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For and on behalf of
Royal Wootton Bassett Town Council

ROYAL WOOTTON BASSETT NEIGHBOURHOOD PLAN REVIEW SCOPING REPORT

**Prepared by
DLP Planning Ltd**

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1.0 INTRODUCTION

- 1.1 DLP Planning have been appointed by the Town Council to undertake the first stage (Part A) of the Royal Wootton Bassett Neighbourhood Plan Review. Part A of the Neighbourhood Plan Review has been divided into the three stages shown in the table below.
- 1.2 The results of steps 1 and 2 are presented in the separate Policy Assessment and Consultation Report (January 2021). The findings of these first two stages have been used to inform the Neighbourhood Plan Review Scoping Exercise, which is now presented in this report.

Neighbourhood Plan Review Stages	
Part A	
1	Assessment of existing Neighbourhood Plan policies
2	Stakeholder engagement
3	Neighbourhood Plan Review Scoping Exercise
Part B	
4	Further evidence and plan preparation

- 1.3 The findings of this Scoping Exercise will be presented to the Neighbourhood Plan Working Group and once agreed will be used to inform the subsequent Part B plan preparation.
- 1.4 **Section 2** of this report sets out our recommendations for a proposed Vision and Objectives for the Neighbourhood Plan Review.
- 1.5 **Section 3** of this report then sets out the scope of policy themes and individual policies that could be included within the revised Neighbourhood Plan. As part of this exercise, this section highlights any existing policies that could be retained, any policies that could be revised or amended, and recommend any new policies that could be prepared. This section also identifies where further evidence to support these revised or additional policies may be required and how this evidence could be obtained.
- 1.6 Finally, **Section 4** sets out a project plan to identify the indicative timescales for the Part B Neighbourhood Plan Review.

2.0 RECOMMENDED DRAFT VISION AND OBJECTIVES

- 2.1 Based on the findings of the initial public consultation exercise (presented in the Policy Assessment and Consultation Report, January 2021) we have prepared a draft vision and objectives for the Neighbourhood Plan Review.
- 2.2 In accordance with national policy and guidance, these recommendations also ensure that the vision and objectives of the plan are informed by the requirement to promote the three strands of sustainable development (social, environmental and economic) and to be in general conformity with the strategic policies of the adopted development plan.
- 2.3 The purpose of the vision statement and objectives are to provide clear and justified high-level parameters for the Neighbourhood Plan, and from which the Neighbourhood Plan policies are derived (see Section 3 of this report for scope of recommended policies).
- 2.4 The draft vision statement and objectives will need to be agreed by the Neighbourhood Plan Working Group. It may also be beneficial to have a further short period of public consultation on the draft vision and objectives before the Neighbourhood Plan policies are prepared. The vision and objectives may be subject to ongoing review and iteration as the Neighbourhood Plan is prepared, including through the application of findings from further rounds of public engagement.

a) Vision

- 2.5 The overarching vision set out in the adopted Royal Wootton Bassett Neighbourhood Plan (2017-2026) was to *“provide a high quality sustainable environment for all who live, work, visit and study in Royal Wootton Bassett”*.
- 2.6 Analysis of responses to the public consultation exercise revealed that the majority of respondents (75%) felt that the vision still reflected where they want the town to be in the future. Just 5% of respondents disagreed with the vision and 19% were unsure.
- 2.7 Suggestions were also made as to the kind of town people said they would like Royal Wootton Bassett to become in the future (see responses in Appendix 3 of the Policy Assessment and Public Consultation Report).
- 2.8 Taking the results of the policy assessment and public consultation exercise into account, we have prepared the following draft vision statement for the Neighbourhood Plan Review:

Draft Vision Statement

Building on the foundations of our previously adopted Neighbourhood Plan, by 2036, Royal Wootton Bassett will be a thriving Market Town with a distinct identity and local community feel. The town will be an environmentally, socially and economically sustainable and attractive place to live, work, visit and study.

b) Strategic Objectives

- 2.9 The currently adopted Neighbourhood Plan set out six strategic objectives to develop and enhance a town which:
- Has a strong, independent Market Town identity and an attractive vibrant town centre
 - Provides all the facilities and services its residents require to improve its self-containment
 - Provides well planned, good quality housing for all for every life stage, in line with sustainability principles and community views.
 - Offers accessible, attractive green spaces for all to enjoy

- Is attractive to investors and employers as a location for growth
 - Promotes sustainable transport choices encouraging walking and cycling both within and outside the town.
- 2.10 Analysis of responses to the public consultation exercise revealed that the vast majority of respondents (86%) agree with the Neighbourhood Plan's objectives, whilst 8% were unsure and just 6% did not agree with the objectives.
- 2.11 A number of additional suggestions were made as to how the objectives might be changed or if there were any additional objectives that should be included. These are summarised in section 3.34 of the Policy Assessment and Public Consultation Report.
- 2.12 Taking the results of the policy assessment and public consultation exercise into account, we have prepared the following draft strategic objectives for the Neighbourhood Plan Review:

Draft Strategic Objectives

This Neighbourhood Plan seeks to:

- Ensure that Royal Wootton Bassett retains its strong, independent Market Town identity and has an attractive, vibrant town centre.
- Ensure that all residents can access the facilities (including education, health, leisure and community facilities) and services they need in a sustainable way.
- Provide well planned, good quality housing to meet the identified needs of residents in accordance with principles of environmentally sustainable design and development, including supporting zero or low carbon developments that incorporate green design principles.
- Conserve and enhance the natural environment within and around the town, including by ensuring that accessible, attractive green and open spaces are provided within new developments and supporting the restoration of the canal.
- Support sustainable economic growth by ensuring that Royal Wootton Bassett is an attractive location for investment and supporting local employment opportunities.
- Prioritise environmentally and socially sustainable patterns of living, including by promoting safe opportunities for walking and cycling both within and outside the town.
- Support opportunities for reducing 'through traffic' and HGVs passing through the town.

3.0 RECOMMENDED POLICY THEMES AND POLICIES

- 3.1 The following table sets out the recommended themes and individual policies for the Neighbourhood Plan Review. These are based on the findings of the policy assessment and public consultation exercise.
- 3.2 The below sets out the broad scope of recommended policies and what their purpose is in the context of achieving the overarching Neighbourhood Plan vision and objectives. In some cases the recommended policies may be broadly the same as those already contained within the adopted Neighbourhood Plan, however the detailed policy wording may need to be strengthened. This detailed policy wording will be prepared during Part B of the Neighbourhood Plan preparation (see Section 4 of this report). The table below also identifies where any further evidence or data gathering may be required to support the policies identified.
- 3.3 In addition to policies, the Neighbourhood Plan may also set out community 'actions' or 'initiatives' which the Town Council will seek to deliver alongside the Plan. These would include matters not directly related to planning, for example offering support for the designation of Assets of Community Value.

Table 1. Policy Scoping Recommendations

Policy Theme	Policy Title	Policy Objective	Additional Evidence / Information Required
Royal Wootton Bassett Town Centre	Design of new development in the Town Centre	To set out design criteria to ensure that development in the town centre is of high design quality and respects the surrounding character of the built environment, including the design of public realm and open spaces within the town centre.	Depending on how detailed the Town Council wants this policy to be, some further evidence on the local design character of the Town Centre (including good / bad design examples) may be required. The Town Council may need to review the Town Centre boundary, as this will need to be defined on the Neighbourhood Plan policies map.
	Redevelopment of Town Centre sites for non-Class E uses	To ensure that applications for non-Town Centre uses (i.e. non-commercial, business or service uses) are only supported where certain criteria are met and these uses continue to support the vitality of the Town Centre where possible.	The Town Council may need to review the Town Centre boundary, as this will need to be defined on the Neighbourhood Plan policies map.
	Town Centre highway and traffic improvements	To provide support for applications that would improve levels of congestion in the Town Centre, including support for a Town Centre bypass subject to certain criteria being met.	None
Design and Environment	Design in new developments	To ensure that new development respects and enhances local character by setting design criteria with which new development must comply, including for example provision of cycle paths / footpaths as integral to new developments, ensuring sufficient car parking is	The Town Council may wish to consider establishing a local design guide or design codes to further support this policy and could be referred to in the policy wording.

Policy Theme	Policy Title	Policy Objective	Additional Evidence / Information Required
		provided and encouraging green design principles where possible e.g. incorporating on-site renewable energy generation, electric vehicle charging points, sustainable drainage and water management, greywater recycling and rainwater harvesting.	
	Historic environment	To promote the conservation of heritage assets and to ensure that new development avoids harm to the significance of both designated and non-designated heritage assets, including effects on their setting.	It may be necessary to gather evidence on statutory / non-statutory heritage assets within the Neighbourhood Plan area so that these can be identified on the policies map.
	Sustainable transport	To provide support for development that enhances or promotes safe opportunities for active travel and sustainable modes of transport including cycle paths, footpaths, public transport (including support for potential future railway station) and ULEV charging points.	None
	Town Park and Row-de-Dow	To provide support for provision of a Town Park and improvements to public rights of way, including the Row-de-Dow footpath.	None
	Local Green Spaces	To designate sites as 'Local Green Spaces' and to set out requirements for preserving these sites. The Row-de-Dow may be designated as a Local Green Space, for example.	The Town Council would need to identify sites suitable for designation as 'Local Green Spaces' in accordance with the criteria set out in paragraph 100 of the NPPF (i.e. the sites must be in

Policy Theme	Policy Title	Policy Objective	Additional Evidence / Information Required
			<p>close proximity to the community it serves, be special to a local community and hold a particular local significance, and be local in character and not an extensive tract of land).</p> <p>These Local Green Spaces would need to be mapped on the Neighbourhood Plan policies map.</p>
Employment and Tourism-related Development	New employment floorspace	To support the development of employment floorspace within the Neighbourhood Plan area subject to certain criteria being met e.g. respecting local character, air quality, residential amenity and highway safety.	The Town Council may wish to identify and allocate specific sites for employment development (see 'Site allocations' policy below for details of evidence required).
	Tourism-related development	To support the development of tourism-related uses and visitor accommodation within the town, subject to certain criteria being met.	None
Development on Infill and Brownfield Sites	Infill development	To provide support for development on infill sites within the identified settlement boundary, subject to certain criteria being met. NB. Any 'greenfield' infill sites with amenity value to be protected, including through Local Green Spaces policy.	<p>The Town Council may wish to identify and allocate specific infill sites for development (see 'Site allocations' policy below for details of evidence required).</p> <p>The Town Council may also wish to review the settlement boundary identified on Plan 6 to ensure that this remains appropriate, particularly in light of any recent or planned developments that may be located on the edge of the settlement.</p>

Policy Theme	Policy Title	Policy Objective	Additional Evidence / Information Required
	Redevelopment of brownfield sites	To provide support for redevelopment of brownfield sites for specific uses subject to certain criteria being met.	The Town Council may wish to identify and allocate specific brownfield sites for development (see 'Site allocations' policy below for details of evidence required).
Development beyond the Settlement Boundary	Development beyond the settlement boundary	To ensure that edge-of-settlement development or other development beyond the settlement boundary conserves the physical separation between Swindon and Royal Wootton Bassett and the unique landscape setting. This policy can also ensure that any new developments proposed on the edge of the town relate well to the existing urban form and are well connected by necessary transport infrastructure and pedestrian links.	None
	Green gap / green corridor	To retain the physical distinction between Royal Wootton Bassett and Swindon, this policy may identify a green gap / green corridor in which development is required to maintain a sense of openness to avoid potential future coalescence.	Further landscape evidence may be required to identify the extent of this green corridor, as this would need to be shown on the policies map.
Infrastructure and Facilities	Existing community facilities	To consider how applications involving the loss or repurposing of existing community facilities would be dealt with by the Town Council, and in what circumstances, if any, these types of applications would be considered acceptable.	None
	New community facilities	To provide support for provision of	None

Policy Theme	Policy Title	Policy Objective	Additional Evidence / Information Required
		<p>new or improved community services and/or community facilities to meet the needs of existing and future residents, subject to certain criteria being met.</p> <p>The policy should outline what types of community facilities would be supported e.g. health, leisure, sport facilities, community meeting spaces and spaces for children/young people.</p>	
	<p>Infrastructure to support new development</p>	<p>To set out ways in which infrastructure for new development should be provided and to identify types of infrastructure that would be required / supported (ether through new infrastructure / facilities or improvements to existing infrastructure / facilities). This policy could set out how CIL monies may be spent.</p>	<p>Identify local infrastructure requirements</p>
<p>Site Allocations</p>	<p>Site allocations</p>	<p>To allocate sites for specific uses e.g. housing, affordable housing, employment, community facilities.</p>	<p>If the Town Council wishes to allocate sites within the plan, further evidence gathering may be required, such as details of site ownership, availability and suitability. Wiltshire Council should be able to provide a housing requirement figure for the Neighbourhood Plan area (this is likely to be different from the Brownfield Target identified in the Emerging Spatial Strategy, as this figure was based on windfall trends</p>

Policy Theme	Policy Title	Policy Objective	Additional Evidence / Information Required
			rather than an identified housing requirement).

4.0 INDICATIVE PROJECT PLAN (NEIGHBOURHOOD PLAN REVIEW – PART B)

- 4.1 The programme on the following page sets out the indicative timescales for undertaking Part B of the Neighbourhood Plan Review. This is contingent upon whether any additional evidence gathering or a full SEA is required.

Royal Wootton Bassett Neighbourhood Plan Review - Part B																									
Expected Completion (week)	1	2	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24		
Task																									
Consultation on Draft Vision & Objectives (if required)	■	■																							
4. Preparing 'Draft for Consultation' Neighbourhood Plan and Policy Map																									
Prepare and issue 'Draft for Consultation' Neighbourhood Plan to Working Group			■	■	■	■	*																		
Receipt of comments from Working Group							■																		
Workshop with Working Group to discuss Draft Plan and agree required changes							M																		
Circulate Draft Plan to Wiltshire Council for review/comment							■	■	■	■															
5. Finalising 'Draft for Consultation' Neighbourhood Plan and Policy Map																									
Finalise and issue 'Draft for Consultation' Neighbourhood Plan to Working Group											*														
6. Statutory Public Consultation (Regulation 14)																									
Public consultation - min 6 weeks											■	■	■	■	■	■	■	■	■	■	■	■	■	■	
Review consultation comments and issue recommendations to Working Group																				■	■	*			
Meeting with Working Group to agree any changes required to Neighbourhood Plan																						M			
7. Preparing Submission Documents																									
Prepare and issue Basic Conditions Statement to Working Group																									
Prepare and issue SEA Screening Request to Wiltshire Council												■	*			■	■	*							
Prepare and issue Public Consultation Statement to Working Group																				■	■	■	■	*	
8. Finalising 'Submission Version' Neighbourhood Plan																									
Amend and issue final submission Neighbourhood Plan in line with agreed alterations																						■	■	*	
M = meeting																									
* = issue of document																									

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