

# Biodiversity Self-Assessment Form

<b>Site Address</b>	2 Witney Lane, Leafield, Oxfordshire, OX29 9PG.
<b>Planning Reference (Office use only)</b>	Click or tap here to enter text.
<b>Date completed</b>	Click or tap here to enter text.

This Biodiversity Self-Assessment form is required as part of your submission for the following **minor** applications where a Biodiversity Report has **not** been submitted:

- Householder
- Full Permission
- Outline Permission
- Listed Building Consent
- Permission in Principle

**Note for major development proposals:** all major developments are required to submit an Ecological Impact Assessment (a Preliminary Ecological Appraisal may be acceptable where no further surveys or only precautionary mitigation measures are required).

This form is designed to help you establish whether your proposal is likely to affect biodiversity, what additional information you will need to provide to support your application, and how to access this information.

There are many legally protected sites of nature conservation importance and non-statutory local wildlife sites (see *Appendix 1*), priority habitats (see *Appendix 3*) and a wide range of legally protected, notable and priority species (see *Appendix 6*) in the District. Developments and works can adversely affect these and Local Planning Authorities (LPAs) are legally required by the Government to consider the conservation of biodiversity when determining a planning application.

Government planning policies for biodiversity are set out in the National Planning Policy Framework (NPPF), while the LPA's local plan will set out how they address these requirements in local policy terms. The LPA needs to be able to understand what the potential biodiversity constraints of the development might be, and how these will be avoided, mitigated, or as a last resort compensated.

A list of Appendices and additional advice can be found in the **Biodiversity Guidance for Applications** document accompanying this assessment form. Copies are also available to download on the Council's Planning Validation page via the following link:

[West Oxfordshire District Council – Planning application support information](#)

## Self-Assessment Form

The submitted information in this form will be reviewed by the Local Planning Authority. You may be asked for further clarification if necessary, either prior to validation, or during the application process.

If you answer '**YES**' to any of the following questions, please include a brief explanation under '**Comments**', outlining the likelihood of the development having an adverse impact on the identified site. For example, stating that the identified feature is outside the development footprint/boundaries (*see Appendix 8*).

If your answers identify that your proposal may potentially have an adverse impact on designated sites, priority or other notable habitats or legally protected or notable species, you are required to submit a biodiversity report (see the '**Biodiversity Reports**' section of the **Biodiversity Guidance for Applications** document).

Please answer all questions **YES (Y)** or **NO (N)** by marking the appropriate box against each question.

### 1.0 Sites and Habitats

The following habitats may be indicative of a Local Wildlife Site (*see Appendix 1*), Priority Habitat or other important feature within or adjacent to the application site (*see Appendix 3*) and may be of importance to Protected and Notable species (*see Appendix 6*).

1.1	Are any of the following present on or within <b>100m</b> of the application site?	Y	N	Comments
1.1.1	Estuary or Saltmarsh	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
1.1.2	Wetlands or Marshes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
1.1.3	River (including banks and adjacent habitat) <i>If yes, please also state whether this is within 10m of site</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
1.1.4	Stream (including banks and adjacent habitat) <i>If yes, please also state whether this is within 10m of site</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
1.1.5	Lake (including banks and adjacent habitat) <i>If yes, please also state whether this is within 10m of site</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
1.1.6	Pond and/or ditches	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
1.1.7	Mixed / Broad-leaved woodland	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
1.1.8	Deciduous Woodland	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.



1.1.9	Veteran trees	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
1.1.10	Traditional orchard	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
1.1.11	Derelict orchard/brownfield land	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
1.1.12	Areas of scrub well-connected to woodland or hedgerows	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
1.1.13	Hedgerows (including field hedgerows over 1m tall and over 0.5m deep)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
1.1.14	Arable field margins supporting assemblages of rare arable plants	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
1.1.15	Mosaic habitats on previously developed land	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
1.1.16	Heathland	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
1.1.17	Flower-rich Meadow/Grassland	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
1.1.18	Rough grassland	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
1.1.19	Ruderal vegetation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
1.1.20	Log and/or rubble piles	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
1.1.21	Mammal burrows	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
1.1.22	Railway land	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
1.1.23	Mature/ overgrown gardens over 0.1ha	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
1.1.24	Allotments	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.

## 2.0 Protected and Notable species

The following features are of importance to Protected and Notable species such as bats, barn owls, dormice and great crested newts, and may indicate their presence.

2.1	Do any of the following apply to existing buildings that are to be part of proposed works?	Y	N	Comments
2.1.1	Hanging tiles, timber cladding/weatherboarding or roof voids where the building is within 200m of woodland, hedgerow network or water (See Appendix 5)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
2.1.2	Pre-1960 buildings or structures within 200m of woodland, hedgerow network or water	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
2.1.3	Pre-1914 buildings or structures within 400m of woodland, hedgerow network or water	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
2.1.4	Pre-1914 buildings or structures with gable ends, traditional clay tile roofs or slates roofs, hanging tiles or weathering boarding regardless of location	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
2.1.5	Agricultural buildings, particularly traditional brick or stone construction and/or with exposed wooden beams greater than 20cm thick	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
2.1.6	Any structure with open flying access within 200m of woodland, hedgerow network or water	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
2.1.7	Any structure with gaps around roof structures e.g. flashing, ridge tiles, fascia and soffit boards, within 200m of woodland, hedgerow network or water	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
2.1.8	Structures where there is known current or historic bat use	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
2.1.9	Cellar, ice-house, tunnels or similar underground ducts and structures	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
2.1.10	Bridge structures, especially over water or wet ground	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
2.1.11	Gravel pits, quarries, natural cliff faces, rock outcrops, caves or swallets	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.



2.2	Will proposals affect trees with any of the following features?	Y	N	Comments
2.2.1	Obvious holes, cracks or cavities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
2.2.2	Dense vegetation (e.g. ivy)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
2.2.3	Trees with a circumference greater than 1m at chest height	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.

2.3	Does the application site fall within ANY of the following areas?	Y	N	Comments
2.3.1	Within <b>50m</b> of a pond AND within <b>Red / Amber</b> Impact Risk Zones of the District Level licensing scheme modelled map (NatureSpace)? (see Appendix 2)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
2.3.2	Within <b>250m</b> of a pond AND within <b>Red / Amber</b> Impact Risk Zones of the District Level licensing scheme modelled map (NatureSpace)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
2.3.3	Within <b>500m</b> of a pond AND more than <b>5Ha</b> in area	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
2.3.4	Within an area with habitat connectivity between the site and nearby pond e.g. hedgerows, grassland, scrub, woodland, tree lines, old dry-stone walls	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.

		Y	N	Comments
2.3	Will the proposal involve flood lighting or a significant increase in external lighting?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
2.4	Is the proposal for a wind turbine?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
2.5	Is the proposal for a solar farm?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.

### 3.0 Locally Designated Sites and Legally Protected Sites for Nature Conservation

		Y	N	Comments
3.1	Is the application site on or within <b>50m</b> of a SSSI, SAC, SPA or Ramsar site? <i>(Householder applications only, see Appendix 1)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
3.2	Is the application site on or within <b>200m</b> of a SSSI, SAC, SPA or Ramsar site? <i>(All other applications, see Appendix 1)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.
3.3	Is the site within a SSSI impact risk zone (IRZ) and does it correspond to any of the development types listed in the results? <b>Note:</b> <i>If Yes, the LPA would need to consult Natural England</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Click or tap here to enter text.

**Disclaimer:** *this form cannot include all protected species and all circumstances where they may be affected. Legislation relating to protected species applies in all circumstances and it is the responsibility of the applicant/developer to ensure that protected species and habitats are not impacted as a result of development. If protected species are found during the course of development, work must stop and advice sought from a competent (suitably qualified and/or experienced) ecologist and/or Natural England on any special precautions before continuing, including the need for a derogation licence.*

The application may not be validated if any of the information submitted proves to be inadequate or inaccurate. If validated and the information is subsequently found not to fully address any potential impacts then further information may be required during the course of any planning application, for instance, if any of the information you have provided needs clarification, or if other potential impacts are identified. If sufficient information on ecological issues is not provided by the time the application needs to be determined, the application may be invalidated or refused.

It is strongly advised that you consider biodiversity at the **earliest possible stage** in your project as there are seasonal constraints to much of the survey work that may be needed to support your application.

Reports may not be required where applicants are able to provide pre-application correspondence from Natural England, the Local Authority or their ecological advisor that confirms that they are satisfied that the proposal will not have an adverse impact on any features identified in Sections 1.0, 2.0 or 3.0



<b>Office use only – to be completed by the Validation Team:</b>				
<b>1</b>	Have <b>ALL</b> questions and sections been completed?	Y / N	<i>If Yes, go to 2</i>	<i>If NO, application should not be validated</i>
<b>2</b>	Have any questions been answered 'Yes'?	Y / N	<i>If YES, go to 3</i>	<i>If NO, application can be validated</i>
<b>3</b>	Does the applicant's completed checklist conclude that, although there may be some biodiversity-related issues, no impacts are likely to occur and no mitigation is required?	Y / N	<i>If YES, application can be validated</i>	<i>If NO, go to 4</i>
<b>4</b>	Has an appropriate biodiversity report* been submitted to address all the potential impacts and recommend mitigation and enhancement measures?	Y / N	<i>If YES, application can be validated</i>	<i>If NO, application should not be validated</i>
<b>Date completed</b>				

*\*Note: Appropriate reports are: Preliminary Ecological Appraisal (where no further surveys are necessary or only precautionary mitigation measures are required) or Ecological Impact Assessment in most cases.*