delegated authority. Addition, revision or removal of documents within registers is to be similarly approved.

Division between parts 1 and 2 of the SSDM

Notes

1. In the interim whilst awaiting the agreement of the Framework Plan SPD, a set of Interim Highway Authority Strategic Design Policies and Strategic Design Objectives shall be agreed by individual decision of the responsible Cabinet member. Similarly, this diagram establishes the relationship between and purpose of different parts of the SSDM portfolio and level at which they may be agreed on the same basis.