

1. MONITORING SURVEYS

- 1.1 This appendix outlines further details on the Character Survey / Matrix and the Fabric Survey.
- 1.2 Both surveys are designed to be linked to a GIS through an Access Database. The blank structure for the database is illustrated below through a series of screen shoots and the empty databases have been provided digital with the GIS data files for the project.
- 1.3 Both surveys should at this stage be considered to be experimental in structure and it is anticipated that they will be developed further by CBMDC as they are implemented over the coming years. It will be important in this future development to ensure that the overall condition scores remain intact to ensure that trends can be monitored and data can be supplied for the capacity indicators.

Fabric Survey

Heading	Type of data	Example
Unique ref no.	Letters and no.s (up to 9 characters)	LB001
Post Code	No.s and Letters (approx 7 characters)	BD18 4HD
Address	No.s and Letter (approx 60 characters)	9 Victoria Road Saltaire Shipley West Yorkshire
Street	Letters up to 20 characters. (poss drop down box with all street names?)	Victoria Road
NGR	Numbers (approx 13 characters)	413911,437838
Type of building	Tick box, choice from set options.	'House? Or property? To include shops etc' 'Principal Building' or 'Other Fabric including Street Furniture and other structures'

Heading	Type of data	Example
Use	Tick Box, choice of up to	'Not Applicable', 'Residential', 'Commercial', 'Retail', 'Institutional', 'Educational' 'Other' (Use class breakdowns to be included)
Description	Letters and numbers up to 400 characters.	'End terrace dating from 1868. Hammer dressed stone with Welsh Slate Stone. Round archivolted doorway and window. Two square headed windows on 1 st floor.'
Previous overall condition rating	Characters – up to 10.	'good' or 'Fair' or 'Poor' or 'very bad'
Shop Frontage (if applicable)	Description	if shop, describe nature of frontage
	Quality score	Excellent, good, acceptable, poor, very poor
Roof, Condition	Tick Box, choice from 4 options.	'Not Applicable', 'Good', 'Acceptable' or 'Poor'
Chimney, No. and condition.	No.s (up to 2 characters)	3
	Tick Box, choice from 4	'Not Applicable', 'Good', 'Acceptable' or 'Poor'
Architectural Detail, condition	Tick box, choice from 4	'Not Applicable', 'Good', 'Acceptable' or 'Poor'
Windows, No. (original and replacement) and Condition	No. of original (up to 2 characters), No. of replacement (up to 2 characters)	2, 4.
	Condition – Tick Box, choice from 4	'Not Applicable', 'Good', 'Acceptable' or 'Poor'
Doors, No. (original and replacement) and Condition	No. of original (up to 2 characters), No. of replacement (up to 2 characters)	2, 4.
	Condition – Tick Box, choice from 4	'Not Applicable', 'Good', 'Acceptable' or 'Poor'
Rendered	Tick Box – choice from 4	'Not Applicable', 'Yes' or 'No'
Pointing, condition	Tick Box – choice from 4	'Not Applicable', 'Good', 'Acceptable' or 'Poor'
Small Additions, type	Tick Box, can tick up to 6 of 7.	'Not Applicable', Extractor Fan', 'Service Pipes', 'Aerial', 'Satellite Dish', 'Other'.
Large Additions, type	Tick Box, can tick up to 3 of 4.	'Not Applicable', 'Extension', 'Conservatory', 'Other'
Outbuildings, survival and condition	Tick Box Choice from 4.	'Not Applicable', 'Original', 'Modified' or 'Lost'
	Tick Box Choice from 4.	'Not Applicable', 'Good', 'Acceptable' or 'Poor'
Floor Surfaces, survival and condition	Tick Box Choice from 4.	'Not Applicable', 'Original', 'Modified' or 'Removed'
	Tick Box Choice from 4.	'Not Applicable', 'Good', 'Acceptable' or 'Poor'
Boundary Wall, front	Tick Box Choice from 4.	'Not Applicable', 'Original', 'Modified' or 'Removed'

Heading	Type of data	Example
	Tick Box Choice from 4.	'Not Applicable', 'Good', 'Acceptable' or 'Poor'
Boundary Wall, rear	Tick Box Choice from 4.	'Not Applicable', 'Original', 'Modified' or 'Removed'
	Tick Box Choice from 4.	'Not Applicable', 'Good', 'Acceptable' or 'Poor'
Occupancy	Tick Box choice from 5.	'Not Applicable', 'Occupied', 'Partially Occupied', Vacant'
	Open text, Approximate % of occupancy. Up to 3 numbers.	
Comment	Letters and numbers up to 200 characters.	'mullions on upper storey windows appear to be deteriorating' or 'vacant and advertised 'to let' – need to monitor'
Overall condition score	Above factors will lead to an overall score taking into account, condition of windows, doors, possession, walls etc. Choice of 4 from	'Good', 'Fair', 'Poor' or 'Very Bad'

MonitoringSurvey : Table

Field Name	Data Type	Description
UniqueRefNo	AutoNumber	
ListedBuildingNo	Number	eg. ATK-001
PostCode	Text	CBMDC data
Address	Text	eg. BD18 5DS
Street	Text	eg. 9 Victoria Road, Salthaire, Shipley, West Yorkshire
Easting	Text	eg. Victoria Road
Northing	Text	eg. 123456
TypeOfBuilding	Text	eg. 654321
Use	Text	choose from pick list
Description	Text	free text
PreviousCondition	Text	Previous Overall Condition Rating. Choose from list
ShopFrontageDesc	Memo	if shop, describe nature of frontage
ShopFrontageQual	Text	Excellent, Good, Acceptable, Poor, Very poor
RoofCondition	Text	Not applicable, Good, Acceptable, Poor
ChimneyNo	Number	eg. 3
ChimneyCond	Text	Not applicable, Good, Acceptable, Poor
ArchitecturalDetailCond	Text	Not applicable, Good, Acceptable, Poor
WindowsOriginal	Number	eg.3
WindowsReplacement	Number	eg.4
WindowsCond	Text	Not applicable, Good, Acceptable, Poor
DoorsOriginal	Number	
DoorsReplacement	Number	
DoorsCondition	Text	Not applicable, Good, Acceptable, Poor
Rendered	Text	Not applicable, Yes, No
PointingCondition	Text	Not applicable, Good, Acceptable, Poor
SmallAdditionsType1	Text	"Not Applicable","Extractor Fan","Service Pipes","Aerial","Satellite Dish","Other"
SmallAdditionsType2	Text	"Not Applicable","Extractor Fan","Service Pipes","Aerial","Satellite Dish","Other"
SmallAdditionsType3	Text	"Not Applicable","Extractor Fan","Service Pipes","Aerial","Satellite Dish","Other"
SmallAdditionsType4	Text	"Not Applicable","Extractor Fan","Service Pipes","Aerial","Satellite Dish","Other"
SmallAdditionsType5	Text	"Not Applicable","Extractor Fan","Service Pipes","Aerial","Satellite Dish","Other"
SmallAdditionsType6	Text	"Not Applicable","Extractor Fan","Service Pipes","Aerial","Satellite Dish","Other"
LargeAdditions1	Text	"Not Applicable","Extension","Conservatory","Other"
LargeAdditions2	Text	"Not Applicable","Extension","Conservatory","Other"
LargeAdditions3	Text	"Not Applicable","Extension","Conservatory","Other"
OutbuildingsSurvival	Text	"Not Applicable","Original","Modified","Lost"
OutbuildingsCondition	Text	"Not Applicable","Good","Acceptable","Poor"
FloorSurfacesSurvival	Text	"Not Applicable","Original","Modified","Removed"
FloorSurfacesCondition	Text	"Not Applicable","Good","Acceptable","Poor"
BoundaryWallFront	Text	"Not Applicable","Original","Modified","Removed"
BoundaryWallFrontCond	Text	"Not Applicable","Good","Acceptable","Poor"
BoundaryWallRear	Text	"Not Applicable","Original","Modified","Removed"
BoundaryWallRearCond	Text	"Not Applicable","Good","Acceptable","Poor"

Field Properties

General | Lookup

Field Size: Long Integer
 New Values: Increment
 Format:
 Caption:
 Indexed: Yes (No Duplicates)

A field name can be up to 64 characters long, including spaces. Press F1 for help on field names.

MonitoringSurvey

Fabric Survey

General

Unique Ref No. Type Of Building Previous Condition

Listed Building No. Use Shop Frontage Qual.

PostCode Description

Address Shop Frontage Description

Street

Easting

Northing

Misc Details

RoofCondition ChimneyNo ChimneyCond ArchitecturalDetailCo Rendered PointingCondition Occupancy Occupancy %

Additions

Small

Large

Doors / Windows

Original Doors Replacement Doors Condition of Doors

Original Windows Replacement Windows Condition of Windows

Floor Surfaces

Survival Condition

Outbuildings

Survival Condition

Boundary Walls

Front Condition Rear Condition

Comment

Overall Condition Score

Record: 1 of 1

Character Survey / Matrix

Heading	Type of data	Example
Unique ref no.	Letters and no.s (up to 20 characters)	ATK-001 to 025
Street / area	Letters up to 20 characters. (poss drop down box with all street names / areas?)	Victoria Road
Previous Character rating	Characters – up to 10.	'good' or 'Fair' or 'Poor' or 'very bad'
Condition rating , as a % of properties / structures on the street.	Tick Box, choice of 4	'80 – 100% good', '60 - 79% good', '40 - 59% good', '40% and less good'
Floor Surfaces	Tick Box Choice from 3.	'Not Applicable' 'Original', 'Modified' or 'Removed'
	Tick Box Choice from 4.	'Not Applicable', 'Good', 'Acceptable' or 'Poor'
Boundary Walls	Tick Box Choice from 4.	'Not Applicable', 'Original', 'Modified' or 'Removed'
	Tick Box Choice from 4.	'Not Applicable', 'Good', 'Acceptable' or 'Poor'
Quality of building frontages , percentage of frontages in good condition.	Tick box, choice of 5	'80% +', '60 – 79%', '40 – 59%', '20 – 39%' or 'less than 20%'
Colour of building frontages e.g. service pipes, windows, doors, shop frontages,	Tick Box	'all appropriate' 'mostly appropriate' 'mixture of appropriate and inappropriate' 'mostly inappropriate' 'all inappropriate'
Are the following items highly detracting from the character within the street	Tick Box for 9 types of detractor, drop down boxes by each option listed whether they are 'highly noticeable detractor', 'notable detractor', 'minor detractor', 'no issue'	'Rubbish Bins', 'Front Gardens', 'Rear Yards', 'Signage', 'Boundary Walls', 'Inappropriate Street Furniture', 'Lamp posts and telegraph poles', 'Parked Cars', 'Other'
Quality of open space	Tick Box	'Not Applicable', 'High', 'Moderate' or 'Poor'
Traffic	Tick Box, choice from 4	'Dominant Feature', 'Regular Feature', 'Occasional traffic', 'low level of traffic'
Comments	Letters and numbers up to 400 characters.	'Front gardens at 2 properties in street are very neglected.' 'Parking on this street is a particular issue.'
Overall Character / Quality of Street Scene / Open space	Above factors will lead to an overall score for the general condition / quality of the component's character	'Excellent', 'Good', 'Acceptable', 'Poor' and 'Critical'.

CharacterSurveyMatrix : Table

Field Name	Data Type	Description
UniqueRefNo	AutoNumber	
Street_Area	Text	eg. ATK-001
PreviousCharacterRating	Text	eg. Victora Road
ConditionRating	Text	"Good","Fair","Poor","Very Bad"
FloorSurfacesSurvival	Text	"80-100% good";"60-79% good";"40-59% good";"< 40% good"
FloorSurfacesCondition	Text	"Not Applicable";"Original";"Modified";"Removed"
BoundaryWalls	Text	"Not Applicable";"Good";"Acceptable";"Poor"
BoundaryWallsCond	Text	"Not Applicable";"Original";"Modified";"Removed"
QualityOfBuildingFront	Text	">80%";"60-79%";"40-59%";"20-39%";"<20%"
ColourOfBuildingFront	Text	"all appropriate";"mostly appropriate";"mixture of appropriate and inappropriate";"mostly inappropriate";"all inappropriate"
RubbishBins	Text	"Highly noticeable detractor";"notable detractor";"minor detractor";"no issue"
FrontGardens	Text	"Highly noticeable detractor";"notable detractor";"minor detractor";"no issue"
RearYards	Text	"Highly noticeable detractor";"notable detractor";"minor detractor";"no issue"
Signage	Text	"Highly noticeable detractor";"notable detractor";"minor detractor";"no issue"
BoundaryWallsDet	Text	"Highly noticeable detractor";"notable detractor";"minor detractor";"no issue"
InappropriateStreetFurniture	Text	"Highly noticeable detractor";"notable detractor";"minor detractor";"no issue"
Lamposts_Telegraph_Poles	Text	"Highly noticeable detractor";"notable detractor";"minor detractor";"no issue"
ParkedCars	Text	"Highly noticeable detractor";"notable detractor";"minor detractor";"no issue"
Other	Text	"Highly noticeable detractor";"notable detractor";"minor detractor";"no issue"
QualityOfOpenSpace	Text	"Not applicable";"High";"Moderate";"Poor"
Traffic	Text	"Dominant feature";"Regular feature";"Occasional";"Low level of traffic"
Comments	Memo	Free text
OverallCharacter	Text	"Excellent";"Good";"Acceptable";"Poor";"Critical"

Field Properties

General | Lookup

Field Size: Long Integer
 New Values: Increment
 Format:
 Caption:
 Indexed: Yes (No Duplicates)

A field name can be up to 64 characters long, including spaces. Press F1 for help on field names.

CharacterSurveyMatrix1

Character Survey

General

UniqueRefNo: a1
 Street Area: Street Road
 Previous Character Rating: Good
 ConditionRating as % of properties/structures on the street: 60-79% good

Details

Boundary Walls: Original
 Boundary Walls Condition: Good
 Quality Of Building Front: 40-59%
 Colour Of Building Front: mostly appropriate
 Floor Surfaces Survival: Original
 Floor Surfaces Condition: Good
 Quality Of Open Space: High
 Traffic: Occasional

Detractors

Rubbish Bins: minor detractor
 Front Gardens: Highly noticeable detractor
 Rear Yards: minor detractor
 Signage: notable detractor
 Boundary Walls: minor detractor
 Inappropriate Street Furniture: minor detractor
 Lamposts and Telegraph Poles: notable detractor
 Parked Cars: minor detractor
 Other: Highly noticeable detractor

Comments: Test entry for demonstration purposes only

OverallCharacter: Good

Record: 1 of 1