

Quality Audit Summary Report Template

This QA Summary report template can be used at various stages of the development or design process. It should demonstrate what considerations have been given to the design aspects of **Designing Streets** and provide an audit trail. Summaries of checks against **each** aspect of design should be added at each stage as far as possible, although street detail matters may not be auditable until later stages. Other specialist technical reports, if required, by a project, should be appended.

Project Name/Site _____

Local Authority Area _____

Step A - Plan in Context					
<p>Paste in a layout of the proposal showing its extents and the primary routes through. A plan should use the same base as used in the street analysis tool (under development) that uses B-Plan technique.</p> <p>Outline the main features of the proposal appropriate to the audit at each stage.</p> <p>For street structure, in particular, the connections to existing street networks to accommodate future adaptation.</p> <p>For street layout or detail (more for later stages) append site sections and detailed layouts for main junctions or spaces as necessary.</p>					
Distinctive	Safe and Pleasant	Easy to move around	Welcoming	Adaptable	Resource efficient

Step B - Aspects of Design: Street Structure

Pedestrians and Cyclists: *Sum up how the proposal places pedestrians first and is inclusive.*

Connections to Wider Networks: *Sum up how the proposal integrates with surrounding networks.*

Connections Within a Place: *Sum up how the proposal contains good connectivity for all modes and users.*

Block Structure: *Sum up how the distinctive form of the proposal allows good navigation.*

Walkable Neighbourhoods: *Sum up how streets are configured to walkable access to local amenities.*

Public Transport: *Sum up how public transport has been considered at an early stage.*

Context and Character: *Sum up how streets derive value from context and variety is present.*

Orientation: *Sum up how street and open space maximise environmental benefits.*

Step B - Aspects of Design: Street Layout

Achieving Appropriate Traffic Speed: *Sum up how driver behaviour to reduce speeds is influenced by the proposal.*

(continued over)

Step B - Aspects of Design: Street Layout *(continued)*

Junction Types and Arrangements: *Sum up how pedestrians needs, and context, are put first.*

Streets for People: *Sum up how streets/spaces within the proposal encourage social interaction.*

Integrated Parking: *Sum up how parking needs are met by a variety of means to provide flexibility.*

Service and Emergency Vehicles: *Sum up how they are accommodated without dominating the layout.*

Step B - Aspects of Design: Street Detail

Drainage: *Sum up how appropriate SUDS techniques help minimise impacts.*

Utilities: *Sum up the accommodation fo services without determining the layout.*

Planting: *Sum up how natural features are integrated and foster biodiversity.*

Materials: *Sum up contextual specifications as distinctive durable and maintainable.*

Reducing Clutter: *Sum up how signs, marking, lighting and street furniture feature.*

Step C - Additional Information (if required)

Transport Assessment: Building on 'connections....' - sum up the transport appraisal and mitigations such as physical changes to existing connected networks, or travel plans.

Road Safety Audit: Building on 'Achieving Appropriate Traffic Speed' - sum up additional safety issues and append more detailed information as necessary.

Additional Audit(s): Only as necessary where they impact on overall quality of street design, list then add links or append.

Accessibility and Equality: Provide details of key features that ensure that the scheme will be functional for people with impaired mobility or other disabilities. Demonstrate that the scheme complies with the Equalities Act 2010.

Step D - Overall Quality Assessment of Street Proposals

Where conflicts arise between different areas of the audit, summarise the decision-making leading to a proposed solution. Refer to multidisciplinary meetings and append a balanced risk assessment with likelihood and serverity of the most significant residual risks, if appropriate.

Conclude with a judgement of overall street quality - especially important at planning application stage when Designing Streets is a material consideration.

Date	Project Stage	Auditor	Notes