

Members are requested to NOTE the report and APPROVE the expenditure.

Background

The draft Neighbourhood Plan is still waiting for confirmation from Wiltshire Council whether a SEA (Strategic Environmental Assessment) is required. Since the draft plan was sent to WC, the steering group have finalised the Key Views, Local Green Spaces and Non-Designated Heritage Asset policies and are currently looking at Movement routes, Green/Blue Infrastructure, Bio-Diversity and the potential to increase the Local Gap between West Swindon and Lydiard Millicent over to Stone Lane.

Appendix B of the current Neighbourhood Plan is a report on the Local Gap undertaken by a company called Indigo in 2018. MLP have recommended that if we want to increase the gap to include fields over to Stone Lane then LMPC should commission a further Local Gap report. Indigo were approached to update the report but have declined to quote. WH Landscape, a company known to MLP, have quoted £2,750 for a report. A copy of the scope of works is attached to this report. WH Landscape can commence work on the report in early October if given the go-ahead.

The steering group wish to commission a bio-diversity report to support the existing generic policy created by MLP.

The next steering group meeting is on 10th September. At that meeting it will be decided whether to consider extending the current gap. The reason for requesting approval for the spend ahead of that meeting is to allow the steering group to give the go-ahead immediately after the meeting if needed.

There is currently no funding earmarked for these reports. The Highways-LHFIG EMR is £7,267.70 of which £4,112.50 is committed. The Handyman Equipment EMR currently has £1,499.83. It is unlikely that further projects will be approved this financial year through LHFIG. It is proposed that the remaining £3,155.20 could be used to support the NP plus some of the Handyman Equipment EMR.

Recommendation

Councillors are asked to APPROVE the expenditure for:

- An updated Local Gap report at a cost of £2,750 plus VAT
- A bio-diversity report at a cost of up to £850 plus VAT

Councillors are asked to APPROVE the movement of EMR funds if required.

Mel Allsop
September 2026

DATE
18/08/2026

OUR REF
26.2204

VALID UNTIL
18/02/2027

LYDIARD MILLICENT, SWINDON, WILTSHIRE– SCOPE OF WORKS

1) Technical Advice Note (TAN)

To provide preliminary landscape and visual advice in respect of the potential expansion of Lydiard Millicent Local Gap.
Price to include:

- Site visit to establish the baseline condition of the Local Gap; identifying the elements and features which define the local landscape, as well as key views and the prevailing visual amenity (*quote to account for 1 day on site*).
- Desk study to review existing data and information about the Local Gap and its environs to further understand its current condition and potential for future expansion. Resources to be reviewed to include:
 - ♦ Relevant local planning applications and how these may affect/guide the process.
 - ♦ Landscape Character Assessments, and their identified key characterises, valued features and qualities, and landscape strategies
 - ♦ Designations (both National and local) and the potential constraints and opportunities they present to the expansion of the Local Gap.
 - ♦ Policy (both National and local) and how it may affect/guide the process.
 - ♦ Guidance documents, prepared by both the local planning authorities and other relevant bodies, that will help guide the process.
- Identification of potential areas where the Local Gap can be expanded, with and commentary on findings.
- Production of illustrative material:
 - ♦ Vertical Aerial
 - ♦ Local Landscape Analysis
 - ♦ Potential Expansion Areas
- Providing an electronic copy of the report and illustrative material.
- Writing of the TAN, travel, mapping and photography.

Price: £2750.00 + VAT @ 20%

Meetings: Client/team meetings will be charged at £120.00 per hour + VAT at 20% for each member of staff in attendance. Travel (unless coupled with other quoted work) will be charged at £50.00 per hour + VAT at 20% for each member of staff in attendance. Meetings with Local Planning Authorities, other statutory bodies, or legal professional will be quoted for on request.

Amendments: Text and/or plan amendments requested after an invoice has been issued, and which do not involve wholesale changes to the proposals, will be charged at £75.00 per hour + VAT at 20%. Wholesale changes to the project and/or changes to the agreed scope of works, may potentially attract additional fees or a revised fee quote. Travel (if required) will be charged at £50.00 per hour + VAT at 20% for each member of staff in attendance.