

**Committee:** Cabinet  
**Title:** Uttlesford Shopfront Design Guide  
**Date:** 1 September 2022  
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## Summary

1. This Design Guide SPD is intended to provide detailed advice on matters relating to shopfront design, including the repair or refurbishment of existing shop-frontages, the reinstatement of lost frontages and details, or the introduction of new shopfronts; to ensure a consistent and high level of design and quality across the district.
2. The design guide SPD has been subject to a 6-week consultation and changes have been made following this consultation, the changes mainly being positive additions suggested by Historic England.

## Recommendation

3. That Cabinet adopts the accompanying ‘Uttlesford Shopfront Design Guide’ document as a Supplementary Planning Document.

## Financial Implications

4. The approved budget for the Local Plan in 2021-22 includes sufficient provision for the work that has been undertaken to produce this document.

## Background Papers

5. The following papers were referred to by the author in the preparation of this report and are available for inspection from the author of the report:
  - Uttlesford Shopfront Design Guide SPD
  - Consultation representation tracker

## Impact

- 6.

Communication/Consultation	The design guide has been subject to a 6-week consultation and changes have been made following this consultation, the
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	changes mainly being positive additions suggested by Historic England.
Community Safety	N/a
Equalities	N/a
Health and Safety	N/a
Human Rights/Legal Implications	N/a
Sustainability	This document helps to meet the sustainability objectives of the Council.
Ward-specific impacts	All
Workforce/Workplace	N/a

## Situation

7. Changes to the NPPF and accompanying design guidance such as the National Model Design Code place greater weight on design considerations in the decision-making process.
8. Local Authorities are encouraged to produce authority-specific design guidance and this document sets clear design quality guidelines which will be used in the development management process. Pre-application discussions, application assessments and design feedback will be structured around the document to encourage continuity of output from the planning department.

## Risk Analysis

9.

Risk	Likelihood	Impact	Mitigating actions
<ul style="list-style-type: none"> <li>▪ That no such design guidance is developed</li> </ul>	<ul style="list-style-type: none"> <li>▪ 1 - the NPPF advises to address design quality and produce authority specific guidance</li> </ul>	<ul style="list-style-type: none"> <li>▪ 2 - no district specific design guidance would result in defaulting to less specific national guidance</li> </ul>	<ul style="list-style-type: none"> <li>▪ The accompanying SPD can be used by the planning department to inform design considerations in the negotiation and decision-making process</li> </ul>

- 1 = Little or no risk or impact
- 2 = Some risk or impact – action may be necessary.
- 3 = Significant risk or impact – action required
- 4 = Near certainty of risk occurring, catastrophic effect or failure of project.