

SmartGrowth Project Checklist

What is the purpose of the checklist

The checklist is simply a tool that organisations can use to develop their feedback and input into projects or processes that impact on our community.

It has primarily been developed for the assessment of growth planning projects but could equally be applied to assess the status of existing communities or be used on specific processes that influence the future of communities in the sub-region (for example the development of strategies, policies and plans) however it might be that not all the considerations are relevant.

The checklist content has been developed based on the Healthy Urban Development Checklist by the New South Wales Health Department. While a predominately health focused checklist, the topics and questions are broad highlighting the impact of the built environment in creating healthy communities. The information aligns well with the content of the Smart Growth position papers developed as an input to the Settlement Pattern Review.

When could it be used

The checklist could be used through any phase of a project as outlined below:

- When developing a project plan to outline how the topics and questions might be considered in the process.
- When providing input into development of a draft plan to ensure that the topics and questions have been considered.
- When providing feedback on a draft plan to assess the extent to which the topics and questions have been considered.
- When assessing the extent to which a project has delivered the intended outcomes on the ground, a post project evaluation exercise.

Who would use it

The checklist is available for anyone to use including the councils, partner organisations, and the SmartGrowth Forums and their networks.

Checklist categories

The checklist covers the following topics:

- Physical activity
- Housing
- Transport and connectivity
- Employment
- Community safety
- Public open space
- Culture and heritage
- Social infrastructure
- Social connectivity
- Environment

The overarching strategy that the checklist sits under is the SmartGrowth vision of Western Bay being a great place to live, learn, work and play, and the desired outcomes outlined below.

- To sustain and improve the environment: we work together to protect and enhance our distinctive natural environment.
- To build the community: we work proactively and in partnership with the community to make Western Bay active, vibrant, connected, caring, healthy and safe.
- To grow a sustainable economy: our economy is thriving, growing, diverse and sustainable.
- To recognise cultural identity and change: we realise economic and social opportunities for Tangata Whenua while protecting cultural diversity.

Project Overview

Lead organisation	<i>Who is leading the project</i>
Project partners	<i>What partner organisations are involved</i>
Project name	<i>What is the name of the project</i>
Description	<i>What is the project about</i>
Location	<i>Where is the project located</i>
Objectives	<i>What are the project objectives</i>
Context	<i>Where the project has come from, current operating environment and any constraints or opportunities this has for the project.</i>
Project type and stage	<i>What stage the project is at, what has occurred already and what are the next stages.</i>
Community engagement	<i>What community engagement has or is planned to occur.</i>
Timeframes	<i>What are the project timeframes.</i>
Project manager	<i>Who is the project manager.</i>
Implementation approach	<i>How will the project be implemented.</i>

Checklist Categories

Physical Activity		
Questions	Things to consider	How this has been responded to
<p>Does the project promote opportunities for walking, cycling and other forms of active transport?</p> <p>Does the project promote access to usable and quality public open spaces and recreation facilities?</p>	<ul style="list-style-type: none"> - Is this part of the project objectives? - Are people within a comfortable walking distance to frequent destinations such as shops, schools, parks and transport stops? - Does the land use and streetscape design encourage walking and cycling and other forms of active transport? - Are streets and walking/cycling networks highly connected, offering direct routes to destinations of choice? - Are pedestrian areas designed to accommodate the widest range of potential users? - Does the project provide for the safe movement of people? - Are appropriate mechanisms in place for funding development and maintenance of walkways, cycleways and public open spaces? - Will the project provide a range of public open spaces and recreational facilities? - Will walkways, cycleways and public open space be available from the earliest possible stages of planned use and/or settlement? - Do walking and cycling networks travel at a good rhythm with few interruptions such as crossing busy intersections? 	

Housing		
Questions	Things to consider	How this has been responded to
<p>Does the project encourage housing that supports human and environmental health?</p> <p>Does the project encourage dwelling diversity?</p> <p>Does the project promote affordable housing?</p> <p>Does the project ensure that housing is adaptable and accessible?</p>	<ul style="list-style-type: none"> - Does the project encourage or provide compact development and/or housing that integrates with existing development? - Does the project encourage or provide housing that demonstrates the basic qualities of healthy housing, including safety, sanitation and ventilation? - Does the project encourage compliance with energy efficient rating systems? - Does the project encourage a diversity of lot sizes and housing types in residential areas to accommodate households at different life cycle stages and with different levels of affordability? - Does the project provide affordable housing opportunities for households with low and moderate incomes? - Does the proposal encourage housing that is capable of being adapted to meet the needs of people as they age or become disabled? 	

Transport and Connectivity		
Questions	Things to consider	How this has been responded to
<p>Does the project improve public transport services?</p> <p>Does the project reduce car dependency and encourage active transport?</p> <p>Does the project encourage integration of new development with existing development and key destinations?</p> <p>Does the project encourage phone and internet connectivity?</p>	<p>Does the project identify the provision of public transport as a priority?</p> <p>Does the project make provision for public transport routes and services to link the proposed development to the wider area?</p> <p>Does the project identify public transport routes that address the needs of different groups in the population?</p> <p>Does the project encourage alternative transport system development such as car share programmes, community bike hire programmes, walking/cycling programmes?</p> <p>Are public transport stops located in comfortable walking distance of housing, employment and other local destinations?</p> <p>Do public transport nodes include amenities such as shelter, seating, proper lighting, wayfinding guidance, cycle parking, wifi?</p> <p>Does the project identify reduced car dependency and car use and encouraging of more active forms of transport as an objective?</p> <p>Does the project encourage walking and cycling such as vehicle speed limits, restrictions on parking and vehicle access?</p> <p>Are there particular features that present potential safety hazards such as busy roadways separating schools from residential areas, rail crossings etc?</p> <p>Does the street network build from and add new connections to an existing street network?</p> <p>Does the project encourage equitable access to phone and internet connectivity?</p>	

Employment		
Questions	Things to consider	How this has been responded to
<p>Does the project improve the location of jobs to housing and commuting options?</p> <p>Does the project increase access to a range of quality employment opportunities?</p> <p>Does the project increase access to appropriate job training?</p>	<p>Does the project enable the residential population to have access to a range of employment opportunities within a 30-minute commute of where they live?</p> <p>Does the project encourage employment to be located in employment centres or clusters close to homes to support more active forms of transport to work?</p> <p>Does the proposal support home based employment?</p> <p>Are town centres designed to be mixed use, including employment, residential open space, education and training facilities?</p> <p>Does the project encourage access to a variety of employment opportunities in different job sectors, for different levels of skill?</p> <p>Will the future population have reasonable access to higher education and job training facilities?</p> <p>Does the project require places of education to be located in close proximity to employment centres and residential areas, as well as public transport nodes?</p> <p>Does the project encourage training to be aligned with current and projected employment needs in the local area and region?</p>	

Community Safety		
Questions	Things to consider	How this has been responded to
<p>Does the project consider crime prevention and providing a sense of security?</p>	<p>Does the project include community safety and crime prevention in its objectives?</p> <p>Does the project promote natural surveillance and clear sightlines in public places?</p> <p>Does the project encourage good visibility through the type of fence, landscapes and streetscapes used?</p> <p>Does the project promote safe and easy movement of people eg a simple and logical layout with appropriate signage and wayfinding?</p> <p>Does the project promote an active mix of land uses and activity generators in and around public spaces?</p> <p>Do spaces appropriately identify their intended use and will it be clear whether spaces are public, private or communal?</p> <p>Are streets and other public spaces appropriately lit to encourage safe use after dark?</p>	

Public Open Space		
Questions	Things to consider	How this has been responded to
<p>Does the project provide access to green space and natural areas?</p> <p>Does the project ensure that public open spaces are safe, healthy, accessible, attractive and easy to maintain?</p> <p>Does the project promote quality streetscapes that encourage activity?</p>	<p>Does the project include access to green space and natural areas in its objectives?</p> <p>Will future communities have access to green space and natural areas in their local neighbourhood?</p> <p>Has the amount of public open space provided considered the projected population growth and nature of demand, the potential for wider regional use, existing deficits in the area and the context of development?</p> <p>Are most homes within reasonable walking distance (400-500m) of a park, playground or other form of usable public open space?</p> <p>Does the location of the open space network meet the best practice guide for open space requirements?</p> <p>Are public open spaces connected via a network of footpaths, walking and cycling trails or public transport?</p> <p>Is the are public transport stop within easy walking distance of key public open spaces?</p> <p>Does the development preserve or enhance access to green spaces and natural areas?</p> <p>Does the public open space network support a range of experiences and potential users? E.g. formal and informal play, active and passive recreation.</p> <p>Is public open space integrated with other uses such as commercial, community facilities and schools?</p> <p>Are the spaces universally accessible and designed to be inclusive?</p>	

	<p>Does the project encourage high quality building facades or ground floor street frontages on important streets?</p> <p>Does the project discourage through traffic in areas where enhanced public life is desired?</p> <p>Are design features included to encourage activity on streets such as street trees, landscaped nature strips and street furniture?</p>	
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Culture and Heritage		
Questions	Things to consider	How this has been responded to
<p>Does the project engender a sense of cultural identity, sense of place and incorporate public art?</p> <p>Does the project address the preservation and enhancement of places of natural, historic and cultural significance?</p> <p>Does the project recognise tangata whenua aspirations for the area?</p>	<p>Does the project include provision for public art in public spaces?</p> <p>Have measures been taken to ensure that public art reflects local community identity and culture?</p> <p>Are public spaces designed to accommodate community celebrations, festivals, and events?</p> <p>Are amenities such as picnic areas and cooking facilities (eg BBQ) included in park design?</p> <p>Have natural areas of significance been identified and protected?</p> <p>Does the project ensure the protection of cultural and heritage? Where appropriate, are plans in place to provide recognition of the significance of these areas?</p> <p>Are view shafts protected from public spaces to make landscape connections to important iconic features?</p> <p>Are opportunities for the development of Maori land identified that meet aspirations of Maori and prospective future users?</p> <p>Are coastal and/or waterway margins proposed to be restored to improve native ecology and biodiversity?</p> <p>Is the use of native plant species encouraged in public spaces?</p> <p>Have cultural design elements been integrated into the project or are planned to be?</p>	

Social Infrastructure		
Questions	Things to consider	How this has been responded to
<p>Does the project provide access to a range of facilities to attract and support a diverse population?</p> <p>Does the project respond to existing as well as projected community needs and current gaps in facilities and/or services?</p> <p>Does the project provide for early delivery of social infrastructure?</p> <p>Does the project promote an integrated approach to social infrastructure planning?</p> <p>Does the project maximise efficiencies in social infrastructure planning and provision?</p>	<p>Will the new population have access to adequate social infrastructure either within the proposed development or in the wider area?</p> <p>Do planned facilities respond to the demographic profile and likely needs of the future population?</p> <p>Does the project support access to a wide range of social service providers such as healthcare services, child care services, education and training facilities, emergency services?</p> <p>Does the project promote equitable access to services and facilities including affordability, accessibility, responsive to needs of a range of population groups?</p> <p>Are planned facilities universally accessible and designed to be inclusive?</p> <p>Are there strategies to attract private and non-government providers of important social services eg aged care services?</p> <p>Does the project include a mix of facilities including local shopping, community, health, recreation, leisure, entertainment and cultural facilities?</p> <p>Has a community planning study been developed that identifies existing service provision and gaps, characteristics and likely needs of the future population, identification of facility requirements, and possible locations and facility models?</p> <p>Have facilities been planned to recognise and complement the wider network of facilities?</p> <p>Are mechanisms in place to ensure early provision of social infrastructure? Do these mechanisms include funding strategies to ensure that social infrastructure is available from the earliest possible stages of planned use and/or settlement?</p>	

	<p>Has land been dedicated for the provision of social infrastructure?</p> <p>Have the full range of social infrastructure providers been involved in the planning processes to ensure an integrated approach to provision?</p> <p>Are there mechanisms in place to ensure community participation in the planning and design of social infrastructure?</p> <p>Has key social infrastructure been planned to encourage active transport and reduce car use?</p> <p>Is key social infrastructure planned to be part of community hubs and to create focal points for community activity?</p> <p>Where appropriate, are facilities planned to be multipurpose to enable a range of different user groups to use the facility for different purposes?</p>	
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Social Connectivity		
Questions	Things to consider	How this has been responded to
<p>Does the project provide environments that encourage social interaction and connection amongst people?</p> <p>Does the project promote a sense of community and attachment to place?</p> <p>Does the project encourage local involvement in planning and community life?</p> <p>Does the project minimise social disadvantage and promote equitable access to resource?</p> <p>Does the project avoid community severance, division or dislocation?</p>	<p>Are attractive and inviting public space provided where people can meet, gather and socialise informally such as parks with playgrounds or BBQ's and picnic areas?</p> <p>Are shopping centres designed and placed to provide opportunities for social interaction and maximise neighbourhood activity?</p> <p>Are resources provided for community development strategies that will initiate community activities and events and develop social support groups and community organisations?</p> <p>Is support provided for community or cultural development initiatives that will encourage a sense of belonging?</p> <p>Are there opportunities for community involvement in the implementation of the project for example, through involvement in the design of public spaces?</p> <p>Has provision been made for community based projects such as community gardens or community involvement in local services?</p> <p>Does the project provide opportunities for improving levels of health equity within the area?</p> <p>Does the project encourage inclusion and integration of a wide range of demographic groups?</p> <p>Do vulnerable and disadvantaged groups have fair and equitable access to services and facilities, employment opportunities and transport?</p> <p>Are vulnerable or disadvantaged groups likely to be displaced or disadvantaged by the project and if so, what strategies are proposed to minimise these impacts?</p>	

	Are there any physical structures such as main roads, railways or industrial areas that will create barriers to movement and sever connectivity between communities?	
Environment		
Questions	Things to consider	How this has been responded to
<p>Does the project contribute to enhancing air quality?</p> <p>Does the project contribute to enhancing water quality, safety and supply?</p> <p>Does the project encourage environmental sustainability?</p> <p>Does the project minimise disturbance and health effects associated with noise, odour and light pollution?</p> <p>Does the project consider the potential for hazards (both natural and man made) and address their mitigation?</p>	<p>Has consideration been given in planning to ways to reduce potable water demand?</p> <p>Does the project encourage water conservation and efficient water use?</p> <p>Does the project encourage the use of Green Infrastructure for stormwater management in public and private development?</p> <p>Does the project provide for development of ecological corridors?</p> <p>Are there measures in place to encourage energy and resource efficiency? For example through the type of public street lighting, approach to development of community facilities?</p> <p>Does the project demonstrate an awareness of noise, odour, and light pollution issues and address these through the location and/or separation of land uses?</p> <p>Are there appropriate measures in place to reduce the potential for “reverse sensitivity” to occur, for example between the residential and commercial or industrial areas? This could be with regard to noise, odour or light.</p> <p>Does the project identify and respond to all the natural and non-natural hazards that may impact on the local community?</p> <p>Have evacuation routes and safe gathering areas been identified in case of a natural disaster or other hazard?</p> <p>Does the project encourage increasing resource recovery and recycling, and diversion of waste from landfill?</p>	

	Does the project encourage the future community to be resilient, for example through local food production?	
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