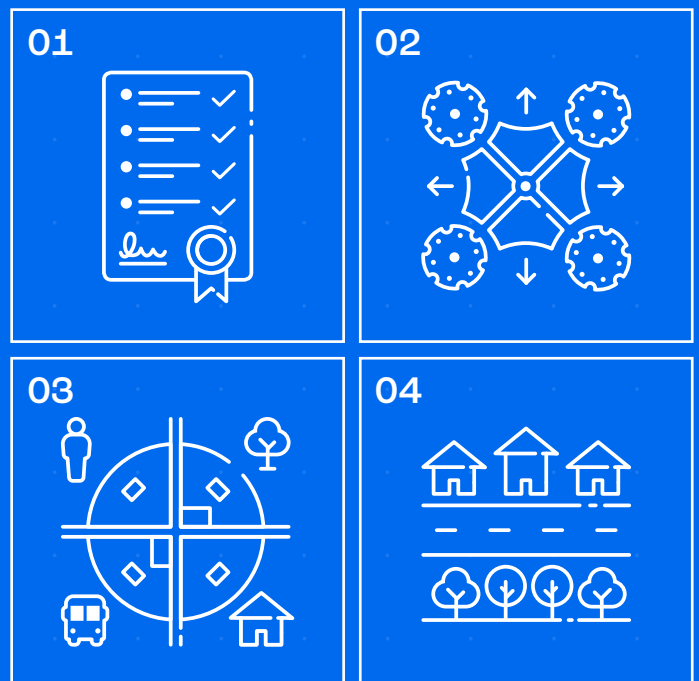


# Rapid Planning Toolkit

## Overview

**A Mayor's Step-by-Step  
Guide to Delivery of  
Planned Urban Expansion**

 **THE PRINCE'S  
FOUNDATION**



The Rapid Planning Toolkit is a Mayor's Step-by-Step Guide to delivering sustainable cities and communities, focused on rapidly urbanising towns and secondary cities.



In partnership with



# Intro

**“If the world’s urban footprint is to grow, we have an unprecedented opportunity to redefine urban development. If planned and managed sensitively, cities can add social, environmental and commercial value, in a way that helps to tackle climate change and foster inclusive prosperity.”**

HRH The Prince of Wales

The Prince's Foundation, established by HRH The Prince of Wales, has worked for over twenty years to promote and demonstrate principles of traditional urban design and architecture that put communities at the centre of urban development, helping to address the global challenges of urbanisation and climate change.

As towns and cities across the Commonwealth struggle to manage an unparalleled increase in urban populations, The Prince's Foundation has worked with The Commonwealth Association of Planners, The Commonwealth Association of Architects, The Commonwealth Local Government Forum, New York University Marron Institute of Urban Management and UN-Habitat to combine their experience and develop this Toolkit, consolidating a simple and streamlined methodology that shapes sustainable urban growth despite the scale and pace of urbanisation.

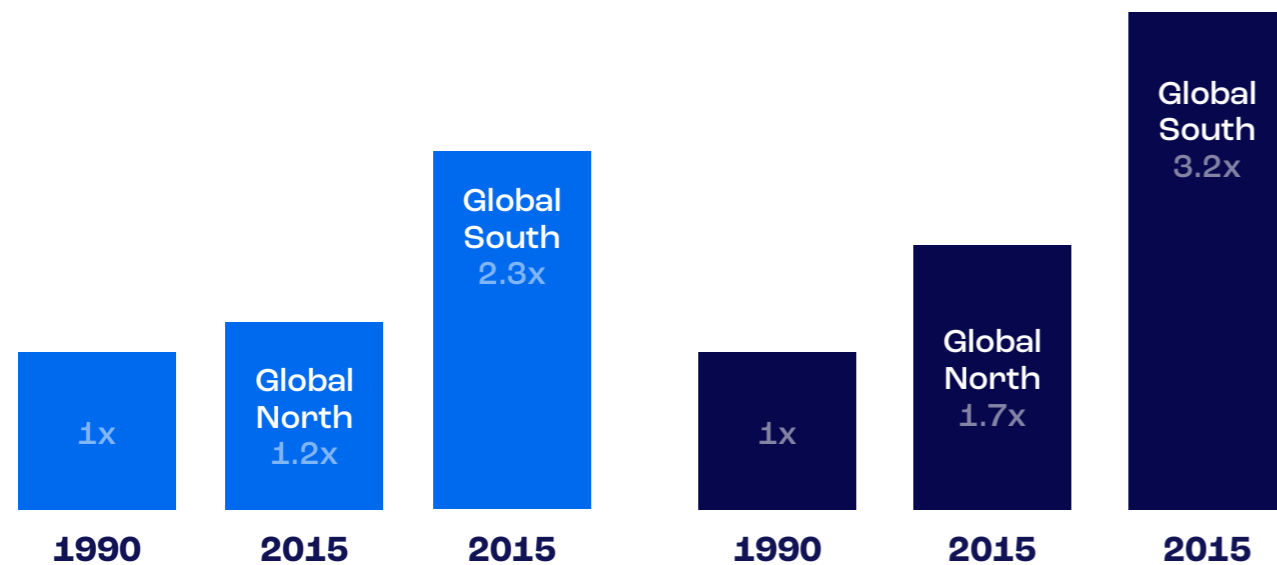
Following preliminary testing in a variety of contexts the Toolkit is now being applied in countries representing the diversity of the Commonwealth, in order to further develop and refine the methodology. The Toolkit will be supported by a comprehensive online training package that will help secondary cities to build the capacity and resources to enable them to future-proof urban growth that is genuinely sustainable.



# Context

## A rapidly urbanising planet

Today, there are more cities than ever before, and they are growing rapidly.



### Population

In the period from 1990 to 2015, the population of the world's cities increased by an average of **1.9**. In the Global North it increased by a multiple of **1.2**, and in the Global South by a multiple of **2.3**.

### Urban footprint

Globally, over the same period, the urban footprint of those cities increased on average by a multiple of **2.5**. In the Global North it increased by a multiple of **1.7**, and in the Global South by a multiple of **3.2**.

**In both the Global North and the Global South, the growth in the population of cities is being outpaced by the growth of their urban extents.**

Source data provided by The Marron Institute of Urban Management (NYU)

**By 2050, the world's urban population will increase by 2.4 billion. Nearly 50% of that urban growth will take place in the Commonwealth.**

**City leaders must move quickly to plan for growth and provision of the basic services, infrastructure, and affordable housing their expanding populations need.**

The world's urban population is set to increase dramatically in the next three decades with most of this rapid urbanisation occurring in towns and cities of less than one million inhabitants, referred to collectively in this Toolkit as secondary cities. Furthermore, the climate crisis is likely to cause a significant rise in climate refugees resulting in mass migration across the world. The **speed** and **scale** of growth and migration means that managing urban areas, and planning for new sustainable urban extensions, will be one of the most important challenges facing cities and societies in the 21st century.

Current civic leaders and planning professionals have a duty of care to future generations to ensure that this major challenge is met with a **simple, effective and rapid response** and, most importantly, with something that is both **practical and implementable**.

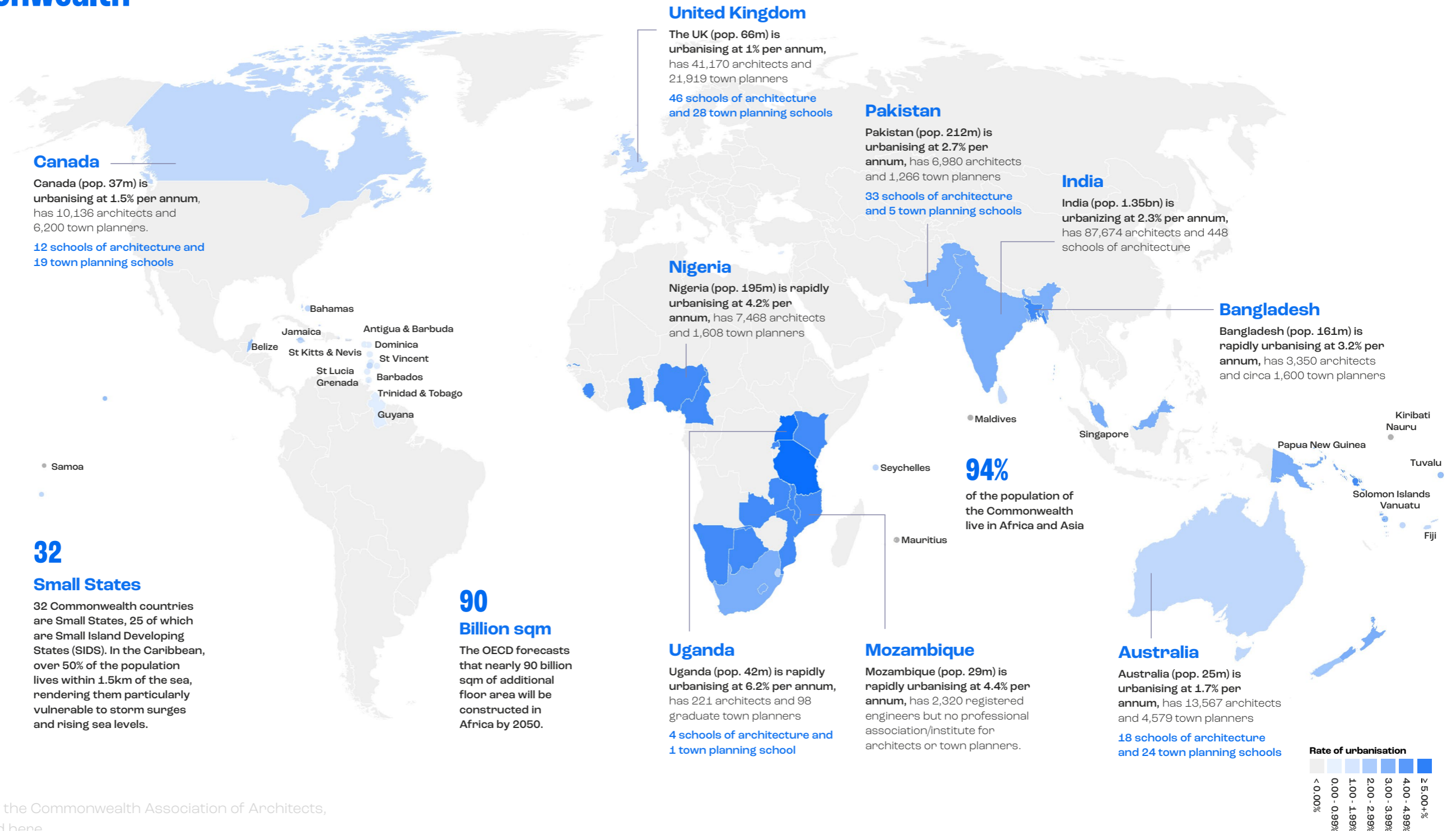
While this challenge is serious, it is also an opportunity. Throughout history, well-planned cities have acted as engines of economic growth, helped reduce poverty and housed citizens in a form that provides for **community, safety and good health**. In contrast, unplanned or poorly planned settlements can confine their citizens to a lack of social mobility with inadequate sanitation, security and access to basic services.

This is why it is crucial to reverse the unsustainable and accelerating trend towards unserved, unplanned settlements and urgently build **capacity** to implement urban frameworks that shape successful cities and give their citizens the hope of future **prosperity**.

# Research

Nearly 50% of the projected urban growth to 2050 will be in the Commonwealth; that's an additional 1 billion urban dwellers in the next 30 years.

## Climate change, rapid urbanisation and the Commonwealth



The Survey was undertaken by the Commonwealth Association of Architects, the three volumes can be found here

# The SDGs

## Helping to achieve the UN 2030 Sustainable Development Goals

The Rapid Planning Toolkit has been designed to directly address the UN's 2030 Sustainable Development Goals and the aspirations of the New Urban Agenda. Whilst outcomes may vary depending on local factors in your urban area, examples of the interaction between each goal and the Rapid Planning Toolkit is highlighted below. Goal 11, "Sustainable Cities and Communities", has been identified as best connected to the other goals and therefore planning to accommodate the phenomenon of rapid urbanisation is the most direct way to in part target all SDGs.

**WARNING:** A common approach is to try to address the SDGs in silos, which is conflicting and ineffective. The Toolkit is a simple holistic approach, overlaying all the positive responses to SDGs on a rapid growth plan.

**1 NO POVERTY**



The Toolkit helps you to meet SDG1 by creating access to basic services, transport corridors connecting to employment opportunities, addressing land ownership and reducing the exposure and vulnerability to climate-related extreme events

**3 GOOD HEALTH AND WELL-BEING**



The Toolkit helps you to meet SDG3 by preventing building in swamps or wetlands, creating space for drainage channels, recreation, healthcare facilities and waste management

**2 ZERO HUNGER**



The Toolkit helps you to meet SDG2 by preserving environmental and agricultural areas and capacity, ensuring access to local markets to address issues of food security

**4 QUALITY EDUCATION**



The Toolkit helps you to meet SDG4 by ensuring space for schools at the heart of communities and safe walking routes to and from school

## 11 SUSTAINABLE CITIES AND COMMUNITIES



### Convening Goal

The Toolkit helps you to meet SDG 11 by collaborating across professions and involving all stakeholders to draft a City Growth Charter and implement a rapid growth plan in order to create a sustainable city and community

Through an integrated approach, this document will help city mayors, their teams and built environment professionals to engage stakeholders to build inclusive, sustainable cities and communities

**5 GENDER EQUALITY**



The Toolkit helps you to meet SDG5 by advocating for the inclusion of women in the planning process, as well as through creating access to key daily-use facilities that are within walking distance

**7 AFFORDABLE AND CLEAN ENERGY**



The Toolkit helps you to meet SDG7 by ensuring main routes connecting neighbourhoods are preserved to enable key infrastructure implementation e.g. utilities and solar clusters

**9 INDUSTRY, INNOVATION AND INFRASTRUCTURE**



The Toolkit helps you to meet SDG9 by making space for industrial areas and space in buildings for start up businesses linked to schools/colleges/universities

**12 RESPONSIBLE CONSUMPTION AND PRODUCTION**



The Toolkit helps you to meet SDG12 by creating localised agriculture and recycling/composting areas, using local, natural or re-used materials for construction and reducing the volume of vehicle movements

**14 LIFE BELOW WATER**



The Toolkit helps you to meet SDG14 by preserving blue corridors and minimising pollution and run off through lack of sanitation

**16 PEACE, JUSTICE AND STRONG INSTITUTIONS**



The Toolkit helps you to meet SDG16 by building relationships between central and local government, landowners and communities which is essential in the face of rapid urbanisation

**6 CLEAN WATER AND SANITATION**



The Toolkit helps you to meet SDG6 by preserving blue corridors and space around wells, encouraging provision for water and sanitation services at the heart of communities whilst avoiding the contamination of supplies

**8 DECENT WORK AND ECONOMIC GROWTH**



The Toolkit helps you to meet SDG8 by creating more local workplaces for citizens, and better access to jobs in other parts of the city

**10 REDUCED INEQUALITIES**



The Toolkit helps you to meet SDG10 by allowing access for all through transport corridors and mixed use planning

**13 CLIMATE ACTION**



The Toolkit helps you to meet SDG13 by reducing the need for vehicle movement through; proper planning in the design of walkable neighbourhoods, urban greening, preservation of environmentally sensitive areas and promoting green building techniques

**15 LIFE ON LAND**



The Toolkit helps you to meet SDG15 by preserving green corridors and areas of woodland and forest by rapid planning and awareness raising with a city charter

**17 PARTNERSHIPS FOR THE GOALS**



The Toolkit helps you to meet SDG17 by encouraging local key stakeholders to work together to help plan for the future, and capacity building as part of the Toolkit process

For more information on the UN 2030 Sustainable Development Goals visit this [website](#).



# About

## About this Overview

### What is it?

This document provides an overview of the Rapid Planning Toolkit, summarising the **4-Step process** to creating an urban plan. It is designed to give an initial understanding of the steps involved. More extended and detailed steps, together with a training structure to support it, will be available for those seeking to use the Toolkit in their city.

### Who should use it?


This document is intended to assist **city mayors and key Departments** (e.g. Department of Health, Education, Transport and Infrastructure) in creating robust and implementable urban framework plans. The Toolkit advocates that built environment professionals collaborate with local and national governments, technical specialists and local communities to create effective city planning.

### How does it work?

Each of the 4 steps is clearly broken down into 3 key activities (**1a,b,c, 2a,b,c** etc...). These activities are comprised of a number of tasks and workshops, aiming to guide a team through the process of creating a simple but effective urban plan in collaboration with stakeholders and the community. As this is an overview document, only a brief summary of each activity is given.

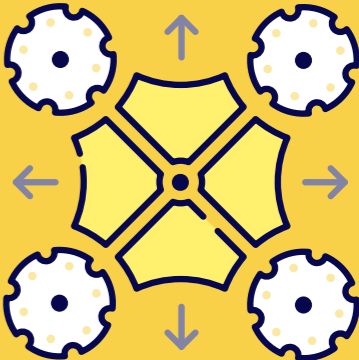
**As planning for rapid urbanisation is an interdisciplinary exercise, it is essential to appoint a project lead, who will coordinate departmental representatives and other key stakeholders towards the collective effort of creating a framework plan.**

01



**Writing a Charter for Your Growing City**

02



**Creating the Rapid Growth Plan**

03



**Implementing the Rapid Growth Plan**

04



**Building the Neighbourhoods**

# Four Steps

Though it may vary context to context, the aim of the Rapid Planning Toolkit is to implement rapidly. As a guide, Steps 1-3 will take approximately 6-9 months.

## Four Steps to an Urban Plan & Project Timeline

### 01 Writing a Charter for Your Growing City

- a Making the case for the Rapid Plan
- b Running the Charter Workshop
- c Consulting Publicly on the Charter

### 02 Creating the Rapid Growth Plan

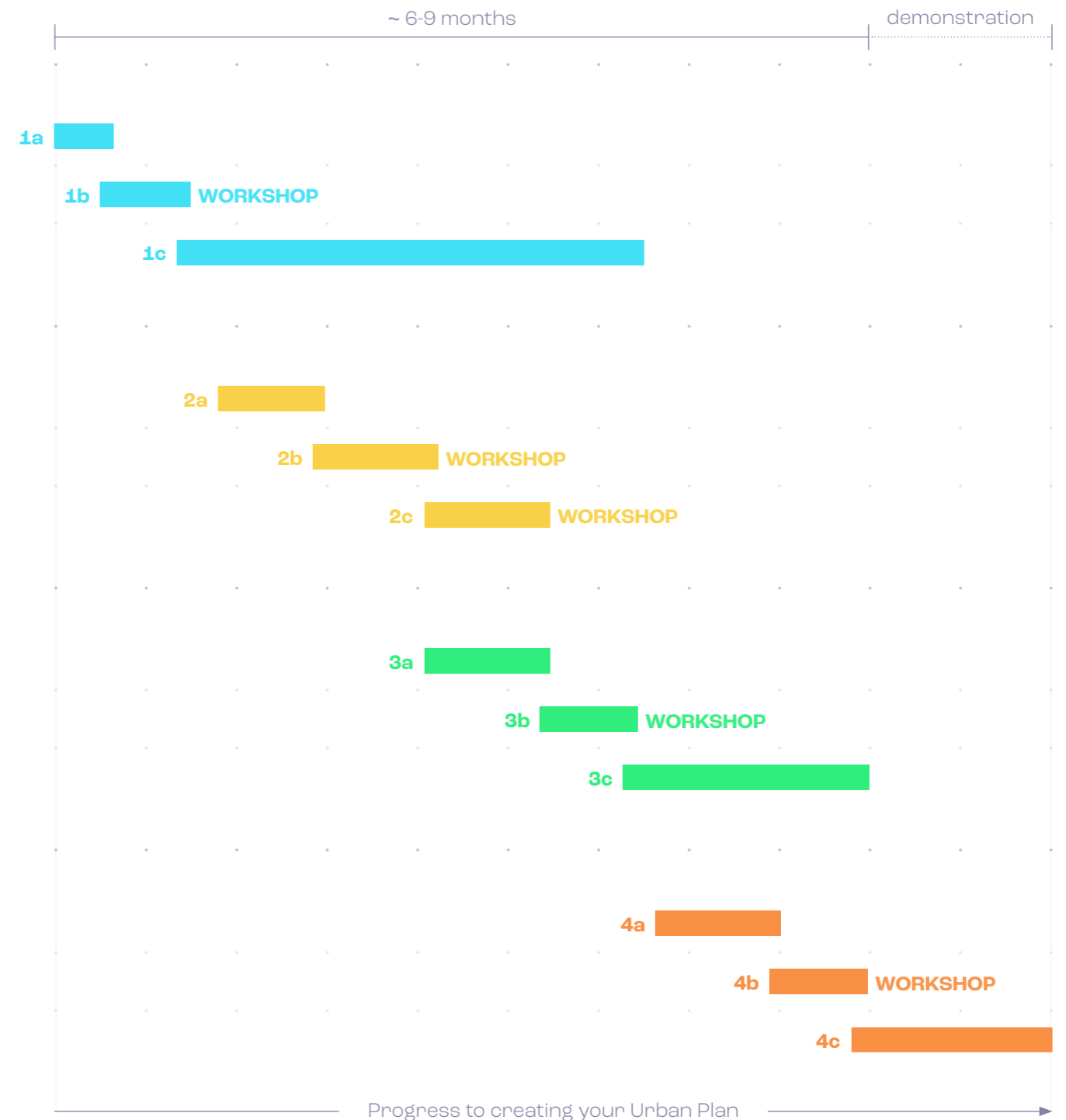
- a Preparing for the Future Growth Areas Workshop
- b Identifying the Future Growth Areas
- c Structuring the Growth Areas into Neighbourhoods

### 03 Implementing the Rapid Growth Plan

- a Identifying Landowners and Stakeholders
- b Finalising the Rapid Growth Plan Workshop
- c Demarcating the Rapid Growth Plan on the Ground

### 04 Building the Neighbourhoods

- a Preparing for the Neighbourhood Workshop
- b The Neighbourhood Workshop
- c Concept Designs Workshop



01

# Writing a Charter for Your Growing City



The output of Step 1 is a **City Growth Charter** (signed document) for your city. Step 1 is a call to rapid action and will help you to foster collaboration amongst a range of stakeholders to create a critical guide for how you will accommodate expected population growth whilst improving the lives of residents. This step helps to ensure the vision is shared, owned and clearly stated.

## a Making the Case for the Rapid Plan

This activity will help you to:

- **understand** your city or urban area and, where necessary, the surrounding rural areas
- **engage with the** stakeholders you will collaborate with throughout
- gain an understanding of your city and its future growth

## b WORKSHOP Running the Charter Workshop

This activity will help you to:

- ensure that city departments, wider stakeholders and the community are **involved** in the formation of your draft City Growth Charter
- create a draft City Growth Charter

## c Consulting Publicly on the Charter

This activity will help you to:

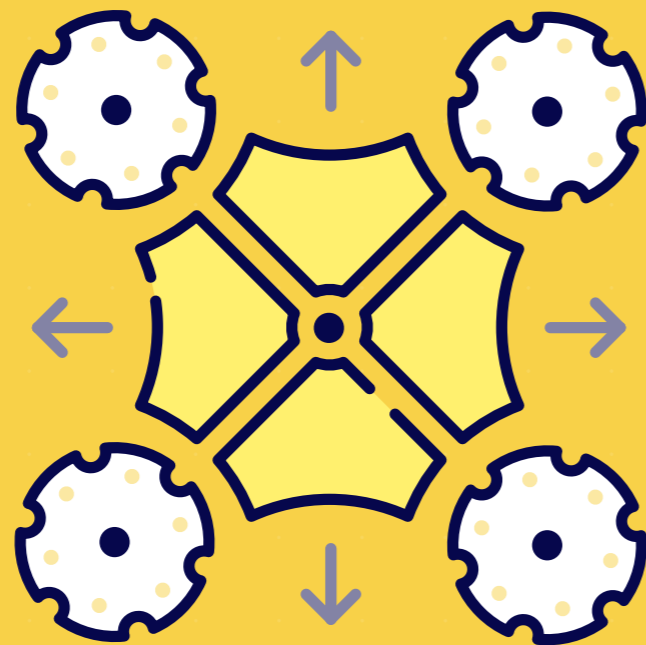
- publicise the draft City Growth Charter
- review the vision, ensuring that the Charter incorporates both the discussion from the Charter Workshop and input from public consultation
- finalise the City Growth Charter which will serve as the **reference point** for stakeholders throughout the development process

Helping to directly meet these SDGs





# Creating the Rapid Growth Plan



Having drafted your City Growth Charter, it is important to decide which areas are most suitable to accommodate rapid urban growth and how these might be structured. Through a preparatory mapping exercise and a series of workshops, Step 2 will help you to create your Rapid Growth Plan, guiding future development.

## a Preparing for the Future Growth Areas Workshop

This activity will help you to:

- decide on a dedicated team and a project lead to undertake the Toolkit
- create a coordinated series of maps that will provide a detailed picture of your city's **constraints** and **opportunities**

## b WORKSHOP Identifying the Future Growth Areas

This activity will help you to:

- **identify** potential areas for expansion of your city, ensuring enough land to meet the projected population growth
- create a **Growth Area Options Plan** that will guide how your city expands over the next 20 years

## c WORKSHOP Structuring the Growth Areas into Neighbourhoods

This activity will help you to:

- **structure** your identified growth areas as a series of walkable neighbourhood cells
- identify one neighbourhood cell to plan in detail, known as your Rapid Growth Plan
- undertake a site visit and design workshop

Helping to directly meet these SDGs



# Implementing the Rapid Growth Plan



**Step 3 is all about moving from participatory planning to implementation. By the end of Step 3 the key routes should be staked out, be that with posts, stakes, trees or similar, to ensure the protection of arterial roads and environmental and public spaces.**

## **a** Identifying Landowners and Stakeholders

**This activity will help you to:**

- work out who owns and occupies the land in your chosen growth areas and how this land might be managed
- engage more thoroughly with **local issues** in your growth areas, preparing you for the Rapid Growth Plan Workshop

## **b** WORKSHOP Finalising the Growth Plan Workshop

**This activity will help you to:**

- establish **rights of way** and land reservations in your chosen growth areas in order to implement your Rapid Growth Plan
- guide the negotiation process around the Rapid Growth Plan in order to secure the land with both stakeholders and landowners

## **c** Demarcating the Growth Plan on the Ground

**This activity will help you to:**

- mark out your growth areas according to your Rapid Growth Plan using materials best suited to your local context e.g. tree planting
- raise **awareness** of your vision amongst citizens and potential investors
- build capacity in the community

**Helping to directly meet these SDGs**



# Building the Neighbourhoods



Steps 1, 2 and 3 are about identifying, mapping and protecting key routes, sites and boundaries to create a walkable neighbourhood. Step 4 however is about how you fill in the neighbourhoods with buildings and structures. At this step a localised, context specific approach is extremely important.

## a Preparing for the Neighbourhood Workshop

This activity will help you to:

- assess a range of building materials as well as core aspects of building, landscape and urban design
- consider **techniques** and **practices** to share with stakeholders and the community

## b WORKSHOP

### The Neighbourhood Workshop

This activity will help you to:

- discuss with stakeholders the designs, materials and practices identified in Step 4A
- through collaboration, create hybrid designs that learn from the past and are adapted for future needs

## c Concept Designs Workshop

This activity will help you to:

- create a set of concept designs for a variety of housing types and community buildings
- present the designs to developers and the community as a code for future neighbourhood development

### Helping to directly meet these SDGs



# Conclusion

**The expectation that over two thirds of the world's population will be living in urban areas by 2050 is truly staggering.**

On current projections, towns and cities will need to accommodate one million people around the globe, every week, for at least the next 20 years or more. That is equivalent to building a city the size of Birmingham in the UK, Freetown in Sierra Leone or Auckland in New Zealand - every week.

In the space of little more than one generation, we may therefore effectively have doubled the planet's urban footprint and landscape. If we continue to build globally in the way we have over the last twenty years, with declining densities and disregarding the impact on the natural environment, we will inevitably miss any chance we have of delivering the targets set out in the United Nation's Sustainable Development Goals.

The urban development we shape right now presents an unprecedented but time-limited opportunity that can play a central and dynamic role in economic recovery from the COVID-19 pandemic. Concerted action is therefore required to ensure that the future for our towns and cities across the world, of whatever size, is sustainable and successful.

This Toolkit is part of an initiative to provide practical resources to help built environment professionals, local government officials and the communities they serve to prepare and plan for rapid urbanisation in their own towns and cities. Each of the individual steps and activities outlined in this overview document are being detailed in an online learning platform which will guide users through the process and enable them to download resources and access templates into which they can upload the materials generated from each of the steps. To find out more visit [www.rapidplanningtoolkit.org](http://www.rapidplanningtoolkit.org).

**“With more than 80% of global GDP generated in cities, urbanisation can contribute to sustainable growth if managed well by increasing productivity, allowing innovation and new ideas to emerge.”**

The World Bank

**“Cities are a human creation and  
we all have the power to plan.”**

Slogan devised during the rapid planning work  
in Bo, Sierra Leone