

Seend Parish NDP Site Assessment Toolkit | Form A



Desktop Assessment - Form A (Enclosed)
Site Environment and Access Assessment - Form B
(Separate enclosure)
Summary - Form C (Separate enclosure)

Methodology

An Overall 'how'

This site assessment methodology avoids scoring/ranking matrixes which can be difficult to defend and potentially misleading. It follows a methodology used successfully for other Neighbourhood Plan groups and Local Authority site allocations, and draws key points from the Wiltshire Local Plan methodology. This is the start of the process, further more detailed information, additional assessments and technical advice will be needed.

Desktop Assessment before going to site

- You may not be able to answer all the questions on Form A. Complete those you can, other answers can be added later.
- Use the 7 site URS assessment forms and the Wiltshire SHELAA 2017 as a basis for this desktop review, but review critically, all comments should be based on evidence.
- Not all boxes or topics in the form apply to all sites. Please use your judgement on those that are not relevant. If necessary just mark N/A for Not Applicable.
- For each site you will need copies for all in the survey group of the forms on pages 1-8 and some maps*.

** You are subscribers to Parish Online and can get highly detailed maps from there. The website also has a simple area measurement tool if you need it:*

- *Go to tools.*
- *Chose measurement tool.*
- *Click a corner of the site, click at next corner or change in angle.*
- *Continue until you are back to first corner.*
- *Click polygon ikon under 'Object Editing Tools' on the box to the right*
- *The approximate area appears in the small box above.*

On site tasks

- Each site would ideally be assessed by a small group of people.
- The approach we prefer is for 1 member of the Steering Group to take 1 site each and to then find 2 or 3 other people to go and look at the site together.
- The others can usefully include someone who lives by/near a site but not more than 1.
- For each site assessment, there are four forms to be completed.
- Read through all the forms before going out on site, just to be sure that it all makes sense. For forms B and C it is possible to fill in some information before going out, adding to, checking and

perhaps changing this once actually looking at a site.

- You will also need at least one clipboard and pens/pencils.
- It is always good to take a few photos. Any photos, or a link to them, should also be kept.
- All in the group can contribute but one final, agreed form is all that is needed for the records.
- Once assessments are complete, they should be kept in a folder ready for the next stage of site selection. Ideally, scan each set of completed forms.

Next Steps

- This process will most likely identify information gaps or gaps in the assessment that mean that a decision on site suitability cannot be made e.g. without an understanding impact of a potential development site on the conservation area and its setting a judgement cannot be made; similarly highways access potential is likely to require specialist advice.
- Additional evidence will then need to be commissioned or gathered e.g. baseline ecology surveys may be needed, landscape or heritage assessments of the site undertaken, utility companies or the local education authority may need to be contacted to see if there are any issues which could make the site unviable.
- Site suitability should be discussed as part of a wider group, with input from Wiltshire planners and your consultants.

Reviewed by:	Date:
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FORM A: SITE BASELINE INFORMATION

- *This form records the basic information about a site that is already known about suggested sites.*
- *It is 'given' and fixed information but you may wish to query it, or add local knowledge and detail to the information.*
- *Please review the information and add information or amend as necessary.*
- *Form A is best completed before moving on to the other forms but can be done after the on-site surveys if that is easier.*

Settlement/parish name	
Site name/address	
Gross area (hectares)	
Current/recent uses	
Site Planning History	
General Location in relation to the settlement	<div style="display: flex; justify-content: space-around; width: 100%;"> Within On Edge Detached </div>

DESIGNATIONS & KNOWN CONSTRAINTS

Is the site is already designated for any particular use in the Wiltshire Core Strategy ?	Comments:
Agricultural Land Grade <i>DEFRA Data available online</i>	Comments:

<p>All or part of the site is a Site of Special Scientific Interest (SSSI) or Site of Nature Conservation Interest (SNCI) <i>See Local Plan Policy Map</i></p> <p>YES NO</p>	Comments:
<p>SSSIs or SNCIs nearby? <i>See Local Plan Policy Map</i></p> <p>YES NO</p>	Comments:
<p>Is all or part of the site within or near to a Conservation Area? <i>See Local Plan Policy Map</i></p> <p>YES NO</p>	Comments:
<p>Any Listed Buildings on site, or nearby? <i>Wiltshire HER Record</i></p> <p>YES NO</p>	Comments:
<p>Any Recorded Archaeology? <i>Wiltshire HER Record</i></p> <p>YES NO</p>	Comments:
<p>Public Rights of Way on site? <i>Use Parish Online/OS Map</i></p> <p>YES NO</p>	Comments (alongside, near, where, condition etc):
<p>Public Rights of Way near site?</p>	Comments:
<p>Flood Risk on site? <i>Environment Agency data online</i></p> <p>YES NO ZONE</p>	Comments:
<p>Any surface water issues?</p> <p>YES NO</p>	Comments:
<p>Any known contamination on site? <i>Local knowledge or historic maps</i></p> <p>YES NO</p>	Comments:

<p>Any Tree Preservation Orders on the site? <i>LPA hold info</i></p> <p>YES NO</p>	
<p>Is the site isolated from the edge of the settlement i.e. not adjacent to the settlement boundary and not adjacent to a SHLAA site that is?</p>	
<p>Is the site near to or does it included one of the proposed Seend Parish Local Green Spaces? <i>Local Seend Evidence Base</i></p>	
<p>Where does the site sit in terms of the Seend Parish Green Infrastructure map? <i>Local Seend Evidence Base</i></p>	
<p>Which Seend Parish settlement character area does the site sit within/about? <i>Local Seend Evidence Base</i></p>	
<p>Is the site visible in any of the key views identified for Seend? <i>Local Seend Evidence Base</i></p>	
<p>What Landscape Character Area(s) applies to Seend Parish? <i>Wiltshire Landscape Character Assessment</i></p>	
<p>Any other comments: <i>Including other Local Plan policies e.g. Mineral area</i></p>	