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**Strategic Housing and Employment Land
Availability Assessment (SHELAA)
Methodology and Site Assessments**

Updated 2021

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1. Introduction

What is a Strategic Housing and Economic Land Availability Assessment (SHELAA)?

- 1.1 The National Planning Policy Framework (NPPF) and associated Planning Practice Guidance (PPG)¹ - Housing and Economic Land Availability Assessment, sets out that Local Planning Authorities should:

'have a clear understanding of the land available in their area through the preparation of a Strategic Housing and Economic Land Availability Assessment'.

- 1.2 PPG, para 2 sets out that the assessments form a key component of the evidence base to underpin policies in development plans for housing and economic development, including supporting the delivery of land to meet identified need for these uses.
- 1.3 This methodology updates and replaces both the Nottingham Outer Strategic Housing Land Availability Assessment Methodology (July 2008) and the Nottingham Core Housing Market Area – Strategic Housing Land Availability Assessment (SHLAA), July 2008.
- 1.4 The approach ensures that all land is consistently assessed together as part of the Plan preparation process to identify which sites are the most suitable and deliverable for a particular use (PPG, para 1).

Key outputs of the assessments

- 1.5 The SHELAA report enables the Council to gather information on sites and potential development locations. Key outputs include:
- a comprehensive list of sites submitted for development by the public, developers and external agencies, with associated location /constraints maps;
 - an assessment of each site in terms of its availability, suitability, achievability and therefore whether it has the potential to be developed;
 - detailed information on site constraints which show assessment outcomes have been evidenced and justified;
 - an assessment of the potential type and quantity of development, including reasonable estimates of build rates / densities, any barriers to delivery, potential mitigation methods or further need for consultation/clarity.

¹ Planning Practice Guidance Housing and economic land availability assessment, updated 22nd July 2019

How the SHELAA inform future plans

- 1.6 The assessments will form a critical part of the evidence base for the emerging Ashfield Local Plan and will help to inform strategies for growth, infrastructure and investment. The resulting assessments ultimately enable sustainable site selection from a pool of achievable sites to meet the assessed needs.
- 1.7 **It is important to note that SHELAAAs do not represent planning policy and do not determine whether a site will be allocated or granted permission for development. The assessments provide information on the range of sites available, if they are suitable for development, and if they are achievable within the plan period. The Development Plan Documents (for Ashfield the Local Plan) will determine which sites are most suitable to meet identified needs and help to deliver the Council's Vision for future growth. SHELAAAs are just one of the key evidence base documents utilised in addressing future growth and Plan preparation.**
- 1.8 **The SHELAA is an ongoing process and any information is correct at a point in time. Should further information come to light as part of the process, this may change the overall availability, suitability or achievability of the sites identified.**

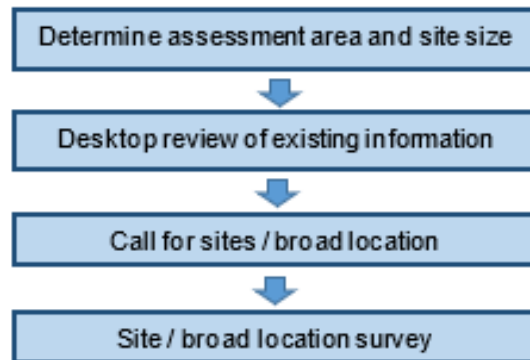
2. Methodology

How the SHELAA is carried out

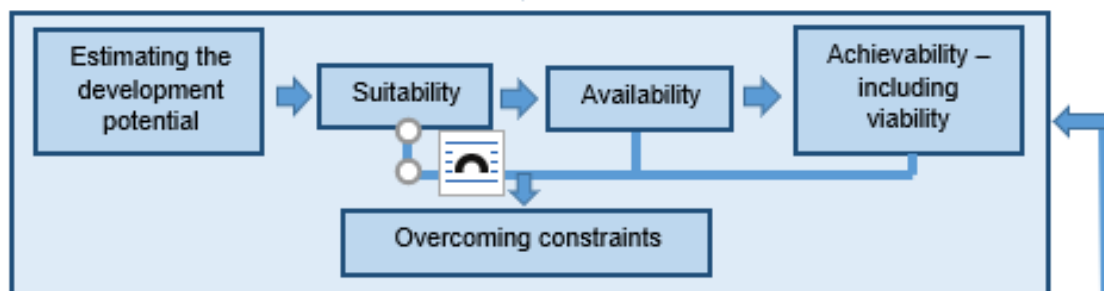
- 2.1 The SHELAA methodology is based on the methodology as set out in national Planning Policy Guidance and in the flow chart below (Figure 1). The following sections expand upon the standard methodology, providing additional clarification of the approach. Unless otherwise stated each stage relates to the assessment of both housing and economic uses.
- 2.2 The focus of the SHELAA methodology is on Stages 1 and 2. The assessment and findings relating to Stages 3, 4, and 5 are documented in separate reports related to each stage (see sections 3, 4 and 5 of this report for further details).

Figure 1- Methodology flow chart included in the PPG

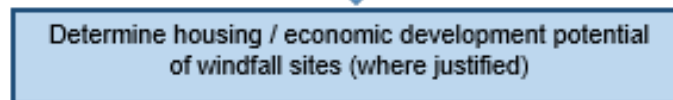
Stage 1 – Site / broad location identification



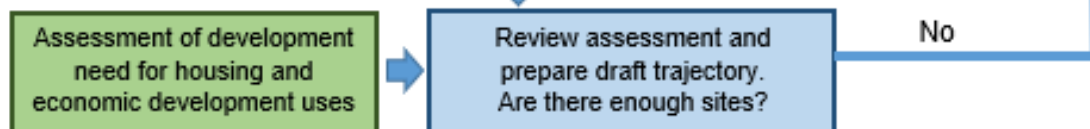
Stage 2 – Site / broad location assessment



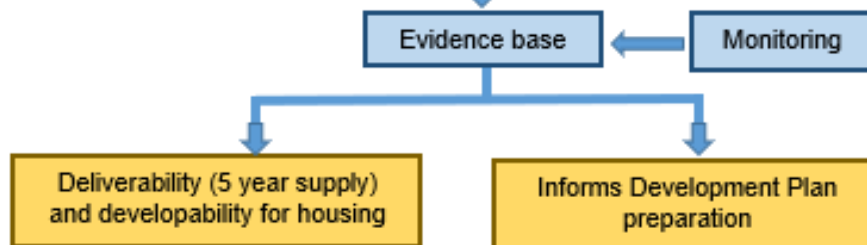
Stage 3 – Windfall assessment



Stage 4 – Assessment review



Stage 5 – Final evidence base



Source: <http://planningguidance.communities.gov.uk/wp-content/uploads/2014/land-availability.jpg>

3. Stage 1: Site Identification

Geographical area for assessment

- 3.1 The area selected for the assessment is the plan-making area, which for Ashfield is the administrative boundary of Ashfield District (Figure 2).
- 3.2 Ashfield falls within the Nottingham Outer Housing Market Area (Figure 2), which also includes the districts of Mansfield and Newark and Sherwood. An economic relationship² also exists with Mansfield District Council, and to a lesser extent with Newark and Sherwood. However, all three local authorities are at different stages in their Local Plan preparation and as such there are no proposals for a joint plan covering these areas.

Figure 2 – Nottingham Outer Housing Market Area



- 3.3 As part of the duty to cooperate, the Outer Nottingham Area local authorities (Mansfield, and Newark and Sherwood) have been consulted on the revised SHELAA methodology adopted by Ashfield District Council (ADC). There is ongoing dialogue and a Statement of Common Ground³ to inform and shape the respective local plans and evidence base documents.

² Functional Economic Market Area.

³ Statement of Common Ground between Ashfield District Council, Mansfield District Council and Newark & Sherwood District Council, November 2018

- 3.4 There are also strong links between the Hucknall part of Ashfield District and the Greater Nottingham area. Consequently, in drafting the methodology, Ashfield has considered the Review of Greater Nottingham SHLAAs 2019⁴ undertaken by Arup and has taken into account response from the Nottingham Core authorities to the proposed methodology.

Size of sites to be assessed

- 3.5 The Council is required to assess a range of different site sizes from small-scale sites to opportunities for large-scale developments such as village and town extensions and new settlements where appropriate. As such, a size threshold has not been imposed as part of the assessment.

Who has the Council worked with?

- 3.6 The following list of stakeholders are involved from the earliest stages of Plan preparation, including the evidence base in relation to land availability:
- developers;
 - those with land interests;
 - land promoters;
 - local property agents;
 - local communities;
 - partner organisations;
 - Local Enterprise Partnerships (LEP);
 - businesses and business representative organisations;
 - parish and town councils; and
 - neighbourhood forums preparing neighbourhood plans.
- 3.7 The Council has undertaken a desktop review so as to be proactive in identifying potential sites in broad locations that could potentially be brought forward for development.

Types of sites and sources of data

- 3.8 The PPG (para 11) states that the assessment should consider all available types and sources of data that may be relevant in the assessment process. However, the following may be particularly relevant (the list in Table 1 is not exclusive):

⁴ Greater Nottingham Authorities Review of Greater Nottingham SHLAAs Final Report Final, July 2019

Table 1: Potential Data Sources

Type of Site	Potential data source
Existing housing and economic development allocations and site development briefs not yet with planning permission	Local and Neighbourhood Plans; Pending planning applications; Development briefs Housing Land Monitoring Report Employment Land Monitoring Report.
Planning permissions for housing and economic development that are unimplemented or under construction	Planning application; Development starts e.g. Building Control records Housing Land Monitoring Report Employment Land Monitoring Report.
Planning applications that have been refused or withdrawn	Planning application records
Land in the local authority's ownership	Local authority records
Surplus and likely to become surplus public sector land	<u>National register of public sector land</u> Engagement with strategic plans of other public sector bodies such as county councils, central government, national health service, policy, fire services, utilities providers, statutory undertakers
Sites with permission in principle, and identified brownfield land	Brownfield land registers (parts 1 & 2) National Land Use Database Valuation Office database Active engagement with sector
Vacant and derelict land and buildings (including empty homes, redundant and disused agricultural buildings, potential permitted development changes, e.g. offices to residential)	Local authority empty property register English House Condition Survey. National Land Use Database Commercial property databases (eg estate agents and property agents) Valuation Office database Active engagement with sector Planning applications for prior approvals.
Additional opportunities in established uses (e.g. making productive use of under-utilised facilities such as garage blocks)	Ordnance Survey maps; Aerial photography; Site surveys
Business requirements and aspirations	Enquiries received by local planning authority Active engagement with sector
Sites in rural locations	Local and neighbourhood plans; Ordnance Survey maps; Aerial photography; Site surveys.
Large scale redevelopment and redesign of existing residential or economic areas	Previous SHLAA / SHELAA studies
Sites in and adjoining villages or rural settlements and rural exception sites	
Potential urban extensions and new free standing settlements	
Sites previously included or rejected in the SHLAA/ SHELAA process	

Call for sites

- 3.9 In addition to the sources of data listed in the table above (Table 1), the Council undertakes a call for sites on a regular basis. The call for sites is an opportunity

for developers, landowners, site promoters and interested parties to submit land for consideration through the SHELAA process. The call for sites is kept 'open' as an ongoing process and as such, any sites submitted after the commencement of the annual SHELAA review will be assessed at the next review.

- 3.10 A copy of the current site submission form is attached at Appendix A.

Desktop review and site survey

- 3.11 The comprehensive list of sites, derived from data sources and the call for sites, will be assessed (where appropriate) against national policies and designations to establish which have reasonable potential for development. Sites are then assessed through a more detailed site survey to:

- rationalise any inconsistent information gathered through the call for sites and desktop assessment;
- get an up to date view on development progress (where sites have planning permission). This is undertaken in a separate annual Housing Land Monitoring Report (HLMR) for Ashfield;
- have a better understanding of what type and scale of development may be appropriate;
- gain a more detailed understanding of deliverability, any barriers/ constraints and how they could be overcome;
- identify further sites with potential for development that were not identified through data sources or the call for sites. In this respect local planning authorities can be proactive in approaching landowners and gauge any interest in submitting other potential sites for consideration.

- 3.12 The following information and characteristics will be recorded when undertaking the desk-top review or carrying out the site survey:

- site address, size and boundaries;
- current land use and character;
- land uses and character of surrounding area;
- any existing development on site;
- land ownership (constraints e.g. ransom strip, leased or tenanted);
- physical constraints (e.g. contamination, steep slopes, flooding, natural features of significance, location of infrastructure/utilities);

- potential environmental constraints;
- where relevant, previous planning history;
- consistency with current development plan 'saved' policies;
- access/highways;
- proximity to local services and other infrastructure, such as public transport;
- initial assessment of whether the site is suitable for a particular type of use or as part of a mixed-use development.

3.13 Table B1 in Appendix B sets out the assessment criteria for the Stage 1 desktop review /site survey.

Sites excluded at Stage 1 assessment

3.14 The PPG is clear that the SHELAA should identify as many sites as possible and that sites should not be excluded from the assessment simply because of current policy designations. However, footnote 6 of the NPPF⁵ excludes from the 'presumption in favour of sustainable development' areas or assets of particular importance. Not all areas/sites listed in footnote 6 are relevant for Ashfield District. Table 2 below sets out which of these are applicable and are considered to be a 'Major Constraint' for the purpose of the stage 1 assessment. Green Belt has been excluded from this list as it tightly constrains several key settlements, and as a result may be prohibitive to achieving a sustainable growth strategy for the District.

Table 2: Major Constraints

Category	Reason for exclusion
Sites of Special Scientific Interest (SSSI)	Designated by Natural England under the Wildlife and Countryside Act 1981 and protected by law.
Special Area of Conservation (SAC), Special Protection Area (SPA), and possible potential Special Protection Areas (ppSPA)	European Designated Sites - Strictly protected under the EC Habitats Directive.
Scheduled Monuments (nationally important sites as listed by Historic England)	Irreplaceable historical assets. The NPPF states that substantial harm to or loss of designated heritage assets, including scheduled monuments should be wholly exceptional.

⁵ Foot note 6, NPPF: Areas or assets of particular importance - habitats sites (and those sites listed in paragraph 176) and/or designated as Sites of Special Scientific Interest; land designated as Green Belt, Local Green Space, an Area of Outstanding Natural Beauty, a National Park (or within the Broads Authority) or defined as Heritage Coast; irreplaceable habitats; designated heritage assets (and other heritage assets of archaeological interest referred to in footnote 63); and areas at risk of flooding or coastal change.

Ancient Woodlands	Irreplaceable habitats protected by legislation and the NPPF.
Historic Parks and Gardens	Historical assets protected by legislation and the NPPF.
Designated Local Green Space	Protected green areas which are of particular importance to local communities and designated in Local or Neighbourhood Plans and comply with the requirements of the NPPF

- 3.15 Any site wholly affected by any of the major constraints criteria will be excluded from the assessment. Where a site is partially affected or adjacent to a major constraint, the individual SHELAA reports will set out assumptions in relation to whether the whole site is considered non-developable, or whether a reduced yield might be appropriate. This will be dependent on the extent of the major constraint. For SSSIs, Impact Risk Zones are not identified as part of the SHELAA but will be taken into account at later stages in the development plan process, such as Sustainability Appraisal.
- 3.16 The SHELAA will be 'policy off' in nature, meaning that policy considerations will be identified and taken into account but will not be used to exclude any sites from the assessment. Any policy designations should be noted, for example Green Belt, as the constraint could severely restrict or prevent development. Policy considerations may be taken into account to influence the timescales for development taking place.
- 3.17 Sites with existing planning permission or those under construction are considered to be suitable for development and as such will not be assessed.

4. Stage 2: Site Assessment

Introduction

- 4.1 The bulk of the assessment takes place during stage 2, where the focus is on determining whether the SHELAA sites are considered as 'available, suitable and achievable' over the 15 year Plan period. Stage 2 assessment will also:
- take account of the findings from the desktop/site survey review of possible impacts and opportunities that might arise from the development;
 - estimate the number of homes or amount of economic land potential on each site, and how any identified constraints might be overcome.
- 4.2 The methodology for the Stage 2 assessment is set out in detail in Appendix C. The methodology employs a Red, Amber, Green (RAG) approach to the assessment of the sites both in terms of the individual assessment of a site's availability (paragraphs 4.8 – 4.15 below), suitability (paragraphs 4.16 – 4.26 below) and achievability (paragraphs 4.27 – 4.34 below) as well as an overall RAG conclusion (Table 3 below). Individual site assessments can be found in Appendix E (Hucknall), Appendix F (Kirkby), Appendix G (Sutton) and Appendix H (Rurals).
- 4.3 The objective of the stage 2 site assessment is to identify key constraints to delivery, such as significant access constraints. Where a key constraint exists, the site will be identified as red and excluded from consideration for future development, at this point in time. However, there may be instances where a 'red site' could be deemed suitable if appropriate mitigation measures were implemented. Where this is the case, it will be the responsibility of the site promoters to identify what mitigation measures are proposed to enable development, and demonstrate how this can be achieved. In this instance the assessment can be updated to reflect a change from 'red' to 'amber'. The one exception to this is set out in paragraph 4.13 below, which identifies that 'where there is no intention expressed from the landowner to sell or develop the site', the site will be excluded from the process until information to the contrary is submitted.
- 4.4 An overall SHELAA conclusion will be set out for each site as shown in Table 3 below.

Table 3: SHELAA Conclusion

Assessment	Conclusion
• Not available, and/or • Not suitable for proposed use without mitigation, and/or • Unlikely to be achievable.	Red
• Potentially available, and/or • Potentially suitable – further investigation required, and/or • Potentially achievable.	Amber
• Available • Suitable – no known constraints for proposed use • Achievable.	Green

General caveats relating to the Stage 2 assessment

- 4.5 The assessments informing the SHELAA are based on known information at a point in time. Site specific information will be refined as and when more information becomes available and included in any subsequent review of the document. Changes may affect delivery, yield and trajectory findings.
- 4.6 As part of the on-going detailed assessment, constraints may be identified that could impact on availability, suitability or achievability but this does not necessarily rule a site out.
- 4.7 Before these 'potential' sites are progressed as possible Local Plan allocations, they will require further investigation and input from the site promoters to demonstrate how identified issues can be resolved.

Availability Assessment

- 4.8 Determining if a site is available for development is the first part of the assessment.
- 4.9 Planning Practice Guidance (para 19) considers a site to be available for development;
- “when, on the best information available (confirmed by the call for sites and information from land owners and legal searches where appropriate), there is confidence that there are no legal or ownership impediments to development”.*
- 4.10 For the purposes of the above, legal/ownership problems can include unresolved multiple ownerships, ransom strip, rights of access, tenancies, leases and operational requirements of landowners.
- 4.11 As part of the site submission process landowners were asked to identify the timescale in which they anticipate their land being available for development to commence on site. The timescales have been categorised as follows:
- Within 5 years
 - Within 5 – 10 years
 - Within 10 – 15 years
 - Beyond 15 years or unknown
- 4.12 Where the landowner(s) have been identified, have confirmed the site is available within the next 15 years and there are no legal issues the site will be classified 'green'.
- 4.13 A site is classified as 'red', not available, where there is no intention expressed from the landowner to sell or develop, or where land ownership details are currently not known. These sites will be excluded at this stage in the process and will not be assessed for suitability or achievability.

- 4.14 Some sites may not be straight forward, for instance sites in multiple ownership or with long lease - in these circumstances will be considered as potentially available and be scored as 'amber'. Further information will be sought to clarify the position before any identification for a Local Plan allocation.
- 4.15 The findings from the availability assessment will be categorised using the RAG method (para's 4.2 to 4.4) as set out in Appendix C, Table C1 which also identifies the availability assessment criteria.

Suitability Assessment

- 4.16 To assess a site's suitability for development, PPG (para 18) identifies that a site can be considered suitable if it would provide an appropriate location for development when considered against relevant constraints and their potential to be mitigated.
- 4.17 When considering constraints, the Council will consider the information collected as part of the initial desk-top review/site survey (as set out in para 3.17 of this document), as well as other relevant information, such as:
- national planning policy, set out in the National Planning Policy Framework and supporting Planning Policy Guidance;
 - appropriateness and likely market attractiveness for the type of development proposed;
 - contribution to regeneration priority areas;
 - potential impacts including the effect upon landscape features, nature and heritage conservation;
 - the adopted development plan (taking into account of how up to date the local planning policies are⁶);
 - whether a site is allocated in an existing development plan⁷ (and where there is a reasonable prospect of the site being developed for the purpose in question).
- 4.18 The main criteria informing the suitability assessment includes a high level assessment of highway accessibility; flood risk (predominantly from water courses); topographical constraints; loss of an existing use that is not surplus to requirements; compatibility with the surrounding uses; access to existing local service and public transport; and to have reasonable prospects of being able to

⁶ The adopted Local Plan at the time of writing is the Ashfield Local Plan Review 2002, (saved policies).

⁷ The PPG identifies that sites in existing plans or with planning permission can generally be consider suitable for development. (para 3.018.20190722).

connect to existing utilities infrastructure networks (gas, water, electricity and telecommunications / broadband).

- 4.19 In respect of highway issues, the Council will liaise with Nottinghamshire County Council (NCC) Highways Authority to seek views on site access in accordance with the most up to date highway design guidance. Consideration will also be taken regarding adjoining land in order to enable comprehensive development, and to avoid sterilisation of any potential future development land.
- 4.20 Where development proposals do not align with either the principles or guidance set out in NCC's Highway Design Guide, it is unlikely that the Highways Authority will be supportive of the proposal. This is in the interest of the users of the highway network and its primary role in providing safe and effective transport for all.
- 4.21 In respect of access to existing local services, the Council will liaise with Nottinghamshire County Council (NCC) Performance, Intelligence and Policy Team. Sites will be considered in respect of their distance via walking (within 800m) to a primary school, post office, GP/health centre, convenience store and bus stop (with a regular service), and also their travel time (within 30mins) via public transport to a secondary school, further education college, supermarket, retail area and hospital. Employment sites will only be considered in respect of access to a regular public transport service. Additionally, a judgement will also be made about the site's potential to deliver new local services as part of any development.
- 4.22 The findings from the suitability assessment will be categorised using the RAG method (para's 4.2 to 4.4) as set out in Appendix C, Table C2 which also identifies the suitability assessment criteria.
- 4.23 Where there is a strong indication that there is no likelihood of providing a suitable access to the site, or there are other 'red' factors such as the proposed use is not compatible with adjoining uses, these sites will be excluded at this stage in the process and not assessed for achievability. As stated in paragraph 4.3 above, there may be instances where a 'red site' could be deemed suitable if appropriate mitigation measures were implemented. Where this is the case, it will be the responsibility of the site promoters to identify what mitigation measures are proposed to enable development, and demonstrate how this can be achieved.
- 4.24 Where a site is assessed as suitable, it will be categorised as 'green'. Sites with extant planning permission have been presumed suitable as they will have already been subject to more stringent assessment through the planning application process.
- 4.25 In some instances, there could be scope to provide a suitable access or mitigation to make the site suitable, in these instances the site will be classified as 'amber'. Further information is likely to be required if the site is selected as a potential Local Plan allocation.

- 4.26 Suitability will not be assessed, where sites are deemed to be unavailable.

Achievability Assessment

- 4.27 Planning Practice Guidance (para 20) sets out that:

“A site is considered achievable for development where there is a reasonable prospect that the particular type of development will be developed on the site at a particular point in time. This is essentially a judgement about the economic viability of a site, and the capacity of the developer to complete and let or sell the site over a certain period.”

- 4.28 An achievability assessment will be carried out where a site is first found ‘available or potentially available’ and ‘suitable or potentially suitable’.
- 4.29 Achievability will be considered through discussions with external stakeholders, and individual correspondence with the parties that have submitted sites, where necessary.
- 4.30 The timescale tranches identified in paragraph 4.11 will be used as a starting point in assessing the timescale for potential commencement of delivery on site.
- 4.31 The findings from the achievability assessment will be categorised using the RAG method (para’s 4.2 to 4.4) as set out in Appendix C, Table C3 which also identifies the achievability assessment criteria. Achievability is highly dependent on the expectations of the developer, landowner(s) and local authority (acting on behalf of the wider community) and this is reflected in the assessment.
- 4.32 Where a site is assessed as having a good prospect of being achievable it will be categorised as ‘green’. Developer involvement or interest in bringing a site forward can be considered a good indication of achievability.
- 4.33 Sites with potential abnormal site costs will be classified as ‘amber’ to reflect that there may be viability issues (requiring a lower land value or possibly some form of financial support e.g. grant funding).
- 4.34 Where a site is unlikely to commence delivery within the Plan period (15 years) it will be classed as ‘red’.

Estimating the development potential of each site

- 4.35 Planning Practice Guidance (para 16) sets out that:

“The estimation of the development potential of each identified site should be guided by the existing or emerging plan policy including locally determined policies on density. When assessing development potential,

plan makers should seek to make the most efficient use of land in line with policies set out in the National Planning Policy Framework.”

The development potential is a significant factor that affects economic viability of a site/broad location and its suitability for a particular use. Therefore, assessing achievability (including viability) and suitability can usefully be carried out in parallel with estimating the development potential.”

Housing sites

- 4.36 For Ashfield, the following gross to net development ratios (see Table 4 below) have been utilised based on site size. This allows for items such as roads, green infrastructure and sustainable drainage systems to be taken into account when identifying the developable land available on a site. These ratios have been drawn up in discussion with stakeholders at Developer Panels and successfully applied to past SHLAAs. Should further robust evidence be received, the ratios may be updated. Specific site considerations may provide individual authorities reason to deviate from the ratios below, and this will be clearly set out where necessary.

Table 4: Gross to net development ratios

Site Size	Gross to Net Development Ratio
Below 0.4ha	100%
Between 0.4ha – 2.0ha	90%
Between 2.0ha – 10.0ha	75%
Over 10.0ha	60%

- 4.37 Density is also used to calculate the housing potential of a site. Currently for Ashfield, the approach is set out in the Ashfield Local Plan Review, 2002 ‘saved’ policy HG4. Densities on sites of 0.4 hectares and greater, within the walking distance below from District Shopping Centres, Robin Hood Line Stations or Nottingham Express Transit Rail stops will be:

- a) 40 dwellings per hectare within 400m
- b) 34 dwellings per hectare within 1 km
- c) 30 dwellings per hectare elsewhere

These densities reflect a conservative approach in order to avoid over estimating potential delivery. They are considered to be consistent with the objectives of the NPPF, paragraph 123, to optimise use of land.

- 4.38 Where a developer or landowner provides a density figure, supported by an appropriate masterplan/sketch scheme, the Council may use this instead of the above assumptions. Where planning permission has been granted, the density provided will reflect the consented development scheme.

Housing build rate assumptions

- 4.39 The Council has analysed housing delivery in Ashfield district over a 3 year period in order to establish a basis for assumptions made in relation to the timescale of housing delivery and annual build rates. The Council has also liaised with landowners, agents and developers of sites submitted for consideration as future housing allocations in the emerging Local Plan. More detailed information on the approach used can be found in the Council's Housing land Supply: Explanatory Paper (January 2016).
- 4.40 Table 5 below illustrates Ashfield's approach to annual delivery rates. These are applied in the absence of any alternative site specific information being made available to the Council.

Table 5: Annual delivery rates assumptions

Site size/house types	Dwellings per year
1 - 4 houses	2
1 - 4 flats	4
5 - 10 houses	5
5 - 10 flats	10
10 – 499 houses	35
>10 flats	50
>500 dwellings	80

- 4.41 The total annual delivery on any one site will depend on the availability of other similar schemes and the ability of the market demand in Ashfield District at any point in time. This will need to be monitored as part of the annual Housing Land Monitoring Report (HLMR) and, where relevant, the housing trajectory will be adjusted.

Employment development

- 4.42 Employment development sites to be assessed may include office, industrial, warehousing, retail, leisure, and cultural sites. For the purposes of this assessment each site will be assessed in the context of its likely function and likely use class as set out in the Town and Country Planning (Use Classes) Order 1987 (as amended).

Employment development potential

4.43 The analysis of employment sites will reflect a variety of considerations including environmental/historical constraints, access, availability, neighbouring uses, and potential attraction to the market. Information will be utilised from a wide variety of sources including:

- Employment land studies;
- Past employment land/economic studies;
- Retail and leisure studies;
- Planning Applications;
- Property Reports submitted with planning applications;
- Property particulars;
- Ashfield DC Employment Land Monitoring Reports;
- Planning Constraints Maps which includes information on environmental and historic designations;
- Flood Maps.

4.44 The analysis takes into account the 'Developable Area'. This reflects that:

- a. On a large scheme, land will be required for principle estate roads, structural boundary landscaping, drainage features such as balancing ponds and any other land that cannot be used for development purposes. (Gross developable area)
- b. Within a specific plot on a scheme, an existing industrial estate or on a site with highway access, the amount of land that is available for usable floorspace will be limited. This reflects that within the specific plot boundary there will be a requirement for on-site landscaping, car parking and service yards to support the specific development.

Gross developable area

4.45 The gross developable area can vary significantly dependent on the nature of the site. Plots on existing business parks/industrial estates will be 100% developable as the infrastructure is already in place. On large greenfield sites, it may fall to 75% or even less dependent on the need for buffer landscaping, SuDS and estate roads.

4.46 Decisions on the gross developable area reflect the information that is known about the specific site. This includes information supplied with the SHELAA form, planning applications, developer's particulars in terms of the layout of the site and information from developers on the developable area. If detailed information is not known, the Council has adopted the same approach as has been taken in the employment land study to considering gross to net adjustments. This is reflected in the Table below.

Gross to Net Adjustments for Employment Land

Type	Ratio	Other aspects
Serviced plot on an industrial estate with suitable road frontage.	100%	
Area of land that could be subdivided into service plots with suitable road frontage.	100%	
Land allocated for employment use where a single user could be in the market	100%	All land to be taken by a single user, surplus areas to be kept for expansion.
Large area of land on industrial estate too big for single scheme, having regard to the other buildings on the estate.	95%	Provision for a spur road.
Major undeveloped part of industrial estate or extension to industrial estate.	90%	Provision for roads and landscaping to one or more sides.
Small local allocation, requiring infrastructure.	90%	Provision for spur road but landscaping likely to be minimal.
Level site allocated for industrial estate.	85%	Provision for spur road and landscaping.
Site allocated for industrial estate where terracing or bunding required	80%	Provision for spur road and landscaping.
Land allocated for business park with high landscape quality	75%	Provision for spur road and extensive landscaping, balancing ponds etc.

If necessary, the gross developable area will be further refined as additional information becomes available on the likely density of development.

Net development assumptions

- 4.47 A further adjustment from the gross developable area is necessary to consider what floor space can be developed in a site. This reflects that part of the gross developable area will be required to provide car parking, landscaping and service areas for HGV specific to the plot.
- 4.48 Unless specific information is available, the general assumption in the SHELAA is that 40% of a gross development area can be developed to provide usable floorspace.
- 4.49 Industrial and warehouses (Use Class⁸ B1c, B2 and B8) are assumed to be single storey and therefore 40% of the gross developable area can be utilised to derive the anticipated developable floorspace.

Example One - General industrial site

Site Area - 10,000 sq. m (1 Hectare)

⁸ Town & Country Planning (Use Classes) Order 1987, as amended

Site coverage - 40%
Building –One storey

Floor area - 10,000 sq. m site plot x 40% = 4,000 sq. m gross external area of the building (0.4 hectares)

- 4.50 In Ashfield, offices (Use Class B1a/b) are likely to be two or three storey and be located on a business park. Consequently, it will be assumed for offices, that while the site coverage will be 40% the building will be two storey. Consequently, double the developable floor space can be achieved on the site⁹.

Example Two – Offices on a business park.

Site Area - 2,000 sq. m
Site coverage - 40%
Building – two storey

Floor area 2,000 sq. m site plot x 40% = 800 sq. m
Two storey 2 x 800 = 1,600 sq. m gross external area of the building.

- 4.51 In cases where a mix of B uses are assessed as potentially appropriate on a single site an average of the densities for the appropriate uses will be taken and multiplied by the site area.
- 4.52 The SHELAA utilises the above approach to arrive at a conclusion on the developable area of non residential sites submitted. This approach is more relevant to out of town centre locations than to town centre. However, this approach is considered robust, as experience indicates that SHELAA sites that come forward for non-residential uses are likely to be in out of town centre locations.
- 4.53 A similar approach of assuming 40% of the gross developable area can be utilises is adopted to retail and leisure/cultural uses.
- 4.54 It is stressed that an alternative approach may be taken based on more specific information provided by the party submitting the site where:
- Specific information is available regarding a site.
 - For town centre sites, additional evidence is sought and obtained. (This may result in the gross to net floorspace that is much higher).
 - For retail sites, additional evidence is sought and obtained.
 - For leisure uses, additional evidence is sought and obtained.
(Leisure/cultural uses and floor space can vary considerably dependent on the specific use).

Overcoming constraints

⁹ Floorspace reflects will reflects the gross external floor area of the building.

- 4.55 Where constraints have been identified, due consideration has been given to how these might be overcome. The table below sets out several identified constraints and how these could be dealt with.

Constraint	Action required to overcome constraints
Potential sewage infrastructure capacity issues	Developers are required to demonstrate there is adequate waste water capacity both on and off the site to serve the development and that it would not lead to problems for existing or new users. In some circumstances it may be necessary for developers to fund studies to ascertain whether the proposed development will lead to overloading of existing waste water infrastructure.
Conservation Area or Listed Building / heritage constraint (including their setting)	Liaise with Ashfield District Council and/or Nottinghamshire County Council Conservation Officers to establish the level of impact and whether further studies are required to assess the impact. This should be fed into the design of the scheme.
Habitat sites falling within NPPF para 176	All sites will be required to undertake a Habitats Regulations Assessment.
Potential contamination issues	Additional assessment (Phase 1 desk-top study) should be undertaken to establish the level of the contamination, and any mitigation measures incorporated into the design of any scheme.
Potential ecological and landscape issues	Additional landscape and ecological studies should be undertaken to establish the level of constraint and mitigation measures incorporated into the design of any scheme, for example, biodiversity off-setting.
Groundwater and surface water risk	Further assessment would be required on a site by site basis and mitigation measures incorporated into the design of the development.
Flooding	Any site located in flood zone 2 will be subject to the sequential test and suitable mitigation incorporated into any scheme. Sites in flood zone 3 are considered unsuitable for development (except water compatible uses and essential infrastructure where the exceptions test has been met). All new major development will be required to provide suitable Sustainable Urban Drainage Schemes (SuDS) incorporated into the design of the development. Where sites do have areas of flooding, the built development should not take place on these areas. The advice from the Lead Local Flood Authority is that surface water flooding is very unlikely to prevent

	development as it can be mitigated. However, it may affect the number of dwellings and the layout of a site.
High risk coal mining areas	High risk coal mining areas are designated when there are hazards that could affect a new development, such as: mine entries with potential zones of influence, surface hazards, shallow and probable shallow coal mine workings and geological features such as fissures and break lines. The identification of a hazard on site may affect the potential yield from the site.
Minerals safeguarding area	The delivery timescale of a site may be affected if it is located within a minerals safeguarding area.

- 4.56 In cases where substantial issues are identified with the site, which may have financial / viability implications, these will be referred back to the landowner to provide further information.

5. Stage 3: Windfall Assessment

- 5.1 With regards to housing windfall sites, the NPPF (paragraph 70) states that:

“Where an allowance is to be made for windfall sites as part of anticipated supply, there should be compelling evidence that they will provide a reliable source of supply. Any allowance should be realistic having regard to the strategic housing land availability assessment, historic windfall delivery rates and expected future trends. Plans should consider the case for setting out policies to resist inappropriate development of residential gardens, for example where development would cause harm to the local area.”

- 5.2 The Council's approach to windfall sites is set out in the Housing Land Supply: Explanatory Paper, and may be updated in subsequent studies as required.

Stage 4: Assessment Review

- 6.1 Planning Practice Guidance (para 24) provides advice on how the site assessments should be appraised, expressing that:

“Once the sites and broad locations have been assessed, the development potential of all sites can be collected to produce an indicative trajectory. This should set out how much housing and the amount of economic development that can be provided, and at what point in the future (i.e. within years 1 to 5, 6 to 10, and 11 and beyond). An overall risk assessment should be made as to whether sites will come forward as anticipated.”

- 6.2 If any shortfalls within the final projections are identified, then various elements of the scope of the assessment will be revisited.
- 6.3 An insufficient number of sites may require previously rejected sites and areas of investigation to be brought forward and included within the assessments. Any additional sites brought forward at this stage would be assessed by the same procedure as the sites originally included.

Identifying developable and deliverable sites

- 6.4 Paragraph 67 of the NPPF notes that planning policies should identify a supply of:
- a) specific, deliverable sites for years one to five of the plan period; and
 - b) specific, developable sites or broad locations for growth, for years 6-10 and where possible, for years 11-15.
- 6.5 For a site to be considered as deliverable, sites for housing should be available now, offer a suitable location for development now, and be achievable with a realistic prospect that housing will be delivered on the site within five years. Sites that are not major development and sites with planning permission should be considered deliverable until permission expires, unless there is clear evidence that homes will not be delivered within five years (e.g. they are no longer viable, there is no longer a demand for the type of units or sites have long term phasing plans). Sites with outline planning permission, permission in principle, allocated in the development plan or identified on a brownfield register should only be considered deliverable where there is clear evidence that housing completions will begin on site within five years. (NPPF, Annex 2: Glossary).
- 6.6 For a site to be considered developable it should be in a suitable location for development and there should be a reasonable prospect that the site is available and could be viably developed at the point envisaged. (NPPF, Annex 2: Glossary).
- 6.7 Where a site is subject to a severe constraint to development in its entirety, i.e. a 'red' constraint, then it will be classed as non-developable. Where a site is

less than entirely subject to a red constraint, deliverability will be based on assessing the remainder of the site, with any yield adjusted accordingly.

Timeframe for development

6.8 Sites will be categorised on an individual basis utilising a standard trajectory method, indicating annual yield at a specific point in time. This process will follow on from the SHELAA and documented in a separate report. Each site will be classified based on their ability to come forward:

- Within 0 - 5 years
- Within 6 - 10 years
- Within 11 - 15 years

6.9 **Within 0 - 5 years** - For sites to be allocated within the 0 - 5 year time frame they must be realistic development opportunities. Sites will be put in this time frame if:

- They are under construction or have planning permission and the developer intends to develop;
OR
- The site is suitable and available now and achievable within five years, consistent with the definition of 'deliverable' in the NPPF.

6.10 **Within 6 - 10 years** - Sites will be put in this time frame if:

- The site has planning permission, but, after discussion with the applicant, it is no longer their intention to develop the site within 5 years;
OR
- The site may only be available in this slightly longer time period or is more likely to be achievable or suitable later in the plan period due to existing policy or site restrictions, for example.

6.11 **Within 11 - 15 years** - Sites will be put in this time frame if the site may only be available in a longer timeframe or is more likely to be achievable or suitable later in the plan period due to existing policy or site restrictions, greater than those placed in the 6 –10 years category as above.

SHELAA Review

6.12 The assessments will be reviewed as and when required or where necessary. If evidence is provided which demonstrates that an identified constraint can be overcome, this will be taken into account in the review and may result in a sites assumptions and timeframe for development being changed.

6. Stage 5: Final Evidence Base

7.1 The final SHELAA report will present the Council's assessment of housing and employment land and will provide the information required by paragraph 26 of the Planning Practice Guidance which identifies that the assessment should:

- include a list of all sites or broad locations considered, cross-referenced to their locations on maps;
- provide an assessment of each site or broad location, including: where these have been discounted, evidence justifying reasons given;
- include where these are considered suitable, available and achievable, the potential type and quantity of development, including a reasonable estimate of build out rates, setting out how any barriers to delivery could be overcome and when;
- provide an indicative trajectory of anticipated development based on the evidence available.

7. Contacts

8.1 If you wish to know more about the SHELAA or any aspect of the Local Plan you can contact us in a number of ways:

- Write to us at: Forward Planning Team,
Ashfield District Council,
Urban Road,
Kirkby-in-Ashfield,
Nottingham,
NG17 8DA.
- Visit the website: www.ashfield.gov.uk
- E-mail us at: localplan@ashfield.gov.uk
- Telephone us at: 01623 457381, 457382, 457383

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Appendices

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STRATEGIC HOUSING AND EMPLOYMENT LAND AVAILABILITY ASSESSMENT (SHELAA)

SITE SUBMISSION FORM *Use a separate form for each site.*

The Council is seeking to identify land that might be suitable for **housing (including gypsy, traveller and travelling showperson's sites) and employment** development. Please complete this form if you wish to have a site assessed for its suitability for development.

All sites submitted will undergo a site visit and submission of this form will be regarded as permission to carry out such a visit unless specifically stated otherwise by the party submitting the site.

Previously submitted sites

If you have previously submitted your land/site for potential development through the Strategic Housing Land Availability Assessment (SHLAA), the Strategic Housing land Availability Assessment for Travellers, or the Strategic Employment Land Availability Assessment (SELAA) process, you **STILL** need to complete this form. If you have a site reference number or site address for land which has previously been submitted, please quote that reference/address on the response form and provide details of anything that has changed since you last submitted the site. **If you do not confirm that you still wish for a site to be considered for development, we will have to remove it from the SHELAA database in order to comply with the General Data Protection Regulations.**

If your site is on previously developed land (as defined in the National Planning Policy Framework) and you wish it to be considered for housing development, it will also be automatically considered for inclusion on the Councils Brownfield Land Register in accordance with the Town and Country Planning (Brownfield Land Register) Regulations 2017¹⁰.

The SHELAA assessment is an important evidence source to inform plan making, but does not determine whether a site should be taken forward as an allocation in the Local Plan or the relevant Development Plan Document. This is because not all sites considered in the assessment will be suitable for development (e.g. because of policy/physical constraints or if they are unviable). It is the role of the assessment to provide information on the range of sites which are available to meet

¹⁰ For the purpose of the Brownfield Land Register, other ancillary uses can be included, providing that housing is the main purpose of the development.

need, but it is for the development plan itself to determine which of those sites are the most suitable to meet those needs.

PLEASE COMPLETE YOUR NAME AND CONTACT DETAILS

YOUR DETAILS:

Name:.....Title:.....

Address.....

Tel

No.....Email:.....

AGENT'S DETAILS: (if applicable)

Agent's

Name:.....Title:.....

Address.....

Tel

No.....Email:.....

If you are not the landowner* can you confirm if you have permission from all the relevant landowner(s) to submit their land to the SHELAA? YES/NO

*Please provide full contact details of any landowner(s) in accordance with question 8.

1. What are you submitting your site to be considered for? (Please tick)

a) Housing	b) Employment	c) Gypsy/ Traveller site	d) Travelling Showman's site	e) Mixed-use (please specify uses in Q.4d)

2. Site Information (Please include a plan to a scale of 1:1250/1:2500 showing the exact site location and boundary marked in red)

a) Site address	
b) OS Grid reference	
c) Site area (Hectares)	
d) Net developable area (hectares), excluding principal estate roads, boundary landscaping, balancing ponds etc.(if known)	
e) SHLAA / SELAA Ref (for updates only if previously submitted)	
f) Is the site currently being promoted? If so, by who (e.g. Landowner, Agent; on behalf on a landowner, developer etc).	

3. Timescale. When do you consider the site will be available for development?

Within 5 Years	Within 5-10 Years	Within 10-15 years	Beyond 15 years or unknown

4. Site Description (Please give as much detail as possible)

a) What is the site's current use?	
b) What was the site's previous use?	
c) Is there any existing development on the site? If yes, please give details.	
d) What is the proposed use of the site (e.g. housing, employment, gypsy and traveller, etc). Is the site proposed to be a single or mixed-use site?	
e) Is the site currently tenanted or leased? If yes, please give details.	
f) Does the site have any past or current planning applications covering it? If yes, please give details, including application numbers if possible.	

5. Economic Viability of the Site

a) Is a developer willing to invest in the site? If yes, please give details.	
b) Has a developer already invested in the site? If yes, please give details.	
c) How many dwellings/units/pitches/plots is the developer hoping to develop/provide?	

6. Known Site Constraints (Please give as much detail as possible)

a) Are you aware if there are any site contamination issues? If yes, please give details.	
b) Are there any land ownership constraints e.g. Ransom Strips? *Please provide all landowner details in response to question 8.	
c) Do all landowners consent to the development of the site? *Please provide all landowner details in response to question 8.	
d) Does the site have any "bad" neighbouring uses (e.g heavy industry, motorways)? If yes, please give details.	
e) Are you aware of any flooding history on the site (including surface water flooding)? If yes, please give details.	
f) Does the site have any topographical constraints (e.g. severe level changes)? If yes, please give details.	
g) Other known constraints?	

7. Site Accessibility

a) Does the site have access to an adopted highway? If yes, please give details.	
b) Is the area serviced by public transport? If yes, please give details.	
d) Does the site have access to utility services? (e.g. gas, electricity, water, sewerage) If yes, please give details.	
d) Are you aware of any restrictive covenants within or adjacent to the site? If yes, please give details.	

8. Please provide details of all relevant landowners.

9. Please indicate why you feel the site is suitable for your proposed use (please set out any additional information you consider relevant, e.g. photos, plans or text)

Privacy Notice – General Data Protection Regulation 2016 (GDPR) / Data Protection Act 2018 (DPA) - Privacy Notice.

Under the GDPR and DPA, Ashfield District Council, Urban Road, Kirkby in Ashfield, Nottingham, NG17 8DA is a Data Controller for the information it holds about you. We will use the information provided by you for considering the preparation of development plan documents and/or supplementary planning documents. The lawful basis under which the Council uses personal data for this purpose is Public Task.

Your data will be held indefinitely. Information relating to the site will be deleted once it is completed or has been withdrawn. Subject to some legal exceptions, you have the right to request a copy of the personal information the Council holds about you; to have any inaccuracies corrected; to have your personal data erased; to place a restriction on our processing of your data; to object to processing; and to request your data to be ported (data portability). The information provided by you may also be used for other functions carried out by the Council in accordance with GDPR and DPA. For more information about how the Council may use your data and to learn more about your rights please see the Council's Privacy Statement www.ashfield.gov.uk/privacy.

If you have any concerns or questions about how your personal data is processed, please contact the Council's Data Protection Officer at the above address or by email to dpo@ashfield.gov.uk. If you are dissatisfied with the Council's response, you can complain to the Information Commissioner's Office in writing to: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF or by telephone 0303 123 1113 (local rate) or 01625 545 745.

Signed:.....

Dated:.....

Name:.....

PLEASE RETURN THIS FORM, INCLUDING A SITE PLAN (SCALE 1:1250 or 1:2500) TO:

Forward Planning Team,
Ashfield District Council,
Urban Road,
Kirkby-in-Ashfield,
Nottingham,
NG17 8DA.

Email: localplan@ashfield.gov.uk

Telephone: 01623 457381, 457382, 457383

Stage 1 Assessment Criteria

N.B. Sites with existing planning permission or those under construction are generally considered to be suitable for development and as such will be excluded from assessment.

Table B1 – Desktop Review / Site Survey

Major Constraints

Subject Matter	Assessment Criteria	Comments
Is the site excluded due to a 'Major constraint'	Sites of Special Scientific Interest (SSSI)	
	Special Area of Conservation (SAC), Special Protection Area (SPA) and possible potential Special Protection Areas (ppSPA)	
	Scheduled Monuments (nationally important sites as listed by Historic England)	
	Ancient Woodlands	
	Historic Parks and Gardens	
	Designated Local Green Space	

Location, Character and Land Use

Subject Matter	Assessment Criteria	Comments
Location in relation to settlements as defined by the Ashfield Local Plan Review (ALPR) 2002	Main Urban Area (with boundary)	
	Main Urban Area Fringe (outside but adjoining boundary)	
	Named Settlement (within boundary)	
	Named Settlement Fringe (outside but adjoining boundary)	
	Separated from Main Urban Area / Named Settlement boundary	
Proximity to town centres and major public transport nodes (for the purpose of applying density assumptions, dph – dwelling per hectare)	Within 400m of a major transport node or District Shopping Centre (min 40 dph)	
	Within 1km of a major transport node or District Shopping Centre (min 34 dph)	

	Over 1km of a major transport node or District Shopping Centre (min 30 dph)	
Greenfield / Brownfield	100% Greenfield Site	
	Predominantly Greenfield (more than 70%)	
	Greenfield/Brownfield	
	Predominantly Brownfield (more than 70%)	
	100% Brownfield land	
Setting - Land use and character of surrounding area	Residential	
	Other (specify)	
Current Land Use (or previous use if vacant)	Agriculture	
	Other (specify)	
	Built structures (specify)	
	Previous use (if vacant)	

Planning Policy

Subject Matter	Assessment Criteria	Comments
2002 ALPR allocation / policy designation	Green Belt	
	Countryside	
	Other relevant policies (specify - e.g. employment, open space, allotments)	
JUS-t (Selston) Neighbourhood Plan	Relevant policies (specify)	
Teversal, Stanton Hill & Skegby Neighbourhood Plan	Relevant policies (specify)	
Planning Application Status	Planning permission resolved to be granted subject to signing a S106 agreement	
	Lapsed planning permission	
	No planning permission	

Access to Services, Green Space and Utilities

Subject Matter	Assessment Criteria	Comments
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	Primary school	
Access to local services via walking - 800m / 10mins. ¹¹ (Source: NCC Performance, Intelligence & Policy Team)	Post office	
	GP/ Health centre	
	Convenience store	
	Public transport ¹² with a regular service (hourly off peak & a minimum of 30mins at peak times)	
Access to services via public transport - within 30mins travel time. ¹³ (Source: NCC Performance, Intelligence & Policy Team)	Secondary school	
	Further education	
	Supermarket	
	Retail Area	
	Hospital	
Access to Green Space (Source: ADC Open Space Strategy and GIS Mapping)	Site within 480m (6 mins walk) from neighbourhood park/green space (identify if site has a play area or not)	
	Site within 1000m (12-13 mins walk) from a destination park/ green space / play area	
	Site within 480m (6 mins walk) from area of natural green space	
Access to utilities (Source: Service providers)	Assumed access to utility services	
	No current access to utility services	

Impact on Natural and Built Environment

Subject Matter	Assessment Criteria	Comments
Agricultural land classification (Source: DEFRA agricultural land classification maps at magic.gov.uk and ADC GIS mapping)	DEFRA Grade 1	
	DEFRA Grade 2	
	DEFRA Grade 3	
	DEFRA Grade 4	
	DEFRA Grade 5	
Heritage Assets	Listed Building	

¹¹ All categories will apply to housing sites. Employment sites will only be assessed against public transport with a regular service.

- ¹² The Traveline National Dataset (TNDS) has been utilised to identify public transport timetables for bus, light rail and tram services (in Great Britain). It does not include national rail or coach services.
- ¹³ Employment sites will not be considered against these categories.

<i>(Source: ADC GIS mapping informed by Historic England)</i>		
	Conservation Area	
	Registered Park and Garden	
	Scheduled Monument	
	Local Heritage Asset	
Natural Assets <i>(Source: ADC GIS mapping informed by Nottinghamshire Biological and Geological Records Centre, Natural England, Historic England and Planning Records)</i>	Site of Special Scientific Interest (SSSI)	
	Local Nature Reserve (LNR)	
	Regionally Important Geological Site (RIG)	
	Special Protection Area (SPA) (including any possible potential Special Protection Areas (ppSPA)) / Special Area of Conservation (SAC)	
	Tree preservation Order (TPO)	
	Local Wildlife Site (LWS)	
Impact on any significant natural features within or immediately adjacent to the site. <i>(Source: ADC Planning Officer on site survey)</i>	Trees	
	Hedgerows	
	Watercourse	
	Other (specify)	

Physical Constraints

Subject Matter	Assessment Criteria	Comments
Highways access	NCC Highways / Transport Planners	
Contamination	ADC Environmental Health	
Ground Stability	ADC Environmental Health	
Topography	ADC Planning – on site survey	
Landscape Character	Greater Nottingham Landscape Character Assessment 2009	
Flood risk from water courses	EA Flood Zone Maps – Zone 1, 2 or 3	
Flood risk from surface water	EA Surface Water Maps Strategic Flood Risk Assessment (SFRA)	
Compatibility with adjoining uses (e.g. in terms of noise, air quality, odour, lighting)	ADC Planning – on site survey ADC Environmental Health	

Rights of way (including bridleways)	ADC Planning – GIS mapping	
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Other

Subject Matter	Assessment Criteria	Comments
Loss of existing use (open space, employment, retail, community facilities)	ADC Planning – on site survey Submitted SHELAA forms	

Achievability

Subject Matter	Assessment Criteria	Comments
Timescale for delivery	Delivery within 5 years.	
	Delivery between 5 – 10 years.	
	Delivery between 10 – 15 years.	
	Delivery beyond 15 years	
Developer Interest	Developer interest unknown	
	Developer willing to invest in the site	
	Developer has already invested in the site	
	Developer has an option to purchase the land	
Potential Abnormal Site Cost (Viability)	For archaeology	
	For flood defence work	
	For site specific access work	
	For land contamination	
	For ground stability	
	For utilities	

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Stage 2 Assessment Criteria

The objective of the RAG classification is to identify areas of key concern. A 'red' will exclude a site from consideration for future development, at this point in time. There may be instances where a 'red site' could be deemed suitable if appropriate mitigation measures were implemented. Where this is the case, it will be the responsibility of the site promoters to identify what mitigation measures are proposed to enable development, and demonstrate how this can be achieved. The one exception to this is set out in paragraph 4.13.

N.B. Tick only one box (red, amber or green) for each subject matter.

Table C1 – Availability Criteria

Subject Matter	Assessment Criteria	RAG ✓		
Land Ownership	The site has one landowner	✓		
	The site has multiple landowners but there is an agreement in place for the land assembly.	✓		
	The site has multiple landowners and may have site assembly issues.		✓	
Ownership Constraints	Confirmation from landowner(s) site available within the next 15 years.	✓		
	No confirmation of availability from landowner(s) (a third party with an interest has promoted the site).		✓	
	Confirmation from landowner(s) that the site not available.			✓
Legal issues	No known legal issues.	✓		
	Site tenanted or leased. The land accommodates an existing use that would require relocation but arrangements are not in place or known.		✓	
	Covenant on site.		✓	
	Ransom strip which potentially affects access.		✓	
Availability Conclusion	Available	All green		
	Potentially Available	Combination of green and amber, or all amber		
	Not Available	Any red		

Table C2 – Suitability Criteria

Subject Matter	Assessment Criteria	RAG ✓		
Access to Services, Green Space and Utilities				
Green Belt	The site is not within Green Belt	✓		
	The site is within Green Belt		✓	
Accessibility to local services and public transport ¹⁴ via walking	Good accessibility to existing local services (<i>within 800m of all identified services</i>)	✓		
	Moderate accessibility to existing local services		✓	
	Poor accessibility to existing local services (<i>not with 800m of any identified services</i>) ¹⁵		✓	
Accessibility to services via public transport	Good accessibility to existing services (<i>within 30mins travel time of all identified services</i>)	✓		
	Moderate accessibility to existing services		✓	
	Poor accessibility to existing services (<i>not with 30mins travel time of any identified services</i>) ⁸		✓	
Accessibility to green space	Good accessibility to existing open space (<i>a neighbourhood park/green space or a destination park/green space</i>)	✓		
	Moderate accessibility to existing open space (<i>a natural green space, but not a neighbourhood park/green space or a destination park/green space</i>)		✓	
	Poor accessibility to existing open space (<i>not within catchment of any public park/green space</i>)		✓	
Access to utilities	Generally assumed to be non-constrained	✓		
	Potential connectivity issues		✓	
Impact on Natural and Built Environment				
Agricultural land classification (if applicable and where known)	The site is does not include any agricultural land.	✓		
	Poor - DEFRA Grade 4/5	✓		
	Moderate - DEFRA Grade 3 (Where Natural England maps do not identify subdivisions of Grade 3)		✓	
	Best and most versatile - DEFRA Grade 1/2/3a		✓	
Heritage Assets (e.g. Listed Building, Conservation)	There is unlikely to be harm to significance	✓		
	There is the potential for harm to significance		✓	

¹⁴ The Traveline National Dataset (TNDS) has been utilised to identify public transport timetables for bus, light rail and tram services (in Great Britain). It does not include national rail or coach services.

¹⁵ A site which currently has no access to services, but has a potential yield of 400 dwellings should be identified as having moderate access, as it is anticipated that a new bus stop (or another public transport node) could be included as part of any new development. A site which currently has no access to services, with a potential yield of under 400 dwellings will be identified as having poor access to services, unless it can be demonstrated that the site (either alone or in combination with other sites) can deliver a new local services within 800m of the site.

Area, Scheduled Monuments)	There is the potential for substantial harm to or total loss of significance			✓
Locally Designated Natural Assets (LWS, LNR, TPO, RIG)	No local designated natural assets on the site	✓		
	No locally designated natural assets on the site but immediately adjacent to the site		✓	
	One or more locally designated natural asset on part of the site		✓	
	Whole or majority of the site is affected by one or more locally designated natural asset			✓
Nationally Designated Natural Assets (SSSI, SPA/SAC, Ancient Woodland, Designated Green Space or Historic Park and Garden)	No nationally designated natural assets on the site	✓		
	No nationally designated natural assets on the site but immediately adjacent to the site ¹⁶		✓	
	One or more nationally designated natural asset on part of the site ¹⁷		✓	✓
Impact on significant natural features within or immediately adjacent to the site, e.g. trees, hedgerows, watercourses etc.	No significant natural features on the site	✓		
	No significant natural features on site but immediately adjacent to the site		✓	
	One or more significant natural feature on the site		✓	
Physical Constraints				
Access to site	Access is possible	✓		
	Potential access constraints but these could be overcome		✓	
	Significant access constraints			✓
	The site is isolated from the public highway			✓
Contamination	No known contamination	✓		
	Contamination issues have been overcome either through design or remediation, or the site has been assessed and declared acceptable for residential/employment development.	✓		
	Unlikely existence of contamination (no detailed assessment)		✓	
	Likely existence of contamination (no detailed assessment)		✓	
	Known existence of contamination with assessment made, issues identified may prevent development.		✓	
Ground Stability	No known ground stability issues	✓		

¹⁶ In addition to classified SPAs/SACs there is a possible potential SPA 'Sherwood Forest' - any sites within 400m of this will be scored as a red.

¹⁷ Where a Nationally Designated Natural Asset (NDNA) affects a significant proportion of the site it will score a red. Where a NDNA only affects a small proportion of a large site it will score amber.

	Ground stability issues have been overcome either through design or remediation, or the site has been assessed and declared acceptable for residential/employment development.	✓		
	Likely ground stability issues		✓	
	Known existence of ground stability with assessment made, issues identified may prevent development.		✓	
Topography	No topographical constraints	✓		
	Minor topographical constraints		✓	
	Severe topographical constraints			✓
Flood risk from water courses	Low level of flood risk – Zone 1	✓		
	Moderate level of flood risk – Zone 2		✓	
	High level of flood risk – Zone 3			✓
Flood risk from surface water	No surface water flooding identified	✓		
	Part / all of the site has identified surface water flooding		✓	
Compatibility with adjoining uses (e.g. in terms of noise, air quality, odour, lighting)	Development would be compatible with adjoining uses	✓		
	Development could have issues of compatibility with adjoining uses		✓	
	Neighbouring / adjoining uses would be incompatible with the proposed development type with no scope for mitigation			✓
Rights of way (including bridleways)	No RoW on or immediately adjoining the site	✓		
	RoW(s) on or immediately adjoining the site		✓	
Other				
Loss of existing use (public open space, employment, retail, community facilities)	Development of the site would not result in the loss of an existing use, or the current use is surplus	✓		
	Development of the site would result in the loss of an existing use		✓	
	Development of the site would result in the loss of an existing use which is not surplus to requirements and cannot be accommodated locally			✓
Suitability Conclusion	Suitable – no known constraints for proposed use	All green		
	Potentially Suitable – further investigation required	Combination of green and amber, or all amber		
	Not Suitable for proposed use without mitigation	Any red		
	Not Assessed	Suitability has not been assessed as the site is not available, or the site has been excluded due to having major constraints, as identified in Table 2, para 3.14.		

Table C3 – Achievability

Subject Matter	Assessment Criteria	✓		
Timescale (commencement)	Delivery within 5 years.	✓		
	Delivery between 5 – 10 years.	✓		
	Delivery between 10 – 15 years.	✓		
	Delivery beyond 15 years			✓
Viability	No known abnormal site costs	✓		
	One or more abnormal site cost		✓	
Achievability Conclusion	Achievable	All green		
	Potentially Achievable	Combination of green and amber		
	Unlikely to be Achievable	Any red		
	Not Assessed	Achievability has not been assessed, as the site is not available and/or not suitable.		

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Glossary of Terms and Abbreviations

Agricultural Land Classification: The Agricultural Land Classification provides a framework for classifying land according to the extent to which its physical or chemical characteristics impose long-term limitations on agricultural use. The principal physical factors influencing agricultural production are climate, site and soil. These factors together with interactions between them form the basis for classifying land into one of five grades; Grade 1 land - excellent quality, Grade 2 land - very good quality, Grade 3a land – good quality, Grade 3b land - moderate quality, Grade 4 land - poor quality and Grade 5 land - very poor quality.

Natural England's Post 1988 Agricultural Land Classification (England) Maps sets out specific grades, though the information is very limited. As such, where appropriate, the East Midlands Region 1:250,000 Agricultural Land Classification maps were utilised, however this Map does not provide site specific information and does not subdivide Grade 3 land.

Annual Monitoring Report (AMR): A report which is produced annually to establish what is happening now and what may happen in the future and compare trends against LDF policies to determine if changes need to be made.

Ancient Woodland: Ancient woods are those where there is believed to have been continuous woodland cover since at least 1600AD (Woodland Trust).

Annual Monitoring Report (AMR): A report which is produced annually to establish what is happening now and what may happen in the future and compare trends against existing Local Plan policies to determine if changes need to be made.

Brownfield Land: A general term used to define land which has been previously developed. (see previously developed land definition)

Deliverable: To be considered deliverable, sites for housing should be available now, offer a suitable location for development now, and be achievable with a realistic prospect that housing will be delivered on the site within five years. In particular:

a) sites which do not involve major development and have planning permission, and all sites with detailed planning permission, should be considered deliverable until permission expires, unless there is clear evidence that homes will not be delivered within five years (for example because they are no longer viable, there is no longer a demand for the type of units or sites have long term phasing plans).

b) where a site has outline planning permission for major development, has been allocated in a development plan, has a grant of permission in principle, or is identified on a brownfield register, it should only be considered deliverable

where there is clear evidence that housing completions will begin on site within five years.

Density: The intensity of development in a given area. Usually measured, for housing, in terms of number of dwellings per hectare.

Designated Heritage Asset: A World Heritage Site, Scheduled Monument, Listed Building, Protected Wreck Site, Registered Park and Garden, Registered Battlefield or Conservation Area designated under the relevant legislation.

Developable: To be considered developable, sites should be in a suitable location for housing development with a reasonable prospect that they will be available and could be viably developed at the point envisaged.

Development Plan: Is defined in section 38 of the Planning and Compulsory Purchase Act 2004, and includes adopted local plans, neighbourhood plans that have been made and published spatial development strategies, together with any regional strategy policies that remain in force. Neighbourhood plans that have been approved at referendum are also part of the development plan, unless the local planning authority decides that the neighbourhood plan should not be made.

Duty to Cooperate: This duty requires local authorities and other public bodies to work together on planning issues in the preparation of the Local Plan.

Evidence Base: The Local Plan should be based on adequate, up-to-date and relevant evidence about the economics, social and environmental characteristics and prospects of the area.

Green Belt: An area of land surrounding a City having five distinct purposes:

- i. To check unrestricted sprawl of large built up areas;
- ii. To prevent neighbouring towns from merging into one another;
- iii. To assist in safeguarding the countryside from encroachment;
- iv. To preserve the setting and special character of historic towns, and;
- v. To assist in urban regeneration by encouraging the recycling of derelict and other urban land.

Greenfield: Greenfield land is land which has never previously been developed

Green Space: Including Neighbourhood Parks, Destination Parks and Natural Green Spaces as identified in Ashfield District Council's Public Open Space Strategy (2016 – 2026).

Ha (Hectare): An area 10,000sq. metres or 2.471 acres.

Heritage Asset: A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because

of its heritage interest. It includes designated heritage assets and assets identified by the local planning authority (including local listing).

Historic Environment: All aspects of the environment resulting from the interaction between people and places through time, including all surviving physical remains of past human activity, whether visible, buried or submerged, and landscaped and planted or managed flora.

International, national and locally designated sites of importance for biodiversity: and locally designated sites including Local Wildlife Sites.

Landscape Character: As identified in the Greater Nottingham Landscape Character Assessment (2009)

Local Housing Need: The number of homes identified as being needed through the application of the standard method set out in national planning guidance (or, in the context of preparing strategic policies only, this may be calculated using a justified alternative approach as provided for in paragraph 60 of this Framework).

Locally Designated Natural Assets: Local Nature Reserves (LNR), Tree Preservation Orders (TPO), Local Wildlife Sites (LWS), Regionally Important Geology Sites (RIG)

Local Planning Authority: The public authority whose duty it is to carry out specific planning functions for a particular area. All references to local planning authority include the district council, London borough council, county council, Broads Authority, National Park Authority, the Mayor of London and a development corporation, to the extent appropriate to their responsibilities.

Local Plan (Plan): Comprises a Written Statement and a Policies Map. The Written Statement includes the Authority's detailed policies and proposals for the development and use of land together with reasoned justification for these proposals.

Local Nature Reserve (LNR): Established by a Local Authority under the powers of the National Parks and Access to the Countryside Act 1949.

Local Services: Includes a Primary School, Post Office, GP/Health Centre, Convenience Store and Public Transport with a regular service.

Local Wildlife Site (LWS): Site of local importance for nature conservation or geology identified by the Nottinghamshire Biological and Geological Records Centre. They were formally known as Sites of Importance for Nature Conservation (SINC).

Main Urban Area: For the purpose of the 2002 Ashfield Local Plan Review the three towns of Hucknall, Kirkby-In-Ashfield and Sutton-In-Ashfield with boundaries defined on the Proposals Map

Major development: For housing, development where 10 or more homes will be provided, or the site has an area of 0.5 hectares or more. For non-residential development it means additional floorspace of 1,000m² or more, or a site of 1 hectare or more, or as otherwise provided in the Town and Country Planning (Development Management Procedure) (England) Order 2015.

Minerals Safeguarding Area: An area designated by Minerals Planning Authority which covers known deposits of minerals which are desired to be kept safeguarded from unnecessary sterilisation by non-mineral development.

Named Settlements: The settlements of Jacksdale, Selston and Underwood, New Annesley, Brinsley and Bestwood as defined on the Proposals Map in the 2002 adopted Ashfield Local Plan Review.

Nationally Designated Natural Assets: Special Areas of Conservation, Special Protection Areas, and Ramsar sites, Sites of Special Scientific Interest (SSSIs), Ancient Woodlands, Designated Green Space and Historic Parks and Gardens.

National Planning Policy Framework (NPPF): Sets out the Government's planning policies for England and how these are expected to be applied. Providing a framework within which local people and their accountable councils can produce their own distinctive local and neighbourhood plans, reflecting the needs and priorities of their communities.

Neighbourhood Plan: Neighbourhood planning is a new approach to planning, which relates to the use of land in local areas such as a parish or a neighbourhood. It gives local people the opportunity to influence how a neighbourhood develops through the planning system. Using their local knowledge, the community can shape and influence the place where they live, determining what needs to be protected and what needs to change. Within the context of national and local strategic planning policies, it allows people to come together and say where they think new houses and businesses should go and what they should look like.

Planning Policy Guidance (PPG): Replacement for PPS with the aim of being more accessible and simpler to use by having greater clarity.

Previously Developed Land (PDL): Land which is or was occupied by a permanent structure, including the curtilage of the developed land (although it should not be assumed that the whole of the curtilage should be developed) and any associated fixed surface infrastructure. This excludes: land that is or was last occupied by agricultural or forestry buildings; land that has been developed for minerals extraction or waste disposal by landfill, where provision for restoration has been made through development management procedures; land in built-up areas such as residential gardens, parks, recreation grounds and allotments; and land that was previously developed but where the remains of the permanent structure or fixed surface structure have blended into the landscape.

Priority habitats and species: Species and Habitats of Principle Importance included in the England Biodiversity List published by the Secretary of State under Section 41 of the Natural Environment and Rural Communities Act 2006. The National Planning Policy Framework, paragraph 174 includes a requirement for plans to promote the conservation, restoration and enhancement of priority habitats, ecological networks and the protection and recovery of priority species; and identify and pursue opportunities for securing measurable net gains for biodiversity.

Public Transport with a regular service: Public transport with an hourly off peak service and a 30 minute AM and PM peak times service (700-900 and 1600-1800). The Traveline National Dataset (TNDS) has been utilised to identify public transport timetables for bus, light rail and tram services (in Great Britain). It does not include national rail or coach services.

Setting of a Heritage Asset: The surroundings in which a heritage asset is experienced. Its extent is not fixed and may change as the asset and its surroundings evolve. Elements of a setting may make a positive or negative contribution to the significance of an asset, may affect the ability to appreciate that significance or may be neutral.

Services (via public transport): Includes a Secondary School, Further Education, Supermarket, Retail Area and Hospital,

Significance (In relation to Heritage Assets): The value of a heritage asset to this and future generations because of its heritage interest. That interest may be archaeological, architectural, artistic or historic. Significance derives not only from a heritage asset's physical presence, but also from its setting.

Site of Special Scientific Interest (SSSI): The designation under Section 28 of the Wildlife and Countryside Act, 1981, of an area of land of special interest by reason of its flora, fauna, geological or physical features.

Special Areas of Conservation (SACs): Areas which have been given greater protection under the European legislation of The Habitat's Directive. They have been designated because of a possible threat to the special habitats or species which they contain and to provide increased protection to a variety of animals, plants and habitats of importance to biodiversity both on a national and international scale.

Special Protection Areas (SPA): Areas classified under regulation 15 of the Conservation of Habitats and Species Regulations 2017 which have been identified as being of international importance for the breeding, feeding, wintering or the migration of rare and vulnerable species of birds.

Sustainability Appraisal (SA): Appraise the social, environmental and economic effects of the strategies and policies in local development documents from the outset of the preparation process.

Tree Preservation Order(TPO): Is an order made by a local planning authority in England to protect specific trees, groups of trees or woodlands in the interests of amenity. An Order prohibits the cutting down, topping and lopping of the tree(s).

Utilities: including gas, water, sewer, electricity, telephone and telecommunications.

Windfall Allowance: Previously developed sites that have not been specifically identified as available through the development plan process.

NB. If you are viewing this online, Appendices E, F, G and H (the SHELAA Reports) can be view in a separate link on the web site.

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