

Notice of Cabinet

Date: Wednesday, 11 September 2019 at 10.00 am

Venue: Committee Suite, Civic Centre, Poole BH15 2RU



Membership:

Chairman:

Cllr V Slade

Vice Chairman:

Cllr M Howell

Cllr L Allison
Cllr D Brown
Cllr L Dedman

Cllr A Hadley
Cllr S Moore
Cllr M Phipps

Cllr Dr F Rice
Cllr K Wilson

All Members of the Cabinet are summoned to attend this meeting to consider the items of business set out on the agenda below.

The press and public are welcome to attend.

If you would like any further information on the items to be considered at the meeting please contact: Sarah Culwick (01202 795273) or email democratic.services@bcpcouncil.gov.uk

Press enquiries should be directed to the Press Office: Tel: 01202 454668 or email press.office@bcpcouncil.gov.uk

This notice and all the papers mentioned within it are available at democracy.bcpcouncil.gov.uk

GRAHAM FARRANT
CHIEF EXECUTIVE

3 September 2019



Available online and
on the Mod.gov app



AGENDA

Items to be considered while the meeting is open to the public

1. Apologies

To receive any apologies for absence from Councillors.

2. Declarations of Interests

Councillors are required to comply with the requirements of the Localism Act 2011 regarding disclosable pecuniary interests. Declarations received will be reported at the meeting.

3. Confirmation of Minutes

To confirm and sign as a correct record the minutes of the Meeting held on 12 July 2019.

7 - 22

4. Public Issues

To receive any public questions, statements or petitions submitted in accordance with the Constitution. Further information on the requirements for submitting these is available to view at the following link:-

<https://democracy.bcpCouncil.gov.uk/documents/s2305/Public%20Items%20-%20Meeting%20Procedure%20Rules.pdf>

The deadline for the submission of public questions is Wednesday 4 September 2019.

The deadline for the submission of a statement is 12.00 noon, Tuesday 10 September 2019.

The deadline for the submission of a petition is 12.00 noon, Tuesday 10 September 2019.

5. BCP Council Disabled Tax-Exempt Vehicle (DTEV) Parking Permit Policy

To seek approval to harmonise the qualification criteria, cost and use of Disabled Tax-Exempt Vehicle (DTEV) parking permits across BCP Council

23 - 28

6. Statement of Community Involvement

The Statement of Community Involvement (SCI) sets out how a local planning authority engages with its residents when preparing local plans and through the planning application process. A draft SCI is included (**Appendix 1**) that seeks to establish how the Council will engage residents in the planning system.

The proposals include provisions for plan-making and planning applications. In respect of planning applications, different options for notification have been assessed and Cabinet is asked to approve the recommendation for Option 3 and to note that further corporate ways of working shall help develop further digital channels of engagement for the future.

29 - 68

Cabinet is also asked to endorse the draft SCI proposals and agree its release for six-week consultation starting 7th October 2019.

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|---|------------------|
| <p>7. Boscombe & Pokesdown Neighbourhood Plan Decision Statement</p> <p>The draft Boscombe & Pokesdown Neighbourhood Plan has been examined by an independent Examiner who issued her report on 16 July 2019, attached as Appendix 2 to this report. The Examiner has recommended that, subject to modifications to the Plan, it may proceed to referendum. A Decision Statement is attached at Appendix 3, which sets out the Council's proposed response to the Examiner's recommendations. This Cabinet report asks Members to agree the Examiner's recommendations, as set out in the Decision Statement, to enable the Neighbourhood Plan to proceed to referendum.</p> | <p>69 - 296</p> |
| <p>8. Local Development Scheme – BCP Local Plan</p> <p>To seek approval of the BCP Council Local Development Scheme (LDS) to come into effect from 23rd September 2019. The LDS is attached as Appendix 1. Delegated authority is also sought to enable the Director for Growth & Infrastructure in consultation with the Portfolio Holder for Strategic Planning to make any necessary minor amendments to the LDS document needed for publication on 23rd September 2019. The LDS provides the community and other interested parties with an indication of what local plan documents are to be prepared by the Council and when. The timetable includes particular milestones that highlight public consultation stages where interested parties can be involved in the plan making process.</p> | <p>297 - 308</p> |
| <p>9. BCP Council Local Plan Issues and Call for Sites</p> <p>To seek approval to undertake an initial consultation on possible issues the BCP Local Plan will need to address, as well as carry out a 'Call for Sites' exercise to invite anyone with a potential development site to submit it to the Council for consideration as part of the Local Plan process.</p> | <p>309 - 318</p> |
| <p>10. Housing Compliance Update</p> <p>The Bournemouth neighbourhood and the Poole neighbourhood as part of the Housing Revenue Account (HRA) each use the same Health and Safety legislation and best practice to ensure the housing in their neighbourhood is compliant with current regulation and standards.</p> <p>Both neighbourhoods are managed in different ways but can each evidence that they meet legislative standards which is reassuring.</p> <p>The data collection will be aligned across the two neighbourhoods going forward to ensure transparency and enable a true comparison. As can be seen in appendices 1&2, both neighbourhoods at the end of quarter 1 2019/20 (April to June 2019) have provided data which provides reassurance that compliance of the housing stock with regards to water quality, gas safety, asbestos, electrical safety, fire safety and lift safety is at good levels and well within the legal requirements.</p> | <p>319 - 338</p> |

11. Traffic Regulation Orders	339 - 378
<p>This covering report appends a number of individual requests for approval to advertise Traffic Regulation Orders and for consideration of Rights of Way issues.</p> <p>Cabinet is also being asked (items 11.1 and 11.2 below) to agree to delegated approval to allow Traffic Regulation Orders and Disabled Parking bays to be advertised in the future. Any representations that are received in response to these advertisements will still need to be considered by the Cabinet.</p>	
12. Highways Maintenance Severe Weather Plan	379 - 384
<p>To advise and seek approval for preparation activities for Winter Service delivery 2019/20 across the BCP Council conurbation.</p> <p>The report details operational planning, communications objectives and outlines wider future transformational change reviews that are necessary to ensure BCP Council can provide a legally compliant, safe, reliant, fit for purpose, affordable Highway Maintenance Service.</p>	
13. People Strategy	385 - 416
<p>To present the draft BCP Council 2019 – 2023 People Strategy for Cabinet consideration, including a set of proposed behaviours that will form the basis of a corporate Behaviours Framework. Furthermore, to secure approval for an action plan that will underpin the delivery of the People Strategy priority work streams.</p>	
14. Implementation of pay and reward strategy	417 - 424
<p>To set out the approach to implementing BCP Council’s pay and reward strategy and seek approval for the resources required to deliver the new arrangements.</p>	
15. BCP Council Investment to Support the One Dorset Pathology Unit	425 - 434
<p>This report presents the Council with the opportunity to support one of its key strategic partners in delivering a new modern pathology facility to serve both the conurbation and the rest of Dorset.</p> <p>The support will be in the form of a £14.9m investment from the Council into the Royal Bournemouth and Christchurch National Health Service (NHS) Foundation Trust (RBCH) which will be repaid evenly in equal instalments of capital of just under £1m per annum.</p> <p>To make this investment Council needs to add, on an exceptional basis, the RBCH to its list of approved counterparties and extend the normal five-year period for investments.</p> <p>This repayment will be made by the Royal Bournemouth and Christchurch NHS Foundation Trust regardless of the operational performance of the new One Dorset Pathology Unit.</p> <p>The risk around delivering the savings from the new pathology unit will therefore lay with the Royal Bournemouth and Christchurch NHS Foundation Trust.</p>	

This arrangement recognises that there is a limited amount of capital funding available in the NHS compared to the size of their revenue budget.

16. Budget Monitoring Report - 2019/20 Quarter 1

435 - 470

This report presents the council's performance against budget for the period 1 April 2019 to 30 June 2019.

In summary, the general fund revenue projected outturn for 2019/20 is a pressure within services net expenditure of £5 million. These pressures should though not result in a deficit as additional resources were allowed for within the overall budget approved by the BCP Shadow Authority in February 2019 to manage the greater than normal level of uncertainty in the first year of the new Council. These additional resources can be listed as;

- 1) A £2.7m revenue budget contingency designed to cover ongoing pressures not recognised or foreseen in service budgets.
- 2) £6.3m in service specific Financial Resilience earmarked reserves designed to enable the service to manage any one-off emerging issues as they strive to deliver the seamless transfer of services.

At this early stage in the financial year the reported shows the potential use of some of these additional resources.

This report requests that the Corporate Directors report further on service pressures and the detailed actions they propose in mitigation. Only once these actions plans have been agreed and had chance to mature will consideration be given to the formal application of the additional resources.

It is also important to emphasise that;

- a) at this stage in the financial year the forecast is just a projection and the deficit has not yet actually occurred. Positive management action can prevent the full level of this position from materialising.
- b) historically the first quarter budget monitoring within the legacy Councils has presented a generally pessimistic view of the projected outturn with improvements over each subsequent quarter.
- c) the Council's strong culture of active financial management is expected to continue to serve it well.

In addition, arrangements for non - financial performance monitoring for 2019/20 are noted in paragraph 68.

17. Project Admiral Leasehold Considerations and Acquisition Proposals

471 - 482

This report provides an update of the current position in respect of Project Admiral with particular reference to the need to consider Leaseholder Representations following section 20 consultation. It makes recommendations in respect of the position of leaseholders following the consultation.

18. Cabinet Forward Plan

To Be
Tabled

To consider the latest version of the Cabinet Forward Plan for approval.

No other items of business can be considered unless the Chairman decides the matter is urgent for reasons that must be specified and recorded in the Minutes.

BOURNEMOUTH, CHRISTCHURCH AND POOLE COUNCIL
CABINET

Minutes of the Meeting held on 12 July 2019 at 10.00 am

Present:-

Cllr V Slade – Chairman

Cllr M Howell – Vice-Chairman

Present: Cllr L Allison, Cllr D Brown, Cllr L Dedman, Cllr A Hadley,
Cllr S Moore, Cllr M Phipps, Cllr Dr F Rice and Cllr K Wilson

Also in attendance: Cllr S Bartlett, Cllr D Butler, Cllr R Lawton, Cllr J Edwards,
Cllr G Farquhar, Cllr M Haines, Cllr P Broadhead, Cllr M Cox,
Cllr P Hilliard, Cllr J Kelly, Cllr M Le Poidevin, Cllr M White and
Cllr L Williams

8. Apologies

There were no apologies for absence.

9. Declarations of Interests

There were no declarations of interest made on this occasion.

10. Confirmation of Minutes

The Minutes of the Cabinet meeting held on 12 June 2019 were confirmed as a correct record and signed, subject to the addition of Councillor Anne Filer on the list of councillors in attendance.

The Cabinet agreed that future minutes should list the number of members of the public attending the meeting.

11. Public Issues

The Leader reported that a public question had been submitted by Michael Forte.

Public Question from Michael Forte, local resident:

“Have the parties (BCP, Contractors and Sub-contractors) involved in the current programme to implement 5G technology in the BCP area undertaken a full Environmental Impact Assessment for all areas impacted (including the impact on wild and domestic animals, insects, plants and the health of humans) and openly shared the results of these with Cabinet Members?”

Response by Councillor Vikki Slade (Leader of the Council):

“No, a Full Environmental Impact Assessment has not been undertaken. For any Council led 5G deployment in the Lansdowne testbed, we will be looking at the environmental impact as part of the process. This will be shared with Cabinet Members. For commercial 5G deployment, the responsibility will be with the Mobile Network Operators to meet planning requirements and adhere to guidelines set by International Commission on Non-Ionising Radio Protection (ICNIRP).”

The Leader reported that the following statements had been submitted:

Statement from Sheela Hagan, local resident:

“I represent a growing number of BCP residents concerned about 5G. We were not consulted, and I do not give my permission to be part of the 5G experiment. Concerned tourists and visitors may boycott BCP should 5G rollout. Whether 5G is harmful to life on Earth, is not clear. Numerous scientific papers question its safety to life. Lloyds refuse to cover 5G illness claims, our Government, have a basic duty of care, to safeguard citizens. A number of towns, are postponing 5G rollout whilst investigating its safety. Our Council should halt 5G until its safety has been confirmed.”

Statement from Sarah Ward, local resident, in relation to agenda item 6: Holes Bay, Poole (former Power Station Site) Acquisition Strategy:

“The Power Station site gives BCP Council an opportunity to illustrate its commitment to tackling the climate emergency through innovative, sustainable and zero carbon delivery. By using a ‘community wealth building’ approach, using local skills, materials and supply chains, BCP could also support the local economy. The housing crisis means record numbers are living in inadequate but expensive housing and there is a huge increase in rough sleeping. The council must focus on how this development can be part of the solution by providing truly affordable and social housing alongside infrastructure that meets the growing demands the development will bring.”

Statement from Alix Digby-West, Power House Project Leader, in relation to agenda item 6: Holes Bay, Poole (former Power Station Site) Acquisition Strategy:

“The Power House – Poole is a local charity working towards building a landmark cultural and community centre in the heart of the Regeneration Area, connecting the new communities together and with the existing communities of Poole and Hamworthy. Our focus is creative arts, well-being, and enhancing youth provision and intergenerational activities in Poole. We are concerned that the current application for the former power station site does not provide sufficient community facilities. We believe a new approach is needed to deliver a sustainable community and homes for local people, while providing a more creatively planned public realm for all.”

Statement read out by the Leader on behalf of Sarah Fisher, local resident, in relation to agenda item 15: Community Governance Review Petition – Throop and Holdenhurst:

“Over 50% of residents signed the petition for a Community Governance Review in the belief that present arrangements do not properly represent the views and needs of the local community. This needs to change.

The creation of a Throop and Holdenhurst Parish council will enable residents to have a real say in the future of their local community, including the maintenance and protection of its unique geographical area, by allowing meaningful consultation and involvement in matters such as:

- Planning and development.
- The maintenance of three conservation areas and Green belt.
- Improvements to road infrastructure and road safety.
- Community sustainability.”

Petition regarding 5G technology from Michael Forte, local resident:

The Leader invited Mr Michael Forte to present a petition of signatures regarding 5G technology. Although the signed petition was received after the deadline, the Cabinet was willing to accept the petition due to the level of public interest. As there was no specific agenda item on 5G the matter would not be discussed at this meeting.

“I would like to bring to your attention that it is the view of many people in the community that they feel very concerned about the proposed introduction, installation and operation of 5G technology in the BCP City Region. Their primary fear is that this new and largely untested 5G technology still has not had any publicly available official government safety reports or environmental or health risk assessments before the nation is to be fully exposed to it. It is experimental technology which contravenes the Nuremberg Code. The outdated official government exposure guidelines and criteria for Radio Frequency does not cover the effects of 5G frequency emissions. Independent peer reviewed research results indicate that it is extremely likely to cause significant health issues for people, animals, insects and even bacteria exposed to it. The long term effects of exposure to 5G are unknown, especially for vulnerable groups such as young children, pregnant women and the infirm who are more at risk than adults.

The UK Government has not stated that 5G is a safe, time proven technology without risks to health. Nor have they disproved or countered reports from scientists and health officials who have expressed and documented their serious concerns about the public exposure to 5G frequency emissions. An increasing number of countries, states and cities that have looked at the peer documented facts and potential health risks have decided to say no to 5G technology. Until there are test results and health assurances to confirm these frequencies do not pose a significant health risk or damage to the environment and living organisms, the Precautionary Principle must be applied. Glastonbury Town Council has

accepted its responsibility for environmental impact and community health regarding 5G frequency emissions. The Council can now fully investigate and take the proper advice in order to make an informed decision regarding exposure to this technology. There are genuine health concerns in the BCP community about the roll-out of 5G. I speak on behalf of the citizens represented by this Cabinet who have genuine concerns regarding the impact of 5G and ask that these concerns be acknowledged and acted upon. There is an expectation that BCP Council will respond to its community's concerns and in mitigation accept that it has a Duty of Care and Social Responsibility to be proactive by invoking the Precautionary Principle while it considers fully the consequences of introducing 5G technology. There is new hope in the community that the newly-formed Unity Alliance Administration puts people before politics.”

The Leader thanked Mr Forte and assured him that the Council would take forward the issues raised in the petition, and in previous correspondence on the same subject, as part of its engagement process

12. Armed Forces Covenant

The Leader presented a report, a copy of which had been circulated and which appears as Appendix 'A' to these Minutes in the Minute Book.

The Armed Forces Covenant committed the Council to ensuring that people who were currently serving and who had served in the Armed Forces and their Families received respect, support and fair treatment and faced no disadvantage compared with other citizens. By virtue of its predecessor Councils being signatories to the Covenant, BCP Council was committed to the principles of the Covenant and delivery of relevant Council and multi-agency plans to implement the Covenant.

The Cabinet was asked to agree to the appointment of a Member Champion for the Covenant, to be the Councillor representative on the Dorset Armed Forces Covenant Partnership Board and a champion for the Council's delivery of the Covenant.

RESOLVED that Councillor David Kelsey to be Member Champion for the Armed Forces Covenant as part of its Council-wide Commitment to the Covenant.

Voting: Unanimous

Portfolio Holder: Leader of the Council

13. Holes Bay, Poole (former power station site) Acquisition Strategy

The Portfolio Holder for Housing presented a report, a copy of which had been circulated and which appears as Appendix 'B' to these Minutes in the Minute Book.

The Cabinet was advised that the current private-sector led development for the former power station site had stalled, and it was recommended that the Council pursue an alternative approach which could enable the acquisition of the site with support from Homes England and the Dorset Local Enterprise Partnership (DLEP). The recommendations in the report

aimed to progress the delivery of much needed housing, within the context of the Government's housing targets for the BCP area, and to seek to retain the external funding allocated for the site which was time limited. The Portfolio Holder emphasised that the use of Compulsory Purchase Order (CPO) powers was a contingency.

The Chairman of the Overview and Scrutiny (O&S) Board reported that the Board, at its meeting on 8 July 2019 resolved to support the recommendations as outlined within the Cabinet report. He requested that if there was further information available to support the risk, delivery or evidence base for recommendations it would be helpful to have this shared with the Overview and Scrutiny Board in future.

A number of Cabinet Members commented on the community, social and cultural benefits which the proposal could bring, and the opportunity to deliver a sustainable development on a brownfield site which would relieve pressure on the green belt. It was noted that the O&S Board would have the opportunity to consider the full business case for site acquisition. The Cabinet had regard to the statements provided by members of the public on this agenda item. It was noted that it was currently still in the landowners control to bring the site forward if they wished, but as the funding was time limited it was important for the Council to have a strategy in place.

RESOLVED that Cabinet:-

- (a) Notes that progress in bringing the site (indicatively edged red on the plan attached at appendix 1) forward has stalled and supports an alternative approach which seeks to explore options for bringing this key brownfield site into public ownership.**
- (b) Allocates a sum of £150,000 from Homes England capacity funding to develop a site acquisition strategy with specialist estates and legal advice.**
- (c) Notes that the acquisition strategy will be presented to Council and that members will then be presented with the full business case for site acquisition including the use of Compulsory Purchase Order (CPO) powers as a contingency.**

Voting: Unanimous

Portfolio Holder: Housing

14. Bournemouth International Centre (BIC) investment strategy

The Portfolio Holder for Tourism, Leisure and Communities, presented a report, a copy of which had been circulated and which appears as Appendix 'C' to these Minutes in the Minute Book.

The Cabinet was advised that it was proposed to undertake a feasibility study to consider wider options for refurbishing or replacing the BIC for the next 30+ years. The proposal was considered timely, taking into account the age of the BIC and the opportunity to cease the procurement process for the hotel development on the site adjacent to the BIC. This would

enable the Council to take a holistic approach to the site, providing a comprehensive list of options going forward.

The Chairman of the O&S Board reported that the Board, at its meeting on 8 July 2019 resolved to support recommendations (a) and (c) as outlined within the Cabinet report but disagreed with recommendation (b). The Board considered that the procurement process for the hotel site should be continued and a further decision taken on whether to proceed should be taken following the outcome of the procurement process. It was noted that this was not a unanimous decision of the Board and had required the Chairman to use his casting vote.

In considering the recommendations, a number of Cabinet Members commented on the strategic importance of the BIC and supported the reasons for including the site adjacent to the BIC in considering the whole site. It was acknowledged that this was a change in approach to the site from that of the preceding authority and would enable the Council to look at the whole range of options. It was not considered appropriate for the Council to proceed with the procurement process unless this was done in good faith. The Cabinet was not minded to change the recommendations.

RESOLVED that:-

- (a) Cabinet approves £170,000 funding for a feasibility study to reimagine the BIC for the next 30+ years**
- (b) Cabinet formally agrees to the discontinuance of the procurement process authorised by the Cabinet of Bournemouth Borough Council in October 2018 relating to the hotel adjacent to the BIC.**
- (c) Cabinet confirms its commitment to ongoing investment in the BIC in order for it to remain competitive and requests officers to make specific investment recommendations at a future Cabinet meeting.**

Voting: Unanimous

Portfolio Holders: The Portfolio Holder for Tourism, Leisure and Communities, and the Portfolio Holder for Regeneration and Culture

15. Princess Road Housing Scheme

The Portfolio Holder for Housing presented a report, a copy of which had been circulated and which appears as Appendix 'D' to these Minutes in the Minute Book.

The Cabinet was advised that the Princess Road and Prince of Wales Road site previously contained 9 detached and semi-detached properties of accommodation for approximately 60 people with complex needs. The only property remaining was 129-131 Princess Road, the other properties having been demolished due to their condition and in readiness for the new development. The current proposal presented a new build scheme of 121 apartments and a 20-bed family hostel and associated parking to be provided on this site. The Portfolio Holder emphasised that this was a really good scheme, providing a large mixed tenure development with the

majority being affordable homes. It would help towards imminent new Local Plan housing targets and would contribute significantly to unmet housing needs.

The Leader of the Council thanked Councillor Bob Lawton for his role in bringing this scheme forward as previous Portfolio Holder in the former Bournemouth Borough Council. Councillor Lawton commended the scheme to the Cabinet.

A Councillor present at the meeting asked the Cabinet to rethink the scheme due to the lack of social housing in the proposed tenure and concerns about the affordability of 'affordable housing' for many people on the housing register.

The Chairman of the O&S Board reported that the Board, at its meeting on 8 July 2019 resolved to support the recommendations as outlined within the Cabinet report.

In considering the recommendations, Cabinet Members supported the principle of social housing as a priority consideration in new builds going forward. The Portfolio Holder reported that he had challenged officers on this issue, however the £5.1 million subsidy required for social rented homes in this case would have made the total scheme unviable. It was noted that 72% of the total homes on the proposed site would be affordable rent and shared ownership at local housing allowance rates, which was considerably higher than the 40% required within policy.

RECOMMENDED that Full Council:-

- (a) Approves the proposed £32m housing scheme for progressing to planning and subsequent tender, commencement and completion of build subject to the conditions set out in the Financial Strategy and authorises the Corporate Director for Environment and Community to approve necessary appropriations and contractual and legal agreements in consultation with the Monitoring Officer and Chief Finance Officer.**
- (b) Approves the financial strategy for the scheme as set out in paragraphs 34 to 58 with specific approval for:**
 - i. The appropriation of land from the General Fund to the Housing Revenue Account (HRA) to enable the development of the affordable housing is valued at £1.25m.**
 - ii. £18.222m of prudential borrowing to be repaid over 50 years with £8.88m being used to finance the General Fund (Hostel and Private Rented Sector) scheme and £9.342m being used to finance the Housing Revenue Account (HRA) (Affordable rented and Shared Ownership Scheme).**
 - iii. The utilisation of the capital receipt (valued at £495k) from the sale of the building at Oxford Road referred to in paragraph 43 of the report.**

- (c) **Authorises the Section 151 Officer in consultation with the Portfolio Holder for Finance to determine the detailed funding arrangements.**
- (d) **Authorises the Corporate Property Officer in consultation with the Monitoring Officer to agree the detailed contract provisions; and;**
- (e) **Approves the grant of a 25-year lease of the completed private rented sector (PRS) part of the development to Seascope Homes and Property Limited on terms to be agreed by the Corporate Property Officer in consultation with the Monitoring Officer.**

Voting: Unanimous
Portfolio Holder for Housing

16. Happyland, East Undercliff Promenade – Grant of Lease

The Leader reported that this item was being postponed until the Cabinet meeting in September, to enable the Cabinet to be provided with clarity on a number of outstanding issues.

17. Traffic Regulation Orders

The Portfolio Holder for Transport and Infrastructure presented a report, a copy of which had been circulated and which appears as Appendix 'E' to these Minutes in the Minute Book.

The report sought Cabinet approval for public consultation on a number of proposed Traffic Regulation Orders and a number of Traffic Regulation Orders which have been out to public consultation. The Cabinet was also asked to agree to delegate approval in future for Traffic Regulation Orders and related Highways Orders where these had been subject to the required public consultation and no objections received.

The Leader of the Council explained that for the purposes of transparency it had been agreed that items such as this which may previously have been dealt with through individual Portfolio Holder decisions, were now being determined by the Cabinet.

RESOLVED that Cabinet:

- (a) **Having considered the representations on advertised Traffic Regulation Orders, approves the making of the Order in respect of the following which are set out in Appendices A – C:**
 - Dunyeats Road**
 - Whittles Way**
 - West Quay Road**
- (b) **Gives approval to advertise Traffic Regulation Orders for the following in connection with schemes currently under**

construction, approved developments or external funding as set out in Appendix D:

Blackwater Junction Slip Roads

Holes Bay Road/Dorset Way

Blandford Close

Lake Avenue

- (c) Gives approval to advertise Traffic Regulation Orders for the following Council schemes set out in Appendices E-G:**

Lower Blandford Road

Stourbank Road

Danecourt Road

- (d) Approves Traffic Regulation Orders in respect of the following where no representations have been received as set out in Appendix H:**

Woodend Rd

Holdenhurst Road

Lansdown Road

Oxford Road

St Paul's Place

- (e) Approves changes to pedestrian crossing arrangements in Oxford Road and Charminster Avenue where no representations have been received as set out in Appendix H.**

- (f) Notes that a 20mph speed limit will be implemented in the Tatnam Road area referred to in Appendix H.**

- (g) Delegates authority to the Director for Growth and Infrastructure to make Traffic Regulation Orders and related Highways Orders where the required public consultation has been undertaken and no objections have been received.**

Voting: Unanimous

Portfolio Holder: Transport and Infrastructure

18. Review of Planning Call-in arrangements within BCP Constitution

The Portfolio Holder for Strategic Planning presented a report, a copy of which had been circulated and which appears as Appendix 'F' to these Minutes in the Minute Book.

The Cabinet was advised that the Shadow Authority adopted a Constitution for BCP Council at its meeting on 21 February 2019, which included provision for Councillors in their Ward Councillor role to "call-in" certain specified types of applications to be considered by the Planning Committee if the site is within their Ward. In response to concerns raised, these provisions had now been reviewed, resulting in recommendations being put

forward for Cabinet to consider and recommend to Council for approval at its meeting on 16 July 2019.

The Portfolio Holder explained that the recommendations were intended to provide further public and democratic engagement in the planning decision making process and ensure greater powers for elected councillors to refer matters to Planning Committee. She reported that the following two recommendations in the report had been amended following discussion at the O&S Board on 8 July 2019:

Recommendation 2 to be reworded as follows (*amendments in italics*):

The call-in provisions for Planning Applications are extended to include all Councillors, on the same basis as that which applied to Ward Councillors currently, namely that the Councillor should set out why the application is potentially contentious and raises material planning issues *that affect their ward or would affect the wider public interest. This is provided that the issue has been discussed with Ward Councillors or that Ward Councillors have been informed.*

Recommendation 6 to be deleted, in recognition of the current disparity across the BCP area, to be addressed in due course through a comprehensive review of community governance arrangements. In the meantime, parish and town councils and neighbourhood forums would be contacted and advised of the role of ward councillors in representing their local communities in the planning process as set out in the revised recommendations

For clarity it was also agreed at the Cabinet meeting to add the word ‘calendar’ in Recommendation 3 to read ‘...30 calendar days...’

The Chairman of the O&S Board confirmed that the Board, at its meeting on 8 July 2019, had supported the recommendations as outlined in the Cabinet report with the exception of those set out below:

1. Cabinet be recommended that recommendation 2 as outlined in the Cabinet report be approved with the following amendments:
 - (a) That, after the words “material planning issues,” the words “that affect their ward” be added.
 - (b) That at the end of the recommendation the following words be added: “provided that the issue has been discussed with the Ward Councillors or that the Ward Councillors have been informed”.
2. The Overview and Scrutiny Board did not support recommendation 6 as outlined in the Cabinet report.

The Board informally requested that the Portfolio Holder consider widening the scope to have planning issues brought to the Planning Committee through public involvement, through means such as the number of valid representations to planning applications, and that the Portfolio Holder

consider amending the wording of recommendation three to change “date the application was registered” to “date the notice was displayed”.

The Chairman of the O&S Board asked that the wording of Recommendation 2 as amended be reviewed, specifically the use of the word ‘or’, as it was felt that this could be mis-used and the Constitution already provided for applications in the wider public interest to be considered by the Planning Committee.

A number of Councillors present at the meeting spoke in support of the recommendations as amended by the Portfolio Holder. A Councillor suggested removing the provision of councillor applications being referred to the Planning Committee but this was not taken forward.

A number of Cabinet Members commented in support of the recommendations as amended by the Portfolio Holder. It was considered that the recommendations responded promptly to the concerns raised about the call-in procedure and provided further transparency and confidence in the planning process.

The Cabinet did not consider it necessary to change the word ‘or’ in recommendation 2 as there were circumstances when this provision may be appropriate, and councillors were expected to undertake the call in process in a responsible manner.

Clarity was provided on a number of administrative issues, including:

- The ability of councillors to submit their own call-in, in addition to those made by ward or other councillors, and also add their name to an existing call-in by ward or other councillors.
- Applications classed as major or minor included business applications.
- It would be useful to include FAQs on material planning considerations on the planning section of the Council’s website.
- Letters sent to representations should include details of ward councillors.
- The Planning Service had been asked to address the delay between registration and display of site notice.

RECOMMENDED that Full Council approve the following recommendations:

- (a) Householder applications are within the scope of the planning applications that can be subject to Councillor call in to Committee.**
- (b) The call-in provisions for Planning Applications are extended to include all Councillors, on the same basis as that which applied to Ward Councillors currently, namely that the Councillor should set out why the application is potentially contentious and raises material planning issues that affect their ward or would affect the wider public interest. This is provided that the issue has been discussed with Ward Councillors or that Ward Councillors have been informed.**

- (c) **The period within which Councillors can request a call in is extended and must be made within 30 calendar days of the date the application was registered.**
- (d) **A Councillor that has called in an application for consideration by Planning Committee may withdraw their request at any time up until seven days before publication of the Agenda for the meeting of the Planning Committee.**
- (e) **A Councillor may make a conditional request that an application be called in – on the basis that it be called in to be considered by Committee if the officer is proposing to grant/refuse the application, in accordance with the process set out more fully in paragraph 19 of the report.**
- (f) **That the Constitution be amended to reflect and implement the above.**

Voting: Unanimous

Portfolio Holder: Strategic Planning

19. Approval of Youth Justice Plan 2019/20

The Portfolio Holder for Children and Families presented a report, a copy of which had been circulated and which appears as Appendix 'G' to these Minutes in the Minute Book.

It was noted that there was a statutory requirement to publish an annual Youth Justice Plan which must provide specified information about the local provision of youth justice services. The report summarised the Youth Justice Plan for 2019/20, with a copy of the Plan appended. The Youth Justice Plan was required to be approved by the full Council.

The Portfolio Holder gave an update on key performance indicators. She also highlighted the work of the speech and language therapist, which was non statutory but of great benefit to young people, staff and the courts.

RECOMMENDED that the report, having been endorsed by Cabinet, be approved by Full Council.

Voting: Unanimous

Portfolio Holder: Children and Families

20. BCP Children's Outcomes Self – Assessment June 2019

The Portfolio Holder for Children and Families presented a report, a copy of which had been circulated and which appears as Appendix 'H' to these Minutes in the Minute Book.

In line with best practice expectations, BCP Council had produced a self-assessment of its current performance in delivering Children's Services. This would guide and inform service and practice improvement activity. The report enabled Cabinet to have an early oversight of baseline performance before being considered by Children's Overview and Scrutiny in July.

RESOLVED that Cabinet receives and notes the Self-Assessment of BCP Children's baseline performance in the knowledge that the Children's Overview and Scrutiny received the self-assessment at the June meeting and plans to scrutinise the performance and the improvement plan in the July meeting.

Voting: Unanimous

Portfolio Holder: Children and Families

21. Local Government Reorganisation – Update

The Leader of the Council presented a report, a copy of which had been circulated and which appears as Appendix 'I' to these Minutes in the Minute Book.

The Cabinet was advised that Phase 1 and 2 of the LGR Programme had been delivered successfully and under budget, for which the Corporate Director of Resources and Director of Finance should be congratulated. Phase 3 of the programme, relating to the scoping of the potential Transformation of the Council supported by a third-party facilitator, was now underway. The Leader referred to the challenges ahead and the importance of moving forward as quickly as possible.

The Cabinet paid tribute to staff across all preceding authorities and in BCP Council for achieving the aim of seamless transition from the public's perspective, and in achieving this on top of their day to day work during a time of uncertainty.

The Leader reported that the Corporate Strategy was being developed and it was anticipated that this would be subject to consultation with councillors over the summer.

RESOLVED that:-

- (a) Cabinet notes the successful delivery of Phases 1 and 2 of the programme to deliver the LGR process for BCP Council, and**
- (b) Agrees to receive and consider at a subsequent meeting the outcome of the Organisational Design workstream that will shape the transformation programme of BCP Council going forward, and**
- (c) Notes the continuing delegation to BCP Corporate Management Board to utilise the resources allocated for the delivery of Phases 1 and 2 of the LGR Programme.**

Voting: Unanimous

Portfolio Holder: Leader of the Council

22. Community Governance Review Petition – Throop and Holdenhurst

The Portfolio Holder for Tourism, Leisure and Communities presented a report, a copy of which had been circulated and which appears as Appendix 'J' to these Minutes in the Minute Book.

The Local Government and Public Involvement in Health Act 2007 (Part 4) devolved power from the Secretary of State to principal councils to carry out community governance reviews and put in place or make changes to local community governance arrangements. The Portfolio Holder advised that a valid petition had been received in respect of Throop and Holdenhurst. In accordance with the above legislation, the Council had a duty to respond to the petition, by undertaking a community governance review and approving the terms of reference and timetable to commence the review for that area defined in the petition.

The Portfolio Holder reported a proposed amendment to Recommendation 3 of the report, to enable a councillor from Poole People Party to be included in the membership of the Task and Finish Group, therefore increasing the membership from four to five councillors. The Cabinet also agreed to delete the word 'other' from Recommendation 3.

A number of Cabinet Members commented on the importance of this proposal in giving a voice to the community at a local level.

The Leader of the Council reported that it was the intention of the Council to undertake a wider review of community governance arrangements across most if not all of the BCP area, to enable a comprehensive approach to be adopted for the future.

It was clarified that the recommendations before Cabinet at this meeting did not require a Full Council decision.

RESOLVED that:-

- (a) a Community Governance Review be conducted, in accordance with the Local Government and Public Involvement in Health Act 2007, and the timetable and terms of reference for the Review, as set out at Appendix 1 to this report, be approved;**
- (b) the Head of Democratic Services be authorised to take all necessary steps in relation to the Review;**
- (c) a Task and Finish Group, to consider the Review and make recommendations to the Council, be appointed, comprising five councillors (two Conservative, one Liberal Democrat, one Independent, and one Poole People Party), with Muscliff and Strouden Park ward councillors being invited in an advisory capacity.**

Voting: Unanimous

Portfolio Holder: Tourism, Leisure and Communities

23. School Admissions Arrangements - Co-ordinated Scheme and Relevant Area(s)

The Portfolio Holder for Children and Families presented a report, a copy of which had been circulated and which appears as Appendix 'K' to these Minutes in the Minute Book.

The Cabinet was advised of the Department for Education advice that the Council is required to determine a single Co-ordinated Admissions Scheme for the 2020-21 academic year and a Relevant Area for consultation on admission arrangements for 2021-22, as set out in the report.

RESOLVED that:-

(a) Cabinet adopts:

- (i) the Co-ordinated Admissions Scheme for the administration of the 2020-21 school admissions application process as set out in para. 10 Appendix 1 as required by Para 3.2 of The School Admissions Code 2014**
- (ii) the continuation of the Relevant Areas for consultation for admission arrangements for the 2020-21 year as determined by the previous authorities as set out in para 7**

(b) Cabinet approves the commencement of statutory consultation on a single Relevant Area for consultation on school admission arrangements for 2021-22 onwards as set out in para 9 in accordance with 1998 School Standards and Framework Act

Voting: Unanimous

Portfolio Holder: Children and Families

24. Appointments to Outside Bodies

The Leader of the Council reported that a schedule of appointments to outside bodies which had not yet been confirmed would be submitted to Full Council on 16 July 2019.

25. Cabinet Forward Plan

The Cabinet noted that the latest version of the Forward Plan was being updated and that an additional meeting of Cabinet would be arranged in September due to the amount of business scheduled.

It was noted that the O&S Board had also recommended two meetings of Cabinet and the O&S Board in September.

The Leader of the Council reported that it may be expedient to arrange the additional meeting in the latter part of September to enable a number of reviews taking place over the summer period to be considered. She recommended that the O&S Board may wish to consider grouping reports on the agenda for its September meetings according to specific Portfolio Holders.

The meeting ended at 12.05 pm

CHAIRMAN

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CABINET



Report subject	BCP Council Disabled Tax-Exempt Vehicle (DTEV) Parking Permit Policy
Meeting date	11 September 2019
Status	Public Report
Executive summary	To seek approval to harmonise the qualification criteria, cost and use of Disabled Tax-Exempt Vehicle (DTEV) parking permits across BCP Council
Recommendations	It is RECOMMENDED that Option C is approved as the BCP Council Disabled Tax – Exempt Vehicle parking permit policy
Reason for recommendations	Option C provides a clear, consistent and fair policy across BCP Council for DTEV drivers.
Portfolio Holder(s):	Councillor Andy Hadley, Portfolio Holder for Transport and Infrastructure
Corporate Director	
Contributors	Helen Taverner, Interim Parking Services Manager (Poole based)
Wards	All BCP Wards
Classification	For Decision

Background

1. Before October 2014 Bournemouth Borough Council, Borough of Poole and Christchurch and East Dorset Council all offered free parking in all their pay and display car parks for Disability Tax Exempt Vehicles (DTEV). There was no cost to the councils in administering this, other than the loss of car parking income, as the Driver and Vehicle Licensing Agency (DVLA) provided a tax disc that showed the exemption.
2. In October 2014 DVLA ceased issuing paper tax discs for DTEV vehicles to display.
3. To assist local authorities in continuing to offer the free parking concession, DVLA designed a web portal which would allow Councils to check the tax class

of all vehicles to determine if a vehicle was entitled to free parking. However, following complaints about this information being in the public domain, DVLA removed the web portal, which meant that eligibility checks could no longer be carried out.

To overcome this issue each Council introduced a scheme to allow DTEV drivers to park without payment of the daily fee. Each scheme was developed in line with each Councils priorities, financial position and consultation with known DTEV users. Whilst the schemes in the preceding Bournemouth, Poole and Christchurch Councils were similar there were some key differences.

4. The key differences were

a. Cost:

i. Bournemouth Borough Council – no cost

ii. Christchurch and East Dorset Council

1. Residents £15

2. Non-residents £25

iii. Borough of Poole

1. residents:

• 1 year permit: £15

• 3 year permit: £40

2. Borough of Poole residents who are in receipt of Council Tax Support are entitled to a free one year permit every year.

3. Non Borough of Poole residents:

• 1 year permit: £25

• 3 year permit: £60

b. Application processes and evidence required are similar but not the same, for example Poole and Christchurch required a formal application form and evidence to be submitted whereas Bournemouth only required an email with evidence. This is linked to the different way the schemes were administered in the back offices.

5. On 1 April 2019 these DTEV processes novated to BCP Council and at present the way that DTEV applications are dealt with is based on the address from which applications are received from (i.e. if Christchurch address then the application is processed as per the previous Christchurch DTEV scheme). Due to the inconsistency across the BCP Council area DTEV users are unsure where they are permitted to park without payment, what qualifying criteria needs to be met, how to apply and how much it costs. To overcome this, it is now proposed that a single DTEV Parking Permit Policy is adopted by BCP Council having considered the following options.

There are approximately 3,800 current DTEV permit holders across BCP Council; in contrast there are approximately 22,500 Blue Badge holders across the new Council area. It is expected that the number of Blue badge holders will increase by approximately 7% in the near future due to the Department for Transport's recent revision of qualifying criteria. The Blue Badge scheme was initially designed to help disabled people with severe mobility problems to access goods, services and other facilities by allowing them to park close to their destination. However from 30 August 2019 a Blue Badge may be applied for if the applicant has a non-visible (hidden) condition, causing them to severely struggle with journeys between a vehicle and their destination.

Options to consider

6. **Option A – Offer no DTEV parking concession.** BCP Council does not have to provide a scheme for DTEV vehicles. Some Local Authorities have chosen not to offer any concession due to budget pressures.

Officers would not recommend this as most DTEV users are also blue badge holders and could choose to park outside of the car park instead, potentially on double yellow lines or similar restrictions for up to three hours using their blue badge. This may impact on traffic flow and lead to increased congestion so is not desirable. A strategy for withdrawal of current DTEV permits would need to be put in place.

7. **OPTION B – Offer a parking concession to all Blue Badge holders.** This option would be less onerous as it would shortcut the application process as having a Blue Badge would be the qualifying criteria. However, this would not directly replace the DTEV scheme that was previously running via tax discs.

Those qualifying for DTEV via the government would need to meet more stringent criteria, e.g. be in receipt of Higher Rate Mobility Allowance. It is also important to note that individuals do not have to have a blue badge to qualify for vehicle tax exemption on grounds of disability therefore some who qualify for DTEV would be excluded if this option was taken up.

The cost to the Council of a Blue Badge Concessionary Parking Scheme would potentially be high (see item 13 below).

8. **OPTION C – Provide a DTEV parking permit based on the following policy:**

To qualify for a BCP Council DTEV Permit

- a. Applicants would need to be able to provide evidence of vehicle tax exemption* (i.e. pages 1 and 2 of the Vehicle Registration Document or a Motability letter) OR evidence that the vehicle would qualify for Disability Vehicle Tax Exemption based on Government criteria

(<https://www.gov.uk/financial-help-disabled/vehicles-and-transport>)

currently this states applicants must be in receipt of:

- i. higher rate mobility component of Disability Living Allowance (DLA)

- ii. enhanced rate mobility component of Personal Independence Payment (PIP)
- iii. War Pensioners' Mobility Supplement
- iv. Armed Forces Independence Payment

**tax exemption does not include tax reduction*

- b. The vehicle would need to be registered in the disabled person's name or their nominated driver's name. It would also stipulate that it must only be used for the disabled person's personal needs. It couldn't be used by the nominated driver for their own personal use.
 - c. Permits would be available at a cost of £25 and valid from the date of purchase for 12 months.
 - d. The permit would allow holders to park, without payment, up to the maximum permitted stay of the car park.
9. The suggested cost (£25 per year) would be the same for all applicants regardless of address and would simply cover the cost of administration and enforcement of the scheme.
10. All current DTEV Permit holders would be written to with details of the new scheme; active legacy permits would be allowed to expire before a new permit would need to be purchased. Active Legacy permits would be recognised across all BCP Council Car parks until expiry date. There is no requirement to consult prior to implementation given that the scheme is discretionary in nature and with qualification defined through Government criteria in terms of eligibility.

Summary of financial implications

11. The current income from the existing legacy schemes is approximately £40,000 per year.
12. Option A (no DTEV scheme) - Would derive no or income cost to run the scheme. If current DTEV permit holders chose to park for one hour once a month at full cost parking income could increase by approximately £4,000 per annum.
13. Option B (scheme open to all blue badge holders) - The cost to the Council of a Blue Badge Concessionary Parking Scheme would be difficult to ascertain as it is not known how regularly and for how long blue badge holders currently park. It also not known how many blue badge holders are visiting BCP Council car parks from outside of the Council area. If every blue badge holder living within BCP Council area took up one-hour free parking just once a month for a year this would cost (in lost parking income) approximately £270,000 rising to £289,000 with expected increased Blue Badge applications.
14. Option C (BCP Council DTEV Permits) - It is likely that there are not 3,800 discreet current DTEV Permit holders as some will have a permit in each legacy

authority area. It is also possible some current permit holders registered with Bournemouth would not reapply due to the cost. Therefore assuming 3,000 BCP Council DTEV permits are applied for, an estimated income of £75,000 could result and as this would cover the cost of administration (£15 per permit) and enforcement (£10 per permit) the scheme would be cost neutral.

Summary of legal implications

15. There are no legal implications arising from the recommendations.

Summary of human resources implications

16. Options A and B require minimal Officer input as there are no permits to administer or enforce, however it is likely Officer time would be used responding to queries about the Councils DTEV offer. Option C requires staff to administer however this is paid for via the scheme itself and no additional staff would be required.

Summary of environmental impact

17. There are no environmental implications arising from the recommendations other than the variance in use depending upon which option were to be adopted.

Summary of public health implications

18. There are no public health implications arising from the recommendations.

Summary of equality implications

19. An equalities impact assessment has been undertaken and identified that this will have positive benefits to persons regarding the following protected characteristics: age and disability. The Council is likely to be at greater risk of challenge if the DTEV Parking Permit is not harmonised in terms of equalities.

Summary of risk assessment

20. There are no significant risks rising from the recommendations other than mentioned in the section above.

Background papers

21. Financial help if You're Disabled - <https://www.gov.uk/financial-help-disabled/vehicles-and-transport>
22. Blue Badge Eligibility - <https://www.poole.gov.uk/parking/blue-badge-for-disabled-parking/can-i-get-a-blue-badge/>
23. Disabled Tax Exempt Parking (Bournemouth) - <https://www.bournemouth.gov.uk/Parking/DisabledParking/disabled-parking-in-bournemouth-car-parks.aspx>

24. Disabled Tax Exempt Parking (Christchurch) -
<https://www.christchurch.gov.uk/parking/disabled-parking/disabled-parking-in-christchurch.aspx>
25. Disabled Tax Exempt Parking Permit (Poole) -
<https://www.poole.gov.uk/parking/parking-permits-and-season-tickets/disabled-tax-exempt-permit/>
26. Past Poole Transportation Advisory Group papers -
<https://democracy.bpcouncil.gov.uk/CeListDocuments.aspx?Committeeld=245&MeetingId=2560&DF=19%2f11%2f2015&Ver=2>

Appendices

There are no appendices associated with this report

CABINET



Report subject	Statement of Community Involvement
Meeting date	11 September 2019
Status	Public Report
Executive summary	<p>The Statement of Community Involvement (SCI) sets out how a local planning authority engages with its residents when preparing local plans and through the planning application process. A draft SCI is included (Appendix 1) that seeks to establish how the Council will engage residents in the planning system.</p> <p>The proposals include provisions for plan-making and planning applications. In respect of planning applications, different options for notification have been assessed and Cabinet is asked to approve the recommendation for Option 3 and to note that further corporate ways of working shall help develop further digital channels of engagement for the future.</p> <p>Cabinet is also asked to endorse the draft SCI proposals and agree its release for six-week consultation starting 7th October 2019.</p>
Recommendations	<p>It is RECOMMENDED that Cabinet:</p> <ul style="list-style-type: none"> (a) agree the draft Statement of Community Involvement at Appendix 1 and that it can be released for six-week consultation from 7th October 2019; (b) approve the recommendation (option 3) on how planning applications are to be publicised; and (c) agree that any minor changes to the draft SCI needed prior to the consultation are delegated to the Director for Growth & Infrastructure in consultation with the Portfolio Holder for Strategic Planning; (d) note that post consultation a final SCI shall return to Cabinet for formal adoption later in the year.
Reason for recommendations	To enable officers to progress the SCI for consultation.

Portfolio Holder(s):	Councillor Margaret Phipps (Portfolio Holder for Strategic Planning)
Corporate Director	Bill Cotton (Corporate Director of Regeneration and Economy)
Contributors	Julian McLaughlin, Director of Growth and Infrastructure Mark Axford, Interim Head of Planning (Bournemouth) / Planning Policy Manager Nicholas Perrins, Policy Manager Rebecca Landman, Planning Officer Richard Genge, Development Services Manager
Wards	All
Classification	For Decision

Background

1. Local planning authorities are required through the Planning and Compulsory Purchase Act 2004 (as amended) to produce a Statement of Community Involvement (SCI), which sets out how they will engage with communities on planning matters including preparation of local plans and planning applications.
2. Due to Local Government Reorganisation BCP Council has inherited the three legacy SCIs from the preceding Bournemouth, Christchurch and Poole Councils. These remain in place and continue to guide the operation of the planning processes as per the legacy local planning authority area boundaries.
3. Continuing with three separate SCI documents is, however, not a long-term option and BCP Council will need to produce and adopt a consolidated SCI to ensure that a consistent approach to planning engagement is established.
4. The preceding Councils were consistent on plan preparation but differed in approach to publicising planning applications; Bournemouth publicise planning applications by site notices only, whereas Christchurch and Poole generally send neighbour notification letters as well as put up site notices. All existing approaches accord with statutory legal requirements but have different economic, environmental and social implications.
5. A draft SCI that proposes a consistent approach for BCP is included at Appendix 1 for review by Cabinet. If acceptable, it can be consulted on to ascertain views from the public. The key components of the SCI are summarised in this report to aide discussion of the issues by Cabinet.

Plan Making

6. For Local Plan (LP) and Supplementary Plan Document (SPD) production the three preceding SCIs are broadly similar in terms of setting out how communities

will be engaged with plan-making. The techniques that can be used include undertaking community workshops / public exhibitions, engagement with area forums and other community groups, focus groups, online publications, email correspondence, use of social media, leaflets, statutory notices (in the press) and press releases. It is recommended that these techniques are carried forward into the new SCI as they have been effective in the past.

7. In addition, the draft SCI includes a greater emphasis on use of more innovative, digitally-based techniques to ensure the Council is optimising available technology to reach as many people as possible when developing plans. In this regard, Planning Policy teams will work closely with the Insight and Performance and Communications teams to identify alternative engagement techniques, such as greater use of social media and that will form part of the consolidated SCI.
8. The draft SCI sets out clear guidance on how the Council will engage with communities who wish to produce Neighbourhood Plans. Since the introduction of the Neighbourhood Planning Act 2017, there is greater emphasis on local authorities to support community led plans, allowing local communities to produce their own planning policies and therefore have more influence on local decision making.

Planning Applications

9. The Development Management Procedure Order 2015 establishes that for planning applications (other than certain categories such as applications involving an Environmental Impact where a press notice is required) the local planning authority is required to publicise the application either by site notice or by serving notice on any adjoining owner(s). Currently, the legacy SCIs all set out slightly different approaches to how planning applications are publicised in the former Council areas:

Area	Site Notice	Letter	Website – weekly list
Bournemouth	Yes	No	Yes
Christchurch	Yes	Yes – adjoining only	No
Poole	Optional	Yes – adjoining and opposite	Yes

Table 1 – Current arrangements for notifying planning applications

10. Table 1 shows that the former Christchurch and Poole legacy SCIs advocate neighbour notifications by letter, whereas in Bournemouth, site notices are generally used.
11. It is recommended that BCP Council needs to adopt a consistent approach to planning application notification. Three options have been assessed as follows:

- **Option 1** – Publicise planning applications by site notice only and supported by use of electronic forms of communication and press notices;
- **Option 2** – Publicise planning applications by site notices and letters in all cases as well as supported by use of electronic forms of communication and press notices
- **Option 3** – A hybrid between Options 1 and 2 that allows for either site notices or letters (or both) depending on site circumstances and the scale of the development. For example, where there are large numbers of adjoining properties (such as blocks of flats), the use of site notices in place of letter notification can be a more effective and efficient way of publicising to large numbers of potentially interested individuals rather than letters. This is an approach successfully operated within the Poole area in the past.

12. There are various financial and operational implications depending on which option is taken forward. These are discussed in the following paragraphs.

Financial Analysis

13. There are cost implications depending on the approach to be taken. Analysis undertaken by the planning department identifies that at present it costs approximately £4 for each letter sent out and around £1.33 for each site notice (approximately 1/3 of the cost of sending a letter). The current cost of letters is based on the paper, envelopes, printing, postage and officer time in selecting appropriate neighbours to notify. Sending letters generates a greater impact on the planning service and increases officer time dealing with responses, or returns, and the legal requirements to re-consult with individuals on amended plans or deal with complaints from neighbours who consider that they should have been notified of planning application proposals. Residents who are directly notified of planning applications are at present also notified of the outcome of a planning application. Hence both the process and legal requirements could potentially increase the 'whole life cost' of neighbour notification by letter. The £4 cost is a modest estimate but could also escalate, depending on the type of application.

14. In terms of the numbers of planning applications that BCP Council will determine, Table 2 below shows the numbers of 'Major', 'Minor' and 'Other' planning applications submitted for the 2018/2019 period. These categories are defined as follows:

- Major planning applications:
 - a. Mineral workings;
 - b. Waste development;
 - c. 10 or more dwellings, or residential developments on sites with an area of 0.5 hectares or more;
 - d. Buildings with proposed floorspace of 1,000 sqm or more;

- e. Development on sites of 1 hectare or more.
- Minor planning applications:
 - a. Up to 9 residential units
 - b. Buildings with proposed floorspace less than 1,000 sqm
 - c. Developments on sites of less than 1 hectare
- Other applications:
 - a. Householder proposals
 - b. Change of use applications unless it is major

15. Using these definitions, BCP processed the following number of applications during the 2018/19 period:

Area	Major applications	Minor applications	Other applications	Total
Bournemouth	65	625	628	1,318
Christchurch	16	144	360	520
Poole	70	428	797	1,295
Total	129	1,132	1,785	3,133

Table 2 – Major / Minor / Other Planning Applications Across BCP 2018/2019

16. In terms of the numbers of letters sent out during 2018/2019, Christchurch sent out around 4,700 (which averages out as around 9 per application) and Poole around 15,000 (which averages out as around 11 per application). From this, it is reasonable to assume that due to the different nature of existing development and population density across BCP Council there would be different numbers of letters needed in each area. With Bournemouth having the highest population density, it is reasonable to assume an average of 15 letters per application.

17. For site notices, on average it would be good practice to erect around 2 notices per application. Assuming the cost of materials and officer time for producing and posting a single site notice is £1.33, the cost would reduce per site notice (where two site notices are erected) around the same location, hence the cost for two site notices should be assumed at £2, as the case officer would already be on site to post one.

18. Using the above metrics (including a cost assumption of £4 per letter) Table 3 shows the relative cost of noticing, using letters and letters combined with site notices. This is based on scale of applications experienced during the last financial year as an approximation given that future level of activity is unknown.

Area	Numbers of applications	Cost of notifying by site notice	Cost of notifying by letter	Cost of notifying by site notice and letter
Bournemouth	1,318	£2,636	£79,080	£81,716
Christchurch	520	£1,040	£31,200	£32,240
Poole	1,295	£2,590	£77,700	£80,290
Total	3,133	£6,266	£187,980	£194,246

Table 3 – Approximate cost of planning application publication

From this and based on current type of activity it is evident that moving to a mandatory position of notifying by letter and site notice (Option 2) would be likely to add significant cost to the planning service of around £79k per annum due to the change to how Bournemouth applications will be publicised. Equally, if notifying by site notice only across BCP (Option 1) this would derive a saving of around £108k per annum by stopping letters in Christchurch and Poole.

Consideration of Option 1 (Site notices only)

19. In general, only 1 in every 10 letters sent directly to residents result in a response to a planning application. This is a relatively low response rate given the current cost per item of £4 to produce and post a neighbour notification letter, having regard to the whole life cost referred to previously. Responses include both agreement to the proposal as well as possible objection or clarification requests being made.
20. Option 1 has the clear advantage of enabling a MTFP saving to be made in an environment where financial savings shall be needed going forward.
21. It is also worth noting that there have been no legal or major operational issues in Bournemouth where they have been using only site notices to publicise planning applications. It is acknowledged that criticism is sometimes made on the rare occasion where site notices are removed or tampered with prior to the end of the consultation period.
22. Residents can also use the weekly list on the BCP website to view applications online in their area, including in due course a weekly list of applications in Christchurch.
23. Reflecting on the Council's recent declaration of a Climate Change Emergency, there are also environmental impacts of retaining a system of (predominantly)

neighbour notification by letter. This includes increased use of resources/energy to produce the letter and increased carbon emissions associated with delivery.

Consideration of Option 2 (Site notices and letters)

24. It is recognised that open and transparent access to the planning service is of paramount importance to the Council.
25. In this regard, it is also clear that informing directly with those residents that may be affected by an adjacent potential development is valued and especially for those that may have reduced mobility or other disability. There is a need to form a careful balance between economic, environmental and social impacts and these must be weighed against each other in forming a preferred way forward on engagement. The consequences including the potential for higher levels of dissatisfaction with the planning service or risk of increased numbers of complaints are also important considerations for BCP council when deciding on the way forward.
26. If Cabinet were to pursue Option 2 then further work would be required to identify how the additional cost would be covered for the Bournemouth office (around £79k). Members should note that it is not possible to pay for this by increasing planning application fees as these are set statutorily by Government. The pressure could be covered by a further charge increase in pre-application fees. However, Members should note that the Council has only recently introduced a new charging regime (April 2019). The implementation of Option 2 would therefore be likely to cause a financial pressure for the Council.

Consideration of Option 3 (Site notices and / or letters)

27. Careful consideration has been given to a hybrid option designed to meet the statutory requirements of the council through site notices in all cases but with some discretion given through officer assessment to provide communication to properties with adjoining land boundary depending on site circumstances.
28. The basic principle of this is that where there are only a few neighbouring properties then a letter can be sent out at relatively low cost, and where there are numerous neighbouring properties site notices will be used to ensure that the financial implications are minimised. Further work on further efficiency is planned for and outlined in paragraph 31-33 below.
29. This principle has worked well in Poole where since 2008 site notices (in place of letters) are used to publicise applications where there are more than 10 residents (i.e. flats) on adjoining or opposite properties.
30. Based on the current letter based metrics from 2018/19 it is estimated that this process could result in a more effective communication where it is likely to be most effective in reaching the public, has consideration of the need to reduce the BCP carbon footprint while resulting in a service activity and provides a solution that is likely to result in a more modest pressure on the service – circa £15,000.

Summary of review of options

31. The decision to approve a new protocol for planning applications must be reflective of the corporate commitment for BCP to become a modern, open, accessible and accountable Council. It is evident that whichever option is taken forward, the BCP SCI should promote future use of its evolving digital channels to help improve the way planning applications are publicised in the future, helping to reduce cost and the environmental impacts of our council activities.
32. At present the Council is forming new ways of working with consultants assisting in how best information technology can assist in providing a modern service.
33. In this context and in accord with future corporate requirements and action planning G&I shall also be considering how further efficiency could be secured while seeking to reduce its environmental footprint for the wider planning process. Over coming months this is likely to involve further review of current methods of communication and in particular by post with a potential towards greater use of digital means or in the context of noticing whether a hand delivered pamphlet to adjacent properties when placing the site notice itself would provide for a better solution. This method could provide for further detail of the application and how residents could find it on the Council website to make views known through digital means.
34. It is recommended that on balance Members are recommended that option 3 provides a way forward that provides a consistent approach that also recognises the need for local engagement on planning matters while seeking to minimise the cost and environmental impacts of the operation. Further work on the operational methods to be used shall also help further reduce the financial impacts albeit not fully defined at present until new ways of working have been progressed further.
35. Recognising that there needs to be flexibility in how residents are notified the draft SCI at Appendix 1 has been prepared using the principles of Option 3, which still gives the Council the option of using sites and / or letters or indeed leaflets into the future. This approach is expected to create a smaller pressure than Option 2 and one that is anticipated to reduce further as new ways of working are then forged over coming months.
36. A Member decision is sought to agree option 3 prior to the document being released for consultation.

Consulting on the Draft SCI

37. There is not a statutory requirement to consult on a SCI. However, given the nature of the document it is proposed that the Council undertake a 6-week period consultation on the draft to seek the community's views on the consolidated approach. The outcome of the consultation will inform the drafting of the final SCI document that will be presented to Cabinet and then Council for adoption later in 2019 / early 2020.

Summary of financial implications

38. Based on the average annual number of planning applications registered by the three authority areas in 2018/19 the estimated variance in cost for each of the three options is as follows:
- i. Option 1 £108,000 saving
 - ii. Option 2 £79,000 additional cost
 - iii. Option 3 £15,000 additional cost
39. Option 1 would provide potential for annual savings to the Council associated with reducing the number of notification letters issued.
40. In contrast, Option 2 would involve additional cost to the council of around £79k due to its Bournemouth operation moving away from site notices to also issuing letters. This is not included for in the current budget and would therefore create additional financial pressure for the council.
41. Similarly, Option 3 would create a smaller pressure as the Bournemouth office would need to adapt to the more consistent approach across BCP but with less letters despatched overall when compared to Option 2.

Summary of legal implications

42. The Planning and Compulsory Purchase Act 2004 - Part 2, para 18 states that the Local Planning Authority must prepare a Statement of Community Involvement and review it every five years, starting from the date of adoption of a local plan. However, given that BCP is a new authority, it is of importance that a new SCI is agreed and adopted at the earliest opportunity, to enable the authority to set out the principles for engaging with the community at the outset of the BCP Local Plan process. When adopted, the SCI must subsequently be published on the council's website to view.

Summary of human resources implications

43. Engagement and consultation is integral to the work of the Planning Service. The level of resource required shall vary with option and would then need further work to fit with Corporate ways of working as they evolve while seeking to identify potential for further reduction in operational costs e.g. via leafleted hand delivery.
44. The most effective methods of consultation in terms of cost and engagement technique will be undertaken for both plan making and decision taking. This will ensure that local people have a range of opportunities to get involved with planning in line with the Gunning Principles which state that consultation will take place when a proposal is still at a formative stage, adequate time is given to consultees to respond to consultation and that responses are fully considered by the local planning authority.

Summary of environmental impact

45. BCP Council could reduce its environmental impact for planning applications by adopting the approach of using site notices alone to inform residents of planning proposals and letters where appropriate. This flexibility would reduce the use of paper and other consumables and employ use of technology and social media to involve the community in planning decisions, reducing the need for postal delivery and associated environmental costs. This would contribute to the future corporate strategy priority to address the impacts of climate change.

Summary of public health implications

46. Improving and streamlining consultation techniques and using less resources and reducing energy use in our engagement processes has a direct impact on carbon emissions to air, land, and water, helping to offset harmful environmental impacts on human health. Moving towards using technology to inform and engage communities will have a positive effect on health and wellbeing.

Summary of equality implications

47. The Equalities Act 2010 (Section 149) places a duty on public authorities in the exercise of their functions to ensure that they do not discriminate against any group or individual in the community. In the plan-making process, this is commonly achieved through the use of Equalities Impact Assessment (EqIA). In the development management process, regulations have similarly been subject to EqIA before publication.
48. Therefore, the statutory requirements for local authorities to undertake consultation will have dealt with any equalities' implications. However, publicising a planning application solely by site notice could result in residents being unaware of any potentially harmful application. This may include housebound residents, or those with visual impairment, or the elderly or infirm, to those with other issues who may feel uncomfortable viewing information in a public place. Given the expected growth in the number of older people, these impacts could, for example, present real problems for residents who are limited by disability due to age. There are no other identified impacts on protected characteristic groups in terms of ethnicity, religious belief or faith, gender, transgender, sexual orientation, and social inequalities.

Summary of risk assessment

49. It is a challenge for local authorities to streamline and enhance consultation and engagement methods when seeking to be more efficient. Reduced funding for local government puts pressure on local authorities find innovative ways to use technology to provide a quality service to residents and help them to feel empowered in their local community. The SCI will reflect the priorities and objectives of the emerging Corporate Plan by setting out the most appropriate strategy to provide a level of service which meets communities and interested

stakeholder's requirements and expectation so that they can be involved in planning matters. This will reduce any financial risk to the council.

Background papers

None

Appendices

Appendix 1: Draft BCP Council SCI for consultation

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STATEMENT OF COMMUNITY INVOLVEMENT

Growth & Infrastructure Strategic Planning

Author: Rebecca Landman
Version: 2
Date: 13 September 2019

1 Introduction

1.1 The role of planning is important in shaping the places where people live and work.

1.2 The planning system provides opportunities for local people to take part in making key decisions about how their local areas will develop over time. A planning system that provides continuing opportunities for local people to participate is essential in creating and delivering Inclusive, accessible and safe sustainable communities.

1.3 BCP, as a local planning authority, is responsible for preparing a range of planning policy documents which collectively are known as the Local Development Plan (LDP). It is also responsible for the determination of planning applications for a range of development proposals across the Borough. Community involvement in both these functions is a fundamental component of the planning process.

1.4 As part of the suite of planning documents, the Council is statutorily required by the Planning & Compulsory Purchase Act 2004 (as amended) to produce a Statement of Community Involvement (SCI) and review it every five years. The purpose of the SCI is to set out our commitments as to how we will engage with local communities on a range of planning matters and in particular how we will:-

- involve and engage with the community and local organisations in the preparation of relevant LDP documents and other local planning documents.
- consider and determine planning applications for development and how the community can be involved in this process.

Background

1.5 BCP Council has inherited three legacy SCI from the preceding Bournemouth, Christchurch and Poole councils, all adopted 2015 and 2016. These set out how the community could be involved in influencing and shaping the ways the areas in which they live and work would develop over time.

1.6 The National Planning Policy Framework (NPPF) revised in July 2018 and updated in February 2019 makes more of the value in meaningful, effective engagement and making participation in public consultation genuinely easy for all. NPPF (2019: para 16) clarifies that the planning system should be genuinely plan led and plans should be shaped by early, proportionate and effective engagement between plan-makers and communities, local organisations, businesses, infrastructure providers and operators and statutory consultees. The council must maintain the fundamental elements of effective engagement whilst recognising the social and (handheld) technological and behaviour changes taking place in the community.

1.7 The Localism Act (2011) introduced a duty to cooperate when plan making with adjoining authorities and other bodies on strategic cross boundary strategic infrastructure, including transport, flooding, housing and open space requirements. The three preceding local authority areas of Bournemouth, Christchurch & Poole and Dorset Council have been cooperating on a range of strategic matters for a number of years. BCP council intends to continue effective discussion on such matters to enable the duty to be met in full. The Neighbourhood Planning Act 2017 has introduced requirements for planning authorities to set out in the SCI policies for involving interested parties in the preliminary stages of plan making including supporting communities who wish to undertake neighbourhood planning. Other changes to planning legislation have removed the requirements to:

- include the SCI in the Local Development Scheme (LDS).
- have the SCI independently examined.
- submit the SCI to the Secretary of State.

1.8 As a result of these changes and in advance of the BCP Local Plan production, the council has produced a new BCP SCI to ensure local communities, individuals and other interested local organisations can be involved and engaged in local planning matters. The SCI therefore sets out:-

- the key stages in the preparation of development plan and supplementary planning documents and identifies the opportunities for consultation and involvement by communities, individuals and other local organisations.
- the opportunities for local people to comment on planning applications for development which affects them.

1.9 Following consultation and engagement on the draft revised SCI, all comments received will be fully considered and used to amend this document as appropriate, prior to adoption.

The benefits of involving the community

1.10 Local communities are those that are most likely to be affected by development proposals in their areas. They are also those who know the most about their neighbourhood. Involving the community in the consideration of planning matters for their area can have a number of benefits, which include:-

- benefitting from detailed local knowledge, expertise and perspective of local people, organisations and community groups.
- greater community support for, and ownership of policies, strategies and decisions.
- community commitment to the future development of their area.
- improving the quality of life and of the built and natural environment.

1.11 When undertaking engagement with local communities on planning matters, Strategic Planning and Planning Services will promote fairness in the consultation process through the Gunning Principles. These principles state that:-

- a. Consultation must take place when the proposal is still at a formative stage.
- b. Sufficient information is put forward with the proposal to allow for intelligent consideration and response.
- c. Adequate time must be given for consideration of the proposal and response to it.
- d. The consultation responses must be conscientiously taken into account by the decision maker.

Links with other plans and strategies

1.12 The SCI will be prepared in the context of the emerging BCP Corporate Plan (2019) which sets out what the council intends to achieve. The strategy makes a commitment for the BCP to become a modern, accessible and accountable council committed to providing effective community leadership. The high level priorities of the corporate plan are to improve the quality of life for our residents to:

- live fulfilled lives
- enjoy a sustainable environment
- have a brighter futures
- enjoy connected, vibrant communities
- see investment in a dynamic region

1.13 The methods set out in the emerging BCP Engagement and Consultation Strategy will commit the council to improving the way decisions are made by improving public engagement transparency and communication and providing more satisfactory and technologically responsive methods of communicating with the council as IT evolves over time.

The Council's Constitution (July 2019)

1.14 The Council's Constitution sets out rules and procedures which explain how Council business is done and how decisions are made and must be consistent with the Council's Key Policy Framework. The Constitution gives residents and others certain rights and opportunities to participate in decision making and contribute to certain meetings. These will depend upon the nature of the meeting and the procedures for asking questions, submitting petitions and taking part in certain meetings are contained within the Constitution and set out on the Council's website.

Dorset Local Enterprise Partnership (LEP)

1.15 The Dorset LEP is committed to long term economic growth and strategic investment in infrastructure to drive growth, attract funding and investment and increase productivity in Dorset. The priority for the LEP is to ensure that Dorset is a place where people want to live and work. Its main areas of work are to:

- create new jobs
- Attract new businesses and grow existing ones
- Secure funding for projects that have long term economic benefits
- Support businesses
- Develop skills, employment and career opportunities
- Support the development of housing

1.16 The LEP work in partnership with a range of stakeholders; including businesses, industry, education providers and community organisations to achieve their aims and have adopted Dorset Horizon 2038 – A Vision for Growth to realise a sustainable growth strategy over the next 20 years which also links with the Strategic Economic Vision for Dorset (2016).

1.17 The LEP work closely with BCP and Dorset local authorities to support strategic planning policy to ensure that the physical, environmental, social and cultural infrastructure can support the economic performance of Dorset.

Growth and Infrastructure

1.18 BCP's Growth and Infrastructure unit is part of Regeneration and Economy Directorship. Strategic Planning and Planning Services operate as part of the Growth and

Infrastructure services. The engagement and consultation methodologies are guided by adopted and emerging corporate strategies, best practice and regulatory requirements. The aim is to enable better environmental outcomes for the residents within the BCP Council areas and shape neighbourhoods at strategic and local levels.

Our engagement and consultation principles

1.19 The following general engagement and consultation principles will be applied when preparing planning documents as part of the LDP and in assessing and determining planning applications for development.

General engagement and consultation principles

We will:-

- Make public engagement and consultation as inclusive as possible so that the widest range of residents and local organisations can be involved in, and influence the preparation of, local development plan documents and in the planning application decision making process.
- Use consultation methods that are appropriate to each stage of the planning process, the issues that are being considered and the community involved. Seek the views of the community and other local organisations at the earliest possible stages and throughout the planning process.
- Promote methods of engagement and consultation that make communication and involvement easier, faster and more cost effective, such as the use of the Council's website, email and other electronic media.
- Provide more opportunities for contact with the community through the use of workshops, meetings and other events and where practicable, be flexible in the timing of such events so that as wide an audience as possible can be reached.

Our approach to involving the community on planning

1.20 We want to ensure that local communities in across Bournemouth, Christchurch and Poole are better informed about planning and more involved in delivering planning services. Our consultation practices meet our legal requirements for consultation on both development plan making and planning application decisions. These practices will be reviewed and wherever possible we will seek to improve how we consult with and involve the community on planning matters, seeking innovative methods including greater use of information technology, subject to the availability of resources and other relevant considerations.

How to use this document

1.21 This document sets out the Council's commitments to consultation for both plan-making and planning application decision-making.

- Section 2 deals with plan making. All Specific and General Consultees for BCP are contained within Appendix 2 and 3. Organisations and individuals can request to be included within the consultee list at any time. Details will be maintained on the Council' consultation database and be notified of future planning policy consultations.
- Section 3 explains how planning applications are dealt with and shows how individuals and the community can be involved in the planning application process, including any right of appeal.

1.22 Some major applications, due to their significant impact on the surrounding area will require additional notification. In these instances, some or all of the following methods will be used - several site notices on large sites, exhibitions, one-to-one meetings with consultees (generally on request). Where relevant, we will engage with adjoining councils, parish councils and other community groups.

2 The Local Development Plan for BCP: Plan-Making

2.1 The Council, through its town planning function, is responsible for preparing a range of planning documents that collectively make up the Local Development Plan (LDP). Such documents provide the planning strategy, policies, site allocations and guidance aimed at managing growth and development across the Bournemouth, Christchurch & Poole areas.

2.2 There are two main types of local planning policy documents, prepared by the Council as follows:-

- **Development Plan Documents (DPDs)** - statutory documents, including the Local Plan that set the planning strategy, policies and site allocations for a local authority area.
- **Supplementary Planning Documents (SPDs)** - non-statutory documents that provide further detail and guidance on the implementation of policies and proposals contained in adopted DPDs. Whilst SPDs do not have the same 'weight' as DPDs, they can be an important 'material consideration' in the process of assessing and determining planning applications for development.

2.3 Alongside Local Plan production, the Council will at key stages, publish for consultation **Sustainability Appraisal (SA), incorporating Strategic Environmental Assessment (SEA)** to assess the environmental social and economic effects of the Plan. The scoping stage at the beginning of the process is used to identify key sustainability objectives against which each plan can be considered, together with indicators and targets for measuring the performance of a particular plan against those objectives. The SA Scoping Report will set out the framework for undertaking SA/SEA and what the appraisal needs to take account of and consultation with statutory bodies will inform the content of the final document. This will be published on the Council's website.

2.4 The Council will also consult on changes to **Community Infrastructure Levy (CIL)** - locally set charge which can be applied to development to help fund infrastructure required to accommodate growth e.g. heathland mitigation; strategic borough-wide transport improvements and flood defences; additional educational, health, social care, leisure and community facilities; green infrastructure/open space and public realm improvements.

2.5 Whilst not prepared by the Council, it is obliged at various key stages of the **neighbourhood planning process** to consult with residents and interested parties when applications for forum and/or area designations are submitted. The draft Neighbourhood Plan (at Reg 16) will also require the council to undertake public consultation in accordance with the SCI. Consultation at the referendum stage is undertaken under separate legislative regulations. However, all consultation feedback is reported to Council committees to enable informed decision making to take place, in accordance with the Council's Constitution.

2.6 The Minerals and Waste Planning Policy team at Dorset Council undertake the preparation of **minerals and waste development plan documents** for the county of Dorset, and includes sites within Bournemouth, Christchurch and Poole.

2.7 Consultation and public participation on minerals and waste planning policy documents are subject to the provisions of Dorset Council's SCI. Dorset Council has liaised with BCP to ensure that consultation on plans covered by the revised Dorset Council SCI is up-to-date with the BCP SCI commitments where appropriate.

2.8 The **Local Development Scheme 2019** - sets out the timetable for BCP development plan documents to be produced and will also be published on the Council's website.

The current context

The list below sets out the Local Development Plans for the three preceding authorities:

2.9 Bournemouth Local Development Plan

- Bournemouth Core Strategy (2012)
- Bournemouth Town Centre Area Action Plan (2013)
- Saved policies from the Bournemouth District Wide Local Plan 2002
- Affordable Housing DPD (2009)
- Bournemouth, Dorset & Poole Minerals Strategy (2014)
- Bournemouth, Dorset and Poole Waste Local Plan (2006)

Other planning documents

Community Infrastructure Levy (CIL) Charging Schedule 2016 - evidence based adopted local planning charge based on net additional floorspace created by new residential development. The Charging Schedule and Local Plan form the mechanisms for collecting developer contributions to enable infrastructure that supports housing growth.

Supplementary Planning Documents - a range of documents that provide detailed guidance on how planning policies will be implemented for specific topics. There will be a review of SPDs as part of the future Local Plan work. All older (pre-NPPF) Supplementary planning guidance documents will also need to be reviewed.

Conservation Area Appraisals and Management Plans - documents that define the special character of each of Bournemouth's conservation areas and the approach to their preservation and enhancement.

Authority Monitoring report - provides an up to date assessment of the performance of LDP documents against a set of indicators.

2.10 Christchurch Local Development Plan

- Christchurch and East Dorset Local Plan Part 1 – Core Strategy (2014)
- Remaining saved policies from the Borough of Christchurch Local Plan (2001)
- Bournemouth, Dorset & Poole Minerals Strategy (2014)
- Bournemouth, Dorset and Poole Waste Local Plan (2006)

Other Planning documents

Community Infrastructure Levy (CIL) Charging Schedule 2016 - evidence based adopted local planning charge based on net additional floorspace created by new residential development. The Charging Schedule and Local Plan form the mechanisms for collecting developer contributions to enable infrastructure that supports housing growth.

Supplementary Planning Documents - a range of documents that provide detailed guidance on how planning policies will be implemented for specific topics. There will be a review of SPDs as part of the future Local Plan work. All older (pre-NPPF) Supplementary planning guidance documents will also need to be reviewed.

Conservation Area Appraisals and Management Plans - documents that define the special character of each of Christchurch conservation areas and the approach to their preservation and enhancement.

Monitoring Report - provides an up to date assessment of the performance of LDP documents against a set of indicators.

2.11 Poole's Local Development Plan

- Poole Local Plan 2018
- Broadstone Neighbourhood Plan 2018
- Poole Quays Forum Neighbourhood Plan 2017
- Bournemouth, Dorset & Poole Minerals Strategy (2014)
- Bournemouth, Dorset and Poole Waste Local Plan (2006)

Other Planning documents:

Community Infrastructure Levy (CIL) Charging Schedule 2019 - evidence based adopted local planning charge based on net additional floorspace created by new residential development. The Charging Schedule and Local Plan form the mechanisms for collecting developer contributions to enable infrastructure that supports housing growth.

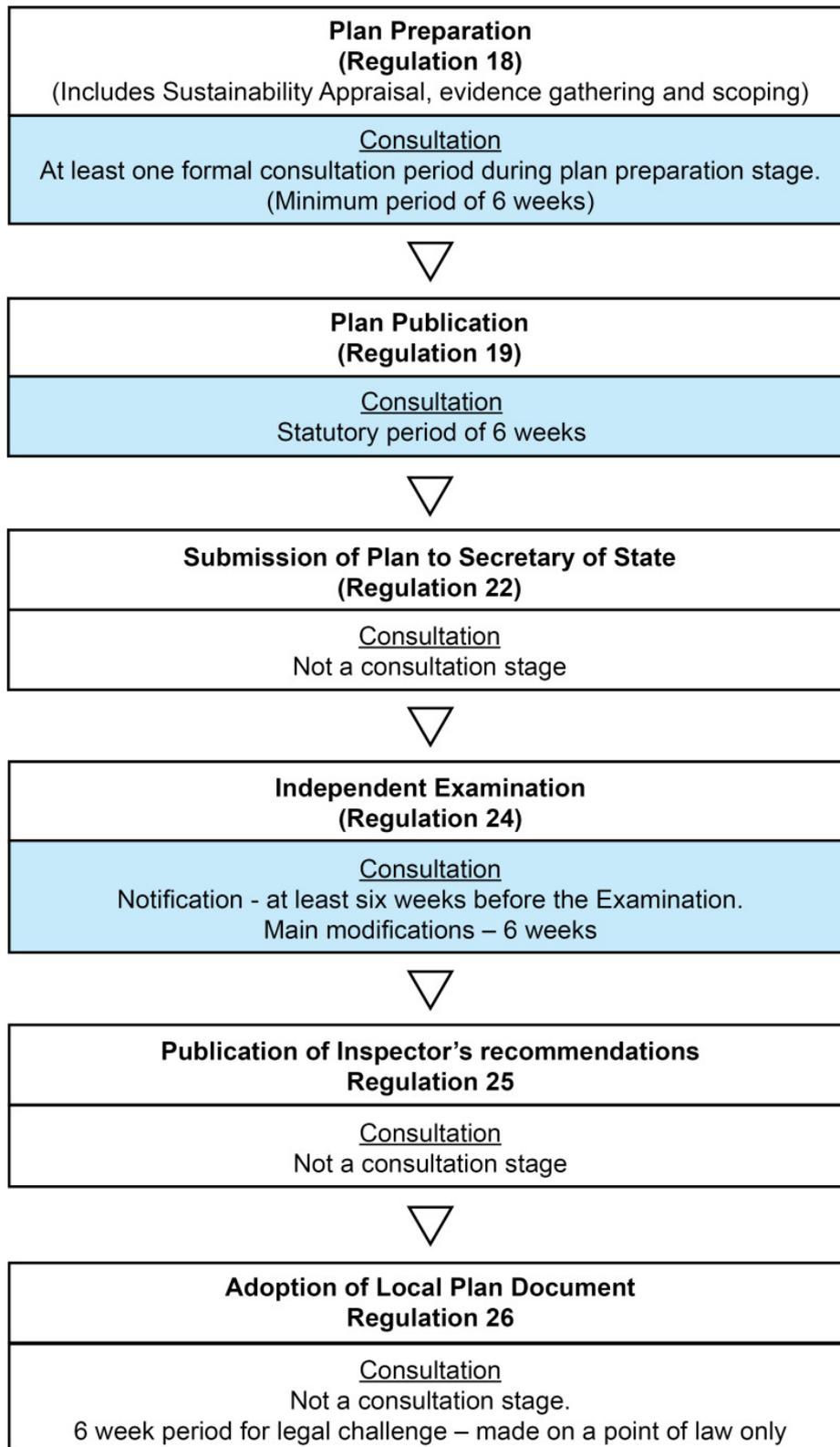
Supplementary Planning Documents - a range of documents that provide detailed guidance on how planning policies will be implemented for specific topics. There will be a review of SPDs as part of the future Local Plan work. All older (pre-NPPF) Supplementary planning guidance documents will also need to be reviewed.

Conservation Area Appraisals and Management Plans - documents that define the special character of each of Christchurch conservation areas and the approach to their preservation and enhancement.

Monitoring Report - provides an up to date assessment of the performance of LDP documents against a set of indicators.

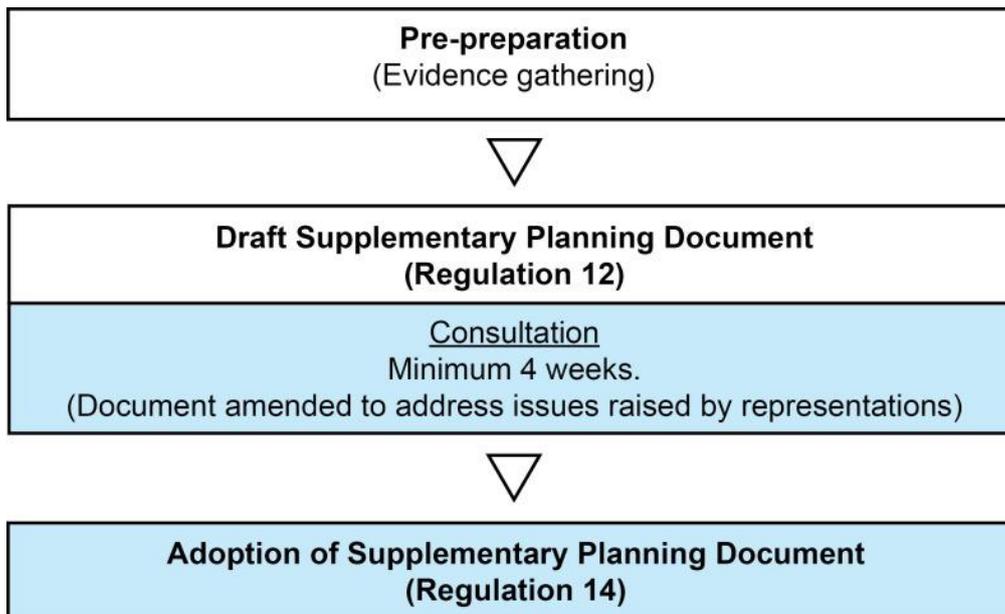
Stages in Local Plan Preparation

2.12 The following diagram sets out the statutory process in the preparation of local plan Documents.



Stages in the Preparation of Supplementary Planning Documents

2.13 The following diagram sets out the stages in the preparation of supplementary planning documents, which as they are not statutory documents are subject to a more streamlined preparation process.



Ways to get involved in the development of new planning policies

2.14 The following table sets out the range of methods that can be used in engaging with the community and other stakeholders. The method(s) used will be those that are appropriate to the stage of the planning process, the issues that are being considered and the community involved.

Website	All planning policy documents, engagement, consultations and supporting information will be available on our website. We may also use the website for online comment forms, questionnaires and feedback
Email	Emails will be our preferred main method of communication. Emails may include information on consultations, responses, the stage of preparation reached, adoption and general updates.
Letter	Letters will be used in the same way as emails where electronic communication is not possible, or where interested parties have chosen this option as their preferred method of communication.
Social media	Where appropriate, social media such as facebook or twitter may be used to communicate planning matters with groups who are hard to reach or do not traditionally respond to other methods of communication.
Meetings	Meetings with groups and organisations will be used where appropriate and relevant to the document being prepared.
Attending group meetings	We may offer to attend meetings which are held by existing groups to clarify or explain issues or documents we are consulting on.
Digital communication	We will seek to use emerging or new digital technology to engage with residents and interested parties, capturing feedback through the use of new technology.
Workshops	Facilitated workshops may be used where appropriate and relevant

	to allow discussion on issues in detail and to ensure that a range of interested parties have the opportunity to express their views and opinions.
Exhibitions	Exhibitions may be used to explain specific proposals and, when staffed, will be used as a method for clarifying our approach and generating feedback.
Targeted meetings	In appropriate situations, meetings may be arranged with groups who are not normally engaged in planning consultations to make sure their views are heard.
Local publicity	Where appropriate, additional publicity measures may be taken at a local level.
Walkabout tours	In certain instances 'walkabout tours' may be used as a way of engaging with a range of stakeholders with interests in a specific geographical area.



Who will be consulted in the preparation of planning documents?

2.15 The Town & Country Planning (Local Planning) England Regulations 2012 identify 'specific consultation bodies' and 'general consultation bodies' that local planning authorities must consult:

Specific Consultation Bodies

The Coal Authority

The Environment Agency

Historic England

Marine Management Organisation

Natural England

Network Rail

Highways England

A relevant authority, any part of whose area is in or adjoins the local planning authority's area

Electronic communications code systems operators

Primary Care Trust established under s18 of the National Health Service Act 2006 or continued in existence by virtue of that section.

Electricity providers

Gas providers

Sewerage undertakers

Water undertakers

Homes and Communities Agency

General Consultation bodies

Voluntary bodies some or all of whose activities benefit any part of the local planning authority's area.

Bodies which represent the interests of different racial, ethnic or national groups in the LPA area.

Bodies which represent the interests of disabled persons in the LPA area.

Bodies which represent the interests of persons carrying on business in the LPA area.

2.16 A list showing groups that are typical of the General Consultation bodies we consult with is shown in Appendix 3.

2.17 The Strategic Planning team maintains a database of organisations and individuals who we are statutorily obliged to consult with and those who have expressed an interest in being involved in the development plan process. As the database is capable of continuous update, any organisation or individual can request to be added at any time, by providing their correspondence details, preferably by email.

How will your views be taken into account?

2.18 When a consultation event has ended, all the representations we have received will be fully considered and our response will be set out in a summary document. Where appropriate, the planning document consulted on will be revised to reflect the representations received. The summary consultation document will set out:-

- Who was consulted?
- How they were consulted.
- A summary of the main issues raised in the comments.
- how the comments have been taken into account in the final document.

2.19 The summary will be published on our website alongside the consultation documents.

Adoption of LDP and Supplementary Planning Documents

2.20 Once the formal stages of plan preparation have been completed, as set out in Diagrams 1 and 2 (under paragraphs 2.13 and 2.14) documents will be formally adopted by the Council. All Development Plan and Supplementary Planning Documents must be adopted by Council.

Development Plans - Consultation Principles

2.21 In the preparation of development plan and supplementary planning documents we will apply the following principles:

When preparing development plan and supplementary planning documents, we will:

- Provide clear information on both the purpose of the engagement and consultation being undertaken and the issues under consideration.
- Design engagement and consultation events to provide at least the minimum statutory consultation period and wherever practicable or appropriate, exceed these where practicable, run engagement and consultation events in combination to reduce duplication and waste.
- Keep records of all representations received through consultation and provide an appropriate acknowledgement.
- Publish responses to representations and use the results to inform policy and service development.

Sustainability Appraisal and Strategic Environmental Assessment

2.22 As part of the preparation of LDP documents, the Council is required to undertake Sustainability Appraisal (SA) and Strategic Environmental Assessment (SEA). SA examines the implications of the LDP on the community, the environment and natural resources, whereas SEAs are undertaken to measure the effects of the plan, policy or programme on the environment generally. The process aims to combine social, environmental and economic considerations into the preparation of plans in order to promote sustainable development. In addition, as part of the SA process, Poole's development plan documents are also subject to separate appraisal in respect of health and equalities issues in the form of Health Impact Assessment (HIA) and Equalities Impact Assessment (EqIA).

2.23 A key stage of the SA process is provided by 'scoping'. It is used to identify the issues that the SA needs to take into account and involves identifying relevant issues from other plans, strategies, programmes and guidance, in addition to certain background (baseline) information, that can be used to assess changes to the environment over time. The scoping stage is also used to identify key sustainability objectives against which relevant development plans can be considered, as well as indicators and targets for measuring the performance of the plan against those objectives. The scoping stage also includes the development of a framework and methodology which is used to test options and alternatives through SA.

2.24 For BCP, SA scoping will be undertaken at the commencement of the Local Plan process and the resulting SA framework and methodology applied to subsequent DPDs. The review of this SCI is taking place at the same time as the Local Plan process is commencing and, as a consequence, revised 'scoping' will be undertaken to produce an updated SA framework and methodology that will be used to assess the economic, social and environmental impacts of both the revised Core Strategy and subsequent DPDs. A SA report will be produced for consultation alongside a development plan document, at each stage in its preparation. A final SA report will be published prior to a development plan document being adopted by the Council.

Fulfilling the requirements of Sustainability Appraisal/Strategic Environmental

Assessment, we will:

- Undertake and consult on a revised scoping document and develop an updated SA framework and methodology which will be applied to the review of the Core Strategy and subsequent development plan documents, as appropriate.
- Publish SA reports for consultation, alongside development plan documents, at each stage in their preparation.
- Amend SA reports, where appropriate, in response to any comments received.
- Produce a final SA report prior to a development plan document being adopted.

The Duty to Cooperate

2.25 The Localism Act 2011 introduced a new 'Duty to Cooperate', requiring local Authorities and a number of other public bodies to:-

- Cooperate in relation to issues of sustainable development or the use of land that would result in a significant impact on at least two local planning authority areas.
- Set out planning policies to address these issues.
- 'Engage constructively, actively and on an ongoing basis' in developing strategic policies.
- Consider joint approaches to plan making.

2.26 The NPPF sets out the strategic issues where cooperation might be appropriate and further guidance is provided on 'planning strategically across local boundaries', highlighting the importance of joint working to meet development requirements that cannot be wholly met within a single local planning area, through either joint planning policies or informal strategies such as infrastructure and investment plans.

2.27 BCP will be required to demonstrate that it has complied with, and fulfilled the requirements of the Duty to Cooperate in preparing its Local Development Plan and associated documents. In this regard the commitments below will be implemented.

Fulfilling the Duty to Cooperate, we will:

- identify those issues that will require to be considered jointly with neighbouring local authorities and other public and private bodies and actively engage with them in fulfilling the requirements of the duty to cooperate.
- produce appropriate documentation that sets out duty to cooperate arrangements for identified issues and includes details of the decisions reached and why.

Neighbourhood Planning

2.28 Neighbourhood planning was introduced by the Localism Act 2011 and the Neighbourhood Planning Regulations (2012). The Localism Act sets out the areas of neighbourhood planning for which local planning authorities are responsible. In meeting these responsibilities, Strategic Planning will support forums through their applications to become designated neighbourhood forums and to progress through key statutory stages of plan production.

Neighbourhood Planning

We will:

- Comply with all Neighbourhood Planning legislation and regulatory requirements.
- Provide guidance and support to prospective neighbourhood groups in wishing to establish themselves as a neighbourhood forum and designate a neighbourhood area.
- Provide advice and assistance to a designated neighbourhood forum in the preparation of a neighbourhood plan, subject to the availability of resources.
- Make the appropriate checks to ensure that a submitted neighbourhood plan meets basic conditions and legal requirements.
- Publish the submission version of the Neighbourhood Plan for public consultation on the council's website for a period of 6 weeks and gather representations received to be forwarded to the examiner for consideration.
- Make arrangements to appoint independent examiner for the examination of a neighbourhood plan - generally examination will be by written representations.
- Make the examiner's report available on the Council's webpages.
- Progress to referendum and write to eligible residents and businesses on the Council's electoral register informing them that a referendum will be held at least 28 days prior to the voting date.
- Notify residents of Neighbourhood Planning referendums in their area, on the Council's website.
- Following a positive referendum and subject to the Plan meeting EU obligations, progress the Plan to adoption.
- Publicise the Neighbourhood Plan on the council's website and in libraries and put up site notices in the Neighbourhood Area publicising the adoption of the Plan.

Community Infrastructure Levy

2.29 The three preceding authority areas have separate adopted Community Infrastructure Levy (CIL) Charging Schedules. CIL provides the main mechanism for development in Bournemouth, Christchurch and Poole to contribute towards providing the infrastructure required to accommodate growth in the town. The CIL Charging Schedule sets out the rates (set at £ per square metre of new floorspace) that are applied to development depending on

location in the Borough. The adopted rates will be subject to monitoring and periodic review to ensure that they remain up to date and effective. Where, in the future, the adopted Charging Schedule needs to be amended the Council will ensure that it will consult widely to ensure that any proposed changes are subject to the appropriate engagement with local communities, infrastructure providers, developers and other stakeholders.

Community Infrastructure Levy

We will:

- regularly review the operation and effectiveness of the adopted Charging Schedules.
- report on the collection and expenditure of CIL monies from the preceding financial period in the Annual Monitoring Report.
- maintain regular engagement with communities, interested parties and infrastructure providers to ensure the town's infrastructure needs evidence base is kept up to date.
- consult widely prior to amending the Council's Regulation 123 list of infrastructure that is to be delivered (in whole or in part) through CIL.
- undertake consultation with the Borough's communities and organisations in accordance with the CIL Regulations requirements for engagement prior to any formal review of the adopted CIL Charging Schedule.

How will locally elected Councillors be involved?

2.30 The Council's Overview and Scrutiny Board will provide a steer on Local Development Plan and Supplementary Planning Documents. The Board can scrutinise and endorse all emerging planning policy and guidance documents prior to each stage of public engagement and involvement, with the results of consultation undertaken and how it has informed amendments to documents being reported back at an appropriate stage.

What resources does Strategic Planning have?

2.31 Undertaking engagement and consultation is an integral part of the work of the Planning Service, but it is also resource intensive. There are direct costs in terms of resources and staff time. What we have set out in this Statement of Community Involvement is capable of being resourced from within existing budgets, based on the current resources available to the service.

2.32 We will aim to use the most cost effective methods of engagement and consultation, provide a high quality service to all customers and where possible, will work with others to coordinate consultations where we can.

3 Development Management - Planning Applications

3.1 The requirements for advertising and consulting on planning applications are set out in The Town and Country Planning (Development Management Procedure)(England) Order 2015. Table 1 sets out the statutory requirements for various categories of planning application.

Development type	Statutory requirement	Optional Publicity
Applications for non-major development including; Household, Minor, Change of Use, Variation of Condition and others.	*Site notice or neighbour notification letter(s) to <i>landowners or occupiers adjoining the site.</i> *Publish on website	Both neighbour notification letter(s) and site notice where considered relevant by officers.
Major applications (as set out in Article 2) of the Development Management Procedure Order 2015	*Advertisement in local newspaper. *Site notice or neighbour notification letter(s) to <i>landowners or occupiers adjoining the site.</i> *Publish on website	Neighbour notification letter(s) where considered relevant by officers.
Major applications accompanied by an environmental statement	*Advertisement in local newspaper *Site notice *Publish on website	Neighbour notification letter(s) where considered relevant by officers
Applications for Development affecting the setting of a Listed Building or a Conservation Area.	*Advertisement in local newspaper. *Site Notice *Publish on website	
Applications which do not accord with (departures from) the statutory development plan.	*Advertisement in local newspaper *Site Notice	Neighbour notification letter(s) where considered relevant by officers
Applications which affect a Public Right of Way (PRoW) to which Part 3 of the Wildlife & Countryside Act 1981 applies	*Advertisement in local newspaper. *Site Notice *Publish on website	Neighbour notification letter(s) where considered relevant by officers
Notice of hedgerow removals	*Notify Parish Council (where existing)	Neighbour notification letter(s) where considered relevant by officers. Publish on website.
Development by Electronic Communications Code Operators GPDO 2015 Sch 2, Part 16	If development is not in accordance with the development plan or would affect a PRO to which Part 3 of the Wildlife and Countryside Act 1981 applies. *Site notice and Advertisement in local newspaper.	Neighbour notification where considered relevant by officers

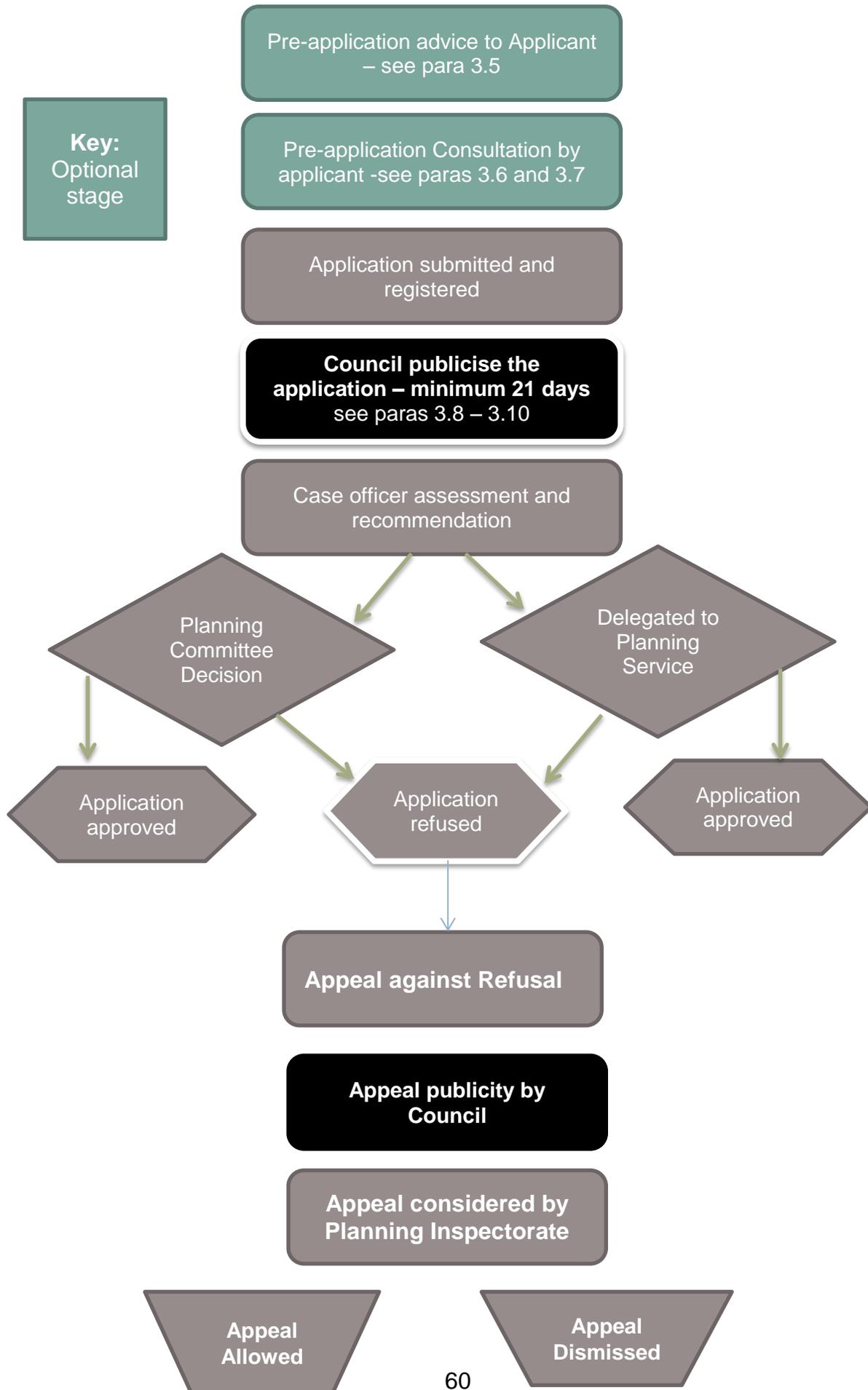
Development type	Statutory requirement	Optional Publicity
	<p>On sites of 1 hectare or more:</p> <p>*Site notice <i>or</i> neighbour notification letter(s) <i>to landowners or occupiers adjoining the site</i> .</p> <p>*Advertisement in local newspaper</p> <p>All other development not covered above:</p> <p>*Site notice <i>or</i> neighbour notification letter(s) <i>to landowners or occupiers adjoining the site</i>.</p> <p>*Advertisement in local newspaper.</p>	
Other		
Application for non-material amendment.	None.	Publish on website.

3.2 The Council is committed to engagement and consultation on planning applications in line with legal requirements. Where considered relevant by officers, these legal requirements are exceeded to ensure that notification reaches a wider audience to ensure all affected parties are made aware of an application. Site notices are posted in a prominent position outside of the site of the proposed development and where necessary, at the rear so that residents of adjoining properties are notified. On large sites or for major applications, normally more than one site notice is posted. The notice will briefly describe the proposal and specify a date by which representations should be made (not less than 21 days from the date of posting). Representations must be made in writing either by letter or email or by posting this directly online using the facility on the council's website.

3.3 The Council encourages pre-application engagement and consultation in line with the NPPF (2019).

3.4 The following flow chart sets out the planning application process (opportunities for public involvement highlighted in black).

Planning Application Process



Pre-application discussions with applicant

3.5 Most applications can benefit from obtaining advice at the pre-application stage, before an application is submitted. Pre-application discussions provide greater certainty and clarity to applicants by identifying relevant planning issues and requirements that can influence the final scheme at an early stage, before it is submitted.

Pre-application consultation

3.6 Applicants are strongly encouraged to obtain pre-application advice on development proposals and to engage in pre-application consultation for major or potentially controversial development schemes where appropriate. Pre-application consultation provides an opportunity for developers to explain their proposals and allows the local community the opportunity to express their views and raise concerns directly with the applicant with the possibility of influencing the proposal prior to the submission of a planning application.

3.7 The Council recognises the importance of actively and creatively engaging the community in the shaping and development of the places where people live and work and the role this can have in fostering a sense of pride and ownership in a local area. To achieve this, the Council will consider the use of engagement forums and events to allow elected Councillors to liaise with invited local community leaders, schools, community groups, business representatives and other relevant key stakeholders. In this way, forums can participate in discussion to consider a site's future use, design and layout, before a proposed development scheme is submitted to the Council. This process aligns with the spirit of the Government's 'Localism' agenda.

How local communities are involved when a planning application is received

3.8 When a planning application is received, neighbours will be notified by site notice. Case officers will exercise discretion in posting more than the minimum number of site notices where large or complex developments. The public normally have 21 days (24 where the period includes a bank holiday) to make comments on any application proposal and the deadline date will be displayed on letter and site notice. Copies of application forms, plans and supporting documents are available for the public to view at the Council's offices and on their website.

3.9 The Council is under a statutory duty to publicise applications. At present weekly lists of all applications made and received by the Council are circulated to local newspapers. Copies of the weekly lists are also sent to the libraries, councillors, other groups and individuals who have requested them. Weekly and monthly lists are also published on the Council's website.

3.10 In addition to the weekly lists, the Council has a statutory obligation to advertise specific types of applications within a local newspaper – in our case the Daily Echo. The Council publishes public notices to advertise the following types of applications:-

- Applications for Major Development as set out in article 2 of the Development Management Procedure Order 2015.
- Major Applications accompanied by an Environmental Statement.
- Applications for Development within a Conservation Area
- Applications for Listed Building Consent where works to the exterior of the building are proposed.

- Applications affecting the setting of Listed Buildings.
- Applications which do not accord with (departures from) from the statutory Development Plan.
- Applications affecting a public right of way to which Part 3 of the Wildlife & Countryside Act 1981 applies.
- Certain development by Electronic Communications Code Operators

Who makes decisions on planning applications?

3.11 A wide variety of planning applications are received each year, ranging from small householder and minor applications, change of use, variation of conditions to large commercial, retail, housing or mixed use developments. The Council makes decisions on these planning applications in one of two ways:-

- The Head of Planning Services can determine applications under delegated powers. This accounts for more than 90% of all applications received.
- The Planning Committee deals with those other applications considered to be more contentious as set out in the BCP Constitution July 2019.

3.12 Planning application decisions are made taking into account the recommendation of planning officers, the adopted development plan and other relevant material considerations. Consultation arrangements and the application of planning policy is the same whichever route is chosen. Members of the public have the right to register to speak either in favour or against planning applications at Planning Committee meetings.

3.13 Once a planning application has been determined, the decision will be available to view on the Council's website.

3.14 The following commitments set out our approach to how the planning application process will be undertaken and what information will be made available.

In undertaking the planning application process, we will:

- Encourage applicants to undertake pre-submission consultations with local communities on large or significant development proposals.
- Encourage applicants to engage in pre-application discussions with the Council for major or significant/controversial applications.
- Encourage householders to undertake informal discussions with neighbours over householder proposals.
- Allow access to all planning files including working papers (except where confidentiality exclusions apply) and develop document management systems so that, progressively, all files are available electronically through the BCP website.
- Negotiate minor changes with applicants to improve the application.
- Make significant amendments to applications subject to renewed notification; However, major changes will require a new application to be submitted.
- ensure that Council planning officers respond to letters, telephone calls and other means of communication seeking information and advice on applications.

Appendix 1: Glossary of planning terms and acronyms

Community Infrastructure Levy (CIL) - the financial contribution raised from new development that is used to fund the provision of infrastructure (e.g. transport schemes, flood defences, parks and green spaces etc), that is needed as a result of development.

Local Plan - key document that sets out the long-term spatial vision for an area, together with the spatial objectives, strategic policies and development management policies required to deliver that vision. The Local Plan has the status of a Development Plan Document.

Development Plan - as set out in Section 38(6) of the Planning and Compulsory Purchase Act, an authority's development plan consists of relevant documents contained within its Local Plan.

Duty to Cooperate - provision of the Localism Act 2011, that has created a duty on local authorities to cooperate with each other when making plans.

Overview and Scrutiny Board - advisory committee dealing with the development of planning policy.

Equalities Impact Assessment (EqIA) - an assessment tool used to ensure that policies, plans, programmes and strategies do not discriminate against any group or individual on the grounds of age; disability; ethnicity; religious belief or faith; gender; transgender; sexual orientation or social inequalities.

General Consultation Bodies - defined in Part 1 of The Town and Country Planning (Local Planning) (England) Regulations 2012 , examples given in Appendix 3.

Gunning Principles - following a landmark case in 1985 (R v LB Brent ex parte Gunning), Stephen Sedley QC proposed four consultation principles applicable to all public consultations by public bodies in the UK. These include ensuring consultation is undertaken when proposals are still at a formative stage, that there is sufficient information provided for the public to make an informed choice, that adequate time is given for consideration and response and, that consultation responses are conscientiously taken into account by decision makers.

Health Impact Assessment (HIA) - an assessment tool used in determining how policies, plans, programmes and strategies can contribute to improving the health and wellbeing of communities.

Annual Monitoring Report – Authorities monitoring the indicators of achievement and targets set out in the Local Plan. The monitoring report assists with identifying how well the Local Plan's key outcomes related to the strategic objectives are being implemented.

Local Development Plan (LDP) - the name for the portfolio of Local Development Documents.

Local Development Scheme (LDS) - a work programme showing when planning policy documents will be produced.

Localism Act 2011 - legislation that brought about a number of reforms to the planning system which included the abolition of regional strategies; the duty to cooperate and introduction of neighbourhood planning.

National Planning Policy Framework (NPPF) (revised 2019) - document that sets out the Government's planning policies and how these are to be applied. It also provides the framework within which local people and their accountable Councils can produce their own distinctive local and neighbourhood plans, which reflect the needs and priorities of their communities.

Neighbourhood Planning – Introduced by the Localism Act 2011, this is a means by which local communities are provided with the rights and powers to decide the future of the places where they live and work by developing a Neighbourhood Plan. When made, the plan has the same status as the Local Plan.

Local Planning Authority (LPA) - term for the body as part of the Council that has responsibility for setting local planning policies and making decisions on planning applications.

Statement of Community Involvement (SCI) - sets out the standards which authorities will achieve with regard to involving local communities in the preparation of local development documents and development management decisions.

Strategic Environmental Assessment (SEA) - a generic term used to describe environmental assessment as applied to policies, plans and programmes. The European 'SEA Directive' (2001/42/EC) requires a formal 'environmental assessment of certain plans and programmes, including those in the field of planning and land use'.

Supplementary Planning Document (SPD) - document that provides supplementary information in respect of the policies in Development Plan Documents. They do not form part of the Development Plan and are not subject to independent examination.

Specific Consultation Bodies - defined in Part 1 of The Town and Country Planning (Local Planning) (England) Regulations 2012, examples given in Appendix 2.

Sustainability Appraisal (SA) - tool for appraising policies to ensure they reflect sustainable development objectives (i.e. social, environmental and economic factors) and required in the Act to be undertaken for all local development documents.

Stakeholders - any individual or organisation who has an interest in the way an area develops. This may include residents, developers, community groups, employers etc...

The Regulations - Town & Country (Local Planning) (England) Regulations 2012 No. 767

2 Appendix: List of Specific Consultation Bodies as interpreted from the Town & Country Planning (Local Planning) (England) Regulations 2012

Relevant Adjoining Local Planning Authorities:

Dorset Council
New Forest District Council

Relevant Adjoining Parish and Town Councils: (not exhaustive for BCP)

Arne
Burton and Winkton
Christchurch
Colehill
Corfe Castle
Corfe Mullen
Ferndown
Highcliffe and Walkford
Hurn
Lytchett Matravers
Lytchett Minster and Upton
Morden
Pamphill and Shapwick
Studland
Sturminster Marshall
Wareham St Martin
West Parley
Wimborne Minster

Electronic communications companies/owners or operators of telecommunications apparatus

BT
EE
Three
Openreach
SSE Telecoms
Telefónica UK Ltd (O2)
Vodafone Ltd

Licence granted under section 7(2) of the Gas act 1986(9): British Gas
Dorset Health and Wellbeing Board
English Heritage
Environment Agency
Highways England
Homes and Communities Agency
Marine Management Organisation
National Grid
Natural England
Network Rail
Licence granted under section 6(1)(b) or (c) of the Electricity Act 1989
Scottish and Southern Energy PLC
Bournemouth Water Ltd
Wessex Water

Appendix: List of General Consultation bodies as interpreted from The Town & Country (Local Planning) (England) Regulations 2012

General Consultee Bodies include the following:

Resident and community group
Places of worship and religious groups
Energy, environmental and sustainability groups
Heritage groups
Leisure and recreation groups
Culture and arts
Places of education and children and young peoples groups
Healthcare and community safety groups
Citizen, political and societal groups
Business and economy groups
Wider stakeholders and individuals
Non adjoining Local authorities
Non-adjoining Parish Councils

The BCP consultation database consists of consultees and agents comprising those who have requested to be kept informed of planning documents. The specific and general consultation bodies represent a proportion of these with the remaining organisations interested parties consisting of local residents, and businesses that have particular interest in issues relevant to the area in which they are located.

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CABINET



Report subject	Boscombe & Pokesdown Neighbourhood Plan Decision Statement
Meeting date	11 September 2019
Status	Public Report
Executive summary	The draft Boscombe & Pokesdown Neighbourhood Plan has been examined by an independent Examiner who issued her report on 16 July 2019, attached as Appendix 2 to this report. The Examiner has recommended that, subject to modifications to the Plan, it may proceed to referendum. A Decision Statement is attached at Appendix 3, which sets out the Council's proposed response to the Examiner's recommendations. This Cabinet report asks Members to agree the Examiner's recommendations, as set out in the Decision Statement, to enable the Neighbourhood Plan to proceed to referendum.
Recommendations	<p>It is RECOMMENDED that Cabinet recommend to Council to:</p> <ul style="list-style-type: none"> (a) Consider and accept the modifications to the Boscombe & Pokesdown Neighbourhood Plan recommended in the Examiner's Report 16 July 2019, attached as Appendix 2 to this report. (b) Agree with the Examiner's recommendation that the Boscombe & Pokesdown Neighbourhood Plan as modified meets Basic Conditions. (c) Agree that the Neighbourhood Plan as modified, attached as Appendix 4, can proceed to Referendum, and publish this decision through issuing the Decision Statement. (d) Agree with the Examiner's recommendation that the area for referendum will be the designated Boscombe & Pokesdown Neighbourhood area, as shown in the Plan at Appendix 1 (the combined area of Boscombe East and Boscombe West wards) (e) As competent authority under the Habitats Regulations, agree to adopt the Habitats Regulations Assessment of the Boscombe & Pokesdown Neighbourhood Plan, attached as

	<p>Appendix 5 to this report.</p> <p>(f) That authority be delegated to the Director of Growth and Infrastructure in consultation with the Portfolio Holder for Strategic Planning to agree further minor changes to the Plan</p>
Reason for recommendations	In line with the Council's obligations under the Localism Act to facilitate the production and adoption of Neighbourhood Plans and its duties as competent authority under the Habitats Regulations.
Portfolio Holder(s):	Councillor Margaret Phipps, Strategic Planning Portfolio Holder
Corporate Director	Bill Cotton
Contributors	Mark Axford, Interim Head of Planning Julia Mitchell, Planning Officer
Wards	Boscombe East and Boscombe West
Classification	For Decision

Background

1. The Localism Act 2011 introduced new powers for community groups to prepare Neighbourhood Plans for their local areas. A Neighbourhood Plan is a plan which sets out policies in relation to the development and use of land in the whole, or part of, a Neighbourhood Area. The policies or proposals will carry weight in the determination of planning applications.
2. An application to designate the Boscombe & Pokesdown Neighbourhood Forum and Neighbourhood Area was approved by the Council on 12 May 2016. The approved Boscombe & Pokesdown Neighbourhood Area follows the boundaries of the combined wards of Boscombe East and Boscombe West. The boundary is shown on a map in Appendix 1.
3. Boscombe & Pokesdown Neighbourhood Forum published a Draft Neighbourhood Plan for consultation and invited comments from 20th January – 3rd March 2018.
4. Boscombe & Pokesdown Neighbourhood Forum submitted their Neighbourhood Plan to Bournemouth Borough Council on 20th July 2018. The Council published the Submission Version of the Neighbourhood Plan and associated documents for consultation on 20th September 2018 for a 6-week consultation period expiring on 2nd November 2018.

5. The Council appointed an independent Examiner – Deborah McCann BSc MRICS MRTPI Dip Arch Con Dip LD – in September 2018 to carry out the examination of the submission plan.
6. In November 2018, after the consultation period had expired, the Council submitted the Submission Plan, all associated documents and all representations received to the Examiner. An objection from Natural England resulted in the Council being required to commission a Habitats Regulations Assessment (HRA), to assess the potential impacts of the site allocations in the plan on protected habitats. The examination was suspended whilst this work was being undertaken. The HRA, attached as Appendix 5, concluded that a Suitable Alternative Natural Greenspace (SANG) at Hicks Farm or an alternative site needs to be provided. The HRA was forwarded to the Examiner on 15 May 2019 as a further submission document for consideration. The examination was then conducted by written representations.
7. The Examiner's Report was received on 16 July 2019, and concluded that the Boscombe & Pokesdown Neighbourhood Plan and the policies within it, subject to the recommended modifications, meets the Basic Conditions and can proceed to Referendum. The Examiner also concluded that the Referendum Area should be the same of the Neighbourhood Plan Area, should it go to Referendum.
8. Following the receipt of the Examiner's Report, the LPA is required to consider each of the recommendations made in the Examiner's report and decide what action to take. Under Regulation 17A of the 2012 Regulations, the timescale in which the LPA is required to decide what action to take is 5 weeks from the date of receipt of the Examiner's Report, or an alternative date agreed with the Neighbourhood Forum. As it was not possible to take a report to an earlier Cabinet meeting, the Neighbourhood Forum have agreed that the report should be taken to Cabinet on 11 September 2019.
9. If the LPA is satisfied that the Neighbourhood Plan meets the Basic Conditions, is compatible with the Convention Rights, complies with the definition of a NP and the provisions that can be made by an NP or can do so if modified, then a referendum must be held.
10. Under Regulation 18, as soon as possible after making a decision on what action to take, the LPA must publish a "Decision Statement", details of where it can be inspected and the Examiner's report on their website and in such other manner as they consider it likely to bring the Decision Statement to the attention of people who live, work or carry on business in the neighbourhood area.

Examiner's Report

11. The Examiner's Report is attached as Appendix 2. It concludes that the Neighbourhood Plan meets the Basic Conditions required by legislation, and that subject to the modifications proposed in the report, the Neighbourhood Plan should proceed to a referendum to be held within the Neighbourhood Area.

12. The Examiner has to determine whether the Boscombe & Pokesdown Neighbourhood Plan meets Basic Conditions, which are as follows:

- Has regard to national policies and advice;
- Contributes to sustainable development;
- Is in general conformity with the strategic policies in the appropriate Development Plan;
- Does not breach the requirements of Chapter 8 of Part 6 of the Conservation of Habitats and Species Regulations 2017 (an additional basic condition added on 28 December 2018).

The Plan must also not breach, and otherwise be compatible with EU obligations and Human Rights requirements.

13. Table 1 of Appendix 3 sets out the proposed modifications to policies recommended by the Examiner. These include where:

- Some policies have sought to introduce controls outside of the planning system or where existing policy already sets out the scope of control.
- It has been necessary to replace “permitted” with “supported” as the power to determine planning applications lies with the Local Planning Authority.
- Additional text recommended by the Habitats Regulations Assessment to ensure that no adverse effects on European sites’ integrity (Dorset Heathlands) can be concluded.

14. Officers have considered all of the recommendations and the Examiner’s reasons for them and have set out the Council’s response as part of the Decision Statement attached as Appendix 3. It is recommended that all of the Examiner’s recommended modifications be made as set out in Table 1 of Appendix 3.

15. Subject to Cabinet’s agreement of the Decision Statement, the Neighbourhood Plan will be amended accordingly and can proceed to referendum.

Referendum

16. The Examiner’s Report confirms that the referendum area should be the same as the Neighbourhood Area designated by the Council, which is the combined area of Boscombe East and Boscombe West wards. The Neighbourhood Planning (Referendum) Regulations 2012 as amended require the LPA to hold the referendum within 56 days of the date that a decision to hold one has been made. This decision will be made on 17 September 2019 and assuming that Cabinet approve the recommendations in this report, the referendum will have to be held on or before 28 November 2019. The proposed date for the referendum is 31 October 2019, which is within the 56-day period.

17. If a Neighbourhood Plan is submitted to a referendum, 28 working days' notice must be given of the referendum procedure and Neighbourhood Plan details. If a neighbourhood plan proceeds to referendum and is supported by a majority of those voting, the Council must 'make' (i.e. adopt) the Plan and it becomes part of the development plan for the area, alongside the Council's own adopted development plans.

Decisions on Planning Applications

18. As the Plan is now at an advanced stage, its policies where relevant have legal weight in decision making with regard to any planning applications to be determined within the Boscombe & Pokesdown Neighbourhood Area. This is reflected in the Neighbourhood Planning Act 2017 which recognises that, when determining an application, a LPA must have regard to "a post examination draft neighbourhood plan as far as material to the application". If a LPA make a decision to allow a draft neighbourhood plan with modifications to proceed to referendum, then the modifications recommended must also be taken into account. National Planning Policy Guidance (NPPG) May 2019 advises that "Where the local planning authority publishes notice of a referendum, the emerging neighbourhood plan should be given more weight, while also taking account of the extent of unresolved objections to the plan and its degree of consistency with NPPF."

Summary of financial implications

19. The production and costs associated with developing the Neighbourhood Plan have been met by Boscombe & Pokesdown Neighbourhood Forum. The costs of the examination and referendum stages are met by the Council. Financial support from the Ministry of Housing, Communities & Local Government (MHCLG) is available for LPAs. LPAs can claim £20,000 once they have a date for a referendum following a successful examination. The grant is not expected to cover the full cost of both the examination and the referendum. Any shortfall will need to be accommodated within existing budgets or the LDP earmarked reserves.

20. Once a Neighbourhood Plan is made (adopted), CIL Neighbourhood Portion rises from 15% to 25%. This will be retained by the Council and spent in consultation with the local community on infrastructure to support the development of the Neighbourhood Plan area.

Summary of legal implications

21. The Neighbourhood Planning (General) Regulations 2012 (as amended) set out the statutory requirements that the Council must meet. Regulation 17A requires the Council to decide what action should be taken in response to the recommendations made by the Independent Examiner. Regulation 18 requires the Council to publish a "Decision Statement" as soon as possible after making the decision. The procedures for Referendums are set out in the Neighbourhood

Planning (Referendums) (Amendment) Regulations 2016. Once adopted, the Neighbourhood Plan will form part of the development plan for BCP Council.

Summary of human resources implications

22. Work involved with progressing the various stages of the Neighbourhood Plan is carried out within existing Planning Policy team staffing. Regulations require local planning authorities to provide advice or assistance to neighbourhood forums that are producing neighbourhood plans. Managing a referendum will also need the resources of Electoral Services staff.

Summary of environmental impact

23. One of the Basic Conditions is to contribute to the achievement of sustainable development. The Examiner concluded that she was satisfied that the Neighbourhood Plan, subject to the recommended modifications, addresses the sustainability issues adequately.

Summary of public health implications

24. The Neighbourhood Plan's vision, aims and policies cover a range of issues which are relevant to public health. These are drawn out in the Basic Conditions Statement of the Plan. The vision is for a place which is well-connected, prosperous, healthy and safe. There are policies which address issues of impact of density on living conditions, improving the quality of new housing, promote family housing, enhancing open spaces, and providing safe routes, pedestrian routes and cycle connections.

Summary of equality implications

25. The Examiner has concluded that the Neighbourhood Plan meets the Basic Conditions (subject to recommended modifications). One of the conditions is that the plan must be compatible with the Human Rights requirements and other EU obligations. The Examiner is also satisfied that the consultation process undertaken by the Neighbourhood Forum was adequate, well conducted and recorded.

Summary of risk assessment

26. The recommendations in an Examination Report are not binding, but if the Council does not accept the recommendations without a compelling reason, there is a risk of legal challenge. Should members not agree to accept any of the modifications, there will be a delay in adopting the Plan, as a further consultation period will be required. Once adopted, Neighbourhood Plans can reduce risk in the development management process by providing support for the Council in determining planning applications and defending planning appeals.

Background papers

The Boscombe & Pokesdown Neighbourhood Plan Submission Plan July 2018 and supporting documents, submitted for Examination can be viewed at:-

<https://www.bournemouth.gov.uk/planningbuilding/PlanningPolicy/Other-Planning-Documents/boscombe-and-pokesdown-neighbourhood-plan.aspx>

The representations received in response to consultation on the Boscombe & Pokesdown Neighbourhood Plan submission version can be viewed at

<https://www.bournemouth.gov.uk/planningbuilding/PlanningPolicy/Other-Planning-Documents/boscombe-pokesdown-neighbourhood-plan-regulation-16-consultation-representations-received.aspx>

Appendices

Appendix 1: Map of Boscombe & Pokesdown Neighbourhood Plan Area

Appendix 2: Independent Examiner's Report of the Boscombe & Pokesdown Neighbourhood Plan 16 July 2019

Appendix 3: Boscombe & Pokesdown Neighbourhood Plan: Decision Statement

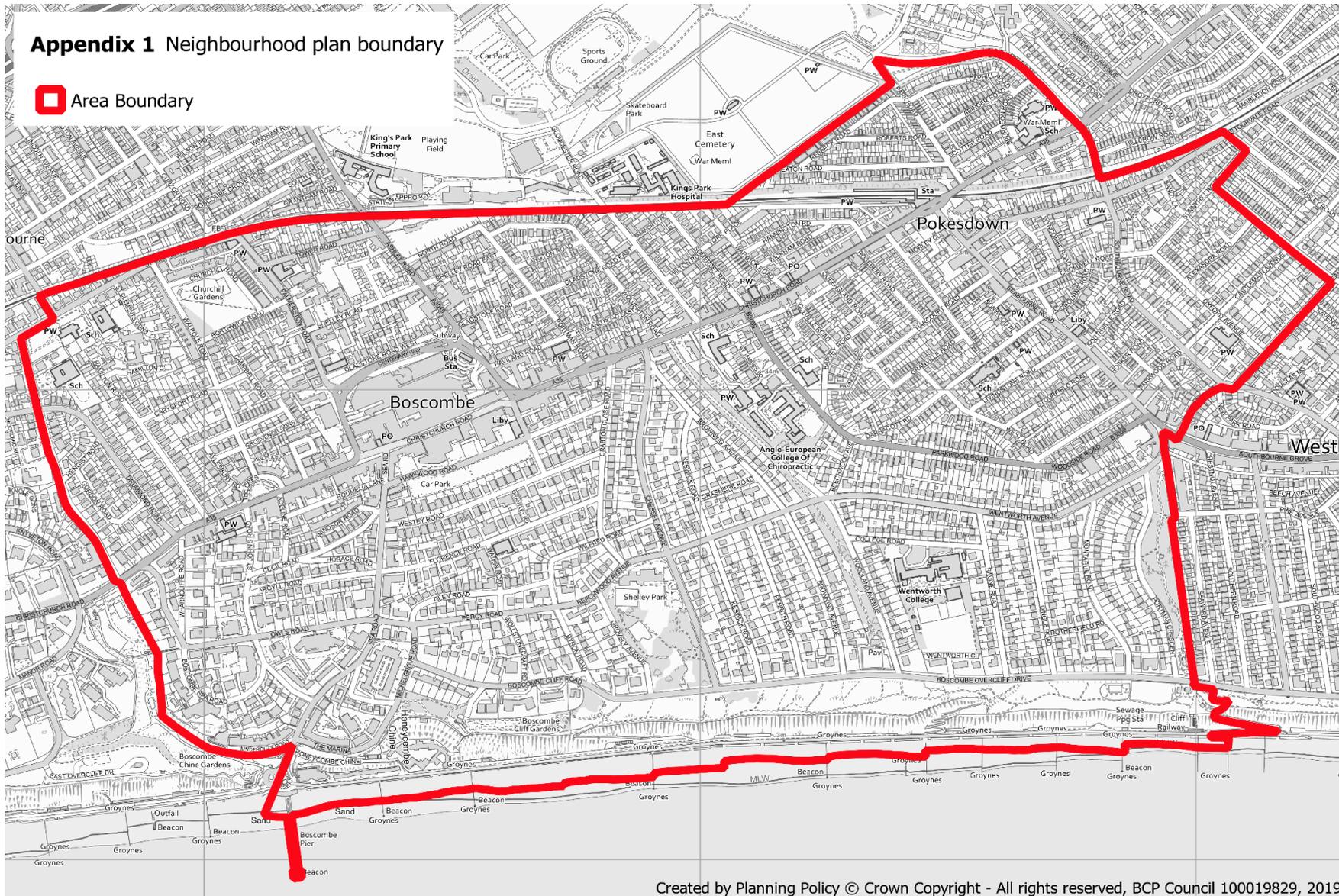
Appendix 4: Boscombe & Pokesdown Neighbourhood Plan: Post Examination Version, August 2019

Appendix 5: Habitats Regulations Assessment of the Boscombe and Pokesdown Neighbourhood Plan, Bournemouth, Footprint Ecology May 2019

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Appendix 1 Neighbourhood plan boundary

 Area Boundary



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**Independent Examiner's Report of the
Boscombe and Pokesdown Neighbourhood
Plan**

Deborah McCann

Author

Deborah McCann BSc MRICS MRTPI Dip Arch Con Dip LD

Planning Consultant

NPIERS Examiner

CEDR accredited mediator

16th July 2019

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SECTION 2

Summary

As the Independent Examiner appointed by Bournemouth Christchurch and Poole Council (BCP) to examine the Boscombe and Pokesdown Neighbourhood Plan, I can summarise my findings as follows:

- 1. I find the Boscombe and Pokesdown Neighbourhood Plan and the policies within it, subject to the recommended modifications does meet the Basic Conditions.*
- 2. I am satisfied that the Referendum Area should be the same as the Plan Area, should the Boscombe and Pokesdown Neighbourhood Plan go to Referendum.*
- 3. I have read the Boscombe and Pokesdown Consultation Statement and the representations made in connection with this subject I consider that the consultation process was adequate and that the Neighbourhood Plan and its policies reflect the outcome of the consultation process including recording representations and tracking the changes made as a result of those representations.*
- 4. I find that the Boscombe and Pokesdown Neighbourhood Plan can, subject to the recommended modifications proceed to Referendum.*
- 5. Boscombe and Pokesdown is within the area covered by Bournemouth Christchurch and Poole Council (BCP) Council. The relevant development plan, at the time of my examination was comprised of the adopted Bournemouth Local Plan Core Strategy (Adopted October 2012), the saved policies Bournemouth District Wide Local Plan (BDWLP adopted in 2002) and the Affordable Housing Development Plan Document (adopted 2009).*

SECTION 3

Introduction

1. Neighbourhood Plan Examination.

My name is Deborah McCann and I am the Independent Examiner appointed to examine the Boscombe and Pokesdown Neighbourhood Plan.

I am independent of the qualifying body, I do not have any interest in the land in the plan area, and I have appropriate qualifications and experience, including experience in public, private and community sectors.

My role is to consider whether the submitted Boscombe and Pokesdown Neighbourhood Plan meets the Basic Conditions and has taken into account human rights; and to recommend whether the Boscombe and Pokesdown Neighbourhood Plan should proceed to Referendum. My role is as set out in more detail below under the section covering the Examiner's Role. My recommendation is given in summary in Section 2 and in full under Section 5 of this document.

The Boscombe and Pokesdown Neighbourhood Plan has to be independently examined following processes set out in the Town and County Planning Act 1990 (as amended by the Localism Act 2011) and the subsequent Neighbourhood Planning (General) Regulations 2012.

The expectation is that the examination of the issues by the examiner is to take the form of the consideration of the written representations. However, there are two circumstances when an examiner may consider it necessary to hold a hearing. These are where the examiner considers that it is necessary to ensure adequate examination of an issue or to ensure a person has a fair chance to put a case. Having read the plan and considered the representations I concluded that it was not necessary to hold a Hearing.

2. The Role of Examiner including the examination process and legislative background.

The examiner is required to check whether the neighbourhood plan:

- Has been prepared and submitted for examination by a qualifying body*
- Has been prepared for an area that has been properly designated for such plan preparation*
- Meets the requirements to i) specify the period to which it has effect; ii) not include provision about excluded development; and iii) not relate to more than one neighbourhood area and that*
- Its policies relate to the development and use of land for a designated neighbourhood area.*

The examiner must assess whether a neighbourhood plan meets the basic conditions and other matters set out in paragraph 8 of Schedule 4B of the Town and Country Planning Act 1990 (as amended).

As an independent Examiner, having examined the Plan, I am required to make one of the following recommendations:

1. *The Plan can proceed to a Referendum*

2. *The Plan with recommended modifications can proceed to a Referendum*

Where a policy does not meet the Basic Conditions or other legal requirement I may, on occasion, need to delete wording, including potentially an entire plan policy and/or section of text, although I will first consider modifying the policy rather than deleting it. Where a policy concerns a non-land use matter, advice in the Planning Practice Guidance states “Wider community aspirations than those relating to development and use of land can be included in a neighbourhood plan, but actions dealing with non-land use matters should be clearly identifiable. For example, set out in a companion document or annex.” As such, when considering the deletion of any non-land use matters from the plan, I will consider if I can make a modification to place the relevant proposed actions in a non-statutory annex to the plan, dealing with ‘Wider Community Aspirations’. I will not generally refer back to parties on these detailed revisions. I will make modification either in order to meet the Basic Conditions, to correct errors or provide clarification. However, the focus of my examination, as set out in legislation is relatively narrow, I must focus on compliance with the Basic Conditions. The main purpose of a neighbourhood plan is to provide a framework for the determination of planning applications, policies in a plan which have elements which either seek to control things which fall outside the scope of the planning system or introduce requirements which are indiscriminate in terms of the size of development or are overly onerous and would not meet the Basic Conditions. In these circumstances it will be necessary to make modifications to the plan. In making any modifications I have a duty to ensure that the Basic Conditions are met however I am also very careful to ensure, where possible that the intention and spirit of the plan is retained so that the plan, when modified still reflects the community’s intent in producing their neighbourhood plan.

3. *The Plan does not meet the legal requirements and cannot proceed to a Referendum*

3.1 *I am also required to recommend whether the Referendum Area should be different from the Plan Area, should the Boscombe and Pokesdown Neighbourhood Plan go to Referendum.*

3.2 *In examining the Plan, I am required to check, under Paragraph 8(1) of Schedule 4B to the Town and Country Planning Act 1990, whether:*

- *the policies in the Plan relate to the development and use of land for a designated Neighbourhood Area are in line with the requirements of Section 38A of the Planning and Compulsory Purchase Act 2004*
- *the Plan meets the requirements of Section 38B of the Planning and Compulsory Purchase Act 2004 to specify the period for which it has effect*
- *the Plan has been prepared for an area designated under the Localism Act 2011 and has been developed and submitted for examination by a qualifying body.*

3.3 *I am also required to determine whether the Plan complies with the Basic Conditions, which are that the proposed Neighbourhood Plan:*

- Has regard to national policies and advice contained in guidance issued by the Secretary of State;

- Contributes to the achievement of sustainable development; and

- Is in general conformity with the strategic policies contained in the Development Plan for the area.

There is now an additional Basic Condition to be considered. Since the 28th of December 2018, the Neighbourhood Planning (General) Regulations 2012 Such 2 para 1 has stated:

"In relation to the examination of Neighbourhood Plans the following basic condition is prescribed for the purpose of paragraph 8(2)(g) of Schedule 4B to the 1990 Act-

The making of the Neighbourhood Plan does not breach the requirements of Chapter 8 of Part 6 of the Conservation of Habitats and Species Regulations 2017."

The Plan must also not breach, and otherwise be compatible with EU obligations and Human Rights requirements.

Bournemouth Christchurch and Poole Council (BCP) Council will consider my report and decide whether it is satisfied with my recommendations. The Council will publicise its decision on whether or not the plan will be submitted to a referendum, with or without modifications. If the Neighbourhood Plan is submitted to a referendum, then 28 working days' notice will be given of the referendum procedure and Neighbourhood Plan details. If the referendum results in more than half those voting (i.e. greater than 50%), voting in favour of the plan, then the Council must "make" the Neighbourhood Plan a part of its Development Plan as soon as possible. If approved by a referendum and then "made" by the local planning authority, the Neighbourhood Plan then forms part of the Development Plan.

SECTION 4

The Report

1. Appointment of the Independent examiner

Bournemouth Christchurch and Poole Council (BCP) appointed me as the Independent Examiner for the Boscombe and Pokesdown Neighbourhood Plan with the agreement of Boscombe and Pokesdown Neighbourhood Plan Forum.

2. Qualifying body

The Boscombe and Pokesdown Neighbourhood Plan Forum was set up under the Localism Act 2011 and formally adopted by Bournemouth Borough Council at their Cabinet meeting on 12th May 2016.

I am satisfied that Boscombe and Pokesdown Neighbourhood Plan Forum is the Qualifying Body. However, paragraph 3.1 on page 6 refers as follows:

“The Forum has various planning powers, which includes the ability to prepare a neighbourhood plan.”

I am unclear as the meaning of this sentence and recommend it is modified to read:

“The Forum has the power to prepare a neighbourhood plan.”

3. Neighbourhood Plan Area

The Neighbourhood Plan boundary shown on Map 1 of the plan conforms with the neighbourhood forum boundary as approved by Bournemouth Borough Council (now Bournemouth Christchurch and Poole Council (BCP)) on 12 May 2016.

4. Plan Period

It is intended that the Boscombe and Pokesdown Neighbourhood Plan will cover the period to 2026 to align with the Bournemouth Borough Council’s Development Plan.

5. Bournemouth Borough Council (now BCP) Council Regulation 15 Assessment of the Plan.

Boscombe and Pokesdown Neighbourhood Plan Forum, the Qualifying Body, submitted the plan to Bournemouth Borough Council (now BCP) Council for consideration under Regulation 15. The Council has made an initial assessment of the submitted Boscombe and Pokesdown Neighbourhood Plan and the supporting documents and is satisfied that these comply with the specified criteria.

6. Site Visit

I carried out an unaccompanied site visit to familiarise myself with the Neighbourhood Plan Area on the 4th of June 2019.

7. Hearing or Questions for clarification

The expectation is that the examination of the issues by the examiner is to take the form of

the consideration of the written representations. However, there are two circumstances when an examiner may consider it necessary to hold a hearing. These are where the examiner considers that it is necessary to ensure adequate examination of an issue or to ensure a person has a fair chance to put a case. Having examined the plan I was satisfied that I did not need to hold a Hearing.

8. The Consultation Process

The Boscombe and Pokesdown Neighbourhood Plan has been submitted for examination with a Consultation Statement which sets out the consultation process that has led to the production of the plan, as set out in the regulations in the Neighbourhood Planning (General) Regulations 2012.

The Statement describes the approach to consultation, the stages undertaken and explains how the Plan has been amended in relation to comments received. It is set out according to the requirements in Regulation 15.1.b of the Neighbourhood Planning (General) Regulations 2012):

(a) It contains details of the persons and bodies who were consulted about the proposed Neighbourhood Plan;

(b) It explains how they were consulted; (c) It summarises the main issues and concerns raised by the persons consulted; and

(d) It describes how these issues and concerns were considered and, where relevant, addressed in the proposed Neighbourhood Plan.

Having examined the documents and considered the focus of the Neighbourhood Plan I conclude that the consultation process was adequate, well conducted and recorded.

A list of statutory bodies consulted is included in the Consultation Statement.

8.Regulation 16 consultation by Bournemouth Borough Council (Now Bournemouth, Christchurch and Poole Council (BCP)) and record of responses.

Bournemouth Borough Council (Now Bournemouth, Christchurch and Poole Council (BCP)) placed the Boscombe and Pokesdown Neighbourhood Plan out for consultation under Regulation 16 from the 20th September 2018 to the 2nd of November 2018.

A number of detailed representations were received during the consultation period and these were supplied by the Council as part of the supporting information for the examination process. I considered the representations, have taken them into account in my examination of the plan and referred to them where appropriate.

9. Compliance with the Basic Conditions

The Boscombe and Pokesdown Neighbourhood Forum have produced a Basic Conditions Statement. The purpose of this statement is to set out in some detail how the Neighbourhood Plan as submitted meets the Basic Conditions. It is the Examiner's Role to take this document into consideration but also take an independent view as to whether or not the assessment as submitted is correct.

I have to determine whether the Boscombe and Pokesdown Neighbourhood Plan:

1. *Has regard to national policies and advice*
2. *Contributes to sustainable development*
3. *Is in general conformity with the strategic policies in the appropriate Development Plan*
4. *Is not in breach and is otherwise compatible with EU obligations and Human Rights requirements.*

Documents brought to my attention by the Borough Council for my examination include:

- (i) *Submission Version Plan 20 July 2018 including Basic Conditions Statement (in an Appendix on page 106). The main document which includes policies developed in consultation with the community at various engagement events and workshops.*
- (ii) *Addendum Report to Basic Conditions Statement 18th September 2018*
- (iii) *Consultation Statement July 2018*
- (iv) *Consultation Statement Appendices*
- (v) *Plan of Neighbourhood Plan Boundary*
- (vi) *Viability Study May 2018*
- (vii) *B&P Neighbourhood Forum SEA Determination Statement*
- (viii) *Bournemouth Borough Council SEA and HRA Screening Report*
- (ix) *The Boscombe and Pokesdown Neighbourhood Plan - Habitats Regulations Assessment May 2019*

Comment on Documents submitted

I am satisfied having regard to these documents and other relevant documents, policies and legislation that the Boscombe and Pokesdown Neighbourhood Plan does, subject to the recommended modifications, meet the Basic Conditions.

10.Planning Policy

10.1. National Planning Policy

National Policy guidance is in the National Planning Policy Framework (NPPF). At the time of the preparation of the Neighbourhood Plan the relevant NPPF was the National Planning Policy Framework (NPPF) 2012. Subsequently the government published the revised NPPF.

The revised NPPF provides for transitional arrangements as follows:

“214. The policies in the previous Framework will apply for the purpose of examining plans, where those plans are submitted (69) on or before 24 January 2019. Where such plans are withdrawn or otherwise do not proceed to become part of the development plan, the policies contained in this Framework will apply to any subsequent plan produced for the area concerned.

(69) For neighbourhood plans, ‘submission’ in this context means where a qualifying body submits a plan proposal to the local planning authority in accordance with regulation 15 of the Neighbourhood Planning (General) Regulations 2012.

(22 Footnote to paragraph 48) During the transitional period for emerging plans submitted for

examination (set out in paragraph 214), consistency should be tested against the previous Framework published in March 2012.”

Therefore, for the purposes of my examination the relevant national policy document is the NPPF (2012).

To meet the Basic Conditions, the Plan must have “regard to national policy and advice”. In addition, the NPPF requires that a Neighbourhood Plan “must be in general conformity with the strategic policies of the local plan”. Paragraph 16 states that neighbourhoods should “develop plans that support the strategic development needs set out in Local Plans, including policies for housing and economic development; plan positively to support local development, shaping and directing development in their area that is outside the strategic elements of the Local Plan”.

The Boscombe and Pokesdown Neighbourhood Plan does not need to repeat national policy, but to demonstrate it has taken them into account.

I have examined the Boscombe and Pokesdown Neighbourhood Plan and consider that, subject to modification, the plan does have “regard for National Policy and Advice” and therefore the Plan, subject to modification does meet the Basic Conditions in this respect.

10.2. Local Planning Policy- The Development Plan

Boscombe and Pokesdown is within the area covered by Bournemouth Christchurch and Poole Council (BCP) Council. The relevant development plan, at the time of my examination was comprised of the adopted Bournemouth Local Plan Core Strategy (Adopted October 2012), the saved policies Bournemouth District Wide Local Plan (BDWLP adopted in 2002) and the Affordable Housing Development Plan Document (adopted 2009).

11. Other Relevant Policy Considerations

11.1 European Convention on Human Rights (ECMR) and other European Union Obligations

As a ‘local plan’, the Neighbourhood Plan is required to take cognisance of the EU Strategic Environmental Assessment (SEA) Directive 2001/42/EC.

An initial screening assessment to determine the need for a SEA in line with regulation and guidance was undertaken in August 2018 by the Council. It was concluded that the draft Neighbourhood Plan did not require a full SEA to be undertaken as the plan does not include a scale of development or policy approach that differs significantly from the adopted Local Plan Core Strategy (2012). The Core Strategy was the subject of a Sustainability Appraisal where potential environmental impacts have been considered and where required mitigation has been adopted in the local plan.

At that stage the statutory bodies were consulted, namely the Environment Agency, Natural England and Historic England. The Environment Agency and Historic England responded that they considered the plan does not require a SEA. Natural England concluded that there are unlikely to be significant environmental effects subject to conditions. The LPA was therefore satisfied that a SEA/SA of the neighbourhood plan was not required.

Habitats Regulations Assessment (HRA)

A screening assessment to determine the need for an HRA in line with regulation and guidance was undertaken. The conclusion of the report was that a Habitats Regulations Assessment would not need to be carried out as it is not considered that any of the development proposed in the Boscombe & Pokesdown Neighbourhood Plan would be likely to have a significant effect on internationally designated wildlife sites (SAC, SPA or Ramsar).

Following the European judgment the case of People Over Wind and Sweetman v Coillte Teoranta (C-323/17) (“Sweetman”) and the representations from Natural England to a number of Habitat Regulation Assessment consultations undertaken post the judgment a further Habitats Regulations Assessment of the Boscombe and Pokesdown Neighbourhood Plan was carried out in May 2019. The conclusions were as follows:

“7. Conclusions

This HRA report of the Boscombe and Pokesdown Neighbourhood Plan records a screening for likely significant effects, and an appropriate assessment of identified risks through the key impact pathway of recreation pressure. The following is concluded:

The screening for likely significant effects only identified the impact pathway of recreation pressure as a result of the contribution of further housing within 5km of the Dorset Heathlands.

The screening assessment identified a number of minor text changes that do not alter the conclusions of the HRA but could be added to make positive additions in relation to the natural environment.

The appropriate assessment confirmed compliance with the Dorset Heathlands Planning Framework in relation to mitigating for recreation pressure, and recommended wording that should be added at an appropriate point within the Boscombe and Pokesdown Neighbourhood Plan.

In adopting this HRA report as their formal record of HRA, Bournemouth Christchurch and Poole Council considers its duties as competent authority under the Habitats Regulations to be fulfilled.

This HRA therefore recommends that the following text is incorporated within the Boscombe and Pokesdown Neighbourhood Plan. Project level HRA and the provision of strategic SANG/HIP capacity will be the responsibility of Bournemouth Christchurch and Poole Council.

Residential development will need to adhere to the Dorset Heathlands Planning Framework, which includes developer contributions towards measures to mitigate for further recreation pressure on the Dorset Heathlands, which are recognised as being of international wildlife importance. Contributions include funding for measures to manage access within the European sites, and measures to provide other suitable Alternative Natural Greenspaces (SANGs) and/or Heathland Infrastructure Projects (HIPs). As residential development proposals come forward for approval by the Council, project level HRA will be undertaken by the Council to confirm that the proposals will be accommodated within this strategic approach, including available capacity within strategic SANG and/or HIP.

In conclusion, with the recommended text in place at an appropriate point within the Boscombe and Pokesdown Neighbourhood Plan, there is certainty that strategic provision for Dorset Heathlands will be secured. No adverse effects on European site integrity can therefore be concluded”.

11.2 Sustainable development

Sustainable Development

The Basic Conditions sets out the neighbourhood plan's approach to achieving sustainable development.

My conclusion is that the principles of Sustainable Development required in the NPPF have been taken into account in the development of the plan and its policies and where issues have been identified they were addressed by revisions to the document prior to submission. I am satisfied that the Boscombe and Pokesdown Neighbourhood Plan subject to the recommended modifications addresses the sustainability issues adequately.

The Neighbourhood Plan is required to take cognisance of the European Convention of Human Rights and to comply with the Human Rights Act 1998.

I am satisfied that the Boscombe and Pokesdown Neighbourhood Plan has done so.

I am therefore satisfied that the Boscombe and Pokesdown Neighbourhood Plan meets the basic conditions on EU obligations.

11.3 Excluded development

I am satisfied that the Boscombe and Pokesdown Neighbourhood Plan does not cover County matters (mineral extraction and waste development), nationally significant infrastructure such as highways and railways or other matters set out in Section 61K of the Town and Country Planning Act 1990.

11.4 Development and use of land

I am satisfied that the Boscombe and Pokesdown Neighbourhood Plan, subject to modification covers development and land use matters.

11.5 General Comments

Planning Guidance on preparing neighbourhood plans and policies is clear, it states:

“A policy in a neighbourhood plan should be clear and unambiguous. It should be drafted with sufficient clarity that a decision maker can apply it consistently and with confidence when determining planning applications. It should be concise, precise and supported by appropriate evidence. It should be distinct to reflect and respond to the unique characteristics and planning context of the specific neighbourhood area for which it has been prepared.

Neighbourhood planning can inspire local people and businesses to consider other ways to improve their neighbourhood than through the development and use of land. They may identify specific action or policies to deliver these improvements. Wider community aspirations than those relating to development and use of land can be included in a neighbourhood plan, but actions dealing with non-land use matters should be clearly identifiable. For example, set out in a companion document or annex.”

In order to provide clarity and to ensure that the policies in the Boscombe and Pokesdown Neighbourhood Plan meet the Basic Conditions it has been necessary for me to make modifications to a number of policies. This includes modifications where:

- Some policies have sought to introduce controls outside the scope of the planning system or where existing policy already sets out the scope of control.
- It has been necessary to replace ‘permitted’ with “supported” as the power to determine planning applications lies with the Local Planning Authority.

As I have found it necessary to modify a number of policies it will also be necessary to modify the supporting text within the plan to align with the modified policies.

12. The Neighbourhood Plan Vision, Strategic Aims and Policies

12.1 VISION FOR BOSCOMBE AND POKESDOWN

Vision

The vision for the Boscombe and Pokesdown NP area in 20 years time is a desirable place to live, work and visit which is well- connected, prosperous, healthy and safe. All new development will be high quality and meet the existing community’s needs without compromising the environment for future generations. Development will integrate with the social and historic fabric of the area and there will be good facilities for the whole community.

COMMENT

The Plan sets out a series of 9 aims and four policy themes to deliver the Vision and I am satisfied that the Vision, Aims and Policies have been developed as a result of community consultation.

Boscombe and Pokesdown Neighbourhood Plan Policies

12.1 BAP1: The scale and density of development

*The demolition of all buildings of architectural or local heritage value will be resisted (where planning permission is required). In order to preserve the historic character and amenity of the area, save building materials and not exacerbate pressure on existing services. **

All proposals should reflect the character of the area in terms of:

I. the general height in adjacent and original buildings;

II. the plot widths of adjoining buildings and sites;

III. the spaces between buildings which should not be infilled even in low density areas;

*IV. should contain organic and animated roofscapes and elevations; ***

V. the density of the immediate surrounding area;

VI. the proposed density should not exceed 100 dph; the density should reflect the character of the area and should not exacerbate existing overcrowding and pressure for on-street parking.

All applications effecting Conservation Areas and/or heritage assets, or their settings should be accompanied by an objective Heritage Statement assessing the significance of the heritage asset(s) and the impact of the proposals.

**The demolition of existing buildings will be resisted unless there are exceptional circumstances to justify this which include:*

(1) the building is of poor quality design and out of keeping with the wider character of the area;

(2) there is evidence that the building is not structurally capable of retention and conversion;
(3) there is clear evidence that the development would bring substantial community benefits such as major employment opportunities. The Forum will work with the council on ways to retain and restore existing heritage assets including consideration of an Article 4 Direction that would prevent demolition of assets of heritage significance.

***'Organic and animated roofscapes' are defined as roofs with variation in height, profile and form including pitched, gabled and flat roofs. 'Organic and animated elevations' are those which contain windows and doors at various floor levels, built on varied planes using a varied palette of materials.*

COMMENT

The opening paragraph of this policy is overly restrictive, and I have received representation that the imposition of a blanket restriction on density will impact upon the viability and deliverability of proposals for residential development. Whilst I understand the strength of community feeling relating to the issue of the density of development and the impact on community on balance, I find that the imposition of this kind would not have regard for national policy and therefore does not meet the Basic Conditions. In addition, there are elements of the policy that relate to a community project and the policy framework for dealing with Heritage Assets and Conservation Areas already exists and does not need to be repeated. For clarity and to meet the Basic Conditions the policy should be modified as follows:

BAP1: The scale and density of development

The retention of all buildings of architectural or local heritage value will be supported, in order to preserve the historic character and amenity of the area, save building materials and not exacerbate pressure on existing services.

Proposals should reflect the character of the area in terms of:

I. the general height in adjacent and original buildings;

II. the plot widths of adjoining buildings and sites;

III. the spaces between buildings which should not be infilled even in low density areas;

IV. including organic and animated roofscapes and elevations; **

V. the density of residential development which should not exacerbate existing overcrowding and pressure for on-street parking.

Residential densities in excess of 100 dph will not be supported unless it can be demonstrated that it is necessary for viability or to meet identified housing need;

All applications affecting Conservation Areas and/or heritage assets, or their settings must comply fully with the requirements of national and local policy.

Proposals involving the demolition of existing buildings will not be supported unless there are exceptional circumstances to justify this which include:

(1) the building is of poor quality design and out of keeping with the wider character of the area;

(2) there is evidence that the building is not structurally capable of retention and conversion;

(3) there is clear evidence that the development would bring substantial community benefits such as major employment opportunities.

****‘Organic and animated roofscapes’ are defined as roofs with variation in height, profile and form including pitched, gabled and flat roofs. ‘Organic and animated elevations’ are those which contain windows and doors at various floor levels, built on varied planes using a varied palette of materials.**

12.2 BAP2: Good design for the 21st century

All development must incorporate high standards of sustainable and inclusive urban design and architecture. Imaginative modern design is encouraged provided it respects the historic and natural character of the area. Development will:

I. Retain, preserve and enhance ‘Proposed Locally Listed Buildings’ identified on the ‘Proposals Map’ which are of special architectural or historic interest;

*II. Reduce energy emissions that contribute to climate change during the life cycle of the development**

III. Ensure the reduction, reuse or recycling of resources and materials, including aggregates, water and waste This will include the provision of high quality durable materials and development that can adapt to changing circumstances over time.

**Developments of three or more dwellings will be required to provide details of the use of on-site renewable energy or low carbon sources to meet a minimum of 10% of predicted energy use of the residential development, as set out under policy CS 2 of the Bournemouth Core Strategy.*

For clarity the policy should be modified as follows:

BAP2: Good design for the 21st century

All development should incorporate high standards of sustainable and inclusive urban design and architecture principles. Imaginative modern design is encouraged provided it respects the historic and natural character of the area. Development proposals will be supported which:

I. Retain, preserve and enhance 'Proposed Locally Listed Buildings' identified on the 'Proposals Map' which are of special architectural or historic interest;

II. Reduces energy emissions that contribute to climate change during the life cycle of the development*

III. Ensures the reduction, reuse or recycling of resources and materials, including aggregates, water and waste This will include the provision of high quality durable materials and development that can adapt to changing circumstances over time.

***Developments of ten or more dwellings will be required to provide details of the use of on-site renewable energy or low carbon sources to meet a minimum of 10% of predicted energy use of the residential development, as set out under policy CS2 of the Bournemouth Core Strategy.**

12.3 BAP3: Shopfronts

There is a presumption in favour of retaining and renovating shopfronts that are original to the building. Any replacement shopfronts should be designed in accordance with the character of the whole building.

All new shopfronts should include all of the following elements:

I. Original layout: Central and curved entrances, entrances to upper floors and rear service yards and facilities should be retained;

II. Stall risers: To be included at a height which matches existing or adjacent original stall risers;

III. Fascia: To be a depth which matches the original fascia and does not obscure any original features;

IV. Externally illuminated fascia and projecting signs: Only one projecting sign per building, placed at the same height as the fascia;

V. Original design features: All decorative elements (architraves, mouldings and glazed tiles) should be retained and restored or if in a poor state of repair replaced to match original;

VI. No solid roller shutters are allowed:

If it can be demonstrated that there are exceptional circumstances justifying a roller shutter, then this should be lattice with Perspex glass behind. Exceptional circumstances are when there have been repeated vandalism or burglaries recorded;

VII. Materials: shopfronts should be timber and glass unless it can be demonstrated that the alternative material is just as pleasing.

COMMENT

I have received representation that whilst this policy is supported in principal, as currently worded it could be interpreted ambiguously. For clarity the property should be modified as follows:

12.3 BAP3: Shopfronts

There is a presumption in favour of retaining and renovating shopfronts that are original to the building. Any replacement shopfronts should be designed to reflect the character of the whole building.

Replacement shopfronts should include all of the following elements, where appropriate:

I. Original layout: Central and curved entrances, entrances to upper floors and rear service yards and facilities should be retained;

II. Stall risers: At a height which matches existing or adjacent original stall risers;

III. Fascia: To be a depth which matches the original fascia and does not obscure any original features;

IV. Signs: One projecting sign per building, placed at the same height as the fascia;

V. Original design features: All decorative elements (architraves, mouldings and glazed tiles) should be retained and restored or if in a poor state of repair replaced to match original;

VI. Materials: timber and glass unless it can be demonstrated that the alternative material is appropriate.

Due to the impact on the character of the street scene solid roller shutters will not be supported. In exceptional circumstances a lattice style security shutter may be appropriate.

12.4 BAP4: Open spaces

Where practical, development will be encouraged where it:

I. Enhances the character and appearance of open spaces with well-designed amenities, which take account of all ages and users;

II. Provides new lighting that designs out crime whilst being sensitive to the natural and historic environment;

III. Increases biodiversity by, for example, the provision of bat and bird boxes, whilst improving public access and usage and promote community gardens;

COMMENT

I have no comment on this policy.

12.5 BAP5: Safe routes

Where practical, development will:

I. Provide safe routes and cycle connections as shown on the Proposals Map;*

II. Provide safe routes and cycle connections to open spaces, especially to enable easy and inclusive access;

III. Provide safe routes and improvements to transport hubs at Pokesdown Station, Boscombe and Pokesdown Halt and Boscombe and Pokesdown Bus Interchange;

IV. Provide new and improved paths to the beach from Boscombe and Pokesdown Overcliff Drive taking account of nature conservation interests and the need to minimise street lighting along the Overcliff;

**Safe Routes' are defined as pavements and paths which have good lighting and safe road crossings.*

Comment

I have no comment on this policy.

12.6 BAP6: The number and type of new homes

Provision will be made for between 123-183 market dwellings per year during the plan period, with a presumption in favour of retaining existing historic buildings to provide units with two or more bedrooms. Affordable housing will be provided in addition to this in accordance with borough-wide policies. These additional dwellings will be provided through:

A. Sympathetic conversion and extension of existing buildings and upper floors of commercial premises:

i. In developments of 9 or less dwellings, to include:

– At least 1 x 2 bedroom flat with direct access to outside amenity space if available;

– At least 1 unit which meets lifetime home standards:

– Car-free housing may be acceptable above commercial premises on Christchurch Road on heritage buildings and in highly constrained locations provided that appropriate financial contributions are made towards alternatives such as car clubs, walking and cycling improvements and public transport provision.

ii. In developments of 10 or more dwellings to include:

– 50% to be 3 bedrooms or larger; – 40% to be 2 bedrooms;

– 10% to be 1 bedroom;

B. Sensitive redevelopment of buildings and sites of no historic value to include:

- 50% to be 3 bedrooms or larger;
- 40% to be 2 bedrooms;
- 10% to be 1 bedroom;

C. Strongly resisting HMOs throughout the neighbourhood plan area

COMMENT

I have received a number of representations in relation to the restrictive nature of this policy, the potential impact upon viability and deliverability and whether or not it will provide housing that meets the identified need. I understand the concerns expressed by the community that have led to the inclusion of this policy but concur that on balance the policy without any reference to meeting identified housing need and viability testing is overly restrictive. Policy BAP8 deals with HMOs. In order to meet the Basic Conditions, the policy should be modified as follows:

BAP6: The number and type of new homes

Provision will be made for between 123-183 market dwellings per year during the plan period, with a presumption in favour of retaining existing historic buildings to provide units with two or more bedrooms. Affordable housing will be provided in addition to this in accordance with borough-wide policies. These additional dwellings will be provided through:

A. Sympathetic conversion and extension of existing buildings and upper floors of commercial premises:

i. In developments of 9 or less dwellings, to include:

- **At least 1 x 2 bedroom flat with direct access to outside amenity space if available;**
- **At least 1 unit which meets lifetime home standards:**
 - **Car-free housing may be acceptable above commercial premises on Christchurch Road, on heritage buildings and in highly constrained locations provided that appropriate financial contributions are made towards alternatives such as car clubs, walking and cycling improvements and public transport provision.**

ii. Proposals for 10 or more units which include:

- **50% 3 bedrooms or larger dwellings;**
- **40% 2 bedroom dwellings;**

– 10% 1 bedroom dwellings;

B. Sensitive redevelopment of sites where the proposal includes:

– 50% to be 3 bedrooms or larger;

– 40% to be 2 bedroom;

– 10% to be 1 bedroom;

Applications which include a different housing size mix must be supported by up to date housing need evidence and/or an assessment which demonstrates that compliance with the requirements of A ii and/or B are not viable.

Informative

The costs of a viability assessment and the verification of evidence submitted will be met by the applicant.

Any proposals affecting Designated or Non-Designated Heritage Assets will have to comply with national and local heritage policies.

12.7 BAP7: The quality of new homes

All new residential units either through new build or conversion will comply with the following standards:

I. 'Technical housing standards – nationally described space standard (March 2015)' which include minimum gross internal floor areas of:

- 1 bedroom, 1 person units to be at least 39 sq. m;*
- 1 bedroom, 2 person units to be at least 50 sq. m;*
- 2 bedroom, 3 person units to be at least 61 sq. m;*
- 3 bedroom, 4 person units to be at least 74. sq. m.*

II. The density of developments should be in accordance with BAP1;

III. Provision of adequate amenity space, refuse storage, post boxes, door bells, car and bicycle storage, designed to a high standard so as not to harm visual amenity;

IV. Have regard to the design policies of this plan and that of the Bournemouth Core Strategy.

COMMENT

Space Standards cannot be imposed through Neighbourhood Plans. In order to meet the Basic Conditions, the policy should be modified as follows:

BAP7: The quality of new homes

All new residential units either through new build or conversion will be encouraged to comply with the following:

I. 'Technical housing standards – nationally described space standard (March 2015)' which include minimum gross internal floor areas of:

- 1 bedroom, 1 person units to be at least 39 sq. m;**
- 1 bedroom, 2 person units to be at least 50 sq. m;**
- 2 bedroom, 3 person units to be at least 61 sq. m;**
- 3 bedroom, 4 person units to be at least 74. sq. m.**

II. The density of developments should be in accordance with BAP1;

III. Provision of adequate amenity space, refuse storage, post boxes, door bells, car and bicycle storage, designed to a high standard so as not to harm visual amenity;

IV. Have regard to the design policies of this plan and that of the Bournemouth Core Strategy.

12.8 BAP8:

Managing our houses in multiple occupation (HMOs) and Bedsits

The number of houses in multiple occupation (HMOs) will be managed and the overall number reduced by:

I. Allowing the conversion or redevelopment of existing HMOs to larger residential units in accordance with other policies in this plan;

II. Carefully managing and improving the quality of existing HMOs in partnership with Bournemouth's housing department and special licensing initiatives;

III. Not permitting any HMOs throughout the NP area, unless:

- there will be no harm to the character and appearance of the building or adjacent buildings;*
- the design, layout and intensity of use of the building would not have an unacceptable impact on neighbouring residential amenities;*
- internal and external amenity space, refuse storage, letterboxes, door bells and car and bicycle parking would be provided at an appropriate quantity, and would be of a high standard so as not to harm visual amenity;*
- the proposal would not cause unacceptable highway problems or exacerbate on-street parking pressure to an unacceptable degree; and,*
- the proposal would not result in an over- concentration of HMOs in any one area*
- of the ward, to the extent that it would change the character of the area or undermine the maintenance of a balanced and mixed local community in accordance with Bournemouth's Core Strategy.*

COMMENT

Elements of this policy relate to the management and not the use of land. For clarity and in order to meet the Basic Conditions the policy should be modified as follows:

BAP8: Houses in multiple occupation (HMOs) and bedsits

The change of use to a House in Multiple Occupation will only be permitted where:

- there will be no harm to the character and appearance of the building or adjacent buildings;***
- the design, layout and intensity of use of the building would not have an unacceptable impact on neighbouring residential amenities;***
- internal and external amenity space, refuse storage, letterboxes, door bells and car and bicycle parking would be provided at an appropriate quantity, and would be of a high standard so as not to harm visual amenity;***
- the proposal would not cause unacceptable highway problems or exacerbate on-street parking pressure to an unacceptable degree; and,***
- the proposal would not result in an over- concentration of HMOs in any one area of the ward, to the extent that it would change the character of the area or undermine the maintenance of a balanced and mixed local community in accordance with the Development Plan.***

The conversion or redevelopment of existing HMOs to larger residential units in accordance with other policies in this plan will be supported.

12.9 BAP9: Managing our high street and businesses

Christchurch Road will be central to all aspects of community life and its unique Victorian heritage will be celebrated with the unique character of Pokesdown and Boscombe and Pokesdown recognised. This will be achieved by:

- I. Allowing a mix of uses, excluding residential, at ground floor level, in accordance with Bournemouth Local Plan Policies;*
- II. Working with partners on an investment programme for environmental improvements to the building façades, shopfronts and streetscape;*
- III. Working with partners on a viability assessment and the implementation of improvements to secure alternative uses for vacant space in the Royal Arcade;*
- IV. Retain and enhance existing music and entertainment venues, including resisting residential uses near venues, where noise attenuation cannot be satisfactorily installed.*

Boscombe and Pokesdown and Pokesdown Neighbourhood Forum will work with partners on an investment programme for environmental improvements to the buildings' façades and shopfronts, encouraging a mix of uses excluding residential at ground floor level in

accordance with Bournemouth Local Plan Policies.

COMMENT

The majority of this policy comprises of community projects/aspirations and those sections should be moved from the policy section of the plan. The policy should be renamed and modified as follows:

BAP9: Christchurch Road

Christchurch Road is central to all aspects of community life and its unique Victorian heritage should be celebrated and the unique character of Boscombe and Pokesdown recognised. This will be achieved by:

i. supporting a mix of uses, excluding residential at ground floor level, in accordance with Development Plan Policies;

ii. support the retention and enhancement of existing music and entertainment venues, including resisting residential uses near venues, where noise attenuation cannot be satisfactorily installed.

12.10 BAP10: Site allocations

In order to protect the character and appearance of the area, provide homes and distribute development across the plan area, the development of sites in accordance with uses and amounts set out in Table 12 (pages 90- 91) will be supported.

Specific allocations are set out below for the following sites:

- SA2: Hawkwood Road car park
- SA4: Royal Victoria Hospital
- SA5: Gladstone Road West
- SA6: Sovereign Centre (as per BAP8)

COMMENT

This policy identifies does not allocate all the sites in Table 12, only allocating the sites specifically referred to in the policy. In order to ensure that the identified sites can meet the requirements of national policy in terms of flexibility the first paragraph of the policy should be modified as follows:

In order to protect the character and appearance of the area, provide homes and distribute development across the plan area, the development of sites in accordance with indicative uses and amounts set out in Table 12 (pages 90- 91) will be supported.

SA2: Hawkwood Road car park

Hawkwood Road car park has been identified as a local community resource that provides car parking with good, level access to the shops and high street. If it is demonstrated there is spare car parking capacity, the site should be redeveloped to provide:

- *A smaller public car park;*
- *Provision of a Park and Ride facility and/or bus stops;*
- *Provision of a small open space/pocket park and public realm enhancements to the adjacent Hawkwood Road.*

COMMENT

I have no comment on this policy.

SA4: Royal Victoria Hospital, Shelley Road, Phase 2

Should the site become available, Royal Victoria Hospital has been identified as a suitable location for a mixed-use development, comprising:

- *Healthcare facilities in D2 use • Community facilities in D2 use • Creative Hub*
- *Wellbeing and/or sport and recreational use such as a swimming pool*

Providing that consideration is given to other policies within this plan, the following development will be allowed:

- *Retention and/or conversion of the main hospital building for a mix of residential and community purposes*
- *New development of the remaining area of the site to deliver up to 20 dwellings if needed*
- *Enhancing biodiversity by provision of bat and bird boxes and linking the adjacent public open space/former graveyard to the rest of the site*
- *Reinforcing the permeability of the site by improvements to existing footpath links through the site*
- *Preserve and enhance the heritage assets of the site including the main hospital building and the Grade II listed water tower*

COMMENT

The Neighbourhood Plan, when Made will form part of the Development Plan for the area and will be used as such in the determination of planning applications. In the process of determining planning applications the Local Planning Authority will take into account other material considerations alongside the Development Plan and are

the body ultimately responsible for making any planning decision therefore for clarity the word “allowed” In the fourth paragraph should be replaced with “supported”.

SA5: Gladstone Road West

The site comprising the area surrounding Gladstone Road West and Centenary Way has been identified as a suitable area for redevelopment to deliver housing as well as highway and public realm improvements.

Providing that consideration is given to other policies within this plan, the following development will be allowed:

- *Family housing, 1, 2- and 3-bedroom flats*
- *Public realm improvements*
- *Green infrastructure and landscaping*

COMMENT

The Neighbourhood Plan, when Made will form part of the Development Plan for the area and will be used as such in the determination of planning applications. In the process of determining planning applications the Local Planning Authority will take into account other material considerations alongside the Development Plan and are the body ultimately responsible for making any planning decision therefore for clarity the word “allowed” In the second paragraph should be replaced with “supported”.

SA6: Sovereign Centre and car park

The Sovereign Centre and car park have been identified as an area with significant redevelopment potential, given the under use of the upper levels of the multi-storey car park and the outdated appearance of the existing building.

Providing that consideration is given to other policies within this plan, including policies to preserve and enhance the Royal Arcade, the comprehensive redevelopment of the site for a high-density scheme to deliver a mix of uses will be allowed and should comprise:

- *Appropriate town centre uses, including retail A1 floor space in accordance with BAP9*
- *Residential and/or student accommodation on the upper floors.*
- *A robust parking study and impact appraisal to assess parking requirements, the methodology of which should be agreed by the local highway authority.*

COMMENT

For clarity the policy should be modified as follows:

The Sovereign Centre and car park have been identified as an area with significant redevelopment potential, given the under use of the upper levels of the multi-storey car park and the outdated appearance of the existing building.

Providing that consideration is given to other policies within this plan, including policies to preserve and enhance the Royal Arcade, the comprehensive redevelopment

of the site will be supported for a high-density scheme to deliver a mix of uses including:

- **Appropriate town centre uses, including retail A1 floor space in accordance with BAP9**
- **Residential and/or student accommodation on the upper floors.**
- **Parking**

Any submission should include a robust parking study and impact appraisal to assess parking requirements, the methodology of which should be agreed with the local highway authority.

BAP11: Priority improvement projects

In order to preserve and enhance the character and appearance of the area and deliver the homes and community facilities that we need, Boscombe and Pokesdown and Pokesdown Neighbourhood Plan Forum will work on the implementation of the following projects:

- *HOUSING: Establish a local Housing Trust to provide affordable homes for families*
- *SITES: Establish a Neighbourhood Forum and development strategy for Site SA4 – Royal Victoria Hospital, Shelley Road*
- *HERITAGE: Preserve and Enhance all ‘Open Space’ (BAP4) providing safe, clean, space for all, including a richer environment for people and wildlife*
- *HERITAGE: Preservation and enhancement of historic shopfronts*
- *WORK, SHOPS AND SERVICES: Finding a suitable viable use for the Royal Arcade*
- *WORK, SHOPS AND SERVICES:*

Boscombe and Pokesdown Central renewal

- *HERITAGE: Work with partners to update management plans for ‘Open Spaces’ as included in BAP4 and listed in paragraph 7 .35*
- *HERITAGE: Conservation Areas and Locally listed buildings review with Bournemouth Council*

COMMENT

This policy does not meet the requirements for a land use policy and covers community projects and aspirations. It should be removed from this part of the plan.

SECTION 5

Conclusion and Recommendations

1. I find that the Boscombe and Pokesdown Neighbourhood Plan has been prepared in accordance with the statutory requirements and processes set out in the Town and Country Planning Act 1990 (as amended by the Localism Act 2011) and the subsequent Neighbourhood Planning (General) Regulations 2012.
2. The general text in the plan should be modified to conform with the policy modifications.
3. The Neighbourhood Plan does not deal with County matters (mineral extraction and waste development), nationally significant infrastructure such as highways and railways or other matters set out in Section 61K of the Town and Country Planning Act 1990.
4. The Boscombe and Pokesdown Neighbourhood Plan does not relate to more than one Neighbourhood Area and there are no other Neighbourhood Plans in place within the Neighbourhood Area.
5. The Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA) screening, meet the EU Obligation. However, the HRA recommends that the following text is incorporated within the Boscombe and Pokesdown Neighbourhood Plan.
“Project level HRA and the provision of strategic SANG/HIP capacity will be the responsibility of Bournemouth Christchurch and Poole Council. Residential development will need to adhere to the Dorset Heathlands Planning Framework, which includes developer contributions towards measures to mitigate for further recreation pressure on the Dorset Heathlands, which are recognised as being of international wildlife importance. Contributions include funding for measures to manage access within the European sites, and measures to provide other suitable Alternative Natural Greenspaces (SANGs) and/or Heathland Infrastructure Projects (HIPs). As residential development proposals come forward for approval by the Council, project level HRA will be undertaken by the Council to confirm that the proposals will be accommodated within this strategic approach, including available capacity within strategic SANG and/or HIP.”
6. The policies and plans in the Boscombe and Pokesdown Neighbourhood Plan, subject to the recommended modifications would contribute to achieving sustainable development. They have regard to national policy and to guidance, and generally conform to the strategic policies of the Development Plan, currently the adopted Bournemouth Local Plan Core Strategy (Adopted October 2012), the saved policies Bournemouth District Wide Local Plan (BDWLP adopted in 2002) and the Affordable Housing Development Plan Document (adopted 2009).
7. I therefore conclude that the Boscombe and Pokesdown Neighbourhood Plan subject to the recommended modifications can proceed to Referendum.

Deborah McCann BSc MRICS MRTPI Dip Arch Con Dip LD

Planning Consultant

NPIERS Examiner

CEDR accredited mediator 16th of July 2019

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Appendix 3

BPC Council

Boscombe & Pokesdown Neighbourhood Plan

Draft Decision Statement



1. Introduction

- 1.1 The draft Boscombe & Pokesdown Neighbourhood Plan has been examined by an Independent Examiner, who issued her report on 16 July 2019. The Examiner has recommended a number of modifications to the Plan and that, subject to these modifications being agreed, it should proceed to referendum.
- 1.2 Regulation 18 of the Neighbourhood Planning (General) Regulations 2012 (as amended) requires the Council to decide what action should be taken in response to the recommendations made by the Independent Examiner.
- 1.3 Table 1 attached to this statement sets out each of the Examiner's proposed modifications, the Examiner's reasons and the Council's decision in respect of them. Text with a ~~strike through~~ identifies text to be deleted. Text in *italic and underlined* identifies new text to be added to the Plan. Regular text in the Modification column represents existing text.

2. Background

- 2.1 Bournemouth Borough Council (the authority at that time) approved an application by the community to designate the Boscombe and Pokesdown Neighbourhood Forum and Neighbourhood Area on 12 May 2016. The approved Neighbourhood Area follows the boundaries of the combined wards of Boscombe East and Boscombe West.
- 2.2 Boscombe & Pokesdown Neighbourhood Forum published a Draft Neighbourhood Plan for consultation and invited comments from 20th January – 3rd March 2018 in accordance with Regulation 14.
- 2.3 Boscombe and Pokesdown Neighbourhood Forum submitted their Neighbourhood Plan on 20th July 2018 to Bournemouth Borough Council in accordance with Regulation 15. Under Regulation 16 the Council published the Submission Version of the Boscombe & Pokesdown Neighbourhood Plan and associated documents for consultation. Comments were invited from 20th September to 2nd November 2018.
- 2.4 An Examiner, Deborah McCann BSc MRICS MRTPI Dip Arch Con Dip LD was appointed by the Council in September 2018 to carry out the independent examination of the submission plan. After the consultation period, the plan, the representations received and all associated documents were submitted to the independent examiner in November 2018. An objection from Natural England

resulted in the Council being required to commission a Habitats Regulations Assessment (HRA), and the examination was suspended whilst this work was being undertaken. The HRA was forwarded to the examiner as a further submission document on 15 May 2019 for consideration. The examination was then conducted by written representations.

- 2.5 On 1 April 2019 Dorset County's nine councils were replaced by two new unitary councils – Bournemouth, Christchurch and Poole (BCP) Council and Dorset Council. Consequently Bournemouth Borough Council has been replaced by BCP Council as the Local Planning Authority for the Boscombe & Pokesdown Neighbourhood area.
- 2.6 The Examiner's Report was received on 16 July 2019 and concluded that the Boscombe & Pokesdown Neighbourhood Development Plan and the policies within it, subject to the recommended modifications, meets the Basic Conditions and can proceed to referendum. The Examiner also concluded that the Referendum Area should be the same as the Plan Area, should it go to referendum.

3. Decisions and Reasons

- 3.1 Having considered each of the recommendations made by the Examiner, and the reasons for them, BCP Council has decided to accept all of the Examiner's recommended modifications as set out in Table 1.
- 3.2 Cabinet agreed on 11 September 2019 that the Boscombe & Pokesdown Neighbourhood Plan should proceed to a referendum within the Boscombe West and Boscombe East wards.
- 3.3 The authority is therefore satisfied that, subject to the modifications being made, the Neighbourhood Plan as amended in accordance with the Examiner's recommendations meets the legal requirements and basic conditions as set out in legislation; thus the plan can proceed to referendum.
- 3.4 To meet the requirements of the Localism Act 2011, a referendum which poses the question:-
- Do you want BCP Council to use the Boscombe and Pokesdown Neighbourhood Plan to help it decide planning applications in the Boscombe & Pokesdown Neighbourhood Area?

will be held in the area formally designated as the Boscombe & Pokesdown Neighbourhood area (the combined wards of Boscombe East and Boscombe West).

- 3.5 The date on which the referendum will take place is 24 October 2019.
- 3.6 Further details on the referendum will be made available separately in due course.

4. Where to find information

- 4.1 Copies of this Decision Statement, the Examiner's Report and the Boscombe & Pokesdown Neighbourhood Plan (as amended in line with the Examiner's recommendations) can be viewed on line at:-
<https://www.bournemouth.gov.uk/planningbuilding/PlanningPolicy/Other-Planning-Documents/boscombe-and-pokesdown-neighbourhood-plan.aspx>.
- 4.2 Paper copies of the documents can be viewed at Boscombe Library, Pokesdown & Southbourne Library, Bournemouth Library and the Bournemouth Town Hall Customer Services Centre in St Stephen's Road during normal office hours.

Table 1 : Boscombe & Pokesdown Neighbourhood Plan - Examiner's recommended modifications and Local Planning Authority's Response

Section in Examiner's Report	Examiner's Proposed Modification	Reason	LPA Decision
Page 8 Paragraph 2	<p>Paragraph 3.1, page 6 of the Neighbourhood Plan.</p> <p>Amend as follows:-</p> <p>The Forum has various planning powers, which includes the ability <u>the power</u> to prepare a neighbourhood plan.</p>	For clarity.	Agree with modification.
Pages 14-16 Paragraph 12.1 BAP1	<p>BAP1: The scale and density of development</p> <p>Amend as follows:-</p> <p>The demolition <u>retention</u> of all buildings of architectural or local heritage value will be resisted <u>supported</u>, (where planning permission is required). <u>in</u> order to preserve the historic character and amenity of the area, save building materials and not exacerbate pressure on existing services.</p> <p>All <u>Proposals</u> should reflect the character of the area in terms of:</p> <p>I. the general height in adjacent and original buildings;</p> <p>II. the plot widths of adjoining buildings and sites;</p> <p>III. the spaces between buildings which should not be infilled even in low density areas;</p> <p>IV. should contain <u>including</u> organic and animated roofscapes and elevations; **</p> <p>V. the density of the immediate surrounding area <u>residential development which should not exacerbate existing overcrowding and pressure for on-street parking</u>;</p> <p>VI. the proposed density should not exceed 100 dph; the density should reflect the character of the area and should not exacerbate existing overcrowding and pressure for on-street parking.</p>	For clarity and to meet basic conditions. Imposition of a blanket restriction on density would not have regard to national policy. Elements of the policy relate to a community project. The policy framework for dealing with Heritage Assets and Conservation Areas already exists and does not need to be repeated.	Agree with modifications.

Table 1 : Boscombe & Pokesdown Neighbourhood Plan - Examiner’s recommended modifications and Local Planning Authority’s Response

Section in Examiner’s Report	Examiner’s Proposed Modification	Reason	LPA Decision
	<p><u>Residential densities in excess of 100 dph will not be supported unless it can be demonstrated that it is necessary for viability or to meet identified housing need.</u></p> <p>All applications affecting Conservation Areas and/or heritage assets, or their settings should be accompanied by an objective Heritage Statement assessing the significance of the heritage asset(s) and the impact of the proposals <u>must comply fully with the requirements of national and local policy.</u></p> <p>*The demolition of existing buildings will be resisted <u>Proposals involving the demolition of existing buildings will not be supported</u> unless there are exceptional circumstances to justify this which include: (1) the building is of poor quality design and out of keeping with the wider character of the area; (2) there is evidence that the building is not structurally capable of retention and conversion; (3) there is clear evidence that the development would bring substantial community benefits such as major employment opportunities. The Forum will work with the council on ways to retain and restore existing heritage assets including consideration of an Article 4 Direction that would prevent demolition of assets of heritage significance.</p> <p>**‘Organic and animated roofscapes’ are defined as roofs with variation in height, profile and form including pitched, gabled and flat roofs. ‘Organic and animated elevations’ are those which contain windows and doors at various floor levels, built on varied planes using a varied palette of</p>		

Table 1 : Boscombe & Pokesdown Neighbourhood Plan - Examiner’s recommended modifications and Local Planning Authority’s Response

Section in Examiner’s Report	Examiner’s Proposed Modification	Reason	LPA Decision
	materials.		
Pages 16-17 Paragraph 12.2 BAP2	<p>BAP2: Good design for the 21st Century</p> <p>Amend as follows:-</p> <p>All development must <i>should</i> incorporate high standards of sustainable and inclusive urban design and architecture <u>principles</u>. Imaginative modern design is encouraged provided it respects the historic and natural character of the area. Development proposals will <i>will be supported which</i>:</p> <p>I. Retain, preserve and enhance ‘Proposed Locally Listed Buildings’ identified on the ‘Proposals Map’ which are of special architectural or historic interest;</p> <p>II. Reduces energy emissions that contribute to climate change during the life cycle of the development*</p> <p>III. Ensure the reduction, reuse or recycling of resources and materials, including aggregates, water and waste. This will include the provision of high quality durable materials and development that can adapt to changing circumstances over time.</p> <p>*Developments of three-ten or more dwellings will be required to provide details of the use of on-site renewable energy or low carbon sources to meet a minimum of 10% of predicted energy use of the residential development, as set out under policy CS2 of the Bournemouth Core Strategy</p>	For clarity and consistency with Core Strategy Policy CS2.	Agree with modifications.
Pages 17-18	BAP3: Shopfronts	For clarity. As currently	Agree with

Table 1 : Boscombe & Pokesdown Neighbourhood Plan - Examiner’s recommended modifications and Local Planning Authority’s Response

Section in Examiner’s Report	Examiner’s Proposed Modification	Reason	LPA Decision
Paragraph 12.3 BAP3	<p>Amend as follows:-</p> <p>There is a presumption in favour of retaining and renovating shopfronts that are original to the building. Any replacement shopfronts should be designed in accordance with <i>to reflect</i> the character of the whole building.</p> <p>All new <i>Replacement</i> shopfronts should include all of the following elements, <i>where appropriate</i>:</p> <p>I. Original layout: Central and curved entrances, entrances to upper floors and rear service yards and facilities should be retained;</p> <p>II. Stall risers: To be included At a height which matches existing or adjacent original stall risers;</p> <p>III. Fascia: To be a depth which matches the original fascia and does not obscure any original features;</p> <p>IV. Externally illuminated fascia and projecting signs: <i>Signs - Only</i> One projecting sign per building, placed at the same height as the fascia;</p> <p>V. Original design features: All decorative elements (architraves, mouldings and glazed tiles) should be retained and restored or if in a poor state of repair replaced to match original;</p>	worded, the policy could be interpreted ambiguously.	modifications.

Table 1 : Boscombe & Pokesdown Neighbourhood Plan - Examiner's recommended modifications and Local Planning Authority's Response

Section in Examiner's Report	Examiner's Proposed Modification	Reason	LPA Decision
	<p>VI. No solid roller shutters are allowed:</p> <p>If it can be demonstrated that there are exceptional circumstances justifying a roller shutter, then this should be lattice with Perspex glass behind. Exceptional circumstances are when there have been repeated vandalism or burglaries recorded;</p> <p>VII. Materials: shopfronts should be timber and glass unless it can be demonstrated that the alternative material is just as pleasing <u>appropriate</u>.</p> <p><u>Due to the impact on the character of the street scene solid roller shutters will not be supported. In exceptional circumstances a lattice style security shutter may be appropriate.</u></p>		
Page 18 Paragraph 12.4 BAP4	<p>BAP4: Open spaces</p> <p>No comment on this policy.</p>	N/A	N/A
Pages 18-19 Paragraph 12.5 BAP5	<p>BAP5: Safe Routes</p> <p>No comment on this policy.</p>	N/A	N/A
Pages 19-21 Paragraph 12.6	<p>BAP6: The number and type of new homes</p>	In order to meet the Basic Conditions. On balance the	Agree with modifications.

Table 1 : Boscombe & Pokesdown Neighbourhood Plan - Examiner’s recommended modifications and Local Planning Authority’s Response

Section in Examiner’s Report	Examiner’s Proposed Modification	Reason	LPA Decision
BAP6	<p>Amend as follows:-</p> <p>Provision will be made for between 123-183 market dwellings per year during the plan period, with a presumption in favour of retaining existing historic buildings to provide units with two or more bedrooms. Affordable housing will be provided in addition to this in accordance with borough-wide policies. These additional dwellings will be provided through:</p> <p>A. Sympathetic conversion and extension of existing buildings and upper floors of commercial premises:</p> <p>i. In developments of 9 or less dwellings, to include:</p> <ul style="list-style-type: none"> - At least 1 x 2 bedroom flat with direct access to outside amenity space if available; - At least 1 unit which meets lifetime home standards: - Car free housing may be acceptable above commercial premises on Christchurch Road, on heritage buildings and in highly constrained locations provided that appropriate financial contributions are made towards alternatives such as car clubs, walking and cycling improvements and public transport provision. <p>ii. In developments of 10 or more dwellings to include Proposals for 10 or more units which include:</p> <ul style="list-style-type: none"> - 50% to be 3 bedrooms or larger <u>dwellings</u> 	<p>policy without any reference to meeting identified housing need and viability testing is overly restrictive. Policy BAP8 deals with HMO’s.</p>	

Table 1 : Boscombe & Pokesdown Neighbourhood Plan - Examiner’s recommended modifications and Local Planning Authority’s Response

Section in Examiner’s Report	Examiner’s Proposed Modification	Reason	LPA Decision
	<p>- 40% to be 2 bedroom <u> dwellings</u></p> <p>- 10% to be 1 bedroom <u> dwellings</u></p> <p>B. Sensitive redevelopment of buildings and sites of no historic value to include <u>where the proposal includes:</u></p> <p>– 50% to be 3 bedrooms or larger;</p> <p>– 40% to be 2 bedrooms;</p> <p>– 10% to be 1 bedroom;</p> <p>C. Strongly resisting HMOs throughout the neighbourhood plan area</p> <p><u>Applications which include a different housing size mix must be supported by up to date housing need evidence and/or an assessment which demonstrates that compliance with the requirements of A ii and / or B are not viable.</u></p> <p><u>Informative</u></p> <p><u>The costs of a viability assessment and the verification of evidence submitted will be met by the applicant</u></p> <p><u>Any proposals affecting Designated or Non-Designated Heritage Assets will have to comply with national and local heritage policies.</u></p>		

Table 1 : Boscombe & Pokesdown Neighbourhood Plan - Examiner’s recommended modifications and Local Planning Authority’s Response

Section in Examiner’s Report	Examiner’s Proposed Modification	Reason	LPA Decision
Pages 21-22 Paragraph 12.7 BAP7	<p>BAP7: The quality of new homes</p> <p>Amend the first sentence as follows:-</p> <p>All new residential units either through new build or conversion will <i>be encouraged to</i> comply with the following: standards</p> <p>I. ‘Technical housing standards – nationally described space standard (March 2015)’ which include minimum gross internal floor areas of:...</p>	<p>In order to meet the Basic Conditions. Space Standards cannot be imposed through Neighbourhood Development Plans.</p>	<p>Agree with modifications.</p>
Pages 22- 23 Paragraph 12.8 BAP8	<p>BAP8: Housing in multiple occupation (HMOs) and bedsits</p> <p>Amend as follows:-</p> <p>BAP8: Managing our Houses in multiple occupation (HMO’s) and <u>B</u>bedsits</p> <p>The number of houses in multiple occupation (HMOs) will be managed and the overall number reduced by <u>The change of use to a House in Multiple Occupation will only be permitted where:</u></p> <p>I. ——— Allowing the conversion or redevelopment of existing HMOs to larger residential units in accordance with other policies in this plan;</p> <p>II. ——— Carefully managing and improving the quality of existing HMOs in partnership with Bournemouth’s housing department and special licensing</p>	<p>For clarity and in order to meet the Basic Conditions. Elements of this policy relate to the management and not the use of the land.</p>	<p>Agree with modifications.</p>

Table 1 : Boscombe & Pokesdown Neighbourhood Plan - Examiner’s recommended modifications and Local Planning Authority’s Response

Section in Examiner’s Report	Examiner’s Proposed Modification	Reason	LPA Decision
	<p>initiatives;</p> <p>III. Not permitting any HMO’s throughout the NP area unless:</p> <ul style="list-style-type: none"> - there will be no harm to the character and appearance of the building or adjacent buildings; - the design, layout and intensity of use of the building would not have an unacceptable impact on neighbouring residential amenities; - internal and external amenity space, refuse storage, letterboxes, door bells and car and bicycle parking would be provided at an appropriate quantity, and would be of a high standard so as not to harm visual amenity; - the proposal would not cause unacceptable highway problems or exacerbate on-street parking pressure to an unacceptable degree; and - the proposal would not result in an over-concentration of HMOs in any one area of the ward, to the extent that it would change the character of the area or undermine the maintenance of a balanced and mixed local community in accordance with Bournemouth’s Core Strategy <i>the Development Plan</i>. <p><i>The conversion or redevelopment of existing HMO’s to larger residential units in accordance with other policies in this plan</i></p>		

Table 1 : Boscombe & Pokesdown Neighbourhood Plan - Examiner's recommended modifications and Local Planning Authority's Response

Section in Examiner's Report	Examiner's Proposed Modification	Reason	LPA Decision
	<i>will be supported</i>		
Pages 23-24 Paragraph 12.9 BAP9	<p>BAP9: Managing our high street and businesses</p> <p>Amend policy as follows:-</p> <p>BAP9: Managing our high street and businesses <u>Christchurch Road</u></p> <p>Christchurch Road will be <i>is</i> central to all aspects of community life and its unique Victorian heritage will be celebrated with the unique character of Pokesdown and Boscombe recognised. This will be achieved by:</p> <p>I. Allowing <i>Supporting</i> a mix of uses, excluding residential at ground floor level, in accordance with Bournemouth Local Plan <i>Development Plan</i> Policies;</p> <p>II. Working with partners on an investment programme for environmental improvements to the building façades, shopfronts and streetscape;</p> <p>III. Working with partners on a viability assessment and the implementation of improvements to secure alternative uses for vacant space in the Royal Arcade;</p> <p>IV. // Retain and enhance <i>Support the retention and enhancement of</i> existing music and entertainment venues, including resisting residential uses near venues, where noise</p>	The policy should be renamed and modified to remove the community projects/aspiration sections from the policy section.	Agree with modification.

Table 1 : Boscombe & Pokesdown Neighbourhood Plan - Examiner's recommended modifications and Local Planning Authority's Response

Section in Examiner's Report	Examiner's Proposed Modification	Reason	LPA Decision
	<p>attenuation cannot be satisfactorily installed.</p> <p>Boscombe and Pokesdown and Pokesdown Neighbourhood Forum will work with partners on an investment programme for environmental improvements to the buildings' façades and shopfronts, encouraging a mix of uses excluding residential at ground floor level in accordance with Bournemouth Local Plan Policies.</p>		
<p>Page 24 Paragraph 12.10 BAP10</p>	<p>BAP10: Site Allocations</p> <p>Amend the first paragraph as follows:-</p> <p>In order to protect the character and appearance of the area, provide homes and distribute development across the plan area, the development of sites in accordance with <i>indicative</i> uses and amounts set out in Table 12 (pages 90- 91) will be supported.</p>	<p>The policy does not allocate all the sites in Table 12, only the 4 sites referred to in the policy (SA2, SA4, SA5, SA6). The amendment to the first paragraph of the policy is to ensure that the identified sites can meet the requirements of national policy in terms of flexibility.</p>	<p>Agree with modification.</p>
<p>Pages 24-25 SA2</p>	<p>SA2 Hawkwood Road car park</p> <p>No comment on this policy</p>	<p>N/A</p>	<p>N/A</p>
<p>Pages 25-26 SA4</p>	<p>SA4: Royal Victoria Hospital, Shelley Road, Phase 2</p> <p>Amend the fourth paragraph as follows:-</p> <p>Providing that consideration is given to other policies within</p>	<p>When determining planning applications, the LPA will take into account other material considerations alongside the Development Plan and are the body ultimately responsible for</p>	<p>Agree with modifications.</p>

Table 1 : Boscombe & Pokesdown Neighbourhood Plan - Examiner’s recommended modifications and Local Planning Authority’s Response

Section in Examiner’s Report	Examiner’s Proposed Modification	Reason	LPA Decision
	<p>this plan, the following development will be allowed <u>supported</u>:</p>	<p>making any planning decision. Therefore for clarity the word “allowed” should be replaced with “supported.”</p>	
<p>Page 26 SA5</p>	<p>SA5: Gladstone Road West</p> <p>Amend the second paragraph as follows:-</p> <p>Providing that consideration is given to other policies within this plan, the following development will be allowed <u>supported</u>:</p>	<p>When determining planning applications, the LPA will take into account other material considerations alongside the Development Plan and are the body ultimately responsible for making any planning decision. Therefore for clarity the word “allowed” should be replaced with “supported.”</p>	<p>Agree with modifications.</p>
<p>Pages 26-27 SA6</p>	<p>SA6: Sovereign Centre and car park</p> <p>Amend policy as follows:-</p> <p>The Sovereign Centre and car park have been identified as an area with significant redevelopment potential, given the under use of the upper levels of the multi-storey car park and the outdated appearance of the existing building.</p> <p>Providing that consideration is given to other policies within this plan, including policies to preserve and enhance the Royal Arcade, the comprehensive redevelopment of the site for a high-density scheme to deliver a mix of uses will be allowed <u>supported for a high-density scheme to deliver a mix of uses including</u>: and should comprise:</p>	<p>For clarity</p>	<p>Agree with modifications.</p>

Table 1 : Boscombe & Pokesdown Neighbourhood Plan - Examiner's recommended modifications and Local Planning Authority's Response

Section in Examiner's Report	Examiner's Proposed Modification	Reason	LPA Decision
	<ul style="list-style-type: none"> • Appropriate town centre uses, including retail A1 floor space in accordance with BAP9 • Residential and/or student accommodation on the upper floors • <u>Parking.</u> <p><i>Any submission should include a</i> A robust parking study and impact appraisal to assess parking requirements, the methodology of which should be agreed by the local highway authority.</p>		
Page 27 BAP11	<p>BAP11: Priority improvement projects</p> <p>Delete policy from this part of the plan.</p>	The policy does not meet the requirements for a land use policy and covers community projects and aspirations. It should be removed from this part of the plan.	Agree with modification.
Page 28 Paragraph 2	<p>Conclusions and recommendations</p> <p>Paragraph 2: The general text in the plan should be modified to conform with the policy modifications</p>	For consistency with recommended policy modifications.	Agree with modifications.
Page 28 Paragraph 5	<p>Conclusions and recommendations</p> <p>Paragraph 5: The HRA recommends that the following text at an appropriate point within the Neighbourhood Plan</p> <p><u>Project level HRA and the provision of SANG/HIP capacity</u></p>	The Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA) screening meet the EU Obligation. However the HRA concludes	Agree with modification.

Table 1 : Boscombe & Pokesdown Neighbourhood Plan - Examiner’s recommended modifications and Local Planning Authority’s Response

Section in Examiner’s Report	Examiner’s Proposed Modification	Reason	LPA Decision
	<p><u>will be the responsibility of Bournemouth, Christchurch and Poole Council. Residential development will need to adhere to the Dorset Heathlands Planning Framework, which includes developer contributions towards measures to mitigate for further recreation pressure on the Dorset Heathlands, which are recognised as being of international wildlife importance. Contributions include funding for measures to manage access within the European sites, and measures to provide other suitable Alternative Natural Greenspaces (SANGs) and/or Heathland Infrastructure Projects (HIPs). As residential development proposals come forward for approval by the Council, project level HRA will be undertaken by the Council to confirm that the proposals will be accommodated within this strategic approach, including available capacity within strategic SANG and/or HIP</u></p>	<p>that, with this recommended text, there is certainty that strategic provision for Dorset Heathlands will be secured. No adverse effects on European site integrity can therefore be concluded.</p>	

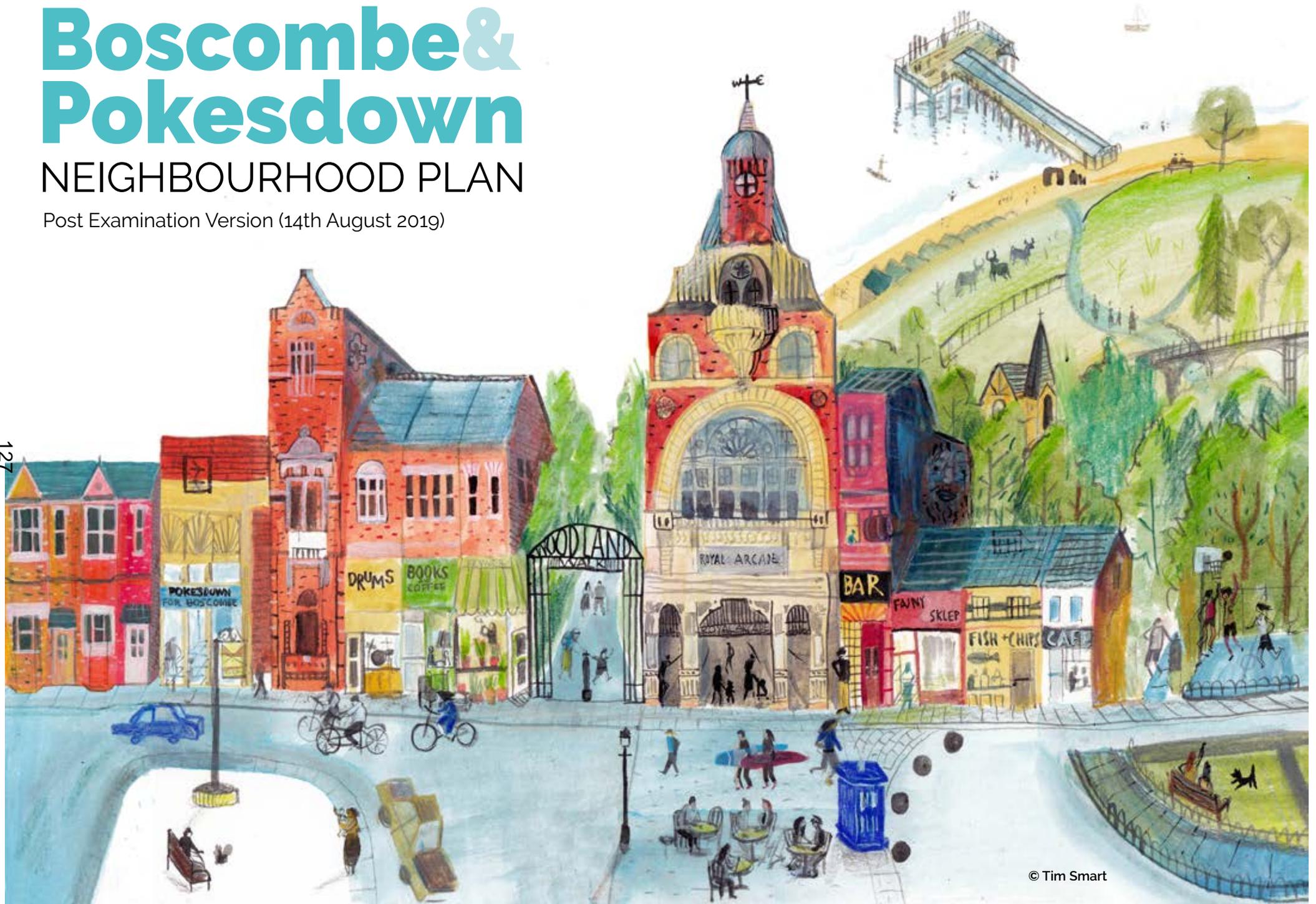
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Boscombe & Pokesdown

NEIGHBOURHOOD PLAN

Post Examination Version (14th August 2019)

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This document

1 This document

- 1.1** Boscombe and Pokesdown Neighbourhood Plan Forum is made up of people who live and/or work in Boscombe and Pokesdown within the borough of Bournemouth. It was established in 2016 when work commenced on a neighbourhood plan. The Boscombe and Pokesdown Neighbourhood Plan focuses on four themes, namely Heritage, Housing, Work, Shops and Services and Site Allocations.

- 1.2** This is a community-led plan, written by local people with support from our technical advisors, ECA Architecture & Planning. The plan aims to guide the future development, regeneration and conservation of the plan area.

- 1.3** **Digital copies of our plan can be downloaded from the following websites:**
www.bournemouth.gov.uk
www.boscombepokesdown.org.uk



2 Executive summary

- 2.1** Boscombe and Pokesdown Neighbourhood Plan (BAP NP) Forum comprises members who either live or work in the designated neighbourhood plan (NP) area. Members include residents, community activists, shopkeepers, business owners and ward councillors within the wards of Boscombe East and Boscombe West.
- 2.2** The community from Boscombe and Pokesdown decided to join up and prepare a joint NP in 2015 following various planning decisions and public realm alterations within the Forum's (the group that oversees implementation of the plan) boundary that they did not support. They were very concerned about the number of older buildings being replaced by contemporary developments of poor quality design, which provided only small flats and no family accommodation. They were equally concerned about the loss of retail floor space and the replacement of historic shopfronts. They were also concerned about the result of loss of green space where former front and rear gardens were lost to the new development and hardstanding to provide for greater number of cars.

- 2.3** Heritage is at the centre of the NP, as is the provision of family housing for which there is an overwhelming need. The Forum want people to stay in the area and for this to be an established sustainable place to live. The high street has a number of significant heritage assets and the Forum wish to celebrate these by having policies which will improve the public realm, renovate building façades and provide for a variety of uses so the vitality and viability of the area is improved.
- 2.4** The area has a number of regeneration initiatives taking place, but these are focused around Boscombe and there is little coordination between Pokesdown and Boscombe. The Forum is keen to ensure that the regeneration of the area is heritage-led and boosts local creative businesses. The area also contains a number of development sites and the Forum were keen to have an active say in what these sites are developed for. They want to ensure that these developments directly benefit the immediate environment and neighbourhoods in which they are located, and for the community to have a say in the planned delivery of infrastructure.

This NP therefore proposes 12 policies, as follows:

- BAP1:** The scale and density of development
- BAP2:** Good design for the 21st Century
- BAP3:** Shopfronts
- BAP4:** Open spaces
- BAP5:** Safe routes
- BAP6:** The number and type of new homes
- BAP7:** The quality of new homes
- BAP8:** Houses in multiple occupation (HMO's) and bedsits
- BAP9:** Christchurch Road
- BAP10:** Site allocations

- 2.5** A list of suggested projects and an implementation strategy is included in the final section and seeks to identify partners who can assist in the delivery of these policies together with potential funding sources.

3 Background

Who is Boscombe and Pokesdown Neighbourhood Plan Forum?

- 3.1 The Boscombe and Pokesdown Neighbourhood Plan Forum was set up under the Localism Act 2011 and formally adopted by Bournemouth Borough Council at their Cabinet meeting on 12 May 2016. The Forum has the power to prepare a neighbourhood plan. Work on the plan commenced in 2015 and has focused on four main themes: Heritage, Housing, Work, Shops and Services and Site Allocations.
- 3.2 The Forum is made up of key representatives from a defined geographical area which follows the ward boundaries of Boscombe West and Boscombe East.
- 3.3 Boscombe and Pokesdown Neighbourhood Plan Forum is chaired by Harry Seccombe and led by a working group of eight people and one technical advisor.
- 3.4 This plan has been prepared with support from ECA Community Interest Company, a planning and architectural practice with funding from My Community and Bournemouth 2026.

What is the Boscombe and Pokesdown Neighbourhood Plan?

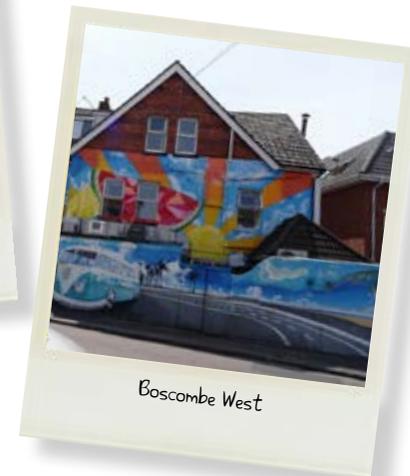
- 3.5 The Boscombe and Pokesdown Neighbourhood Plan is a community-led plan, which aims to guide the future development, regeneration and conservation of the plan area. It contains a vision, aims and objectives. It contains planning policies and development principles for improving the area. Once adopted, the NP will form part of the statutory development plan and will need to be taken into account when all planning-related decisions are made, critically the determination of planning applications within the plan area.

What Area does the Plan Cover?

- 3.6 The NP boundary shown on Map 1 conforms with the neighbourhood forum boundary as approved by Bournemouth Borough Council on 12 May 2016. This is the boundary that was suggested by the Planning Authority. The Plan boundary follows the boundary of the combined wards of Boscombe East and Boscombe West.

What period of time does the plan cover?

- 3.7 The NP will form part of Bournemouth Borough Council's Development Plan. For this reason, it will cover the period up to 2026.



Map 1 Neighbourhood plan boundary

□ Area Boundary



4 Meeting the basic conditions

- 4.1 Only a draft NP which meets Central Government criteria can be put to a referendum and be created.
- 4.2 The basic conditions are set out in para. 8(2) of Schedule 4B of the Town and Country Planning Act 1990 as applied to neighbourhood plans by section 38A of the Planning and Compulsory Purchase Act 2004. A Basics Conditions Statement is set out in the appendices. A neighbourhood plan can be made if it meets the following basic conditions:
- Has regard to national policies and advice contained in guidance issued by the Secretary of State;
 - Contributes to the achievement of sustainable development; and
 - Is in general conformity with the strategic policies contained in the Development Plan for the area.
- 4.3 There is now an additional Basic Condition to be considered (since 28.12.2018). The Neighbourhood Planning (General) Regulations 2012 Section 2, para 1 states:
- “In relation to the examination of Neighbourhood Plans the following basic condition is prescribed for the purpose of paragraph 8(2)(g) of Schedule 4B to the 1990 Act-The making of the Neighbourhood Plan does not breach the requirements of

Chapter 8 of Part 6 of the Conservation of Habitats and Species Regulations 2017.” The Plan must also not breach, and otherwise be compatible with EU obligations and Human Rights requirements.

Habitats Regulations Assessment of the Boscombe and Pokesdown

Neighbourhood Plan, Bournemouth, Footprint Ecology, May 2019

- 4.4 A screening assessment to determine the need for an HRA in line with regulation and guidance was undertaken in 2018. The conclusion of that report was that a Habitats Regulations Assessment would not need to be carried out as it is not considered that any of the development proposed in the Boscombe & Pokesdown Neighbourhood Plan would be likely to have a significant effect on internationally designated wildlife sites (SAC, SPA or Ramsar).
- 4.5 However, following the European judgment the case of People Over Wind and Sweetman v Coillte Teoranta (C-323/17) (“Sweetman”) and the representations from Natural England to a number of Habitat Regulation Assessment consultations undertaken post the judgment, a further Habitats Regulations Assessment of the Boscombe and Pokesdown Neighbourhood Plan was

carried out by Bournemouth Christchurch and Poole Council in May 2019.

- 4.6 The Boscombe and Pokesdown Neighbourhood Plan area falls within the 400m to 5km zone of influence for the Dorset Heathlands SAC and SPA, defined by the Dorset Heathlands Planning Framework. The report records a screening for likely significant effects, and an appropriate assessment of identified risks through the key impact pathway of recreation pressure. The report makes the following conclusions:
- “The screening for likely significant effects only identified the impact pathway of recreation pressure as a result of the contribution of further housing within 5km of the Dorset Heathlands.
 - The screening assessment identified a number of minor text changes that do not alter the conclusions of the HRA but could be added to make positive additions in relation to the natural environment.
 - The appropriate assessment confirmed compliance with the Dorset Heathlands Planning Framework in relation to mitigating for recreation pressure, and recommended wording that should be added at an appropriate point within the Boscombe and

- Pokesdown Neighbourhood Plan.
- In adopting this HRA report as their formal record of HRA, Bournemouth Christchurch and Poole Council considers its duties as competent authority under the Habitats Regulations to be fulfilled.
- In conclusion, with the recommended text in place, which is set out below, there is certainty that strategic provision for Dorset Heathlands will be secured. No adverse effects on European site integrity can therefore be concluded".

4.7 Project level HRA and the provision of strategic SANG/HIP capacity will be the responsibility of Bournemouth Christchurch and Poole Council.

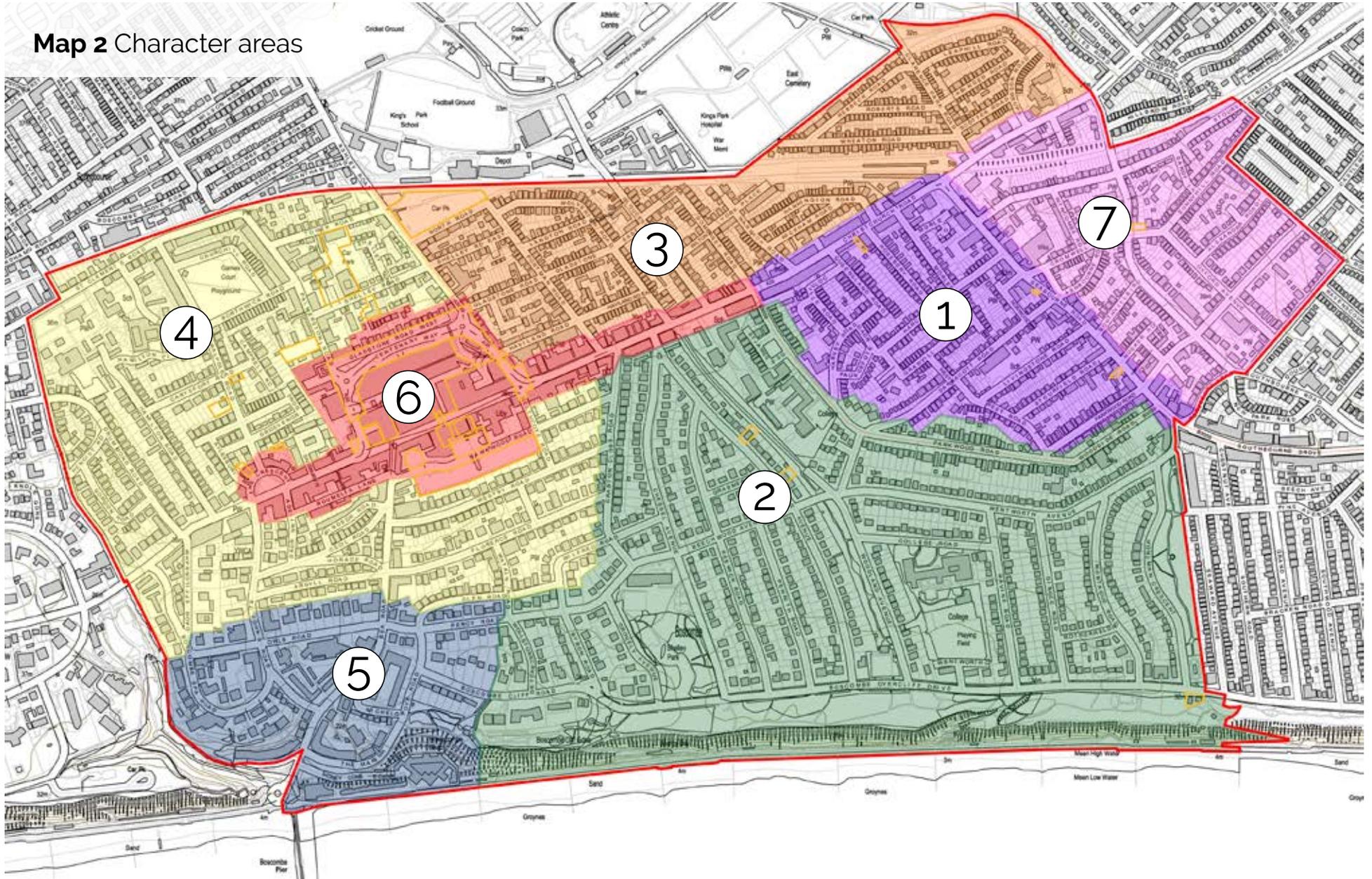
4.8 Residential development will need to adhere to the Dorset Heathlands Planning Framework, which includes developer contributions towards measures to mitigate for further recreation pressure on the Dorset Heathlands, which are recognised as being of international wildlife importance. Contributions include funding for measures to manage access within the European sites, and measures to provide other Suitable Alternative Natural Greenspaces (SANGs) and/or Heathland Infrastructure Projects (HIPs). As residential development proposals

come forward for approval by the Council, project level HRA will be undertaken by the Council to confirm that the proposals will be accommodated within this strategic approach, including available capacity within strategic SANG and/or HIP.

- 4.9** The Boscombe and Pokesdown Neighbourhood Plan meets these basic conditions because:
- it is in general conformity with Development Plan policies, as contained in the adopted Bournemouth Local Plan Core Strategy (Adopted October 2012) and the Saved Policies in the Bournemouth Local Plan and other supplementary planning documents and guidance;
 - it seeks to preserve or enhance the character or appearance of the Conservation Area's listed buildings and their settings;
 - it is in accordance with policies contained within the National Planning Policy Framework (NPPF) and Guidance (NPPG), and European Planning Guidance;
 - it is based on a sound and robust evidence base;
 - it reflects the needs of the business and residential community;
 - it is a sustainable plan

- 4.10** A comprehensive list of relevant local, national and EU policies, and how the NP complies with these, is set out in the Basic Conditions Statement which is included as Appendix I.

Map 2 Character areas



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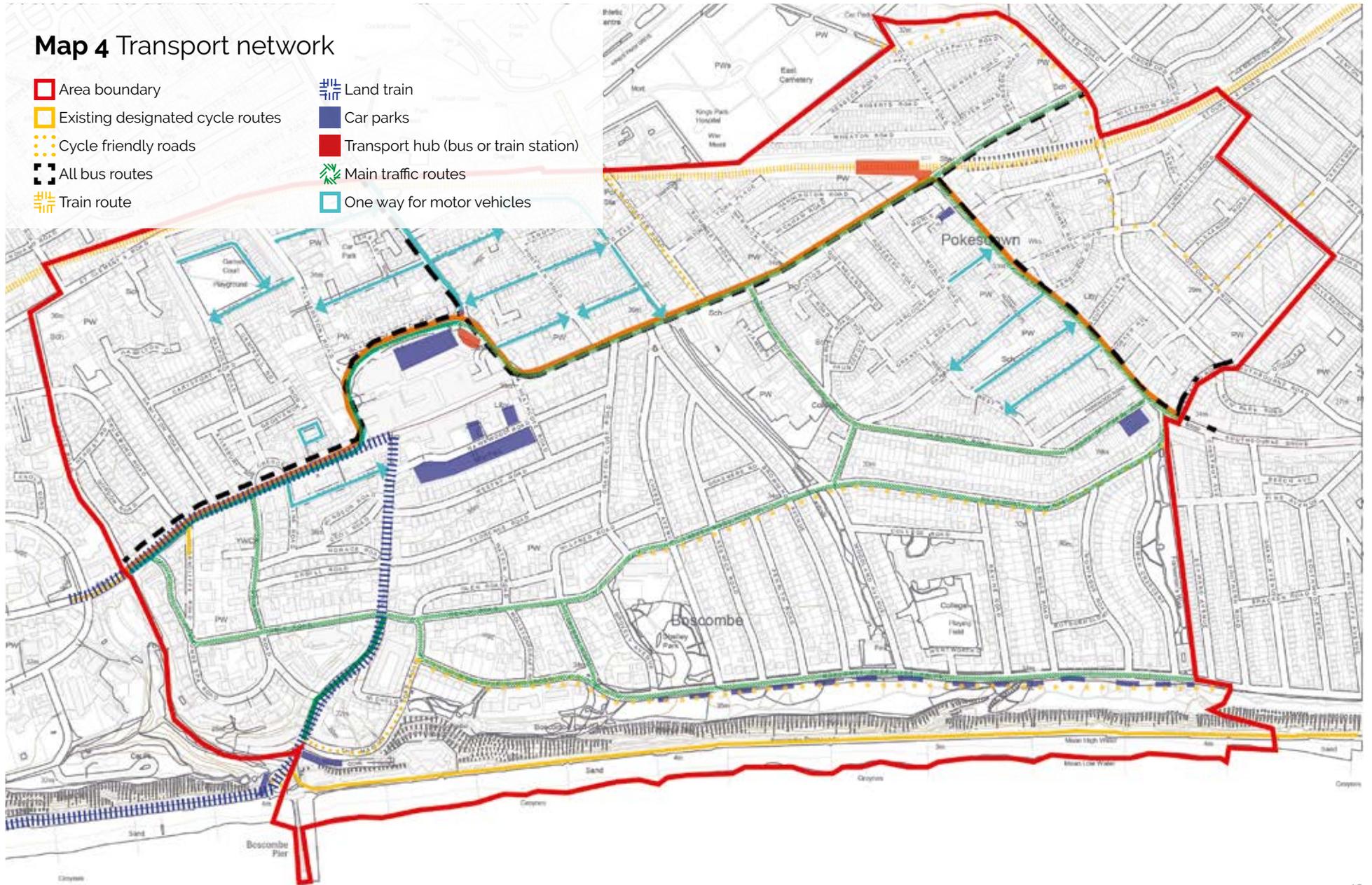
Map 3 Land use

- Residential
- Special residential
(C2 use – care homes and supported housing)
- Public car parking
- Retail/Commercial
- Community
- Hotel/Tourism



Map 4 Transport network

- Area boundary
- Existing designated cycle routes
- Cycle friendly roads
- All bus routes
- Train route
- Land train
- Car parks
- Transport hub (bus or train station)
- Main traffic routes
- One way for motor vehicles



5 About our area: area audits

Map 2 (page 9) shows the 7 character areas analysed in this section.



Location Plan



Land Use Plan



Main routes

ANALYSIS AREA 1

Location and Context

Context

This densely built up area stretches south of the main arterial Christchurch Road high street and comprises a mix of detached, semi-detached and terraced housing dating from the Edwardian period onwards. It has a tight urban grain and is predominantly of a domestic two-storey scale. It is a sustainable and accessible location, within easy walking distance to a number of shops, services and Pokesdown mainline station.

Land Use

Map 3 shows the land uses in the NP area. Pokesdown high street has become a business hub for furniture and antique dealers as well as vintage and retro clothing. These are interspersed with independent cafés, bars and retailers serving a niche market. There are a few larger commercial businesses located along Seabourne Road. The area to the south is residential in character with Pokesdown primary school centrally located.

Movement

Map 4 shows movement routes throughout the area. This section of the high street is part of a busy thoroughfare on the public transport link between Bournemouth and Christchurch, with no cycle lane. On-street parking exists along the high street providing access. Due to the tight urban grain, residential on-street parking constrains vehicle accessibility within the

compact street network. Good footpaths provide access to the high street and beaches to the south.

Relevant Planning Policy

Bournemouth Core Strategy Policy

The commercial premises fronting Christchurch Road (1084-1126 and 1067-1125) and also the southern end of Seabourne Road from Wentworth Avenue north to Stourfield Road is designated a Secondary Frontage (Saved LP Policy 5.20). Planning permission is granted for uses other than A1 retail only under a number of circumstances including on the basis that it does not lead to an over-concentration of uses which will have an adverse affect on the area.



Shops on Christchurch Road

Built Form

Heritage Assets

The area contains a number of locally listed buildings such as The Pokesdown Centre on Christchurch Road and 136-144 Seabourne Road. There is evidence of a number of character buildings and a historical street network, however this is being eroded by some buildings suffering disrepair and infilling of more recent redevelopments.

Public Realm

The tight urban grain creates a sense of enclosure to the residential street network with good natural surveillance. Generally footpaths are of good quality and provide safe access to the high street. The high street suffers from street

clutter, which can interfere with access and is also interrupted by road junctions. Pokesdown Station is inaccessible for the disabled as the lift is broken. The station is manned part-time with someone at the ticket office and poorly lit.

Management and Maintenance

The area surrounding the high street has a lot of daytime activity supported by a strong network of local retailers and residents that contribute to good community spirit in the area (Pokesdown Community Forum). The forum help maintain the area and campaign for improvements such as to Pokesdown Village Green and a lift for the station. The area has suffered some historical associations with crime and anti-social behaviour, which seems to be focused around the station.

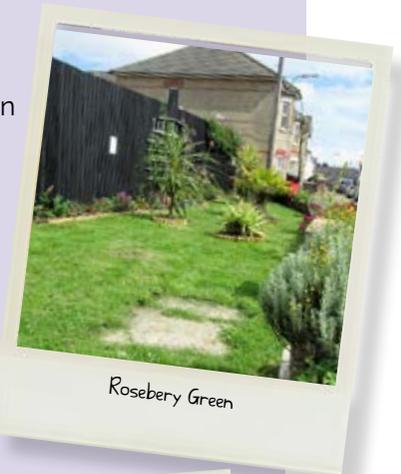
Open Space

Pokesdown Village Green

This is a community focal point recently improved with new landscaping, signage and an information board through the work of Pokesdown Community Forum.

Rosebery Road green space

A small patch of green space on the corner of Christchurch Road and Rosebery Road with a bench.



Rosebery Green

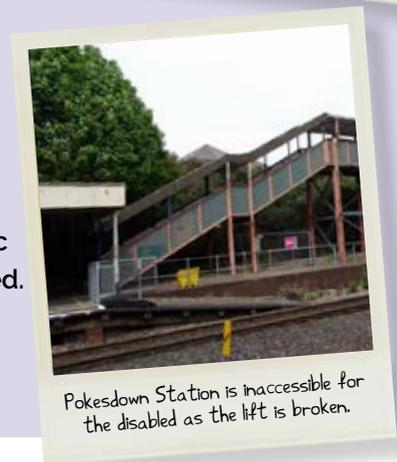


Pokesdown Village Green

Opportunities for change

Planning Policy:

The independent shopping hub of Pokesdown has become part of the identity of this part of the Christchurch Road. There is a need for planning policies that seek to improve and enhance the quality of shopfronts to upgrade the appearance of the area. This section of Christchurch Road also has a collection of historic buildings and shopfronts which could be improved and enhanced. There is a need to preserve and enhance historic buildings and provide good living conditions for residents above shops.



Pokesdown Station is inaccessible for the disabled as the lift is broken.



Location Plan



Land Use Plan



Main routes

ANALYSIS AREA 2

Location and Context

Context

This large area is predominantly residential, laid out in a strong linear pattern of development that stretches north and south from Beechwood Avenue, a tree lined road with a sylvan quality and is bounded by Christchurch Road to the north and includes the stunning beach and promenade to the south. Properties are generally detached, substantial dwellings set in spacious plots dating from the Victorian era.

Land Use

This area is a predominantly residential in character with a sylvan quality. There are also a number of institutional uses with education and health buildings located at the Bournemouth Collegiate school, Chiropractic college, Thomas Garnet Primary School and the health centre at Shelley Manor. Shelley Theatre is a centre for local arts and theatre.

Movement

The main issue here is pedestrian access to the beach from Overcliff Drive, which, due to the steep clifftop has limited accessibility with only 3 footpaths to the beach, some containing steps. Due to the spacious and linear layout of the area it has good legibility and clear lines of sight and movement. Fisherman's Walk and Woodland Walk provide tree-lined footpaths linking Christchurch Road to the beach and Beechwood

Avenue has traffic control measures that provide good pedestrian and cycle access.

Relevant Planning Policy

Bournemouth Core Strategy Policy

Under policy CS21 most of the area is protected from 'urban intensification'. New housing is only allowed if it is in accordance with the scale, character, appearance and density of the area and would not harm living conditions.

Shelley Park, Woodland Walk, Fisherman's Walk, the clifftop and beach are designated open spaces protected under Policy CS31. Parts of the clifftop area Site of Nature Conservation Interest (CS35) and have been designated a Local Nature Reserve, and the cliffs themselves are a Site of Special Scientific interest (CS34) where features, biodiversity and geodiversity should be preserved or enhanced.



The clifftop

Built Form

Heritage Assets

Boscombe Manor conservation area is within the south west of this area and is largely composed of detached villas built between 1895 and 1920. There are several buildings of outstanding quality. Shelley Manor Theatre is a Grade II listed building within the conservation area.

Public Realm

The beach and associated promenade with its wide golden sand and natural undeveloped cliff top provides a significant amenity mainly used by local people and is therefore relatively quiet when compared to other adjacent beaches. The area benefits from traffic calming and parking measures to some roads e.g. along Parkwood Road, Beechwood Avenue and St James home

zone. Footpaths are of good quality and well lit. A pedestrian crossing exists outside the medical centre to control traffic and pedestrian access. Local parks are safe and well maintained, however Woodland Walk and Fisherman's Walk have poor natural surveillance and are poorly lit, which contributes to fear of crime.

Management and Maintenance

Parks are generally well maintained, however both Woodland Walk and Fisherman's Walk could be enhanced with more appropriate lighting and/or art installations. St James residents association are active in managing and maintaining St James Square. Shelley Theatre are fund raising for investment into renovations that are needed for this to become a fully functioning cultural resource for the local community.

Open Space

The beach

Extensive white sandy beach and promenade. On Boscombe Overcliff there is a crazy golf and small play area, café and parking.

Shelley Park

Area of recently refurbished public open space and tennis courts, which includes a children's play area. This is an important local amenity.

St James home zone

Area of hard and soft landscaping lying outside of Corpus Christi School. Area includes benches and some play equipment.

Woodland Walk

A tree lined footpath and cycle path linking Christchurch Road to the cliff top. Well landscaped but poor natural surveillance and lighting.

Fisherman's Walk

Network of footpaths beneath trees providing access between Southbourne and the cliff top. The bandstand is a focal point for community events.

Opportunities for change

Planning Policy:

There is a need to protect the residential quality of the area from any further erosion by large blocks of flats or more informal conversions such as houses in multiple occupation (HMOs) serving the student population. This area has a good supply of green infrastructure and links to this from other parts of the plan area could be improved by better lighting enhancements to make routes safer.





Location Plan



Land Use Plan



Main routes

ANALYSIS AREA 3

Location and Context

Context

This built up area stretches north of Pokesdown High St and is predominantly pairs of semi-detached and terraced housing dating from the Edwardian period. It has a tight urban grain and is of a domestic scale. It is a sustainable and accessible location, within easy walking distance of shops and Pokesdown mainline station. It also adjoins Kings Park recreation ground to the north, outside the NP boundary.

Land Use

This area is dominated by residential uses and has a peaceful character, lying on the edge of the cemetery and Kings Park recreation ground. There is a stone masons located in the middle of the area set back from the residential street of Gloucester Road, one of several commercial premises in the area. Some new redevelopments including affordable housing are being developed in the western area.



Movement

The railway line cuts across part of this area which interrupts access to Kings Park. Generally there is good visibility and accessibility within the street network. This area provides a pedestrian and cycle link between Kings Park recreation ground and the residential area and beach to the south via either Kings Park Road or Gloucester Road. There is a need for safer crossings and traffic calming measures at the junctions where these roads meet Christchurch Road.

Relevant Planning Policy

Bournemouth Core Strategy Policy

Urban intensification allowing more residential properties within 400 meters of the District Centre on Christchurch Road, Southbourne Grove and Southbourne Road is supported in Policy CS21 (Preferred Location for Housing) includes this area and could potentially open it up to flats and HMOs.

Core Strategy Policy CS41 seeks to conserve and improve townscape and ensure that all development is well designed and of a high quality.



Typical terraced and semi-detached housing

Built Form

Heritage Assets

The area contains a number of listed buildings at St James' Church and school and within the western area of Gladstone Road. There is evidence of a number of character buildings and the historical street network, however this is being gradually eroded by some newer infilling of more recent redevelopments.

Public Realm

The residential street network generally provides good natural surveillance. Hannington Place is a substandard road that extends from



Grade II listed building 68 Gladstone Road, former British and Foreign School

Christchurch Road and joins York Place. Roads are generally wide enough to accommodate on-street parking without compromising legibility. Generally footpaths are of good quality and provide safe access to the high street to the south. There are a number of safe crossings along Christchurch Road, however these do not line up with pedestrian and cycle connectivity routes from Kings Park.

Management and Maintenance

Pokesdown Community Forum help maintain the area and campaign for improvements including a lift for the station. They are working to make improvements to Hannington Place.

Open Space

Kings Park

Large area of public open space, two children's play areas, indoor and outdoor bowls, athletics track, skate park, cricket field, football stadium and pavilion/cafe. This lies just outside the NP area, but is a local leisure and recreational resource.



Kings Park playground

Opportunities for change

Planning Policy:

There is a need to protect the stock of family housing in this area and control urban intensification. The concentration of HMOs in the area has become problematic and brought about adverse effects to the quality of the environment and residential accommodation. There is a policy requirement to control the concentration of HMOs and improve living conditions in some parts of the plan area. There is a need to improve links between the station and the beach as well as access to the platform at the station, due to the broken lift.



Pokesdown Station



Graffiti in Hannington Place



Location Plan



Land Use Plan



Main routes

ANALYSIS AREA 4

Location and Context

Context

This large area is predominantly residential comprising a mix of dwelling types and tenures including large detached dwellings, terrace housing, flats, open market housing, affordable housing, HMOs and specialist housing dating from the Victorian era onwards. The area has historical significance and comprises a number of listed buildings and conservation areas, as well as some more recent redevelopments.

Land Use

Land uses in this area are predominantly residential. There are two schools located in the northern area and two areas of public open space, the main one located at Churchill Gardens. There are a number of hotels within the southern section of this area, closer to the beach. The drug rehabilitation centre 'Providence Projects' is located along Walpole Road and a large health centre and clinic located along Shelley Road and Palmerston Road.

Movement

The area has a grid form of layout, which promotes good accessibility. On-street parking can constrain some routes especially around Churchill Gardens where roads narrow. Walpole Road, St Clements Road and Knole Road are used as cut through 'rat runs' to avoid congestion along Christchurch Road and can become hazardous for pedestrians and cyclists at peak times.

Relevant Planning Policy

Bournemouth Core Strategy Policy

Urban intensification allowing more residential properties in this area is supported in Policy CS21 (Housing Distribution Across Bournemouth). New houses in multiple occupation (HMOs) are only permitted where no more than 10% of dwellings in the area adjacent to the application property are also HMOs (CS24).

Core Strategy Policy CS41 seeks to conserve and improve townscape and ensure that all development is well designed and of a high quality.



Churchill Gardens Conservation Area



Churchill Gardens

Built Form

Heritage Assets

Churchill Gardens conservation area comprises good examples of late Victorian and Edwardian architecture. St Clements Church and school are all Grade II listed and the House of Bethany, now used as sheltered housing is Grade II listed. Boscombe Spa Conservation area is located within the southern part of this area and comprises a number of listed buildings.

Public Realm

Given the high density of this area and the mix of tenures that exist and also school provision, there is limited provision of open

space, although Churchill Gardens is a well used park and community focal point. Traffic calming measures exist along school routes and Churchill Gardens where the road narrows. On-street parking within the dense street network can compromise legibility. There are no cycle routes.

Management and Maintenance

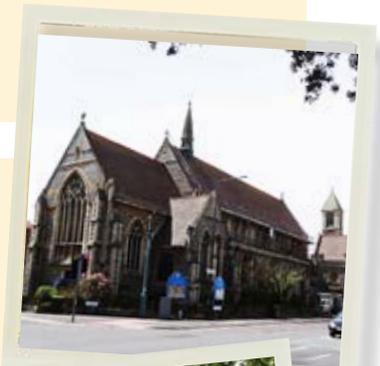
The Churchill Gardens Conservation Area Management Plan was adopted in December 2015. This aims to improve housing standards in the area, partnership working between the council, Boscombe Regeneration Partnership and the local community and restore and enhance the significance of heritage assets.

Open Space

Churchill Gardens

Area of open space with children's playground for a range of ages as well as basketball courts.

A well used local facility that has suffered from some problems of anti-social behaviour and dog fouling. This park contains some substantial trees and extensive lawn areas. There is potential for more features in the park to attract a wider age range.



Churchill Gardens



Listed Water Tower, 58 - 62 Palmerston Road

Opportunities for change

Planning Policy:

The concentration of HMOs in this area particularly has given rise to adverse effects upon the living conditions and physical environment including anti-social behaviour and crime. There is a need to resist any new HMOs in this area and promote and encourage the development of high quality family accommodation.

There is a need to protect existing green spaces and upgrade these, as well as improve and enhance the road network and green links to make the area safer.

There are a number of development sites within the area that could be redeveloped to provide for the community's needs including family housing and community uses.



Location Plan



Land Use Plan



Main routes

ANALYSIS AREA 5

Location and Context

Context

This smaller area has a unique character defined by the pier and beach. The layout of development here is not linear and the land falls away steeply towards the beach. Tourism uses and activities intersperse with residential uses in this area, which has a wealth of heritage assets being a holiday destination since the Victorian era. Buildings are generally a mix of older historical dwellings, some converted to flats, as well as large, modern redevelopments of flats. The area has undergone significant change following regeneration focussed on the 'reef' and Boscombe Pier.

Land Use

This area is predominantly residential in character, with a mix of other uses. There are more hotels in this area compared to other sub areas given the proximity to the pier and beach.

The tourism function of the area is supported by a number of pubs, cafés and shops located along the prom and Sea Road.

Movement

Sea Road links Boscombe town centre to the beach. Vehicle, pedestrian and cycle routes all lead to the pier and beach, which is accessible, although it is a steep gradient. Car parking is provided along Undercliff Drive to the west, outside the plan area, at a cost. The land train, a tourist facility, provides access between Boscombe and Bournemouth Main routes beaches and to Boscombe town centre.

Relevant Planning Policy

Bournemouth Core Strategy Policy

Policy CS28 resists the loss of existing Tourist accommodation. Policy CS29 protects Tourism and cultural facilities. Policies CS39 and CS40 deal with heritage assets and the requirement to



Looking towards Henisbury Head from Boscombe Pier

preserve or enhance their significance. The clifftop and beach are designated open spaces protected under Policy CS31. Parts of the clifftop are a Site of Nature Conservation Interest (CS35), and the cliffs themselves are a Site of Special Scientific interest (CS34) where features, biodiversity and geodiversity should be preserved or enhanced.

Built Form

Heritage Assets

Boscombe Spa conservation area is within most of this area and is largely composed of detached Victorian and Edwardian villas built between 1870 and 1910. There are several buildings of outstanding quality, including Grade II listed San Remo Towers and 9 Owls Road, Burlington Mansions, and the group of terrace townhouses along Windsor Road.

Public Realm

The beach and associated promenade with its wide golden sand and natural undeveloped



Grade II listed San Remo Towers

clifftop provides a significant amenity for tourists and local residents. Public realm improvements funded by Boscombe Regeneration Partnership have enhanced the Pier and access to the beach and gardens. The promenade is well maintained, however some clutter exists around Urban Reef where the promenade narrows which can compromise legibility.

Management and Maintenance

The beaches and parks are generally well maintained.



Boscombe Pier

Opportunities for change

Planning Policy:

The existing tourism function of this area has benefited from recent investment. There are policies in place to resist the loss of uses that contribute to the function of the area e.g. hotels. There is a need to maintain and upgrade existing safe routes in the area such as the promenade and network of streets off the main routes preferred by cyclists. The steep gradient on Sea Road is a barrier to movement. A new public transport bus/park and ride would attract more visitors from the beach to Boscombe central.

About our area

Area audits

AREA 5

Open Space

The Beach

Extensive sandy beach and Promenade provide for a variety of formal and informal recreational activities, including surfing on the artificial reef. Other more specialist activities such as sailing can be done through adjacent shops.

Boscombe Chine Gardens

Outside but adjacent to the boundary, this tree lined footpath and cycle path links Christchurch Road to the cliff top and includes landscaped and well lit gardens including children's play areas and basketball courts.

Clifftop gardens

This attractive area of landscaped green space affords excellent clifftop views from its footpaths and benches.



Honeycomb Beach Development

ANALYSIS AREA 6

Location and Context

Context

This densely built up town centre area is focused along Christchurch Road running from its junction with St John's Road in the west to Parkwood Road in the east. Laid out in the Victorian and Edwardian period this area has been subject to substantial change although many of its historic buildings are still evident.

Land Use

Christchurch Road is a local shopping centre with a variety of convenience shops, including a Sainsbury's supermarket and some specialist comparison stores and services mainly within the fully occupied Sovereign Centre or recently renovated Royal Arcade. Residential flats occupy some upper floors, although many of the upper floors and shops are vacant. There is an apparent lack of offices and larger commercial premises/employment opportunities. The

Library on Heathcote Road is an important community hub and is an example of a good quality and well-designed new building.

Movement

This highly accessible location accommodates a small bus station but no designated cycle routes and limited cycle parking. There is a large car park on Hawkwood Road although on-street parking is limited. The central part of Christchurch Road is pedestrianised creating a sterile environment when the shops are closed. Vehicular movement north to south is restricted by one-way roads.

Relevant Planning Policies

Bournemouth Core Strategy Policy and Saved Local Plan Policies

The pedestrianised area including the Sovereign Centre is a designated Core Shopping Area where only A1, A2 and A3 uses are allowed, subject to certain criteria being satisfied. On the remaining secondary frontage (CS9 & Saved



Location Plan



Land Use Plan



Main routes



Royal Arcade: Significant heritage asset



The Crescent

Policy 5.20) development is allowed which maintains or improves the function, vitality & viability of the centre in relation to retail, cultural and community facilities and does not harm local residents amenities. The policy does not allow the loss of ground floor retail/commercial floorspace to residential use, although this often no longer requires planning permission.

Policy CS21 allows 'urban intensification' i.e. flats with limited car parking here and new HMOs are only restricted where there are others in the vicinity (CS24).

Built Form

Heritage Assets

The Crescent is located in the Boscombe Spa Conservation Area. There are only two listed buildings including the Royal Arcade (1892) which is an imposing mixed use building in the 'mixed renaissance style' also 506 Christchurch Road (opposite).

There are numerous fairly significant Edwardian and Victorian buildings which afford no statutory heritage protection, many of which have undergone some unsympathetic alterations in the past. Many of these premises are also under used and have good potential for re-use and renovation.

Public Realm

The public realm includes an extensive pedestrian area which is made up of some poor

quality paving materials. But this is a vibrant area in the daytime and has potential. A new shared space on the junction of Christchurch Road and Centenary Way incorporates high quality materials although members are concerned that this remains a dangerous crossing. Centenary Way and its associated underpasses are outdated and intimidating areas.

Management and Maintenance

Issues relating to antisocial behaviour in the parks and open spaces make the area less attractive especially in the hours of darkness.



Cafés and shops on the pedestrian precinct

Opportunities for change

Planning Policy:

This area represents the greatest opportunity for change, with some potential redevelopment sites. There is a need to stimulate activity and investment in the high street and Sovereign Centre and also a need for office and small to medium sized commercial floorspace. There is a need to improve shopfronts and public realm and create more night time activity. A high concentration of HMOs in the area immediately surrounding this has given rise to adverse effects on the physical and social environment. There is a need to review this.

About our area

Area audits

AREA 6

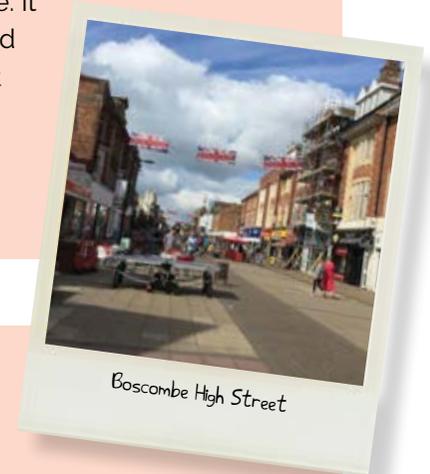
Open Space

The Crescent

This 'pocket park' was recently renovated in a 'conservation style' and contains benches, a lawn area, borders and large trees. Well used by dog walkers although there are some anti-social behaviour issues.

Boscombe High Street

The large pedestrianised zone known as Boscombe High Street is a significant local amenity and vibrant thoroughfare during the daytime. It contains tables and chairs for adjacent cafés and a street market 2 days a week.



Boscombe High Street



Location Plan



Land Use Plan



Main routes

ANALYSIS AREA 7

Location and Context

Context

This built up area stretches south east of Pokesdown and comprises mainly detached and pairs of semi-detached and terraced housing dating from the Edwardian period. The area is generally of a domestic, two storey scale. It is a sustainable and accessible location, within easy walking distance of shops and services in Pokesdown and Southbourne, as well as the mainline station.



Shops on Seabourne Road



Pokesdown and Southbourne Library

Land Use

Seabourne Road extends south from Christchurch Road to join Southbourne Grove and is characterised by a mix of residential and commercial uses including hairdressers, takeaways and retail shops. Pokesdown and Southbourne Library and The Good Play cafe is along here. The Stourvale Centre is a community centre located on Stourvale Road east of the area. The area is predominantly residential.

Movement

This section of Christchurch Road is part of a busy thoroughfare on the public transport link between Bournemouth and Christchurch, with no cycle lane. On-street parking exists along most streets. Due to the tight urban grain, residential on-street parking constrains vehicle accessibility within the compact street network. Good footpaths provide access to Southbourne shops and Kings Park recreation ground.

Relevant Planning Policy

Bournemouth Core Strategy Policy

The commercial premises fronting Christchurch Road & southern end of Seabourne Road from Wentworth Avenue to Stourfield Road is a designated Secondary Frontage (Saved LP Policy 5.20) where planning permission is granted for uses other than A1 retail, only in some circumstances. Urban intensification allowing more residential properties within 400

meters of the District Centre is supported in Policy CS21 and could potentially open up this area to flats and HMOs subject to policy CS24.

Built Form

Heritage Assets

The area contains a number of locally listed buildings including two along Southbourne Road. There is evidence of a number of character buildings and the historical street network, however this is being gradually eroded by infilling of more recent redevelopments.

Public Realm

On-street parking can compromise legibility within residential streets. Generally footpaths are of good quality and provide safe access. Pokesdown Station is inaccessible for the disabled as the lift is broken. The station is unmanned and poorly lit. Access to Kings Park for recreation and leisure activity is focused on one main route via Southbourne Road and Kings

Park Drive. A pedestrian crossing and cycle paths exist on this section of Christchurch Road to aid accessibility.

Management and Maintenance

Pokesdown Community Forum and Southbourne Traders Association help maintain the area. Southbourne-On-Sea Business Association work to improve the business environment for Southbourne and stimulate investment.



Kings Park nursery on Kings Park Drive

Open Space

Kings Park

Large area of public open space including two children's play areas, indoor and outdoor bowls, athletics track, skate park and cricket field and pavilion/cafe. This lies just outside the NP area, but is a local leisure and recreational resource, accessible from this area via Southbourne Road and Kings Park Drive.



Locally listed building Seabourne Road, Southbourne

Opportunities for change

Planning Policy:

With such a cohesive network of residential streets, this area has limited opportunity for change. Accessibility to the station and Kings Park is compromised by Christchurch Road and the railway line and there is a need for improved and safer pedestrian routes between Pokesdown Station and the clifftop and beach. There is a need to maintain and stimulate investment within the secondary retail frontage along Seabourne Road.



Public parking and flats

Our vision, aims and objectives

6 Our vision, aims and objectives

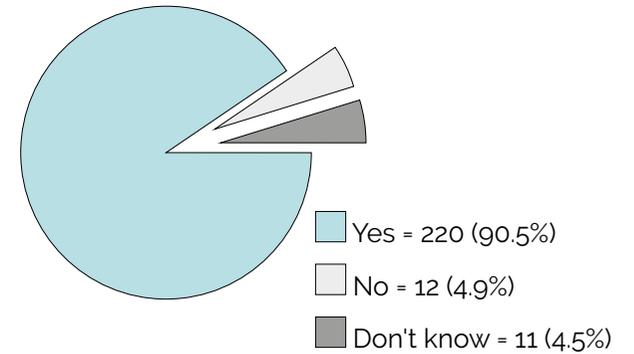
The Vision and Aims for the plan came about as a result of public consultation with the wider forum. This was undertaken through a workshop with members and an on-line survey. Some of the results are collated here.



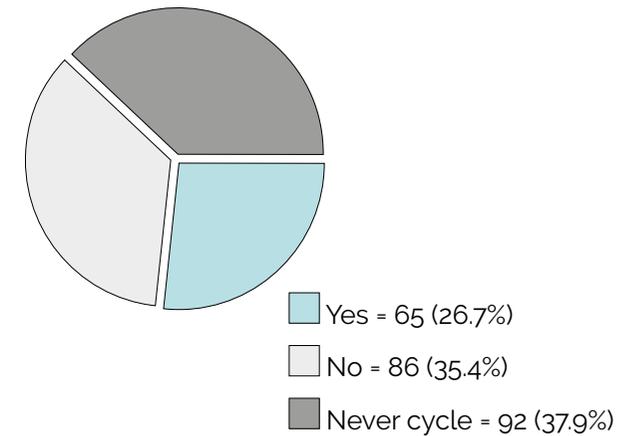
Some examples of questions asked and responses.

Aim 8: Identify what makes the neighbourhood unique in terms of its social and heritage assets, and create policies which preserve and enhance these assets for the next generation.

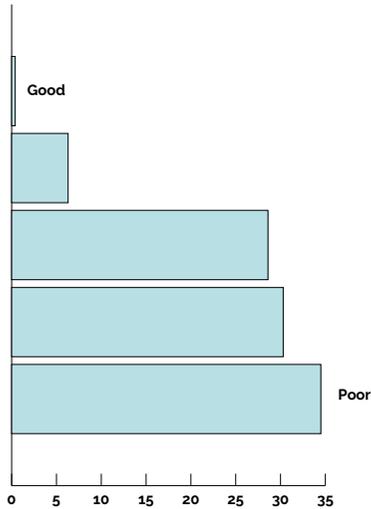
Q.8.1: Do you agree with this aim?



Do you feel safe cycling through the area?

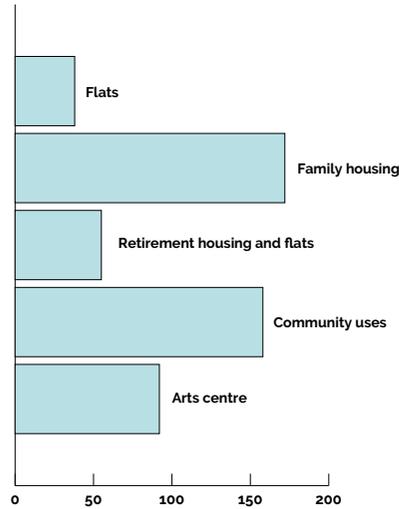


What do you think about the quality of Pokesdown Station?



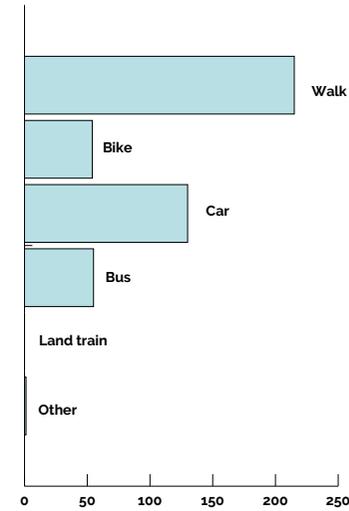
Good: 1 = 1 (0.4%)
 2 = 15 (6.3%)
 3 = 68 (28.6%)
 4 = 72 (30.3%)
 Poor : 5 = 82 (34.5%)

What should large redevelopment sites be used for?



Flats = 38 (15.8%)
 Family housing = 172 (71.7%)
 Retirement housing and flats = 55 (22.9%)
 Community uses = 158 (65.8%)
 Arts centre = 92 (38.3%)

How do you get to the shops?
 Tick more than 1 if applicable.



Walk = 215 (87.8%)
 Bike = 54 (22%)
 Car = 130 (53.1%)
 Bus = 55 (22.4%)
 Land train = 0 (0%)
 Other = 3 (1.2%)

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Our vision, aims and objectives

Vision

The vision for the Boscombe and Pokesdown NP area in 20 years time is a desirable place to live, work and visit which is well-connected, prosperous, healthy and safe. All new development will be high quality and meet the existing community's needs without compromising the environment for future generations. Development will integrate with the social and historic fabric of the area and there will be good facilities for the whole community.



Aim 1

Establish a clear vision and list of priority improvement projects for the NP area that most people support.

Aim 2

Provide better homes and affordable homes for existing residents by rebalancing the housing stock (including specialist housing) with a presumption in favour of family dwellings with at least two bedrooms throughout the area, subject to site opportunities and constraints.

Aim 3

Improve access by all means of transport throughout the area particularly to and from the beach and make it easier to use public transport.



Aim 4

Improve public parks, spaces and streets with a focus on designing out crime by providing safe, well-lit routes between key areas.

Aim 5

Enhance the high streets in Boscombe and Pokesdown to preserve and enhance their unique and quirky character, boosting their footfall in the day and night by making better use of existing buildings and spaces for uses which the community wants and needs.

Aim 6

Provide a desirable environment to do business.

Aim 7

Make the best use of land by identifying sites that are under-used and have potential to be redeveloped for uses which meet the community's needs, identifying delivery mechanisms with key partners.

Aim 8

Identify what makes the neighbourhood unique in terms of its social, heritage and community assets and create policies that protect, preserve and enhance these assets for the next generation.

Aim 9

Change the perception of the neighbourhood by promoting it as a historic, thriving community by making it the most desirable place to live and/or work in the borough.

From the aims we devised four policy themes:

Heritage

Making the best of our natural and built environment and reducing crime.

Homes

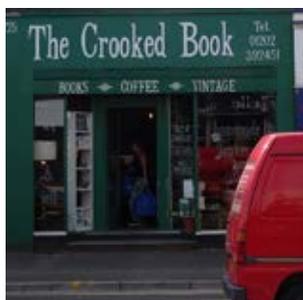
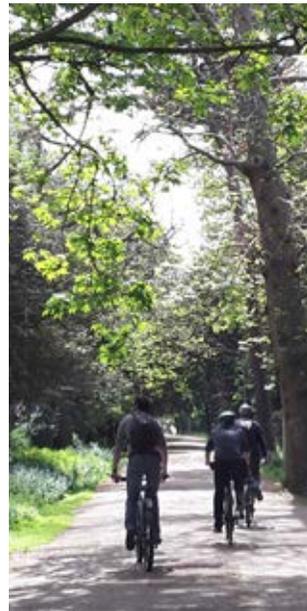
Providing homes that we need.

Work, Shops and Service

Preserving and enhancing Boscombe and Pokesdown high streets for employers, shoppers and the whole community.

Sites

Allocating sites for uses which the community needs.



Map 5 Boscombe & Pokesdown Neighbourhood Plan:
Proposals Map



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Legend

-  Area Boundary
 -  BAP4: Proposed cycle connections
 -  BAP5: Proposed safe route
 -  BAP4: Open Spaces
 -  BAP4(8): Proposed transport hubs
 -  SAxx BAP10: Site Allocations
 -  Train Route
 -  BAP2: Proposed locally listed buildings & parks
1. Brewhouse & Kitchen, 147 Parkwood Rd
 2. Gainsborough Court, Cromwell Rd
 3. Memorial Stone, opposite 1 Chessel Ave
 4. Mead Court (Brewery) 27 Southbourne Rd
 5. 16 Wilfred Road
 6. Hampden Lane (all buildings)
 7. Southbourne Library
 8. Fisherman's Walk
 9. Pokesdown Station, Christchurch Rd
 10. 2 Percy Rd
 11. Portman Hotel, 97 Ashley Rd
 12. 2-48 North Rd
 13. NHS Hospital, 11 Shelley Rd
 14. Rosebury Park Church, Christchurch Rd
 15. Flower Shop, 739 Christchurch Rd
 16. The Bell Pub, 915 Christchurch Rd
 17. 3 Wickham Rd
 18. 25 West Rd
 19. 40 Florence Rd
 20. St Georges Methodist Church & Church Hall
 21. 661 - 685 Christchurch Road
 22. 'New Park' shopping terrace, 630 - 654 Christchurch
 23. Woodland Walk

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7 Our policies

Our policies are arranged into four themes and this is represented in map form in the BAP Proposals Map 5:

Heritage

Making the best of our natural and built environment and reducing crime

Homes

Providing homes that we need

Work, Shops and Service

Preserving and enhancing Boscombe and Pokesdown high streets for employers, shoppers and the whole community

Sites

Allocating sites for uses which the community needs

Theme One: Heritage

Making the best of our natural and built environment

Background to our heritage policies

- 7.1 Pokesdown and Boscombe have origins tracing back to the Bronze Age with a complex history of affluence poverty, enterprise, ancient relics and even a possible Saint!
- 7.2 Settlement of the area can be traced back to the 16th Century: the earliest mention of the name 'Boscombe' is in 1574 when Boscombe was regarded as one of the 'most likely places for an enemy to land' (Michael Stead, A history of our village, fn. 24). Boscombe (then Bascombe) and Alum Chine both appear on John Norden's map of 1595 (The Liberty of Westover, 1912), which notes that the 'Cliffs extend along practically the whole of the coast, their average height

being about 100 ft'. Boscombe, Pokesdown and Southbourne existed as outlying heathland, farmland, woods and scattered cottages until the mid-19th century and some of these cottages survive today, especially in the Pokesdown area.

- 7.3 Buildings in Pokesdown generally date from an earlier period than Boscombe, being originally centred around a farm that had become a village with its own parish church by 1860. The high-density terraced housing built in the mid- to late-19th century attracted an increasing number of working people and Pokesdown Station opened in 1886 followed by Boscombe station in 1897. Between 1871 and 1881 the census population of Bournemouth tripled from 6,507 to 18,590 as the area emerged from a rural way of life to one of tourism and trade (Streets of Bournemouth, Michael Stead).



Image: Alwyn Ladell - Flickr



Image: Alwyn Ladell - Flickr



Image: Pokesdown Community Forum



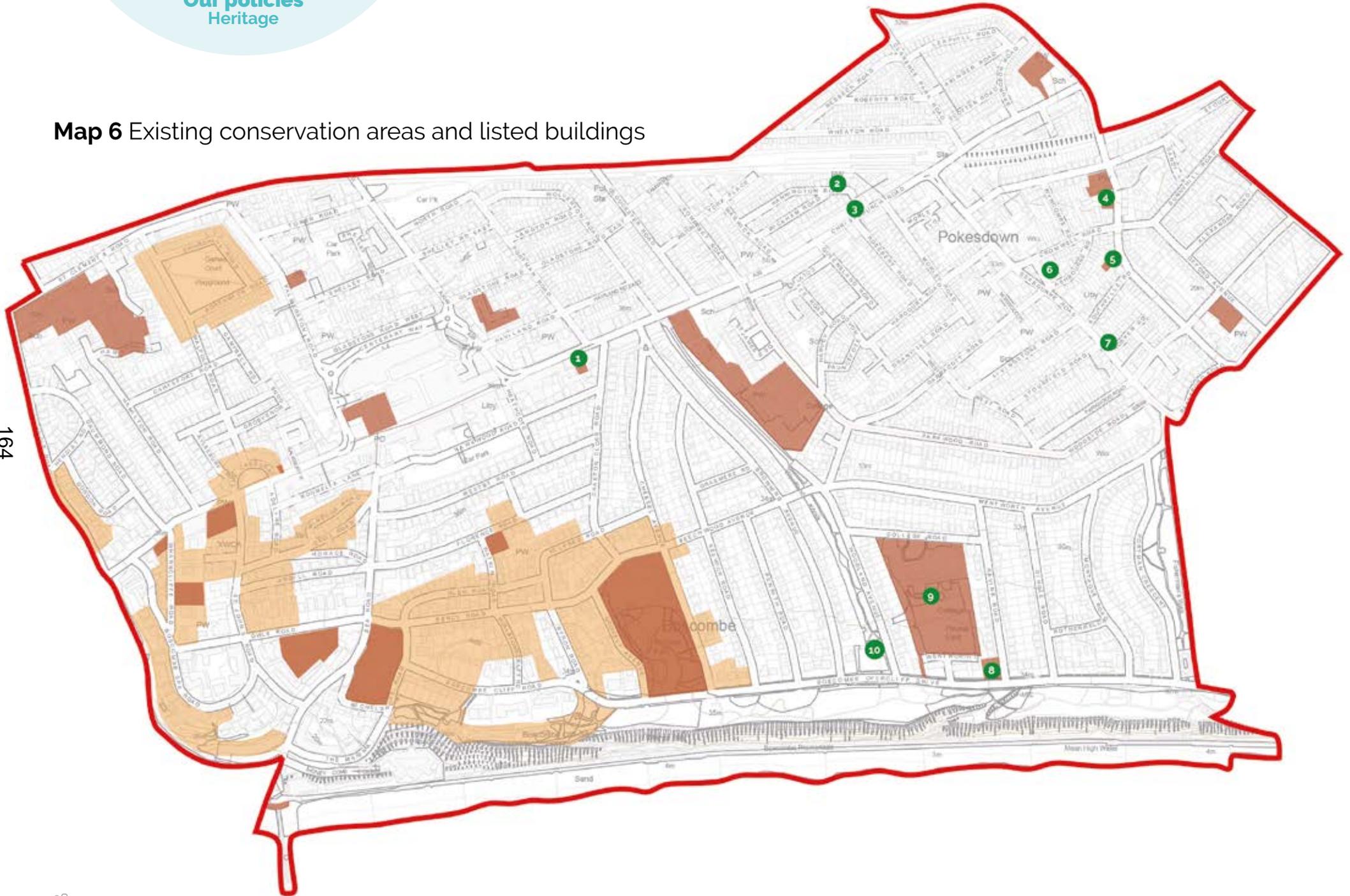
- 7.4** The latter part of the 19th century saw the rapid growth of Bournemouth and its satellite settlements. This was Boscombe's heyday when the area grew rapidly and The Royal Arcade and many other grand shops and villas were built, accommodating boarding houses especially along Christchurch Road and Boscombe Spa.
- 7.5** The character area audits and assessments confirm that the area today is still characterised by historic buildings dating predominantly from the mid-19th to the mid-20th century. Some buildings have been replaced with infill developments and others have undergone significant alterations and extensions to accommodate modern-day

uses. It is recognised that over time the significance of many heritage assets in the area, including designated and non-designated assets, has been harmed. It is also recognised that there has been a lack of understanding of the real wealth of heritage assets in the NP area, which has led to inappropriate changes and harm to character and significance. Two of the three Conservation Areas within the NP area, namely Boscombe Manor and Boscombe Spa, do not have Conservation Area appraisals and/or Management Plans and so lack a cohesive understanding of their character and how it can be managed appropriately. Map 6 shows conservation area boundaries and listed buildings within the Plan area.

- 7.6** There are generally (but not exclusively) five types of building in our area:
- Cottages dating from the 1820s, predominantly two floors;
 - Victorian and Edwardian terraced housing and small businesses, predominantly two floors;
 - Large Victorian Villas dating from 1880 predominantly seen in Boscombe West and Boscombe Spa, the majority with three floors;
 - 19th-century commercial properties which are predominantly in retail uses along Christchurch Road and Seabourne Road;
 - Contemporary 20th and 21st Century infill developments of between three and five storeys, predominantly in high-density residential areas.

Map 6 Existing conservation areas and listed buildings

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Legend

 Existing Conservation Areas

 Existing Listed Buildings

 Area Boundary

 Existing Locally Listed Buildings:

1. Bournemouth Gas and Water Company, 709 Christchurch Road
2. Metropolitan Community Church, Hannington Road
3. Pokesdown Clinic, 896 Christchurch Road
4. 5 & 7 Southbourne Road
5. 21 Southbourne Road
6. Cobden Cottage, 4 Seabourne Place
7. Shopping parade, 136 - 144 Seabourne Road
8. Tudor Cottage, 48 Boscombe Overcliff Drive
9. Bournemouth Collegiate School, College Road
10. Boscombe Bowling Pavilion, Woodland Walk



Image: Pokesdown Community Forum



Image: Pokesdown Community Forum



Image: Pokesdown Community Forum



Image: Pokesdown Community Forum



Image: Pokesdown Community Forum

Members of the Pokesdown Council and their Officers.
Photograph taken 18th November 1901 at Stourfield House.

Standing L to R
G. Weisman, Manager of bus Company; G. Fall, Contractor; W. Potts, Assistant Surveyor; E. Burt, Solicitor and Clerk to the Council; E.W. Ingamells, Surveyor; J. Morley, Rate Collector; - Plummer, Treasurer; J. Bridle, Builder.

Seated L to R
C. Sturney, Nurseryman; G. Cottman, Wine merchant; A. Wrenn, butcher; R. Parson, Dairyman; Corbin Harris, Contractor; W. Bolton, Postmaster; J. Carter, Builder; H. Hook, Oil merchant; W. Butler, Retired farmer.



Image: Pokesdown Community Forum



Image: Pokesdown Community Forum



Image: Pokesdown Community Forum



Image: Pokesdown Community Forum

BAP1: The scale and density of development

What are the relevant Aims?

- 7.7** The NP contains nine Aims, three of which are relevant to this theme, as follows:
- **Aim 2:** Provide better and affordable homes for existing residents by rebalancing the housing stock (including specialist housing) with a presumption in favour of family dwellings with at least 2 bedrooms throughout the area, subject to site opportunities and constraints;
 - **Aim 8:** Identify what makes the neighbourhood unique in terms of its heritage and community assets, creating policies that protect, preserve and enhance these assets for the next generation;
 - **Aim 9:** To change the perception of the neighbourhood by promoting it as a historic, thriving community by making it the most desirable place to live and/or work in the borough.

What is the evidence?

- 7.8** The National Planning Policy Framework (NPPF) seeks to boost housing supply significantly and para. 47 allows local planning authorities to set out their own approach to housing density to reflect

local circumstances. In addition, para. 50 states that in order to deliver a wide choice of high quality homes, local planning authorities should plan for a mix of housing based on current and future demographic trends, market trends and the needs of different groups in the community.

- 7.9** Policy CS21 of the Bournemouth Core Strategy lays out the spatial strategy for the borough, but does not set specific housing densities for areas. Instead it directs different amounts of housing to the following areas:
- A: Bournemouth Town Centre – 1500-2000 dwellings between 2011-2026;
 - B: Within 400m of a district centre – 2000-3000 dwellings between 2011-2026;
 - C: Within 400m, of key transport route – 1500-2500 dwellings between 2011-2026.

- 7.10** The Core Strategy Key Diagram confirms that a large amount of the NP area is within Zones B and C, the area within 400m of the district centre of Boscombe and 400m of the key transport route of Christchurch Road. As a result this area has witnessed significant change in recent years leading to an intensification of development at higher densities than elsewhere in the borough.

- 7.11** The Forum is very concerned that in some instances these developments have given rise to cramped living conditions, adverse impact upon residential amenity, insufficient car parking and lack of outside amenity space putting pressure on the adjacent public realm, as well as on schools, health and social services and the Police. From consultation with members it is evident that this is a real issue. People have said time and time again that there are significant problems with drugs, homelessness, poor living conditions, litter, dog waste, overgrown front gardens and anti-social behaviour. These are symptoms of people living in high housing densities in an area that simply does not have sufficient private amenity space, shops, services and transport to mitigate against the effects.

- 7.12** Boscombe Spa (Character Area 5) and Boscombe West (Character Area 4) in particular contain some large detached villa properties, which contribute positively to the character of the area. The gardens and spaces between these buildings should be retained and proposals resisted where they result in the loss of gardens or buildings taller than adjacent villas as this is likely to undermine the architectural character of buildings, which remain undeveloped.

- 7.13** This NP seeks to control the residential densities of new development in order to:
- Preserve the character and appearance of the area;
 - Create well designed homes that people want to live in;
 - Improve the reputation of the area by celebrating its heritage.

Appropriate densities for Boscombe and Pokesdown

7.14 A balance needs to be struck between ensuring that land is not wasted and development is appropriate to the character and wider amenity of the area. As set out above, the NPPF enables local authorities to set its own densities. But there are no prescribed densities in the adopted Bournemouth Development Plan.

7.15 A review of various guidance on densities has been carried out, including numerous local and national case studies as set out below and also contained within the CABE Guidance 'Better Neighbourhoods: Making higher densities work'. The plan area is best matched to the description in this document, 'Central, accessible, urban location, but not a City Centre with 24/7 access to regular public transport, good quality open space, shops and services'. The density gradient set out in the CABE guidance suggested that a density between 69 dwellings per hectare (sustainable urban density) and 93 dwellings per hectare (Central accessible urban density) would be appropriate. This would correlate with the findings of our local case studies.

7.16 We calculate densities by measuring the number of units/dwellings on a site and dividing it by the site area, so

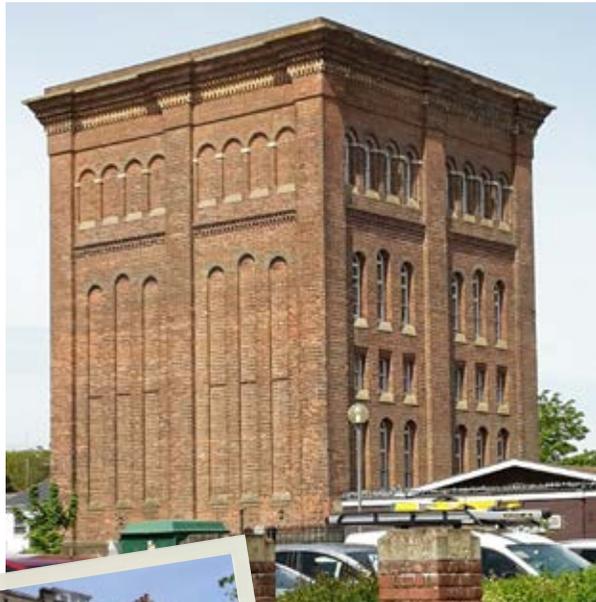
$$\frac{\text{dwellings}}{\text{hectares}} = \text{density (dwellings per hectare (DPH))}$$



Address	Development	Density (calculated at dwellings per hectare)
Poor examples of development in the BAP area		
2 Cromwell Road	34 flats on 0.23 ha	147 dph
8 and 8a Roumelia Lane	8 flats on 0.03ha	266 dph
16 Walpole Road/corner with Carysfort Road	8 flats on 0.035ha	228 dph
Good examples of development in the BAP area		
37 Harcourt Road	2 x houses and 7 flats on 0.08ha	112 dph
36 Browning Avenue	2 flats on 0.07 ha	28 dph
24 Browning Avenue	3 flats on 0.064 ha	46 dph

What is higher density development?

The following table shows that density itself should not be viewed as a reliable guide to the form or quality of residential development.



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An average dwelling size of four bedspaces has been assumed throughout this table although it should be noted that this is higher than the average household size in the UK.

Density gradient	Units/Ha	Persons/Ha
Low density detached – Hertfordshire	5	20
Average net density – Los Angeles	15	60
Milton Keynes average 1990	17	68
Average density of new development in UK 1981–91	22	88
Minimum density for a bus service	25	100
Private sector 1960s/70s – Hertfordshire	25	100
Inter-war estate – Hertfordshire	30	120
Private sector 1980s/90s – Hertfordshire	30	120
Hulme – Manchester 1970s	37	148
Average net density London	42	168
Ebenezer Howard – Garden city 1898	45	180
Minimum density for a tram service	60	240
Abercrombie – low density	62	247
New town higher density low-rise – Hertfordshire	64	256
Sustainable urban density	69	275
Victorian/Edwardian terraces – Hertfordshire	80	320
Abercrombie – medium density	84	336
Central accessible urban density	93	372
Holly Street – London 1990s	94	376
Holly Street – London 1970s	104	416
Abercrombie – high density	124	496
Hulme – Manchester 1930s	150	600
Average net density Islington – 1965	185	740
Singapore planned densities 1970s	250	1,000
Kowloon actual	1,250	5,000

**BAP1:
The scale and density of development**

The retention of all buildings of architectural or local heritage value will be supported, in order to preserve the historic character and amenity of the area, save building materials and not exacerbate pressure on existing services.*

Proposals should reflect the character of the area in terms of:

- I. the general height in adjacent and original buildings;
- II. the plot widths of adjoining buildings and sites;
- III. the spaces between buildings which should not be infilled even in low density areas;
- IV. including organic and animated roofscapes and elevations;**

- V. the density of residential development which should not exacerbate existing overcrowding and pressure for on-street parking;

Residential densities in excess of 100 dph will not be supported unless it can be demonstrated that it is necessary for viability or to meet identified housing need.

All applications affecting Conservation Areas and/or heritage assets or their settings must comply fully with the requirements of national and local policy.

Continued on next postcard →



*Proposals involving the demolition of existing buildings will not be supported unless there are exceptional circumstances to justify this which include: (1) the building is of poor quality design and out of keeping with the wider character of the area; (2) there is evidence that the building is not structurally capable of retention and conversion; (3) there is clear evidence that the development would bring substantial community benefits such as major employment opportunities.

***'Organic and animated roofscapes' are defined as roofs with variation in height, profile and form including pitched, gabled and flat roofs. 'Organic and animated elevations' are those which contain windows and doors at various floor levels, built on varied planes using a varied palette of materials.

BAP2: Good design for the 21st century

What are the relevant Aims?

- 7.17** This policy stems from three of the Aims of the NP as follows:
- **Aim 5:** Enhance the high streets in Boscombe and Pokesdown to preserve and enhance their unique and quirky character, boosting their footfall in the day and night by making better use of our existing buildings and spaces for uses that the community wants and needs.
 - **Aim 8:** Identify what makes the neighbourhood unique in terms of its heritage and community assets, creating policies that protect, preserve and enhance these assets for the next generation.
 - **Aim 9:** To change the perception of the neighbourhood by promoting it as a historic, thriving community by making it the most desirable place to live and work in the borough.

What is the evidence?

- 7.18** The Forum wishes to protect identified assets to ensure that all development proposals preserve or enhance the historic environment taking account of its social history and the wider character of the area, which makes it so unique. Forum members have described the area

as 'quirky' with 'heritage and history' at its heart. Its coastal location, long stretches of white sandy beach and a significant clifftop with its associated nature reserve also make this a very special place and attractive to visitors.

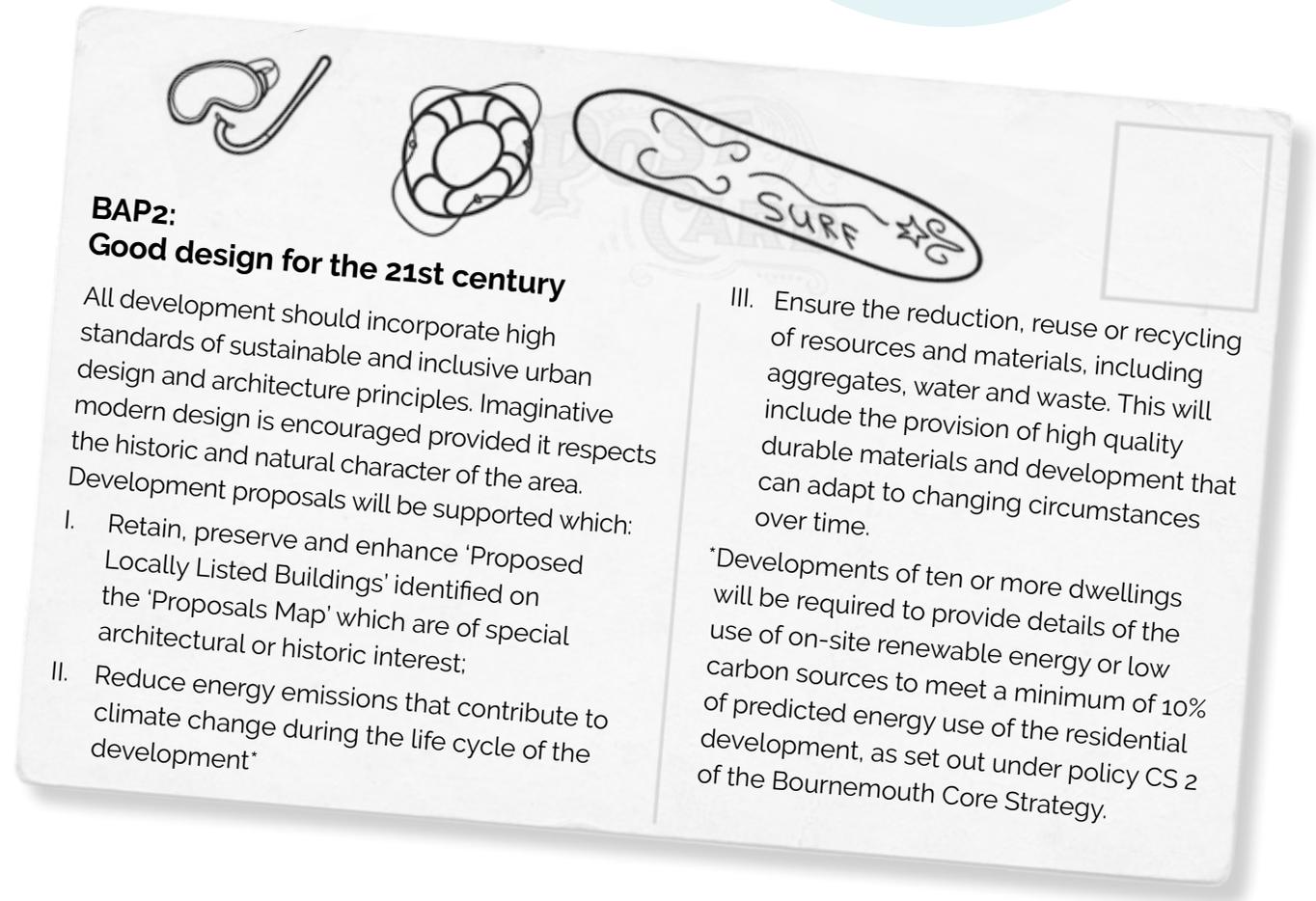
- 7.19** However, very few people linger and stay in Boscombe and Pokesdown centres. Visitors' perceptions of the area are that there are too many boarded-up shops and they don't want to stay and linger. Members of the Forum also think these dead frontages contribute to poor appearance of some parts of the high street. Pokesdown Community Forum receives regular enquiries regarding the ownership status of boarded-up shops.

- 7.20** Local people and members of the Forum have demonstrated a strong desire to preserve and enhance the area's unique historic character and to celebrate what makes it special. The Forum was surprised to discover that many of their treasured buildings have no statutory protections. At a workshop in December 2016, members 'redrew the heritage map' initially identifying 21 buildings they would like to see listed at local or national level and streets that should be included in new or existing Conservation Areas. The Forum are now conducting more detailed audit work and working closely with heritage officers from Historic England and Bournemouth Council to ensure that this happens. The priority is to create a



new Conservation Area on Christchurch Road and investigate the potential to introduce Article 4 directions to prohibit the demolition of locally listed buildings without planning permission where there are a considerable number of non-designated assets that require protection as a result of significant development pressure on these areas; for example, replacement shopfronts and changes of use to residential (some of which do not need planning permission, but Prior Approval under the General Permitted Development Order).

7.21 Campaigners and members of the Forum are passionate about protecting the environment. Indeed this NP area has all the ingredients to become a sustainable community capable of meeting all its day-to-day needs. Policy BAP2 identifies how we can create a greener place, ensure that all new development is sustainable and for the benefit of the neighbourhood. This will be through ensuring that new development is capable of generating energy on site. Bournemouth Core Strategy policy CS2: Sustainable Homes and Premises requires 10% of predicated energy to be provided through renewable sources on site, but is applied to developments of 10 or more dwellings or 1000m² of non-residential floor space.



7.22 The Forum also wants to reduce the carbon footprint of development and minimise its impact on the local and wider environment. In addition to this they have identified the potential for a larger, stand-alone renewable energy scheme harnessing power generated by the tide, wind and/or sun, all of which are in abundance in the NP area!

7.23 The Forum agree with the most popular definition of sustainability contained in the Brundtland Report of 1987, which said: Sustainable development is development that meets the needs of the present without compromising the ability of future generations to meet their own needs.

BAP3: Shopfronts

What are the relevant Aims?

7.25 The NP contains nine Aims, three of which are relevant to this policy, as follows:

- **Aim 5:** Enhance the high streets in Boscombe and Pokesdown to preserve and enhance their individual character, boosting their footfall in the day and night by making better use of our existing buildings and spaces for uses that the community wants and needs.
- **Aim 6:** Provide a desirable environment to do business.
- **Aim 8:** Identify what makes the neighbourhood unique in terms of its heritage and community assets, creating policies, which protect, preserve and enhance these assets for the next generation.



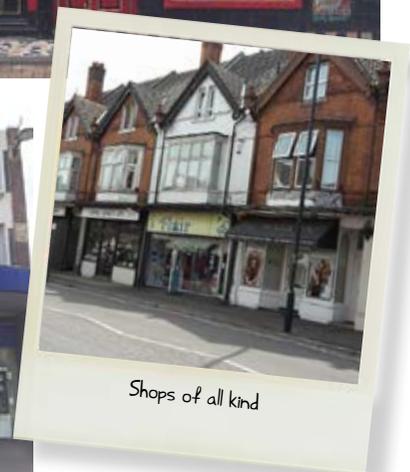
What is the evidence?

- 7.25 The character, appearance and design of shopfronts influence people's shopping choices and the amount of footfall. It is important that a high standard of design is executed in existing and new shopfronts in order to make the area attractive to shoppers.
- 7.26 Forum members want to celebrate the heritage of the area by retaining original features and shopfronts and providing high quality new or replacements shopfronts when they are needed. Existing planning policies are weak and not completely relevant to our unique area. Bournemouth's shopfront guidelines are also dated and there is a need to update these.
- 7.27 This Plan includes a proposal to designate parts of Christchurch Road as a Conservation Area in recognition of its unique historic character. This will assist in reducing the number of 'Prior Approval applications' and introduce higher standards of design for shopfronts. Christchurch Road is the life and soul of the area and the vitality of these roads relies on the appearance of shopfronts.
- 7.28 The 'town centre' for the NP area is focused along Christchurch Road in Boscombe from its junction with Adeline

Road in the east through to Pokesdown Station in the west and then south down to Seabourne Road, although this is largely mixed use in character. The current development plan, as set out in the Bournemouth Core Strategy and Saved Policies in the Bournemouth District Plan defines the shopping frontages on the Proposals Map as follows:

- Core Shopping Area – 552-654 Christchurch Road and 555-659 Christchurch Road
- Secondary Shopping Area – 660-940 Christchurch Road and 160-200 Seabourne Road and at the bottom of Seabourne Road.

7.29 Today the retail offer in Pokesdown and Southbourne is unique and provides a variety of antique shops and retro shops, which are used and valued by the community. These shops provide specialist 'comparison' retail attracting customers from the rest of the borough and beyond. The retail in Boscombe is focused around convenience retail to meet the local population's day-to-day needs and a wider variety of cafés and bars. Other smaller convenience shops and services are also scattered about the area.



7.30 There are often conflicts between retailers' desire to conform to commerciality and the standardised approach to design of shopfronts and advertising, at the expense of the removal of original features. This results in generic design that fails to pay attention to the original design of the building and contributes to gradual loss of character. This creates a poor-quality, unattractive environment. In recent years there have been a number of original shopfronts replaced. The Forum are particularly concerned that the character of the area has been undermined by inappropriate shopfronts and concessions and loss of rear access.

7.31 There are seven important elements that make up a well-designed shopfront. When shopkeepers are designing a



replacement or modified shopfront all of these elements must be carefully considered. The Forum would welcome Bournemouth Borough Council updating the Shopfront Design Guidance in order that it also reflects the character of the neighbourhood plan area as well.

What makes up a good shopfront?

7.32 Key elements of a shopfront to consider when designing modifications or a replacement:

- **Original layout:** Central and curved entrances focus attention on the entrance and animate the frontage. Where there are two entrances with an entrance to the premises above this encourages footfall on the street and designs out potential crime.
- **Stall risers:** Focus attention on the shop display area and are an essential feature of any good shopfront. Where these have been removed it gives

the appearance that the upper floors are floating!

- **Fascia:** Large fascia can 'squash' a shopfront and create an over-dominant advert. They can often obscure original features and dominate the shopfront. They often go out of date and become tatty and dirty.
- **Signage:** Internally illuminated signs are bulky and look bad when they are not lit or are not working properly. The materials associated with them are also unattractive and not in keeping with the age and style of properties in the majority of the plan area. The design should be integrated and illumination should be external. Halo illumination (where individual letters/characters are illuminated) can also look more attractive. Keeping them simple with external illumination is always best!
- **Design features:** Original design features provide a real insight into



Example of original layout

Example of original layout



the physical and social history of a building and provide context for the area and the community. Features should be retained and sympathetically replaced. Features in real need of attention in our area include pilasters, architraves, mouldings and glazed tiles.

- **Materials:** The majority of shops in our area date from the late Nineteenth century when timber was almost exclusively used. Later Crittall windows and metal detailing was added to some shopfronts. These materials allow fine detailing and are easy to repair. In comparison modern shopfronts are a generic design and frame the window inappropriately. Shopfronts should be timber and glass unless it can be demonstrated that the alternative material is just as pleasing. Plastic is out of keeping with the positive character of the area.

BAP3: Shopfronts



There is a presumption in favour of retaining and renovating shopfronts that are original to the building. Any replacement shopfronts should be designed to reflect the character of the whole building.

Replacement shopfronts should include all of the following elements, where appropriate:

- I. **Original layout:** Central and curved entrances, entrances to upper floors and rear service yards and facilities should be retained;
- II. **Stall risers:** At a height which matches existing or adjacent original stall risers;
- III. **Fascia:** To be a depth which matches the original fascia and does not obscure any original features;

IV. **Signs:** One projecting sign per building, placed at the same height as the fascia;

V. **Original design features:** All decorative elements (architraves, mouldings and glazed tiles) should be retained and restored or if in a poor state of repair replaced to match original;

VI. **Materials:** shopfronts should be timber and glass unless it can be demonstrated that the alternative material is appropriate.

Due to the impact on the character of the street scene solid roller shutters will not be supported. In exceptional circumstances a lattice style security shutter may be appropriate.

- **Roller shutters:** solid roller shutters obscure the interior of the shop and create an austere environment when the shop is closed. They create a dead frontage, which is not animated and is less attractive to walk past at night. If rollers shutters are essential then these should be open or lattice so the shop is still visible from behind. These can

be placed on the inside of a property, look fine, provide security and don't need planning permission. The shop display or interior should be lit at night for the same reason. Use of low energy lighting would be both appropriate and desirable.

BAP4 and BAP5: Open spaces and safe routes

What are the relevant Aims?

- 7.33** The NP contains nine aims, two of which are relevant to this policy as follows:
- **Aim 4:** Improve public parks, spaces and streets with a focus on designing out crime by providing safe, well-lit routes between key areas
 - **Aim 8:** Identify what makes the neighbourhood unique in terms of its heritage and community assets, creating policies that protect, preserve and enhance these assets for the next generation.

What is the evidence?

- 7.34** Whilst there are only a few formal parks and open spaces they are key local amenities and provide pleasant walking routes within the area. Map 7 shows locations of green spaces. The beach is potentially a huge open space and playground, but residents find it difficult to get to due to lack of signage, convoluted roadways and steep inclines. It is of historic interest as a significant natural landscape feature commanding spectacular views from the top and bottom of the cliff, as well as being of special nature conservation interest and protection.

- 7.35** The Forum identified a series of potential green walking routes by (1) mapping the natural and green assets; (2) asking people to map their favourite cycle routes, walks and shortcuts; (3) asking people where they do not feel safe and avoid walking and (4) identifying key destinations for leisure, shops, services and living. Policy BAP4 was formulated from this and a walking map produced, which encourages the creation and enhancement of routes in order to promote a more sustainable way of travelling around the area whilst encouraging the use of local shops and services.

This policy applies to the following publicly accessible open spaces identified on the BAP Proposals Map 5 including (1) Churchill Gardens;



- (2) The Crescent; (3) Pokesdown Green; (4) Fisherman's Walk; (5) Woodland Walk; (6) Shelley Park; (7) Beach and promenade; (8) Boscombe Overcliff Drive and clifftop; (9) Boscombe Cliff Bowling Green; (10) Land next to 61 St Clements Road; (11) Open space immediately to the east of Site SA4.

The neighbourhood funding element of Community Infrastructure Levy (CIL) will be available to be spent on improving access to and the environments of these spaces.

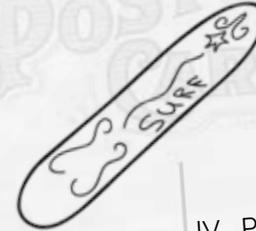




BAP4: Open spaces

Where practical, development will be encouraged where it:

- I. Enhances the character and appearance of open spaces with well-designed amenities which take account of all ages and users;
- II. Provides new lighting that designs out crime whilst being sensitive to the natural and historic environment;
- III. Increases biodiversity by, for example, the provision of bat and bird boxes, whilst improving public access and usage and promote community gardens.



BAP5: Safe routes

Where practical, development will:

- I. Provide safe routes* and cycle connections as shown on the Proposals Map;
- II. Provide safe routes and cycle connections to open spaces, especially to enable easy and inclusive access;
- III. Provide safe routes and improvements to transport hubs at Pokesdown Station, Boscombe Halt and Boscombe Bus Interchange;

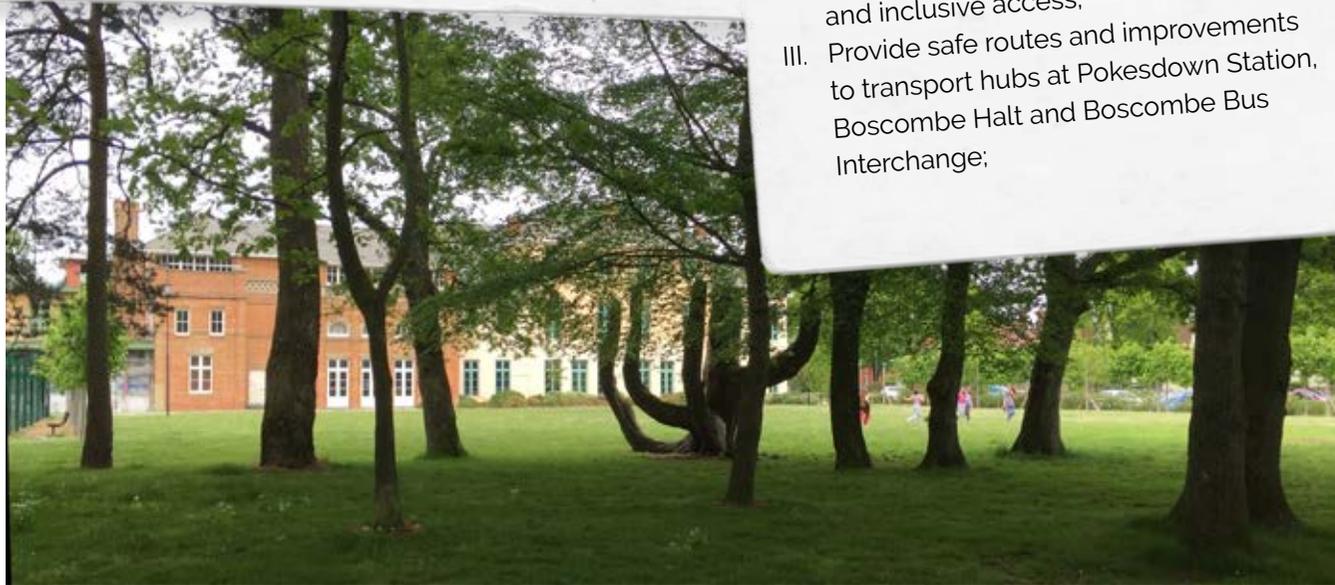
- IV. Provide new and improved paths to the beach from Boscombe Overcliff Drive taking account of nature conservation interests and the need to minimise street lighting along the Overcliff;

*'Safe Routes' are defined as pavements and paths which have good lighting and safe road crossings.



References

The liberty of Westover: with Holdenhurst and Bournemouth, Pages 133-137 of A History of the County of Hampshire: Volume 5. Originally published by Victoria County History, London, 1912 (Michael Stead, A history of our village, fn. 24).



Map 7 Existing open spaces

- Green Recreational Area
- Inaccessible Green Area
- Other Public Realm
- Green Space/Public Realm outside of BAP Boundary





8 Housing

Theme Two: Providing the homes that we need

Background to our Housing Policies

What are the relevant Aims?

- 8.1 Two of the aims of the NP are relevant to this chapter, namely:
- **Aim 2:** Provide better homes for existing residents by rebalancing the housing stock (including specialist housing) with a presumption in favour of family dwellings with at least two bedrooms throughout the area;
 - **Aim 7:** Identify sites that are under-used and have potential to be redeveloped for uses that meet

the community's needs, identifying delivery mechanisms with key partners.

What is the evidence?

- 8.2 Boscombe and Pokesdown Neighbourhood Forum conducted a questionnaire between July and October 2016. The questionnaire received 246 responses, which is considered to be a good turnout rate. The findings of the questionnaire in relation to housing can be summarised as follows:
- Almost 85% of people agreed with Aim 2.
 - 80% of people would like to see more family housing and large flats in the area.
 - 82% of people do not want any more HMOs or bedsits in the area.
 - Over 50% of people want to prevent

the development of one bedroom flats in the area.

- 8.3 The policies and aims of this part of the plan have been prepared in consultation with local residents, businesses, landlords and Bournemouth Council departments, though a series of presentations, working groups, meetings and email correspondence in Spring - Summer 2017.

Some facts

- 8.4 The NP area is made up of Boscombe East and Boscombe West. According to the 2011 census, there are 20,719 people living in the wards of Boscombe East and West. In 2014 the population was estimated to have increased to 22,000 (ward profile July 2016). A population of 22,000 over an



area calculated at 282 hectares represents a density of 78 persons per hectare. This is significantly higher than the borough average of 40 persons per hectare. The 2001 census recorded the density as 68 persons per hectare.

8.5 Table 1 shows the population and number of households in the NP area in 2001. Table 2 shows the same data for 2011. This shows that the population in the NP area has increased by 3,729 people and that the number of households has increased by 2,176. The tables also show that, as a proportion of the Bournemouth area, the population and number of households has increased.

8.6 Population density in Boscombe West is particularly high at 99 persons per hectare. This can be compared to the London borough of Camden, which has a density of 101 persons per hectare. However, the



Table 1: Population and households 2001

(Source: ONS Neighbourhood statistics)

2001	Boscombe East	Boscombe West	NP area total	Bournemouth	as % of Bmth	England
Population	9,392	7,598	16,990	163,344	10.4%	49,138,831
Households	4,143	4,010	8,153	72,212	10.4%	19,073,100

Table 2: Population and households 2011

(Source: ONS Neighbourhood statistics)

2011	Boscombe East	Boscombe West	NP area total	Bournemouth	as % of Bmth	England
Population	10,876	9,843	20,719	183,491	11%	53,493,700
Households	4,888	5,441	10,329	82,374	12.4%	22,063,368



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NP area does not have a comparable level of access to public transport, shops and services 24 hrs. a day, 7 days a week, like Central London does. This gives an indication as to why the NP area is showing signs of stress such as traffic congestion, rubbish and social issues. Tables 3 and 4 show these figures.

8.7 The population density of Boscombe East is far lower at 59 persons per hectare, but still exceeds the average for the borough.

8.8 Other features of change in the area show a significant increase in flats at the expense of houses. In the 10 year period between 2001 and 2011 the census shows that the number of households in the area increased from 8,153 to 10,329, but that the proportion of houses went down by 6% from 30% in 2001 to 24% in 2011. The data also shows that the proportion of purpose built flats increased dramatically by 17% from 20% in 2001 to 37% in 2011.

8.9 This is compared to Bournemouth overall where the proportion of houses equates to nearly 50% in 2011 and 76% across England. The proportion of purpose built flats equates to 30% across Bournemouth in 2011 and 16% in England overall. Tables 5 and 6 show these figures.

Table 3: Population density

(Source: ONS Neighbourhood statistics)

	Boscombe East		Boscombe West		NP area total	
	2001	2011	2001	2011	2001	2011
All usual residents	9,392	10,876	7,598	9,843	19,235	20,719
Area (hectares)	183	183	99	99	282	282
Density (number of persons per hectare)	51.3	59.4	76.7	99.4	68.2	73.5



Table 4: Population density Bournemouth and England, London, Camden (for comparison)

(Source: ONS Neighbourhood statistics)

	Bournemouth		England		London		Camden	
	2001	2011	2001	2011	2001	2011	2001	2011
All usual residents	163,444	183,491	49,138,831	53,012,456	7,172,091	8,173,941	198,020	220,338
Area (hectares)	4,618	4,618	13,027,843	13,027,843	157,205	157,215	2,180	2,180
Density (number of persons per hectare)	35.4	39.7	3.8	4.1	45.6	52.0	90.8	101.1

Table 5: Change in accommodation type 2001 – 2011

(Source: ONS Neighbourhood statistics)

Location	Boscombe East		Boscombe West		NP area total	(as % of the NP total 2001)	NP area total	(as % of the NP total 2011)	% change
	2001	2011	2001	2011					
Census year	2001	2011	2001	2011	2001		2011		
Houses	2,243	2,267	700	568	2,943	30%	2,835	24%	-6%
Flats (purpose-built)	629	1,355	1,391	3,061	2,020	20%	4,416	37%	17%
Flats (converted incl bedsits)	1,219	1,348	2,277	2,163	3,496	35%	3,511	29%	-6%
Flat in commercial building	275	240	174	183	449	5%	423	4%	-1%
Vacant	380	191	380	292	760	8%	483	0	
2nd homes	154	128	154	264	308	3%	392	0	
Totals	4,900	5,529	5,076	6,531	9,976	100%	12,060	100%	

Table 6: Change in accommodation type 2001 – 2011 Bournemouth and England

(Source: ONS Neighbourhood statistics)

	Bournemouth					England				
	2001	as %	2011		% change	2001	as %	2011		% change
Houses	43,253	53%	43,912	47%	-6%	16,993,672	77%	17,847,916	76%	-1%
Flats (purpose-built)	17,476	22%	27,388	30%	8%	2,967,790	13%	3,854,451	16%	3%
Flats (converted incl bedsits)	13,443	17%	13,225	14%	-3%	968,266	4%	984,284	4%	0
Flat in commercial building	2,165	3%	2,058	2%	-1%	244,179	1%	257,218	1%	0
Vacant	3,027	0	3,051	0		676,196	0	412,706	2%	
2nd homes	1,586	0	3,097	0		135,202	0	133,598	1%	
Totals	80,950		92,731			21,985,305		23,490,173		

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Approximate Gross Internal Area = 30.1 sq m / 324 sq ft



8.10 Overcrowding data is measured by the number of persons per room within a household. The census confirms that the number of households in the NP area increased by 27% from 8,153 in 2001 to 10,329 in 2011. The proportion of households identified as having 0.5 persons per room stands at around 70% in the NP area, which is a similar figure in Bournemouth and England as a whole.

8.11 There is evidence to show that the number of households identified at between 0.5 – 1 person per room and 1 – 1.5 person per room (i.e. the number of households where there are more people per room) is increasing from 28%-30% and 1%-2% respectively which is slightly higher than the Bournemouth and England figures overall. This is shown in Table 7.

8.12 49% of households are identified as one-person households in the NP area. This is compared to 39% in Bournemouth overall and 30% nationwide. This shows a high percentage of lone households in the NP area.



Table 7: Person per room (households)

(Source: ONS Neighbourhood statistics)

Location	Boscombe East		Boscombe West		NP area total			
	2001	2011	2001	2011	2001	%	2011	%
Census year	2001	2011	2001	2011	2001	%	2011	%
All households	4143	4,888	4,010	5,441	8,153		10,329	
Up to 0.5 persons per room (households)	2,996	3,441	2,766	3,528	5,762	71%	6,969	67%
Over 0.5 and up to 1.0 persons per room	1099	1,368	1,151	1,684	2,250	28%	3,052	30%
Over 1.0 and up to 1.5 persons per room	32	50	37	115	69	1%	165	2%
Over 1.5 persons per room	16	29	56	114	72	1%	143	1%

Location	Bournemouth				England			
	2001		2011		2001		2011	
Census year	2001		2011		2001		2011	
All households	72,212		82,374		20,451,427		22,063,368	
Up to 0.5 persons per room (households)	52,080	72%	57,826	70%	14,545,916	71%	15,695,637	71%
Over 0.5 and up to 1.0 persons per room	19,197	27%	23,063	28%	5,518,751	27%	5,904,342	27%
Over 1.0 and up to 1.5 persons per room	613	1%	937	1%	269,925	1%	343,583	2%
Over 1.5 persons per room	322	0%	548	1%	116,835	1%	119,806	1%

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Other interesting facts from the Bournemouth Ward Profile, July 2016 are:

Boscombe West

- The proportion claiming unemployment related benefits stood at 3.1%. The equivalent figure for Bournemouth was 1.5% and the UK 1.9%. (March 2016). This equates to double the borough-wide figure.
- There is a larger proportion of residents with 'other qualifications' compared with the borough and England and Wales. Other qualifications include vocational/work-related qualifications and qualifications from overseas.
- There are fewer households with dependent children in this ward although the proportion of these living in lone parent households is a very similar proportion to the borough as a whole.
- 34.5% of households are living in overcrowded conditions based on the number of rooms.
- Over 62% of households live in privately rented accommodation; this compares with only 31% in the borough as a whole.
- Most accommodation in this ward is in flats with nearly 59% of households living in privately rented flats.

- The 2011 Census recorded 5,975 household spaces in the ward, comprising 568 houses and 5,407 flats. In 2001 there were 700 houses and 3,842 flats in this area.
- Between 2001- 2011, the number of household spaces have increased by over 30%.

Boscombe East

- As of March 2016, ward claimant numbers stood at 1.9%. The equivalent figure for Bournemouth was 1.5% and the UK 1.9%.
- Just over 57% of households are owner occupiers with 36% renting privately and only 7% renting from housing associations or the local authority.
- Purpose built flats and flats in converted houses are the largest housing type.
- The percentage of households living in overcrowded accommodation is slightly higher than in Bournemouth.
- The 2011 census recorded 5,211 household spaces, 2,267 were houses and 2,943 were flats.
- Between 2001 and 2011, the number of household spaces increased by 18% for all properties but by 39% for flats. The number of household spaces increased by just 24.



Relevant Strategic Policies

- 8.13** There is already a planning policy structure in place that sets the framework for development in the area, but these policies are either not sufficiently detailed or relevant to the NP area and further policies are needed to secure the community's aspirations. The following national and local policies provide a framework for our policies:
- 8.14** The most relevant national housing policies are included in para. 47 and 50 of the NPPF, which states that local authorities should boost significantly the

supply of housing for which there is a known need, and plan for a wide range of housing in terms of size, mix and tenure.

- 8.15** Bournemouth Borough Council have the following borough-wide policies contained in the Core Strategy (2012):
- Policy CS19: Protecting small family dwelling houses
 - Policy CS20: Encouraging small family dwelling houses
 - Policy CS21: Housing Distribution across Bournemouth
 - Policy CS24: Houses in multiple occupation

- 8.16** The evidence base being used to formulate the housing policies is as follows:
- Bournemouth Local Plan: Core Strategy and evidence base 2012
 - Saved policies from the Bournemouth District Wide Local Plan (originally 2002, saved in 2007, saved policies updated in 2013)
 - Strategic Housing Market Assessment 2015
 - Bournemouth Borough Council Annual Monitoring Report (AMR) (March 2017)
 - Article 4 Direction – Houses in multiple occupation (Bournemouth Borough Council, 2011)
 - Selective Licensing Proposal for Boscombe East, Boscombe West and East Cliff & Springbourne (Consultation Document January 2017)
 - Homes for Boscombe, Housing Regeneration Vision 2012 – 2015 and update (Boscombe Regeneration Partnership)
 - Residential Development; a design guide (2008) Parking Supplementary Planning Document (July 2014).



BAP6 and BAP7: Fulfilling our housing needs

Background to Local Housing Need

8.17 We have not undertaken a Housing Needs Assessment for the NP area. To work out the 'objectively assessed need' (OAN) for new homes, which is what local authorities use to assess housing need, we would need to have access to figures to show potential economic growth in the NP area and the demand for affordable homes in the area.

8.18 There is currently no evidence on the level of housing need at ward level. There is a proposal in the government's housing white paper 'Fixing our broken housing market' published in February 2017 to make amendments to legislation to enable neighbourhood planning groups to obtain a housing requirement figure from their Local Planning Authority (LPA). However, no guidance is given as to how that "housing requirement figure" will be set by local authorities. At the time of writing Bournemouth Council are awaiting guidance from central government on this issue.

8.19 The council is currently working with other authorities in the Eastern Dorset Housing Market Area to commission an update to the Eastern Dorset Strategic Housing Market Assessment (SHMA). Initial data is anticipated later in 2017.

8.20 The Eastern Dorset 2015 Strategic Housing Market Assessment summary for Bournemouth published in August 2015 identified the following in terms of housing need:

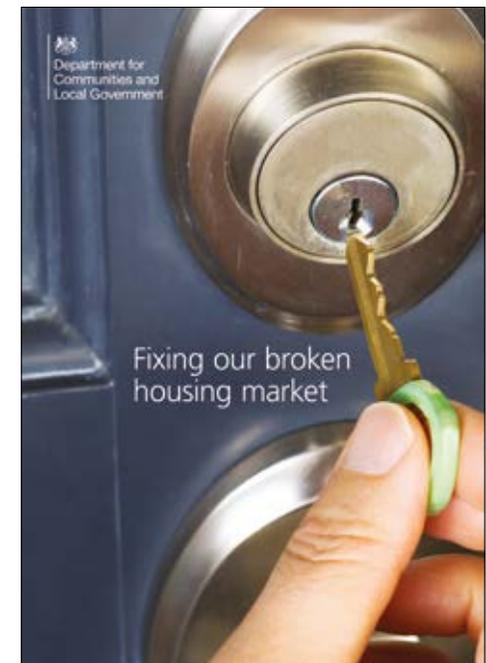
- It is projected that the population of Bournemouth will increase by over 30,000 between 2013 and 2033 from 188,733 in 2013 to 219,423 in 2033 – a percentage change of 16%
- Household growth is projected to increase in the same period in

Bournemouth by 18,104 or a change of 21.3 % – higher than in the eastern Dorset region overall and the average in England overall

- This equates to a projected base need for 956 dwellings per annum between 2013 and 2033 borough-wide
- The objectively assessed housing need (2013 – 2033) is identified as 979 dwellings per annum in Bournemouth, which also takes into account the affordable housing need.



www.dorsetforyou.gov.uk/media/210470/SHMA-Executive-Summary-2015/pdf/SHMA_Executive_Summary_2015.pdf



www.gov.uk/government/uploads/system/uploads/attachment_data/file/590464/Fixing_our_broken_housing_market_-_print_ready_version.pdf

8.21 Tables 2 and 3 of the SHMA set out below show the projected household growth in Bournemouth, the region and England, and shows how the base housing figures have been worked out.

Housing Need in the NP area

8.22 Since the neighbourhood plan went out for consultation, further guidance and data have been published to assist with quantifying housing need, specifically:

- The new 2014-based population and household projections published by Office for National Statistics (ONS)
- The government's proposed national standard for calculating housing need, published in the housing white paper, 'Planning for the right homes in the right places'

8.23 Consultation feedback from Bournemouth Borough Council has advised the following as an approach to quantifying housing need in the NP area:

"I would suggest that you take the 2011 Census figure for the number of households in Boscombe East and Boscombe West as a percentage of the Borough figure (12.5%), and apply it to the most current available OAN (objectively assessed need) available. Our SHMA 2015 OAN is 979 per year."

8.24 Table 2, (page 55) sets out data to show the total number of households in the neighbourhood plan area and Bournemouth as a whole. 10,329 and 82,374 respectively). This equates to 12.5 % of the total number of households in Bournemouth as a whole.

8.25 Using the method advocated by the Borough Council we have identified a potential housing need range of between 123 and 183 dwellings per annum.

8.26 This is worked out by calculating 12.5% of the borough-wide housing need based on both the recent SHMA 2015 OAN – 979 dwellings and using the government's standard methodology – 1,458 dwellings. (This figure is taken from the published data sets on the government's consultation on the white paper: <https://www.gov.uk/government/consultations/planning-for-the-right-homes-in-the-right-places-consultation-proposals>).

Table 2 (from SHMA): Projected Household Growth, 2012-based Household Projections (2013-2033) (Source: Eastern Dorset SHMA Report)

	Households 2013	Households 2033	Change in households	% change from 2013
Bournemouth	84,848	102,952	18,104	21.3%
Eastern Dorset	258,474	305,300	46,826	18.1%
South West	2,308,994	2,721,252	412,258	17.9%
England	22,499,536	26,797,826	4,298,290	19.1%

Table 3 (from SHMA): Projected Household Growth 2013-33 – 2012-based SNPP with 2012-based Household Formation Rates

(Source: Eastern Dorset SHMA Report)

	Bournemouth	Christchurch	East Dorset	North Dorset	Poole	Purbeck	Eastern Dorset
Households 2013	84,848	21,727	38,043	29,457	64,559	19,839	258,474
Households 2033	102,952	26,009	43,780	33,345	77,234	21,981	305,300
Change in households	18,104	4,282	5,736	3,887	12,675	2,142	46,826
Per annum	905	214	287	194	634	107	2,341
Dwellings (per annum)	956	231	298	206	665	121	2,477

**BAP6:
The number and type of new homes**

Provision will be made for between 123-183 market dwellings per year during the plan period, with a presumption in favour of retaining existing historic buildings to provide homes with two or more bedrooms. Affordable housing will be provided in addition to this in accordance with Development Plan policies. These additional dwellings will be provided through:

- A. Sympathetic conversion and extension of existing buildings and upper floors of commercial premises:
- i. In developments of **9 or less dwellings**, to include:
 - At least 1 x 2 bedroom flat with direct access to outside amenity space if available;
 - At least 1 unit which meets lifetime home standards;
 - Car-free housing may be acceptable above commercial premises on Christchurch Road, on heritage buildings and in highly constrained locations provided that appropriate financial contributions are made towards alternatives such as car clubs, walking and cycling improvements and public transport provision.



- ii. Proposals for **10 or more units** which include:
 - 50% 3 bedrooms or larger dwellings;
 - 40% 2 bedroom dwellings;
 - 10% 1 bedroom dwellings;

- B. Sensitive redevelopment of sites where the proposal includes:
- 50% to be 3 bedrooms or larger;
 - 40% to be 2 bedrooms;
 - 10% to be 1 bedroom.

Applications which include a different housing size mix must be supported by up-to-date housing need evidence and/or an assessment which demonstrates that compliance with the requirements of A ii and/or B are not viable.

Informative: The costs of a viability assessment and the verification of evidence submitted will be met by the applicant. Any proposals affecting Designated or Non-Designated Heritage Assets will have to comply with national and local heritage policies.

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8.27 This data can be broken down further to show the need for different size homes using data from the SHMA and applying the same ratios to the NP area and data.

8.28 Table 8 (next page) of the SHMA sets out the estimated dwelling requirement by number of bedrooms for the market sector.

8.29 If we apply the same figures to the minimum OAN figure identified for the NP area (123 dwellings), this would equate to:

- 17 one beds
- 49 two beds
- 37 three beds
- 19 four beds

8.30 It would appear that the above percentages tally with the Forum's aims to provide more two and three bedroom dwellings in the area than smaller one bedroom properties. This is therefore reflected in the NP policies.

8.31 An analysis by Bournemouth Council of residential completions for the ten years between 2006-2016 for the neighbourhood plan wards, confirms that the types of dwellings being completed varies significantly from those identified in the OAN. Namely 50% of new dwellings in Boscombe East in this period were 1 bedroom flats. The results are included in Table 9 on the next page.

Aims of NP housing policy

8.32 The Housing policies in the NP should therefore aim to:

- Promote family housing
- Encourage development that provides a mix of house types consistent with the needs of the community
- Encourage new developments of an appropriate density



Table 8: Estimated dwelling requirement by number of bedrooms (2013 to 2033) – Market Sector

Area	1 bedroom	2 bedrooms	3 bedrooms	4+ bedrooms
Bournemouth	13.7%	40.9%	29.8%	15.7%
East Dorset	8.3%	48.7%	43.0%	0.0%

(Source: Eastern Dorset SHMA Report)

Table 9: Number of bedrooms in dwellings built in Boscombe East (2006/07 - 2015/16)

Boscombe East					Financial Year	Boscombe West										
Dwelling Type	Bedrooms (Gross)					Losses (units not bedrooms)	NET Totals	Net %	Dwelling Type	Bedrooms (Gross)				Losses (units not bedrooms)	NET Totals	Net %
	1	2	3	4+					1	2	3	4+				
Bungalow	3	2	1	0	0	6	1%	2006/07 - 2015/16	Bungalow	0	8	0	0	-1	7	n/a
Flat	311	227	105	3	-73	573	92%		Flat	655	509	46	2	-93	1119	n/a
House	13	38	29	5	-44	41	7%		House	4	23	15	4	-29	17	n/a
Other	0	0	2	2	-2	2	0%		Other	0	0	0	2	-9	-7	n/a
GROSS Total	327	267	137	10	-119	622	100%		GROSS Total	659	540	61	8	-132	1136	100%

(Source: Bournemouth Council of residential completions)

BAP7: The quality of new homes

All new residential units either through new build or conversion will be encouraged to comply with the following:

- I. 'Technical housing standards – nationally described space standard (March 2015)' which include minimum gross internal floor areas of:
 - 1 bedroom, 1 person units to be at least 39 sq. m;
 - 1 bedroom, 2 person units to be at least 50 sq. m;
 - 2 bedroom, 3 person units to be at least 61 sq. m;
 - 3 bedroom, 4 person units to be at least 74 sq. m.

- II. The density of developments should be in accordance with BAP1;
- III. Provision of adequate amenity space, refuse storage, post boxes, door bells, car and bicycle storage, designed to a high standard so as not to harm visual amenity;
- IV. Have regard to the design policies of this plan and that of the Bournemouth Core Strategy.

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Providing the homes
that we need

Gathering – housing in multiple occupation and possible planning responses' identified the challenges in respect of the high concentration of HMOs in some areas as follows:

- “The inflow of students into a particular area can result in unintended consequences that can create friction with the indigenous community
- The makeup of the local housing market can lead to changes in the infrastructure of a neighbourhood. The effect of a high concentration of HMOs can lead to a displacement of established residents, to be replaced with an increasingly younger and transient population. The change in social groups within a neighbourhood can lead to a change in infrastructure, which can undermine the provision of traditional retailing functions, community facilities and schools in favour of a concentration of takeaways, pubs, accommodation letting agents, convenience shops and discount food retailers.
- The concentration of a young transient social group living in insecure accommodation can lead to increased levels of burglary and crime in an area.
- All (above) factors can have a knock-on effect of alienating the longer-term population and contributing to the

resentment and hostility that develops between the transient population and other residents, potentially pushing some people out of the neighbourhood.

- Private rented accommodation is often the poorest quality when compared to other tenures and this can lead to a poor quality local environment, including unkempt property frontages and litter.
- Increased population densities associated with houses in multiple occupation and the lifestyles that accompany such occupants can place a strain on existing services such as refuse disposal, street cleaning and

car parking.” (Section 2.3 What are the Challenges experienced from high concentrations of HMOs).

How does this relate to the NP area?

- 8.35** Many of the challenges identified have been witnessed in the NP area and are aspects that the forum can identify with as things they would like to change. Opposite is the wordle to show 'things that people would like to see less of'. Below is the wordle to show 'things that people would like to see more of' in the NP area. 'Community' features very strongly in this, for instance 'community events', 'community buildings', 'young people activities' as well as family housing.



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8.36 The challenges identified above may have given rise to the challenges faced in the NP area, where a high concentration of a particular (transient) social group living in insecure accommodation has led to a change in infrastructure. This has undermined the provision of community facilities and services for families and the resident population, in favour of a concentration of takeaways, pubs, accommodation letting agents, convenience shops and discount food retailers.

8.37 In 2012 Bournemouth Borough Council, in association with Bournemouth 2026 and Boscombe Regeneration Partnership published 'Homes for Boscombe – Housing Regeneration Vision 2012 – 2015'. The purpose of the report was to set out 'the strategic vision for the regeneration of housing in Boscombe.' The report published findings of the National Place Survey undertaken in 2008. The results are summarized below:

- "28% of Boscombe West respondents felt they belonged to their neighbourhood compared to a Bournemouth wide level of 49% and a national level of 59%.
- 55% of Boscombe West respondents said they were satisfied with the

Following a New Housing Design Debate in parliament on 5 September 2017, Neil Parish MP discussed housing with John Humphries on the Today Programme on BBC Radio 4 Wednesday 6 September 2017.

Some issues/comments he made were:

- He'd worked in planning for 12 years so is aware of many planning issues
- Make sure density of new builds is correct for the area
- Developers to take into account local design
- Residents should have more say on the design of new builds in their area.
- How buildings should look, i.e. not a repeat of same design in every town.
- Every town/area should have its own identity
- The way they are built, the quality, all need more time spent on them
- Planning needs to keep an eye on half-built properties when developers go broke
- New Homes Ombudsman is required.

See below transcript from the start of the debate on 5 September:

I will make two points in my speech. I will argue that the majority of new homes should be built in a high-quality

traditional design, so that they are popular with the public. Secondly, I will call for the creation of a new homes ombudsman, to give homebuyers redress for any problems with their new homes, to ensure the highest possible standards.

There was one policy in the Conservative election manifesto that I dare say I was delighted to recommend to everyone, unlike one or two in the manifesto. We are committed to building

"better houses, to match the quality of those we have inherited from previous generations. That means supporting high-quality, high-density housing like mansion blocks, mews houses and terraced streets."

www.neilparish.co.uk/news/new-housing-design-debate



local area compared to 82% for Bournemouth overall.

- 67% of Boscombe West respondents said they felt there was an issue with Anti Social Behaviour (ASB) compared to just 21% for Bournemouth and 20% nationally.
- 80% of Boscombe West respondents stated that they felt that drunk or rowdy behaviour was a problem for their area."

8.38 A local survey was carried out in 2010 which showed improvements in some areas since the 2008 Place Survey. For instance, satisfaction with the area had improved to a level of 67%, however ASB was still identified as an issue, although perceptions of this are reducing. Drunk and rowdy behaviour and perceptions of drug use or drug dealing were still identified at around the 80% level in the 2010 survey. (Homes for Boscombe, 2012. Pg. 5).

8.39 The 'Homes for Boscombe' report also identified the housing issues in Boscombe being linked to the 'transient population':

"Nearly one third of people in Boscombe have lived in their homes for less than 2 years and more than half want to move in the next 5 years. The population is relatively transient – in part due to the

nature of privately rented property, in part because accommodation is too small for their needs, and in part because as people's economic situation improves they move away from Boscombe." Homes for Boscombe. 2012. Page 6

8.40 The report also identifies the 'high proportion of households with complex/ support needs':

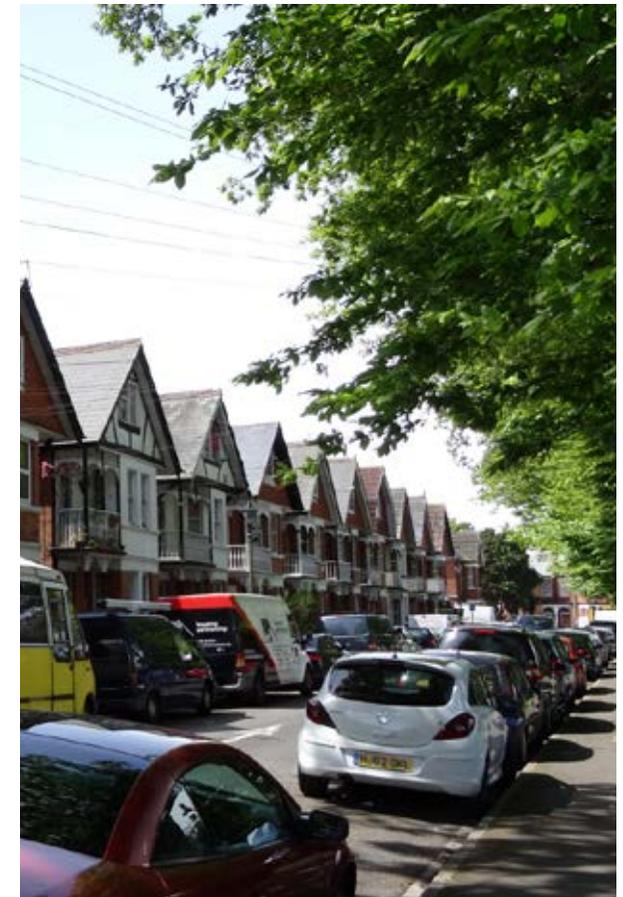
"1 in 3 of Bournemouth's drug and alcohol service users live in Boscombe. There are 18 supported housing schemes, representing 17.5% of all supported housing stock in Bournemouth. Providers of such accommodation have confirmed it is not the demand from the client group that draws them to Boscombe, but the price of the accommodation and the yields which can then be gained." Homes for Boscombe. 2012. Page 7

8.41 The report discusses issues identified by the police relating to persistent offenders and probation housing resources in the area, which 'make for hot spots of repeat offending.' (Homes for Boscombe. 2012. Page 7). This demonstrates that the transient population that is concentrated in the NP area is a social group comprising a number of different profiles including ex-offenders, those accessing drug and alcohol support services and people on low incomes.

Our policies Providing the homes that we need

What do the statistics show?

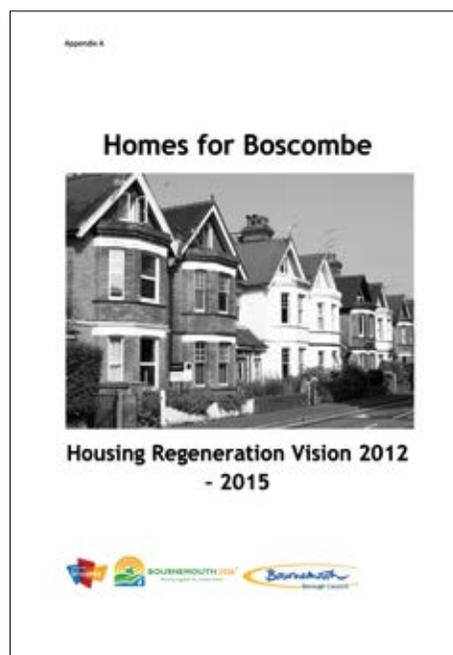
8.42 The previous section of this document identified that the proportion of households has increased significantly in the NP area and that these have mainly been in the form of flats. This has given rise to a dramatic increase in densities of buildings and people in the area.



8.43 The report 'Homes for Boscombe' identified that 'nearly 50% of households live in privately rented accommodation. The majority of rented accommodation is flats (many are conversions)'. In addition the report cites the findings of the Bournemouth Housing Register 2012 as follows:

"29% of households are living in overcrowded conditions. There are currently 8,849 households on the housing register of which 1,206 (13.6%) are from the Boscombe area. 15.5% of those households have an overcrowding issue. The general housing register comprises 20.5% overcrowded households."

8.44 There are 143 HMOs with a mandatory license in the NP area compared to 517 throughout the borough, which equates to 27% of the borough's licensed HMOs. In addition, there are other HMOs that are difficult to quantify as they do not require a license. Table 2 (page 55) confirms that this is disproportionate to the number of households in the NP area when compared to the rest of the borough, as the NP area accommodates just 12.4% of all the borough's households (10,329 out of 82,374 households). This data provides the context for the social and physical issues in the NP area and parts of Boscombe West in particular.



www.bournemouth.gov.uk/communityliving/LivinginBournemouth/BoscombeRegeneration/homes-for-boscombe-vision-2012-2015.pdf

8.45 Map 8 confirms that there is a significant concentration of licensed HMOs in the northwestern part of Boscombe West centred around Churchill Gardens.

What is the policy position in Bournemouth?

8.46 The council has a restraint policy on the number of HMOs as set out in Core Strategy policy CS24 and an Article 4 direction, which seeks to control the number of HMOs in the borough.

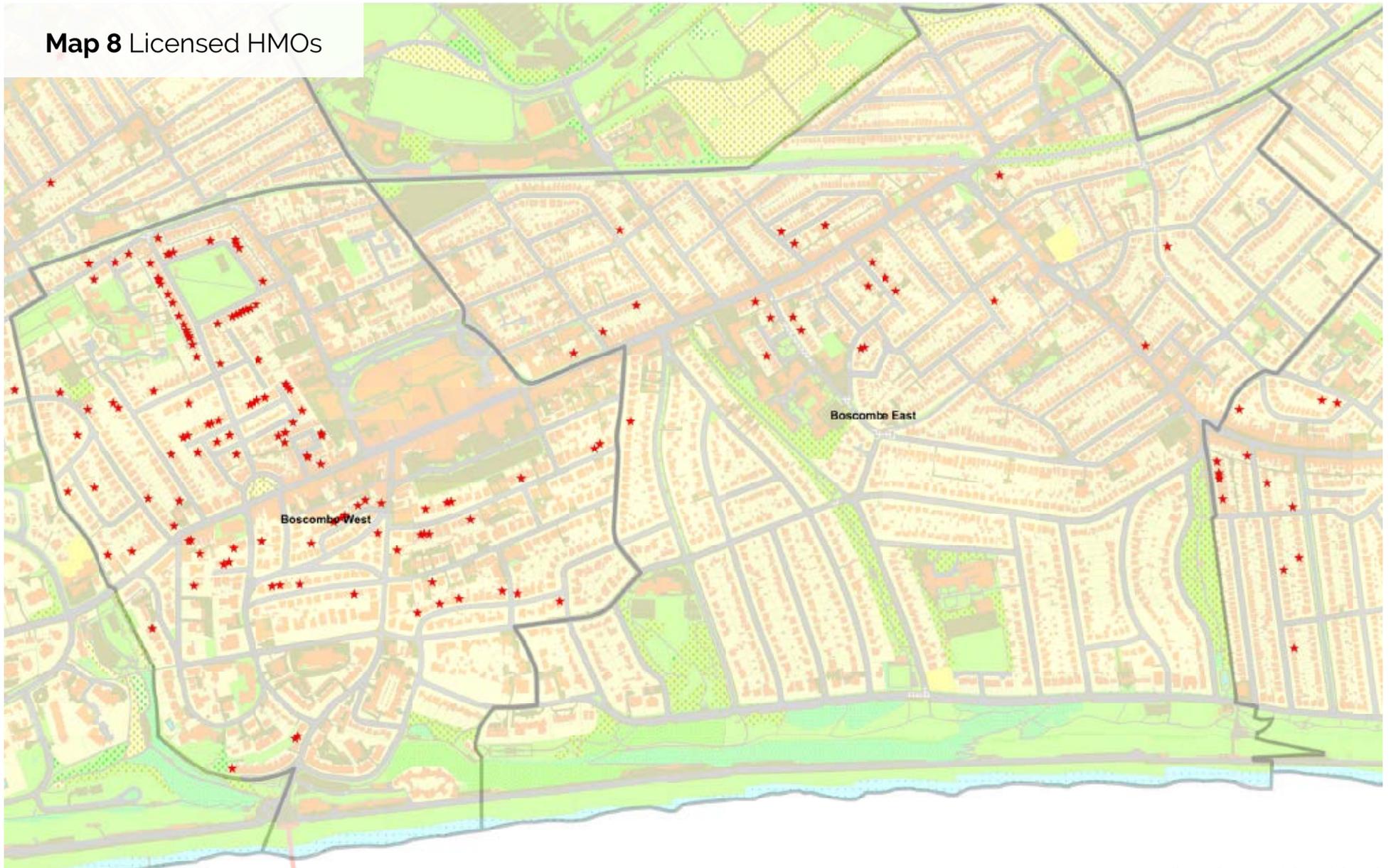
Table 10: Bournemouth HMOs by ward

Ward	HMO Mandatory Licence
Boscombe East	23
Boscombe West	120
Central	55
East Cliff and Springbourne	88
East Southbourne and Tuckton	7
Kinson North	0
Kinson South	0
Littledown and Iford	0
Moordown	4
Queen's Park	39
Redhill and Northbourne	1
Strouden Park	0
Talbot and Branksome Woods	46
Throop and Muscliffe	0
Wallisdown and Winton West	13
West Southbourne	19
Westbourne and West Cliff	76
Winton East	26
Total	217

(Source: Bournemouth Borough Council)

8.47 Larger HMOs are a 'sui generis use' and therefore always need planning permission. The Article 4 direction removes permitted development rights and applies to the whole area covered by Bournemouth Borough Council.

Map 8 Licensed HMOs



8.48 Therefore, all developments of HMOs require planning permission to be sought from the council, and are already subject to the restraint policy set out in Policy CS24. This states that:

"In order to encourage mixed and balanced communities, the change of use from a Use Class C3 dwelling house to a house in multiple occupation (HMO), either Use Class C4 or Sui Generis, will only be permitted where no more than 10% of dwellings in the area adjacent to the application property area within a Use Class C4 or Sui Generis HMO use."

What does the forum want to achieve in addition to the policy position?

8.49 The evidence makes a compelling case for addressing the high concentration of HMOs in the NP area. The council have already made significant steps to address the high concentration of HMOs through the adoption of the Core Strategy policy CS24 (2012) and the Article 4 Direction in 2011.

8.50 In order to seek to control or restrict the concentration of HMOs, any future policy approach in the NP should consider the type of control that it seeks i.e. seeking to allocate an 'area of restraint' and/or a threshold, similar to that already in place, but perhaps a more stringent or stricter approach.

BAP8: Houses in multiple occupation (HMOs) and bedsits

The change of use to a House in Multiple Occupation will only be permitted where:

- there will be no harm to the character and appearance of the building or adjacent buildings;
- the design, layout and intensity of use of the building would not have an unacceptable impact on neighbouring residential amenities;
- internal and external amenity space, refuse storage, letterboxes, door bells and car and bicycle parking would be provided at an appropriate quantity, and would be of a high standard so as not to harm visual amenity;

- the proposal would not cause unacceptable highway problems or exacerbate on-street parking pressure to an unacceptable degree; and,
- the proposal would not result in an over-concentration of HMOs in any one area of the ward, to the extent that it would change the character of the area or undermine the maintenance of a balanced and mixed local community in accordance with the Development Plan.

The conversion or redevelopment of existing HMO's to larger residential units in accordance with other policies in this plan will be supported.



Our policies
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9 Work, shops and services

Theme Three: Work, shops and services

Background to this chapter and our policies

What are the relevant Aims?

- 9.1 Aims 5 and 6 are the most relevant to this chapter:
- **Aim 5:** Enhance the high streets in Boscombe and Pokesdown to preserve and enhance their unique and quirky character, boosting their footfall in the day and night by making better use of our existing buildings and spaces for uses that the community wants and needs
 - **Aim 6:** Provide a desirable environment to do business

What is the evidence?

- 9.2 The following documents have been taken into consideration in the formulation of policies for this neighbourhood plan:
- Relevant strategic planning policies;
 - Relevant local plan policy;
 - *Economic Development Strategy 2005-2016 for Bournemouth, Dorset and Poole;*
 - *Strategic Economic Plan for Dorset (Dorset LEP)*
 - *The Boscombe Commitment by the Boscombe Regeneration Partnership*
 - *The Bournemouth Annual Monitoring Report*
 - 2011 Census (ONS) and the *2016 Bournemouth Ward Profiles – facts about the area*

- 9.3 There is no single major employer or office building in the neighbourhood plan area but there are numerous small to medium scale employers attracted by historically low rents and the area's slightly alternative image. The area still accommodates some hotels and guesthouses and there are numerous shops, restaurants, cafés and pubs predominantly located in and around Christchurch Road which is within walking distance to a large residential population of varying affluence. In addition to this and scattered throughout the area are numerous local services which includes two libraries, five junior/primary/infant schools, nurseries, doctors' surgeries and NHS medical facilities. There are a number of churches and places of worship and The Shelley Theatre is an important arts facility and theatre.



9.4 We have combined the employment and work issues with shopping and services because these are town centre uses which have the potential to regenerate Christchurch Road and make the wider neighbourhood plan area more sustainable. We want the area to provide for its day-to-day needs so people do not have to travel outside the area for their work, shopping or services. We want to create a truly sustainable neighbourhood;

'To create a vibrant high street providing shops, services and leisure for our diverse community and to provide space for a wide variety of businesses to establish and flourish.'

Facts about our area

9.5 We need to plan for the unique economic factors affecting our area. The 2011 census (ONS) and 2016 ward profiles (Bournemouth Borough Council) draw the following relevant conclusions:

- There is high unemployment in Boscombe West. In 2011, 8.6% of the working population was unemployed in Boscombe West and 6.3% in Boscombe East compared with 5.5% in Bournemouth and 6.3% nationally;
- Of the economically active population there is a proportionally small amount of people who are retired (25.6% in Boscombe West and 34.3% in Boscombe East) when compared with 40.5% in Bournemouth and 45.6% nationally;

- Boscombe East has a higher proportion of self-employed people (16.3%) when compared with the national average (13.9%);
- In Boscombe West a significant amount of the economically active population (34.4%) are long-term sick or disabled, which is extremely high when compared to Boscombe East (17.1%) the borough (14.9%) and national average (13.8%);
- The number of people in professional occupations is comparatively low where as those in Elementary Occupations is very high – 16.5% when compared with 11.1% nationally;
- The number employed in accommodation and food service activities is comparatively high

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reflecting the abundance of tourism-related business in the borough – 12.2% compared with 5.6% nationally;

- Over 44% of households don't have a car in Boscombe West when compared with just under 26% in Bournemouth;
- The life expectancy at birth in 2008-2012 for Boscombe West ward males is 71.4 and for females the figure is 79.7 years. Comparisons show that for males, the Bournemouth figure is 78.6 years and the national figure is 78.9, while for women the Bournemouth figure is 82.9 years and the national figure is 82.8 years.
- The area is home to the Bournemouth Volunteer Centre, which is part of Bournemouth Council for Voluntary Services and based at the Boscombe

Link in Palmerston Road, also home to Dorset Race Equality Council;

- The Boscombe Regeneration Partnership launched the Boscombe Commitment and Action Plan in 2012;
- As at March 2016, the proportion claiming unemployment-related benefits stood at 3.1% in Boscombe West and 1.9% in Boscombe East compared with 1.5% in Bournemouth and 1.9% nationally.
- An Enterprise Hub operates from Darracott Road, delivering a European-funded scheme – Outset Bournemouth – supporting people into self-employment.
- The coastal part of the ward is also covered by the Coastal BID which aims to increase the numbers of those

visiting Bournemouth off-season, encourage repeat visits, increase the visitor spend and help businesses by negotiating discounts with key suppliers.

What the Forum want: Survey Results

- 9.6 Boscombe and Pokesdown Neighbourhood Forum conducted a questionnaire between July and October 2016. The questionnaire received 246 responses, relevant findings of which can be summarised as follows:
- Almost 92% of people agreed with the aim: 'Enhance the high streets in Boscombe and Pokesdown to preserve and enhance their unique and quirky character, boosting their footfall in the day and night by making better use of



our existing buildings and spaces for uses which the community wants and needs.'

- Most respondents wanted more diversity on the high street with 75% wanting good quality food shops and 82% wanting more independent retailers.
- Respondents wanted to see less betting shops and payday loan companies. Charity shops were also cited as unpopular.
- 76.9% value the vintage and antiques quarter in Pokesdown.
- 95.9% agreed that we need to provide a desirable place to do business.
- 78.6% said there should be more focus on creative industries in our area.

- When asked 'Do we need more office space?' the response was mixed with 38% saying 'don't know', 28% saying 'yes' and 33% saying 'no'.
- There was general support (68%) for a new purpose built events space.

9.7 The Forum conducted a more detailed and relevant survey in July-August 2017 which was targeted at business owners, the results of which are summarised here:

- The majority of people think vacant shops on Christchurch Road are a problem.
- The majority of people think vacant shops should be used as office or workshop space or as housing.

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Shop on Seabourne Road



Seabourne Road Fish & Chips





- The majority of people think vacant shops in the Royal Arcade should be used as small cafés and independent restaurants or as an art gallery or exhibition space.
- Over 90% of people support a mixed high street which includes shops, food, drink, leisure and services.

Relevant Strategic Policies

9.8 The National Planning Policy Guidance (NPPF) places great emphasis on the need to create a *Strong, Responsive and Competitive Economy* by ensuring that sufficient land is available in the right place and at the right time to support growth and innovation and also by identifying and coordinating development

requirements. Chapter 1 specifically relates to '*Building a Strong, Competitive Economy*'. Policies in this neighbourhood plan have taken into consideration the requirements of this national policy framework, specifically para. 21 which sets out the requirements for preparing planning policies, as follows:

'In drawing up Local Plans, local planning authorities should:

- set out a clear economic vision and strategy for their area which positively and pro-actively encourages sustainable economic growth;
- set criteria, or identify strategic sites, for local and inward investment to match the strategy and to meet anticipated needs over the plan period;
- support existing business sectors, taking account of whether they are expanding or contracting and, where possible, identify and plan for new or emerging sectors likely to locate in their area. Policies should be flexible enough to accommodate needs not anticipated in the plan and to allow a rapid response to changes in economic circumstances;
- plan positively for the location, promotion and expansion of clusters or networks of knowledge driven, creative or high technology industries;

- identify priority areas for economic regeneration, infrastructure provision and environmental enhancement; and
- facilitate flexible working practices such as the integration of residential and commercial uses within the same unit'.

9.9 Chapter 2 of the NPPF seeks to ensure the vitality of town centres and confirms in para. 23 that planning policies should be positive, promote competitive town centres and should seek to manage



The National Planning Policy Guidance

www.gov.uk/government/uploads/system/uploads/attachment_data/file/6077/2116950.pdf

and grow centres over the plan period. It specifically states that policies should define shopping areas, making clear which uses will be permitted in such locations. It also states that planning policies should:

- retain and enhance existing markets;
- allocate a range of suitable sites to meet the scale and type of retail, leisure, commercial, office, tourism, cultural, community and residential development needed in town centres;
- recognise that residential development can play an important role in ensuring the vitality of centres;
- where town centres are in decline, local planning authorities should plan positively for their future to encourage economic activity.

Relevant Local Plan Policy

- 9.10** Bournemouth Council have a number of borough-wide policies contained in the Core Strategy (2012) and Saved Policies of the 2002 Local Plan, the following of which are of most relevance:
- Saved Local Plan Policy, 5.19: The commercial premises fronting Christchurch Road from its junction with Palmerston Road to Ashley Road is designated a 'Core Shopping Area' where current planning policy allows A1 retail uses. A2 and A3 uses are allowed where they make a positive contribution to the diversification of the core including retail character, vitality and viability and the change meets a number of criteria.

Our policies

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- Saved Local Plan Policy 5.20: The remaining parts of Christchurch Road within the neighbourhood plan area (1084-1126 and 1067-1125 Christchurch Road) and also the southern end of Seabourne Road are designated as a Secondary Shopping Frontage where Planning Permission is granted for uses other than A1 retail under a number of special circumstances including on the basis that it does not lead to an over concentration of uses which will have an adverse effect on the area.
- CS9: Enhancing District Centres: Boscombe, Boscombe East and Southbourne Grove are also designated as 'District Centres' where policy CS9 provides for more



diversification provided that proposals 'enhance the function, vitality and viability of the district centres.

Uses must maintain or improve the function, vitality and viability of a centre in relation to its retail, cultural and community facilities. In these locations proposals for the change of use of ground floor retail/commercial floorspace to residential use is not allowed although development that unreasonably harms the amenity of local residents should not be allowed. A range of environmental improvements will be encouraged in and around the centres.

- Other relevant policies seek to protect existing local facilities and services including Core Strategy Policy CS11: Protecting Local Facilities and Services and CS12: retaining Community Uses
- CS26: Protecting Allocated Employment Sites: Ashley Road Coal Yard is the only protected employment site in the plan area. New development is expected to provide uses falling within Class B1, B2 or B8. The loss of B1, B2 and B8 floorspace on other sites is not permitted by Policy CS27 'Protecting Unallocated Employment Sites' unless it can be demonstrated that the current use causes environmental problems and the

location of the premises is no longer suitable for employment use.

The Boscombe Commitment, 2016

9.11 The study highlights the importance of Boscombe as a District Centre but confirms that it only attracts a small percentage of the borough's convenience and comparison shopping expenditure (7.5% and 4% respectively). Paragraph 3.51 highlights that Boscombe has a significantly higher than average vacancy rate when compared with the national average. The report identifies opportunities for enhancements, noting the poor offer of comparison shops. The continued threat of investments in Bournemouth and Castlepoint Centres instead of Boscombe is noted. It is also noted that Pokesdown is not analysed as a separate centre, despite it having a very different character to Boscombe.

9.12 The Boscombe Commitment is of particular relevance and seeks to improve the economic prospects of Boscombe in a number of ways. Of most relevance to the neighbourhood plan are to:

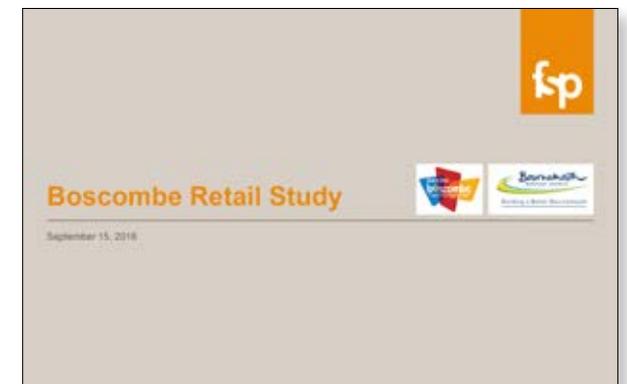
- Promote and develop Boscombe town centre in particular for its accessibility, value and established brands;
- Encourage inward investment;
- Support local entrepreneurs to set up

and grow their business and remain in Boscombe;

- Supporting creative industries to thrive and remain in the area;
- Improve and grow the market, attracting more shoppers to the area;
- Consider what's viable as a retail area and in terms of an evening economy and develop that vision.

The Boscombe Retail Study, 2015

9.13 The Boscombe Retail Study (September 2015) is highly relevant and has heavily influenced our policies. It was commissioned by the Boscombe Regeneration Partnership and carried out by independent retail consultants, FSP Retail Business Consultants. It covers the primary shopping streets in the



The Boscombe Retail Study (September 2015)

www.bournemouth.gov.uk/communityliving/LivinginBournemouth/BoscombeRegeneration/BoscombeRegenDocs/BoscombeRegenPublications/boscombe-report-2016-final.pdf

neighbourhood plan area which includes the whole of Christchurch Road and Seabourne Road. It forms an important part of the evidence base for the neighbourhood plan and has been critical in informing the relevant planning policies in this section of the plan. However, the Forum does not accept all the recommendations of the report; further details are set out below.

9.14 The following findings are of most relevance to our plan:

- Boscombe's vacancy rate is 14% compared to 12.4% nationally;
- Condensing the spatial extent of the shopping area by converting some units to other uses would create a

more focused retail hub around the Sovereign Centre and the precinct;

- The number of independent shops is an asset;
- There are 7 distinct retail zones as follows:

- 1 *Sovereign Centre*
- 2 *Christchurch Road West (between Palmerston Road and The Crescent)*
- 3 *Royal Arcade*
- 4 *Boscombe Central – main pedestrianised area (Christchurch Road)*
- 5 *Christchurch Road East – between Ashley Road and Chessel Avenue*
- 6 *Pokesdown (other retail) – Christchurch Road between Chessel Avenue and Seabourne Road*
- 7 *Seabourne Road to Southbourne Grove*



Analysis and implications for neighbourhood plan policy

9.15 The table below summarises the discussions taken place in the context of the Boscombe Retail Study (FSP Retail Business Consultants, 2016) and existing planning policy. Policies on managing the high street have come out of this.

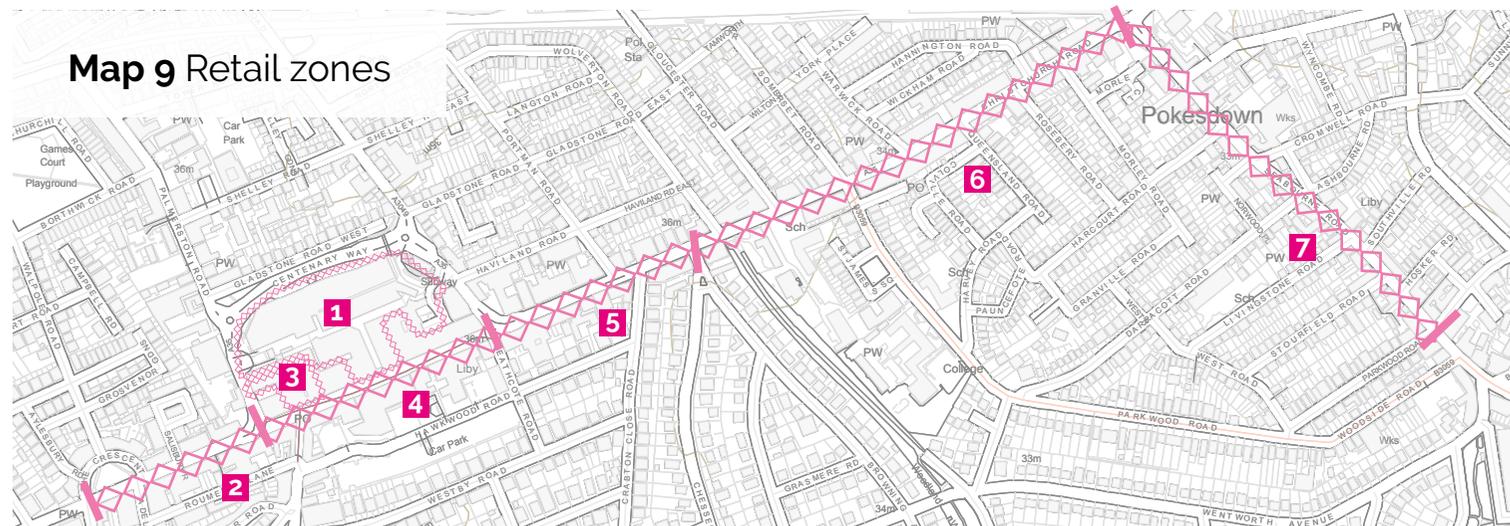
Table 11: Analysis of Boscombe Retail Study, existing planning policies and implications for the neighbourhood plan

BAP Retail Zone	Assumption from discussion	Source of information and existing planning policy	NP planning policy implications	Strategic planning policy implications
1	Sovereign Centre: Sales density is comparatively low. 'All stores performed significantly worse than average across FSP audited Locations'	Boscombe Retail Study (Zone 1) (pg. 42) Core Shopping Frontage under adopted planning policy (2002 and 2012)	Given the age and configuration of the centre and findings of Site Allocations report (AECOM) consider reallocation/alterations/redevelopment for other uses on the upper floors. Need to consider parking supply and demand in town centre to ensure vitality and viability of the wider centre is not harmed. Potential on upper floors for residential/employment uses. Potential for a 4-6 storey building across this large site.	To be compliant with Strategic Policy 5.19 and CSg: Ground floor uses to remain as A1 with some potential for A2, A3 uses provided it is demonstrated that it would improve the function, vitality and viability of the centre.
2	Christchurch Road West (between Palmerston Road and Crescent) has a high proportion of food and beverage outlets. Household goods and leisure goods perform strongly here.	Boscombe Retail Study (Zone 2) (pg. 42) Secondary Shopping Area and District Centre	This area is performing relatively well. The proliferation of takeaways in this location is due to the areas proximity to a number of HMOs. Existing land use policy seems to be adequate here. Could consider policies to provide more flexibility and the introduction of services and shopfront improvements.	None
3	Royal Arcade: lowest sales area, performs poorly despite potential as a destination.	Boscombe Retail Study (Zone 3) (pg. 42) This is Core Shopping Frontage under adopted planning policies (2002 and 2012)	There is no potential for redevelopment and significant internal alterations given Grade 2 listed status of the site. Land use policies currently restrict other uses and diversification here. Need to consider alternative uses and more flexibility to secure viability of the building and wider area. Planning History includes residential on the upper floors but this does not appear to be viable.	To be compliant with Strategic Policy 5.19 and CSg: ground floor uses to remain as A1 with some potential for A2, A3, D2 use providing it demonstrates that it would improve the function, vitality and viability of the centre. Potential on upper floors for other uses. Introduce more services here too.

Table 11: Analysis of Boscombe Retail Study, existing planning policies and implications for the neighbourhood plan (continued)

BAP Retail Zone	Assumption from discussion	Source of information and existing planning policy	NP planning policy implications	Strategic planning policy implications
4	Boscombe Central: The Pedestrianised precinct: strong performance. With Household Goods and Leisure Goods performing best here.	Boscombe Retail Study (Zone 4) (pg. 42) This is Core Shopping Frontage under adopted planning policies (2002 and 2012)	Land use policies currently about right. More flexibility to be considered. Improvements to the environment and public realm would enhance footfall and introduction of vehicles during the evenings would benefit the night time economy and encourage more active use of the O2 venue and The Royal Arcade.	To be compliant with Strategic Policy 5.19 and CSg: Ground floor uses to remain as A1 with some potential for A2, A3, D2 uses provided it is demonstrated that it would improve the function, vitality and viability of the centre. Potential on upper floors for other uses. Introduce more services here to meet local need.
5	Christchurch Road East (Between Ashley Road and Chessel Ave) performs relatively poorly. High proportion of units classified as Food and Beverage. Household Goods and Leisure Goods perform worst here. Personal goods perform best.	Boscombe Retail Study (Zone 5) (pg. 42) Secondary Shopping Area and District Centre.	This is neither the heart of Boscombe or Pokesdown. A lot more flexibility should be provided here for a range of uses that could include residential, B1, D2 and other local services. This has the potential to focus activities around Pokesdown and Boscombe Centres.	Saved Local Plan Policy 5.20: Christchurch Road (1084-1126 and 1067-1125 Christchurch Road) designated as a Secondary Shopping Frontage where there is a presumption in favour of A1 use but Core Strategy Policy CSg seeks to enhance District Centres and provide for more diversification. There is some flexibility in current policy to allow for variation here. Secondary frontage is more of a local issue so can be amended in NP Policy.

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- 1** Sovereign Centre
- 2** Christchurch Road West
- 3** Royal Arcade
- 4** Boscombe Central
- 5** Christchurch Road East
- 6** Pokesdown
- 7** Seabourne Road

Table 11: Analysis of Boscombe Retail Study, existing planning policies and implications for the neighbourhood plan (continued)

BAP Retail Zone	Assumption from discussion	Source of information and existing planning policy	NP planning policy implications	Strategic planning policy implications
6	Pokesdown: Christchurch Road (between Chessel Avenue and Southbourne Grove): As there are a number of specialist retailers in the area this zone performs almost as well as Zone 2 (Christchurch Road West) Household Goods perform better than the catering sector here.	Boscombe Retail Study (Zone 6) (pg. 43) Secondary Shopping Area and District Centre 2016 survey: Almost 92% of people agreed with the aim: 'Enhance the high streets in Boscombe and Pokesdown to preserve and enhance their unique and quirky character, boosting their footfall in the day and night by making better use of our existing buildings and spaces for uses which the community wants and needs'	This area is performing relatively well. The Forum has a strong desire to maintain and enhance Pokesdown as a specialist shopping area. There is a presumption in favour of retail here, but planning permission has been granted in recent years for reduction in size of retail units, residential and other non core uses which has weakened the centre. The introduction of Core Frontage would provide more protection but not suitable to the character of frontage and would be overly restrictive for A2, A3 and D2 uses which provide more vitality on this part of the high street at present. Consider strengthening policy to provide more support for refusing applications for conversion to residential and more pro-active approach to managing the high street.	Saved Local Plan Policy 5.20: Christchurch Road (1084-1126 and 1067-1125 Christchurch Road) designated as a Secondary Shopping Frontage where there is a presumption in favour of A1 use but Core Strategy Policy CS9 seeks to enhance District Centres and provide for more diversification. There is some flexibility in current policy to allow for variation here. Secondary frontage is more of a local issue so can be amended in NP Policy.
7	Southbourne Grove: As there are a number of specialist retailers in the area this zone performs almost as well as Zone 2 (Christchurch Road West) Household Goods perform better than catering (Retail Study).	The Retail Study includes this in Zone 6 but actually this area has a different character to Pokesdown. Planning Policy Designation: Most of this street is not designated as a shopping frontage. Policy CS11 does not allow proposals for residential development on the ground floor where it would lead to the loss of ground floor premises used or last used for commercial purposes. The exception is the southern end of Southbourne Grove that is designated as Secondary Shopping Area.	There are more services in these shopping parades including a library and indoor play centre. Parts of the shopping parade contain heritage assets such as Julian Terrace. The Forum highly value existing shops and services here and don't want to see the loss of any further units to residential on the ground floor. Consider strengthening policy to ensure no further erosion of shops and services here OR should we allow that here (subject to heritage policies) so there is more concentration in Pokesdown and Boscombe	None - need to consider CS11.

BAPg: Christchurch Road: - Managing our high street and businesses

9.16 The shopping premises built on Christchurch Road in the late nineteenth and twentieth century were both ambitious in terms of scale (Sovereign Centre) and extravagant in detailed design (e.g. Royal Arcade). However, changes in local demographics, the advent of the car and Internet shopping, have brought about a demise in the quality and quantity of the retail offer with vacancy rates on the Christchurch Road now above the national average (Retail Study 2016). In addition to this, most of the shops in some parts of the area focus on serving the

day to day needs of the local population and are unable to compete with the wide range and quality of comparison goods stores in Bournemouth Town Centre just a few miles to the west. The exception is the retro and antique shops in Pokesdown which are specialist shops and attract people from a far wider area. It is thought that shops and services provide employment for at least 1000 people and contribute to the local economy.

9.17 There is a high proportion of food and beverage outlets across the area that are a significant part of the local economy and needed to service all those in the area who have very small kitchens. There is

a general lack of night time economy in the wider area, which is more of an issue. This means that the area, in particular the pedestrianised zones are not attractive during the evenings.

9.18 Despite the area containing a stunning beach, which is popular in summer months, the area remains difficult and unattractive for visitors to make a 'linked trip' to the shops and restaurants. The poor quality public realm, convoluted access arrangements and lack of well signed good quality car parking does not help!

9.19 The Forum does not need to plan for any more retail floorspace, as the evidence at a national level confirms that we will



not need as much floorspace on the high street in the long term. The proximity to Bournemouth and the existing demographics of the area suggest that the area will not attract better quality retailers until the housing stock changes and more families come to live in the area in place of the HMOs and small flats. Our housing and heritage policies should help with this.

9.20 But we do need to plan for an alternative offer where the high street can become a hub for not only retail activities but for offices, employment, leisure and services. The Development Plan as set out in the Saved Local Plan Policies (2002) is out dated and does not allow for much diversification or flexibility. The more recent Core Strategy Policies which are strategic policies do allow more flexibility and our policies comply with these.

9.21 The management of the high street is also a particular issue. In Pokesdown there are six shops that have been vacant for a long time. New businesses are interested in occupying these vacant units despite a low footfall in this area however the landlords are absent and not proactive in managing the stock.

9.22 The main issues to come out of discussion groups with the Forum were as follows:

- mixed views on whether we should relax restrictions on the centre of

BAPg: Christchurch Road

Christchurch Road is central to all aspects of community life and its unique Victorian heritage will be celebrated with the unique character of Pokesdown and Boscombe recognised. This will be achieved by:

- I. Supporting a mix of uses, excluding residential, at ground floor level, in accordance with Development Plan Policies;
- II. Support the retention and enhancement of existing music and entertainment venues, including resisting residential uses near venues, where noise attenuation cannot be satisfactorily installed.

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Christchurch Road in order to focus activity in the two distinctive centres;

- The proximity to Bournemouth and alternative shopping destinations limits how much quality retail and employment uses we can attract;
- Inappropriate alterations to former shops has damaged the commercial character of Christchurch Road;
- Affordable, good quality car parks are needed to attract business and shoppers, but from people's observations, there appears to be an over supply.



- 9.23** We have worked with Boscombe Regeneration Partnership to discover what type of businesses there are in the area and how we can make it easier for them to set up in the area and stay in the area. Boscombe Regeneration Partnership are working with a large community of creative employees involved in work which includes design, visual arts, film, music, theatre, dance and digital media and have recently formed the Creative Business Alliance which is made up of 12 businesses in the creative industry sector. This aims to support and develop existing businesses and forge links with local schools and Universities.
- 9.24** The neighbourhood plan area does not have a demand for large-scale purpose built offices due to the proximity of Bournemouth and the Lansdowne Employment Area. However, it has

traditionally been attractive to small businesses and start-ups because rents are relatively affordable and the area is perceived to have the right type of premises that such businesses need e.g. flexible and affordable space. It is well known that Creative businesses have previously moved out of the area when they needed to expand. This is probably because of the lack of medium scale premises, but it may be because they wanted to move away from the area or move somewhere else.

- 9.25** There is added pressure from developers to redevelop existing sites and commercial premises for residential uses. However these often comprise buildings of some heritage value, where the neighbourhood forum would prefer the buildings to be retained and converted for business purposes, either to provide start-up

units or larger premises for medium size businesses (1000 - 3000 sq. ft).

- 9.26** The Neighbourhood Forum support Policy CS27 of the adopted Bournemouth Core Strategy, which resists the loss of employment floor space, throughout the borough. The neighbourhood plan area is a sustainable place to do business and there is a need for business floorspace in the area for small and medium sized businesses. The Forum do not want to see any further business employment floorspace being lost which is capable of being used for small or medium sized businesses. The exception is the upper floors of existing vacant shops and commercial premises on Christchurch Road, where conversion to residential use has the potential to enhance the vitality and viability of the town centre, whilst providing the homes that we need.



10 Site allocations

Theme Four: Site allocations

Background to this chapter and our policies

10.1 The NP area is densely built up. However, there are a number of small to medium scale sites that are vacant and under-utilised which could provide opportunities for regenerating the area and adjacent public realm, providing the homes and business floor space the community needs identified by the Forum. The Forum were keen to identify sites for redevelopment in order to assist in the regeneration of the area and put less pressure on existing occupied sites. Often sites have been redeveloped for high density residential flats that are, in the opinion of the Forum, considered out of character with the area and create poor quality living conditions.

What the Forum want

10.2 In November 2016 we prepared and distributed a Site Pro-Forma sheet. This was distributed to members and put on the website. A number of sites were put forward through this process. A more formal Call for Sites took place between April-June 2018, which included a formal 'Call for Sites' published in the Bournemouth Echo, Public Notice section.

10.3 On the 8 February 2017 the main forum considered what they wanted to see on a longer list of 21 sites. Following the results, the list was shortened and AECOM were commissioned to conduct more detailed assessments, the findings of which have informed the allocations.

What are the Relevant Aims?

- **Aim 1:** Establish a clear vision and list of priority improvement projects for the NP area that most people support.
- **Aim 2:** Provide better homes for existing residents by rebalancing the housing stock (including specialist housing) with a presumption in favour of family dwellings with at least 2 bedrooms throughout the area
- **Aim 6:** Provide a desirable environment to do business
- **Aim 7:** Making the best use of our land by identifying sites which are under-used and have potential to be redeveloped for uses which meet the community's needs, identifying delivery mechanisms with key partners.

The Evidence Base

10.4 Boscombe and Pokesdown Neighbourhood Plan Working Group identified a list of potential sites that could be allocated for development. This was supplemented by a review of the

Bournemouth SHLAA, consultation with the Boscombe Regeneration Partnership and walkabouts in the area.

10.5 AECOM (funded by the Department for Communities and Local Government (DCLG) were then commissioned to undertake an independent site appraisal of some of these sites to ensure that key aspects of its proposals will be robust and defensible. This was useful in providing an independent and objective assessment of the sites. The report provides a clear assessment as to whether the identified sites are suitable, available and viable for certain uses, including residential, employment, community uses or open space/green infrastructure provision. The site selection process was sufficiently robust enough to meet the Basic Conditions that will be considered by the Independent Examiner.

Relevant Strategic Policies

10.6 The National Planning Policy Guidance (NPPF) places great emphasis on the need to create a Strong, Responsive and Competitive Economy by ensuring that sufficient land is available in the right place and at the right time to support growth and innovation and also by identifying and coordinating development requirements. Chapter 1 specifically relates to 'Building a Strong, Competitive Economy'. Policies in this NP have taken into consideration the requirements of

this national policy framework, specifically para. 21 which sets out the requirements for preparing planning policies, as follows:

'In drawing up Local Plans, local planning authorities should:

- *set out a clear economic vision and strategy for their area which positively and pro-actively encourages sustainable economic growth;*
- *set criteria, or identify strategic sites, for local and inward investment to match the strategy and to meet anticipated needs over the plan period;*
- *support existing business sectors, taking account of whether they are expanding or contracting and, where possible, identify and plan for new or emerging sectors likely to locate in their area. Policies should be flexible enough to accommodate needs not anticipated in the plan and to allow a rapid response to changes in economic circumstances;*
- *plan positively for the location, promotion and expansion of clusters or networks of knowledge driven, creative or high technology industries;*
- *identify priority areas for economic regeneration, infrastructure provision and environmental enhancement; and*
- *facilitate flexible working practices such as the integration of residential and commercial uses within the same unit'*



BAP10: Site allocations

In order to protect the character and appearance of the area, provide homes and distribute development across the plan area, the development of sites in accordance with indicative uses and amounts set out in Table 12 (pages 92-93) will be supported.

Specific allocations are set out below for the following sites:

- **SA2: Hawkwood Road car park**
- **SA4: Royal Victoria Hospital**
- **SA5: Gladstone Road West**
- **SA6: Sovereign Centre (as per BAP8)**

SA2: Hawkwood Road car park

Hawkwood Road car park has been identified as a local community resource that provides car parking with good, level access to the shops and high street.

If it is demonstrated there is spare car parking capacity, the site should be redeveloped to provide:

- A smaller public car park;
- Provision of a Park and Ride facility and/or bus stops;
- Provision of a small open space/pocket park and public realm enhancements to the adjacent Hawkwood Road.

Continued on next postcard p. 88



Relevant Local Plan Policy

10.7 The NP, which covers the wards of Boscombe East and Boscombe West (see Map 1 Neighbourhood plan boundary page 7), is being prepared in the context of the emerging Bournemouth Local Plan and the current development plan for Bournemouth, comprising the Core Strategy, Affordable Housing Development Plan Document and saved policies of the Bournemouth District Wide Local Plan. The new Local Plan is not due to be adopted until 2019, and the current development plan does not include up-to-date allocations for the Boscombe and Pokesdown Neighbourhood Plan area.

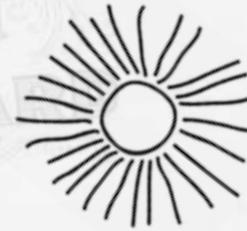
SA4: Royal Victoria Hospital, Shelley Road, Phase 2

Should the site become available, Royal Victoria Hospital has been identified as a suitable location for a mixed-use development, comprising:

- Healthcare facilities in D2 use
- Community facilities in D2 use
- Creative Hub
- Wellbeing and/or sport and recreational use such as a swimming pool

Providing that consideration is given to other policies within this plan, the following development will be supported:

- Retention and/OR conversion of the main hospital building for a mix of residential and community purposes;
- New development of the remaining area of the site to deliver up to 20 dwellings if needed;



- Enhancing biodiversity by provision of bat and bird boxes and linking the adjacent public open space/former graveyard to the rest of the site;
- Reinforcing the permeability of the site by improvements to existing footpath links through the site;
- Preserve and enhance the heritage assets of the site including the main hospital building and the Grade II listed water tower.

Continued on next postcard



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SA5: Gladstone Road West

The site comprising the area surrounding Gladstone Road West and Centenary Way has been identified as a suitable area for redevelopment to deliver housing as well as highway and public realm improvements.

Providing that consideration is given to other policies within this plan, the following development will be supported:

- Family housing, 1, 2 and 3 bedroom flats;
- Public realm improvements;
- Green infrastructure and landscaping.

SA6: Sovereign Centre and car park

The Sovereign Centre and car park have been identified as an area with significant redevelopment potential, given the under use of the upper levels of the multi-storey car park and the outdated appearance of the existing building.

Providing that consideration is given to other policies within this plan, including policies to preserve and enhance the Royal Arcade, the comprehensive redevelopment of the site will be supported for a high density scheme to deliver a mix of uses including:

- Appropriate town centre uses, including retail A1 floor space in accordance with BAPg;
- Residential and/or student; accommodation on the upper floors
- Parking.

Any submission should include a robust parking study and impact appraisal to assess parking requirements, the methodology of which should be agreed by the local highway authority.

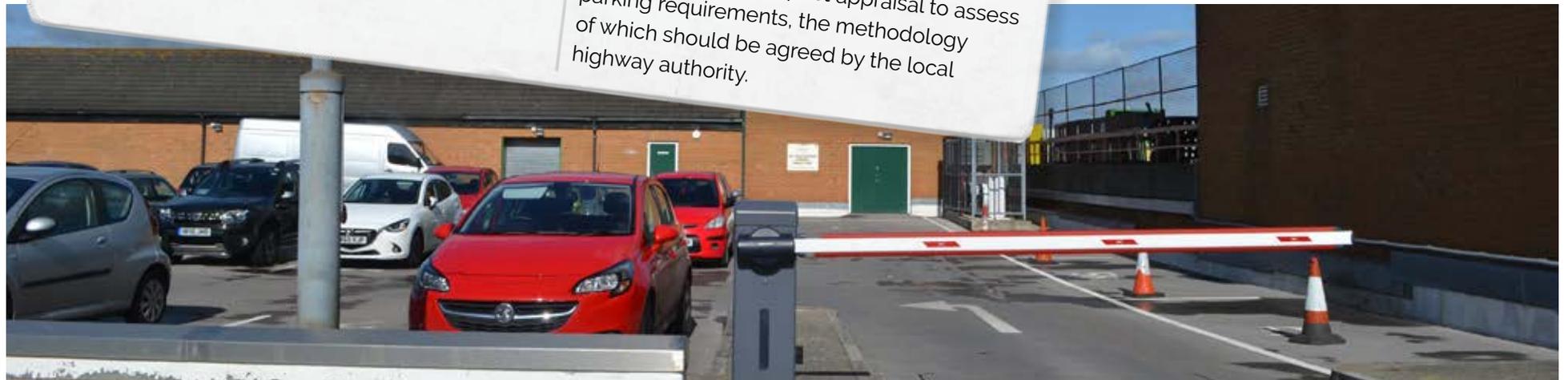


Table 12: Site allocations

Site ID	Address	Site area	Minimum number of dwellings	Maximum number of dwellings	Other floor space acceptable	Preferred development option/ uses
SA1	9-11 The Crescent	0.044 ha	4	4	D1 or D2	Preferred use is a doctors surgery, health clinic or private gym. Potential for some residential as part of a mixed use scheme. Existing buildings to be retained.
SA2	Hawkwood Road Car Park (part)	0.34 ha (part)	0	0	Car park, Park and Ride and open space	Retain as car park, with potential for a Park and Ride bus stop and Interchange with new pedestrian connections to Christchurch Road. Potential for new public open space including a play area and considerable public realm enhancements, should parking surveys confirm that some of the spaces are surplus to requirements.
SA3	Ashley Road Coal Yard, North Road	1.1ha	50	60	Open space, transport hub, active commercial uses at ground floor level.	N/A
SA4	Royal Victoria Hospital Shelley Road, Phase 2	0.64 ha	0	20	D1 or D2	Mixed use to provide healthcare facilities and community use. If healthcare is relocated from the site then there would be potential for a significant mixed use scheme with the provision of residential and community use. Existing hospital to be retained.
SA5	Gladstone Road West (Centenary Way)	1.85 ha	40	73	Highway and public realm	N/A
SA6	Sovereign Centre and car park	2.16ha	86	216	A1 floor space at ground floor level.	Comprehensive redevelopment with a mixed use building providing retail at ground floor level and residential above. Student accommodation for identified local institution as alternative to residential could be provided here.
SA7	9 Warpole Road (opposite Providence Surgery)	0.095 ha	3	5	N/A	Provision of family housing in accordance with BAP policies. Retention of existing villa is preferable. If not viable redevelopment to provide 3 town houses.

Table 12: Site allocations

Site ID	Address	Site area	Minimum number of dwellings	Maximum number of dwellings	Other floor space acceptable	Preferred development option/ uses
SA8	Opposite Hawkwood Road car park r/o KFC, Primark and adjacent to Primark	0.12 ha	5	12	N/A	N/A
SA9	617 - 623 Christchurch Road and car park behind (Sainsbury's), on Hawkwood Road	0.32 ha	13	20	N/A	Redevelopment in connection with public realm improvements and new pedestrian link between Christchurch Road and Hawkwood Road
SA10	871 Christchurch Road	0.03 ha	1	2	A1/ B1 at ground floor level.	N/A
SA11	552-560 Christchurch Road (McDonalds and pub)	0.288 ha	11	28	A1/ B1 at ground floor level.	N/A
SA12	Boscombe bus station	0.121 ha	0	0	D1 and/or open space, transport hub	Public realm project and green landscaping
SA13	Corner site west of precinct (546 Christchurch Road)	0.032 ha	0	0	D1/B1/ A1 floorspace, cycle parking	N/A
SA14	Corner site east of precinct (site adj. 666 Christchurch Road)	0.245 ha	0	0	D1/B1/ A1 floorspace, cycle parking	N/A
SA15	36a Southbourne Road	0.035ha	1	2	N/A	N/A
SA16	Garages, R/O 1-5 Grosvenor Gardens	0.02 ha	1	3	N/A	N/A
SA17	175 Seabourne Road	0.03 ha	1	2	A1/ B1 at ground floor level	N/A
SA18	St John Centre, 26 Shelley Road	0.12 ha	5	5	Community use/offices /D1 (Gym)	Ground floor office/community and/or leisure use with residential above
SA19	Car park Woodside Road	0.21 ha	0	0	Car park	
SA20	3 Wickham Road	0.02 ha	0	0	B1/D2 floorspace	
TOTAL			221	454		

11 Projects, implementation and monitoring

Implementing the plan

Background

- 11.1** During the course of preparing the plan, a number of projects have been identified which will assist in implementing our policies. Work has now commenced with some partners, to see how these projects can be taken forward. The projects are listed in priority order below.
- 11.2** The purpose of monitoring the NP Policies is to assess their performance against key outcomes and to determine whether aims and objectives are being met. To be effective, monitoring needs to be based on indicators of achievement and targets. The monitoring of the plan is linked to our priority improvement projects.

What the Forum want

- 11.3** Through the production of the NP we have started to build relationships with the wider community. Site specific projects provide an opportunity for these relationships to be developed and for more people to get involved in improving the area. Boscombe and Pokesdown Neighbourhood Plan Forum will work with all relevant partners to establish an

effective delivery mechanism to ensure that all local residents, businesses and other interested parties are actively involved in shaping projects for the area. Key partners are Boscombe Regeneration Partnership, Boscombe Creative Alliance, Pokesdown Forum and Boscombe Forum.

- 11.4** During the course of preparing this plan, the Forum have identified the need for a new or existing organisation to be established to deliver the implementation of this plan, its policies and improvement projects. The most significant challenge is to deliver more family homes, regenerate privately owned shopfronts and invest in the public realm especially along Christchurch Road. One option is to set up a Community Land Trust.

What are the Relevant Aims?

- 11.5** All the aims are relevant to this section of the plan, but particularly Aim 1 which states:
- **Aim 1:** Establish a clear vision and list of priority improvement projects for the NP area that most people support.

The Evidence Base

- 11.6** Boscombe and Pokesdown Neighbourhood Plan Working Group identified a list of potential projects. We

then consulted Boscombe Regeneration Partnership and Bournemouth Council about these projects.

Relevant Strategic Policies

- 11.7** The National Planning Policy Guidance (NPPF) confirms that neighbourhood planning is a tool for local people to ensure that they get the right types of development for their community. It enables the community to shape and direct sustainable development in their area (para. 184).

Relevant Local Plan Policy

- 11.8** The neighbourhood plan, which covers the wards of Boscombe East and Boscombe West is being prepared in the context of the emerging Bournemouth Local Plan and the current development plan for Bournemouth, comprising the Core Strategy, Affordable Housing Development Plan Document and saved policies of the Bournemouth District Wide Local Plan.
- 11.9** Chapter 5 of the Bournemouth Core Strategy relates to delivery and monitoring and contains a Delivery and Implementation Table. As the NP will be monitored by Bournemouth Planning Authority, we have followed the same format and it is contained below.

Implementation

11.10 Implementation will:

- promote partnerships and work with interested parties to shape proposals for the NP area;
- create master plans and development briefs, maintenance and management plans;
- require the LPA to direct applicants to discuss pre-application and applications to the BAP NP Forum and consult with the BAP NP Forum in relation to draft Heads of Terms under s.106.

Monitoring

- 11.11** Monitoring indicators need to be measurable, readily available and meaningful and should show the desired direction of change as a result of implementing a policy. The indicators are Specific, Measurable, Achievable, Realistic and Deliverable with a Timescale (SMART).



- 11.12** Table 13 'Implementing and Monitoring the Neighbourhood Plan' on the following pages, sets out the outcomes sought from each planning policy and the delivery framework for each of these. It identifies how these policies will be delivered and by whom. The table sets out the indicators of achievement targets with appropriate targets during the neighbourhood plan period. It also examines potential mechanisms and funding sources for bringing the policies forward.



Our priority improvement projects

In order to preserve and enhance the character and appearance of the area and deliver the homes and community facilities that we need, Boscombe and Pokesdown Neighbourhood Plan Forum will work on the implementation of the following projects:

- **HOUSING:** Establish a local Housing Trust to provide affordable homes for families;
- **SITES:** Establish a working group and development strategy for Site SA4 – Royal Victoria Hospital, Shelley Road;
- **HERITAGE:** Preserve and Enhance all 'Open Space' (BAP4) providing safe, clean, space for all, including a richer environment for people and wildlife;
- **HERITAGE:** Preservation and enhancement of historic shopfronts;
- **WORK, SHOPS AND SERVICES:** Finding a suitable viable use for the Royal Arcade;
- **WORK, SHOPS AND SERVICES:** Boscombe Central renewal;
- **HERITAGE:** Work with partners to update management plans for 'Open Spaces' as included in BAP4 and listed in paragraph 7.35;
- **HERITAGE:** Conservation Areas and Locally listed buildings review with Bournemouth Council.

Table 13 Implementing and monitoring the Neighbourhood Plan

Policy	Key outcomes sought	Neighbourhood Plan Aim	How will these be delivered	Who is responsible for delivery	Indicators of achievement	Monitoring targets
BAP1: The scale and density of development	A qualitative improvement in the design and function of development within the NP area	Aim 2: Provide better homes and affordable homes for existing residents by rebalancing the housing stock (including specialist housing) with a presumption in favour of family dwellings with at least two bedrooms throughout the area, subject to site opportunities and constraints.	Through the development management process	Borough of Bournemouth Applicants Developers/ Agents	% of planning applications being assessed against Policy BAP1	100% of schemes meeting the checklist criteria
BAP2: Good design for the 21st century	Creation of a distinctive and safe urban environment. A qualitative improvement in the design of development within the NP area	Aim 5: Enhance the high streets in Boscombe and Pokesdown to preserve and enhance their unique and quirky character, boosting their footfall in the day and night by making better use of existing buildings and spaces for uses which the community wants and needs.	Through the development management process	Borough of Bournemouth Applicants Developers/ Agents	% of planning applications being assessed against Policy BAP2	100% of applicable schemes (more than three dwellings) meeting all checklist criteria
		Aim 8: Identify what makes the neighbourhood unique in terms of its social, heritage and community assets and create policies that protect, preserve and enhance these assets for the next generation.	Through a character appraisal of the proposed conservation area	Bournemouth Borough	Provision of new conservation area character appraisals	Provision of new conservation area character appraisals during the plan period
		Aim 9: Change the perception of the neighbourhood by promoting it as a historic, thriving community by making it the most desirable place to live and/or work in the borough.	Through a review and designation of more locally listed buildings on the Bournemouth register of Locally Listed Buildings	Bournemouth Borough	Inclusion of all 'proposed locally listed buildings' on the BAP 'Proposals Map' on the Bournemouth register of locally listed buildings	Updated Bournemouth register of locally listed buildings during the plan period

Table 13 Implementing and monitoring the Neighbourhood Plan (continued)

Policy	Key outcomes sought	Neighbourhood Plan Aim	How will these be delivered	Who is responsible for delivery	Indicators of achievement	Monitoring targets
BAP3: Shopfronts	A qualitative improvement to the design of existing, new and replacement shopfronts especially along Christchurch Road	<p>Aim 5: Enhance the high streets in Boscombe and Pokesdown to preserve and enhance their unique and quirky character, boosting their footfall in the day and night by making better use of existing buildings and spaces for uses which the community wants and needs.</p> <p>Aim 6: Provide a desirable environment to do business.</p> <p>Aim 8: Identify what makes the neighbourhood unique in terms of its social, heritage and community assets and create policies that protect, preserve and enhance these assets for the next generation.</p>	Through the development management process	Borough of Bournemouth Applicants Developers/ Agents	% of planning applications being assessed against Policy BAP3	100% of schemes for new or replacement shopfronts given planning permission meeting the checklist criteria
			Establish a grant programme for shopkeepers to enable the appearance of shopfronts to be improved, in accordance with the policy criteria	Boscombe and Pokesdown Neighbourhood Plan Forum Boscombe Regeneration Partnership Pokesdown Forum	Successful grant application funder	At least 10 shopfronts improved during the plan period in accordance with planning policy
			Prepare Shopfront Design guidance for the whole NP area	Bournemouth Borough Council	New Supplementary Planning Documents (SPD) on shopfront design	New SPD on shopfront design adopted during the plan period

Table 13 Implementing and monitoring the Neighbourhood Plan (continued)

Policy	Key outcomes sought	Neighbourhood Plan Aim	How will these be delivered	Who is responsible for delivery	Indicators of achievement	Monitoring targets
BAP4: Open spaces	A qualitative improvement to existing open spaces to make them better used and more vibrant	<p>Aim 4: Improve public parks, spaces and streets with a focus on designing out crime by providing safe, well-lit routes between key areas.</p> <p>Aim 8: Identify what makes the neighbourhood unique in terms of its social, heritage and community assets and create policies that protect, preserve and enhance these assets for the next generation.</p>	Woodland Walk renewal providing a safe clean space for all.	Boscombe and Pokesdown Neighbourhood Plan Forum Boscombe Regeneration Partnership Pokesdown Forum	Prepare costed plan for Woodland Walk and obtain funding Implement improvement project	Public realm improvement programme during the plan period
			Churchill Gardens open space renewal providing a safe, clean, space for all.	Boscombe and Pokesdown Neighbourhood Plan Forum Boscombe Regeneration Partnership Pokesdown Forum	Prepare costed plan for Churchill Gardens, obtain funding and implement improvement project	Public realm improvement programme implemented during the plan period
BAP5: Safe routes	Provide more cycle paths and safe walking routes	Aim 4: Improve public parks, spaces and streets with a focus on designing out crime by providing safe, well-lit routes between key areas.	Investment programme to improve access by foot and cycle across the area including safer routes to school.	Boscombe and Pokesdown Neighbourhood Plan Forum Boscombe Regeneration Partnership Pokesdown Forum	Prepare costed plan for proposed cycle lanes and safe routes in accordance with the BAP proposals map Obtain funding and implement improvement project	At least 100 metres of new footpaths or cycle lanes during the plan period

Table 13 Implementing and monitoring the Neighbourhood Plan (continued)

Policy	Key outcomes sought	Neighbourhood Plan Aim	How will these be delivered	Who is responsible for delivery	Indicators of achievement	Monitoring targets
BAP6: The number and type of new homes	Provide good quality homes, and more family homes in order to create a more stable, less transient population	Aim 2: Provide better homes and affordable homes for existing residents by rebalancing the housing stock (including specialist housing) with a presumption in favour of family dwellings with at least two bedrooms throughout the area, subject to site opportunities and constraints.	Through the development management process	Bournemouth Borough Applicants Developers/ Agents	% of planning applications being assessed against Policy BAP5	100% of schemes for new or replacement dwellings given planning permission meeting the checklist criteria
		Aim 7: Make the best use of land by identifying sites that are under-used and have potential to be redeveloped for uses which meet the community's needs, identifying delivery mechanisms with key partners.	Establish a local housing land trust in order to deliver more affordable family homes for people who currently live in the NP area	Boscombe and Pokesdown Neighbourhood Plan Forum Boscombe Regeneration Partnership. Pokesdown Forum Boscombe Forum	Establish a local land trust Identify budget and appropriate properties Obtain planning permission	Establishment of a local land trust Obtain planning permission for at least one new scheme during plan period Deliver at least three new affordable dwellings during the plan period

Table 13 Implementing and monitoring the Neighbourhood Plan (continued)

Policy	Key outcomes sought	Neighbourhood Plan Aim	How will these be delivered	Who is responsible for delivery	Indicators of achievement	Monitoring targets
BAP7: The quality of new homes	A qualitative improvement in the design, appearance and function of all residential development within the NP area	Aim 2: Provide better homes and affordable homes for existing residents by rebalancing the housing stock (including specialist housing) with a presumption in favour of family dwellings with at least two bedrooms throughout the area, subject to site opportunities and constraints.	Through the development management process	Bournemouth Borough Applicants Developers/ Agents	% of planning applications being assessed against Policy BAP6	100% of schemes for new or replacement dwellings given planning permission meeting all the checklist criteria
BAP8: Houses in multiple occupation (HMOs) and bedsits	Provide high quality affordable homes and a stable residential population	Aim 2: Provide better homes and affordable homes for existing residents by rebalancing the housing stock (including specialist housing) with a presumption in favour of family dwellings with at least two bedrooms throughout the area, subject to site opportunities and constraints.	Remove all poor-quality HMO accommodation that is not fit for habitation from the housing market and replace them with either larger flats or good-quality HMOs	Bournemouth Borough Council Boscombe Regeneration Partnership	Number of HMOs improved under the Councils registration scheme (Operation Galaxy) Overall reduction in the number of HMOs in the NP area	100% of planning applications relating to HMOs meeting all the checklist criteria in BAP7
		Aim 7: Make the best use of land by identifying sites that are under-used and have potential to be redeveloped for uses which meet the community's needs, identifying delivery mechanisms with key partners.	Through the development management process	Bournemouth Borough Applicants Developers/ Agents	% of planning applications being assessed against all the checklist criteria in Policy BAP7	100% of planning applications relating to HMOs meeting all the checklist criteria in BAP7

Table 13 Implementing and monitoring the Neighbourhood Plan (continued)

Policy	Key outcomes sought	Neighbourhood Plan Aim	How will these be delivered	Who is responsible for delivery	Indicators of achievement	Monitoring targets
BAPg: Christchurch Road	To create a vibrant high street providing shops, services and leisure opportunities appropriate to the communities they serve	Aim 5: Enhance the high streets in Boscombe and Pokesdown to preserve and enhance their unique and quirky character, boosting their footfall in the day and night by making better use of existing buildings and spaces for uses which the community wants and needs.	Through the development management process	Bournemouth Borough Applicants Developers/ Agents	% of planning applications being assessed against all the checklist criteria in Policy BAP8	100% of planning applications meeting all the checklist criteria in BAP8
		Aim 6: Provide a desirable environment to do business.	Establish a grant programme for shopkeepers to enable the appearance of shopfronts to be improved, in accordance with the policy criteria	Boscombe and Pokesdown Neighbourhood Plan Forum Boscombe Regeneration Partnership Pokesdown Forum	Successful grant application to fund the project	At least 10 shopfronts improved during the plan period in accordance with planning policy

Table 13 Implementing and monitoring the Neighbourhood Plan (continued)

Policy	Key outcomes sought	Neighbourhood Plan Aim	How will these be delivered	Who is responsible for delivery	Indicators of achievement	Monitoring targets
BAP10: Site allocations	Assist in the regeneration of the area, put less pressure on existing occupied sites and make the best use of brownfield land for the benefit of the whole community	<p>Aim 1: Establish a clear vision and list of priority improvement projects for the NP area that most people support.</p> <p>Aim 2: Provide better homes and affordable homes for existing residents by rebalancing the housing stock (including specialist housing) with a presumption in favour of family dwellings with at least two bedrooms throughout the area, subject to site opportunities and constraints.</p> <p>Aim 6: Provide a desirable environment to do business.</p> <p>Aim 7: Make the best use of land by identifying sites that are under-used and have potential to be redeveloped for uses which meet the community's needs, identifying delivery mechanisms with key partners.</p>	Through the development management process	Bournemouth Borough Applicants Developers/ Agents	% of planning applications being assessed against Policy BAP10	100% of planning applications relating meeting Policy BAP10
			Site SA2 – Hawkwood Road car park redevelopment	Boscombe Regeneration Partnership	Undertake parking survey Devise schematic designs with approval from community Identify delivery partner and funders Obtain outline planning permission	Parking survey complete Obtain outline planning permission during the plan period

Table 13 Implementing and monitoring the Neighbourhood Plan (continued)

Policy	Key outcomes sought	Neighbourhood Plan Aim	How will these be delivered	Who is responsible for delivery	Indicators of achievement	Monitoring targets
BAP10: Site allocations (continued)			Site SA4 – Royal Victoria Hospital, Shelley Road redevelopment	Boscombe and Pokesdown Neighbourhood Plan Forum Boscombe Regeneration Partnership	Establish a working group and development strategy for the site Devise schematic designs and development brief with approval from community Devise a realistic funding strategy with landowners and partners	Produce draft development brief during the plan period
			SA5 – Gladstone Road West	Pokesdown Neighbourhood Plan Forum Boscombe Regeneration Partnership	Obtain outline planning permission Dispose of the site for redevelopment	
			SA6 – Sovereign Centre: establish a working group and development strategy for the site	Boscombe and Pokesdown Neighbourhood Plan Forum Boscombe Regeneration Partnership	Establish a working group and development Strategy and brief for the site	Produce draft development brief during the plan period

12 Basic Conditions Statement

Introduction

This statement has been prepared by ECA Architecture & Planning to support the submission of the Boscombe and Pokesdown Neighbourhood Plan Proposal.

Purpose

This Basic Conditions Statement has been prepared in accordance with Regulation 15(1) of the Neighbourhood Planning (General) Regulations 2012 which states that when a plan proposal is submitted to the Local Planning Authority (LPA), it must include a statement explaining how the proposed NP meets the requirements of para. 8, of Schedule 4B to the Town & Country Planning Act 1990.

Para. 8(2) states:

A draft order meets the basic conditions if –

- (a) having regard to national policies and advice contained in guidance issued by the Secretary of State, it is appropriate to make the order

- (b) having special regard to the desirability of preserving any listed building or its setting or any features of special architectural or historic interest that it possesses, it is appropriate to make the order;
- (c) having special regard to the desirability of preserving or enhancing the character or appearance of any conservation area, it is appropriate to make the order;
- (d) the making of the order contributes to the achievement of sustainable development;
- (e) the making of the order is in general conformity with the strategic policies contained in the development plan for the area of the authority (or any part of that area);
- (f) the making of the order does not breach, and is otherwise compatible with, EU obligations; and
- (g) prescribed conditions are met in relation to the order and prescribed matters have been complied with in connection with the proposal for the order.

This Statement will demonstrate how the NP has met the Basic Conditions tests by assessing each policy against the criteria in the Regulations, providing justification and concluding the outcome of the assessment. It comprises four sections, as follows:

- Section One sets out how the plan complies with the National Planning Policy Framework outlining particular paragraphs in the NPPF that have been taken into consideration in the drafting of policies;
- Section Two sets out the NP's contribution to sustainable development;
- Section Three sets out how the NP conforms with the strategic policies of the development plan;
- Section Four sets out how the plan is compatible with other EU obligations;
- Section Five is a summary of the findings of this report.

Section 1: Compliance with the National Planning Policy Framework (NPPF)

Neighbourhood Plan Section/Policy	Relevant NPPF Core Principle/Paragraph	Summary/Conclusion – how the plan has had regard to the NPPF
Whole Plan	<p>Core Principles: (para. 17)</p> <ol style="list-style-type: none"> 1. Genuinely plan led empowering local people to shape their surroundings with succinct local and neighbourhood plans setting out a positive vision for the future. They should provide a practical framework within which decisions on planning applications can be made with a high degree of predictability and efficiency. 2. The process is not simply about scrutiny, but instead be a creative exercise in finding ways to enhance and improve the places in which people live their lives. 3. Pro-actively drive and support sustainable economic development to deliver the homes, business and industrial units, infrastructure and thriving local places that the country needs. 4. Always seek to secure high quality design and a good standard of amenity for all existing and future occupants of land and buildings. 6. Support the transition to a low carbon future in a changing climate, encourage the reuse of existing resources, including conversion of existing buildings. 7. Encourage the effective use of land by reusing land that has been previously developed (brownfield land). 10. Conserve heritage assets in a manner appropriate to their significance, so they can be enjoyed for their contribution to the quality of life of this and future generations 12. Take account of and support local strategies to improve health, social and cultural wellbeing for all, and deliver sufficient community and cultural facilities and services to meet local needs 	<p>The NP comprises policies that have been drafted to reflect the local community's vision for the area. They are local policies of relevance to the NP area. The policies provide a practical framework in which to assess planning applications. This has been an empowering creative exercise that will improve the local environment and the way people live their lives in the NP area, consistent with Point 1 of the core planning principles set out under para. 17.</p>

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Neighbourhood Plan Section/Policy	Relevant NPPF Core Principle/Paragraph	Summary/Conclusion – how the plan has had regard to the NPPF
Whole plan	<p>Para. 1 – Introduction The NPPF provides a framework for local people to produce their own distinctive Local and Neighbourhood Plans, which reflect the needs and priorities of their communities.</p> <p>Para. 16 – The presumption in favour of sustainable development has implications for neighbourhoods to develop plans that support strategic development set out in Local Plans.</p> <p>Para. 126 – Neighbourhood plans are powerful tools for local people. They should reflect the Local Plan policies and should not promote less development or undermine strategic policies.</p> <p>Para. 185 – Outside these strategic elements, neighbourhood plans will be able to shape and direct sustainable development in their area.</p>	<p>The NPPF provides a policy presumption in favour of sustainable development which is the golden thread running through both plan making and decision taking. The policies in this plan are in compliance with the main thrust of the NPPF and guidance.</p> <p>The NP recognises the importance of heritage assets within the NP area and puts forward a number of policies that seek to recognise and enhance the special interest of these, consistent with section 12 of the NPPF, para. 126 – 141 of the NPPF.</p> <p>The plan reflects the needs of the business and residential community in the NP area itself, consistent with NPPF and guidance on neighbourhood planning.</p>
Vision	<p>Para. 17 – Succinct local and neighbourhood plans should set out a positive vision for the future of the area.</p>	<p>A clear vision is set out in the plan which has been subject to extensive consultation.</p> <p>This is a sustainable plan supporting good design, new family housing and employment space together as well as dealing with managing houses in multiple occupation and poor quality accommodation in the area, making it a safer place to live. It will make the area a more attractive place to live, work and visit. It is in compliance with the relevant NPPF principles.</p>

Neighbourhood Plan Section/Policy	Relevant NPPF Core Principle/Paragraph	Summary/Conclusion – how the plan has had regard to the NPPF
BAP1: Scale and density of development	<p>Core Principles: (para. 17)</p> <p>6. Support the transition to a low carbon future in a changing climate and encourage the reuse of existing resources, including conversion of existing buildings, and encourage the use of renewable resources (for example, by the development of renewable energy);</p> <p>10. Conserve heritage assets in a manner appropriate to their significance, so that they can be enjoyed for their contribution to the quality of life of this and future generations;</p> <p>Para. 47, Point 5 – set out their own approach to housing density to reflect local circumstances</p> <p>Para. 58 – Local and neighbourhood plans should develop robust and comprehensive policies that set out the quality of development that will be expected for the area. Such policies should be based on stated objectives for the future of the area and an understanding and evaluation of its defining characteristics. Planning policies and decisions should aim to ensure that developments:</p> <ul style="list-style-type: none"> - will function well and add to the overall quality of the area, not just for the short term but over the lifetime of the development; - establish a strong sense of place, using streetscapes and buildings to create attractive and comfortable places to live, work and visit; - respond to local character and history, and reflect the identity of local surroundings and materials, while not preventing or discouraging appropriate innovation; - create safe and accessible environments where crime and disorder, and the fear of crime, do not undermine quality of life or community cohesion; and - are visually attractive as a result of good architecture and appropriate landscaping. <p>Para. 128 – In determining applications, local planning authorities should require an applicant to describe the significance of any heritage assets affected, including any contribution made by their setting.</p>	<p>This policy seeks to identify and protect the heritage value of the area and retain and upgrade historic buildings through sympathetic conversions. It also seeks to control the density of development recognising the adverse impact high densities have had on living conditions and the historic character of the area. It is in compliance with the relevant NPPF principles.</p>

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Neighbourhood Plan Section/Policy	Relevant NPPF Core Principle/Paragraph	Summary/Conclusion – how the plan has had regard to the NPPF
BAP2: Good design for 21st century	<p>Core principles (para. 17)</p> <p>1. Be genuinely plan-led, empowering local people to shape their surroundings, with succinct local and neighbourhood plans setting out a positive vision for the future of the area.</p> <p>4. Always seek to secure high quality design and a good standard of amenity for all existing and future occupants of land and buildings</p> <p>Para. 56 - The Government attaches great importance to the design of the built environment. Good design is a key aspect of sustainable development, is indivisible from good planning, and should contribute positively to making places better for people</p> <p>Para. 58 - (above)</p> <p>Para. 60 - Planning policies and decisions should not attempt to impose architectural styles or particular tastes and they should not stifle innovation, originality or initiative through unsubstantiated requirements to conform to certain development forms or styles. It is, however, proper to seek to promote or reinforce local distinctiveness.</p> <p>Para. 95 – LPAs should actively support energy efficiency improvements to existing buildings.</p> <p>Para. 97 – LPAs should recognise the responsibility on all communities to contribute to energy generation from renewable or low carbon sources. They should support community-led initiatives for renewable and low carbon energy, including developments outside such areas being taken forward through neighbourhood planning.</p>	<p>The Core principle is reflected in this policy. It comprises a robust and comprehensive policy that confirms high quality development will be expected for the area.</p> <p>The policy also seeks to protect local heritage assets for the benefit of the areas heritage value and identity.</p> <p>The policy also requires development to seek to reduce energy emissions during the life cycle of the development.</p> <p>It is therefore in compliance with para. 17, 56-58, 60, 95 and 97 of the NPPF.</p>
BAP3: Shopfronts	<p>Core principles (para. 17)</p> <p>4. Always seek to secure high quality design and a good standard of amenity for all existing and future occupants of land and buildings.</p> <p>10. Conserve heritage assets in a manner appropriate to their significance, so that they can be enjoyed for their contribution to the quality of life of this and future generations;</p> <p>Para. 57 – It is important to plan positively for the achievement of high quality and inclusive design for all development, including individual buildings and public and private spaces</p> <p>Para. 64 – Permission should be refused for development of poor design that fails to take the opportunities available for improving the character and quality of an area and the way it functions.</p> <p>Para. 67 – Poorly placed advertisements can have a negative impact on the appearance of the built and natural environment</p>	<p>This policy sets out a presumption in favour of retaining and renovating shopfronts that are original to the building. Any replacement shopfronts should be designed in sympathetically to reflect the character of the building. Specific details are set out in relation to new shopfronts.</p> <p>This policy is consistent with design advice set out in para. 57, 64 and 67 of the NPPF.</p>

Neighbourhood Plan Section/Policy	Relevant NPPF Core Principle/Paragraph	Summary/Conclusion – how the plan has had regard to the NPPF
BAP4: Open spaces	<p>Para. 73 – Access to high quality open spaces and opportunities for sport and recreation can make an important contribution to the health and wellbeing of communities.</p> <p>Assessments should identify specific needs and quantitative or qualitative deficits or surpluses of open space in the local area.</p> <p>Para. 76 – Local communities through local and neighbourhood plans should be able to identify for special protection green areas of particular importance to them.</p>	<p>The open space policy seeks to preserve and enhance existing open spaces and link these together with safe walking routes within the area and to other large spaces outside the area. It is therefore in compliance with para. 73 of the NPPF.</p>
BAP5: Safe routes	<p>Core principles (para. 17)</p> <ol style="list-style-type: none"> 1. Genuinely plan-led empowering local people to shape their surroundings with succinct local and neighbourhood plans setting out a positive vision for the future. They should provide a practical framework within which decisions on planning applications can be made with a high degree of predictability and efficiency. 2. The process is not simply about scrutiny, but instead be a creative exercise in finding ways to enhance and improve the places in which people live their lives. 3. Pro-actively drive and support sustainable economic development to deliver the homes, business and industrial units, infrastructure and thriving local places that the country needs. Every effort should be made objectively to identify and then meet the housing, business and other development needs of an area. 8. Encourage the effective use of land by reusing land that has been previously developed (brown field land), provided that it is not of high environmental value; <p>Para. 47 – To boost significantly the supply of housing</p> <p>Para. 47, Point 1: Use evidence base to ensure plans meet the full, objectively assessed needs for market and affordable housing.</p> <p>Para. 49 – Housing applications should be considered in the context of the presumption in favour of sustainable development.</p> <p>Para. 50 – To deliver a wide choice of high quality homes, widen opportunities for home ownership and create sustainable, inclusive and mixed communities, LPAs should:</p> <ol style="list-style-type: none"> 1. plan for a mix of housing based on current and future demographic trends, market trends and the needs of different groups in the community (such as, but not limited to, families with children, older people, people with disabilities, service families and people wishing to build their own homes); 2. identify the size, type, tenure and range of housing that is required in particular locations, reflecting local demand; 	<p>This policy seeks to identify a housing need figure for the NP area consistent with the advice in the NPPF, which seeks to boost significantly the supply of housing. It also seeks to provide a broad range of house types, making family housing a priority for the area and discouraging new developments of houses in multiple occupation (HMOs) and smaller units, except in the case of the elderly or people with disabilities.</p> <p>The NP identifies family housing as a priority and HMOs as contributing to some of the social problems in the NP area, therefore the NP has prioritised para. 50 of the NPPF in the formulation of policies, in addition to Points 1 and 2 of the Core planning principles set out under para. 17.</p>

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Neighbourhood Plan Section/Policy	Relevant NPPF Core Principle/Paragraph	Summary/Conclusion – how the plan has had regard to the NPPF
BAP6: The number and type of new homes		
BAP7: The quality of new homes	<p>Core principles (para. 17) 1, 2 and 3 (above) 4. To always seek to secure high quality design and a good standard of amenity for all existing and future occupants of land and buildings. Para. 58 – Local and neighbourhood plans should develop robust and comprehensive policies that set out the quality of development that will be expected for the area. Such policies should be based on stated objectives for the future of the area and an understanding and evaluation of its defining characteristics. Planning policies and decisions should aim to ensure the developments:</p> <ol style="list-style-type: none"> 1. Will function well and add to the overall quality of the area, not just for the short-term but over the lifetime of the development; 2. Establish a strong sense of place, using streetscapes and buildings to create attractive and comfortable places to live, work and visit; 4. Respond to local character and history, and reflect the identity of local surroundings and materials, while not preventing or discouraging appropriate innovation; 5. Create safe and accessible environments where crime and disorder, and the fear of crime, do not undermine quality of life or community cohesion; and 6. Are visually attractive as a result of good architecture and appropriate landscaping. 	<p>This policy sets out requirements to comply with the nationally described space standards in order to improve the quality of housing in the NP plan area. This policy complies with Points 1, 2, 3 and 4 of the core planning principles set out under para. 17. This policy addresses Points 1 – 4 of para. 58 set out under section 7 'requiring good design'. It is therefore in compliance with the relevant aims of the NPPF.</p>

Neighbourhood Plan Section/Policy	Relevant NPPF Core Principle/Paragraph	Summary/Conclusion – how the plan has had regard to the NPPF
BAP8: Houses in multiple occupation (HMOs) and bedsits	<p>Core principles (para. 17) 1, 2 and 3 (above)</p> <p>4. To always seek to secure high-quality design and a good standard of amenity for all existing and future occupants of land and buildings.</p> <p>Para. 58 – Local and neighbourhood plans should develop robust and comprehensive policies that set out the quality of development that will be expected for the area. Such policies should be based on stated objectives for the future of the area and an understanding and evaluation of its defining characteristics. Planning policies and decisions should aim to ensure the developments: (Points 1 – 6 above)</p> <p>Para. 64 – Permission should be refused for development of poor design that fails to take the opportunities available for improving the character and quality of an area and the way it functions.</p> <p>Para. 66 – Applicants will be expected to work closely with those directly affected by their proposals to evolve designs that take account of the views of the community.</p>	<p>This policy seeks to address the social problems the NP has identified associated with a high concentration of HMOs by seeking to resist the development of new HMOs and setting out a presumption in favour of conversion of existing HMOs to residential uses.</p> <p>This is an example of a policy the NP has put forward to empower the local community to shape, enhance and improve their surroundings, all consistent with the relevant NPPF policies.</p>
BAP9: Christchurch Road	<p>Core principles (para. 17)</p> <p>3. Pro-actively drive and support sustainable economic development to deliver the homes, business and industrial units, infrastructure and thriving local places that the country needs.</p> <p>5. Take account of the different roles and character of different areas, promoting the vitality of our main urban areas.</p> <p>9. Promote mixed use developments and encourage multiple benefits from the use of land in urban areas.</p> <p>11. Actively manage patterns of growth to make the fullest possible use of public transport, walking and cycling, and focus significant development in locations which are or can be made sustainable.</p> <p>12. Take account of and support local strategies to improve health, social and cultural wellbeing for all, and deliver sufficient community and cultural facilities and services to meet local needs.</p> <p>Para. 19 – Planning should operate to encourage and not act as an impediment to sustainable growth.</p> <p>Para. 21 – Planning policies should recognise and seek to address potential barriers to investment, including a poor environment or any lack of infrastructure, services or housing.</p> <p>Para. 22 – Planning policies should avoid the long-term protection of sites allocated for employment use where there is no reasonable prospect of a site being used for that purpose. Land allocations should be regularly reviewed.</p> <p>Para. 23 – Planning policies should be positive, promote competitive town centre environments and set out policies for the management and growth of centres.</p>	<p>This policy puts forward six zones where development of appropriate uses will be promoted and encouraged through the NP. This is consistent with the core planning principles set out under para. 17 and relevant policies set out under Sections 1 and 2 of the NPPF that relate to 'building a strong, competitive economy' and 'ensuring the vitality of town centres'</p>

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Neighbourhood Plan Section/Policy	Relevant NPPF Core Principle/Paragraph	Summary/Conclusion – how the plan has had regard to the NPPF
BAP10: Site allocations	<p>Core principles</p> <p>3. Pro-actively drive and support sustainable economic development to deliver the homes, business and industrial units, infrastructure and thriving local places that the country needs. Every effort should be made objectively to identify and then meet the housing, business and other development needs of an area.</p> <p>Para. 47 – To boost significantly the supply of housing, local planning authorities should:</p> <p>3. Identify a supply of specific, developable sites or broad locations for growth.</p> <p>5. Set out their own approach to housing density to reflect local circumstances.</p> <p>Para. 49 – Housing applications should be considered in the context of the presumption in favour of sustainable development.</p> <p>Para. 50 – To deliver a wide choice of high quality homes, widen opportunities for home ownership and create sustainable, inclusive and mixed communities, LPAs should:</p> <p>1. Plan for a mix of housing based on current and future demographic trends, market trends and the needs of different groups in the community (such as, but not limited to, families with children, older people, people with disabilities, service families and people wishing to build their own homes);</p> <p>2. Identify the size, type, tenure and range of housing that is required in particular</p>	<p>This policy refers to the site allocations set out in Table 12 of the plan and states that the development of these sites will be supported where it complies with the quantum of development and uses put forward. The purpose of this is to deliver the housing and business needs of the local community, consistent with Core Principles 1 – 3 and Sections 2 and 6 of the NPPF.</p>



SECTION 2: The neighbourhood plan's contribution to sustainable development

Para. 8(2)(d) of the TCPA states as follows:

"The making of the Neighbourhood Plan contributes to the achievement of sustainable development"

The government is clear that the purpose of the planning system is to contribute to sustainable development by addressing the social sustainability to build stronger communities, environmental sustainability to protect against inappropriate development and economic sustainability to improve infrastructure and support growth.

*"At the heart of the National Planning Policy Framework is a presumption in favour of sustainable development"
(NPPF, para. 14).*

Sustainability Appraisal is not a requirement of a neighbourhood plan. However, this Plan can demonstrate that it has taken into account the need to achieve sustainable development to deliver economic, social and environmental benefits. The table opposite summarises the neighbourhood plans contribution to the three main elements of Sustainable Development with the stars (*) representing the strength of that contribution.

Neighbourhood Plan Policy	Social	Economic	Environmental	Contribution to Sustainable Development
BAP1	**	**	***	The policy promotes the use of heritage statements to assess and consider the impact of development on the areas heritage assets. This will make the area more attractive to live, work in and visit. This will improve levels of social interaction, economic investment and the quality of the environment, as well as protecting and enhancing the areas heritage assets for the enjoyment of all in the future.
BAP2	**	*	**	The policy promotes high quality design which will make the area more attractive to live and work in and visit. This will improve levels of social interaction, economic investment and the quality of the environment, contributing to the achievement of sustainable development.
BAP3	*	**	***	This policy seeks to improve the appearance of shopfronts, which will enhance the environmental quality of the area and encourage greater investment in the longer term. This will contribute towards sustainable economic growth.
BAP4	***	*	****	This policy will improve levels of social interaction for pedestrians by creating more attractive open spaces. Improvements to public realm can be linked to private inward investment which will improve the economic wellbeing of this urban area. The policy supports biodiversity and green infrastructure.
BAP5	***	*	****	This policy will improve levels of social interaction for pedestrians by creating more attractive open spaces. Improvements to public realm can be linked to private inward investment which will improve the economic wellbeing of this urban area. The policy supports biodiversity and green infrastructure.
BAP6	***	***	***	This policy seeks to address the housing needs in the area by prioritising the number and type of new homes required. This will bring economic and social benefits to the area due to the potential for inward investment and improvements to the quality of housing for local people, contributing towards sustainable development. It will also bring environmental improvements as the policy sets out a presumption in favour of sympathetic conversions of existing buildings.
BAP7	****	**	***	This policy requires all new residential units, either as a result of conversion or new build, to meet nationally described space standards, in order to improve the quality of residential accommodation in the area. This will mainly bring social benefits as well as environmental enhancements.
BAP8	****	**	***	This policy seeks to resist the development of additional houses in multiple occupation (HMOs) in the area, as the evidence base has identified that this type of accommodation attracts a transient population and creates social and environmental problems. Controlling the number of HMOs in the area will assist in establishing residential accommodation of better quality that will contribute towards establishing a more sustainable population. This will bring social and environmental benefits.
BAP9	**	****	***	This policy sets out six zones where specific uses and development will be promoted in order to work towards sustainable economic growth within the NP area.
BAP10	**	***	***	This policy sets out the sites that have been identified for development in order to deliver the housing and business needs of the NP area. This will assist in the sustainable economic growth of the area.

Section 3: Conformity with the strategic policies of the development plan

Para. 8(2)(e) of the TCPA states as follows:

The making of the Neighbourhood Plan is in general conformity with the strategic policies contained in the development plan for the area of the authority (or any part of that area)

The Bournemouth Local Plan comprises the Core Strategy, The Town Centre Area Action Plan, Affordable Housing DPD, the saved policies of the Bournemouth District Wide Local Plan and Gypsy and Traveller Site Allocation DPD.

The Bournemouth Core Strategy was adopted in 2012 and sets out the vision, broad principles and spatial approach for development in Bournemouth for the period 2006-2026.

The Core Strategy provides the spatial strategy for the borough. It has had regard to the Sustainable Community Strategy and the procedural requirements for public consultation for Development Plan Documents. It has been subject to a Sustainability Appraisal, Equalities Impact Assessment and Habitats Regulations Assessment.

The relevant strategic policies against which the neighbourhood plan policies have been identified are as follows:

Core Strategy – Strategic policies:

- CS1: National Planning Policy Framework – Presumption in favour of Sustainable Development
- CS2: Sustainable Homes and Premises
- CS3: Sustainable Energy and Heat
- CS5: Promoting a Healthy Community
- CS6: Delivering Sustainable Communities
- CS9: Enhancing District Centres
- CS13: Key Transport Routes
- CS18: Increasing opportunities for cycling and walking
- CS20: Encouraging small family dwellinghouses
- CS21: Housing Distribution across Bournemouth
- CS23: Encouraging Lifetime Homes Standards
- CS26: Protecting Allocated Employment Sites
- CS30: Promoting Green Infrastructure
- CS31: Recreation, Play and Sports
- CS32: International Sites
- CS34: Site of Special Scientific Interest
- CS39: Designated Heritage Assets

Core Strategy – Non-strategic policies:

- CS11: Protecting Local Facilities and Services
- CS12: Retaining Community Uses
- CS16: Parking standards
- CS24: Houses in Multiple Occupation
- CS27: Protecting Unallocated employment sites
- CS38: Minimising Pollution
- CS40: Local Heritage Assets
- CS41: Quality Design

Relevant saved policies from the Bournemouth District Wide Local Plan

Strategic saved polices

- Policy 5.1 Job creation
- Policy 5.14 Prime shopping area
- Policy 5.19 Core shopping areas
- Policy 5.20 Secondary shopping areas
- Policy 6.3 Retention of residential accommodation
- Policy 6.4 Loss of residential
- Policy 6.5 Conversion of floors above shops to residential
- Policy 6.8 Residential infill
- Policy 6.9 Residential development of Derelict/Vacant land

- Policy 6.10 Flats redevelopment
- Policy 6.13 Flat conversions – Location of property
- Policy 6.14 Flat conversions – type of property
- Policy 6.16 Flat conversions – car parking
- Policy 7.21 Open space provision
- Policy 8.1 Development on primary & county distributor routes
- Policy 8.2 District distributor roads
- Policy 8.10 Highway network improvements
- Policy 8.12 New Distributor Roads
- Policy 8.20 Rail network

Non-strategic saved policies

- Policy 4.4 Development in Conservation Areas
- Policy 4.8 External Roller Shutters in Conservation Areas
- Policy 4.21 Shopfronts
- Policy 5.3 New B1 uses
- Policy 5.35 Student living accommodation
- Policy 8.22 Development effecting public car parking spaces
- Policy 8.35 Access onto primary, county and district distributor roads

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Neighbourhood Plan Policy	Policy objectives	Relevant Strategic Policies of the Local Development Plan	How the Neighbourhood Plan conforms with the Relevant Strategic Policies of the Local Development Plan
Vision	<p>"Our vision for the Boscombe and Pokesdown Neighbourhood Plan area in 20 years time is a desirable place to live, work and visit which is well-connected, prosperous, healthy and safe. All new development will be high quality and meet the existing community's needs without compromising the environment for future generations. Development will integrate with the social and historic fabric of the area and there will be good facilities for the whole community."</p>	<p>CS1: Presumption in favour of sustainable development CS5: Promoting a healthy community CS6: Delivering Sustainable Communities CS9: Enhancing District Centres CS21: Housing distribution across Bournemouth CS39: Designated heritage assets Other policies: CS11: Protecting local facilities and services CS12: Retaining community uses CS18: Increasing opportunities for cycling & walking CS41: Quality Design</p>	<p>The vision seeks to promote the unique identity of the area and establish a sustainable community through delivery of high quality design, homes the community needs and well connected routes within the Boscombe and Pokesdown Neighbourhood Plan Area. This is consistent with strategic policies CS1, CS5, CS6, CS9, CS21, CS39.</p>
BAP1: The scale and density of development	<ul style="list-style-type: none"> - To identify and protect the heritage value of the area - Retain and upgrade historic buildings through sympathetic conversions. - Control the density of development recognising the adverse impact high densities have had on living conditions and the historic character of the area. 	<p>CS6: Delivering sustainable communities CS39: Designated heritage assets CS40: Local Heritage Assets</p>	<p>CS6 states that 'The Council, working with other partners and developers, will ensure that local neighbourhoods are improved and enhanced to reinforce local identity, access to services and functionality'. BAP1 focuses on retaining the unique character and quality of buildings in the NP area and retain and celebrate the areas local distinctiveness, consistent with policy CS6. CS39 states that 'the LPA will seek to protect designated heritage assets from demolition, inappropriate alterations, extensions or other proposals that would adversely affect their significance.' BAP 1 requires a heritage statement to be submitted with all applications affecting listed buildings or in conservation areas, consistent with CS39 of the Bournemouth CS. CS40 states that the LPA will protect local heritage assets and requires developers to submit an assessment of impact for proposed alterations, extensions or demolition. BAP1 focuses on retaining designated and non designated heritage assets and is in accordance with this policy.</p>

Neighbourhood Plan Policy	Policy objectives	Relevant Strategic Policies of the Local Development Plan	How the Neighbourhood Plan conforms with the Relevant Strategic Policies of the Local Development Plan
BAP2: Good design for the 21st century	<ul style="list-style-type: none"> - Requires development to incorporate high standards of sustainable and inclusive design. - To preserve and enhance important local buildings - To reduce energy emissions and reduce and reuse materials. 	CS2: Sustainable homes and premises CS5: Promoting a healthy community CS6: Delivering Sustainable Communities CS39: Designated heritage assets Other policies: CS41 Quality Design	BAP 2 complies with core strategy policies CS2, CS5, CS6, CS39. CS6 requires, among other things, the mitigation of, and adaptation to, climate change impacts, promoting sustainability and the reduction of carbon footprints.
BAP3: Shopfronts	- Presumption in favour of retaining and renovating shopfronts that are original to the building. Any replacement shopfronts should be designed sympathetically to reflect the character of the building.	CS9: Enhancing district centres CS41 Quality Design	CS9 relates to development that will enhance the function, vitality and viability of the district centres. It also states that 'a range of environmental improvements...will be encouraged in and around district centres.' BAP3 relates to retaining and renovating original signage to improve the visual appearance of shopfronts and building façades. This will enhance the area and make it a more visually appealing place to live and work, and also stimulate investment.
BAP4: Open spaces	<ul style="list-style-type: none"> - Improving pedestrian and cycle connections within NP area - Enhancing the character and appearance of open spaces - New lighting to design out crime - Increase biodiversity 	CS5: Promoting a healthy community CS6: Delivering sustainable communities CS9: Enhancing district centres CS13: Key transport routes CS18: Increasing opportunities for walking and cycling	Bournemouth Policy CS6 states that 'The Council, working with other partners and developers, will ensure that local neighbourhoods are improved and enhanced to reinforce local identity, access to services and functionality'. This policy will help achieve this.

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Neighbourhood Plan Policy	Policy objectives	Relevant Strategic Policies of the Local Development Plan	How the Neighbourhood Plan conforms with the Relevant Strategic Policies of the Local Development Plan
BAP5: Safe routes	<ul style="list-style-type: none"> - Improving pedestrian and cycle connections within NP area - New lighting to design out crime 	<p>CS5: Promoting a healthy community CS6: Delivering sustainable communities CS13: Key transport routes CS18: Increasing opportunities for walking and cycling</p>	<p>The nationally-described space standards set out specific sizes for flats occupied by 1, 2, 3 etc people in order to ensure that people are living in accommodation that enables them to have a good standard of living. This is not adopted policy within the Core Strategy. Due to the housing problems identified in the NP area relating to poor quality and inadequate facilities, the NP puts forward space standards to ensure the quality of accommodation is brought up to standard. This is consistent with the advice set out in CS5, CS6 and CS41 on design.</p>
BAP6: The number and type of new homes	<ul style="list-style-type: none"> - Identify a housing need figure to deliver the homes needed - Seeks to provide a broad range of house types, making family housing a priority for the area - Discouraging new developments of houses in multiple occupation (HMOs) and smaller units, except in the case of the elderly or people with disabilities. 	<p>CS1: Presumption in favour of sustainable development CS5: Promoting a healthy community CS6: Delivering Sustainable Communities CS21: Housing distribution across Bournemouth Saved policies 6.3, 6.4, 6.5, 6.8, 6.9, 6.10, 6.13</p>	<p>BAP 5 seeks to recognise the highly sustainable location of the NP area and the application of CS21, which seeks to concentrate development in locations with good access to shops and services, along main distributor roads, including Christchurch Road, the artery route that runs centrally through the NP area. This policy seeks to prioritise the community's needs for family housing and discourage developments of HMOs, identified as contributing negatively to social and environmental problems in the area. The policy is consistent with Core Strategy policies in relation to sustainable development and housing distribution in the borough. It puts forward a housing need figure consistent with the evidence base that supports the latest housing needs data for the borough.</p>

Neighbourhood Plan Policy	Policy objectives	Relevant Strategic Policies of the Local Development Plan	How the Neighbourhood Plan conforms with the Relevant Strategic Policies of the Local Development Plan
BAP7: The quality of new homes	<ul style="list-style-type: none"> - Requirement for developments (including conversions) to comply with the nationally described space standards. - Provide adequate amenity space, refuse and cycle storage - Be of good quality design 	<p>CS5: Promoting a healthy community CS6: Delivering Sustainable Communities CS21: Housing Distribution Across the borough</p> <p>Other policies: CS41: Quality Design</p> <p>Saved policies 6.8, 6.10</p>	<p>The nationally-described space standards set out specific sizes for flats occupied by 1, 2, 3 etc people in order to ensure that people are living in accommodation that enables them to have a good standard of living. This is not adopted policy within the Core Strategy. Due to the housing problems identified in the NP area relating to poor quality and inadequate facilities, the NP puts forward space standards to ensure the quality of accommodation is brought up to standard. This is consistent with the advice set out in CS5, CS6, CS21 and CS41 on design.</p>
BAP8: Houses in multiple occupation (HMOs) and bedsits	<ul style="list-style-type: none"> - Resists the development of new HMOs - Presumption in favour of conversion of existing HMOs to residential uses - Only permitting new HMOs that meet criteria set out including provision of amenity space 	<p>CS5: Promoting a healthy community CS6: Delivering Sustainable Communities</p> <p>Other policies: CS24: HMOs CS41: Quality Design</p>	<p>The NP forum have identified that HMOs have contributed adversely to the social and environmental quality of the area. BAP7 seeks to control the development of HMOs, resist additional HMOs and promote the conversion of HMOs to better quality residential accommodation in line with other policies in the plan. This is consistent with the aims of Core Strategy policies CS5 and CS6 which promote healthy and sustainable communities. Local Plan policy CS24 also seeks to control the concentration of HMOs recognising the adverse impact these have in an area. BAP7 is wholly consistent with the relevant aims of Core Strategy policies.</p>

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Neighbourhood Plan Policy	Policy objectives	Relevant Strategic Policies of the Local Development Plan	How the Neighbourhood Plan conforms with the Relevant Strategic Policies of the Local Development Plan
BAPg: Christchurch Road	<ul style="list-style-type: none"> - Sets out six zones where specific development and uses will be encouraged - Proposes improvements to shopfronts, building façades and streetscape - Proposes a feasibility assessment be undertaken of Royal Arcade to identify alternative uses 	CS5: Promoting a healthy community CS6: Delivering sustainable communities CS9: Enhancing district centres CS39: Designated heritage assets Saved policies 5.19 and 5.20	BAP8 seeks to establish six zones within the Christchurch Road retail area to focus development that will provide alternative uses to stimulate investment and activity in the area. This is consistent with the aims of Core Strategy policy CS9, which states that the LPA will 'have regard to enhancing the function, vitality and viability of the district centres.'
BAP10: Site allocations	<ul style="list-style-type: none"> - Presumption in favour of development of sites set out in Table 12, providing they comply with other policies in the plan 	CS1: Presumption in favour of sustainable development CS6: Delivering sustainable communities CS21: Housing distribution across Bournemouth	BAP10 sets out a presumption in favour of developing sites allocated in the plan to deliver the housing and business space to meet the needs of the community. This policy is consistent with sustainable development principles set out in core strategy policies CS1, CS6 and CS21.

SECTION 4: Compliance and compatibility with other EU obligations

Para. 8(2)(f) of the TCPA states as follows:

“The making of the Neighbourhood Plan does not breach, and is otherwise compatible with EU obligations and is compatible with the Convention Rights as defined by the Human Rights Act 1998.”

Neighbourhood plans do not require SA (Planning Advisory Service, 2015) because they are not Local Plans or Development Plan Documents (DPDs) as defined by the 2004 Act. PAS suggest that Strategic Environmental Assessment under the EU regs may be required, depending upon the content of the neighbourhood plan.

SECTION 5: Summary

This is a sustainable plan, which promotes the regeneration of Boscombe and Pokesdown, and brownfield sites and promotes greater access and improved connections for pedestrians and cyclists. This plan will assist Bournemouth Borough Council in mitigating adverse impacts of development, as set out in the Bournemouth Core Strategy Sustainability Appraisal.

BAP Neighbourhood Plan Forum has worked with Bournemouth Borough Council to assess whether a Sustainability Appraisal for the neighbourhood plan would be required, on the grounds that:

- This plan allocates new sites for development, set out in Table 12

A neighbourhood plan which meets central Government criteria can be put to a referendum. This report confirms that the Boscombe and Pokesdown Neighbourhood Plan meets these basic conditions, because:

- It is in general conformity with Development Plan policies, as contained in the adopted Bournemouth Core Strategy (2012), saved Policies of the Bournemouth District Wide Local Plan (2002) - and other supplementary planning documents.

- It seeks to preserve or enhance the character or appearance of the Conservation Areas, listed buildings and their setting falling within the NP area;
- It is in accordance with policies contained within the National Planning Policy Framework (NPPF) and also National Planning Policy Guidance (NPPG), and European Planning Guidance;
- It is based on a sound and robust evidence base;
- It reflects the needs of the business and residential community in the neighbourhood plan area itself;
- It is a sustainable plan supporting new housing and services, including family housing, and protecting heritage assets and bringing them back into effective use. It provides for the needs of the business community and seeks to improve shopfronts, building façades and the public realm to enhance the shopping core of the area and stimulate investment. It seeks to improve access routes for pedestrians and cyclists reducing the need to travel by car. It will make the neighbourhood plan area a more attractive place to live, work and visit.

13 All policies

BAP1: The scale and density of development

The retention of all buildings of architectural or local heritage value will be supported, in order to preserve the historic character and amenity of the area, save building materials and not exacerbate pressure on existing services.*

Proposals should reflect the character of the area in terms of:

- I. the general height in adjacent and original buildings;
- II. the plot widths of adjoining buildings and sites;
- III. the spaces between buildings which should not be infilled even in low density areas;
- IV. including organic and animated roofscapes and elevations;**
- V. the density of residential development which should not exacerbate existing overcrowding and pressure for on-street parking;

Residential densities in excess of 100 dph will not be supported unless it can be demonstrated that it is necessary for viability or to meet identified housing need.

All applications affecting Conservation Areas and/or heritage assets or their settings must comply fully with the requirements of national and local policy.

*Proposals involving the demolition of existing buildings will not be supported unless there are exceptional circumstances to justify this which include: (1) the building is of poor quality design and out of keeping with the wider character of the area; (2) there is evidence that the building is not structurally capable of retention and conversion; (3) there is clear evidence that the development would bring substantial community benefits such as major employment opportunities.

**Organic and animated roofscapes' are defined as roofs with variation in height, profile and form including pitched, gabled and flat roofs. 'Organic and animated elevations' are those which contain windows and doors at various floor levels, built on varied planes using a varied palette of materials.

BAP2: Good design for the 21st century

All development should incorporate high standards of sustainable and inclusive urban design and architecture principles. Imaginative modern design is encouraged provided it respects the historic and natural character of the area. Development proposals will be supported which:

- I. Retain, preserve and enhance 'Proposed Locally Listed Buildings' identified on the 'Proposals Map' which are of special architectural or historic interest;
- II. Reduce energy emissions that contribute to climate change during the life cycle of the development*;
- III. Ensure the reduction, reuse or recycling of resources and materials, including aggregates, water and waste. This will include the provision of high quality durable materials and development that can adapt to changing circumstances over time.

*Developments of ten or more dwellings will be required to provide details of the use of on-site renewable energy or low carbon sources to meet a minimum of 10% of predicted energy use of the residential development, as set out under policy CS 2 of the Bournemouth Core Strategy.

BAP3: Shopfronts

There is a presumption in favour of retaining and renovating shopfronts that are original to the building. Any replacement shopfronts should be designed to reflect the character of the whole building.

Replacement shopfronts should include all of the following elements, where appropriate:

- I. **Original layout:** Central and curved entrances, entrances to upper floors and rear service yards and facilities should be retained;
- II. **Stall risers:** At a height which matches existing or adjacent original stall risers;
- III. **Fascia:** To be a depth which matches the original fascia and does not obscure any original features;
- IV. **Signs:** One projecting sign per building, placed at the same height as the fascia;
- V. **Original design features:** All decorative elements (architraves, mouldings and glazed tiles) should be retained and restored or if in a poor state of repair replaced to match original;
- VI. **Materials:** shopfronts should be timber and glass unless it can be demonstrated that the alternative material is appropriate.

Due to the impact on the character of the street scene solid roller shutters will not be supported. In exceptional circumstances a lattice style security shutter may be appropriate.

BAP4: Open spaces

Where practical, development will be encouraged where it:

- I. Enhances the character and appearance of open spaces with well-designed amenities which take account of all ages and users;
- II. Provides new lighting that designs out crime whilst being sensitive to the natural and historic environment;
- III. Increases biodiversity by, for example, the provision of bat and bird boxes, whilst improving public access and usage and promote community gardens.

BAP5: Safe routes

Where practical, development will:

- I. Provide safe routes* and cycle connections as shown on the Proposals Map;
- II. Provide safe routes and cycle connections to open spaces, especially to enable easy and inclusive access;
- III. Provide safe routes and improvements to transport hubs at Pokesdown Station, Boscombe Halt and Boscombe Bus Interchange;
- IV. Provide new and improved paths to the beach from Boscombe Overcliff Drive taking account of nature conservation interests and the need to minimise street lighting along the Overcliff.

*'Safe Routes' are defined as pavements and paths which have good lighting and safe road crossings.

BAP6: The number and type of new homes

Provision will be made for between 123-183 market dwellings per year during the plan period, with a presumption in favour of retaining existing historic buildings to provide homes with two or more bedrooms. Affordable housing will be provided in addition to this in accordance with Development Plan policies. These additional dwellings will be provided through:

- A. Sympathetic conversion and extension of existing buildings and upper floors of commercial premises:
- i. In developments of **9 or less dwellings**, to include:
 - At least 1 x 2 bedroom flat with direct access to outside amenity space if available;
 - At least 1 unit which meets lifetime home standards;
 - Car-free housing may be acceptable above commercial premises on Christchurch Road, on heritage buildings and in highly constrained locations provided that appropriate financial contributions are made towards alternatives such as car clubs, walking and cycling improvements and public transport provision.

- ii. Proposals for **10 or more units** which include:
 - 50% 3 bedrooms or larger dwellings;
 - 40% 2 bedroom dwellings;
 - 10% 1 bedroom dwellings.

B. Sensitive redevelopment of sites where the proposal includes:

- 50% to be 3 bedrooms or larger;
- 40% to be 2 bedrooms;
- 10% to be 1 bedroom.

Applications which include a different housing size mix must be supported by up-to-date housing need evidence and/or an assessment which demonstrates that compliance with the requirements of A ii and/or B are not viable.

Informative: The costs of a viability assessment and the verification of evidence submitted will be met by the applicant.

Any proposals affecting Designated or Non-Designated Heritage Assets will have to comply with national and local heritage policies.

BAP7: The quality of new homes

All new residential units either through new build or conversion will be encouraged to comply with the following:

- I. 'Technical housing standards – nationally described space standard (March 2015)' which include minimum gross internal floor areas of:
 - 1 bedroom, 1 person units to be at least 39 sq. m;
 - 1 bedroom, 2 person units to be at least 50 sq. m;
 - 2 bedroom, 3 person units to be at least 61 sq. m;
 - 3 bedroom, 4 person units to be at least 74. sq. m.
- II. The density of developments should be in accordance with BAP1;
- III. Provision of adequate amenity space, refuse storage, post boxes, door bells, car and bicycle storage, designed to a high standard so as not to harm visual amenity;
- IV. Have regard to the design policies of this plan and that of the Bournemouth Core Strategy.

BAP8: Houses in multiple occupation (HMOs) and bedsits

The change of use to a House in Multiple Occupation will only be permitted where:

- there will be no harm to the character and appearance of the building or adjacent buildings;
- the design, layout and intensity of use of the building would not have an unacceptable impact on neighbouring residential amenities;
- internal and external amenity space, refuse storage, letterboxes, door bells and car and bicycle parking would be provided at an appropriate quantity, and would be of a high standard so as not to harm visual amenity;
- the proposal would not cause unacceptable highway problems or exacerbate on-street parking pressure to an unacceptable degree; and,
- the proposal would not result in an over-concentration of HMOs in any one area of the ward, to the extent that it would change the character of the area or undermine the maintenance of a balanced and mixed local community in accordance with the Development Plan.

The conversion or redevelopment of existing HMO's to larger residential units in accordance with other policies in this plan will be supported.

BAP9: Christchurch Road

Christchurch Road is central to all aspects of community life and its unique Victorian heritage will be celebrated with the unique character of Pokesdown and Boscombe recognised. This will be achieved by:

- I. Supporting a mix of uses, excluding residential, at ground floor level, in accordance with Development Plan Policies;
- II. Support the retention and enhancement of existing music and entertainment venues, including resisting residential uses near venues, where noise attenuation cannot be satisfactorily installed.

BAP10: Site allocations

In order to protect the character and appearance of the area, provide homes and distribute development across the plan area, the development of sites in accordance with indicative uses and amounts set out in Table 12 (pages 92-93) will be supported.

Specific allocations are set out below for the following sites:

- **SA2: Hawkwood Road car park**
- **SA4: Royal Victoria Hospital**
- **SA5: Gladstone Road West**
- **SA6: Sovereign Centre (as per BAP8)**

SA2: Hawkwood Road car park

Hawkwood Road car park has been identified as a local community resource that provides car parking with good, level access to the shops and high street.

If it is demonstrated there is spare car parking capacity, the site should be redeveloped to provide:

- A smaller public car park;
- Provision of a Park and Ride facility and/or bus stops;
- Provision of a small open space/ pocket park and public realm enhancements to the adjacent Hawkwood Road.

SA4: Royal Victoria Hospital, Shelley Road, Phase 2

Should the site become available, Royal Victoria Hospital has been identified as a suitable location for a mixed-use development, comprising:

- Healthcare facilities in D2 use;
- Community facilities in D2 use;
- Creative Hub;
- Wellbeing and/or sport and recreational use such as a swimming pool.

Providing that consideration is given to other policies within this plan, the following development will be supported:

- Retention and/OR conversion of the main hospital building for a mix of residential and community purposes;
- New development of the remaining area of the site to deliver up to 20 dwellings if needed;
- Enhancing biodiversity by provision of bat and bird boxes and linking the adjacent public open space/former graveyard to the rest of the site;
- Reinforcing the permeability of the site by improvements to existing footpath links through the site;
- Preserve and enhance the heritage assets of the site including the main hospital building and the Grade II listed water tower.

SA5: Gladstone Road West

The site comprising the area surrounding Gladstone Road West and Centenary Way has been identified as a suitable area for redevelopment to deliver housing as well as highway and public realm improvements.

Providing that consideration is given to other policies within this plan, the following development will be supported:

- family housing, 1, 2 and 3 bedroom flats;
- Public realm improvements;
- Green infrastructure and landscaping.

SA6: Sovereign Centre and car park

The Sovereign Centre and car park has been identified as an area with significant redevelopment potential, given the under use of the upper levels of the multi-storey car park and the outdated appearance of the existing building.

Providing that consideration is given to other policies within this plan, including policies to preserve and enhance the Royal Arcade, the comprehensive redevelopment of the site will be supported for a high density scheme to deliver a mix of uses including:

- Appropriate town centre uses, including retail A1 floor space in accordance with BAPg;
- Residential and/or student; accommodation on the upper floors;
- Parking.

Any submission should include a robust parking study and impact appraisal to assess parking requirements, the methodology of which should be agreed by the local highway authority.





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This document has been created by ECA Architecture & Planning (community interest company)





Habitats Regulations Assessment of the Boscombe and Pokesdown Neighbourhood Plan, Bournemouth

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Summary

This report is a plan level Habitats Regulations Assessment (HRA) of a Neighbourhood Plan for Boscombe and Pokesdown in Bournemouth. This HRA report has been prepared by Footprint Ecology, on behalf of Bournemouth, Christchurch and Poole Council.

HRA is a legal requirement for any formal planning document, and forms part of the evidence base for the Local Plan. HRA considers the implications of a plan or project for European wildlife sites, in terms of any possible harm to the habitats and species that form an interest feature of the European sites in close proximity to the proposed plan or project, which could occur as a result of the plan or project being put in place, approved or authorised.

The Boscombe and Pokesdown Neighbourhood Plan area is a dense urban area of Bournemouth, comprising housing, shops and the Pokesdown mainline railway station.

The Boscombe and Pokesdown Neighbourhood Plan area falls within the 400m to 5km zone of influence for the Dorset Heathlands SAC and SPA, defined by the Dorset Heathlands Planning Framework. Recreation pressure is therefore identified as an impact pathway, in accordance with the Local Plan HRA and the Framework. The plan area is not in immediate proximity to the Dorset Heathlands. The distance from the European sites enables a conclusion that there are no identifiable impact pathways over and above recreation pressure on the Dorset Heathlands. Distance and urban focussed nature of the plan also rules out impacts on other European sites in the wider area.

The screening for likely significant effects only identified the impact pathway of recreation pressure as a result of the contribution of further housing within 5km of the Dorset Heathlands. The screening assessment identified a number of minor text changes that do not alter the conclusions of the HRA but could be added to make positive additions in relation to the natural environment. The appropriate assessment confirmed compliance with the Dorset Heathlands Planning Framework in relation to mitigating for recreation pressure, and recommended wording that should be added at an appropriate point within the Boscombe and Pokesdown Neighbourhood Plan. With the recommended text in place no adverse effects on European site integrity can be concluded.

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1. Introduction and Background Information

Context

- 1.1 This report is a plan level Habitats Regulations Assessment (HRA) of a Neighbourhood Plan for Boscombe and Pokesdown in Bournemouth. This HRA report has been prepared by Footprint Ecology, on behalf of Bournemouth, Christchurch and Poole Council.
- 1.2 Once adopted, the Neighbourhood Plan will become a formal planning document as part of the Bournemouth Local Plan, and it will be used to inform sustainable development within Boscombe and Pokesdown. It provides local policies that will be used in conjunction with those within the Bournemouth Local Plan. The Boscombe and Pokesdown Neighbourhood Plan has been written by representatives of the local community, with assistance from the Council and specialist advisors. It focuses on matters of importance to that community. Key themes are heritage, housing, work and shops and services.
- 1.3 Bournemouth, Christchurch and Poole Council is a new local planning authority that has recently been formed through the amalgamation of the three constituent local planning authorities. Planning matters for each of the former administrative areas of Bournemouth, Christchurch and Poole are currently still considered in accordance with the adopted Local Plans for each of the three areas. In time it is anticipated that the Local Plans will be reviewed and a new Local Plan for the new administrative area will be prepared.
- 1.4 HRA is a legal requirement for any formal planning document, and forms part of the evidence base for the Local Plan. HRA considers the implications of a plan or project for European wildlife sites, in terms of any possible harm to the habitats and species that form an interest feature of the European sites in close proximity to the proposed plan or project, which could occur as a result of the plan or project being put in place, approved or authorised. In this instance, the HRA is undertaken at plan level, for a document that will form part of the Bournemouth Local Plan. HRA will also be required for development projects that will come forward in the future in accordance with the Boscombe and Pokesdown Neighbourhood Plan and Bournemouth Local Plan. An explanation of the HRA assessment process is summarised below and is also described in greater detail in Appendix 1.
- 1.5 This HRA for the Boscombe and Pokesdown Neighbourhood Plan looks at all aspects of the plan, both the policies and the supporting text. This HRA draws on some of the previous HRA undertaken within Dorset, including both Local Plan

HRAs and the progression of a strategic approach to protecting European sites from the impacts of recreation pressure.

- 1.6 When embarking on new HRA work, it is important to take stock and consider how well the measures put in place to protect European site interest have progressed, and what evidence there is available to support the continuation of such measures, or to indicate that they may need modification. This HRA therefore looks at the measures that are in place at a Local Plan level to protect European sites, and the current situation or progress made on those measures.
- 1.7 A HRA considers the implications of a plan or project for European wildlife sites, in terms of any possible harm to the habitats and species that form an interest feature of the European sites in close proximity to the proposed plan or project, which could occur as a result of the plan or project being put in place.
- 1.8 This HRA provides Bournemouth, Christchurch and Poole Council with the necessary information to enable compliance with the Conservation of Habitats and Species Regulations 2017, as amended (the Habitats Regulations) and the National Planning Policy Framework (NPPF) in relation to the protection of European wildlife sites. An explanation of HRA and the legal context is summarised below and also described in greater detail in Appendix 1.

Habitats Regulations Assessment process

- 1.9 A 'Habitats Regulations Assessment,' normally abbreviated to HRA, is the step by step process of ensuring that a plan or project being undertaken by, or permitted by, a public body will not adversely affect the ecological integrity of a European wildlife site. Where it is deemed that adverse effects cannot be ruled out, a plan or project must not proceed, unless exception tests are met. This is because European legislation, which is transposed into domestic legislation and policy, affords European sites the highest levels of protection in the hierarchy of sites designated to protect important features of the natural environment.
- 1.10 The relevant European legislation is the Habitats Directive 1992¹ and the Wild Birds Directive 2009², which are transposed into domestic legislation through the Conservation of Habitats and Species Regulations 2017, as amended. These Regulations are normally referred to as the 'Habitats Regulations' and were originally made into law in 1994. The 2017 update consolidated previous versions and corrects some minor errors in transposition. The 2017 Regulations were the subject of an amendment in 2018 through the Conservation of

¹ Council Directive 92/43/EEC

² Council Directive 2009/147/EC

Habitats and Species Planning (Various Amendments) Regulations 2018. Of relevance to Neighbourhood Planning is that the 2018 Regulations also made an amendment to the Neighbourhood Planning (General) Regulations 2012. A clarification was made to ensure that Neighbourhood Plans adhere to the Habitats Regulations with the same requirements as for Local Plans. Previously, the wording of the Neighbourhood Planning legislation differed from that applied to Local Plans.

- 1.11 The Habitats Regulations sets out a clear step by step approach for ‘competent authorities,’ which includes local planning authorities, when they are preparing, undertaking or approving any plan or project. In England, those duties are also supplemented by national planning policy through the NPPF. This national planning policy also refers to Ramsar sites, which are listed in accordance with the international Ramsar Convention. The NPPF requires decision makers to apply the same protection and process to Ramsar sites as that set out in legislation for European sites. Formally proposed sites, i.e. sites proposed for European designation and going through the designation process, and those providing formal compensation for losses to European sites, are also given the same protection. This report refers to all the above sites as ‘European sites’ for assessment purposes, as the legislation is applied to all such sites, either directly or as a result of policy.
- 1.12 The European Directives operate on the basis that sites are in place to serve as an ecologically functioning network, and ultimately it is the preservation of that network as a whole that is the overall aim of the European Directives. The network is often referred to as the Natura 2000 Network or ‘N2K.’
- 1.13 The duties set out within the Habitats Regulations apply to ‘competent authorities.’ These are any public body or individual holding public office with a statutory remit and function. The requirements are applicable in situations where the competent authority is undertaking or implementing a plan or project, or authorising others to do so. In considering the HRA requirements, a competent authority must adequately apply the protective legislation for European sites, and where solutions are not available or evidence to support a solution is not robust, it may then necessary to consider a different policy approach.
- 1.14 In assessing the implications of any plan or project for European sites in close proximity, it is essential to fully understand the sites in question, their interest features, current condition, sensitivities and any other on-going matters that are influencing each of the sites. Every European site has a set of ‘interest features,’ which are the ecological features for which the site is designated or classified, and the features for which Member States should ensure the site is maintained

or, where necessary restored. Each European site has a set of 'conservation objectives' that set out the objectives for the site interest, i.e. what the site should be achieving in terms of restoring or maintaining the special ecological interest of European importance.

- 1.15 The site conservation objectives are relevant to any HRA, because they identify what should be achieved for the site, and a HRA may therefore consider whether any plan or project may compromise the achievement of those objectives. Further information on European site interest and links to the conservation objectives can be found at Appendix 2 of this report. The European sites of relevance to this HRA are discussed in Section 2.
- 1.16 The review of England's wildlife sites and ecological networks is set out in the report to Defra in 2010 entitled 'Making Space for Nature',³ which was prepared by a group of national experts chaired by Professor Sir John Lawton. Within this report, it is identified that in order to make our ecological networks and wildlife sites capable of future resilience, there is a need for more wildlife sites, and that existing networks need to be bigger, better and more connected. The future health of designated sites is very much dependant on the future health of wider biodiversity and the ecological networks that sustain them. In planning for the long-term sustainability of designated sites, it is therefore necessary to protect and enhance wider biodiversity through the planning system as well as the designated sites.
- 1.17 The NPPF states that sustainable development is the achievement of social, economic and environmental aspirations, and these three dimensions of sustainable development are mutually dependant. For the natural environment, the NPPF advises that sustainable development should include protecting, enhancing and improving biodiversity, and moving from a net loss of biodiversity to achieving net gains. The recently published Defra 25 year plan⁴ sets out an ambitious programme for improving the natural environment, including the achievement of environmental net gains through development, of which biodiversity is an important part.
- 1.18 With these key Government messages in mind, a HRA of a plan such as a Neighbourhood Plan or Local Plan should not look at European sites in isolation, but rather it should consider whether the plan as a whole provides for the future

³ <https://www.gov.uk/government/news/making-space-for-nature-a-review-of-englands-wildlife-sites-published-today>

⁴ <https://www.gov.uk/government/publications/25-year-environment-plan>

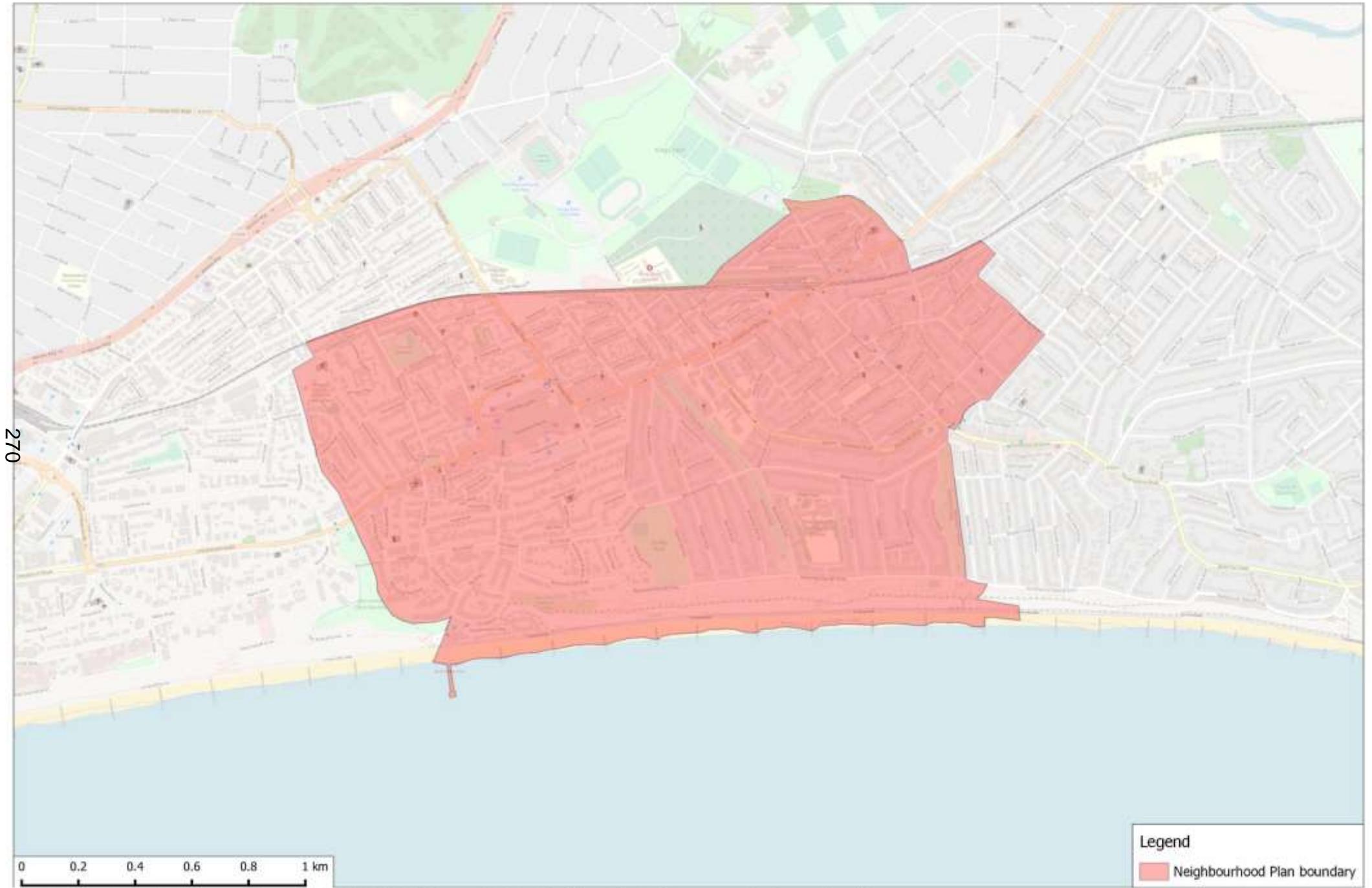
ecological resilience of local biodiversity necessary to support designated sites, particularly in relation to the areas of habitat outside of designated site boundaries that are used by species for which a European site is designated, and the supporting functions provided for by wider biodiversity resources.

The Boscombe and Pokesdown Neighbourhood Plan

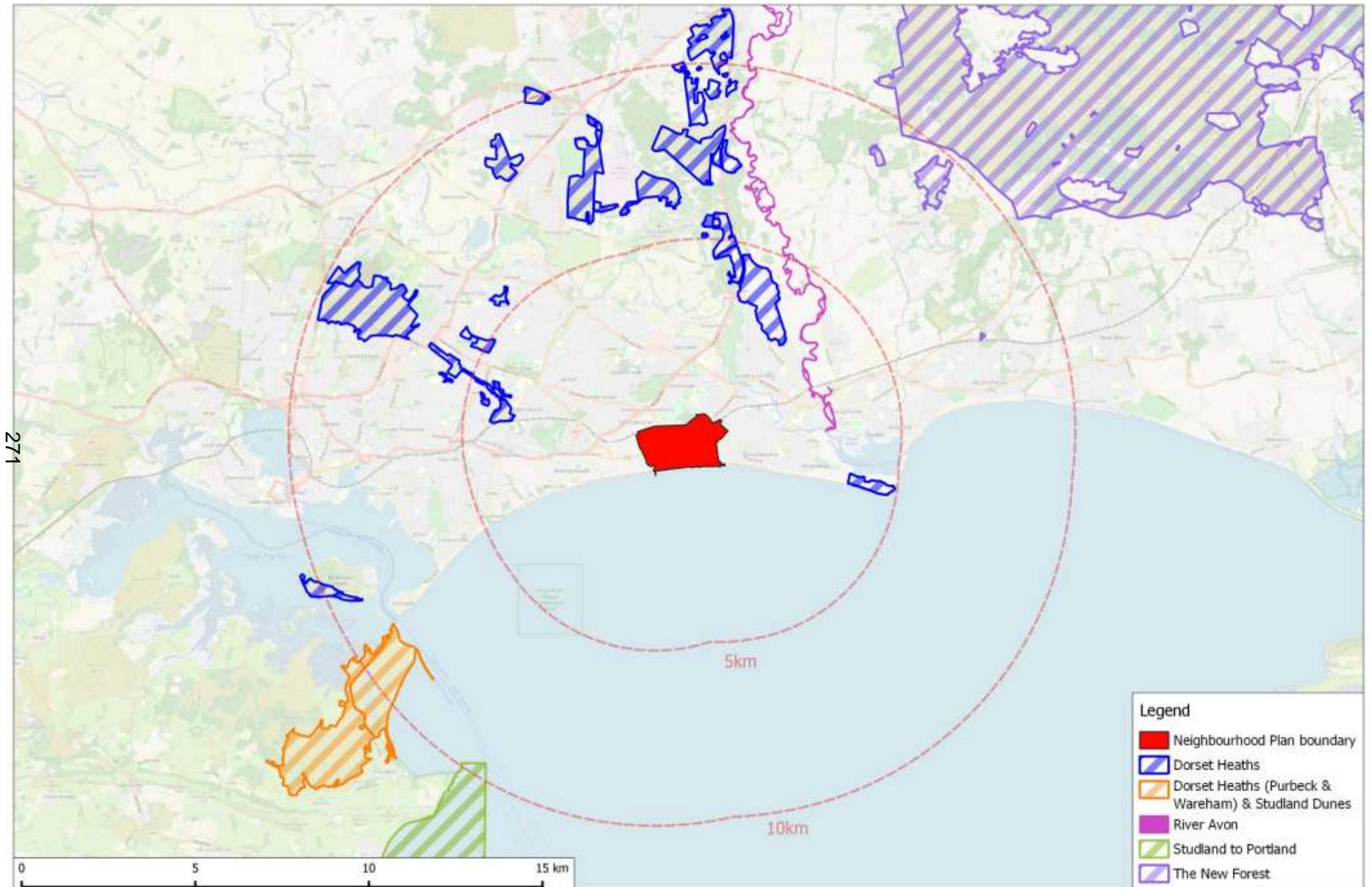
- 1.19 The Boscombe and Pokesdown Neighbourhood Plan has 11 policies. BAP10 sets out the site allocations for the Boscombe and Pokesdown Neighbourhood Plan area, which includes the combined wards of Boscombe East and Boscombe West. The plan area is shown in Map 1. There are a number of conditions set out within planning legislation that must be met for a Neighbourhood Plan to be made. The legislation and requirements are explained within the Boscombe and Pokesdown Neighbourhood Plan at Section 4 and includes the requirement to be compatible with EU obligations.
- 1.20 The Boscombe and Pokesdown Neighbourhood Plan area is a dense urban area of Bournemouth, comprising housing, shops and the Pokesdown mainline railway station. The very urban nature of the area offers limited opportunity for extensive green infrastructure, and the existing assets are small village green sites and public parks. The area is adjacent to the coast and the sandy beach is therefore an important public recreation space.
- 1.21 Given the urban nature of the area, the focus of the plan is towards improving the quality of homes, the high street and public realm. Nature conservation opportunities are relatively limited, but there will still be opportunities for some urban biodiversity focussed enhancements in new development and local projects. There are no designated sites in close proximity. The Boscombe and Pokesdown Neighbourhood Plan area is shown on Map 1, and Maps 2, 3 and 4 show the area in relation to European sites in the vicinity.
- 1.22 The Boscombe and Pokesdown Neighbourhood Plan will formally become part of the Bournemouth Local Plan, which includes currently adopted Bournemouth Core Strategy 2012, and the adopted Bournemouth Town Centre Area Action Plan 2013. Both the Core Strategy and Town Centre Area Action Plan have been the subject of plan level HRA. Policy CS33 of the adopted Core Strategy and its supporting text provides commitments to the Dorset Heathlands Planning Framework and the delivery of strategic mitigation measures for the Dorset Heathlands European sites, which are discussed in more detail in the appropriate assessment section of this report.
- 1.23 Bournemouth Christchurch and Poole Council is the competent authority under the Habitats Regulations for all planning documents that form part of the Local Plans for the authority, including the Boscombe and Pokesdown Neighbourhood

Plan. Natural England is formally consulted on HRAs as the consideration as statutory nature conservation body. Natural England has worked closely with the individual Councils that have now formed the combined Bournemouth Christchurch and Poole Council over many years to develop strategic approaches to mitigating for new residential growth. Where plans and projects are compliant with these, Natural England is normally supportive, subject to resolution of any specific additional matters.

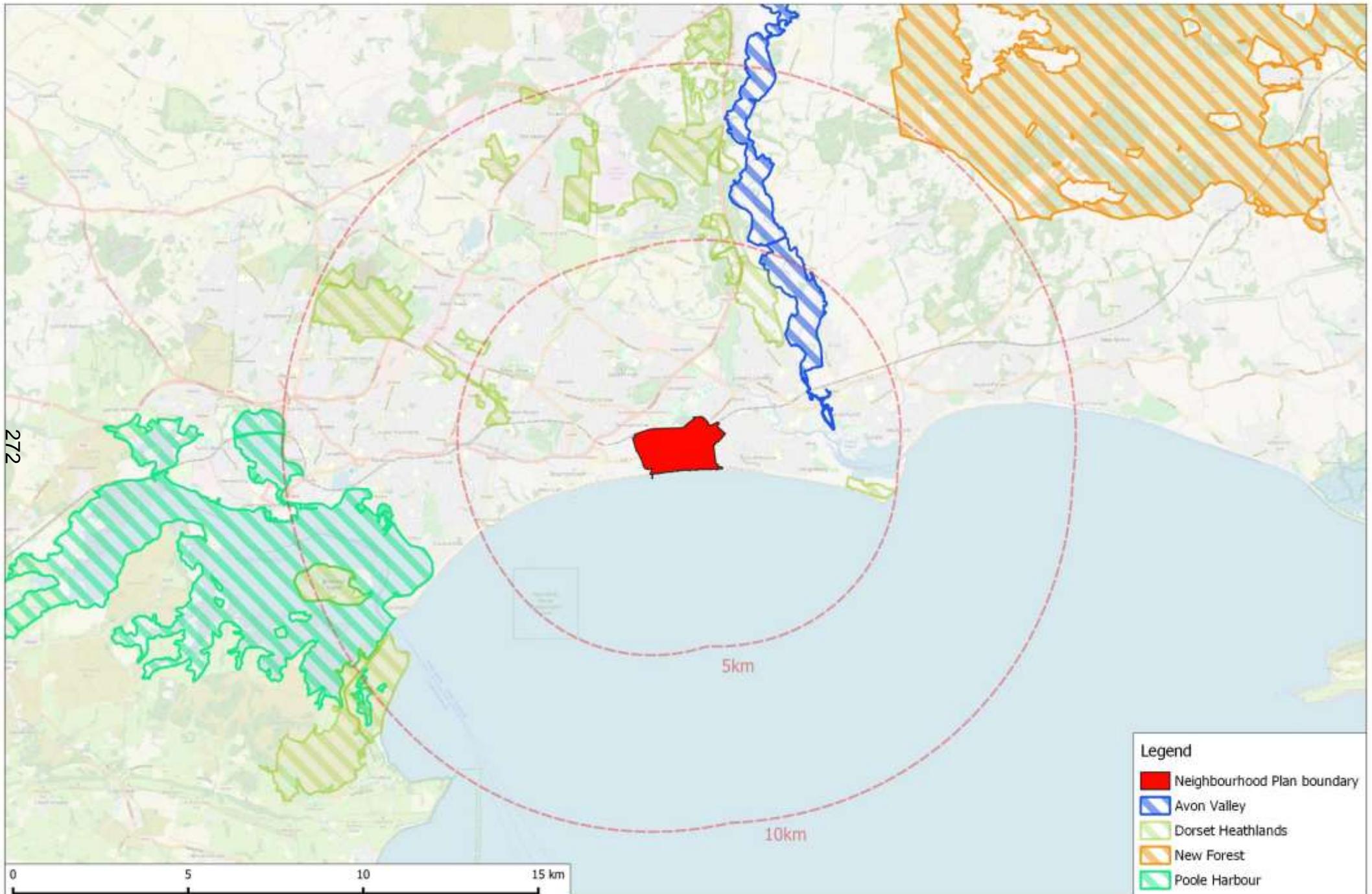
Map 1: Location of Neighbourhood Plan boundary.



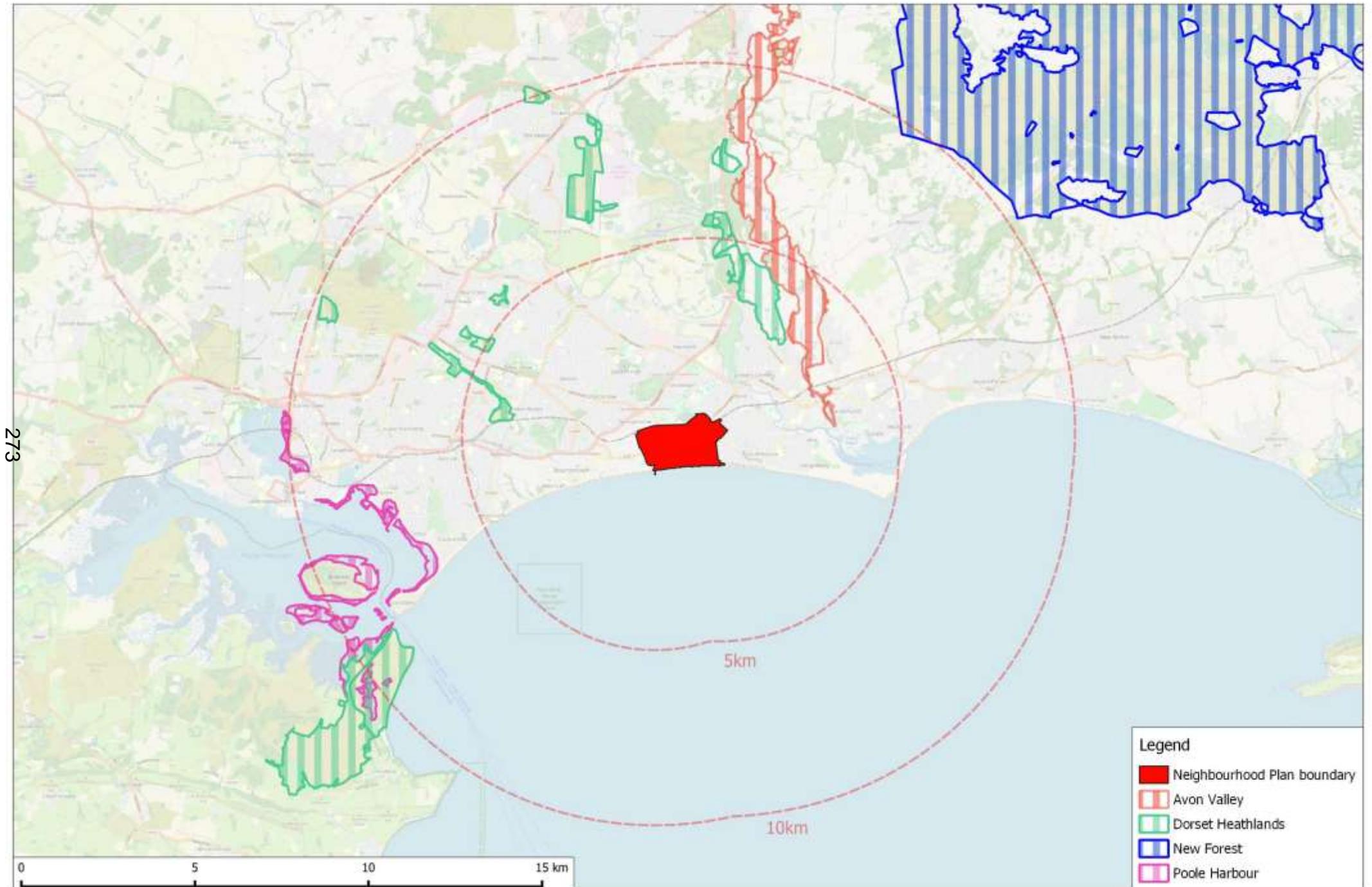
Map 2: Location of Special Areas of Conservation.



Map 3: Location of Special Protection Areas.



Map 4: Location of Ramsar sites.



2. European sites and potential impact pathways

- 2.1 HRA is a step by step process, with the competent authority required to undertake a screening for likely significant effects on European sites, after determining that the plan or project in question is not one that is entirely necessary for site management. The Boscombe and Pokesdown Neighbourhood Plan is an urban area focussed plan, with key issues and opportunities in relation to housing, built heritage and the high street.
- 2.2 Within the step by step process of HRA, the screening for likely significant effects is an initial check to identify risks or uncertainties arising from the plan or project that could potentially be significant for the European sites. The screening for likely significant effects, as described in Appendix 1, simply identifies whether there are potential risks to European site interest features, and what those risks may be. All potential risks to European sites should be highlighted at the screening stage as far as possible.
- 2.3 A likely significant effect could be concluded on the basis of clear evidence of risk to European site interest, or there could be a scientific and plausible justification for concluding that a risk is present, even in the absence of direct evidence. The latter is a precautionary approach, which is one of the foundations of the high-level of protection pursued by EU policy on the environment, in accordance with the EU Treaty.⁵
- 2.4 The precautionary principle should be applied at all stages in the HRA process and follows the principles established in case law relating to the use of such a principle in applying the European Directives and domestic Habitats Regulations. In particular, the European Court in the 'Waddensee' case⁶ refers to "*no reasonable scientific doubt*" and the 'Sweetman' case⁷ the Advocate General identified that a positive conclusion on screening for likely significant effects relates to where there "*is a possibility of there being a significant effect*".
- 2.5 A new European Court of Justice Judgment in 2018⁸ which is now being referred to a 'People Over Wind,' clarified the need to carefully explain actions taken at each HRA stage, particularly at the screening for likely significant effects stage.

⁵ Article 191 of the Treaty on the Functioning of the EU. Previously Article 174 of the Treaty of the EC.

⁶ European Court of Justice case C - 127/02

⁷ European Court of Justice case C - 258/11

⁸ European Court of Justice case C - 323/17 being referred to as 'People Over Wind'

The Judgment is a timely reminder of the need for clear distinction between the stages of HRA, and good practice in recognising the function of each. The screening for likely significant effects stage should function as a screening or checking stage, to determine whether further assessment is required. Assessing the nature and extent of potential impacts on European site interest features, and the robustness of mitigation options, should be done at the appropriate assessment stage. This HRA report follows best practice in terms of the correct application of the legislation and stages of HRA.

- 2.6 In assessing the implications of any plan or project for European sites, it is essential to fully understand the ecology and sensitivity of the sites, in order to identify how they may be affected. Every European site has a set of ‘interest features’ which are the ecological features for which the site is designated or classified, and the features for which Member States should ensure the site is maintained or, where necessary restored.
- 2.7 Each European site also has a set of ‘conservation objectives’ for the site interest, i.e. what the site should be achieving in terms of restoring or maintaining the special ecological interest of European importance. Also relevant to the HRA is the consideration of how a plan or project may affect the achievement of conservation objectives for each European site.
- 2.8 The site conservation objectives are relevant to any HRA, because they identify what should be achieved for the site, and HRA may therefore consider whether any plan or project may compromise the achievement of those objectives. The background to conservation objectives and key considerations are explained in Appendix 2, and site interest features in Appendix 3.
- 2.9 The Habitats Directive requires competent authorities to ‘maintain and restore’ European sites. Where sites are meeting their conservation objectives, the requirement is to maintain this position and not allow deterioration. Where a site requires restoration, competent authorities should work to bring site interest features back to a status that enables conservation objectives to be met.
- 2.10 In addition to conservation objectives, Natural England produces Site Improvement Plans (SIPS) for each European site in England as part of a wider programme of work under the ‘Improvement Programme for England’s Natura 2000 sites.’ Each plan includes a set of actions for alleviating issues that are impeding the delivery of conservation objectives, with lead delivery bodies identified and indicative timescales. The SIPs can provide an additional useful reference for HRA work, identifying where there are site sensitivities.

Impact pathways

- 2.11 Potential impacts are the link between the plan or project and the European sites. The purpose of a HRA is to assess whether there is the potential for any 'interaction' between the plan or project, and the European site features. For this reason, the link is very often referred to as the 'impact pathway.' They are the route by which a plan or project may affect a European site (Figure 1). In undertaking a HRA of a plan or project it is necessary to gather information on the European sites that could be potentially affected, and information on the plan or project in question. This enables any impact pathways to be identified in order to inform the screening for likely significant effects.

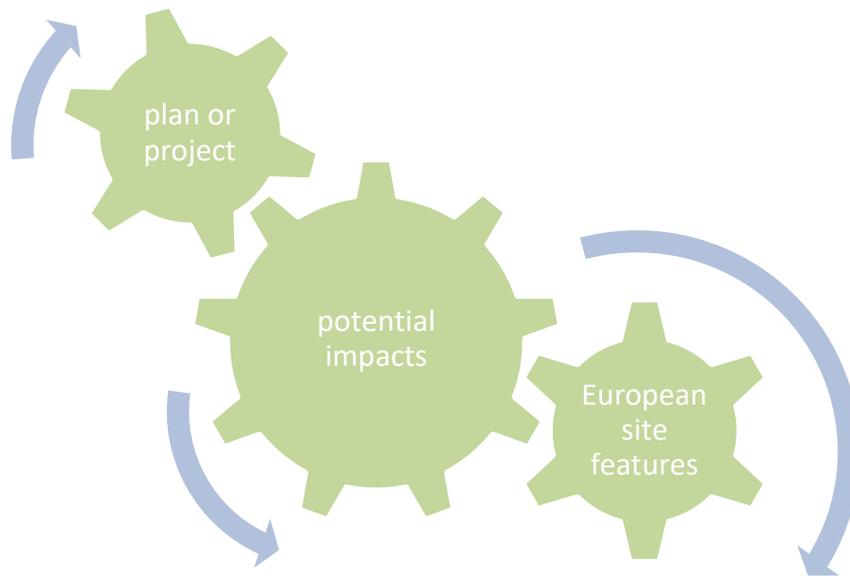


Figure 1: Impact Pathways

European site screening

- 2.12 A competent authority should identify all European sites at risk from a plan or project, and the site interest features for each. The relevant European sites within 5km of the plan area are illustrated on Maps 2, 3 and 4 and in Appendix 3 including their interest features. All other European sites are screened out due to distance preventing impact pathways. The following European sites, in

conformity with the local plan HRA, are relevant for this neighbourhood plan HRA:

- Dorset Heathlands SPA
- Dorset Heaths SAC

2.13 The following European sites are screened out from further assessment:

- Dorset Heaths (Purbeck and Wareham) and Studland Dunes SAC
- Dorset Heathlands Ramsar site
- Poole Harbour SPA (including new marine extension)
- Poole Harbour Ramsar site
- River Avon SAC.

2.14 These sites are in accordance with Natural England's ongoing advice in relation to the European sites of relevance, as discussed in Section 3 below.

3. Considerations to Inform Screening for Likely Significant Effects

- 3.1 This section explains the key documentation and strategies that are being used to inform the HRA conclusions for the assessment of the Boscombe and Pokesdown Neighbourhood Plan.

Strategic mitigation delivery through Local Plan HRA

- 3.2 The adopted Bournemouth Core Strategy draws on an extensive and continuously developing evidence base of HRA work in Dorset. The former five Dorset local planning authorities within south-east Dorset have worked closely and in partnership with Natural England over a number of years to develop a robust evidence base, HRAs and strategic mitigation strategies for both Poole Harbour and the Dorset Heathlands.
- 3.3 The Borough of Poole, Bournemouth Borough Council, Christchurch Borough Council (now Bournemouth Christchurch and Poole Council), East Dorset District Council and Purbeck District Council have worked together to develop a strategic framework for mitigating for potential recreation pressure arising from new residential growth. Additionally, Borough of Poole and Purbeck District Council have worked collaboratively on strategic mitigation for Poole Harbour, in terms of both recreation pressure and increased nitrogen inputs as a result of new development.
- 3.4 For the Boscombe and Pokesdown Neighbourhood Plan, it is only the strategic approach to mitigating for potential recreation pressure on the heathlands that is relevant, due to distance. The background context and strategic approach is described in plan level HRA reports and the joint strategy documents and are therefore not repeated here. The way in which a strategic approach works is that avoidance and mitigation projects to prevent adverse effects on European sites are funded from developments making a financial contribution on a proportionate basis to a pre-established strategic mitigation strategy. The strategy is implemented by the relevant local planning authorities in partnership with Natural England.

The Dorset Heathlands Planning Framework

- 3.5 In summary, the strategic approach in place for the Dorset Heathlands Planning Framework is as follows. The strategy has two mitigation strands for residential development. These are the provision of Site Access Management and

Monitoring (SAMM) on the heathland sites, provision of Suitable Alternative Natural Greenspace (SANG)/Heathland Infrastructure Projects (HIPs) as a viable draw away from the European sites. SAMM is provided for by S106 developer contributions collected into a central funding pot delivering strategic projects. SANGs/HIPs are provided for by Community Infrastructure Levy (CIL) contributions collected into a central funding pot unless the applicant is able to propose a SANG or HIP as part of its development. This normally only applies to the largest residential developments coming forward. HIPs have a wider remit than SANGs as there are occasions when it is most beneficial to create or enhance heathland infrastructure that serves multiple purposes, such as habitat linkages, European site buffering or activity specific recreation provision such as mountain biking tracks.

- 3.6 Even where strategic approaches would in principle accommodate a potential development, Natural England advises that there is a need for regular review of the strategies and their rolling programmes of mitigation projects. Furthermore, where a development poses a greater risk due to its size, it is imperative that a check is made that timely mitigation can still be delivered by the strategic approaches.
- 3.7 Reliance upon strategic approaches does not negate the need for a clear record of assessment, and this is particularly pertinent since the clarification of HRA stages within the recent European Court Judgment described in section 2 of this report.
- 3.8 A number of larger residential planning applications have highlighted the need for a more consistent process of checking that mitigation can be delivered strategically for large sites, and furthermore of checking that any risks over and above those covered by the strategic approaches are adequately recorded and assessed for impacts.

Site Improvement Plans

- 3.9 The SIP for Dorset Heathlands identifies recreational disturbance from public access as being a key issue that can be attributed to new development. Actions include those now being taken forward as part of the strategic mitigation schemes.

Natural England's advice

- 3.10 Natural England has recently held discussions with Bournemouth Borough Council (prior to the recent authority amalgamation), and advised that whilst the

principle of mitigation provision for recreation pressure for forthcoming plans and projects would be in accordance with the requirements of the Habitats Regulations, there was uncertainty in the effective and timely delivery of strategic SANG or HIP.

- 3.11 Natural England has been liaising with Bournemouth Borough Council (prior to amalgamation) to advise on what might constitute suitable strategic SANG and HIP provision in the Borough, to meet the offsite mitigation requirements. Since the adoption of the Dorset Heathlands Planning Framework, a number of SANG and HIP enhancement projects have been funded and fulfilled. However, Natural England advised that, with increased development coming forward, the Borough Council should look to provide a new strategic SANG with capacity for a number of the larger developments provided for within the Local Plan and forthcoming Neighbourhood Plans. A strategic SANG site at Hick's Farm, a Council owned farm, is the preferred option to meet this need. Natural England is supportive of a strategic SANG in this location.

Potential impact pathways for the screening assessment

- 3.12 A competent authority should consider all potential risks to each European site interest feature as a result of the development proposed.
- 3.13 The Boscombe and Pokesdown Neighbourhood Plan area falls within the 400m to 5km zone of influence defined by the Dorset Heathlands Planning Framework. Recreation pressure is therefore identified as an impact pathway, in accordance with the Local Plan HRA and the Framework. The plan area is not in immediate proximity to the Dorset Heathlands. The distance from the European sites enables a conclusion that there are no identifiable impact pathways over and above recreation pressure on the Dorset Heathlands. Distance and urban focussed nature of the plan also rules out impacts on other European sites in the wider area.
- 3.14 The presence of a recreation pressure impact pathway leads to a conclusion that there are likely significant effects arising as a result of the Boscombe and Pokesdown Neighbourhood Plan. The appropriate assessment section below provides a check of the strategic approach for recreation pressure on the Dorset Heathlands.

4. Screening for Likely Significant Effects

- 4.1 Once relevant background information and potential impact pathways are understood, and relevant HRA and mitigation progress has been considered, the HRA progresses to the screening for likely significant effects stage, fully informed by the background research undertaken. Table 1 below records the conclusions drawn and recommendations made on a policy by policy check of the Boscombe and Pokesdown Neighbourhood Plan.
- 4.2 During the screening stage of HRA, text changes are often recommended in the screening table where there is a clear opportunity to avoid impacts on European sites through policy strengthening, but only where this relates to simple clarifications, corrections of terminology or improved instructions for project level HRA, for example. Furthermore, where there are opportunities to strengthen policies and supporting text in relation to European sites and the wider supporting natural environment these are also highlighted, even if their inclusion does not specifically alter a conclusion of no likely significant effects on European sites.
- 4.3 Any risks that need more detailed scrutiny, or mitigation measures that need further checks for their effectiveness, should be considered within the appropriate assessment, drawing on evidence and available information to justify conclusions.

Table 1: LSE screening of the Boscombe and Pokesdown Neighbourhood Plan

Plan section or policy	Description	Initial LSE screening	Recommendations and opportunities
Section 1 – This document	Opening context relating to the focus of the plan and explanation of the neighbourhood plan forum	No LSE – Informative only	N/A
Section 2 – Executive summary	Summarising the full plan and listing the 11 policies	No LSE – Informative only	N/A
Section 3 – Background	Further explanation of the forum, the statutory role of the plan, its area and timeframe	No LSE – Informative only	N/A
Section 4 – Meeting the basic conditions	Detailed description of the legislative and policy conditions that a neighbourhood plan needs to meet.	No LSE – Informative only	N/A
Section 5 – About our area: character areas	Detailed description of the seven character areas within the boundary of the plan. Provides a summary of land use, public realm and heritage, management of the area and any opportunities	No LSE – Informative only. The opportunities relate to preservation of historic assets and improving the appearance of the urban area, particularly the public realm, along with housing issues and requirements	N/A
Section 6 – Our vision, aims and objectives	Explanation of the consultation process to develop the vision, followed by the vision itself, which is for the 20 year period up to 2026. The vision has 9 aims and four themes.	No LSE – the vision does not in itself result in development but provides a qualitative overview of aspirations for the area. The very urban nature of the plan area and lack of proximity to designated sites prevents any opportunities for directly conserving or enhancing designated sites.	Aim 4 could make reference to the biodiversity value of green infrastructure and could refer to the contribution new housing will make to the strategic approach to protecting European sites from increasing recreation pressure.
Section 7 – Our policies – Heritage theme text	Sets out the approach to making the best of the natural and built environment	No LSE – relates to the natural and built assets of the plan area	Whilst the title refers to both the natural and built environment, the text predominantly covers the built environment only. Here there is therefore opportunity to make reference to the biodiversity value of green infrastructure

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Plan section or policy	Description	Initial LSE screening	Recommendations and opportunities
			and could refer to the contribution new housing will make to the strategic approach to protecting European sites from increasing recreation pressure.
BAP1: The scale and density of development	Policy and supporting text set out the need to protect historic buildings and ensure new development reflects the character of the area	No LSE – the policy does not trigger any impact pathways in terms of policy content.	N/A
BAP2: Good design for the 21 st century	Seeking to secure high standards of sustainable urban design	No LSE – the policy does not trigger any impact pathways in terms of policy content.	N/A
BAP3: Shopfronts	Seeking to retain original shopfronts, with replacements designed to match building character	No LSE – the policy does not trigger any impact pathways in terms of policy content.	N/A
BAP4: Open spaces	Seeking to retain original shopfronts, with replacements designed to match building character	No LSE – the policy does not trigger any impact pathways in terms of policy content.	Policy already provides reference to increasing biodiversity.
BAP5: Safe routes	Providing safe routes, which are pavements and paths with good lighting and safe road crossings	No LSE – the policy does not trigger any impact pathways in terms of policy content.	N/A
Section 8 – Our policies – Housing theme text	Explains the demographics of the area including households, density etc	LSE – the principle of a net increase in new dwellings triggers the need to adhere to the strategic approach to preventing an increase in recreation pressure on European heathlands.	Consider in appropriate assessment section
BAP6: The number and type of new homes	Providing for between 123 and 183 new homes (market dwellings) per year, with affordable housing being provided in addition and in accordance with Local Plan policies	LSE – the principle of a net increase in new dwellings triggers the need to adhere to the strategic approach to preventing an increase in recreation pressure on European heathlands.	Consider in appropriate assessment section
BAP7: The quality of new homes	Technical and design standards for new homes	No LSE – the type of new homes does not remove the need to adhere to	N/A

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Plan section or policy	Description	Initial LSE screening	Recommendations and opportunities
		the strategic mitigation requirements for new dwellings/units	
BAP8: Managing our houses in multiple occupation (HMOs) and bedsits	Managing the number and quality of HMOs in the area	No LSE – the type of new home does not remove the need to adhere to the strategic mitigation requirements for new dwellings/units	N/A
Section 9 – Our policies – Work, shops and services theme text	Seeking to improve the quality of the high street; retail and businesses	No LSE – the text does not trigger any impact pathways in terms of text content.	N/A
BAP9: Managing our high street and businesses	Qualitative policy seeking to improve the high street	No LSE – the policy does not trigger any impact pathways in terms of policy content.	N/A
Section 10 – Our policies – site allocations theme text	Setting out the background in relation to chose site allocations for new development	No LSE – the location of new homes does not remove the need to adhere to the strategic mitigation requirements for new dwellings/units	N/A
BAP10: Site allocations	Site allocations SA2, SA4, SA5, SA6 described in terms of key requirements for each site	No LSE – the location of new homes does not remove the need to adhere to the strategic mitigation requirements for new dwellings/units	N/A
Section 11 – Our policies – projects, implementation and monitoring theme text	Explanation of the purpose of monitoring plan performance to ensure aims and objectives are met, along with a table of monitoring indicators.	No LSE – the text and monitoring table does not trigger any impact pathways in terms of text content.	N/A
BAP11: Priority improvement projects	Key projects to be taken forward by the Boscombe and Neighbourhood Plan Forum to support plan implementation	No LSE – the policy does not trigger any impact pathways in terms of policy content.	N/A
Section 12 – Appendix - Basic conditions statement	A statement in accordance with legal requirements for neighbourhood planning documents and a table of justifications against each requirement, and	No LSE – Informative only	N/A

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Plan section or policy	Description	Initial LSE screening	Recommendations and opportunities
	a table of contribution towards the Local Plan and sustainable development for the area		
Section 12 – Appendix – All policies	A list of all policies within the plan	No LSE – Informative only	N/A

6. Appropriate Assessment

- 6.1 The screening for likely significant effects of the Boscombe and Pokesdown Neighbourhood Plan identified one matter for appropriate assessment, that the increased housing proposed would contribute towards recreation pressure on the Dorset Heathlands European sites and would need to adhere to the strategic approach to avoiding and mitigating these potential impacts.
- 6.2 Recent discussions between the South East Dorset local planning authorities and with Natural England have highlighted the need to ensure that appropriate assessments for residential developments coming forward in South East Dorset are adequately checking and recording compliance with the strategic mitigation approaches in place. Whilst the strategic approaches have been developed at the Local Plan level to ease the burden of lower tier HRAs and provide robust, co-ordinated and consistent mitigation, lower tier plan and project level HRA remains a requirement of the legislation, and should still be undertaken by the competent authority as a meaningful check that the strategic approach provides the right mitigation for the plan or project in question.
- 6.3 The Boscombe and Pokesdown Neighbourhood Plan area lies within 5km of the Dorset Heathlands. Strategic mitigation for Dorset Heathlands SAMM will be required for all net increases in dwellings. Payments will be calculated as per adopted tariffs and secured through legal agreements.
- 6.4 Strategic provision for Dorset Heathlands SAMM enables a conclusion of no adverse effects in relation to access management on the European sites.
- 6.5 The Boscombe and Pokesdown Neighbourhood Plan provides for 123 to 183 additional new dwellings per year at market value, and further affordable housing is also likely to come forward during the plan period. It is important to therefore check that the strategic approach for SANG/HIP delivery is able to accommodate this development. Strategic SANG/HIP provision needs to be checked to provide confidence that there will be SANG/HIP capacity necessary to support the quantum of residential development coming forward and that this will be delivered prior to commencement of development.
- 6.6 Once a strategic SANG/HIP check confirms that there is adequate and timely capacity, payment will be provided from CIL contributions.
- 6.7 The housing coming forward will be constrained by the dense urban setting and will not be able to provide its own SANG/HIP. Any housing coming forward is therefore reliant upon Bournemouth Christchurch and Poole Council to deliver a

strategic SANG and/or HIP that meets the necessary requirements in terms of quality, quantity, location and visitor infrastructure.

- 6.8 The former Bournemouth Borough Council has been developing a proposal for a strategic SANG at Hicks Farm for some time. The farm is owned as freehold by the Council, located within green belt on the northern edge of the Throop conservation Area. Historically run as a dairy farm Hicks Farm is now run with both short term leases for equine use and as grazing land for the Council's own conservation grazing stock. The farmhouse and some of the immediate outbuildings are Listed Buildings.
- 6.9 The delivery of a strategic SANG at Hicks Farm forms part of a Heritage Lottery Fund (HLF) project. The Council is working with the HLF to develop a project under their 'Resilient Heritage' programme, which will include measures to secure a sustainable farm business into the long term, increased public access, restoration of buildings of heritage importance and a significant focus on learning and engagement. The latter will include a learning centre to provide education on the local history of the Lower Stour and its villages, biodiversity, sustainable farming and local food production and landscape restoration. It is intended that there will be significant community involvement and volunteering opportunities.
- 6.10 During the development of the HLF project, short term leases will be retained on the farmhouse and some of the land. Delivery of a strategic SANG is likely to encompass approximately 40 ha. This provides capacity for residential developments coming forward within the Bournemouth area, and the residential development within the Boscombe and Pokesdown Neighbourhood Plan will utilise some of that capacity.
- 6.11 As planning applications come forward, the Council will identify through project level HRA that capacity remains available at the strategic SANG. The Council has planned for the Hicks Farm SANG to be the main strategic SANG for housing coming forward in the near future. If in the event that capacity is reached before housing comes forward in the Boscombe and Pokesdown Neighbourhood Plan area, the Council will be working towards providing additional strategic SANG and/or HIP capacity, which will need to be assessed and agreed with Natural England. For the purpose of this HRA for the Boscombe and Pokesdown Neighbourhood Plan, capacity for strategic SANG is confirmed as being available at Hick's Farm.
- 6.12 The Council is finalising a masterplan for Hicks Farm, to support their HLF project and change of use to SANG. Recent detailed discussions between the

Council, Natural England and the Council's legal advisers have enabled good progress to be made with the progression of the Hick's Farm SANG proposal. This gives confidence that the SANG will be in place in time for housing proposals coming forward as part of the Boscombe and Pokesdown Neighbourhood Plan to be accommodated. Project level HRA provides an additional point at which SANG capacity can be assessed, and if Hick's Farm does not provide the necessary SANG capacity, housing cannot be approved unless an alternative SANG/HIP is established by the Council and agreed by Natural England.

- 6.13 This HRA therefore recommends that the following text is incorporated within the Boscombe and Pokesdown Neighbourhood Plan. Project level HRA and the provision of strategic SANG/HIP capacity will be the responsibility of Bournemouth Christchurch and Poole Council.
- 6.14 *Residential development will need to adhere to the Dorset Heathlands Planning Framework, which includes developer contributions towards measures to mitigate for further recreation pressure on the Dorset Heathlands, which are recognised as being of international wildlife importance. Contributions include funding for measures to manage access within the European sites, and measures to provide other suitable Alternative Natural Greenspaces (SANGs) and/or Heathland Infrastructure Projects (HIPs). As residential development proposals come forward for approval by the Council, project level HRA will be undertaken by the Council to confirm that the proposals will be accommodated within this strategic approach, including available capacity within strategic SANG and/or HIP.*
- 6.15 In conclusion, with the recommended text in place at an appropriate point within the Boscombe and Pokesdown Neighbourhood Plan, there is certainty that strategic provision for Dorset Heathlands will be secured. No adverse effects on European site integrity can therefore be concluded.

7. Conclusions

- 7.1 This HRA report of the Boscombe and Pokesdown Neighbourhood Plan records a screening for likely significant effects, and an appropriate assessment of identified risks through the key impact pathway of recreation pressure. The following is concluded:
- 7.2 The screening for likely significant effects only identified the impact pathway of recreation pressure as a result of the contribution of further housing within 5km of the Dorset Heathlands.
- 7.3 The screening assessment identified a number of minor text changes that do not alter the conclusions of the HRA but could be added to make positive additions in relation to the natural environment.
- 7.4 The appropriate assessment confirmed compliance with the Dorset Heathlands Planning Framework in relation to mitigating for recreation pressure, and recommended wording that should be added at an appropriate point within the Boscombe and Pokesdown Neighbourhood Plan.
- 7.5 In adopting this HRA report as their formal record of HRA, Bournemouth Christchurch and Poole Council considers its duties as competent authority under the Habitats Regulations to be fulfilled.

Competent authority sign off

- 7.6 It is recommended that a hard copy of this HRA report is retained on file with dated signatures from officers with the required level of authority to act on behalf of Bournemouth Christchurch and Poole Council as competent authority.
- 7.7 This record of HRA has been considered and approved by the following officers of the Council:

8. Appendix 1 - The Habitats Regulations Assessment Process

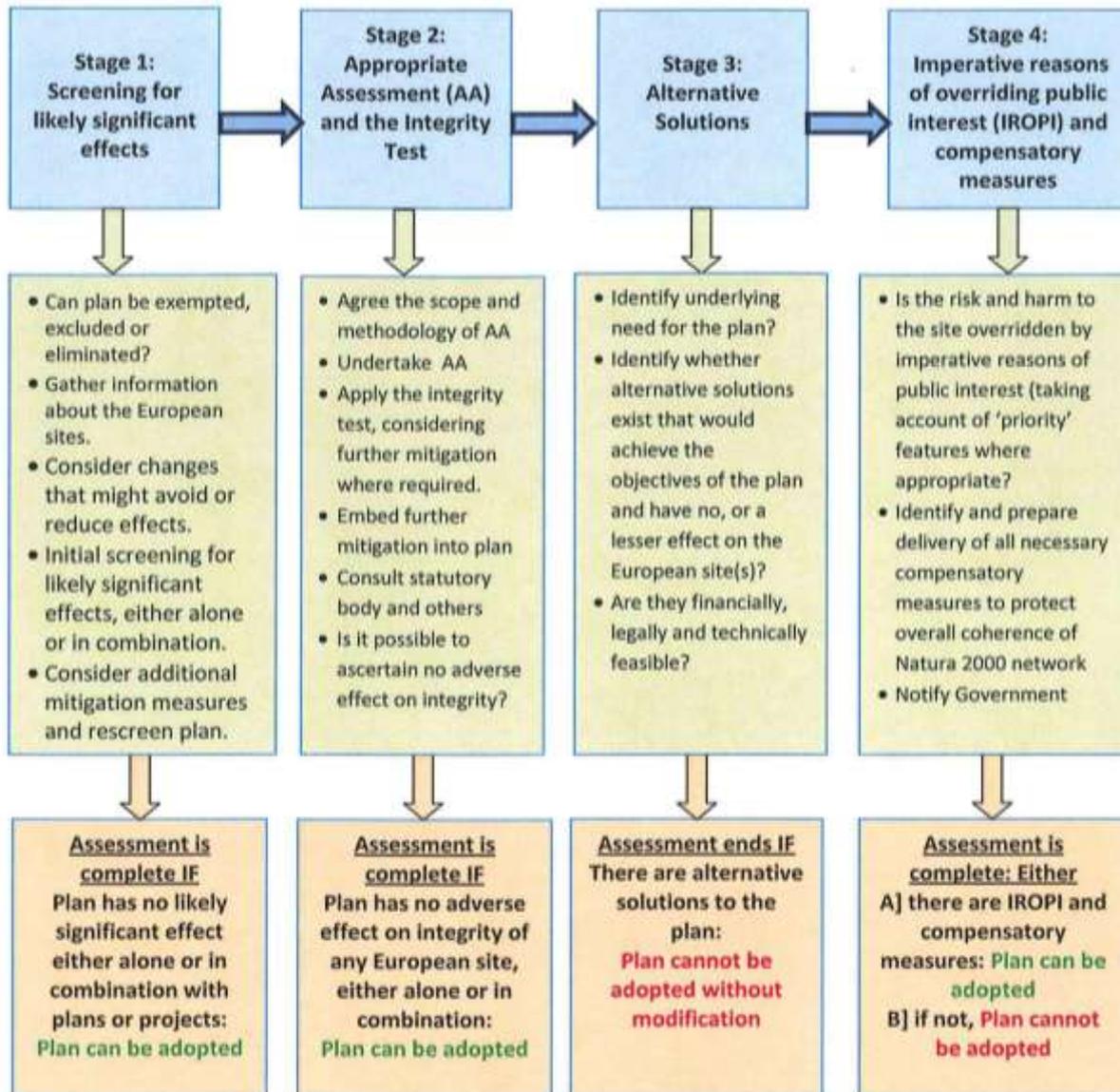
- 8.1 The designation, protection and restoration of European wildlife sites is embedded in the Conservation of Habitats and Species Regulations 2017, as amended, which are commonly referred to as the 'Habitats Regulations.'
- 8.2 The Habitats Regulations are in place to transpose European legislation set out within the Habitats Directive (Council Directive 92/43/EEC), which affords protection to plants, animals and habitats that are rare or vulnerable in a European context, and the Birds Directive (Council Directive 2009/147/EC), which originally came into force in 1979, and which protects rare and vulnerable birds and their habitats. These key pieces of European legislation seek to protect, conserve and restore habitats and species that are of utmost conservation importance and concern across Europe. Although the Habitats Regulations transpose the European legislation into domestic legislation, the European legislation still directly applies, and in some instances, it is better to look to the parent Directives to clarify particular duties and re-affirm the overarching purpose of the legislation.
- 8.3 European sites include Special Areas of Conservation (SACs) designated under the Habitats Directive and Special Protection Areas (SPAs) classified under the Birds Directive. The suite of European sites includes those in the marine environment as well as terrestrial, freshwater and coastal sites. European sites have the benefit of the highest level of legislative protection for biodiversity. Member states have specific duties in terms of avoiding deterioration of habitats and species for which sites are designated or classified, and stringent tests have to be met before plans and projects can be permitted, with a precautionary approach embedded in the legislation, i.e. it is necessary to demonstrate that impacts will not occur, rather than they will. The overarching objective is to maintain sites and their interest features in an ecologically robust and viable state, able to sustain and thrive into the long term, with adequate resilience against natural influences. Where sites are not achieving their potential, the focus should be on restoration.
- 8.4 The UK is also a contracting party to the Ramsar Convention, which is a global convention to protect wetlands of international importance, especially those wetlands utilised as waterfowl habitat. In order to ensure compliance with the requirements of the Convention, the UK Government expects all competent authorities to treat listed Ramsar sites as if they are part of the suite of designated European sites, as a matter of government policy, as set out in the

National Planning Policy Framework. Most Ramsar sites are also a SPA or SAC, but the Ramsar features and boundary lines may vary from those for which the site is designated as a SPA or SAC.

- 8.5 It should be noted that in addition to Ramsar sites, the National Planning Policy Framework also requires the legislation to be applied to potential SPAs and possible SACs, and areas identified or required for compensatory measures where previous plans or projects have not been able to rule out adverse effects on site integrity, yet their implementation needs meet the exceptional tests of Regulation 64 of the Habitats Regulations, as described below.
- 8.6 The step by step process of HRA is summarised in the diagram below. Within the Habitats Regulations, local planning authorities, as public bodies, are given specific duties as 'competent authorities' with regard to the protection of sites designated or classified for their species and habitats of European importance. Competent authorities are any public body individual holding public office with a statutory remit and function, and the requirements of the legislation apply where the competent authority is undertaking or implementing a plan or project, or authorising others to do so. Regulation 63 of the Habitats Regulations sets out the HRA process for plans and projects, which includes development proposals for which planning permission is sought. Additionally, Regulation 105 specifically sets out the process for assessing emerging land use plans.
- 8.7 The step by step approach to HRA is the process by which a competent authority considers any potential impacts on European sites that may arise from a plan or project that they are either undertaking themselves, or permitting an applicant to undertake. The step by step process of assessment can be broken down into the following stages, which should be undertaken in sequence:
- Check that the plan or project is not directly connected with or necessary for the management of the European site
 - Check whether the plan or project is likely to have a significant effect on any European site, from the plan or project alone
 - Check whether the plan or project is likely to have a significant effect on any European site, from the plan or project in-combination with other plans or projects
 - Carry out an Appropriate Assessment
 - Ascertain whether an adverse effect on site integrity can be ruled out
- 8.8 There is a continual consideration of the options available to avoid and mitigate any identified potential impacts. A competent authority may consider that there is a need to undertake further levels of evidence gathering and assessment in order to have certainty, and this is the Appropriate Assessment stage. At this

point the competent authority may identify the need to add to or modify the project in order to adequately protect the European site, and these mitigation measures may be added through the imposition of particular restrictions and conditions.

- 8.9 After completing an assessment, a competent authority should only approve a project or give effect to a plan where it can be ascertained that there will not be an adverse effect on the integrity of the European site(s) in question. In order to reach this conclusion, the competent authority may have made changes to the plan, or modified the project with restrictions or conditions, in light of their Appropriate Assessment findings.
- 8.10 Where adverse effects cannot be ruled out, there are further exceptional tests set out in Regulation 64 for plans and projects and in Regulation 107 specifically for land use plans. Exceptionally, a plan or project could be taken forward for imperative reasons of overriding public interest where adverse effects cannot be ruled out and there are no alternative solutions. It should be noted that meeting these tests is a rare occurrence and ordinarily, competent authorities seek to ensure that a plan or project is fully mitigated for, or it does not proceed.
- 8.11 In such circumstances where a competent authority considers that a plan or project should proceed under Regulations 64 or 107, they must notify the relevant Secretary of State. Normally, planning decisions and competent authority duties are then transferred, becoming the responsibility of the Secretary of State, unless on considering the information, the planning authority is directed by the Secretary of State to make their own decision on the plan or project at the local level. The decision maker, whether the Secretary of State or the planning authority, should give full consideration to any proposed 'overriding reasons' for which a plan or project should proceed despite being unable to rule out adverse effects on European site interest features, and ensure that those reasons are in the public interest and are such that they override the potential harm. The decision maker will also need to secure any necessary compensatory measures, to ensure the continued overall coherence of the European site network if such a plan or project is allowed to proceed.



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Figure 2: Outline of the assessment of plans under the Habitat Regulations

9. Appendix 2 –Conservation Objectives

- 9.1 As required by the Directives, 'Conservation Objectives' have been established by Natural England, which should define the required ecologically robust state for each European site interest feature. All sites should be meeting their conservation objectives. When being fully met, each site will be adequately contributing to the overall favourable conservation status of the species or habitat interest feature across its natural range. Where conservation objectives are not being met at a site level, and the interest feature is therefore not contributing to overall favourable conservation status of the species or habitat, plans should be in place for adequate restoration.
- 9.2 Natural England has embarked on a project to renew all European site Conservation Objectives, in order to ensure that they are up to date, comprehensive and easier for developers and consultants to use to inform project level HRA s in a consistent way. In 2012, Natural England issued now a set of generic European site Conservation Objectives, which should be applied to each interest feature of each European site. These generic objectives are the first stage in the project to renew conservation objectives, and the second stage, which is to provide more detailed and site-specific information for each site to support the generic objectives, is now nearing completion.
- 9.3 The new list of generic Conservation Objectives for each European site includes an overarching objective, followed by a list of attributes that are essential for the achievement of the overarching objective. Whilst the generic objectives currently issued are standardised, they are to be applied to each interest feature of each European site, and the application and achievement of those objectives will therefore be site specific and dependant on the nature and characteristics of the site. The second stage, provision of the more supplementary information to underpin these generic objectives, provides much more site-specific information, and this detail will play a fundamental role in informing HRAs, and importantly will give greater clarity to what might constitute an adverse effect on a site interest feature.
- 9.4 Natural England advises that HRAs should use the generic objectives and apply them to the site-specific situation, using the supplementary advice where published. This should be supported by comprehensive and up to date background information relating to the site.
- 9.5 For SPAs, the overarching objective is to:

9.6 *'Avoid the deterioration of the habitats of qualifying features, and the significant disturbance of the qualifying features, ensuring the integrity of the site is maintained and the site makes a full contribution to achieving the aims of the Birds Directive.'*

9.7 This is achieved by, subject to natural change, maintaining and restoring:

- The extent and distribution of the habitats of the qualifying features.
- The structure and function of the habitats of the qualifying features.
- The supporting processes on which the habitats of the qualifying features rely.
- The populations of the qualifying features.
- The distribution of the qualifying features within the site.

9.8 For SACs, the overarching objective is to:

'Avoid the deterioration of the qualifying natural habitats and the habitats of qualifying species, and the significant disturbance of those qualifying species, ensuring the integrity of the site is maintained and the site makes a full contribution to achieving Favourable Conservation Status of each of the qualifying features.'

9.9 This is achieved by, subject to natural change, maintaining and restoring:

- The extent and distribution of the qualifying natural habitats and habitats of qualifying species.
- The structure and function (including typical species) of qualifying natural habitats and habitats of qualifying species.
- The supporting processes on which qualifying natural habitats and habitats of qualifying species rely.
- The populations of qualifying species.
- The distribution of qualifying species within the site.

Conservation objectives inform any HRA of a plan or project, by identifying what the interest features for the site should be achieving, and what impacts may be significant for the site in terms of undermining the site's ability to meet its conservation objectives.

Supplementary advice for the Dorset Heathlands European sites can be found at the following links:

SPA: <http://publications.naturalengland.org.uk/publication/5808199001178112>

SAC: <http://publications.naturalengland.org.uk/publication/5711678738006016>

10. Appendix 3 – European Site Interest Features

Site Name	SAC	SPA	Ramsar
<p>Dorset Heaths SAC, Dorset Heathlands SPA and Ramsar site</p>	<p>Northern Atlantic wet heaths with <i>Erica tetralix</i>⁺, temperate Atlantic wet heaths with <i>Erica ciliaris</i> and <i>Erica tetralix</i>⁺, European dry heaths⁺, depressions on peat substrates of the <i>Rhynchosporion</i>⁺, <i>Molinia</i> meadows on calcareous, peaty or clayey-silt-laden soils, Calcareous fens with <i>Cladium mariscus</i> and species of the <i>Caricion davallianae</i>[*], Alkaline fens, Old acidophilous oak woods with <i>Quercus robur</i> on sandy plains</p> <p>Southern damselfly⁺; great crested newt.</p>	<p>Breeding nightjar, Dartford warbler, woodlark. Wintering hen harrier, merlin.</p>	<p>Ramsar criterion 1: Contains particularly good examples of (i) northern Atlantic wet heaths with cross-leaved heath <i>Erica tetralix</i> and (ii) acid mire with <i>Rhynchosporion</i>, largest example in Britain of southern Atlantic wet heaths with Dorset heath <i>Erica ciliaris</i> and cross-leaved heath <i>Erica tetralix</i>.</p> <p>Ramsar criterion 2: Supports 1 nationally rare and 13 nationally scarce wetland plant species, and at least 28 nationally rare wetland invertebrate species.</p> <p>Ramsar criterion 3: high species richness and ecological diversity of wetland habitat types and transitions;</p> <p>lies in one of the most biologically-rich wetland areas of lowland Britain.</p>

CABINET



Report subject	Local Development Scheme – BCP Local Plan
Meeting date	11 September 2019
Status	Public Report
Executive summary	<p>To seek approval of the BCP Council Local Development Scheme (LDS) to come into effect from 23rd September 2019. The LDS is attached as Appendix 1. Delegated authority is also sought to enable the Director for Growth & Infrastructure in consultation with the Portfolio Holder for Strategic Planning to make any necessary minor amendments to the LDS document needed for publication on 23rd September 2019.</p> <p>The LDS provides the community and other interested parties with an indication of what local plan documents are to be prepared by the Council and when. The timetable includes particular milestones that highlight public consultation stages where interested parties can be involved in the plan making process.</p>
Recommendations	<p>It is RECOMMENDED that Cabinet recommends to Council:</p> <p>(a) That all previous planning policy work on emerging legacy Local Plans of the preceding authorities is refocused on the preparation of an area-wide BCP Local Plan</p> <p>(b) That the Local Development Scheme be approved to come into effect on 23rd September 2019 to confirm the timetable to produce the BCP Local Plan and other related planning policy documents; and</p> <p>(c) That authority be delegated to the Head of Growth & Infrastructure in consultation with the Portfolio Holder for Strategic Planning to make minor text changes to the LDS document to be published on 23rd September 2019.</p>
Reason for recommendations	<p>To set out the revised timetable and framework to produce the BCP Local Plan and other planning policy documents. The LDS is effectively a project plan and does not constitute a policy document, however as the LDS sets out planning policy making timescales it will impact on the Key Policy Framework.</p>

	<p>The preparation of the LDS is a statutory requirement of the Planning and Compulsory Purchase Act 2004 as amended by the Planning Act 2008 Act, Localism Act 2011, Housing and Planning Act 2016 and the Neighbourhood Planning Act 2017.</p> <p>Preparation of the planning documents as set out in the LDS will help deliver the Council's strategic priorities as expressed in the emerging Corporate Plan.</p>
Portfolio Holder(s):	Councillor Margaret Phipps, Portfolio Holder for Strategic Planning
Corporate Director	Bill Cotton (Corporate Director of Regeneration and Economy)
Contributors	<p>Julian McLaughlin, Director of Growth and Infrastructure</p> <p>Mark Axford, Interim Head of Planning (Bournemouth) / Planning Policy Manager</p> <p>Nicholas Perrins, Policy Manager</p>
Wards	All
Classification	For Decision

Background

1. The Council is required by the Planning and Compulsory Purchase Act 2004 to publish and maintain a Local Development Scheme (LDS).
2. The purpose of the LDS is to act as a project plan for the preparation of Local Plan policy documents, providing the community and other interested parties with an indication of what planning policy documents are to be prepared by the Council and by when.
3. The timetable includes milestones that have to be met in order to accord with statutory requirements for plan making. The LDS's focus is in on timetabling the production of development plan documents i.e. Local Plans. However, it is good practice to also use the LDS to specify what other planning policy work is envisaged such as supplementary planning documents, neighbourhood plans and community infrastructure levy.
4. The proposed BCP Council LDS is attached as Appendix 1. This will be the first LDS published by BCP Council and will be an important document in guiding the consolidation of planning policy having inherited a series of legacy Local Plans for the preceding areas.

The BCP Council Local Development Scheme

BCP Local Plan

5. As set out in the LDS the focus of the LDS is to guide the preparation of the BCP Local Plan, which is proposed to be a single plan to cover the whole BCP council area.
6. As part of agreeing to publish the LDS included at Appendix 1, Cabinet and Council are also asked to confirm that all legacy work on emerging individual Local Plans for Bournemouth and Christchurch is stopped and instead re-focused towards preparation of the single Local Plan for the BCP area, which will supersede existing legacy adopted plans as appropriate.
7. The high-level timetable for the BCP Local Plan is as follows:
 - October 2019 – Initial issues consultation and call for sites
 - October 2020 – Detailed issues and options consultation
 - October 2021 – Publication of draft BCP Local Plan
 - December 2021 – Submit draft plan for examination
 - November 2022 – Adopt BCP Local Plan
8. As explained further in the LDS the intention of the BCP Local Plan is, whilst providing an overarching vision and framework for the BCP area, it will also provide clear policy frameworks to retain local distinctiveness, character and priorities. The precise format of the plan for how this is achieved will be developed in consultation with Members and communities through the preparation of the plan and various consultation stages required.
9. The BCP Local Plan will need to be based on an appropriate evidence base on a range of key issues such as housing needs, location of development, capacity for development, habitats regulations assessment and sustainability appraisal.

Duty to Cooperate

10. The Council has a statutory duty to cooperate with adjoining Councils and other prescribed bodies on cross boundary strategic planning issues. It will be imperative to the successful delivery of the BCP Local Plan to work closely with Dorset Council and other key partners on key strategic issues such as meeting housing needs, employment, transport and strategic environmental protection.
11. A key part of working together will be jointly commission evidence that affects a range of other partners. Work has started on this with emerging evidence being produced such as the South East Dorset Urban Mobility Study and the Local Industrial Strategy.
12. The legacy arrangements for meeting the duty to cooperate were through the Dorset Strategic Planning Forum (DSPF), a non-executive body made up of

members from across the preceding Dorset councils. There is, however, a need for a review of the DSPF following local government reorganisation to ensure it (or any successor arrangement) is set up appropriately to ensure the duty to cooperate is met in respect of both the BCP and Dorset Council plans.

13. Scoping work has started on potential future governance arrangements and what shared evidence is needed to ensure the Duty to Cooperate is met, which will be brought back to a future meeting of cabinet to agree as soon as practical.

Minerals and Waste Planning

14. In addition to the BCP Local Plan, the LDS also sets out the intention to recommend adoption of the new Dorset wide Waste Plan and Minerals Sites Plans by December 2020. A report will be prepared for Cabinet consideration later in 2019. These plans have been in production for many years and have both been recently found 'sound' in accordance with planning legislation and national policy following extensive public consultation and independent examination in public; they are now ready for adoption.

Neighbourhood Planning

15. There are a number of Neighbourhood Plans in production, which the Council has a statutory duty to provide support for. The LDS recognises that more communities may want to prepare a Neighbourhood Plan and therefore the Council will need to ensure sufficient resources are available to assist.

Other Planning Policy Documents

16. The LDS also sets out that other planning policy work will include preparation of supplementary planning documents to, in time, replace those adopted by the legacy councils.
17. BCP Council will also need to review its arrangements for Community Infrastructure Levy and other developer contributions charges, which broadly will follow the timetable for the BCP Local Plan.

Summary of financial implications

18. Preparation of the Local Development Scheme is met within existing budgets. When preparing the plans as set out in the proposed timetable costs will be incurred for example through specialist consultant fees, examination costs and printing.
19. There is approximately £450,000 of funding in place from legacy budgets / reserves for plan preparation. No additional financial request is made at this stage but this will need to be kept under close review as the project progresses to ensure sufficient resources remain in place to ensure the project is delivered on time.

Summary of legal implications

20. Failure to have in place an up to date LDS could result in planning documents being found unsound at examination. Section 15 of the 2004 Planning and Compulsory Purchase Act (as amended by the Planning Act 2008 section 180 and the Localism Act section 111) state that a local planning authority must prepare and maintain an LDS. Recent amendments under the Housing and Planning Act 2016 and Neighbourhood Planning Act 2017 also make provision for the Secretary of State to prepare an LDS for Local Councils who do not have one in place and then direct that the LDS is brought into effect.
21. The formation of BCP Council was the subject of consequential orders set by national government. These required that the Council has in place a local plan for the BCP area by 2024. However as expressed in the LDS it is intended to accelerate this deadline and have a BCP local plan in place by 2022.

Summary of human resources implications

22. The timetable for preparing documents has to reflect the capacity of team members to draft and progress planning documents through to adoption and produce supporting evidence documents. In certain cases, this will involve the use of specialist consultants. There are sufficient staffing resources across the Planning Teams in each BCP area office to support preparation of the plan to the milestones set out in the LDS. The ability to meet the LDS milestones will be affected by reduction in staff and/or local plan evidence base budget.

Summary of environmental impact

23. The LDS does not have any direct environmental impacts. However, as the LDS facilitates the preparation of a Local Plan there will be a series of potential impacts on the environment through the adoption of a new strategic planning policy framework for BCP Council. The Local Plan will be subject to testing by way of Sustainability Appraisal and Habitats Regulation Assessment.

Summary of public health implications

24. The LDS does not have any direct public health impacts. However, as the LDS facilitates the preparation of a Local Plan there will be a series of potential impacts on the health and wellbeing agenda through the adoption of a new strategic planning policy framework for BCP Council.

Summary of equality implications

25. The preparation of a Local Plan will be undertaken in accordance with equalities legislation. Each stage of the plan will be subject to a detailed Equalities Impact Assessment to ensure emerging policies are suitably framed to promote equal opportunities for all.

Summary of risk assessment

26. Failure to have in place an up to date LDS could pose a risk to timely delivery and adoption of planning policy documents, this will have consequences for delivery of Council objectives. It could result in planning applications being decided, either by the Council or at appeal, outside the framework of an up to date plan.

27. There are risks associated with future reorganisation and any reduction in planning staff that can work on the local plan and/or local plan evidence base budget. This can be mitigated by ensuring sufficient staff resources and plan preparation budget remain available to support the lifetime of the project.

Background papers

None

Appendices

Appendix 1 – BCP Council Local Development Scheme



BCP LOCAL PLAN LOCAL DEVELOPMENT SCHEME

Growth & Infrastructure – Strategic Planning

Author: Julian McLaughlin, Director of Growth & Infrastructure
Version: V1
Date: August 2019

1. Introduction

- 1.1 Local planning authorities are required by the Planning and Compulsory Purchase Act 2004 (as amended) to publish and maintain a Local Development Scheme (LDS). The LDS is required to set out Council's programme and timetable to produce new Local Development Documents (LDDs) such as Local Plans and other types of Development Plan Documents (DPDs).
- 1.2 The focus of this LDS is the production of a new Local Plan for the Bournemouth, Christchurch and Poole local planning authority area, and the adoption of new waste and mineral plans. The high-level timetable for adopting these plans is **Appendix 1**.
- 1.3 This LDS will cover the period from Autumn 2019 to Winter 2022.

Bournemouth, Christchurch and Poole Local Plan

- 1.4 The development plan for the BCP Council area currently consists of several area-based development plan documents (DPDs) that were adopted by the preceding Bournemouth, Christchurch and Poole Councils. Existing DPDs are:
 - Bournemouth Local Plan (saved policies) 2002
 - Bournemouth Affordable Housing DPD 2009
 - Bournemouth Core Strategy 2012
 - Bournemouth Town Centre Area Action Plan 2013
 - Bournemouth, Dorset and Poole Waste Plan 2002
 - Bournemouth, Dorset and Poole Minerals Strategy 2014
 - Christchurch Local Plan (saved policies) 2001
 - East Dorset and Christchurch Local Plan Part 1: Core Strategy 2014
 - Poole Local Plan 2018
- 1.5 The BCP Local Plan provides the opportunity to replace most of the above existing plans into an up to date planning framework that will guide development across the new local planning authority geography. A new plan is therefore needed to put in place a cohesive plan for the area as well as ensure conformity with the requirements of the National Planning Policy Framework (NPPF) 2019 including responding to the new standard method for calculating housing needs.
- 1.6 It will be an important element of the BCP Local Plan to ensure that the consolidated planning framework for the area also includes appropriate policies that embrace and strengthen the area's diverse sense of identity across its three towns and other areas and further the Councils objectives in respect of climate change. The plan will be developed through ongoing engagement with communities, in accordance with the Statement of Community Involvement. To ensure that the appropriate balance is struck to meet strategic development needs whilst at the same time strengthen the diverse nature of the area.
- 1.7 This LDS proposes to adopt the new BCP Local Plan by the end of 2022. The key milestones are set out in the to achieve this are as follows:
 - Approve Local Development Scheme – September 2019
 - Issues consultation and call for sites (Regulation 18 – Public Consultation October to November 2019). This will be the launch of the Local Plan process and ask views from communities on what issues the plan ought to address. The Council will also invite submission of any sites that may have potential for development or other uses to be

considered through the plan-making process.

- Issues and Options (Regulation 18 – Consultation Autumn / Winter 2020). Following the initial launch and collation of evidence, this stage will be to consult on more detailed issues and possible options to address them.
- Publish the draft BCP Local Plan (Regulation 19 – Consultation Autumn / Winter 2021) – The draft plan is published for further public participation before being submitted for Examination in Public.
- Submission (Regulation 22 – Winter 2021) – Formal submission of the draft plan for examination.
- Examination in Public (Regulation 24 – Winter 2021 to Winter 2022) work will continue on assessing responses and the evidence base on range of planning topics, the plan will be tested by an Independent Inspector at examination who will test the plan for ‘soundness’ and make recommendations on possible amendments prior to adoption.
- Adoption (Winter 2022).

- 1.8 To support preparation of the Local Plan, the Council will engage in constructive and ongoing dialogue with neighbouring Councils and other prescribed bodies to meet the statutory duty to cooperate. This will include working together on joint evidence base where necessary and cross boundary strategic planning issues.

Minerals and Waste Plans

- 1.9 The preceding BCP Councils had a long history of working collaboratively with Dorset County Council on minerals and waste planning. Most recently the preceding Councils prepared jointly a new draft Waste Plan (which will supersede the 2006 Waste Plan once adopted) and a draft Minerals Sites Plans (which will operate in tandem with the Minerals Strategy 2014).
- 1.10 Both of these plans have been through examination and had the final Inspector’s Reports issued in 2019 confirming that, as amended, they are capable of being adopted. This LDS proposes that the adoption of the Waste Plan and Minerals Sites Plan as amended through the examination process are considered at a BCP cabinet meeting later in 2019.

Neighbourhood Planning

- 1.11 The Localism Act 2011 enables local communities, through the establishment of Neighbourhood Forums, to prepare Neighbourhood Plans for their local area. The Plans should set out how growth in their areas will be accommodated, and how they conform with the strategic policies contained in the area-wide development plan.
- 1.12 The Council’s role in Neighbourhood Planning is to provide advice and support to communities to help them prepare their Plans, and once approved at independent Examination, to adopt the Neighbourhood Plan as part of the Development Plan. Adopted Neighbourhood Plans must be taken into account in planning application decision-making.
- 1.13 There are two adopted Neighbourhood Plans in the BCP area with a number in development. The new BCP Local Plan will provide an opportunity for more communities to come forward and develop neighbourhood plans for their areas. The LDS is not required to include Neighbourhood

Plan production in the programme but is cross referred due to the relationship with the BCP Local Plan strategic policies.

Supplementary Planning Documents

- 1.14 There are a wide range of existing Supplementary Planning Documents that have been inherited from the legacy BCP Councils. Over time these will need to be replaced and consolidated to accord with the new policies in the BCP Local Plan. The Planning policy team will prepare SPDs as required to help support the effective implementation of development plan policy.

Community Infrastructure Levy

- 1.15 BCP Council operates three Community Infrastructure Levy (CIL) charging schedules based on the preceding administrative boundaries. These charging schedules will need to be consolidated in the future to provide a BCP-wide approach. It is envisaged that a BCP Charging Schedule will be developed alongside the BCP Local Plan for adoption in 2022 / 2023.

Conclusion

- 1.16 It is considered that the timetable for the production of the BCP Local Plan by 2022 and adoption of Minerals and Waste Plans in 2019 represents a realistic programme of work for the production of DPDs given the internal and external resources available to the Local Planning Authority. It is necessary to carefully co-ordinate the various stages of the production of the documents along with the development of the supporting evidence and other planning policy work that will required over the period to 2022.

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CABINET

Report subject	BCP Council Local Plan Issues and Call for Sites
Meeting date	11 September 2019
Status	Public Report
Executive summary	To seek approval to undertake an initial consultation on possible issues the BCP Local Plan will need to address, as well as carry out a 'Call for Sites' exercise to invite anyone with a potential development site to submit it to the Council for consideration as part of the Local Plan process.
Recommendations	It is RECOMMENDED that Cabinet: Approves the release of the enclosed BCP Local Plan issues and call for sites letter for a minimum of 6 weeks consultation in accordance with Regulation 18 of the Local Planning regulations¹
Reason for recommendations	To start the process of preparing the BCP Local Plan and engaging with residents to understand the nature of issues that the plan ought to address. The call for sites exercise is standard practice at the start of preparing a Local Plan as it helps to identify what level of land availability might exist to meet the area's needs.

¹ Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended)

Portfolio Holder(s):	Councillor Margaret Phipps, Portfolio Holder for Strategic Planning
Corporate Director	Bill Cotton (Corporate Director of Regeneration and Economy)
Contributors	Julian McLaughlin, Director of Growth and Infrastructure Mark Axford, Interim Head of Planning (Bournemouth) / Planning Policy Manager Nicholas Perrins, Policy Manager Bill Gordon, Senior Planning Officer
Wards	All
Classification	For Decision

Background

1. The process for preparing a Local Plan is set out in the Planning and Compulsory Purchase Act 2004 (as amended) and Town and Country Planning Regulations (Local Planning) 2012 (as amended). The first stage of the plan making process is set out in Regulation 18 of the 2012 regulations and requires local planning authorities to undertake a consultation with residents, businesses, statutory consultees and a wide range of other relevant organisations to find out what issues the plan ought to address.

The proposed Issues consultation

2. Some of the issues that the BCP Local Plan would need to look at are already relatively well understood, having been identified through work undertaken by the preceding Councils. Issues that have emerged to date include meeting housing needs, responding and adapting to climate change, location of development, tackling congestion and how to protect the environment.
3. It is proposed, however, that this first consultation for the BCP Local Plan is not too prescriptive on what the Council may consider are the key issues as the purpose is to ask the area's communities and businesses what they think the plan should aim at addressing.
4. The attached letter is therefore 'light touch' albeit provides some examples of the sorts of issues that might arise to help generate interest and debate with our communities.

Call for Sites

5. It is good practice at the start of a Local Plan process to also invite potential development sites to be identified at this early stage, so they can be properly assessed for their suitability and acceptability through the plan preparation. Cabinet should note that all previous sites that have been identified through

earlier call for sites exercises remain under consideration, so we would not necessarily expect these to be re-submitted. The purpose of the exercise is to encourage the identification of new potential sites to come forward so that the BCP Local Plan can take a holistic view on the scope of land availability within the administrative boundary to help meet the various issues and needs. It is also important to note that the call for sites applies to any potential land use that an owner / interested party considers should be considered through the Local Plan process. For example, a site could be identified for future open space, housing, employment or any number of possible uses.

The consultation

6. It is proposed that the consultation and call for sites exercise will start on Monday 7th October 2019 and run for 6 weeks until Monday 18th November 2018.
7. The consultation will be undertaken in accordance with the three preceding Councils' Statement of Community Involvement, which all remain in place for the purposes of supporting plan-making.
8. This involves the Council informing all parties on the combined planning policy consultation databases of the start of the consultation and setting out how interested parties can respond.
9. The consultation and call for sites will be supported by a communications plan that will be agreed with the Portfolio Holder for Strategic Planning, Head of Growth & Infrastructure and the Council's communications team prior to the start of the event. This is to ensure that engagement is as wide-ranging as possible at this stage. The communications plan will look to include use of social media, the Council's website, newsletters, online responses forms, press releases and, where possible, short video clips.
10. It is anticipated that the Local Plan process will involve wide ranging and innovative engagement techniques throughout the plan making process, to ensure as many people as possible can have their say and shape the future direction of BCP. In this regard, the consultation material also encourages respondents to set out how they would like to be consulted with during future stages of plan development to ensure the process is as open and engaging as possible.
11. The Council's emerging Community Engagement Strategy and consolidation of the Statement of Community Involvement will set out how the more detailed stages of the plan will be developed in close dialogue with the area's communities. At this stage, however, given the open and exploratory nature of what is being asked, the proposed consultation and engagement techniques set out in this report are considered sufficient to start this initial BCP Local Plan 'launch' process from 7th October 2019.

Summary of financial implications

12. The issues consultation and call for sites exercise will be undertaken through use of existing resources and budget. The financial implications are predominantly related to staff time required to draft the relevant documentation and then manage the responses as they are submitted. There is sufficient staff resource within existing establishment across the Planning Policy Officers to undertake this without any detrimental impact on budgets.

Summary of legal implications

13. The issues consultation is being undertaken in accordance with Regulation 18 of the Town and Country Planning Regulations (Local Planning) 2012.

Summary of human resources implications

14. The Planning Policy teams across BCP have sufficient staff resource to prepare and undertake the consultation. Support will be needed from the corporate communications and insight teams, which has been confirmed as available.

Summary of environmental impact

15. The consultation will be undertaken using electronic forms of communication wherever possible to reduce use of paper copy.

Summary of public health implications

16. A Local Plan once adopted will set out strategy and policy to address a number of needs. One of the key themes that the Local Plan will be focusing on is the health and well being agenda. So, whilst there are no direct public health implications on this first stage the Local Plan process, as a whole it will have a positive impact in this regard.

Summary of equality implications

17. The consultation techniques used will aim to reach as many parts of the communities as possible.

Summary of risk assessment

18. The main risks relate to the impact on the BCP Local Plan timetable if this consultation is not undertaken at this stage. The objective is to get a Local Plan adopted by 2022, which therefore needs close project management of the key milestones. This first stage consultation is identified as the first milestone in the Local Development Scheme and therefore should be met for the overall production of the Local Plan to be kept on schedule.

19. There may be a risk that the consultation generates negative comments from residents when raising issues around development needs and future locations. This is part of the Local Plan process, which is mitigated by ongoing and meaningful engagement with communities. It is proposed that this will be the first of a number of consultations, as well as ongoing discussions with communities,

to ensure that the Local Plan once adopted has been clearly communicated and understood by all.

Background papers

None

Appendices

Appendix 1 – BCP Local Plan Issues consultation and call for sites letter

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Mr/Mrs
Address Line 1
Address Line 2
Town
Postcode

Date:
Our Ref:
Contact:
Email: an.other@bcpcouncil.gov.uk
Tel:

Dear [xxx](#)

Re: A new Local Plan for Bournemouth, Christchurch and Poole

BCP Council is taking the first step in preparing a new Local Plan covering Bournemouth, Christchurch and Poole, that will provide the framework of policies and site allocations that will guide development over the next 20 years. The Plan will aim to meet identified needs for new homes, jobs and other supporting services and infrastructure, within an area that is significantly constrained by the coast; internationally designated environments, particularly heathland; Green Belt and areas at present and future risk of flooding.

If it is to be effective, the new Plan will need to engage with a wide range of local people, businesses and community groups to obtain the widest possible agreement on the development of planning policies and the allocation of sites to meet future identified development needs. The resulting Plan will need to ensure that the sustainable development of the area can be achieved in a way that maintains and improves the health and well-being of local people and carefully balances the need for new homes, employment opportunities and other supporting development, with the protection of important heathland, harbour and coastal habitats, green spaces and unique heritage assets.

BCP Council has identified its key priorities through a new Corporate Plan. These are:-

- **Sustainable Environment** – Leading our communities towards a cleaner, sustainable future that preserves our outstanding environment for generations to come.
- **Dynamic Region** – Supporting an innovative digital economy in a great place to live, learn, work and visit.
- **Connected Communities** – Empowering our communities so everyone feels safe, engaged and included.
- **Brighter Futures** – Caring for our young people; providing a nurturing environment, high quality education and great opportunities to grow and flourish.
- **Fulfilled Lives** – Helping people lead active, healthy lives, adding years to life and life to years.

The new BCP Local Plan will be a key strategic document in supporting the delivery of these key priorities. An important starting point for the new Plan is the identification of the issues that it will need to address. We would like you to be involved in identifying the most important issues for the

area and would welcome your views on what you consider these to be. A number of suggested issues, aligned to the key priorities of the new Corporate Plan, are listed below. Do you agree with these and are there any others that should be considered for inclusion?

Sustainable Environment

In planning for sustainable growth, how might we:

- manage congestion and increase opportunities for active eco-friendly travel by walking, cycling and public transport?
- improve access to parks and open spaces?
- protect and enhance BCP's exceptional natural environment?
- tackle the challenges posed by climate change?

Dynamic Region

In planning for the economy, how should we:

- revitalise BCP's town centres so that they provide complementary shopping experiences?
- plan for future business growth and deliver better paid jobs?
- balance the need for new homes to meet the challenging targets required, whilst retaining local character?
- maximise delivery of affordable homes for local people?
- deliver specialist accommodation to meet the needs of the ageing population?
- support and develop BCP's tourism sector?

Connected Communities

In empowering our communities, how should we:

- shape growth to ensure that the individual identities of Bournemouth, Christchurch and Poole are retained?
- ensure the delivery of high quality and attractive urban environments?
- strengthen cultural identity and preserve or enhance our historic environment?
- plan for safe, mixed and socially inclusive communities?
- ensure essential services and community facilities are easily accessible to everyone?

Brighter Futures

In caring for our children and young people, how might we:

- plan for the provision of high quality educational facilities?

Fulfilled Lives

In helping people lead active, healthy and independent lives, how should we:

- provide accessible, well connected, high quality urban environments and public open spaces?
- provide the opportunities for people to make healthy lifestyle choices?
- improve air quality by reducing reliance on the motor car?

The closing date for receipt of your comments is **Monday 18th November 2019**.

Please note that this letter represents formal notification, in accordance with Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012, that the Local Plan process is starting. It will result in a single new Local Plan that will replace the individual plans for the former local authority areas of Bournemouth, Christchurch and Poole.

If you wish to be kept informed of, or be involved with the progress of the new Local Plan for Bournemouth, Christchurch and Poole, please email us with your details at planning@bcpcouncil.co.uk and quote 'BCP Local Plan' in the subject box. If we do not hear from you we will assume you are no longer interested and your details will be removed from our consultation database.

Call for Sites

This initial stage of the Local Plan process provides the opportunity for BCP Council to gather information about land availability. Anyone who wishes to promote a site or parcel of land for a particular use or development, is invited to submit details of this land for assessment and consideration for potential allocation. Potential uses could include housing, employment, retail, leisure and community uses.

If you are a landowner who wishes to promote your land for a particular use(s), please write to us at;

Planning Policy, Growth and Infrastructure - Strategic Planning, Civic Centre, Poole, Dorset, BH15 2RU; or

email us at planning@bcpcouncil.co.uk

enclosing:

- a map showing the extent of the land you are promoting;
- an indication of when it will be available i.e. within the next 5, 10 or 15 years; and
- the use(s) you would like us to consider the land for.

If you have previously responded to a 'Call for Sites' as part of the initial stage of the Bournemouth or Christchurch Local Plan reviews, your submission will be taken forward and considered as part of the new BCP Council Local Plan process. However, if you wish to submit additional sites for consideration, or reaffirm the availability of a previously submitted site, we would welcome a response by **Monday 18th November 2019**, so that the development potential of any submitted sites can be assessed in the early stages of Local Plan preparation. However, this does not preclude the submission of further potential development sites for consideration beyond this date.

Yours faithfully/sincerely

Name

Job title

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CABINET



Report subject	Housing Compliance Update
Meeting date	11 September 2019
Status	Public Report
Executive summary	<p>The Bournemouth neighbourhood and the Poole neighbourhood as part of the Housing Revenue Account (HRA) each use the same Health and Safety legislation and best practice to ensure the housing in their neighbourhood is compliant with current regulation and standards.</p> <p>Both neighbourhoods are managed in different ways but can each evidence that they meet legislative standards which is reassuring.</p> <p>The data collection will be aligned across the two neighbourhoods going forward to ensure transparency and enable a true comparison.</p> <p>As can be seen in appendices 1&2, both neighbourhoods at the end of quarter 1 2019/20 (April to June 2019) have provided data which provides reassurance that compliance of the housing stock with regards to water quality, gas safety, asbestos, electrical safety, fire safety and lift safety is at good levels and well within the legal requirements.</p>
Recommendations	<p>It is RECOMMENDED that:</p> <p>Performance be reported annually to Overview and Scrutiny Committee/Cabinet.</p>
Reason for recommendations	The report is for information

Portfolio Holder(s):	Councillor Kieron Wilson (Portfolio Holder for Housing)
Corporate Director	Kate Ryan – Corporate Director of Environment and Community
Contributors	<p>Beccy Brookwell – Head of Construction and FM, BCP Council, Bournemouth Neighbourhood</p> <p>Lorraine Mealings - Director of Housing, BCP Council</p> <p>Su Spence – Chief Executive, Poole Housing Partnership Ltd, Poole Neighbourhood</p> <p>Juliette Ward - Performance Officer, Poole Housing Partnership Ltd, Poole Neighbourhood</p> <p>Simon Percival – Principal Surveying Manager, BCP Council, Bournemouth Neighbourhood</p> <p>Seamus Doran – Tenancy Services Manager, BCP Council, Bournemouth Neighbourhood</p> <p>Margareta Flicos – Health and Safety Manager, BCP Council</p>
Wards	Not applicable
Classification	For Information

Background

1. This report demonstrates how compliance within the Housing Revenue Account (HRA) housing stock in the neighbourhoods of both Bournemouth and Poole is managed. There is no HRA housing stock in the Christchurch neighbourhood of BCP Council because the housing stock was previously transferred across to a Housing Association, Sovereign Housing Association, several years ago.
2. The HRA is the ring-fenced account within BCP Council relating to the income and expenditure for its rented Council homes.
3. The ring-fenced HRA includes two neighbourhoods. The Bournemouth neighbourhood housing stock is owned and managed directly in-house by BCP Council. The Poole neighbourhood is owned by BCP Council but managed by an Arms Length Management Organisation (ALMO), Poole Housing Partnership Ltd (PHP). A framework is in place between BCP Council and the ALMO. The total rented stock as at 31/3/19 for the Bournemouth Neighbourhood was 5,085 homes and the Poole neighbourhood had 4,513 homes, giving BCP a total of 9,598 rented homes.
4. The report excludes the following properties; BCP General Fund Hostels, leased temporary accommodation, Seascope Homes and Property Limited stock and corporate non-residential properties across BCP. Statutory compliance of these properties is monitored separately on a monthly, quarterly

and annual basis, depending on the relevant legislation. The teams are working with Corporate Health and Safety to align the policies and procedures of the legacy Councils.

5. The Council, as a housing landlord, has many legal obligations it must satisfy to ensure the Health, Safety and Welfare of its tenants. These obligations form part of an ongoing cyclical inspection and maintenance regime to ensure key elements in the home do not pose undue risk.
6. These obligations are well represented through statute. Statutory instruments set out the minimum standard which must be met. There are procedures and policies for both the BCP Bournemouth Neighbourhood Housing Technical Team and the PHP Poole Neighbourhood Property Team. These have been developed from the legislation governing Health, Safety and Welfare of tenants.
7. The statutory instruments that cover general topics around the requirement of a landlord, include The Health and Safety at Work etc Act. 1974 (HSWA), The Landlord and Tenant Act 1985 and The Housing Act 2004. There is more specific guidance around fire safety, electrical safety, gas safety, water hygiene, gas safety and lift safety.
8. The following areas of compliance are of the highest risk and therefore the ones that are high priority and are measured and monitored on an ongoing basis.
 - Water Quality
 - Gas Safety
 - Asbestos
 - Electrical Safety
 - Fire Safety
 - Lift Safety
9. There are many more repairs that happen on a day to day basis, as and when they arise, that are undertaken to ensure the safety of our tenants.
10. In May of this year the Regulator of Social Housing wrote to all Chief Executives of local authorities who manage social housing and reminded them of their obligations towards tenant`s safety.
11. It drew attention to part 1.2 (b) of the Home Standard, which requires that registered providers shall:
 - meet all applicable statutory requirements that provide for the health and safety of occupants in their homes`
12. The obligation remains with the local authority where it is the stock – owning body, even if the management has been contracted to another body such as an ALMO such as the Poole neighbourhood. The suggestion is that the

Regulator of Social Housing will take a more proactive monitoring role in the future for housing stock which is owned and directly managed by Councils i.e. the Bournemouth neighbourhood. It is important that we ensure robust monitoring of these issues across all of our housing stock.

13. This report provides the opportunity to reassure Cabinet around the compliance issues across all the housing stock within the HRA.
14. The monitoring of compliance sits within the services of each of the Poole and Bournemouth neighbourhoods. There are audit trails of both the monitoring sets and staff training is in place in ensuring compliance.

Compliance Bournemouth Neighbourhood and Poole Neighbourhood

15. The compliance management of the two estates has historically been handled separately. This is the first time that the recording and reporting has been jointly considered. For the purpose of this report, the reporting has been aligned as much as is possible. The future intention is that definitions and reporting criteria will be jointly agreed to ensure a true comparison. Compliance dashboards for quarter 1 2019/20 are provided in appendices 1 & 2.
16. The Bournemouth neighbourhood and the Poole neighbourhood each use the same Health and Safety legislation and best practice to ensure the housing in their neighbourhood is compliant with current regulation and standards.
17. As can be seen in appendices 1&2, it is important to note that both neighbourhoods at the end of quarter 1 2019/20 (April to June 2019) are satisfied that compliance of the housing stock with regards to water quality, gas safety, asbestos, electrical safety, fire safety and lift safety is at the levels expected.
18. Appendix 3 refers to PHP's Key Performance Indicators (KPI's) Analysis. This document will be developed in due course to cover both neighbourhoods.
19. The following explains each area of compliance in more detail and refers to the PI data accordingly. Bournemouth neighbourhood compliance is managed within the BCP Housing Technical Team whilst compliance in the Poole Neighbourhood is managed by the PHP Property Team. Details of red actions are expanded upon at the end of each compliance area table.

Water Quality

20. While there is a legal duty under the Control of Substances Hazardous to Health Regulations 2002 (COSHH), for landlords to assess and control the risk of exposure to legionella bacteria, the law does not prescribe specific review periods. Health and Safety law does not require landlords to produce or obtain, nor does the HSE recognise, a 'Legionnaires Testing Certificate'. The Approved Code of Practice: Legionnaires' disease: The control of Legionella

bacteria in water systems (L8) outlines best practice guidance and this is followed by both neighbourhoods.

Bournemouth Neighbourhood	Poole Neighbourhood
Risk assessments undertaken. Inspections recorded on Zeta Safe. Risk with stored water therefore plan to remove where possible. Remote monitoring installation this year	Risk assessments undertaken. Inspections recorded on an internal IT system. Single dwellings assessed every 2 to 3 years unless there has been a significant change to the water system or concern is raised. Boilers servicing more than 1 property assessed monthly.
End of Q1, 6 outstanding remedial jobs which have all been completed. 72 site inspections were scheduled, 15 were not completed due to lack of resources and access difficulties. The 15 inspections were undertaken in July 19.	End of Q1, all inspections were complete.
No red rated remedial actions.	Remedial works are to be expected following a risk assessment. At the end of Q1 there were 23 red rated remedial actions, all of which are being actioned. Of these 18 were completed by the end of July 19, 2 will be undertaken during a planned refurbishment and the remaining 3 are being planned.

Gas Safety

21. Regulation 36 of The Gas Safety (Installation and Use) Regulations 1998 deal with landlords' duties to make sure gas appliances, fittings and flues provided for residents are safe. It details the duties of landlords to 'ensure that each appliance and flue to which the duty extends; has been checked within a 12 month period, that proof of this is kept for two years and is available for the tenant(s) of the premises.

Bournemouth Neighbourhood	Poole Neighbourhood
Supported by Housing Management Team. In-house team undertake work. Any access issues escalated via BCP legal team. Gas engineers trained to inspect asbestos condition and test smoke detectors at the same time. Real time reporting being introduced this year.	External contractor undertakes the work. Inspections are undertaken on a 10 month cycle. There is a no access policy in place. To date, the necessity for legal proceedings has not been required.
End of Q1 there were no inspections overdue, apart from 17 cases being actioned by BCP legal team to enforce gaining access to the properties.	End of Q1 there were no inspections overdue.
The red rated potential non compliance relates to 17 properties where access to service the gas equipment (within 12 months of the previous service) has been denied. Legal proceedings have commenced to enable the Council to force access.	No red rated compliance.

Asbestos

22. At present there is no directive within the regulations as to how frequently communal areas should be re-inspected, but they should be assessed 'periodically.'

Bournemouth Neighbourhood	Poole Neighbourhood
All communal areas have been surveyed. Condition of any asbestos is managed through an annual visual inspection and inspect AIB within buildings on an annual basis. Surveys of all dwellings have been undertaken. Results shared with occupiers, along with guidance for actions if damaged. Asbestos is removed, if necessary, during planned refurbishments. All data to be held on Keystone IT system.	All communal areas have been surveyed. All buildings identified as Asbestos Insulated Boards (AIB) to be re-inspected annually and buildings with any other Asbestos Containing Materials (ACMs) that could be disturbed should be re-inspected every 2 years. Any ACMs unlikely to be disturbed (for example roof soffits) should be re-inspected every 3 years. All asbestos is removed if damaged. All data is held on Keystone IT system.
End of Q1 all communal areas have current asbestos surveys and no remedial actions were overdue for completion.	End of Q1 all communal areas have current asbestos surveys and no remedial actions were overdue for completion.
No red rated actions	No red rated actions

Electrical Safety

23. Currently there is no regulation, standard or act that defines a frequency for electrical installation inspection and testing in Social Housing managed properties. However, January 2019 saw the publication of The Code of Practice for the Management of Electrotechnical Care in Social Housing. A document written by the Electrical Safety Roundtable, a group of housing association and local authority colleagues in collaboration with experts from The Compliance Workbook; this document provides guidance on delivering electrical safety to all social housing providers. The code clearly recommends the frequency for testing and inspection to be every 5 years.

Bournemouth Neighbourhood	Poole Neighbourhood
<p>Inspections every five years, or sooner if deemed necessary by risk assessment on each installation. Testing, servicing and maintenance is undertaken by the in-house team. Updated to latest wiring regulations where appropriate. Working towards real time reporting.</p>	<p>Inspections every five years, or sooner if deemed necessary by risk assessment on each installation. Testing, servicing and maintenance is undertaken by an external contractor. Records of tests and examinations are kept and maintained electronically at PHP's head office. Residents are contacted no less than 2 weeks prior to the due date for an electrical inspection.</p>
<p>End of Q1 - 54 properties where the electrical inspection had expired prior to the anniversary date. A wide scale retrofit of cable containment had required resource as the risk was deemed higher as it also affected fire safety. This resourcing issue is being addressed. Q1 saw widescale upgrading of emergency light systems, so the communal area electrical testing was postponed as it was not required.</p>	<p>End of Q1 - 0.15% of tests overdue. The repairs and maintenance contract has transitioned from one contractor to another on 31/7/19. PHP took the decision to hold over works due until the new contract started. The remaining 0.15% will be delivered as a priority by the new contractor.</p>
<p>No red rated actions</p>	<p>The red rated action refers to 7 properties that have an overdue inspection due to the failure of the contractor. These are being addressed by the new contractor.</p>

Fire Safety

24. The Grenfell tragedy has increased the awareness towards fire safety within social housing and whilst the final conclusions from the Hackett report are awaited along with any revisions to the current building regulations the teams

continue to effectively manage fire safety within the current legislative requirements, best practice and guidelines.

25. Three pieces of legislation govern the actions of landlords in relation to fire safety; the Housing Act 2004, the Smoke and Carbon Monoxide Alarm (England) Regulations 2015 and the Regulatory Reform (Fire Safety) Act 2005 (RRO). While legislation specifies the frequency for carrying out fire risk assessments' (FRA's) as 'regularly'
26. Each neighbourhood separately monitors fire safety, however due to the serious nature of fire safety and the legislative changes post Grenfell, following the creation of BCP Council, fire safety is to be reviewed at a quarterly cross tenure fire safety meeting covering all housing stock – HRA, General Fund properties and the private sector. This ensures consistency, shared learning and a strategic view of compliance across fire safety and to ensure compliance in respect of the Regulatory Reform (Fire Safety Order) 2005.
27. The Fire Risk Assessment reports rate priorities as high, medium or low. A programme of work, based on these priorities, continues to be undertaken using the action priorities contain therein.

Bournemouth Neighbourhood	Poole Neighbourhood
<p>Fire Risk Assessments are in place and in date for all 269 properties with communal areas.</p> <p>Reviewed every 5 years for general needs accommodation and every 3 years for Independent senior living properties.</p> <p>Sheltered accommodation extra care, sheltered accommodation and general needs blocks all have annual inspections</p> <p>2 additional visits annually report for action any non- compliance (fly tipping etc).</p> <p>A fire door program commenced in Jan 2017 utilising primary tested Ministry of Housing, Communities and Local Government (MHCLG) recommended door sets.</p> <p>These solid timber doors are tested both sides and in as built conditions. In resident's homes, on an annual basis, the smoke alarms are tested and inspected by the in-house team to ensure they are working correctly. This work is scheduled in with the gas service, where appropriate, to reduce</p>	<p>Carry out FRA's and subsequent remedial works as follows:</p> <p>Reviewed every 3 years for general needs accommodation and every 2 years for sheltered accommodation with less than 12 flats per block</p> <p>Sheltered accommodation extra care, sheltered accommodation with 12 flats or more per block and general needs blocks all have annual inspections.</p> <p>All FRA's have been reviewed with fire doors expected to last 15 minutes rather than 30 minutes following the issues identified at Grenfell. No further mitigating actions are required, and the approach has been delivered in conjunction with local fire safety experts and the Dorset and Wiltshire Fire Service.</p> <p>As a direct result of the Grenfell tragedy, PHP took the decision to immediately halt its replacement fire door programme until it was satisfied the replacement doors had been tested and passed the revised industry standards. Unfortunately, the testing takes time and only recently have suppliers been able to confirm their</p>

<p>the amount of times the home is visited, to guarantee access and minimise costs.</p> <p>Where staff suspect residents may pose a fire safety risk not only to themselves, but their neighbours and we have done all that we can from a building safety perspective, the case is referred to the Dorset and Wiltshire Fire Service under the fire safety referral scheme. Concerns would range from; hoarding, repeated false alarm activations, actual minor event fire, portable fires, dirty ovens / cooking appliances and chaotic lifestyle (addictions). False alarm activations are monitored, recorded and used in the decision making process for repairs / refurbishment of homes within the portfolio.</p> <p>Home News is a publication distributed to all tenants annually. Each edition contains fire safety advice to residents on practical things they can do within the home to reduce the risk of an incident</p> <p>No flat blocks that have been clad other than one in Westbourne which was carried out using a non-combustible material. The block has been surveyed and no remedial work is required.</p>	<p>products meet the required standard. An order for all high risk doors has now been placed and the fire door replacement programme recommenced.</p> <p>There are two 10 storey tower blocks that are fitted with a Trespa rainscreen Euro Class B-s1, d0 standard cladding. As detailed in the September 2018 Cabinet paper, these cladding panels are not the ACM type that were in place on Grenfell Tower and did meet building regulations. As a class B rated panel they are of 'limited combustibility' rather than being 'non-combustible' and due to the requirement to remove due to workmanship issues, a decision has been taken to replace with Class A non-combustible to effectively future proof the façade.</p> <p>There are a further four tower blocks in the Poole neighbourhood, all of which are of brick and render finish. These are in a programme of works to be clad to the Class A non-combustible standard. An effective fire safety programme incorporating a frequent FRA programme looking at a range of measures, including facades, compartmentalisation, doors and closers and sanitised communal areas is in place. Throughout 2018 Borough of Poole reviewed thoroughly all approaches via a member led fire safety group. This satisfied members that appropriate measures are in place with this view supported by the Dorset and Wiltshire Fire Service.</p>
<p>End of Q1, all fire risk assessments planned had been completed. There is a plan to address the remedial actions identified from those fire risk assessments.</p> <p>There are 3 high priority actions to be undertaken in the next 6 months, 112 medium priority in the next 6-12 months and 269 low priority in the next 3 to 5 years.</p> <p>Risk rating - Medium - Risks relate to flat front fire doors and communal doors which are due to be replaced</p>	<p>End of Q1 there were 436 remedial actions overdue, 22 high, 327 medium and 87 low priority. Of the total 436 overdue, 337 are fire doors; 143 flat and 194 communal.</p> <p>Of the remaining 99 remedial actions, some are bin stores that are required to be relocated. Solutions are being sought, as the new regulations pose difficulties with regard to the distance they must be from buildings.</p>

<p>by our BRE trained in-house team using Gerda doors. Low - Each property has remaining low risks.</p>	
<p>The 3 red rated high priority actions will remain a high risk.</p> <p>1 is due to the specific design of the internal layout of a property. All parties are aware of the risk.</p> <p>2 relate to blocks where balconies have been illegally infilled. Legal action commenced in 2018 and is ongoing</p>	<p>There are 22 red rated priority actions.</p> <p>6 bin stores to be relocated. New regulations pose difficulties with regard to the distance bin stores must be from buildings and PHP are working with BCP planning department to seek suitable solutions. In the interim, the bin stores are being frequently monitored to minimise risk.</p> <p>10 flat doors to be replaced. These were on hold pending confirmation of the reviewed specification. These fire doors are now on order.</p> <p>2 housekeeping. Confirmation has been received that these have been cleared.</p> <p>1 cleaning. This was completed on 22 January 2019.</p> <p>2 personal emergency evacuation plan (PEEPS). These were recorded on the FRA log while enquiries were made as to whether PEEPS is applicable within sheltered housing. These have now been removed as they are not applicable. However, within sheltered housing, those with vulnerabilities/disabilities are recorded and this information passed to the Fire Authority.</p> <p>1 training. The care provider at Trinidad Extra Care scheme is responsible for providing relevant fire safety training to its staff. While verbal confirmation has been received that training has taken place, PHP are awaiting written confirmation.</p>

Lift Safety

28. The Lifting Operations and Lifting Equipment Regulations 1998 (LOLER) states 'lifts are required to be inspected by a competent person at 6 monthly intervals (with a few rare exceptions such as paternoster or continuous type lifts for which the interval is 12 months)'

Bournemouth Neighbourhood	Poole Neighbourhood
<p>The passenger lifts are inspected by an external contractor monthly, with several prescribed servicing tasks carried out on each visit therefore completing a full service annually.</p> <p>All lifts can be remotely monitored. All services, responsive and insurance visits are logged so that compliance is tracked.</p> <p>The domestic housing stock contains items such as stairlifts and through floor lifts. As part of any installation training is given by the contractor to the resident on how the equipment operates. These items are then serviced on a six-monthly basis by an external contractor.</p> <p>All lifts are subject to an insurance inspection at planned intervals, these visits are logged, and any remedial works dealt with as appropriate.</p>	<p>The passenger lifts are inspected by an external contractor monthly, with several prescribed servicing tasks carried out on each visit therefore completing a full service annually.</p> <p>All lifts can be remotely monitored. All services, responsive and insurance visits are logged so that compliance is tracked.</p> <p>The domestic housing stock contains items such as stairlifts and through floor lifts. As part of any installation training is given by the contractor to the resident on how the equipment operates. Stairlifts are serviced every 12 months and through floor lifts are serviced on a six-monthly basis by an external contractor.</p> <p>All lifts are subject to an insurance inspection at planned intervals, these visits are logged, and any remedial works dealt with as appropriate.</p>
End of Q1 all domestic and non-domestic lifts that are in use, have a valid inspection or service certificate in place.	End of Q1 all domestic and non-domestic lifts that are in use, have a valid inspection or service certificate in place.
No red rated actions	No red rated actions

Summary

29. This report provides a summary of the key compliance issues relating to our HRA housing stock. The report provides reassurance that the six key compliance areas are being addressed well, with performance well within legislative standards.
30. The forming of BCP Council is an opportunity to standardise the recording of compliance performance across the Bournemouth and Poole neighbourhoods. The same reporting format that PHP have used in the past for this area is likely to be used by the Bournemouth neighbourhood.
31. The forming of BCP Council is also an opportunity to share good practice and thinking around these critical issues as can be seen in appendices 1 & 2 and the information above.
32. Water quality - The Poole neighbourhood has 100% compliance. In the Bournemouth neighbourhood, as of the end of June, 6 No. remedials jobs

were outstanding, these have now been completed. From April to June - 72 site inspections were scheduled, 15 were not completed due to various reasons. These outstanding blocks will be rolled over into July. The July report for confirmation of completion has yet to be submitted by the contractor, this is expected week ending 16th August and the inspections are expected to be completed.

33. Gas Servicing – The Poole neighbourhood has 100% compliance. As already mentioned the ‘red’s’ for the Bournemouth neighbourhood relate to properties where the contractor has been unable to gain access within the anniversary period and the case has been referred to legal to enforce entry to the properties to undertake the essential works. There is a robust procedure for addressing this issue. There are 17 cases undergoing legal action, the remainder of the servicing is compliant.
34. Asbestos management – Both neighbourhoods are 100% compliant in undertaking risk assessments. In the Bournemouth neighbourhood, all communal areas, which contain asbestos, are inspected annually to ensure there has been no disturbance. This is undertaken as part of the flat block inspection programme.
35. Electrical safety – Both neighbourhoods have properties where the electrical inspection has not been undertaken in the required time. There are plans in place to address the failures. The failure rate in the Bournemouth neighbourhood is high as changes in electrical wiring regulations diverted the resources available. It was felt that widescale retrofit of cable containment took a higher priority as it also affected fire safety. The 7 failures in PHP were due to a change in contractor and all scheduled to be completed by the end of July 2019.
36. Fire safety – both neighbourhoods have outstanding remedial actions from Fire Risk Assessments, this should be expected and in both neighbourhood areas there is a plan to manage the works required.
37. Lift safety – domestic - Both neighbourhoods are 100% compliant. The one missed service in Bournemouth was intentional as the lift was decommissioned as no longer required. Compliance will feature on the audit plan for Housing going forwards to ensure good practice and adherence to requirements.

Links to the BCP Corporate Health and Safety team

38. The Corporate Health and Safety team’s link to the Bournemouth Neighbourhood Housing Team is to provide health and safety advice and assistance to all staff who work on the Housing stock.

This includes:

- Working with relevant managers to review policies and procedures and appropriate implementation. All legacy Council policies and procedures

will need to be reviewed and updated to reflect any changes that have occurred since the formation of BCP Council. This will include policies and procedures for asbestos, legionella, gas and electricity;

- update the relevant teams on any new or significant changes to H&S legislation and codes of practice that are relevant to the management of the housing stock;
- assist management in monitoring health and safety standards in the housing stock;
- assist in the identification of H&S training needs for relevant managers and staff;
- investigate any serious accidents or ill health occurrences and work with management to prevent a reoccurrence.

39. The Corporate Health and Safety team includes qualified Health and Safety professionals who undertake continuing professional development to ensure they keep up to date with legislation and best practice.

40. The Housing Team will be working with Corporate Health and Safety to further develop policies and procedures and share this work with the Poole Neighbourhood teams.

Summary of financial and human resources implications

41. There is a cost associated with the delivery of inspection, remedial works and improvement programmes associated with these policies, however the duties are mandatory, and the cyclical programmes associated with such have been factored into the respective HRA Neighbourhood Business Plans. . The following figures set out indicative costs by work types per year. Whilst more detailed budget analysis would be required to clarify exact costs for each, the figures below provide a helpful indication regarding levels of dedicated investment in the key compliance issues per year.

Compliance area (approximate spend per annum)	Bournemouth Neighbourhood	Poole Neighbourhood
Water quality	£14K	£35K
Gas safety	£290K	£474K
Asbestos	£25K	£63K
Electrical safety	£260K	£129K
Fire Safety	£240K	£101K
Lift safety	£160K	£102K
Annual staff costs to manage the programmes	£290K	£60K
Total	£ 1,279K	£ 964K

42. The teams in the Bournemouth and Poole neighbourhoods will jointly review the methodology that each uses to maintain statutory compliance. In doing so, best practice can be agreed and any potential savings can be achieved.

Summary of legal implications

43. The policies / procedures assist the Council in discharging its statutory duties associated with landlord compliance. Failure to comply with these duties could result in formal prosecution being brought against the Council as a landlord e.g. potential of a corporate manslaughter case for the most serious of breaches.

Summary of environmental impact

44. Adherence to appropriate and consistent standards for compliance protects both the interest of our tenants and the Council as a landlord. The correct functioning of gas and electrical systems reduce the impact of the systems on the environment.

Summary of public health implications

45. Failure to comply with the policy / procedures.

Summary of equality implications

46. An equalities impact needs assessment will be carried out to consider any equality issues that may arise for the operation of these policies / procedures.

Appendices

1. Bournemouth Neighbourhood Compliance performance 1st Quarter 2019/20
2. Poole Neighbourhood (PHP) Compliance performance 1st Quarter 2019/20
3. PHP KPI Analysis v1.00

BCP Compliance Performance Reporting - QTR 1 2019/20				06/08/2019			
	Target	Actual	Trend		Target	Actual	Trend
Fire Safety				Legionella Management			
Percentage of communal areas with Fire Risk Assessments (FRA).	100.00%	100.00%		Percentage of properties with communal water facilities that have been risk assessed.	100.00%	100.00%	
Percentage of FRA reviews overdue.	0.00%	0.00%		Percentage of risk assessments overdue for review.	0.00%	0.00%	
Number of communal areas where the FRA was not renewed prior to expiry since last reporting date.	0	0		Number of remedial actions outstanding for completion.	0	6	
Number of remedial actions overdue for completion:				Percentage of monthly on-site checks not completed.	0.00%	20.00%	
Priority - High (1 - 6 months)	0	3		Comments			
Priority - Medium (6 - 12 months)	0	112		* As of the end of June, 6 No remedials jobs were outstanding , these have now been completed. ** From April to June - 72 site inspections were scheduled, 15 were not completed due to various reasons. These outstanding blocks will be rolled over into July. The July report for confirmation of completion has yet to be submitted by the contractor, this is expected week ending 16th August and the inspections are expected to be completed .			
Priority - Low (12 months)	0	0		Periodic Electrical Testing			
Number of properties subject to FRA's that have an annual Fire Risk Assessment Reassessment to support a 3 and 5 year full review	269	269		Percentage of properties overdue satisfactory electrical inspection.	0.00%	1.06%	
Comments				Number of properties where electrical inspection expired prior to renewal since last reporting date.	0	54	
High - The remaining high risks effect properties that will remain a high risk due to the specific design of the internal layout. 2 matters relate to blocks where balconies have been illegally infilled. Action taken in 2018 still ongoing.				Percentage of communal areas overdue a satisfactory EICR in qtr. 1	0.00%	48.67%	
Medium - Risks relate to flat front fire doors and communal doors which are due to be replaced by our BRE trained in-house team using Gerda doors. Low - Each property has remaining low risks: Valid EICR, Testing of fire alarms and emergency lighting, lone working and will always do so based on 269 applicable communal areas. PAS 79 methodology. This would equate to 807 issues which are not recorded as low risk issues within the FRA information above as they are managed by individual supporting policies. HRA has an annual policy of reassessment to assess communal areas to ensure no changes are made to common parts or fire precautions; noting the zero tolerance policy.				Percentage of completed fire alarm weekly tests on programme (based on 13'988 tests annually) NB no weekly tests were ever missed	100.00%	98.07%	
				Percentage of completed emergency lighting tests on programme (flash test) NB no weekly flash tests were missed	100.00%	100.00%	
				Comments			
				Backlog due to realignment of EICR date to quinquennial period as maximum in line with guidance and based on age / condition of wiring. 18th edition amendments (Jan 2019) are applied retrospectively therefore a wide scale retrofit of cable containment has impacted progress. 3rd party contractors on board since April 2019 to assist with workload. Qtr. 1 saw wide scale upgrading / replacement of Emergency light systems so communal EICRs were postponed.			
Lift Safety - Non-Domestic				Lift Safety - Domestic			
Number of non-domestic lifts overdue a 6-monthly examination.	0	0		Number of domestic lifts overdue a thorough examination.	0	0	
Number of dangerous or potentially dangerous defects outstanding.	0	0		Number of dangerous or potentially dangerous defects outstanding.	0	0	
Percentage of non-domestic lifts with an up-to-date service.	100.00%	100.00%		Percentage of domestic lifts with an up-to-date service.	100.00%	97.43%	
Number of properties where a service was not completed prior to the due date since the last reporting date.	0	0		Number of properties where a service was not completed prior to the due date since the last reporting date.	0	0	
Lift availability (In service)	90%	93.98%		Comments			
Number of lift "breakdown" occurrences requiring attendance from contractor based on 31 passenger lifts (Reference only)	0	67		97.43% one missed service was missed. 38 of 39 properties due this qtr. were tested - missing only one as equipment and therefore service were no longer required as service user was reported as deceased reported for accuracy.			
Number of "breakdowns" attended within SLA	100%	100%		Asbestos Management			
Comments				Percentage of communal areas surveyed for asbestos.	100.00%	100%*	
RJ Lifts commenced contract on Jan 2019 offering good service. Online TVC portal and RJ Lifts cliq portal allow for desk based monitoring, real time intervention and live management of LOLER inspections, servicing, breakdowns and fault finding. A breakdown occurrence is any such event which stops the lift or causes an automatic reset. Availability target is based upon the out of service period dictated by maintenance and servicing as well as equipment. Current full detailed condition survey taking place of all passenger lifts.				Percentage of dwellings surveyed for asbestos.	100.00%	95.91%**	
				Percentage of Asbestos Containing Material (ACM) overdue for re-inspection. This is presumed to relate to domestic properties with ACM's only, these are inspected every 5 years. This is required under the Health and Safety at Work Act 1974 in addition to communal area as employees are expected to work within the properties	0.00%	0.00%	
				Number of ACM re-inspections not completed prior to due date since last reporting date.	0	0	
				Number of remedial actions overdue for completion.	0	0	
Gas Servicing				Comments			
Landlord Gas Safety Record (LGSR) compliance.	100.00%	99.7%*		Comments * This inspection is completed annually from Sept to Dec . ** It is presumed this refers to AIB inspections within domestic properties (i.e. dwellings) .			
Percentage of overdue properties.	0.00%	0.23%					
Number of overdue properties subject to legal proceedings.	0	17					
Number of properties where LGSR expired before renewal since last reporting date. (no data available)	0	0					
Comments							
Comments - The performance is assessed on `a year to date basis` up to June 2019/ 1st quarter.							

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	Target	Actual	Trend		Target	Actual	Trend
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Fire Safety

Percentage of communal areas with Fire Risk Assessments (FRA).	100.00%	100.00%	
Percentage of FRA reviews overdue.	0.00%	0.00%	
Number of communal areas where the FRA was not renewed prior to expiry since last reporting date.	0	0	
Number of remedial actions overdue for completion:			
Priority - High (1 - 6 months)	0	22	
Priority - Medium (6 - 12 months)	0	327	
Priority - Low (12 months)	0	87	

Comments

Of the overdue actions, 337 are fire doors, 143 flat and 194 communal. An order will be placed shortly for 150 replacement fire doors. All high priority doors are within this order.

Lift Safety - Non-Domestic

Number of non-domestic lifts overdue a 6-monthly examination.	0	0	
Number of dangerous or potentially dangerous defects outstanding.	0	0	
Percentage of non-domestic lifts with an up-to-date service.	100.00%	100.00%	
Number of properties where a service was not completed prior to the due date since the last reporting date.	0	0	

Comments

Gas Servicing

Landlord Gas Safety Record (LGSR) compliance.	100.00%	100.00%	
Percentage of overdue properties.	0.00%	0.00%	
Number of overdue properties subject to legal proceedings.	0	0	
Number of properties where LGSR expired before renewal since last reporting date.	0	0	

Comments

Legionella Management

Percentage of properties with communal water facilities that have been risk assessed.	100.00%	100.00%	
Percentage of risk assessments overdue for review.	0.00%	0.00%	
Number of remedial actions outstanding for completion.	0	23	
Percentage of monthly on-site checks not completed.	0.00%	0.00%	

Comments

23 actions outstanding, including 2 tanks at Sterte Court. 18 are scheduled to be completed by the end of July, 1 is awaiting agreement for a recommendation for works and the remainder are awaiting a decision on how to progress. The tanks at Sterte Court are part of Project Admiral sprinkler installation which is anticipated will commence Dec 19. In the meantime, the tanks are being tested monthly by The Testing Lab.

Periodic Electrical Testing

Percentage of properties overdue satisfactory electrical inspection.	0.00%	0.15%	
Number of properties where electrical inspection expired prior to renewal since last reporting date.	0	7	

Comments

7 properties overdue due to failure of contractor, Spectrum Property Care, to complete works. Now due to complete by the end of July 2019.

Lift Safety - Domestic

Number of domestic lifts overdue a thorough examination.	0	0	
Number of dangerous or potentially dangerous defects outstanding.	0	0	
Percentage of domestic lifts with an up-to-date service.	100.00%	100.00%	
Number of properties where a service was not completed prior to the due date since the last reporting date.	0	0	

Comments

Overdue was scheduled within due date however resident rearranged and this will be completed by 10/06/19.

Asbestos Management

Percentage of communal areas surveyed for asbestos.	100.00%	100.00%	
Percentage of dwellings surveyed for asbestos.	100.00%	100.00%	
Percentage of Asbestos Containing Material (ACM) overdue for re-inspection.	0.00%	0.00%	
Number of ACM re-inspections not completed prior to due date since last reporting date.	0	0	
Number of remedial actions overdue for completion.	0	0	

Comments

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Indicator Detail			Previous Year	Current Year		QTR 1 Comments
KPI	Reporting Frequency	Cumulative?	18/19 Actual	19/20 Goal	QTR 1	
Average energy performance rating of properties (SAP)	Quarterly	No	74.00	73.00	73.42	Not all data has been updated on Keystone, since March 2019. Staff in Tech have now received training and updating of the system is now underway. Q1 18/19 was 73.40.
% of dwellings with a valid gas safety certificate	Quarterly	No	100.00%	100.00%	100.00%	
% of communal legionella assessments completed	Quarterly	No	100.00%	100.00%	100.00%	
% of remedial legionella actions overdue	Quarterly	No	0.00%	0.00%	29.13%	23 actions outstanding, including 2 tanks at Sterte Court. 18 are scheduled to be completed by the end of July, 1 is awaiting agreement for a recommendation for works and the remainder are awaiting a decision on how to progress. The tanks at Sterte Court are part of the sprinkler installation which is anticipated will commence Dec 19. In the meantime, the tanks are being tested monthly by The Testing Lab.
% of dwellings with a current electrical test certificate	Quarterly	No	99.98%	100.00%	99.85%	7 properties overdue due to failure of SPC. Scheduled to be complete by end July 2019.
% of communal areas with a current electrical test certificate	Quarterly	No	100.00%	100.00%	100.00%	
% of communal areas with a current specific FRA	Quarterly	No	100.00%	100.00%	100.00%	
337 No. of high priority FRA remedial actions overdue	Quarterly	No	29	0	22	6 bin stores - planning permission has been refused, however, meeting with BCP should resolve this issue shortly. 10 flat doors - all are part of the order being placed. 2 housekeeping - written to both residents to establish the housekeeping issue has been addressed. 1 training 2 Personal Emergency Evacuation Plan (PEEPS) - the care provider is responsible for this training. Following up with the care provider to ensure this action has been completed. 1 cleaning - this work was completed on 22/01/19. This has improved from Q1 18/19 which was 32.
% of communal areas with current asbestos surveys	Quarterly	No	97.76%	100.00%	100.00%	
No. of remedial asbestos actions overdue for completion	Quarterly	No	0	0	0	
Total number of properties that require a valid gas safety record (whether or not they have one)	Quarterly	No	NEW	No Goal	3,536	
Number of properties which had a current gas safety record in place as at the end of the period	Quarterly	No	NEW	No Goal	3,536	
Number of properties which had their gas safety record renewed by their anniversary date.	Quarterly	No	NEW	No Goal	3,536	

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CABINET



Report subject	Traffic Regulation Orders
Meeting date	11 September 2019
Status	Public Report
Executive summary	<p>This covering report appends a number of individual requests for approval to advertise Traffic Regulation Orders and for consideration of Rights of Way issues.</p> <p>Cabinet is also being asked (items 11.1 and 11.2 below) to agree to delegated approval to allow Traffic Regulation Orders and Disabled Parking bays to be advertised in the future. Any representations that are received in response to these advertisements will still need to be considered by the Cabinet.</p>
Recommendations	<p>It is RECOMMENDED that Cabinet:</p> <ol style="list-style-type: none"> 1. Gives approval to advertise the Traffic Regulation Orders which are set out in Report 11.1, 2. Gives approval to advertise Traffic Regulation Orders for new disabled parking bays which are set out in Report 11.2, 3. Gives approval to divert the footpath through the Winter Gardens site Report 11.3, 4. Gives approval to define a bridleway on Longfleet Drive Report 11.4, 5. Gives approval to make an Order to define a bridleway on the path between James Road and Sheringham Road Report 11.5, 6. Delegates authority to the Director for Growth and Infrastructure to make Traffic Regulation Orders and related Highways Orders where the required public consultation has been undertaken and no objections have been received.
Reason for recommendations	The reasons for the recommendations are set out in the following reports.

Portfolio Holder(s):	Councillor Andy Hadley (Portfolio Holder Transport & Infrastructure)
Corporate Director	Bill Cotton (Corporate Director Regeneration)
Contributors	Julian McLoughlin, Director, Growth & Infrastructure
Wards	Various
Classification	For decision

Background

1. The Council is required by statute to undertake public consultation in respect of Traffic Regulation Orders it wishes to make.
2. It has the power to advertise, consult upon and make Traffic Regulation Orders and related Highways Orders for a variety of different purposes.
3. There are a number of approvals sought by Cabinet for approvals to consult and make Orders and these are set out in appendices attached to this covering Report.
4. This covering Report is provided to enable the items to be considered as one agenda item and assist councillors and the public in the presentation of the matters for consideration.
5. The recommendation within this Report is that Cabinet agree to delegate authority to the Director for Growth and Infrastructure in future for advertising Traffic Regulation and Rights of Way Orders. Where objections are received the approval will remain with Cabinet.

Summary of financial implications

6. None specifically relating to this covering report.

Summary of legal implications

7. The Council is required to follow the statutory process in respect of making the relevant Orders, and seeks legal advice where required.

Summary of human resources implications

8. None relating to this report.

Summary of environmental impact

9. There are no environmental impacts arising from this report.

Summary of public health implications

10. There are no public health implications arising from this report.

Summary of equality implications

11. There are no new equality implications arising from this report.

Summary of risk assessment

12. There are risks associated with the Orders as requested not being approved, and any risks are set out in the appendices.

Background papers

None

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CABINET – Item 11.1



Report subject	Traffic Regulation Orders – Advertisement of Traffic Regulation Orders
Meeting date	11 September 2019
Status	Public Report
Executive summary	<p>To approve the advertisement of changes to the Traffic Regulations Order (TRO) as requested by members of the public, councillors and council officers.</p> <p>Cabinet is also being asked to agree to delegate approval to The Director for Growth and Infrastructure to implement Traffic Regulation Orders and related Highways Orders where there is budgetary provision for the schemes to progress.</p>
Recommendations	<p>It is RECOMMENDED that:</p> <ol style="list-style-type: none"> 1. The changes outlined in the appendix are advertised and implemented if no objections are received. 2. Authority is delegated to the Director for Growth and Infrastructure to advertise and implement Traffic Regulation Orders and related Highways Orders where schemes are included in Council programmes, or where funding is available and if no objectives are received.
Reason for recommendations	<p>To advertise new proposed restrictions to improve the parking facilities available to the local community, improve road safety and to ensure essential services can take place.</p> <p>The delegation will enable programmed schemes to progress without requiring Cabinet report and approval.</p>
Portfolio Holder(s):	Councillor Andy Hadley (Cabinet Member for Transport and Infrastructure)
Corporate Director	Bill Cotton (Director of Regeneration and Economy)
Contributors	<p>Julian McLaughlin – Director of Growth and Infrastructure</p> <p>Chris Parkes – Team Leader Traffic Management</p>

	Steve Dean – Traffic Management Engineer
Wards	Various
Classification	For Decision

Background

1. The restrictions listed in Appendix 1 have been requested by members of the public, councillors and council officers throughout the year preceding BCP. The restrictions have been subject to Officer assessment and a scoring system. This has ranked the requests to enable the limited resources to be allocated to the most important locations in priority order.

The recommendation within this report is that Cabinet agree to delegate authority to the Director for Growth and Infrastructure to advertise legal Orders associated with schemes that are approved in Council programmes or where funding has been allocated. Where objections are received the approval would remain with Cabinet.

Summary of financial implications

2. The costs associated with both the consultation and implementation of the Traffic Regulations Order (TRO) would be covered by the Permanent Traffic Regulation Order budget or by the developer/property owner in the case of new vehicle accesses or development works.

Summary of legal implications

3. Highways Authorities are required by The Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996 to undertake a statutory consultation process to make any change to a TRO. This process includes notifications to all relevant ward councillors and all statutory consultees (including emergency services, disability groups, local public transport providers, national transport associations and various council departments) and a three week public consultation noticed in the Bournemouth Daily Echo, on the council's website and by on-street notices in the relevant locations.
4. All representations received will be formally considered.

Summary of human resources implications

5. If the delegation is not agreed then detailed cabinet reports for business as usual activity will need to be prepared, timetabled etc. utilising officer resource that would otherwise be progressing higher priority activities.

Summary of environmental impact

6. None

Summary of public health implications

7. None

Summary of equality implications

8. Any Equality and Diversity Impact assessments are enclosed in the background papers.

Summary of risk assessment

9. Any initial risk assessments that have been completed have been classed the proposals as low risk.

Background papers

Initial Risk assessment
EINA Screening Record

Appendices

Appendix 1 – List of schemes

Appendix 1

Traffic Measures requiring Advertisement

Legend: NWAAT – No Waiting At Any Time (double yellow lines), DYL – Double Yellow Line, NLAAT – No Loading/unloading At Any Time (double kerb blip), SPP – Street Parking Place, DPP – Disabled Parking Place, SYL – Single Yellow Line, NRT – No Return Time

	Road Name	Existing Restriction	Proposed Restriction Description	Location	BCP Wards	Comments
1.	Christchurch Road	Limited Waiting	NWAAT (one car length)	No. 475 'Targ Florio' garage. Vehicle Access widened.	Boscombe West	Kerb works and lining works complete. Bay reduced to suit wider Vehicle Access. Developer funded
2.	Alum Chine Road	Limited Wait (motorcycle bay)	New APM	No. 32. Vehicle Access widened.	Westbourne & West Cliff	Kerb works complete. Developer funded.
3.	Wimborne Road	Unrestricted	Limited Waiting 10am-7pm Max stay 1hr NRT 1hr	Outside No.520 (Opposite junction with Luther Rd)	Winton East	The redevelopment of the Old Fire Station has been approved with a condition that the dropped kerbs are raised (no on-site parking). Join the existing Limited Waiting bays together.
4.	Lymington Rd	Limited Waiting	NWAAT	O/s 261 Lymington Rd Highcliffe, New development	Highcliffe & Walkford	New development – Dorset County Council approved
5.	Balmoral Avenue	Limited Waiting	Unrestricted.	O/s 5 and 5A	Strouden Park	New property in garden of No. 5. Amend bay to suit 2x driveway amendments. Developer funded.
6.	Robert Louis Stevenson Avenue	Limited Waiting	Unrestricted	No. 55	Westbourne & West Cliff	Resident request - new Vehicle Access being installed for No. 55. Install new APM
7.	Old Mulberry Close	Unrestricted (error - lines stop short)	Correct to NWAAT	Rear of Snooker Hall, 5m northside, 10m south side.	Wallisdown & Winton West	DYL's to be extended. Anomaly from cul de sac development.
8.	Bramley Rd	Unrestricted (extension of existing NWAAT)	NWAAT	Outside No.35 Bramley Rd	Kinson North	Bramley Rd narrows very slightly on its approach to its junction with Kitscroft Rd. If there is parking on both sides large vehicles cannot get Through. The refuse lorries have been prevented accessing the road and adjoining roads because of this.
9.	The Triangle	NWAAT	NLAAT	Across the entrance to Commercial Lane	Central	The refuse team are often finding the entrance to the lane blocked.
10.	The Triangle	NWAAT plus NL 8-9.30am & 4.30-6pm	NLAAT	Across the exit from Commercial Lane	Central	The refuse team are often finding the exit from the lane blocked.
11.	Ensbury Avenue/Slades Farm Road	Unrestricted	NWAAT	Down the length of road	Wallisdown & Winton West	Resident request restriction on the corner as road used as a speeding rat run
12.	Ashley Close	Unrestricted	NWAAT (extension) and Car & Motorcycle Only	Alongside No.147A Ashley Rd	East Cliff & Springbourne	Resident often gets blocked in by overhanging vehicles (CEOs attended on many occasions)
13.	Anchor Rd	Unrestricted	NWAAT / New bus cage marking and	Join the existing DYLS outside Nos.51-55 Anchor Rd	Kinson	Difficulties accessing drives plus the bus struggles to pass parked vehicles and the bus stop is not marked so the bus can't align properly. Support from

			relocate bus stop to assist access to stop.			all three properties.
14.	Fenton Road	Unrestricted	New DYLS on both sides of the junction	Junction of Fenton Road with Stourvale Road	West Southbourne	Request from 1 resident - parking on junction corners causing a blind spot while exiting onto Stourvale Road and creating an obstruction to the pedestrian crossing
15.	Southern Road	DYLS	NWAAT	Outside No. 55 Southern Road	West Southbourne	Request from 1 resident asking for NWAAT to stop disabled parking on the corner with Southbourne Overcliff Drive - continually used by a van/disabled driver
16.	Harcourt Road	Unrestricted	NWAAT	Junction of Harcourt Rd and Pounceforte Rd. NWAAT to start at a point 5 m NW of the boundary of 2 Granville Rd and 17 Pouncefote Rd (leaving the driveway clear) for a distance of 10m (just past the give-way marking of Pouncefote Rd).	Boscombe East	Request from Cllr Rochester via Gary Powell. Photo submitted of van and trailer parked at junction.
17.	St Merrin's Close	Unrestricted	NWAAT	Junction with East Howe Lane	Kinson North	5m of DYL at T junction. Resident report of an incident - Road Safety data checked.
18.	Minstead Rd	Unrestricted	NWAAT	Junction with East Howe Lane	Redhill & Northbourne	5m of DYL at T junction. Resident report of an incident - Road Safety data checked.
19.	Castle Lane West	Unrestricted	NWAAT	From Castle Gate Close to The Broadway roundabout	Strouden Park and Throop & Muscliffe	Issue raised by Richard Barnes and confirmed by Richard Pearson (email dated 20/08/2018) cars are parking in the cycle lanes on both sides which causes obstruction. There have been 2 cycle casualties to date.
20.	Pine Vale Cres	Unrestricted	NWAAT	Northern Junction with Redhill Drive	Redhill & Northbourne	Extend the existing NWAAT into the junction to stop vehicles parking both sides. Slight bend in Redhill Drive makes visibility difficult.
21.	Richmond Park Road	Unrestricted	NWAAT	At junction with Richmond Park Crescent	Queen's Park	10m of DYL at T junction to improve visibility.
22.	Grove Road	Unrestricted	NWAAT	At junction with Ashton Road	Moordown	5m of DYL at T junction to improve visibility and prevent parking over dropped kerb crossing point. A number of resident calls to the TM Team.
23.	Elmes Road	Unrestricted	NWAAT	At its junction with Comley Road	Moordown	5m of DYL at junction. Request from member of public - issues with people parking on corner
24.	Belle Vue Close	Unrestricted	NWAAT	Access to the close and right hand side	East Southbourne & Tuckton	5m of DYL at junction. Resident reported refuse trucks and emergency vehicles struggling to access the close. Resident claims supported by Cllr Lawson.
25.	Capstone Rd / Chapsworth Rd	Unrestricted	NWAAT	Junction of Chapstone Rd and Chatsworth Rd.	Queen's Park	5m of DYL at junction. Road has a sharp angle of approach which makes it difficult to align properly at the junction. One serious collision 20.06.17. Two slight 2004 & 2010.
26.	Beechey Road	unrestricted	NWAAT	Junction of Milton Rd	East Cliff & Springbourne	5m of DYL at junction. Request from Richard Pearson. Resident raised the issue of poor visibility at the junction for pedestrians crossing to and from the school. Other residents have raised the issue of poor visibility for motorists exiting Milton Rd but there is no collision history.
27.	Norwich Ave	NWAAT and NL 8-9.30am & 4.30-6pm	NWAAT and NLAAT. Plus	Both sides. From the junction with The Triangle to the end of the island	Central	Request from Cllr Greene on behalf of residents and pedestrians in particular walking from/to the Avenue Rd car park.

			loading only bay.	opposite No.17 (the Triangle) approx. 42m. Loading only bay from the end of the above NWAAT to the existing Limited Waiting bay 6.6m (1.8m wide).		
28.	Brazier Close	Unrestricted	NWAAT	At junction with Hankinson Rd. 5m either side of junction Development built without a bell mouth at the junction.	Winton East	Refused in 2016 3 objections due to loss of parking. New petition received from 7 properties of Brazier Close. New DYLS for 5m either side of junctions and in mitigation (due to previous objections) reduce DYLS at Brownen Close (2 spaces) and Hankinson Rd (2 spaces) and one space near junction with Charminster Rd.
29.	Glenmeadow Drive	unrestricted	NWAAT	junction of Kinson Road	Kinson	5m of DYL at junction. Safety issues exiting Griffiths Gardens onto Glenmeadow Drive.
30.	Pine Vale Crescent (northern junction)	Unrestricted	NWAAT	Introduce 5m DYLS to aid refuse trucks accessing the road	Redhill & Northbourne	5m of DYL at junction. Residents concerned about refuse truck accessing road - Confirmed by Refuse Operations Officer.
31.	Pine Vale Crescent (southern junction)	Unrestricted	NWAAT	Junction of Redhill drive and Pine Vale Crescent	Redhill & Northbourne	Extend DYLS by 5m to give those exiting Pine Vale crescent a better view.
32.	Howard Road/ St Albans Avenue	Unrestricted	NWAAT	Junction with St Albans Avenue - Large vehicles parked	Queen's Park	5m of DYL at junction. Vans always blocking the road forcing motorists to go into middle of the road.
33.	Redhill Drive	Unrestricted	NWAAT	parking in front of bus stop causing problems	Redhill & Northbourne	20 of DYL. Parking in front of the bus stop causing problems for pedestrians and buses
34.	Richmond Park Crescent	Unrestricted	NWAAT	at Junction with Richmond Wood Road	Queen's Park	5m of DYL at junction. Vehicles are parking close to the junction with Richmond Wood Road
35.	Howeth Road/Beverley Gardens	Unrestricted	NWAAT	the bend in the road and rise in the road making seeing diff	Redhill & Northbourne	20m of DYL. The bend in the road and the rise in the road make natural visibility obscured
36.	Howard Road & Queens Park Avenue	Unrestricted	NWAAT	resident worried about sight lines for exiting cars	Queen's Park	5m of DYL at junction. Residents concerned about sightlines onto Queens Park Avenue and pedestrians crossing the road - Near Misses people cant see because of trees
37.	Barnes Road Near Draycott Road	Unrestricted	NWAAT	Junction with Barnes Rd and Draycott Road	Redhill & Northbourne	5m of DYL at junction.
38.	St Pauls Lane	NWAAT	Doctors Only Bay	Outside St Pauls Hotel St Pauls Lane	Bournemouth Central	New Doctors only bay. To assist the loading /unloading of medical equipment and prescriptions.
39.	Alumhurst Road/ Beaulieu Road	NWAAT	NWAAT	Junction with Beaulieu Road extend the DYLS	Westbourne & West Cliff	Extend the DYLS to improve sight lines – There is also a bus stop here
40.	Avon Buildings, Christchurch	Limited Waiting	NWAAT	Outside 13 Avon Buildings, Christchurch	Christchurch Town	Request from resident to shorten parking bay by 5m outside his property as vehicles overhang and block his doorway (opens directly onto street). Also, dangerous parking along road does not allow adequate space for vehicles to pass
41.	Victoria Park Road	Unrestricted	NWAAT	On the right hand side to restrict parking to one side of the road	Wallisdown & Winton West	20m of DYLS. Restrict parking on one side of the road as parking on both sides restricts people queuing for the junction with Victoria Avenue.
42.	Woodfield Road	Unrestricted	NWAAT	Junction Creasey Road, Kinson	Kinson	5m of DYL at junction. To prevent bad dangerous parking near school.

43.	Brassey Road	Unrestricted	NWAAT	From Brassey Close	Wallisdown & Winton West	5m of DYL at junction. From the junction with Brassey Close eastwards as parked larger vehicles reduces sight lines.
44.	Bailey Drive	Unrestricted	NWAAT	Whole Length of Road	Christchurch Town	Whole length of Bailey Drive on one side to allow access to deliveries area on the retail park.
45.	Corhampton Road	NWAAT	Remove NWAAT	Outside No. 37	Littledown & Iford	Resident requested removal of DYLS to ease parking issues.
46.	Frederica Road	NWAAT	Remove part of DYL. Leave as unrestricted	Outside Nos. 28 & 21 (both sides) reduce DYL back to island	Wallisdown & Winton West	Request from resident at No. 28 to shorten the DYL across her driveway.
47.	Haworth Close, Christchurch	NWAAT	Unrestricted (part only)	Eastern side of garage block	Christchurch Area	Residents petition for partial removal of Dorset County Council implemented restriction.
48.	Grange Road, Christchurch	Limited Wait (One Hour) combined Permit Holders	Unrestricted	O/s terrace of houses: 1 to 16	Mudford, Stanpit & West Highcliffe	Redevelopment of neighbourhood means the restriction is no longer required.
49.	Warwick Road	SYL 8-7	Unrestricted	From Wickham Road to Christchurch Road (both sides)	Boscombe East & Pokesdown	Restriction no longer required due to changes in the area.
50.	Wickham Road	SYL 8-7	Unrestricted	Junction Warwick Road	Boscombe East & Pokesdown	Restriction no longer required due to changes in the area.
51.	Hannington Road	SYL 8-6	Unrestricted	From Wickham Road to Christchurch Road	Boscombe East & Pokesdown	Restriction no longer required due to changes in the area.
52.	Central Drive			all existing limited waiting bays	Talbot & Branksome Woods	Correct error in the P9.1 2017 TRO which changed the limited waiting in error.
53.	Christchurch Rd	Unrestricted	NWAAT	South-eastern side of the roundabout between Christchurch Rd and Gervis Rd arms outside No.21 Christchurch Rd.	East Cliff & Springbourne	Re-advertise the previous DYLS. The DYLS were not reinstated after patching works. The lines have been missing for more than two years.
54.	Home Road	Limited Wait	Limited Wait	Junction Wimborne Rd	Kinson	Re-advertise the previous restriction. The bay marking missing since at least 2009 but the signs have continuously been in place.
55.	Beacon Road	NW 10am - 10pm	NWAAT	From its junction with Priory Rd to a point 10m south of its junction with the car park.	Westbourne & West Cliff	Permanent DYLS to replace successful and often requested temporary restriction placed during the construction of West Coast and East Cost developments.
56.	St Catherine's Road	LW SPP	NWAAT	Rear of Co-op	East Southbourne & Tuckton	DYLS extended on street for delivery HGV turning
57.	Coronation Ave / Mayfield Rd	NWAAT	NWAAT	At junction of Coronation Ave and Mayfield Rd	Moordown	TRO does not reflect the existing carriageway markings. Reduce the lines on the TRO to match existing markings. Change TRO only.
58.	Richmond Park Road	Unrestricted	NWAAT	At junction with Howard Rd	Queen's Park	TRO does not reflect the existing carriageway markings which are 10m around the whole junction to improve visibility. Change TRO only.
59.	Howard Road	Unrestricted	NWAAT	At junction with St Alban's Ave	Queen's Park	TRO does not reflect the existing carriageway markings which are 10m around the whole junction to improve visibility. Change TRO only.

60.	Howard Road	Unrestricted	NWAAT	At junction with Richmond Park Avenue	Queen's Park	TRO does not reflect the existing carriageway markings which are 10m around the whole junction to improve visibility. Change TRO only.
61.	Michelgrove Road	Limited Wait	Revoke the SYL	Adj to the side of No. 2 Boscombe Cliff Rd covering disused access	Boscombe West	TRO does not reflect existing carriageway markings. Extend existing parking bay to DYLS and remove SYL. Change TRO only.
62.	Calvin Road	Unrestricted and Limited Waiting 10am - 6pm 1hr NRT 1hr	Reduce bays by 5m for revised vehicle access width	Alongside Winton Liberal Club	Winton East	Revise 2 bay locations for revised vehicle access to Club car park (brewery deliveries).
63.	Tuckton Road	No Waiting 3pm-10am No Loading 3pm-10am loading only 10am-3pm	No Waiting 3pm-10am No Loading 3pm-10am loading only 10am-3pm	Outside Tesco's Tuckton Road	East Southbourne & Tuckton	Amend TRO only.
64.	Shelley Road East	Parking place cars & m/c only	Remain the same	Whole length, north side	Boscombe East & Pokesdown	Re-advertise TRO as the existing road markings and signs are not in the current TRO.
65.	Broadway, Hengistbury Head	Bus Stop and Loading Bay	Bus Stop / Loading Bay -	Eastern end of Broadway, o/s Hiker Café	East Southbourne & Tuckton	Re-advertise TRO as the existing road markings and signs are not in the current TRO.
66.	Boundary Road Service Road (opp. 144)	NWAAT	SYL: 10-11am / 15 Sept-15 June / Mon - Fri	Opposite 114 Norton Road (in Boundary Road Service Road): From a point 10m south of Norton Road for 15m south (west side)	Wallisdown & Winton West	Re-advertise TRO as the existing road markings and signs are not in the current TRO.
67.	Parley Lane/ Bmth Airport Service Rd	NWAAT	NWAAT	Christchurch Road Service Road junction with Parley Lane	Commons	Re-advertise TRO as the existing road markings and signs are not in the current TRO (duplicated restriction in TRO)
68.	The Triangle	Left turn only from Commercial Lane	Revoke existing compulsory left turn.	Across the exit from Commercial Lane	Central	The compulsory turn is no longer required due to changes in the area.
69.	St Michael's Road	Unrestricted (Moving)	One-way only (southerly)	Between junctions with Purbeck Road	Westbourne & West Cliff	Re-advertise TRO as the existing road markings and signs are not in the current TRO
70.	Broadway Lane	School Keep Clear Mon Fri 8am-5pm		Outside Muscliff Primary School.	Throop & Muscliff	Amend TRO only. School keep clear marking has been removed from the highway.
71.	Washington Avenue	NWAAT	Remove DYL. Leave as unrestricted	Eastern side of the junction of Washington Avenue with Spring Road	East Cliff & Springbourne	TRO error shows restriction not progressed, DYL not present on site
72.	Deansleigh Road	NWAAT	Unrestricted (unadopted road)	Eastern arm off roundabout towards Everdene House	Littledown & Iford	Existing DYLS shown on ParkMap are on an unadopted road. No authorisation given by the owners.
73.	Redhill Drive	Unrestricted	NWAAT	from its junction with Coombe Ave to Parkside Gardens on the western side only (side with properties).	Redhill & Northbourne	Residents are having difficulty exiting and entering driveways due to cars parked on both sides of the road. The parked cars are also causing congestion on the bus route.
74.	Stourvale Road	Unrestricted	Loading Bay	Outside Unit 2, No. 163	West Southbourne	Request from Owner of 'Conker Spirit' (Unit 2) for their daily 18 ton delivery lorries.
75.	Brixey Rd/Rossmore Road	Unrestricted	NWAAT	15m length at junction	Newtown & Heatherlands	Improve Safety at Junction
76.	Beresford Rd and Beresford Close	Unrestricted	NWAAT	Both sides total length of both culs-de-sac	Newtown & Heatherlands	Keep Narrow Culs-de-sac clear

77.	Tollerford Road and Edgarton Road	Unrestricted	NWAAT	One Side	Canford Heath	History of Bus obstructions
78.	Windsor Road	Unrestricted	NWAAT	One Side	Parkstone	Footway parking and access problems overnight
79.	Culliford Crescent	Unrestricted	NWAAT	Between Knowlton Road and Pimperne Close	Canford Heath	History of Bus obstructions
80.	Winchelsea School	Unrestricted	NWAAT, NLAAT	At School Entrance	Alderney & Bourne Valley	Request from School
81.	Martello Rd South	Unrestricted	NWAAT	One side	Canford Cliffs	Requests from residents
82.	Plantation Road – Junctions with Canford Heath Road and Terrence Avenue	Unrestricted	NWAAT	15m at junctions	Canford Heath	History of Bus obstructions
83.	Lilliput shops	30 minute time limit	Disabled Parking Space	Outside No 264 Sandbanks Road	Penn Hill	Request from resident
84.	Vicarage Road	30 Minute Time Limit	Unrestricted	Outside Nos 45-51	Oakdale	Restriction no longer required as there are no shops here
85.	Doyne Road (aat on southern side)	Unrestricted	Double yellow lines one side	Southern side, total length	Canford Cliffs	Access obstructions
86.	Alipore Close	Unrestricted	NWAAT	both sides, Total Length	Penn Hill	Refuse collection problems
87.	Slepe Crescent	Unrestricted	NWAAT	Nos 109-155 and 165-167	Alderney & Bourne Valley	Refuse collection problems
88.	Aston Way	Unrestricted	NWAAT	both sides, Total Length	Canford Heath	Funded by Developer

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CABINET –Item 11.2



Report subject	Traffic Regulation Orders – Advertisement of Changes to On-Street Disabled Bays
Meeting date	11 September 2019
Status	Public Report
Executive summary	<p>To approve the advertisement and implementation of changes to the Traffic Regulations Order (TRO) relating to on-street disabled bays.</p> <p>Cabinet is also being asked to agree to delegate approval in future to the Director for Growth and Infrastructure to move forward with Disabled Parking bays that have been applied for, and the eligibility criteria have been met.</p>
Recommendations	<p>It is RECOMMENDED that:</p> <ol style="list-style-type: none"> 1. The changes outlined in the appendix 1 are advertised and then implemented if no substantive objections are received. 2. Authority is delegated to the Director for Growth and Infrastructure to advertise and implement Traffic Regulation Orders and related Highways Orders where applications have been made for Disabled Parking Bays, and the relevant eligibility criteria have been met and if no substantive objections are received.
Reason for recommendations	<p>To advertise new proposed restrictions to amend existing and implement new disabled bays. All the requests meet the criteria for the provision or removal of disabled parking bays.</p> <p>The delegation will enable future Orders to be made without requiring Cabinet report and approval in cases where the eligibility criteria are met.</p>
Portfolio Holder(s):	Councillor Andy Hadley – Cabinet Member for Transport and Infrastructure
Corporate Director	Bill Cotton – Director of Regeneration and Economy
Contributors	<p>Julian McLaughlin – Director of Growth and Infrastructure</p> <p>Chris Parkes – Team Leader Traffic Management</p>

	Steve Dean – Traffic Management Engineer
Wards	Various
Classification	For Decision

Background

1. Residents who hold a blue disabled badge for parking may apply for a residential disabled bay outside their home subject to certain conditions. These can be either a general disabled bay for use by all blue badge holders, or a permit bay for use by the permit holder only.

All the proposed disabled bays in Appendix 1 meet the required conditions and have successfully completed the disabled bay application process. All the proposed removals have been requested by the applicant or residents and have been ratified by Officers.

The recommendation within this report also asks Cabinet to delegate authority to the Director for Growth and Infrastructure to advertise and implement changes to disabled parking bays where qualifying applications have been made. Where substantive objections are received the approval will remain with Cabinet.

Summary of financial implications

2. The costs associated with both the consultation and implementation of the Traffic Regulations Order (TRO) will be covered by the income from the disabled bay application fees.

Summary of legal implications

3. Highways Authorities are required by The Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996 to undertake a statutory consultation process to make any change to a TRO. This process includes notifications to all relevant ward councillors and all statutory consultees (including emergency services, disability groups, local public transport providers, national transport associations and various council departments) and a three week public consultation noticed in the Bournemouth Daily Echo, on the council's website and by on-street notices in relevant locations.

All representations received are formally considered.

Summary of human resources implications

4. If the delegation is not agreed then detailed cabinet reports for business as usual activity will need to be prepared, timetabled etc. utilising officer resource that would otherwise be progressing higher priority activities.

Summary of environmental impact

5. None

Summary of public health implications

6. None

Summary of equality implications

7. Any Equality and Diversity Impact assessments are enclosed in the background papers.

Summary of risk assessment

8. Any initial risk assessments that have been completed have been classed as low risk.

Background papers

Initial Risk assessment
EINA Screening Record

Appendices

Appendix 1 – List of schemes

Appendix 1

Traffic Measures requiring Advertisement

Legend: DPP – Disabled Parking Place

	Road Name	Location	Proposed Restriction Description	Existing Restriction	Disabled Bay works description	BCP Wards
1.	Wheaton Road	Outside No.13	Disabled – Permit	Unrestricted	New Permit DPP	Boscombe East
2.	Rownhams Road	Outside No.110	Disabled - General	Unrestricted	New DPP	Throop & Muscliff
3.	Southcote Road	Outside No. 80D	Disabled - Permit	Unrestricted	New Permit DPP	East Cliff & Springbourne
4.	Rosebery Road	Outside No. 24	Disabled - Conversion	DPP	Conversion to Permit DPP	Boscombe East
5.	Ensbury Avenue	17 Ensbury Avenue	Revocation	Disabled Bay	Unrestricted	Wallisdown & Winton West
6.	Draycott Road	Outside No. 54	Revocation	DPP	DPP Removal	Redhill & Northbourne
7.	Jewell Road	Outside No. 181	Disabled - Permit	Unrestricted	New Permit DPP	Strouden Park
8.	Ensbury Avenue	Outside No. 17	Revocation	DPP	DPP Removal	Wallisdown & Winton West
9.	Somerley Road	Outside No. 38	Revocation	DPP	DPP Removal	Winton East
10.	Woodfield Road	Adj No. 24 Woodfield Road	Revocation	DPP	DPP Removal	Kinson
11.	Hambledon Gardens	Outside Flat 9	Resident Permit	Unrestricted	New Permit DPP	Littledown & Iford
12.	Warnford Road	Outside No. 27A	Resident Permit	Unrestricted	New Permit DPP	Littledown & Iford
13.	Arcadia Avenue	Outside No. 8	Disabled - Permit	Unrestricted	New Permit DPP	Queen's Park
14.	Churchill Road	Outside No. 23	Disabled - Permit	Unrestricted	New Permit DPP	Boscombe West
15.	Bingham Road	Adj No. 20 Bingham Road	Revocation	DPP	DPP Removal	Burton & Grange

16.	Mudeford Lane	Adj 7 Mudeford Lane	Revocation	DPP	DPP Removal	Burton & Grange
17.	Spring Road	Opposite No. 37A Spring Road	Disabled - Permit	Unrestricted	New Permit DPP	East Cliff & Springbourne
18.	Chatsworth Road	Adj No. 22 Chatsworth Rd	Disabled - Permit	Unrestricted	New Permit DPP	Queen's Park
19.	Gladstone Road East	Adj No. 112 Gladstone Rd East	Disabled - Conversion	DPP	Conversion to Permit DPP	Boscombe East & Pokesdown
20.	Ensbury Avenue	Adj No. 17 Ensbury Ave	Revocation	DPP	DPP Removal	Wallisdown & Winton West
21.	Churchill Road	Adj No 138 Churchill Road	Revocation	DPP	DPP Removal	Newtown & Heatherlands
22.	Dunford Road	Adj No 12 Dunford Road	Provision of new bay and removal of old bay	2 Hour Limit except residents	Provision of new bay and removal of old bay	Newtown & Heatherlands
23.	Inglesham Way	Adj No 77 Inglesham Way	Disabled - Permit	Unrestricted	New Permit DPP	Hamworthy
24.	Salterns Road	Adj No. 42 Salterns Road	Revocation	DPP	DPP Removal	Parkstone

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CABINET – Item 11.3



Report subject	Winter Gardens Footpath Diversion
Meeting date	11 September 2019
Status	Public Report
Executive summary	To seek approval for the diversion of Public Footpath B20 to make way for development at the Winter Gardens site, Bournemouth
Recommendations	It is RECOMMENDED that: The order to divert Public Footpath B20 is made.
Reason for recommendations	The order is necessary to allow development at the Winter Gardens to proceed.
Portfolio Holder(s):	Councillor Andy Hadley, Cabinet Member for Transport and Infrastructure
Corporate Director	Bill Cotton (Corporate Director for Regeneration and Economy)
Contributors	Julian McLaughlin, Director of Growth and Infrastructure Philip Elias, Senior Rights of Way Officer
Wards	Bournemouth Central
Classification	For Decision

Background

1. Planning permission for the redevelopment of the Winter Gardens site was granted in 2017. The current line of Public Footpath B20 would be obstructed by the proposed structures within the scheme; therefore a minor diversion of the path is required.

Summary of financial implications

2. Failure to divert the path could lead to disruption of the development scheme. The footpath will be re-instated on its new line as part of the redevelopment, and the cost of making the diversion Order will be covered by the development.

Summary of legal implications

3. Leaving the path obstructed could trigger a judicial review challenge against the authority.

Summary of human resources implications

4. There are no human resource implications.

Summary of environmental impact

5. There are no environmental impacts.

Summary of public health implications

6. There are no public health implications.

Summary of equality implications

7. There are no equality implications.

Summary of risk assessment

8. The risk assessment has identified that a refusal to divert the path could result in some negative publicity for the authority.

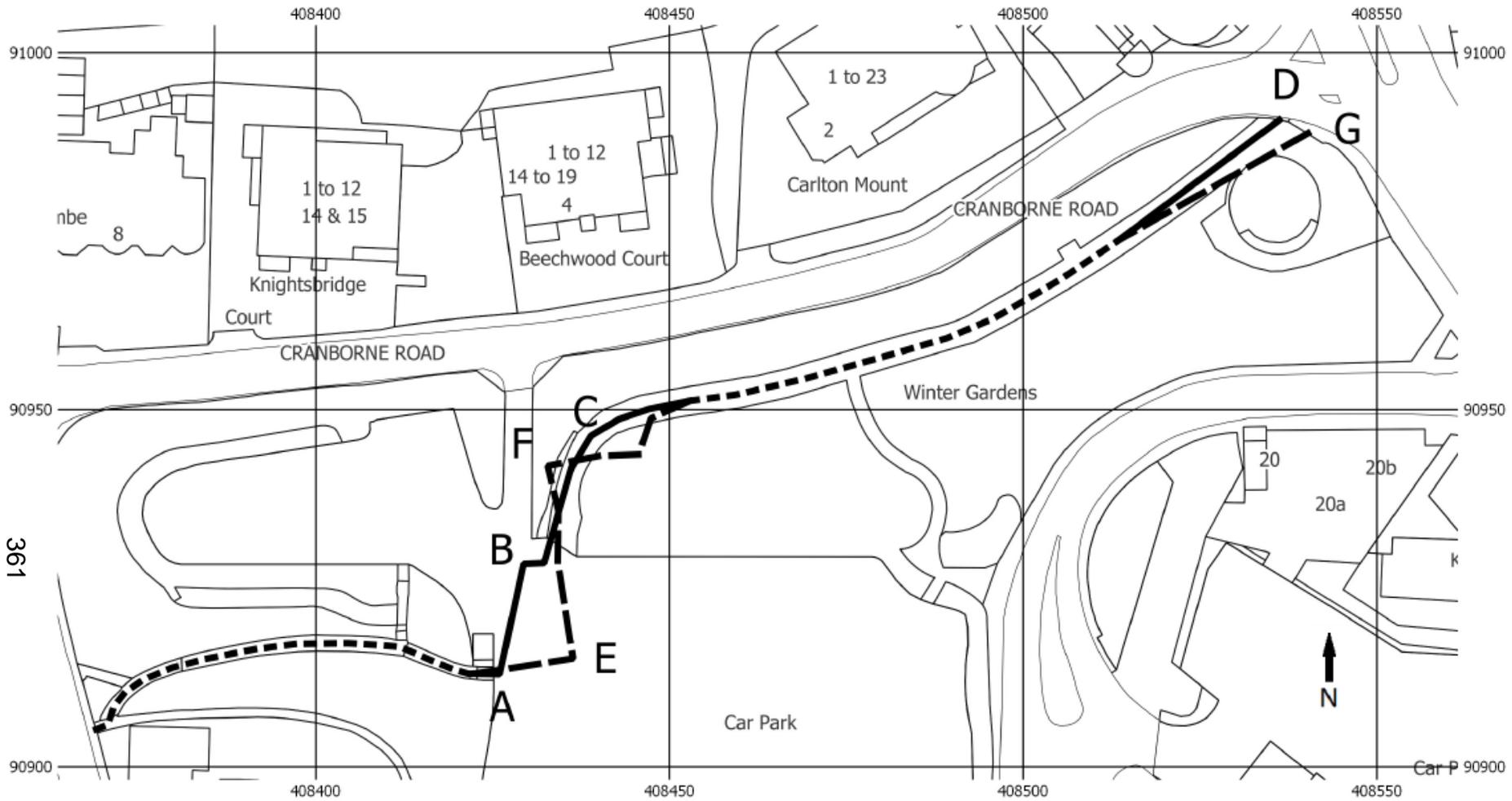
Background papers

There are no background papers to this report.

Appendices

Appendix 1: Order plan to divert Public Footpath B20.

Appendix 1: Order plan to divert Public Footpath B20.



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Public Footpath B20 Diversion Order Map

Key:

-  Diverted Footpath
-  Unaffected Footpath
-  Existing to be diverted

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Section 257
Town and Country Planning Act 1990

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CABINET – Item 11.4



Report subject	Longfleet Drive Order
Meeting date	11 September 2019
Status	Public Report
Executive summary	To seek approval to add a bridleway running along Longfleet Drive to the definitive map and statement
Recommendations	It is RECOMMENDED that: The order to create a bridleway on Longfleet Drive is made.
Portfolio Holder(s):	Councillor Andy Hadley, Cabinet Member for Transport and Infrastructure
Corporate Director	Bill Cotton, Regeneration and Economy
Contributors	Julian McLaughlin, Director of Growth and Infrastructure Philip Elias, Senior Rights of Way Officer
Wards	Bearwood & Merley, Canford Heath
Classification	For Decision
Reason for recommendations	The order formalises a long-standing recognition of Longfleet Drive being a bridleway, following a Secretary of State decision for it to be recognised as a Public Right of Way in 1993.

Background

1. In 1993 the Secretary of State for the Environment ordered that Dorset Council add Longfleet Drive to the Definitive Map and Statement as a Public Footpath. Subsequently, evidence submitted by the British Horse Society argued for upgrading the route to a bridleway. The evidence appeared to successfully support Longfleet Drive becoming a bridleway; but this status raised concerns from some land owners leading to diversions of the route. Due to administrative delays likely stemming from the then ongoing debate regarding the status and optimal route of the Public Right of Way, no order was ever made to finally commit the path to the Definitive Map and Statement.

Longfleet Drive is now well established and used as a bridleway.

To formalise this arrangement, it is now recommended that an order is made to commit this route to the Definitive Map and Statement as a bridleway.

Summary of financial implications

2. Failure to create an order could result in a judicial review challenge against the authority leading to a financial penalty. Community Infrastructure Levy (CIL) funding has been acquired by the British Horse Society for improvements to the route, and works will be commencing shortly.

Summary of legal implications

3. Failure to create an order could result in a judicial review challenge.

Summary of human resources implications

4. There are no significant human resource implications.

Summary of environmental impact

5. Securing Longfleet Drive as a bridleway will protect a Public Right of Way that can be used for commuting, thereby reducing carbon emissions.

Summary of public health implications

6. Securing Longfleet Drive as a bridleway will protect a Public Right of Way that can assist the public in leading active lifestyles.

Summary of equality implications

7. There are no identified equality implications.

Summary of risk assessment

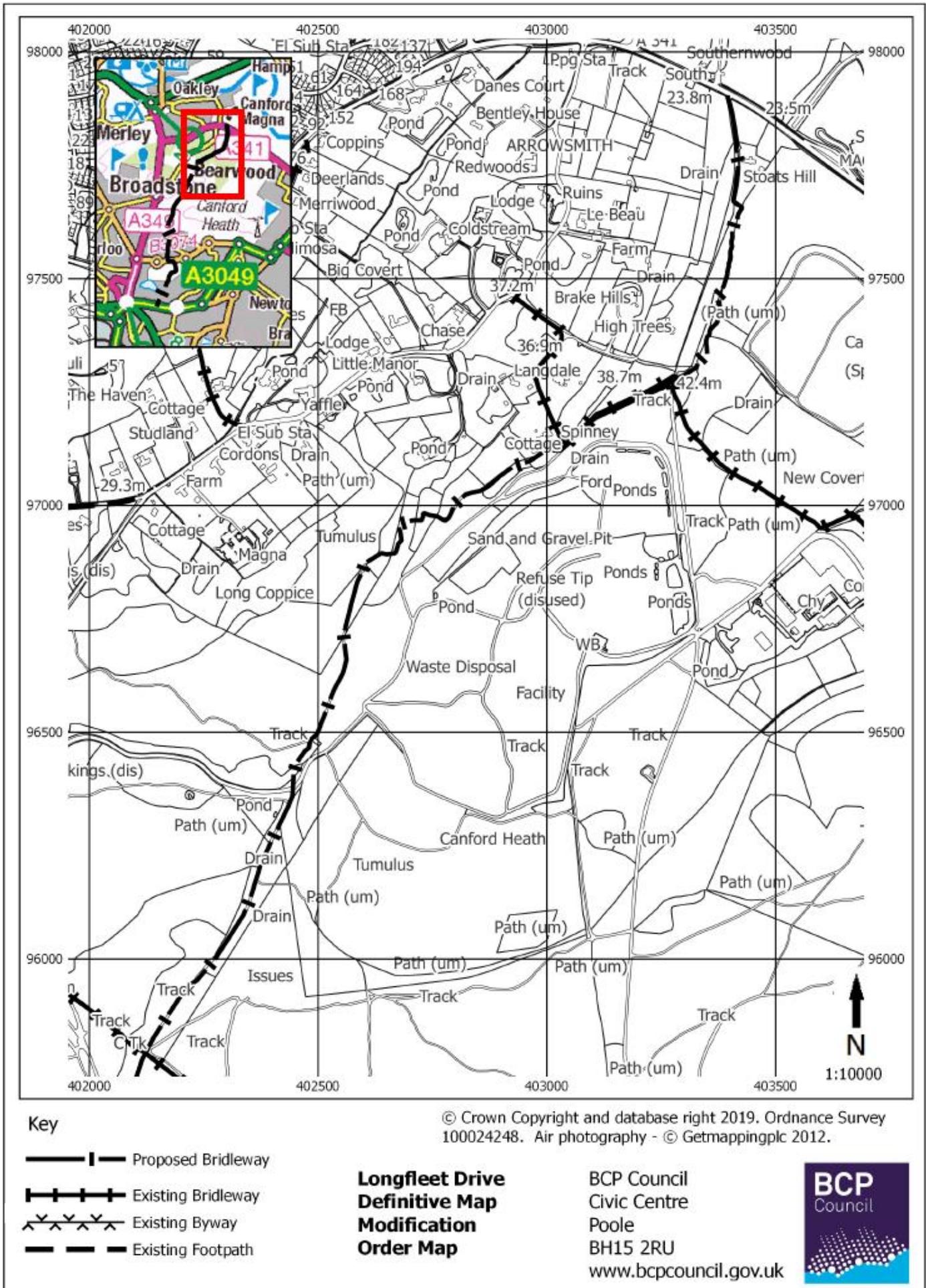
8. The risk assessment has identified that a refusal to divert the path could result in negative publicity for the authority.

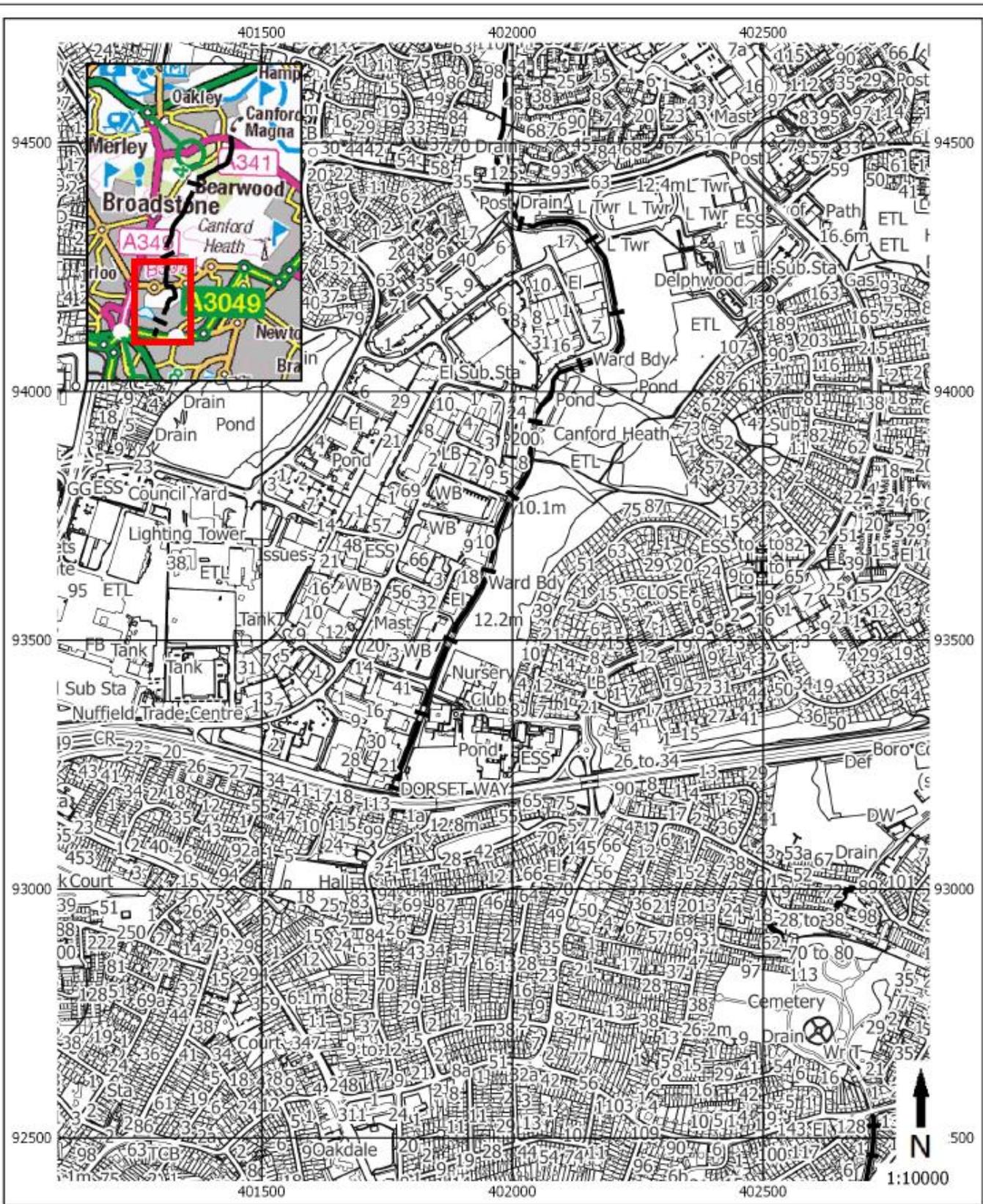
Background papers

There are no background papers to this report.

Appendices

Appendix 1: Order Maps





Key

-  Proposed Bridleway
-  Existing Bridleway
-  Existing Byway
-  Existing Footpath

**Longfleet Drive
Definitive Map
Modification
Order Map**

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Cabinet – Item 11.5



Report subject	James Road to Sheringham Road, record unprotected bridleway (currently blocked) as a Public Right of Way (PRoW)
Meeting date	11 September 2019
Status	Public Report
Executive summary	To obtain permission to permit an Order to protect the currently obstructed path from James Road to Sheringham Road as a Public Bridleway.
Recommendations	It is RECOMMENDED that: Permission is granted to create the order
Reason for recommendations	<p>It is a legal duty for all surveying authorities to make and maintain a Definitive Map and Statement for their area, to continually survey the area for possible Public Rights of Way, and to make Orders upon the discovery of evidence that a Public Right of Way has arisen from long use.</p> <p>Public Rights of Way can come into being for various legal reasons, however most commonly it is through statutory inference of dedication. In plain terms, if a path has been walked by the public uninterrupted for a period of 20 years, and the use has been without force, without deception and without having been granted a specific express permission from the landowner, then they acquire a right to pass and repass.</p>
Portfolio Holder(s):	Andy Hadley - Portfolio Holder For Transport and Infrastructure
Corporate Director	Bill Cotton - Corporate Director for Regeneration and Economy
Service Director	Julian McLaughlin, Growth and Infrastructure
Contributors	Zak Cusens - Rights of Way Officer - Regeneration and Economy
Wards	Alderney and Bourne Valley

Classification	For Decision
-----------------------	---------------------

Background

1. It was brought to BCP officer attention through an application made by a member of the public that such rights have arisen at the path between James Road and Sheringham Road.

The path appears on historic maps from 1931 onwards, labelled as a footpath from 1941 onwards. However, in 2017 the path was fenced off from the Sheringham Road end.

A non-statutory pre-order consultation has been carried out and has had mixed response with 10 people supporting the protection of the path and 6 people against the protection of the path.

Summary of financial implications

2. If the Order is contested, BCP Council could be required to go through a Public Inquiry, which would incur the costs of external legal representation.

Failure to make progress in complying with the duty placed on the authority to survey and prepare a map for a Public Right of Way could attract a Judicial Review procedure if an external party felt sufficiently aggrieved by lack of progress. There are several interest groups with interest in this matter. The minimum financial costs attached to a contested Judicial Review would be circa £30,000.

Summary of legal implications

3. Failure to make progress in complying with the duty placed on the authority to survey and prepare a map for a Public Right of Way could attract a Judicial Review procedure if an external party felt sufficiently aggrieved by lack of progress.

Summary of human resources implications

4. If the order is being contested the matter could escalate to the Planning Inspectorate for a decision and confirmation of the order, which in turn may result in a public enquiry. Legal representation would be required to represent as well as technical officer time. The Officers would also be required to notify all interested parties and host the inquiry.

Summary of environmental impact

5. No substantial environmental impact but would encourage modal shift leading to a slight reduction in carbon emission.

Summary of public health implications

6. This will have no substantial public health implications but would encourage modal shift with associated health and wellbeing benefits for users.

Summary of equality implications

7. An equalities impact assessment has been undertaken and identified that this will have positive benefits to persons regarding the following protected characteristics; age, disability and socio economic.

Summary of risk assessment

8. Failing to record Public Rights of Way could lead to the possible loss of paths, and in turn pedestrian and cyclist urban permeability. It would also prejudice BCP Council's key objectives as set out in chapter 2 of the Rights of Way Improvement Plan.

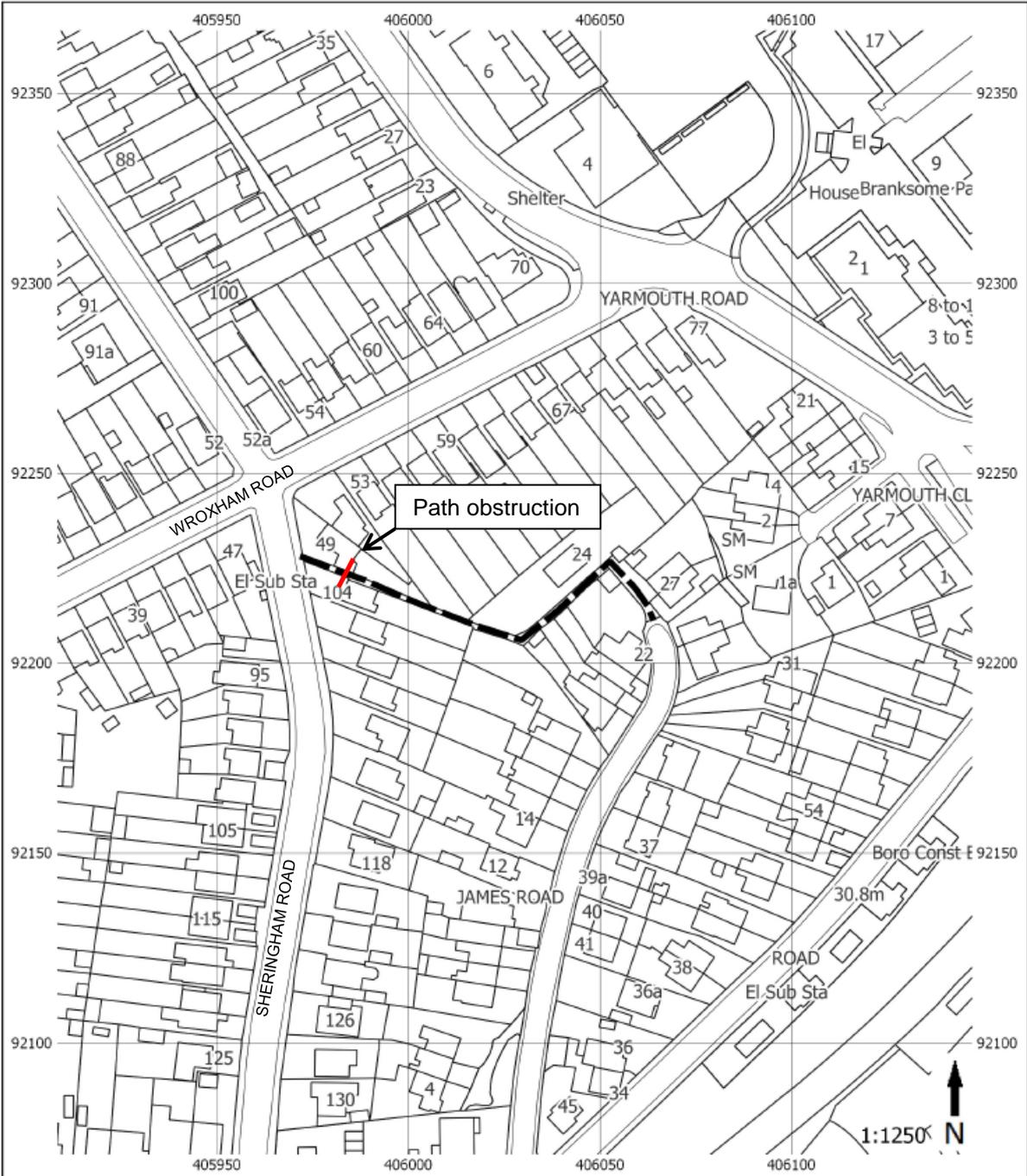
Background papers

Bournemouth and Poole Rights of Way Improvement Plan 2017-2026 (Legacy Policy) <https://www.poole.gov.uk/streets-and-travel/cycling-and-walking/public-rights-of-way/>

Appendices

- Appendix 1 - Plan of claimed path at James Road
- Appendix 2 - Screenshots of historic maps
- Appendix 3 - Summary of Consultation Responses

Appendix 1



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Claimed Public Right of Way at James Road

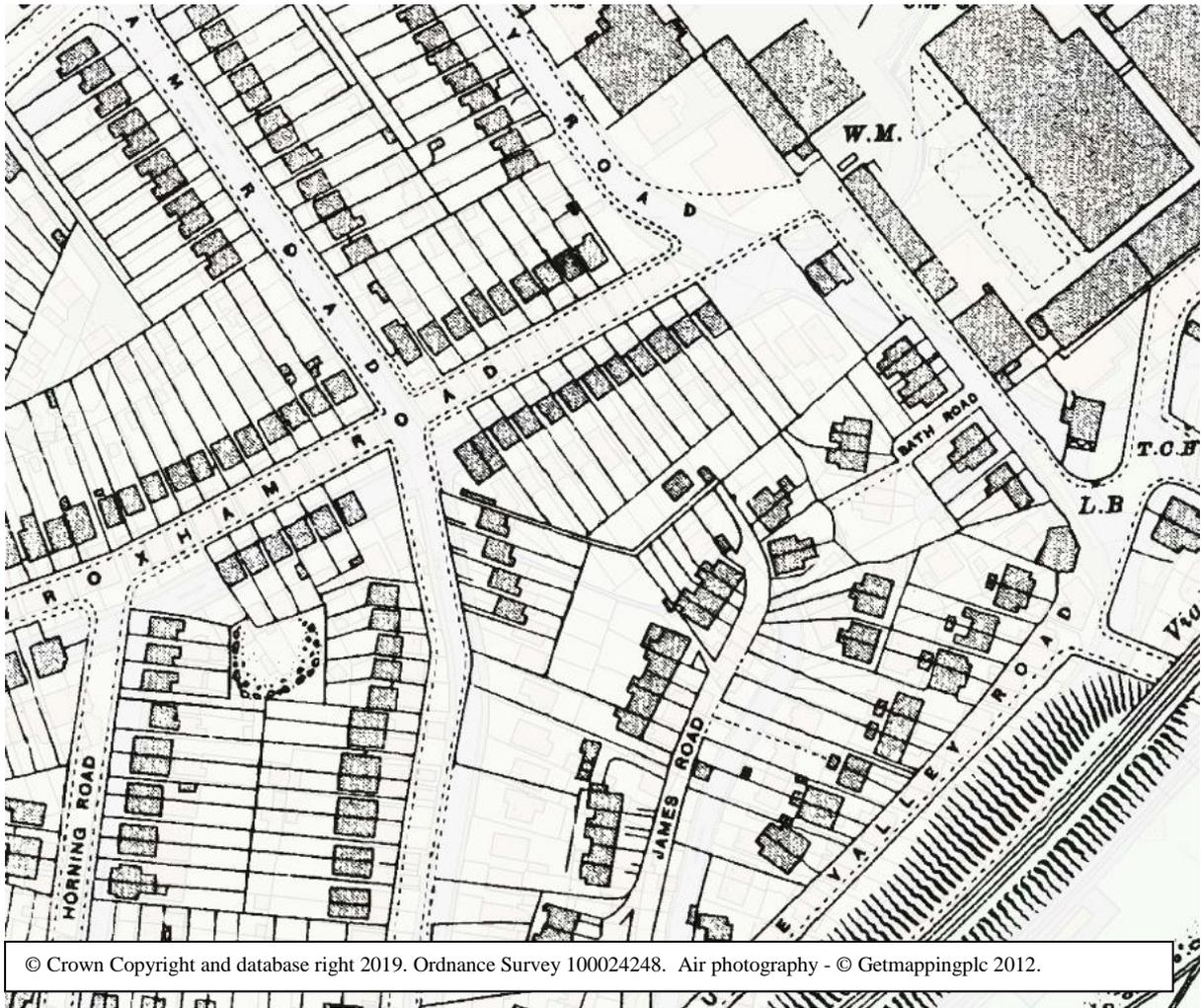
Legend

— Claimed Public Right of Way

Rights of Way
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Appendix 2



OS Maps 1931 – 1940



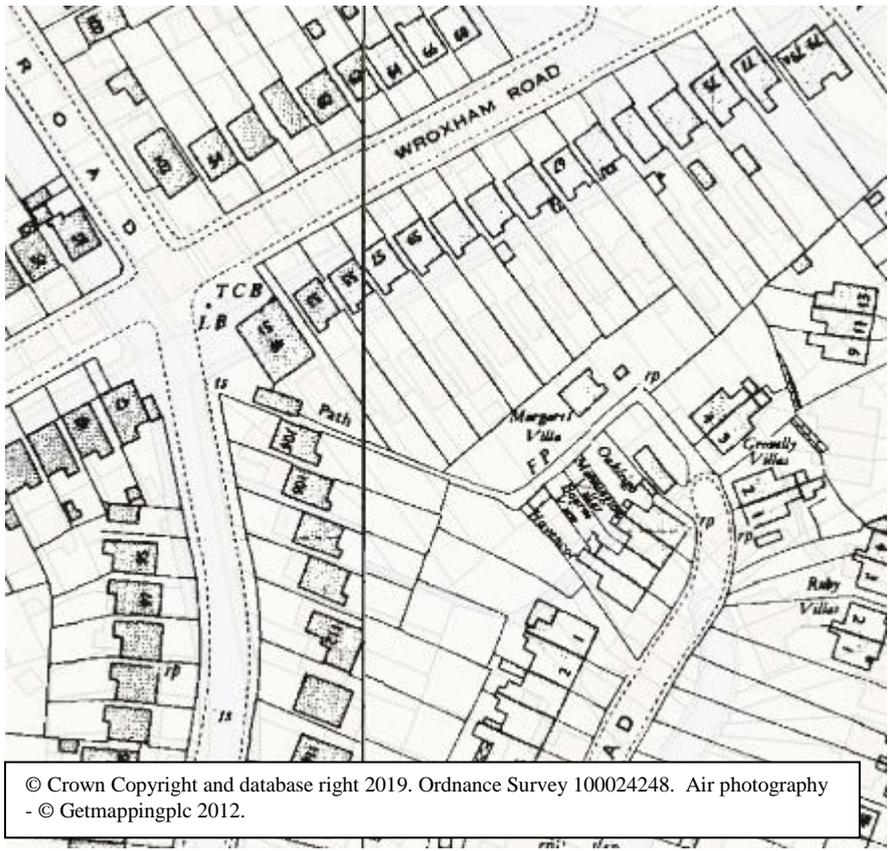
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OS Map 1941 – 1950



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OS Maps 1951 - 1960



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OS Map 1961 – 1980

Appendix 3

Summary of Representations

The Advertisement prompted:-

- 6 Objections including legal representation from a resident affected by the creation of the path.
- 10 people giving evidence of their usage of the path.

All of the objections state they have never seen anyone using the path and to their knowledge the path is private either because that is what they were told by residents or because they have never noticed it.

The evidence received in support of the path totals up to 61 years continuous use on foot.

If members wish to see the responses they are available within normal office hours Monday – Friday in room 159 at the Civic Centre in Poole.

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CABINET



Report subject	Highways Maintenance Severe Weather Plan
Meeting date	11 September 2019
Status	Public Report
Executive summary	<p>To advise and seek approval for preparation activities for Winter Service delivery 2019/20 across the BCP Council conurbation.</p> <p>The report details operational planning, communications objectives and outlines wider future transformational change reviews that are necessary to ensure BCP Council can provide a legally compliant, safe, reliant, fit for purpose, affordable Highway Maintenance Service.</p>
Recommendations	<p>It is RECOMMENDED that:</p> <ul style="list-style-type: none"> (a) Cabinet notes that preparations for Winter Service 2019/20 are in place to ensure continuity of service previously provided by the three preceding Highway Authorities (Dorset County Council, Bournemouth & Poole Council's) for this coming Winter (b) A review of Winter Service is undertaken at the end of the 2019/20 season (during April 2020) to inform the development of a BCP Council Winter Service Plan. Including the extent of service and associated service priorities are reviewed e.g. options for future treatment of roads, pavements and cycle paths. (c) Learning from the review is used to inform the wider response to weather related incidents on the highway (gales, flooding and heat) (d) A wider Highway Maintenance activities review is undertaken, and an options report developed.
Reason for recommendations	<p>Winter Service is a statutory BCP function essential to keeping the BCP conurbation safe and moving for both wellbeing, social and economic reasons during periods of ice and snow.</p> <p>To be able to continue to fulfil BCP Council's legal obligations</p>

	within available funding methods, a fundamental service review is required to develop service standards and options to inform operating policies and procedures.
Portfolio Holder(s):	Councillor Dr Felicity Rice (Portfolio Holder for Climate Change & Environment)
Corporate Director	Kate Ryan (Environment and Community)
Contributors	Larry Austin – Service Director Environment Kate Langdown - Street Scene Services Manager Simon Legg - Street Scene Operations Manager Stuart Best - Street Services Manager
Wards	All
Classification	Recommendation & Decision

Background

1. All Highway authorities under Section 41 of the Highway Act have a duty to maintain the highway. The Railways and Transport Safety Act 2003 amended the Highways Act 1980 by adding a Statutory Duty Clause 41(1A) concerning dealing with snow and ice. This states: ‘In particular a Highway Authority are under a duty to ensure, so far as is reasonably practicable, that safe passage along a highway is not endangered by snow or ice’. Each preceding authority delivered these services differently depending on their local experiences, capabilities and tolerance to risk.
2. Bournemouth, Dorset (for Christchurch) and Poole have previously shared forecasting services via a consortium arrangement lead by Devon County Council with Meteogroup. This service continues for BCP Council until September 2023.
3. Each preceding authority had its own approach to delivering services including; service decision making, rostering of drivers and capabilities to redeploy other non-highway staff to critical winter service activities such as manual pavement gritting.
4. Following outcomes from financial and asset Highway Maintenance disaggregation workstreams, it became evident that interim arrangements would be necessary to ensure service continuity provision for Winter Services in 2019/20, whilst a wider review of Highway Maintenance (including Winter Service) is undertaken and recommendations developed to shape longer term service delivery standards within available funding.
5. The total budget allocation for BCP Council Winter Service provision for 2019/20 is £233,000.

Activities to ensure BCP Council Winter Service continuity 2019/20

6. Only minor amendments in line with current best practice and the three preceding authorities’ adopted Winter Service routings are being made to ensure successful continuity of routes around previous borough boundaries, agreement on cross

boundary actions with Dorset Council and tie in with the Hampshire County Council network.

7. Work is underway to electronically publicly present this information. The maps will be made available via the BCP Council website and will clearly show that the planned network coverage includes:
 - All BCP Council classified A roads
 - Access to Poole Port
 - Access to Bournemouth Airport (Parley Lane)
 - Access to Emergency Service buildings (Category 1 responders) Police/Fire/Ambulance
 - Bournemouth & Poole A&E Hospitals & St Marys Maternity Unit (Castle Lane East & Longfleet Road)
 - Link to A31 (Highway England trunk road)
 - Access to service critical assets e.g. Bournemouth Town Hall, Christchurch Civic Office, Poole Civic Centre, Bournemouth & Poole Crematoriums, BCP Waste transfer stations
8. In addition resilience routes for snow ploughing and/or reduced treatment have been identified across BCP based on the prior classifications used successfully across the preceding Borough of Poole Council.
9. The extent of other services, such as grit bins, manual gritting and self help advise will remain unchanged for 2019/20 but will form part of a future wider service review options report.
10. As a consequence of the limited timescales for preparation work for Winter 2019/20 (October 19 until April 20) the following interim actions to support the delivery commitments above are being undertaken:
 - Two additional vehicles have been retained (1 year only) to ensure capabilities to deliver 12 routes (4 from Southcote Road and 8 from Hatch Pond Depot). Following the identification of the need to source a shortfall in gritters to cover wider network with only one gritter transferring from Dorset Council as part of asset disaggregation allocation.
 - 12 Precautionary salting routes and 12 resilience routes have been captured. All vehicles are being updated to use GPS automated salting technology.
 - Driver rota's are amended and supplementary drivers trained to ensure continuity of service.
 - Weather forecasting services have been amended to ensure clear road weather forecasting across the BCP geographical area. BCP will be split into five operational domains around prior service areas and operating depots allowing bespoke decisions to be made:
 - A338 Wessex Way/Spur Road
 - Bournemouth East and Christchurch;

- Bournemouth West;
- Poole and
- Poole Port (commercial)
- Revised salt spread rates reflecting salt stocks/types and the revised Winter Service Guidance issued by the National Winter Service Research Group.
- Driver and Winter Service Decision Maker Training and refreshers have been arranged for September and early October 2019.

Communications and media engagement

11. A full communications plan is being developed with Communications, Customer and ICT Services. Environment Services will be responsible for providing timely Winter Service information to BCP Council Communications team.
12. The communications plan objectives are proposed to include:
 - Clearly communicating and managing expectations of the level of service that BCP council provides, with an emphasis on both the limitations of what we can realistically provide and details on the service included in our offer to residents and businesses.
 - Raising awareness of the public's own role in dealing with severe winter weather so that individuals and businesses are more aware of their responsibilities and contribute to reducing the risk it presents to them and those around them.
 - Improving perceptions among relevant stakeholders that BCP council is well prepared for winter and that, during periods of cold weather, it provides a timely and effective winter service.
13. Communications will be delivered on a phased approach, with activity being more concentrated as the wintry weather becomes more intense or lasts for a longer period of time. Activity will broadly fall into two phases:
 - Phase 1: Pre-winter communications
 - Phase 2: Onset of winter (including severe weather)

2020/21 Onwards

14. A service review is underway to consider the wider BCP Council highway maintenance operating strategy. The purpose of this review is to ensure that BCP Council is legally compliant and delivers safe, reliable, fit for purpose Highway Maintenance Services (including Winter Service) across the BCP conurbation within identified and agreed funding sources. This work will be reported to Cabinet in a future report.
15. The reviews will look at 5 specific areas:
 1. Funding model (revenue, capital and commercial)
 2. Inspection policy and procedure
 3. Operational model (resourcing)
 4. Winter service plans

5. Out of hours service functions and response levels

Summary of financial implications

16. Revenue budget spend implications of circa an additional £35,000 in 19/20 have been estimated to support the retention of vehicles previously earmarked for disposal (one year economical life extension only) identified as necessary to address the limited snow plough capabilities within the preceding Bournemouth Council locality, and only one vehicle transferring to BCP Council through the asset disaggregation process from Dorset Council. Other costs are attributable to additional tracking/auto salting provision and further standby costs however these costs are less predictable and linked to the condition demands we face throughout the Winter Service period (Oct – April).
17. This additional spend will be managed within existing wider Environment Services budget for 19/20.

Summary of legal implications

18. Section 41 of the Highway Act 1980 dictates statutory obligations on BCP Council as the highway authority for the administrative area of Bournemouth, Christchurch and Poole to maintain the highway at the public expense.
19. Section 41(1A) of the Highways Act 1980 places a duty on a Highway Authority to ensure, so far as is reasonably practicable, that safe passage along a highway is not endangered by snow or ice". As such the report recommends the actions laid out are approved to ensure compliance with the legislative duties.

Summary of human resources implications

20. Additional employees have been identified and with agreement placed on a standby rota to ensure 12 drivers are available 24/7 during the Winter Season. Staff are generally on a 1 in 3 week rota allowing for sufficient rest periods and compliance with working time/driving time rules.

Summary of environmental impact

21. Road salt is corrosive and can have a detrimental impact on the environment. Application rates are carefully selected so the minimum is used to treat a forecast or actual winter service hazard.

Summary of public health implications

22. Key services such as hospitals and ambulance stations are on the planned resilience network across BCP to enable protection of access to key services.

Summary of equality implications

23. None identified at this time.

Summary of risk assessment

24. Failure to deliver Winter Service, through the development and delivery of a robust plan would result in BCP failing to comply with its statutory duty as a Highway Authority.
25. Ice and snow affects the safety of the commuting public and the availability and reliability of the highway network throughout the winter period. As such the

successful delivery of the winter service is key to supporting the social, wellbeing and economic stability of Bournemouth, Christchurch and Poole.

26. Failure to deliver this service on any occasion throughout the winter, could result in fatality or serious injury, prosecution (including the potential for corporate manslaughter) and serious loss of reputation.

Background papers

Well Managed Highways 2016; [Published Work]

<http://www.ukroadsliaisongroup.org/en/codes/>

National Winter Research Group Guidance [Published Work]

<http://www.nwsrg.org/>

Appendices

There are no appendices to this report.



CABINET

Report subject	BCP Council 2019- 2023 People Strategy
Meeting date	11 September 2019
Status	Public Report
Executive summary	To present the draft BCP Council 2019 – 2023 People Strategy for Cabinet consideration, including a set of proposed behaviours that will form the basis of a corporate Behaviours Framework. Furthermore, to secure approval for an action plan that will underpin the delivery of the People Strategy priority work streams.
Recommendations	<p>It is RECOMMENDED that Cabinet:</p> <p>(a) Approves the draft BCP Council 2019 - 2023 People Strategy and action plan</p> <p>(b) Endorses the proposed behaviours</p>
Reason for recommendations	<p>A People Strategy, aligned to the Council Plan, will drive BCP Council in prioritising activities and initiatives that will support the development of our workforce and the delivery of the council’s desired organisational outcomes.</p> <p>The People Strategy will accelerate cultural transformation and increase employee engagement, thereby developing a clear BCP Council workforce identity, supporting the effective delivery of change and transformation in the organisation.</p> <p>The priority behaviours establish the behaviours that are considered to be important by our workforce in creating the right culture for our future success, and which all staff can be held accountable to.</p>

Portfolio Holder(s):	Councillor Vikki Slade (Leader of the Council)
Corporate Director	Julian Osgathorpe (Corporate Director Resources)
Contributors	Matti Raudsepp, Director Organisational Development Lucy Eldred, Head of HR
Wards	Council wide
Classification	Decision

Background

1. The BCP 2019-2023 People Strategy (Appendix 1) provides a long term view of the workforce initiatives and workstreams that will support the delivery of the Council Plan and is aligned to ensure the desired outcomes are achieved. Our staff are our most valuable asset and BCP Council has inherited a number of previously separate workforces which means that there is no single culture or common understanding of what we expect from our workforce, and how we will support and reward them. In response our People Strategy identifies the most important areas where improvement and development are needed so that we can establish an engaged and high performing workforce which can meet and adapt to the challenges and opportunities that the organisation faces in the future.
2. The strategy is grouped under four priority themes within which there are twelve major workstreams. The People Strategy will cover the period 2019 – 2023 and it is supported by an action plan which details how the various outcomes are anticipated to emerge over the strategy lifespan.
3. The strategy is designed around the following principles;
 - a. the employee experience is at the heart of everything we do
 - b. we embed our values and behaviours to enable our strategy
 - c. we work as a team, where everyone has clarity, feels enabled and recognised to do the right thing
 - d. we work in a modern working environment that is inclusive, safe, ethical and supports our development and personal growth.
4. Establishing a set of positive behaviours amongst our workforce will be vital to our success and will aid cultural transformation. Our behaviours will be instrumental in a number of our people practices, including recruitment and performance management, to ensure we have the very best people within our organisation who can help us deliver the council's ambitious agenda. Behaviours have been developed from staff focus groups following the confirmation of our Corporate values. BCP Council's priority behaviours are;
 - a. Listen
 - b. Trust
 - c. Act
 - d. Collaborate

e. Aspire

5. The identified behaviours will be developed into a behaviours framework that will describe how they will be used, and will provide our employees with clarity over how they will be measured. A focus on performance measured not only against technical excellence but also against the value of appropriate behaviours will be embedded in the organisation as part of the delivery of the People Strategy.
6. The People Strategy is ambitious, and its outcomes will in some cases be subject to additional resources and capacity being made available. Additionally, the starting position of various councils services will need to be taken into consideration as change is initiated to ensure delivery timescales are realistic. Whilst aspirational and challenging it is considered that progress can be made in line with timescales identified in the action plan.

Summary of financial implications

7. The delivery of the priorities shown in the People Strategy are in some cases dependent on the availability of budget and other resources. However it is anticipated that most of the projects and initiatives will be delivered internally with existing resources and capabilities. Should a requirement arise that results in investment in excess of allocated budgets an appropriate bid for resources will be made.

Summary of legal implications

8. The implementation of the People Strategy will reduce and mitigate legal risk as strategy outcomes will assist in resolving inequalities, including those relating to the terms and conditions of our employees.

Summary of human resources implications

9. The People Strategy will inform the council's future employment model, terms and conditions, and workforce capabilities. Key to the strategy is the development of an engaged and highly performing workforce. These changes are anticipated to be positive with regard to the ability of the council to deliver its priorities within the context of the challenging circumstances it faces. They will also create many positive implications for staff in many different areas. However it is possible that arising from some of the proposed actions there will a perception amongst some employees that the outcome for them is less favourable. Efforts will be made to ensure effective information, communication and support in order to mitigate against this risk.
10. The strategy will result in development needs for employees as new ways of working and development programs are rolled out, and these will be delivered by our Learning and Development Team.

Summary of environmental impact

11. There is the potential for the People Strategy to generate a positive impact on the environment as we increase flexible working practices which will lead to a reduction in home to work, and work based travel, with carbon emissions and road congestion benefits to the conurbation. Furthermore, an increased commitment to digital service delivery and a paperless working environment will reduce the council's exposure to wasteful paper processes.

Summary of public health implications

12. The council is a significant employer within the conurbation and as such has the potential to contribute at scale to public health objectives through its policies and working practices. Commitments to employee wellbeing emerging from the People Strategy will therefore have a positive impact upon the health and wellbeing of our workforce. At the same time the strategy provides the council with an opportunity to set a positive example to the wider business community in relation to achieving workforce health and wellbeing objectives.

Summary of equality implications

13. The equality implications arising from the People Strategy are positive. The Pay and Reward project will ensure equity across roles which may not currently exist. Our flexible working aims provides opportunities for our staff who have caring responsibilities to better balance their work/life commitments. We are committed to developing our social mobility offer in order to better enable vulnerable and disadvantaged people into work.

Summary of risk assessment

14. The risk in relation to the implementation of the People Strategy is generally low, although the availability of funding may impact on the deliverability of some objectives.

15. The delivery of the strategy should reduce risk across the organisation associated with equality, turnover, morale and increased productivity.

Background papers

None

Appendices

Appendix 1 - BCP Council 2019 -2023 People Strategy

Appendix 2 - People Strategy Action Plan

BCP Council People Strategy

2019 - 2023

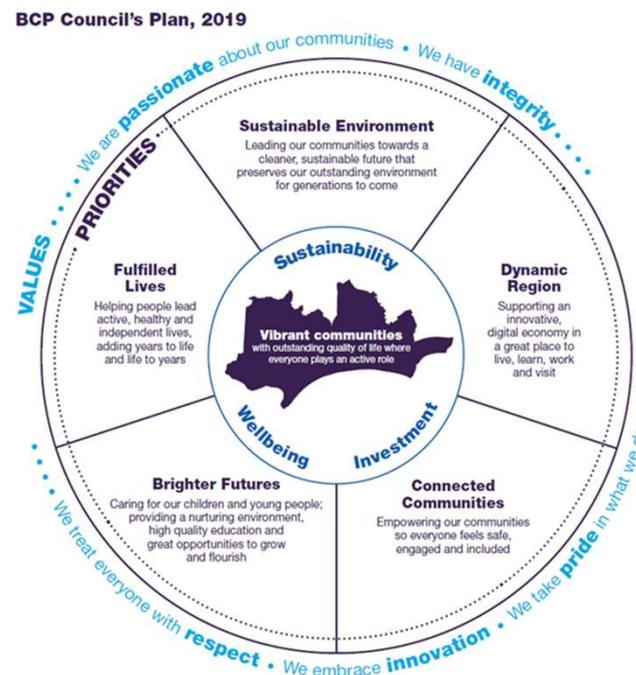


Content

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 - Encouraging innovation and agility
 - Flexible, modern working environment
6. Celebrating Success
 - Rewarding excellence
 - Recognising success
 - Giving something back
7. Implementation Plan

BCP People Strategy - Introduction

- The BCP Council People Strategy supports the organisation’s Corporate Strategy and is aligned to ensure the desired outcomes are achieved.
- The strategy is grouped under four priority themes within which are twelve major workstreams that will deliver the desired outcomes. The People Strategy will cover the period 2019 – 2023 and will be delivered through an action plan with measurable deliverables.
- The strategy is designed around the following principles;
 - the employee experience is at the heart of everything we do
 - we embed our values and behaviours to enable our strategy
 - we work as a team, where everyone has clarity, feels enabled and recognised to do the right thing
 - we work in a modern working environment that is inclusive, safe, ethical and supports our development and personal growth.



BCP People Strategy Summary



We are **passionate** about our communities – We have **integrity** – We treat everyone with **respect** – We embrace **innovation** – We take **pride** in what we do

Inspiring People

In an ever-changing climate we will be expected to embrace change and new ways of working more so than ever before. This will require an aspirational and ambitious mind-set. The resulting cultural change will be reliant on a highly engaged workforce, that will require excellent leadership and an inclusive environment. Our values and behaviours will be essential to this.

- The major workstreams within this theme are;
 - **Engaged Culture**
 - **Leading Change**
 - **Celebrating our Diversity**



Inspiring People – Engaged Culture

We will..

- be a values led organisation, reinforced with an embedded behaviours framework detailing our priority behaviours of;
 - **Listen, Trust, Act, Collaborate and Aspire**
- understand current levels of employee engagement and set ambitious targets for improvement.
- introduce real-time reporting and feedback to create an engaged workforce that reflects the communities we serve.
- define the culture that we want to see in our future organisation through employee engagement.
- communicate widely and frequently with clear and consistent messages, using multi-media platforms.
- **Outputs**
 - Organisational Analytics – baseline and targets
 - People Strategy
 - Behaviours Framework
 - Engagement Survey as part of a Employee Engagement Programme
 - Internal communications plan



Inspiring People – Leading Change

We will..

- implement change in line with our selected organisational design and operating model.
 - require effective leadership at every level of the organisation.
 - prioritise competence over status, so that change can be truly employee led.
 - have leaders who are inspiring communicators and story tellers, resilient in their approach to change and providing clear leadership.
 - strive to be equitable and consistent with our Pay and Reward offer with modern Terms and Conditions.
 - have a values led HR policy framework that will be appropriate for a dynamic and forward-thinking organisation.
- **Outputs**
 - BCP Council Organisation Design including embedding of new Operating Model
 - Leadership Development Programme
 - Pay and Reward including Terms and Conditions
 - HR Policy Framework



Inspiring People – Celebrating our Diversity

We will..

- create an environment of inclusion, ensuring all our colleagues feel valued, safe and aligned to the Council's Plan.
- progress from equality to diversity to reach a level of true inclusion.
- recognise differences and celebrate them as a strength.
- be more reflective of the society we serve, removing inequality and celebrating diversity.
- be progressive in creating employment opportunities for a wider demographic from our community.

- **Outputs**

- E&D Framework
- Network Groups
- Social mobility program
- Employment opportunities for all



High Performing Teams

We take pride in delivering services to our communities. We need to demonstrate that we have listened and have acted. We must ensure we have the right people, processes and tools in place for the future. We will ensure long-term strategic workforce planning is understood and informs a realistic, sustainable plan to resource the capabilities we need, including increasing our internal talent and succession plans.

Our performance culture and wellbeing strategy will set us apart from our competitors ensuring a market differentiator that will both attract and retain employees, as well as help us build sustained, high performing teams. Leaders will role model a healthy approach to work, ensuring they balance both their own workload as well as that of their teams, to ensure there is pace and performance in a sustainable climate.

- The major workstreams in this area are;
 - **A sustained performance culture**
 - **Resourced for the future**
 - **Customer focussed, delivering at pace**

A blue, curved arrow graphic pointing downwards and to the left, containing the text "High Performing Teams".

High
Performing
Teams

High Performing Teams - A sustained performance culture

We will..

- be a performance focussed organisation where high performance will be encouraged, recognised and rewarded.
 - establish an innovative Performance Management Framework, supporting the roles and capabilities that we need.
 - Have honest and open conversations which will ensure our people always know what is expected of them.
 - value talent and recognise high performers.
 - ensure those with high potential are identified, stretched and rewarded appropriately.
 - have a world class Wellbeing Strategy and offering.
- **Outputs**
 - Performance Management Framework
 - Talent management and succession plans
 - Wellbeing strategy



High Performing Teams – Resourced for the Future

We will..

- develop an Employee Value Proposition (EVP) that is attractive and compelling to potential employees.
 - prioritise the employee experience when they are onboarded into our organisation.
 - understand the capabilities we may require in the future, building a pipeline of talent and capability.
 - focus on the ‘hard to find’ skills and the skills that do not yet exist based on an organisational wide gap analysis.
 - be focussed on the future and a long term approach to analysing work trends and how they will inform how we work.
 - adapt and change in response to external market forces.
 - increase our focus on ‘early careers’, increasing our numbers as a leading provider of Early Careers within the area.
- **Outputs**
 - EVP - A compelling offer to attract and retain talent, Effective recruitment and selection process and system
 - Onboarding and Induction process
 - Workforce development plan
 - Early Careers program



High Performing Teams – Customer focussed, delivering at pace

We will..

- put our customers' needs first, and in doing so seek to understand their needs, listen to their views and act on them.
- use performance metrics to measure our success, learning from the data.
- aim to increase our customer satisfaction ratings year on year.
- be ambassadors for our organisation and take pride in our work.
- enable customers to help themselves and foster empowered communities.
- **Outputs**
 - Understand customer satisfaction levels and act upon them
 - Service plans with identified deliverables
 - Supported by Behavioural and Performance Management Framework



Delivering our Potential

We aim to be at the forefront of learning and innovation so that all our people can be the best possible version of themselves. We will create an organisation that is motivated to learn and continuously improve. We will invest in systems and technology so that our people can learn and work at times that are most appropriate for them and the organisation. We will evolve as a learning organisation to be bold, learn from our mistakes and to try new things. We will create a modern and agile environment that is conducive for people to learn.

- The major workstreams in this area are;
 - **Continuously improving**
 - **Encouraging innovation and agility**
 - **Flexible, modern working environment**



Delivering our Potential - Continuously Improving

We will..

- be a learning organisation, committed to lifelong learning and continuous improvement.
 - ensure our employees feel empowered and trusted to make improvements for the organisation and the community.
 - deliver a Learning and Development Strategy to enable individuals and services to realise their potential.
 - focus on leadership and management development, ensuring employee engagement, performance and retention.
 - develop cross-skilling, increasing service resilience and broadening career development opportunities.
- **Outputs**
 - Learning & Development Strategy
 - Leadership and Management development
 - Personal development plans
 - Career pathways
 - Coaching and mentoring programme



Delivering our Potential - Encouraging innovation and agility

We will..

- capitalise on the knowledge and experience of our workforce and communities to inform strategy development.
 - use data to develop insight and to influence future transformation.
 - improve our IT literacy to better exploit technology and increase resilience and performance.
 - encourage innovation and embrace change.
 - harvest all of the untapped potential within the organisation by listening and trusting our people.
 - feel empowered to make change and do the right thing for the right reason.
 - become more comfortable working in complex and ambiguous environments.
 - use empathy, emotional intelligence and behaviours to guide our decisions.
- **Outputs**
 - Big Data and analytics
 - Future trends analysis
 - Options to develop ICT skills
 - Technology investment



Delivering our Potential - Flexible, modern working environment

We will..

- introduce world-class people policies that enable flexibility, within a collaborative environment.
 - foster collaboration and creativity with more open plan meeting spaces and open-door policies.
 - adopt a flexible employment model, generating the potential for a lifetime relationship with the organisation.
 - attract talented individuals wanting meaningful work who continue to contribute to the organisation.
 - support and develop our people to operate effectively in a 21st century working environment.
 - adopt new ways of working, focusing on technological, environmental and behavioural change.
- **Outputs**
 - Flexible employment model
 - Technology enabled
 - Environment conducive to flexible, modern working



Celebrating Success

We recognise, reward and incentivise high performance where good things happen to good people. This will be the basis for our Rewarding for Performance framework. We will develop a compelling Total Reward that is attractive to existing and future employees. We will celebrate success, recognition will become part of our DNA. We will celebrate those that do difficult work, make a difference, improve lives, go over and above and give discretionary effort. We will recognise internally and externally, we will seek out feedback from our communities to identify the employees that truly role model our priority behaviours within our organisation.

- The major workstreams in this area are;
 - **Rewarding excellence**
 - **Recognising success**
 - **Giving something back**



Celebrating Success – Rewarding Excellence

We will..

- ensure equity and consistency in recognising success across our organisation.
 - be competitive in our offer, across pay scales, terms and conditions, total reward and supporting policies.
 - explore the options for incentivising our people to be highly performing.
 - look to design reward packages that are flexible and compliment roles and the demographics of our workforce.
 - identify where performance has been exemplary to demonstrate the standard expected of our people.
- **Outputs**
 - Pay and Reward
 - Future Total Reward Strategy
 - Incentives and Team rewards
 - Rewarding for performance framework



Celebrating Success – Recognising Success

We will..

- celebrate our success and recognition will be part of our DNA.
 - recognise commitment and performance within our community at a local and organisational level.
 - empower our leaders to recognise the right performance and the right behaviours.
 - focus on those that excel and those that role model our values and behaviours.
 - implement a formal recognition scheme that celebrates the best in our organisation.
 - seek external accreditation and recognition to increase employee engagement, pride and productivity.
- **Outputs**
 - Recognitions Scheme - Local recognition, BCP Council wide awards scheme, Chief Exec's Awards
 - Community Nominations
 - External recognition - Honours and Awards, industry/functional external recognition



Celebrating Success – Giving Something Back

We will..

- celebrate the passion our people have for our communities and the environment.
 - explore opportunities for leading by example in the area of corporate responsibility.
 - encourage our workforce to become volunteers with a leading volunteering policy.
 - demonstrate our commitment to sustainability in our policy development.
 - promote green initiatives, as part of our commitment to the council's Climate Emergency declaration.
 - lead on flexible policies that support employees that have fostering, caring and youth groups responsibilities.
 - be committed to the Armed Forces Covenant that supports veterans, reservists and their families in the area.
 - look to create social mobility opportunities for care leavers, ex-offenders and those with disabilities.
-
- **Outputs**
 - Sustainability at the heart of our Organisation Design
 - Volunteering policy
 - Leading Family friendly policies
 - Social mobility program/employment opportunities



Implementation Plan

- Consideration has been given towards the prioritisation of activities, however progress will be made against all workstreams annually. Prioritisation has been based on employee engagement and feedback (see table).
- The workstreams will have a number of measurable actions and outputs each year of the strategy which will be reviewed in order to demonstrate progress.
- The Implementation Action Plan details these measurables.

Themes	Workstreams	Priority
Inspiring People	Engaged culture	1
Inspiring People	Leading Change	2
High Performing Teams	A sustained performance culture	3
High Performing Teams	Resourced for the future	4
Inspiring People	Celebrating our diversity	5
Delivering our Potential	Encouraging innovation and agility	6
High Performing Teams	Customer Focussed, delivering at pace	7
Delivering our Potential	Continuously improving	8
Delivering our Potential	Modern, flexible working environment	9
Celebrating Success	Rewarding excellence	10
Celebrating Success	Giving Something Back	11
Celebrating Success	Recognising success	12

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Themes	Workstreams	As Is	2019	2020	2021	2022	2023	To Be
	1 Engaged culture	<p>Engagement levels unknown, potentially low.</p> <p>Surveys gathered on annual basis, top down led action plans</p> <p>Communications inconsistent</p> <p>Low and/or unknown Diversity data</p>	<p>Sign off People Strategy</p> <p>Survey to baseline and benchmark engagement levels</p> <p>Identify key areas for improvement and associated action plans</p> <p>Draft internal comms plan</p> <p>Reset the Trade Union conversation for the transformational journey</p> <p>Values and Behaviours confirmed and communicated</p> <p>Social media comms plan</p>	<p>Improvement on engagement by 10% with an improvement across the board for the 2019 areas for priority</p> <p>Ensure Trade Unions are supportive and bought in to the engagement and People Strategy</p> <p>Confirm focus areas and set goals and objectives</p> <p>Review of People Strategy</p>	<p>Review engagement tool to increase the frequency and quality of feedback received</p> <p>Dip check with our People to understand what cultural changes have been achieved and what more needs to be done</p>	<p>Upper quartile engagement scores</p> <p>Implement new engagement tool, real-time feedback and understanding of engagement levels and areas for focus</p> <p>Embed values and behaviours</p> <p>Communicate progress so far an the next steps to achieving the corporate plan</p>	<p>Corporate plan and People Strategy objectives and goals achieved, delivering an excellent service for our customers</p> <p>Top 10% levels of engagement and award-winning teams for engagement levels following transformational change</p>	<p>Engagement to be in the top quartile of comparators.</p> <p>Real-time feedback to Managers that is listened to, acknowledged and addressed.</p> <p>Reflective of the community of which we serve.</p> <p>Inclusive teams that are diverse and highly productive</p>

Themes	Workstreams	As Is	2019	2020	2021	2022	2023	To Be
1 Inspiring People	2 Leading Change	<p>Lack of coherent change management process.</p> <p>Inconsistencies in terms and conditions of employment, and working environment. Inconsistent leadership presence.</p>	<p>Organisational Design output for BCP Council started</p> <p>HR Projects and priorities defined with project plans;</p> <p>Pay & Reward project begins</p> <p>Commence preparations for single set of Terms & Conditions</p> <p>Commence development of HR Policy Framework</p> <p>Leadership Development Program - Executive and senior leadership team</p>	<p>BCP Organisational Design implementation ongoing</p> <p>Pay & Reward project to be completed</p> <p>Modern and fit for purpose HR Policy Framework drafted</p> <p>Development of broader Leadership Development programme</p>	<p>Terms and Conditions completed</p> <p>Policy Framework completed</p> <p>Leadership and management for all</p>	<p>Identify next generation changes and design the 10 year organisation</p>	<p>External recognition for our approach to change management</p> <p>Our people recognised as innovative, thought leaders in resilience.</p> <p>Consistent performance during transformational change</p>	<p>Agile, resilient change agents operating under fair and consistent terms.</p> <p>Strong leaders across the organisation.</p>
	3 Celebrating our diversity	<p>Unknown due to LGR, 'to be' state yet to be defined</p>	<p>Understand current equality and diversity levels</p> <p>Equality & Diversity Framework confirmed</p> <p>Employee Champions selected and trained</p>	<p>Ensure adequate training is included for recruitment and selection, including unconscious bias for hiring managers</p>	<p>Develop our links to our Community to deliver work and training opportunities for those from some of the most vulnerable groups in our society (eg, care leavers, people with disabilities, ex-offenders, mental health sufferers, veterans etc.)</p>	<p>Consolidate network groups for areas of focus ensuring they are supported with platforms that enable them to be heard and represented</p>	<p>A universally agreed inclusive environment where differences are not only accepted but embraced and understood as a strength</p>	<p>United in our strategy, delivering in high performing teams for our communities, supported by embedded values and behaviours</p>

Themes	Workstreams	As Is	2019	2020	2021	2022	2023	To Be
2 High Performing Teams	4 A sustained performance culture	<p>Limited personal performance management.</p> <p>Lack of reward for good performance and inconsistency with regard to consequences for poor performance.</p> <p>Management data and information unreliable, or not easily accessible</p>	<p>Define the organisation's performance expectations and measure against delivery data</p> <p>Review the current wellbeing rating of the organisation</p>	<p>Focus on leadership and management expectations</p> <p>Wellbeing strategy drafted based on key areas of focus for our workforce based on demographics</p>	<p>Performance management review for all</p> <p>Review health care benefit, look to enhance if possible</p>	<p>Talent and succession plans based on performance data</p> <p>Team challenges focussing on wellbeing - volunteering, charity events</p> <p>Leadership to role-model the values and behaviours of the organisation</p>	<p>Driving a performance culture where high-performance is rewarded in teams and individuals</p>	<p>A high-performing organisation</p> <p>Wellbeing will be at the heart of our decision making, ensuring our people are safe and able to perform to the best of their abilities</p>
	5 Resourced for the future	<p>No longer term workforce planning and development.</p> <p>Limited strategic resourcing.</p> <p>High degree of manual processes</p>	<p>Review future capabilities</p> <p>Review current HR processes and system</p> <p>Early Careers program drafted</p> <p>Onboarding and induction plan completed</p>	<p>Process improvements</p> <p>Draft a compelling Employee Value Proposition (EVP) that captures the purpose of our organisation</p> <p>Confirm the key capabilities we need a pipeline for and test the market</p>	<p>Look at system options in line with HR Operations team</p> <p>Refine and test EVP</p> <p>Build assurance around the pipeline for the future workforce</p>	<p>Workforce planning process completed and annual cycle embedded</p>	<p>Understanding of the longer term capability requirements.</p> <p>Effective process and system in place for attracting talent into the organisation.</p> <p>World-class EVP and employee onboarding experience</p>	
	6 Customer Focussed, delivering at pace	<p>Unknown customer satisfaction rating, Key Performance Indicators (KPI's)/Service Level Agreements (SLA's) and performance measurements</p>	<p>Define SLA/KPIs</p> <p>Understand and communicate current customer satisfaction rates</p> <p>Suggestions box - capture improvement ideas from customers and employees - then act on them</p>	<p>Action plan for improvement to be built at lowest level, team manager owned and bought into.</p> <p>Service Plans complete and measured against</p>	<p>Culture of reward and recognition for performance and consequences for consistent poor performance</p>	<p>External recognition within industry</p>	<p>Internally achieving delivery metrics that are recognised by our customers and externally against similar organisations</p>	

Themes	Workstreams	As Is	2019	2020	2021	2022	2023	To Be
Delivering Our Potential	8 Continuously improving	No organisational Development Needs Analysis (DNA).	Plan for organisational wide DNA based off the Corporate Plan and People Strategy direction Learning & Development Strategy Complete	Focus on; Leadership & Management Coaching skills Mentoring Apprenticeship and Graduate requirements DNA complete Career pathways and Personal Development Plans	Understanding capability needs for the future and how we grow the skills we need Launch apprenticeship plan Coaching and mentoring program designed	Coaching network available for all Graduate scheme	Implementation of 'growing the pipeline' that will create the skills identified for our future organisation.	Inspiring leaders Empowered managers Engaged employees Meaningful work for all our people that engages and stretches them to deliver their potential
	Encouraging innovation and agility	Risk averse, policy driven, lack of empowerment and decision making	Benchmark data - market trends and best practice analysis	Suggestions from workforce on quick wins and major improvements	Systems improvement complete - video conference, systems alignment, flexible/agile working complete	Lessons learned from failure, as standard External recognition for innovation Consulting opportunities to other organisations on agile, innovative working and change management		Values based organisation, decision making at the lowest possible level and fearless to try new things
	9 Modern, flexible working environment	Inconsistent resources and cultures regarding smart working	Scope the definition of modern, flexible working Understand what is possible with current infrastructures and buildings Understand measures of success	Leadership to role model agile working Link to policy framework that de-clutters and simplifies our ways of working to support maximum flexibility Review success against performance measures Progress development of office accommodation project.	Investment in systems & technology Focus on family friendly policies - parents, carers, part-time working		Consideration of changes to the standard working week and more flexible approaches to leave entitlement Virtual teams the norm	Agile working as standard in a modern, safe, ethical and inclusive environment. Best use of the infrastructure and technology available.

Themes	Workstreams	As Is	2019	2020	2021	2022	2023	To Be
4 Celebrating Success	10 Rewarding excellence	Inconsistent across the organisation Lack of transparency and perception of fairness	Review current terms and draft proposals for pay structure	Implement new pay and reward structure	Benchmark with competitors and review Total Reward Package to make it a compelling offer	Look at incentives and performance related pay		Rewarding for performance embedded and embraced in line with the culture of BCP.
	11 Recognising success	Low levels of recognition, inconsistently applied	Draft recognition framework Introduce 'Thank you' and identify long service	Informal recognition scheme to be developed and implemented Employees led nominations in line with values	First annual gala for recognition based around celebrating success	Consolidate recognition cycle, look to expand externally for community nominations. Increase social media presence for recognition		Recognition framework part of the DNA of our organisation, understanding that success and excellence will be recognised.
	12 Giving Something Back	No overall program for Corporate Responsibility, volunteering program or policies to support	Volunteering policy and program Nominate corporate charities Armed Forces Covenant membership	Corporate Responsibility Strategy with supporting policies - carers, fosterer, adoption etc.	Job Opportunity Creation - care leavers, ex-offenders, veterans/reservists	Giving Something Back will be an integral part of our EVP to attract and retain talent into the organisation.	True partnering with charities and community groups in line with a strategic program	World class program that demonstrates to employees and the wider community how the organisation supports charitable causes

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CABINET



Report subject	Implementation of pay and reward strategy
Meeting date	11 September 2019
Status	Public Report
Executive summary	To set out the approach to implementing BCP Council’s pay and reward strategy and seek approval for the resources required to deliver the new arrangements.
Recommendations	<p>It is RECOMMENDED that Cabinet:</p> <ol style="list-style-type: none"> 1. Support the proposed characteristics of the new pay structure 2. Support the aspiration to have new pay and reward arrangements in place as soon as is reasonably possible, and preferably within 12 months of mobilisation 3. Support the approach to implementation subject to approval of funding by Council 4. Support a further competition under Lot 4 of the CCS Management Consultancy Framework as the process for procuring an external partner to support the implementation process 5. Delegate Authority to the Chief Executive in consultation with the Leader of the Council to award the contract for an external partner following the procurement process 6. Delegate authority to the Chief Executive in consultation with the Leader of the Council to undertake collective bargaining with recognised trade unions, and approve the final pay and reward arrangements subject to their being within with the parameters set out in this report <p>It is recommended that Cabinet RECOMMENDS TO COUNCIL:</p> <ol style="list-style-type: none"> 7. The allocation of £2.1m funding for additional

	internal capacity and external support for delivering the pay and reward strategy
Reason for recommendations	To comply with the Council's obligations under the Equalities Act 2010 and ensure that pay and reward arrangements are fair and equitable for all BCP employees. To provide the Council with a new employee proposition that can be used to underpin recruitment and retention, and the ongoing development of the workforce.
Portfolio Holder(s):	Councillor Vikki Slade (Leader)
Corporate Director	Julian Osgathorpe (Corporate Director Resources)
Contributors	Matti Raudsepp, Lucy Eldred, Sarah Ray-Deane, Adam Richens, Tanya Coulter
Wards	Authority-wide
Classification	For Decision

Background

1. On 1st April 2019, employees from four preceding authorities (Bournemouth Borough Council, Christchurch Borough Council, Borough of Poole and Dorset County Council) transferred to BCP Council under TUPE. These employees transferred on their existing terms and conditions, meaning that BCP has inherited a workforce operating under different contractual terms and pay structures.
2. In planning for this situation, the BCP Shadow Authority worked with an external partner (Korn Ferry) during Phase 2 of the LGR Programme, to review existing pay structures and provide options for the future. This work covered six main areas:
 - Establishing the current position across the preceding councils
 - Undertaking benchmarking of existing pay structures against market rates
 - Understanding the options available to the Council in developing new pay & reward arrangements
 - Modelling and understanding the financial consequences of potential options
 - Understanding the steps required in order to introduce a new pay and reward offer
 - Supporting the Council in finalising its strategy for consolidating legacy pay and reward arrangements across the workforce.

3. This report summarises the outcomes from this piece of work and sets out the proposed approach and resource requirements for implementing the strategy.

Case for change

4. The review undertaken with Korn Ferry during Phase 2 highlighted several issues in relation to the definition, evaluation and remuneration of roles:
 - There are inconsistencies between the sizes of roles and their level of pay
 - There are inconsistencies in how the existing GLPC job evaluation scheme has been applied
 - The quality of job information is mixed. There are inconsistencies in how the same role is described, and for many jobs, documentation focusses on describing tasks and activities, rather than competencies or behaviours
 - There is significant variation between other contractual terms, including the arrangements for enhancements and allowances, starting and leaving jobs, leave and time off, travel and subsistence and working time
5. This presents a number of risks for the Council:
 - Equal Pay legislation means that we must ensure equal pay for equal work – TUPE provides temporary justification for different pay rates but this cannot continue indefinitely
 - The disparate sizing and evaluation of roles increases the risk of equal pay challenges – a lack of consistent and robust job sizing would limit the Council's ability to defend such a claim
 - Equal pay claims are highly resource intensive to manage, can incur significant cost, and result in significant reputational damage
 - Our historic job information does not provide an effective means for managing and developing a modern workforce
 - Maintaining groups of employees on different contractual arrangements is time-consuming and costly to administer
6. In addition, introducing new pay and reward arrangements presents several opportunities for the Council. These include:
 - Enhancing our position as an employer and being more competitive in the job market
 - Improving our ability to attract and retain the skills we need to continue delivering high-quality services alongside our emerging transformation agenda
 - Providing a platform to support further development of the Council's workforce (e.g. recruitment and retention, succession planning, career pathways, induction, organisational design, performance management)

Guiding principles

7. To help inform the Council's overall approach to pay and reward, a set of principles was developed through engagement with members, senior officers and employees. These are as follows:
 - Provide financial sustainability for BCP Council, and the people and communities it serves
 - Recognise value creation in either leadership, technical or frontline roles
 - Support the achievement of BCP Council's vision, values and corporate priorities
 - Inspire and recognise individual performance to organisational success
 - Accelerate employee development and grow BCP Council's 'talent base' within the organisation
 - Underpin BCP Council becoming an employer of choice to attract and inspire a talented and diverse range of people
 - Recognise and respond to recruitment and retention challenges for critical skills.
 - Be fair, open and transparent, applied equally and consistently through empowered line management
 - As a minimum, the consolidation of contractual terms (excluding base pay) should be cost-neutral
 - The consolidation of contractual terms will not be constrained by what we currently offer – we will explore new options to include as part of a modern employment offer

Proposed pay structure

8. A number of potential pay structures were developed and tested against the above principles. The financial and non-financial implications of each model were also assessed in order to form a view on which model to recommend. Based on this assessment, the proposed new pay structure for negotiation with trade unions is as follows:
 - Remain within the national 'Green Book' arrangements for local government pay – the national pay spine / spinal column points (SCPs) will continue to form the basis of the pay structure
 - Adopt spot salaries
 - Spot salaries will be based on the SCP closest to the market-rate for the role
 - The market-rate will be based on the median for Public-Sector Not-for-Profit (excluding London) organisations

- New employees requiring development can be paid at a SCP below the normal spot rate
 - Continuation of labour market supplements to manage specific recruitment & retention challenges - subject to a biannual review with presumption of non-continuation
 - The pay structure will be reassessed to check alignment with the market on a periodic basis (minimum of every 5 years)
9. The final detail of the new pay structure will be agreed during the implementation process, once roles have been evaluated and employees mapped to a role.

Financial implications – impact on salary costs

10. Based on financial modelling using a sample of roles, it is estimated that approximately 62% of employees are currently paid below the market median. The estimated cost of paying this group at their target SCP is approximately £6.8m.
11. The financial modelling also determined that approximately 38% of employees are currently paid above the market median. The estimated cost saving from reducing this group to their target SCP is approximately £4.1m. However, a number of these roles may be paid above market rate due to local and/or national market conditions, and therefore continue to receive a labour market supplement as part of the new pay arrangements.
12. The net cost of introducing the proposed new pay structure is therefore estimated to be in the region of **£2.7m**. However, this figure is inclusive of the 2019/20 inflationary increase for which a provision of **£2.9m** (inclusive of on costs) has already been made within the MTFP. The proposals are therefore broadly cost neutral.
13. It should also be noted that financial implications have been modelled using a sample of roles from a diagonal slice across the preceding councils – all figures should therefore be considered as indicative only at this stage. Greater assurance on costs will come during the implementation process when all roles have been evaluated.

Financial implications – resources to deliver

14. Implementing new pay and reward arrangements will be a significant undertaking for the Council. A detailed assessment of the options for implementation has been undertaken to consider how different models will affect time, cost and quality.
15. The proposal is to commission an experienced third-party to support the Council with this work on the basis that it will:

- Allow us to move at greater pace and reduce our exposure to equal pay challenges
 - Limit the impact on the organisation and its employees to a shorter period of time
 - Ensure that evaluation outcomes are tightly controlled and independently verified
 - Carry significantly lower levels of risk than alternative models of delivery
16. Based on this approach, the estimated resources required to deliver the new pay and reward arrangements will necessitate a one-off investment of approximately **£2.1m**. This covers both the cost of external support and additional internal capacity needed to deliver the overall project.

Implementation approach

17. The implementation of the strategy will involve two main areas of work:
- **Workstream 1: Establishing a new pay structure** (externally supported; covers base pay only)
 - **Workstream 2: Integrating other terms & conditions** (internally resourced; covers pay enhancements & allowances, starting/leaving jobs, leave/time off, travel & subsistence, working time)
18. Both workstreams will feed into a single process of negotiation (collective bargaining) with recognised trade unions, with the aim of agreeing a final package for all employees. Subject to agreement, the Council and Trade Unions will then sign a collective agreement and the new arrangements will take effect.

Procurement options

19. The value of the contract for an external HR partner will exceed EU tendering thresholds, and work has therefore been undertaken to assess procurement options. This has included an assessment of framework agreements, and market research to assess the capability of suppliers on each framework to meet the Council's requirements.
20. Based on this research, the proposed approach is to run a further competition under Lot 4 of the Crown Commercial Service (CCS) Management Consultancy Framework, on the basis that it provides the fastest route to market whilst also ensuring legal compliance and value for money for the Council.
21. It should be noted that competition in this area of the market appears to be relatively limited, and there may only be a few suppliers capable of meeting the Council's requirements. Whilst the CCS Management Consultancy Framework provides access to a broad range of consultancy firms, the number of actual bids is expected to be relatively low.

Conclusion

22. The Council needs to address the inconsistencies in job-sizing and pay arrangements to mitigate the risk of equal pay challenges. This will require a sizeable level of investment to achieve, but in doing so, the Council also has an opportunity to improve its position in the job market and introduce a modern, and more integrated platform for developing its workforce.
23. This will be a significant undertaking for the Council – it will be disruptive and highly emotive for many employees. It is therefore highly desirable to introduce the new pay and reward arrangements as quickly as is reasonably possible in order to minimise the Council's exposure to risk, and the impact on employees.

Summary of financial implications

24. The Council's Medium-Term Financial Plan will continue to be developed on the basis that the final adopted model will be cost neutral to the Council and this principle should continue to be applied in the model's development.
25. It is proposed to fund the £2.1m implementation costs from the BCP Programme Resources Pay and Reward Strategy Earmarked Transition and Transformation Reserve.

Summary of legal implications

26. The implementation of new pay and reward arrangements will help the Council meet its obligations under the Equalities Act 2010 by ensuring equal pay for equal work. As a consequence of the LGR process, the Council has a statutory obligation to address the issues identified relating to equal pay.

Summary of human resources implications

27. The implementation of new pay and reward arrangements will impact all BCP Council employees. Effective engagement and a robust process of collective bargaining with recognised trade unions will therefore be essential throughout this process.

Summary of environmental impact

28. None specifically related to this report.

Summary of public health implications

29. None specifically related to this report.

Summary of equality implications

30. An initial Equalities Impact and Needs Assessment (EINA) has been undertaken to consider the potential impacts on each of the nine protected characteristics and determine when and how a full assessment will be undertaken.

- Workstream 1 (pay structure) will undertake a full EINA following the evaluation of all roles and mapping of employees to those roles – this represents the point in the process where proposals are sufficiently developed to enable a detailed assessment of the equality impacts
- Workstream 2 (other contractual terms) will undertake a full EINA on each individual contractual term where a change is being proposed – this will take place throughout the process of collective bargaining with Trade Unions and will be central to the finalisation of proposals

Summary of risk assessment

31. This will be a complex piece of work and therefore carries a relatively high-level of risk in terms of being delivered on time and on budget. The implementation approach and resource requirements set out in this report are designed to mitigate these risks as far as is reasonably possible. Robust project management and governance will also be applied throughout the lifecycle of the project.
32. The Council will work closely with trade unions to develop its new pay and reward arrangements. However, a majority ‘no’ vote following a trade union ballot may result in failure of the collective bargaining process, in which case the Council will need to consider the option of dismissal and re-engagement on new terms for all employees.

Background papers

- Implementation options & cost estimates (Excel spreadsheet)
- Procurement options appraisal (Excel spreadsheet)

Appendices

There are no appendices to this report.

CABINET



Report subject	BCP Council Investment to Support the One Dorset Pathology Unit
Meeting date	11 September 2019
Status	Public
Executive summary	<p>This report presents the Council with the opportunity to support one of its key strategic partners in delivering a new modern pathology facility to serve both the conurbation and the rest of Dorset.</p> <p>The support will be in the form of a £14.9m investment from the Council into the Royal Bournemouth and Christchurch National Health Service (NHS) Foundation Trust (RBCH) which will be repaid evenly in equal instalments of capital of just under £1m per annum.</p> <p>To make this investment Council needs to add, on an exceptional basis, the RBCH to its list of approved counterparties and extend the normal five-year period for investments.</p> <p>This repayment will be made by the Royal Bournemouth and Christchurch NHS Foundation Trust regardless of the operational performance of the new One Dorset Pathology Unit.</p> <p>The risk around delivering the savings from the new pathology unit will therefore lay with the Royal Bournemouth and Christchurch NHS Foundation Trust.</p> <p>This arrangement recognises that there is a limited amount of capital funding available in the NHS compared to the size of their revenue budget.</p>
Recommendations	<p>It is RECOMMENDED that Cabinet recommend Council:</p> <p>(a) approve a £14.9m investment over a 15-year repayment period to The Royal Bournemouth and Christchurch Hospitals NHS Foundation Trust on the terms outlined in in paragraph 3;</p> <p>(b) extend the Councils schedule of approved counterparties for investments to include the Royal Bournemouth and Christchurch Hospital NHS Foundation trusts for the purposes of this investment only as well as increase the time limit to</p>

	<p>15 years.</p> <p>(c) delegate to the Chief Finance Officer the approval of any further detailed terms for the provision of the investment.</p> <p>(d) authorise the Council’s Monitoring Officer to draw up and enter into a suitable legal agreement with the NHS Foundation Trust.</p>
Reason for recommendations	To provide the funding the NHS Foundation Trust, is seeking to enable its investment in its front-line services and benefit the local community.

Portfolio Holder(s):	Councillor David Brown (Portfolio Holder for Finance)
Corporate Director	Julian Osgathorpe (Corporate Director Resources)
Contributors	Adam Richens, Chief Finance Officer and Director of Finance Matthew Filmer, Finance Manager
Wards	All Wards
Classification	For Recommendation

Background

1. The Council has been approached by the Royal Bournemouth and Christchurch Hospitals NHS Foundation Trust, on behalf of the local NHS pathology network of services. The request is to provide a mechanism for them financing their One Dorset Pathology modernisation. Councils which have provided resources to support their local foundation trusts includes those between;
 - a) Blackpool Council and Blackpool Teaching Hospitals NHS Foundation Trust.
 - b) Northumberland County Council and the Northumbria Healthcare NHS Foundation Trust.
2. On the basis that Foundation Trusts are not legally allowed to secure a loan against operational assets then the investment would not be secured but would be issued based on creditor assurance as laid out in the Department of Health guidance (see Summary Risk Assessment section).
3. The Council's Corporate Management Board has recommended approval of an investment in the Royal Bournemouth and Christchurch Hospitals NHS Foundation Trust on the following terms:
 - that formally the Royal Bournemouth and Christchurch Hospitals NHS Foundation Trust will be responsible for the capital and interest repayments.
 - an investment of up to £14,900,000.
 - a repayment term of 15 years.
 - repayment by annual equal instalments of capital and interest on a reducing capital sum basis.
 - an interest rate of 3.5% based on a suggested rate of 2.75% plus the 0.75% EU state aid margin rate for organisations for strong and normal levels of collateral.
 - unsecured on the basis that all liabilities of a Foundation Trust are protected by the Department of Health.
 - a one-off upfront arrangement fee of £45,000 to reflect the due diligence and monitoring arrangements required.
 - a delegation to the Chief Finance Officer of any further detailed terms not stated above.

- drawdown of the investment will take place in line with the projects build programme.
 - no provision within the agreement will be made for any extensions or payment deferrals.
4. This application is different from a normal business investment in terms of the nature of the applicant as a strategic public-sector partner. However, from the Councils perspective it is important to emphasise that the Royal Bournemouth and Christchurch NHS Foundation Trusts will be required to make £993k annual capital repayments and the associated interest payment regardless of their financial position, operational performance or success of the One Dorset Pathology service.
 5. Therefore, the success of the business case associated with One Dorset Pathology service sits with the Royal Bournemouth and Christchurch NHS Foundation Trusts and its partners.
 6. A detailed assessment of the financial position of the Foundation Trust has not been undertaken. However, it is noted RBCH is rated as “Outstanding” for the use of resources as assessed by its’ key regulators (Care Quality Commission and NHS Improvement). The key issue is whether the Foundation Trust can repay an investment of this scale and what recourse the Council would have should, in the worst case scenario, the Foundation Trust were to default or be placed in special measures. This is detailed further in the Summary of Risk Assessment section.

Royal Bournemouth and Christchurch Hospital NHS Foundation Trust

7. The Royal Bournemouth and Christchurch Hospitals NHS Foundation Trust provides healthcare to the residents of Bournemouth, Christchurch, East Dorset and part of the New Forest. It gained Foundation status in 2005, following three consecutive years as a three-star performing Trust. Services are provided to patients from the Royal Bournemouth and Christchurch Hospitals. The Trust’s catchment population is covered by two Clinical Commissioning Groups:
 - Dorset Clinical Commissioning Group
 - West Hampshire Clinical Commissioning Group
8. The Trust was issued with a provider licence by Monitor (now part of NHS Improvement) on 1 April 2013, which replaced the Trust’s terms of authorisation. The Trust is run by a Board of Directors, which is made up of Executive and Non-Executive Directors.
9. Work is currently underway to enable the merger of the Trust with Poole Hospital NHS Foundation Trust. A case has been submitted to the Competition Mergers Authority (CMA) who have indicated that the Trusts may create a shared leadership team (e.g. single Chief Executive and Chair posts) and introduce joint management of key services. The merger is potentially likely to take place between April 2020 and April 2021, though it has not yet been agreed exactly when NHSI and the CMA will consider the request to merge. All national political parties have agreed to legislate to end the CMA role in NHS, which was introduced in 2012. However, a date has not yet been set for this. The merged organisation would continue the obligation of repayment to the Council.

10. NHS Improvement oversees NHS Trusts and NHS Foundation Trusts using one consistent approach via a Single Oversight Framework (SOF). The objective of the SOF is to help providers attain and maintain Care Quality Commission ratings of “Good” or “Outstanding”, meet NHS constitution standards and manage their resources effectively, working alongside their local partners. RBCH is rated as overall “Good” with outstanding for well led domain, which includes the use of resources.

One Dorset Pathology Unit

11. As part of the NHS Sustainability Plan all of Dorset’s NHS providers have agreed a business case to deliver a new pathology facility on its site at Castle Lane East Bournemouth. This new build hub would enable;
 - A shared vision and future for the service, which fits the national strategy.
 - Implementation of a new service delivery model centred on a new build at the Royal Bournemouth Hospital and essential service laboratories at Poole Hospital and Dorset County Hospital.
 - Harmonise clinical leadership.
 - A single management structure.
 - Modern, harmonised equipment through a new Managed Equipment Services (MES), with easier ability to update and flex as the service evolves.
 - Implementation of a single Laboratory Information System (LIMS), able to share results between healthcare professionals more quickly, and reduce travel.
 - A financially viable model, able to offer greater certainty to staff, and allow investment in training, facilities and equipment.
 - Dorset NHS to have the capacity to support the increasing service demand from a diverse and aging population.
 - Network laboratory models which lead to better recruitment and improved staff training, as services are at scale, and offer career progression.
 - Dorset NHS to support the demand for increasing specialisation and sophistication in the types of testing services required. The network approach also allows more cutting-edge tests, including research and development opportunities. This will allow more residents access to trials and latest tests.
 - Deliver savings and efficiencies in excess of those required to meet the capital and interest repayments on the investment.
12. The Royal Bournemouth and Christchurch Hospital firmly acknowledge that the capital and interest repayments under this proposal must be made to the Council regardless.
13. The resources provided by the Councils investment would be used to finance the building of the new pathology facilities. A modern hub laboratory will lead to faster diagnosis whilst delivering more efficient ways of working. A modern design will also allow us to future proof the service and give flexibility to adapt to changes in technology and clinical requirements which current laboratories cannot.

14. Over 17 million tests per year are undertaken by the Dorset Pathology network. Many these are for residents of BCP Council. Multiple tests are run on one sample, such as a single blood test. Pathology is relied upon for over 70% of all clinical decisions.
15. The annual turnover of the RB&C NHS Foundation Trust is approximately £295m. The approximate turnover of all the NHS organisations party to the One Dorset Pathology Unit proposal is over £700m per year. The intention is that the Foundation Trust and their partner Acute Trusts would generate operational efficiencies in delivering the service from a single modern pathology facility.
16. The facility will either be built on land owned by the Royal Bournemouth and Christchurch Hospital at Castle Land East Bournemouth or by land purchased from the Council which is currently part of the adjoining Wessex Fields site. This latter point is a separate decision for the Council and hospital Trust. The Council's early masterplan identifies a location on Wessex Fields for the facilities, adjacent to the hospital. Timelines are very much dependent on the work underway with the design and construction teams. The best case is another eight months of planning and a twelve-month build.

Investment

17. The £14.9m investment will require capital repayments of £993k in capital annually on the anniversary of the investment from the Foundation Trust in each of the next 15 years plus interest at a rate of 3.5% based on a reducing balance basis. Assurance via the Finance Director for the Foundation Trust has been received to confirm that the Board of the NHS Foundation Trust acknowledge that they will make these repayments regardless of their success in delivering the savings assumed within their underpinning business case.
18. The Royal Bournemouth and Christchurch NHS Foundation Trust have also confirmed that as a solvent foundation trust they do not need to obtain approval from the Department of Health or NHS Improvement. However, they have discussed the arrangement with NHSI in detail and they have confirmed in writing they are able to do so. NHSI have also seen and approved the One Dorset Pathology business case as the underlying IT system is being funded by the Department of Health.
19. NHS colleagues have confirmed their confidence in the One Dorset business case with the capital and interest payment having been factored into their long-term cash plans.

State Aid

20. For the avoidance of doubt the Council has used loan terms to ensure the interest rate has been set at a margin to ensure compliance with the EU Commission Test and therefore ensure compliance with EU State Aid requirements.
21. The proposed 3.5% interest rates also mirror the Department of Health public dividend rate which is used for any Government backed NHS borrowing schemes.

Third Party, Independent consideration

22. The legal framework and assurance around the Councils ability to make an investment in its NHS Foundation Trust has been obtained from Link Asset Services (LAS) the Councils Treasury Management Advisers.

Consultation

23. Consultation has been undertaken internally with the Council's Corporate Management Board (CMB) and the Foundations Trust's Finance Committee.
24. Externally consultation has taken place with the Council's External Auditor who has responded that he has no problem with the arrangement in principle.
25. Consultation with the BCP Audit & Governance Committee will take place when this report is presented to their 10 October 2019 meeting.

Alternative Options

26. The alternative option for the Council is not to progress this proposal. This would impede the NHS Foundation Trust in delivering its new Pathology Hub for Dorset as RBCH would need to seek a commercial investment. However, it would deprive the Council of some relatively low risk income over 15 years, and potentially result in a higher cost to the public sector locally for the Pathology service. As the NHS is non-profit making any savings are re-invested directly back into local patient care.

Summary of financial implications

27. The interest rate charged to the NHS Foundation Trust would be 3.5% which can be compared to the 1.5% rate the Council would currently (13 August 2019) expect to obtain on a 15-year investment.
28. The total interest earned on this proposal by the Council is £4.2m. The additional interest earned over the 15-year period when compared to the current prevailing 15-year rate on the same reducing balance basis is £2.4m. This additional return recognises the extra level of risk the Council is taking. It should also be noted that the interest earned each year will differ as £993k of the investment is repaid each year.
29. For information and comparative purposes only, the Council, as at the 13 August 2019, could borrow at a rate of 1.17% based on a 15-year equal instalments of principle and interest loan.
30. In addition, and in line with normal such arrangements, the NHS Foundation Trust will pay an upfront cost of £45,000 as an arrangement fee. This will support the costs incurred by the Council including the cost of staff ordinarily employed by the Council who have worked on this proposal.

Summary of legal implications

31. The Council has the powers to make such an arrangement using the investment power granted by Section 12 of the Local Government Act 2003 however such arrangements should still comply with State Aid criteria.
32. When making such investments, an authority must have regard to Investment Guidance, which includes key references to the fact that such investments do not represent revenue or capital expenditure, and that they must be recorded in the balance sheet as long or short-term investments.
33. An investment of this type would be classified as a "non-specified" investment. When making such investments, an authority should report the reason for the investment being made to the appropriate reporting body and include the details of the investment within their investment strategy.

34. Subject to the approval of the investment, a legal agreement will be drawn up by the Council's Monitoring Officer.

Summary of human resources implications

35. None specifically related to this report.

Summary of environmental impact

36. None specifically related to this report.

Summary of public health implications

37. None specifically related to this report.

Summary of equality implications

38. The Council can support its residents indirectly by providing better value financing to another public sector third party.

Summary of risk assessment

39. Guidance has been produced by the Department of Health with regards to unsecured creditors entitled NHS Trust and foundation trust special administration – a guide for unsecured creditors, Department of Health, November 2015. The 2015 version replaced the 2013 guidance, considering recent Acts which have strengthened the Trust Special Administrator's (TSA) regime. However, the fundamental principles in relation to creditors' rights remain unchanged. The key sections worth noting in terms of a Trust getting into financial difficulty are sections 6/7 and 8:

6. Is the Secretary of State liable for all the liabilities of a dissolved NHS trust?

The Secretary of State has an obligation to deal with all of the liabilities of an NHS trust that is dissolved at the conclusion of the TSA Regime 1. Section 70 of the 2006 Act places a duty on the Secretary of State to transfer all of a dissolved NHS trust's liabilities to another NHS body, to the Secretary of State, or to Welsh Ministers. **This means that all creditors of an NHS trust are protected and all liabilities of all NHS trusts are safeguarded.**

7. Is the Secretary of State liable for all the liabilities of a dissolved foundation trust?

In the event that a decision is made at the conclusion of the TSA Regime to dissolve an FT, Monitor must make an order under Section 65LA of the 2006 Act to dissolve that FT. The order must provide for the transfer of all of the FT's liabilities to another NHS body, to the Secretary of State, between more than one NHS body or between one or more NHS bodies and the Secretary of State. **This means that all creditors of an FT are protected and all liabilities of all FTs are safeguarded.**

8. Does the TSA Regime mean that in all cases 100% of any due debt/liability will be met according to current terms of business with suppliers and there are no circumstances in which creditors might be offered anything less than this?

The appointment of the TSA does not affect any contractual obligations that the NHS trust or FT owes to third parties. If an NHS trust or FT is under a contractual obligation prior to the appointment of the TSA, it will continue to be after that appointment. As stated under question 6, section 70 of the 2006 Act places a duty on the Secretary of State to deal with all the liabilities of any NHS trust that is dissolved, and an order made by Monitor under section 65LA of the 2006 Act will transfer all liabilities of an FT that is dissolved as set out under question 7.

NHS legislation does not impose a duty on a TSA to meet debts according to current terms of business with suppliers. Our expectation is that a TSA will strive to deal with debts in accordance with current terms of business. Suppliers will need to decide for themselves the terms on which to do new business with an NHS trust or FT under trust special administration. However, an NHS trust or FT to which a TSA has been appointed remains covered by the section 70 obligations (in relation to NHS trusts) or section 65LA obligations (in relation to FTs), which have the effect of safeguarding all liabilities.

The guidance therefore provides reassurance that any such agreement between the Council and an NHS Trust is secure in that any temporary or replacement body will become responsible for all liabilities.

40. Members need to be aware of the reputational and financial consequences of default on any investment.

Appendices

None

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Cabinet



Report subject	Quarter One Budget and Performance Monitoring Report 2019/20
Meeting date	11 September 2019
Status	Public Report
Executive summary	<p>This report presents the council's performance against budget for the period 1 April 2019 to 30 June 2019.</p> <p>In summary, the general fund revenue projected outturn for 2019/20 is a pressure within services net expenditure of £5 million. These pressures should though not result in a deficit as additional resources were allowed for within the overall budget approved by the BCP Shadow Authority in February 2019 to manage the greater than normal level of uncertainty in the first year of the new Council. These additional resources can be listed as;</p> <ol style="list-style-type: none"> 1) A £2.7m revenue budget contingency designed to cover ongoing pressures not recognised or foreseen in service budgets. 2) £6.3m in service specific Financial Resilience earmarked reserves designed to enable the service to manage any one-off emerging issues as they strive to deliver the seamless transfer of services. <p>At this early stage in the financial year the reported shows the potential use of some of these additional resources.</p> <p>This report requests that the Corporate Directors report further on service pressures and the detailed actions they propose in mitigation. Only once these actions plans have been agreed and had chance to mature will consideration be given to the formal application of the additional resources.</p> <p>It is also important to emphasise that;</p> <ol style="list-style-type: none"> a) at this stage in the financial year the forecast is just a projection and the deficit has not yet actually occurred. Positive management action can prevent the full level of this position from materialising.

	<p>b) historically the first quarter budget monitoring within the legacy Councils has presented a generally pessimistic view of the projected outturn with improvements over each subsequent quarter.</p> <p>c) the Council's strong culture of active financial management is expected to continue to serve it well.</p> <p>In addition, arrangements for non - financial performance monitoring for 2019/20 are noted in paragraph 68.</p>
Recommendations	<p>It is recommended that Cabinet:</p> <ol style="list-style-type: none"> 1) approves the actions set out in paragraphs 74 to 77. <p>It is recommended that Cabinet note:</p> <ol style="list-style-type: none"> 2) the contents of the report. 3) the position of the forecast for the General Fund outturn for the financial year ended 31 March 2020. 4) the update (set out in Appendix C) from the Corporate Director for Children's Services on the progress in delivering a sustainable solution to the High Needs element of the Dedicated Schools Grant. 5) the forecast year end outturn positions for capital, reserves and Housing Revenue Account neighbourhood accounts.
Reason for recommendations	<p>To comply with the draft CIPFA Financial Management Code of practice.</p> <p>To facilitate the implementation of a strong and active culture of financial management within the BCP Council by identifying when prompt management intervention and action is needed to avoid an adverse impact on future service delivery or the achievement of future corporate objectives.</p> <p>All Directors have confirmed their acknowledgement of the issues raised.</p>

Portfolio Holder(s):	Cllr David Brown – Finance Portfolio Holder
Corporate Director	Adam Richens Chief Finance Officer and Director of Finance ☎01202 451137 Bournemouth ☎01202 633183 Poole  adam.richens@bcpcouncil.gov.uk
Contributors	Dan Povey, Acting Assistance Chief Finance Officer Nicola Webb, Assistance Chief Finance Officer Matthew Filmer, Finance Manager
Wards	All Wards
Classification	For Decision

Background

1. To ensure that it remains financially sustainable the council will need to receive timely information on its financial and operational performance. The development of the budget monitoring arrangements for Bournemouth, Christchurch and Poole (BCP) Council has been informed by the good practice adopted by each of the predecessor councils alongside the draft CIPFA Financial Management Code of Practice.
2. It is proposed that quarterly budget monitoring reports be presented to Cabinet and this is supplemented by the monthly presentation of key financial performance information to the Council's Corporate Management Board (CMB).
3. The purpose of the budget monitoring process is to present summary information to help the Leadership Team to identify and correct emerging risks to its budget strategy and financial sustainability.

Role of the Corporate Management Board

4. In addition to the quarterly budget monitoring reports to Cabinet it has been established that the BCP Corporate Management Board (CMB) will undertake;
 - a) regular reviews of the 2019/20 budgeted savings delivery plan along with an assessment of the progress.
 - b) scrutiny of high risk budget areas by reviewing key financial health indicators for the authority which can be listed as;

Adult Social Care

- Independent Sector Home care costs for people with Long Term Conditions (monthly)
- Independent Sector Home care costs for people with Learning Disabilities (monthly)
- Service User Contributions (monthly)

Children's Services

- Children In Care (CiC) – Number and cost (monthly)
- Dedicated Schools Grant – High Needs Budget (monthly)
- Children's Workforce (quarterly)

Regeneration and Economy

- Planning Fee Income (monthly)
- Parking Income (monthly)
- Concessionary Fares – Payments to Bus Operators (quarterly)
- Seafront/tourism income (monthly)

Environment and Community

- Bereavement Income (monthly)
- Waste Disposal Tonnage and Cost (monthly)

Corporate Services

- Local Land Charges Income (monthly)
- Investment (Non-Treasury) Income (quarterly)
- Income Collection Performance (quarterly)
- Treasury Cash Investments (quarterly)
- S106 / CIL Contributions (quarterly)
- Successful Grant Bid Log (monthly)

- c) consideration of any emerging risks communicated via each Corporate Director based on the dialogue with their Directors of Service at their Directorate Management Teams.
5. A balanced budget for the BCP Council for 2019/20 was set by the BCP Shadow Authority at its meeting on the 21 February 2019. This was based on a net budget requirement of £274m, a total council tax requirement of £209.6m and incorporated £29m of additional resources, savings and efficiencies needed to balance forecast growth and cost pressures for the year alongside a further £7m per annum reduction in the core government funding.
6. In recognition of the higher than normal level of uncertainty in the first year of the new Council, and in line with best practice, £2.7m was included in the revenue budget as a contingency to manage ongoing pressures not recognised or foreseen when the budget was approved by the BCP Shadow Authority in February 2019. In addition, £6.3m was set aside in service-specific Financial Resilience earmarked reserves designed to enable the service to manage any one-off emerging issues as they strive to deliver the seamless transfer of services to the new Council.
7. Based on activity in the first quarter, the current estimate is a £5 million pressure within services net expenditure. However, this projection is before consideration is given to the use of the contingency or to the draw down from the earmarked financial resilience reserves. It should also be highlighted that at this stage in the year forecasts are often pessimistic and there is only one quarter of activity to review in considering expenditure trends for the new Council.

8. **Figure 1** sets out a summary budget monitoring statement of projected variances by Directorate for the 2019/20 financial year.

Figure 1: General Fund – Summary – Projected Outturn as at 30 June 2019

	June Actuals £000s	Approved Resources £000s	Projected Outturn £000s	Projected Variance £000s
Service Budgets				
Adult Social Care & Public Health	25,309	108,890	108,890	0
Children's Services	17,598	60,962	63,912	2,950
Regeneration & Economy	(261)	7,287	8,520	1,233
Environmental & Community Resources	4,084	46,839	47,649	810
	(33)	29,711	29,711	0
Total Service Position	46,697	253,689	258,682	4,993
Corporate Budgets				
Investment Property Income	(1,436)	(5,743)	(5,743)	0
Pensions (<i>backfunding</i>)	2,357	9,428	9,428	0
Provision for the repayment of debt (<i>MRP</i>)	0	9,501	9,501	0
Other Corporate Items	0	(56)	(56)	0
Interest on borrowings	779	3,114	3,114	0
Investment Income	(46)	(185)	(185)	0
Revenue Contribution to Capital (RCCO)	0	1,726	1,726	0
Total Corporate Budgets	1,654	17,785	17,785	0
Total Budget excluding Contingency	48,351	271,474	276,467	4,993
Potential use of Contingency	0	2,673	0	(2,673)
Potential use of Resilience Reserves	0	0	(2,320)	(2,320)
Net Budget	48,351	274,147	274,147	0

9. In the first quarter activity has included aligning the approved budget to the emerging corporate structure with this activity now substantially complete. The variances shown above are against this revised position.
10. Across services there has been delay in staff restructuring with savings not expected to be realised according to the budget profile but this should impact only in the current year. Other identified pressures could have longer term impact as they represent a rising trend in demand for or cost of services or reduced projected income. The extent to which management action can mitigate these pressures is being established before allocating the contingency or forecasting a use of the earmarked resilience reserves.
11. Work underway to address the potential deficit includes:
- Completion of new staffing structures to achieve savings in bringing the Councils together.
 - Review by service managers of budgets and related activity to identify any further savings in the current year and any that can be taken forward into the Medium Term Financial Plan (MTFP) for future years.
 - Systematic review by senior officers and Cabinet of high value budgets with the aim of identifying options for harmonising polices, establishing consistent service standards as

well as identifying where savings can be made to close the MTFP funding gap. This may also identify potential savings for the current year.

12. Summary text explaining the projected position for each Directorate is shown in the following paragraphs. In accordance with the Council's financial reporting requirements **Appendix A** provides the detail of all variances which are forecast to be in excess of £100,000 along with any significant issues that Members should be aware of. The presentational convention is that favourable variances are shown in brackets.

Adult Social Care Directorate

13. Adult Social Care is projecting a balanced position for the financial year.
14. The projection has been based on broad assumptions and trends for the cost of care and related income from service users. Processes and data quality following the implementation of the Mosaic System and the transfer of data on Christchurch packages of care following Local Government Reorganisation (LGR) require further development.
15. Work is continuing to ensure the integrity of data for all packages of care for Christchurch and to develop the functionality of the Mosaic IT System and related finance systems in terms of the automation of payments to providers and billing of service users.

Children's Services Directorate

16. The projected deficit of £2.95m generally reflects forecast growth in demand for services and delay in the implementation of new staffing structures.
17. The cost of Children in Care (CiC) is currently projected to be to be £1.5m in excess of the budget by year end with there being several elements associated with this forecast. The first is that the level of cases inherited in respect of the Christchurch area is higher than previously known and this equates to an annual cost of £353k. The second is the budget assumed an average of 471 CiC cases across the financial year. As at the end of the June the actual number is below this level at 468. However, based on the professional judgement of officers, experience and trend analysis the expectation is the average will be exceeded in the remaining period of the financial year. This judgement is also informed by the change in the profile of CiC with a significant increase in the number of teenagers, the overall rise in complexity of cases, and a higher than normal level of placement moves.
18. The level of Special Educational Needs and Disabilities (SEND) pupils who the Council are required to provide with free school transport is projected to be £400k higher than assumed in the BCP 2019/20 base budget. This reflects a rise in the number of entitled pupils which emerged in the final quarter of 2018/19. This increase will also be reflected in the cost of school placements for this group of pupils, funded from the Dedicated Schools Grant, which is discussed later in this report. Action to address the budget deficit includes reviews of policies for entitlements, and individual pupils travel arrangements as well as providing travel training to increase independence and improve outcomes.
19. Additionally, delays in delivering reduced staff costs in Business Support, has been put in place in order to protect front line capacity through the LGR programme. This is projected to create a pressure of £200k compared to the budgeted position. It is anticipated that this will be a one-off impact with spend reduced accordingly for future years.

20. Due to insufficient time to enable the restructure of the service in line with the budget profile the assumed £250k half year saving will now be delayed. This should not impact on the Medium Term Financial Plan.
21. Pressures are also being projected in the Children's front door Social Work Teams of £345k and as a consequence of £255k being spent on interim management to provide additional support across the Directorate in order to make faster progress with service transformation.

Regeneration and Economy Directorate

22. The Directorate is forecasting a £1,233k pressure.
23. Within this Growth and Infrastructure is projecting a net pressure of £563k. The quarter one projected annual variance in passenger numbers for concessionary fares indicates that the budget will be exceeded by £373k if the trend continues during the remaining nine months of the financial year. The £373k includes a price increase in the rate paid for the Christchurch conurbation to ensure consistency across the authority. Additionally, and despite extra resources being set aside in the BCP base budget, price inflation in street lighting indicates a further projected pressure of £215k. These overall pressures are slightly reduced by the net impact of a £100k saving from the renegotiation of the bus subsidy contract and extra traffic management costs.
24. Development services have experienced unexpected redundancy costs due to staff changes at the start of the year contributing a pressure of £120k.
25. Destination and Culture services are forecasting pressures of £550k. Significant items include pressures in the Christchurch Leisure Centre (Two Riversmeet) staffing budgets of £130k and seafront activities of £121k. Other pressures are within cultural attractions and library services of £299k.

Environment and Community Directorate

26. There is a net budget projected deficit of £810k with the pressure purely associated with the Environment Service Area.
27. Most significantly this is related to the reduction of income from both the Bournemouth and Poole crematorium. The projection is that there will be a £610k shortfall against the overall crematorium annual income target of £5m further to the £350k provided for as part of the base BCP Budget for 2019/20. This is largely due to the opening of another new private crematorium just outside the BCP conurbation with a new private Chapel for ceremonies within Christchurch.
28. A separate report setting out proposals for phase 1 of a business case to help mitigate the pressure on crematorium income is scheduled to be considered by Cabinet on the 9 October 2019. It is anticipated that this will propose using resources set aside in a Bereavement Services specific earmarked reserve to help remodel the service.
29. In addition, income from concessions and chargeable activity are below expectations by £200k in park services.

30. Both the Housing and the Community Service Areas are currently indicating a balanced position.

Resources Directorate and Corporate Items

31. There are no significant budget variances currently forecast with a balanced position expected.
32. As set out earlier in this report the Council continues to hold a base revenue contingency of £2.7m. The Councils Cabinet and Corporate Management Board will continue to reflect on the extent to which it should be applied to support the in-year projected deficit.

Reserves

33. In addition to the revenue budgets of the Council good practice dictates that authorities should be closely monitoring the material elements of their balance sheets that may give indications of a departure from financial plans. Two key elements of this are the performance of the council's commercial asset portfolio which is monitored in the information that will be presented to the Corporate Management Board, and the unplanned and planned use of reserves.
34. **Appendix B** presents the forecast use of the Councils £49m of earmarked reserves in 2019/20. This includes the use of resources to support major transformation and step-change initiatives, management of the phasing of grants and partnership expenditure, as well as expenditure to support priorities and the delivery of efficiencies and improvements in the effectiveness of Council arrangements.
35. Explanations for significant anticipated movements in earmarked reserves during 2019/20 not mentioned elsewhere in this report are as follows;

Transition and Transformation Reserves

- a) £5,183k BCP Programme Management costs
Drawdown of previously budgeted resources either originally planned for 2019/20 or slipped from 2018/19.
- b) £2,400k High Needs Block – One Off Contribution towards 2019/20 Deficit
BCP contribution to the deficit on the High Needs Block (2019/20 only).

Asset Investment Strategy

- c) £390k Asset Investment Strategy Rent Renewals and Repairs Reserve
Landlord works in respect of the lease of units at Mallard Retail Park further to the decision made on the 5 March 2019 by Bournemouth Borough Council less in year contribution to the reserve.

Reserves held in Partnership with External Organisations

- d) £595k Stour Valley and Poole Partnership (SVPP)
Drawdown of reserve as approved by SVPP Joint Committee / Board to support staff rationalisation and ICT improvements

Reserves required to be held by Statute or Legislation

- e) £754k Business Rates Settlement Grant 2019/20
This grant announced as part of the Local Government Settlement for 2019/20 was actually paid in 2018/19.

Government Grants

- f) £1,206k Troubled Families Grant
Utilisation of the grant in line with the expenditure profile.
- g) £646k Homelessness Reduction & Support Grants
Utilisation of grants to provide additional capacity to the Council
- h) £386k Adult Social Care Support Grant
Drawdown of reserve in support of Extra Care Housing costs.
- i) £305k Winter Pressures Grant
Use of reserve to manage resident care costs as a result of last years ongoing winter pressure costs.
- j) £150k Large Sites and Housing Zone Capacity Grant
Drawdown of the reserve in line with the Poole Power Station site acquisition strategy report as approved by Cabinet in June 2019.
- k) £146k Community Safety Grant
Funding supporting specific community projects
- l) £109k Special Educational Needs Reform Grant
Utilisation of the grant in line with the grant conditions.
- m) (£238k) European Union Exit Funding for Local Government
2019/20 grant payment received to support Local Authorities prepare for the United Kingdom leaving the European Union. Ongoing consideration being given to its application.

Repairs and Maintenance Reserves

- n) £290k Corporate Maintenance Fund
Planned backlog repair expenditure associated with the BCP non HRA Civic property estate as managed by the Housing Service.
- o) £224k BH Live Reserve
Resources set aside to meet the uneven profile of prudential borrowing payments on various capital schemes undertaken by the Council on assets leased to BH Live.

Development & Improvement Reserves

- p) £364k Social Care Change & Development Reserve
Drawdown of reserve to support change, the harmonisation of policies and processes, and the support of the reablement service.

Corporate Priorities & Service Improvement Reserves

- q) £386k Capital Feasibility & small works budget
Application of the reserve to support the BIC Investment Strategy as approved by Cabinet in June 2019 and a number of smaller proposals

approved by the Corporate Management Board in line with the Councils Financial Regulations.

- r) £250k Figbury Lodge Transition costs
The new Council built Care Home opens in September. Use of reserve to cover the first year's transitional costs as per the business case.

Reserve use where each individual application is less than £100k

- s) £50k Financial Resilience Reserves
t) £145k Reserves held in Partnership with External Organisations
u) £617k Government Grants
v) £81k Maintenance Reserves
w) £27k ICT Development & Improvement Reserves
x) £283k Corporate Priorities & Service Improvement Reserves

£14,749k Total current projected use of earmarked reserves in 2019/10

36. In addition to the £14.7m current projected use of Earmarked Reserves in 2019/20 for the purposes for which they have been set aside, it is also proposed as part of the Pay and Reward Strategy report presented elsewhere on this agenda to apply the £2.1m set aside specifically to support that work programme.
37. Note should also be made that normal operating arrangements would see the Government issue grants during the remaining nine months of the 2019/20 financial year which due to the specific conditions attached or the time required to agree plans etc. will mean they are unspent at year end.

Dedicated Schools Grant (DSG)

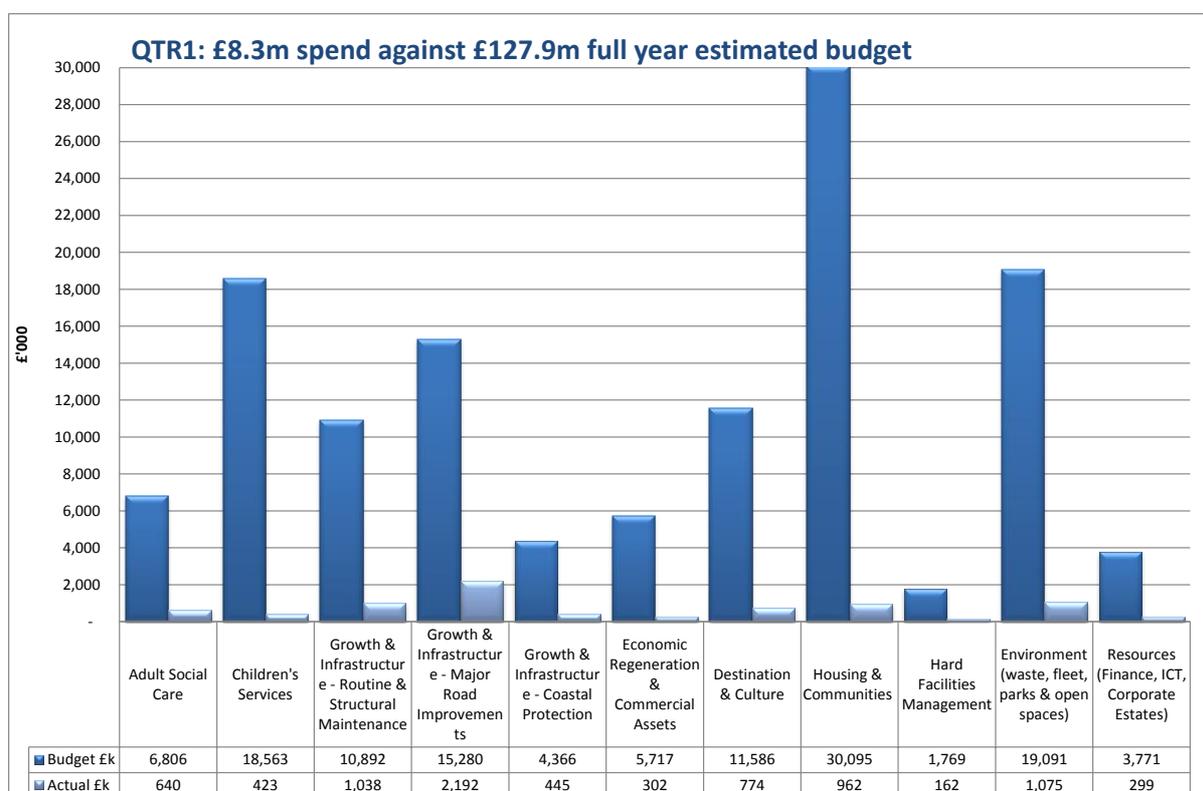
38. The report at **Appendix C** provides further information for the DSG and explains the latest position for the high needs block which is a forecast deficit of £2 million. This is in addition to the net £3.6 million deficit brought forward from legacy Councils.
39. Other budgets within this ring-fenced grant are expected to be balanced.
40. A deficit recovery plan has been submitted to the Department for Education (DfE) which is in the process of being reviewed with the outcome expected in September. The plan includes that to balance the in-year position, significant additional DSG funding is required from Government as well as DSG funding for Schools and Early Years Providers.
41. The shortfall in DSG funding for High Needs has been well documented nationally, including by LGA studies and LA Section 151 Officers have made separate representations to the DfE.

Capital Budget Monitoring

42. The Council's budgeted Capital Investment Programme (CIP) covers General Fund capital expenditure only. Housing Revenue Account (HRA) related capital spend is reported separately in this report.

43. In February 2019 BCP Shadow Council approved a CIP budget of £87.5m. The CIP budget was compiled by aggregating the 2019/20 capital programmes of each predecessor Council. In addition, the CIP budget included Dorset County Council estimates of expenditure remaining on capital projects transferring to BCP. The CIP has been updated since February to include new approved BCP capital projects, budget virements and unspent capital resource from 2018/19 to 2019/20. As a result, BCP's approved CIP for 2019/20 has increased from £87.5m to £127.9m.
44. Planned investment is diverse, including new school buildings, new care homes, seafront development, major road network improvements, and ICT infrastructure. Investment also spans all three Council areas. Clearly the CIP will continue to evolve throughout the year. Business Cases for new capital projects are being developed for Transformation & Capital Board approval, and changes to existing schemes are also anticipated.
45. Figure 3 illustrates planned capital spend for the year across BCP services, with year to date (YTD) spend comparison. As at 30 June (QTR 1), £8.3m of capital spend has been incurred. Note that this spend does not include internal staff 'timesheet salary' costs for capital projects inherited from Bournemouth Council, which will be included in QTR 2 CIP reporting. The £8.3m capital expenditure represents 6.5% of the current full year estimate of £127.9m. This is broadly comparable with QTR1 capital spend profiles in prior years of each predecessor council.

Figure 3: QTR1 spend Capital Investment Programme



Highlights on priority schemes included within the CIP

46. Adults Social Services

- Figbury Lodge, BCP's new purpose built 80 bed care home, was handed over to the appointed care operator on 9th July 2019, and is currently in the process of being fitted out. A phased approach is in place to fill the home, with the first residents due to arrive in September.
- Care Home acquisition in the Bournemouth area with care to be delivered by Tricuro, the Local Authority Trading Company set up in partnership with Dorset Local Authority.
- Mosaic (Care Management System) - this project was initially established for the implementation of the Mosaic Care Management System (Mosaic) for Adults and Children in Bournemouth. This phase of the project is expected to complete within budget and by the end of the financial year. Further work is underway to consider which system BCP should adopt for the future but the scope and costs of this next phase are not yet known.

47. Children's Services

- The Hillbourne School project will deliver a new 2 form entry (60 pupils per year group) primary school building on the Hillbourne site in Poole, along with over 100 new homes. Design development is now under way.
- Special Educational Needs and Disabilities (SEND) - schemes to create additional capacity within mainstream schools to help manage the rise in pupils identified with SEND. BCP is liaising with Dorset Local Authority on the level of Government capital grant already allocated by the Department for Education for the 3 years 2018/19 to 2020/21 with a proportion due for the Christchurch area. The CIP will be adjusted for the additional funding, once agreed.

48. Growth & Infrastructure - Highways Routine & Structural Maintenance

- £10.9m investment in highways infrastructure (including strategic network improvements, travel safety measures, greener travel choice, roads and bridges maintenance, street lighting and car parks) is planned in 2019/20. Across BCP, routine highways capital maintenance is undertaken through a mixed delivery model of in-house teams (e.g. Street Scene) and external contractors.
- The Highways element of the CIP is largely Government Grant funded (predominantly Local Transport Plan (LTP) and Pothole Grants). Capital spend is based on Government funding allocations for 2019/20. It includes 5.6% of the former Dorset County Council's 2019/20 LTP grant allocation for Christchurch.
- In addition to this, work is ongoing with Dorset Authority to ensure unspent highways capital grant 2018/19 for the Christchurch area is appropriately transferred to BCP as part of the final disaggregation settlement. The CIP will be increased to reflect this additional funding once agreed.

- Looking ahead, Members are asked to note that the Department for Transport has not yet calculated funding allocations for 2020/21, which could better reflect the highways maintenance needs of the new Council.

49. Growth & Infrastructure - Major Road Network Improvements

- In partnership with the Dorset Local Enterprise Partnership (DLEP), BCP expects to invest a further £15m in major highways improvement schemes. This includes a current 19/20 estimate of £8m to complete works on the Blackwater Junction and the Cooper Dean stretch of the A338. These projects were inherited from Dorset County Council on 1 April 2019, along with £5.6m residual unspent DLEP funding. Based on estimates provided by the former Dorset County Council, the CIP original budget assumed £5m spend in 2019/20 for scheme completion. Final estimates are higher, and the CIP has been increased by £3m accordingly. BCP has also inherited responsibility for local financial contribution towards these projects, which could be up to £2.5m. The CIP assumes this obligation will be met through CIL and s106 contributions, including **future** s106 contributions from the Aviation Park.
- A further £4m DLEP funded investment in the Townside Access to the Port of Poole programme is planned this financial year, with a further £1m to complete the project in 2020/21.
- BCP has also submitted initial business case to the Transforming Cities Fund. If successful this could attract in excess of £100m new grant funding to BCP.

50. Growth & Infrastructure – Coastal Protection

- This includes £2.9m planned investment in Phase 1 of Bournemouth’s Beach Management Programme (BBMP), which is due to complete by March 2020. A report seeking approval for phases 2 and 3 of the programme (total value £36m) is planned for October Cabinet. The report will request up to £3.3m local contribution from BCP capital reserves over a 7- year period (2020/21 to 2026/27), towards programme delivery.
- Officers will also continue to prepare new business cases to secure Environment Agency grant funding earmarked to the Council for new coastal protection and flood defence projects.

51. Economic Regeneration

- Significant capital projects include £2m Heart of Poole (to procure a delivery partner), £0.2m for Christchurch Town Centre, and £2m for Lansdowne (public realm and digitalisation) in Bournemouth.
- In addition, an ‘expression of interest’ was made in July to Historic England for new grant funding to progress with Poole High Street improvement works.
- The new £170k Bournemouth International Centre options feasibility study approved by Cabinet in July 2019, will be reflected in the CIP for QTR2.

52. Commercial Asset Investment

- As approved in February 2019, this includes an investment of £1m in Mallard Road

53. Destination & Culture

- At £7.4m the single largest destination & culture capital project currently approved in the CIP is at Canford Cliffs. This includes cliff stabilisation works, replacement of existing beach huts with new, and a refurbished café. The Council has now entered the OJEU procurement phase of the project. Full tender documentation is being prepared with a view to potential contract award in November 2019.
- In addition, Coastal Communities Fund (CCF) funded public realm enhancement works are progressing across Poole's seafront.
- In the Bournemouth area, completion of Waterfront site - Adventure Golf and Green Living Wall trail is planned for this year.
- £1m of investment is also planned in the Christchurch area, to complete Highcliffe Castle improvement works and Regent Centre repairs.

54. Housing & Communities

- £24m planned investment on housing – including £10m for new housing at St Stephen's site, which is progressing well and now on site. In addition, £13.8m spend is planned on the Council's Temporary Accommodation portfolio. This is part of the Council's £44m Homeless Acquisition Programme.
- Around £2m spend is budgeted for disabled facilities adaptations across BCP. This is based on estimates of Disabled Facilities Grant (DFG) funding expected for 2019/20 from the Better Care Fund.
- Turlin Moor – capital capacity spend to potentially unlock land for new housing development.
- Community Housing Fund – BCP has received Government funding in each legacy authority to develop Community Land Trusts for affordable housing.

55. Environment

- The CIP currently assumes £4.9m grant funded spend on waste management in the Bournemouth area. This was the position inherited from predecessor Bournemouth Council's capital budget. A new BCP Council-wide Waste Management Strategy is being developed, to be considered by Members later in the financial year.
- Fleet Replacement Strategy – the CIP currently includes £6.1m approved spend on fleet management. This consists of discrete budgets inherited from predecessor Councils. As with waste management, a BCP wide fleet replacement strategy is being developed for Member approval later in the year.

- A further £7.4m capital budget has been approved for Parks and Open Spaces. Higher value projects include Poole Park and Christchurch play areas. Much of spend planned is funded from s106 contributions and Community Infrastructure Levy (CIL) receipts.

56. Resources

- £3.7m investment in the ICT Investment Plan is budgeted for 2019/20 – to ensure the Council continues to be able to deliver frontline services effectively.

Housing Revenue Account (HRA)

57. The Housing Revenue Account (HRA) is a separate account within the Council that ring-fences the income and expenditure associated with the Council's housing stock. The HRA does not therefore directly impact on the Council's wider General Fund budget.

58. Within the Council's HRA it operates two separate neighbourhood accounts. The Bournemouth account comprises of 5,100 tenanted properties and is directly managed in-house by the Council. The Poole account comprises of approximately 4,517 tenanted properties and is managed by Poole Housing Partnership (PHP). PHP operate as an Arm's Length Management Organisation (ALMO) in line with a Management Agreement with the Council.

Bournemouth Neighbourhood Account

59. Figure 4 below presents the Bournemouth neighbourhood HRA for the period 1 April 2018 to 30 June 2019. The forecast year-end position to 31 March 2020 is a balanced position with no variances currently forecast.

Figure 4: Bournemouth Neighbourhood Housing Revenue Account

	June Actuals £000s	Approved Budget £000s	Forecast Outturn £000s	Variance £000s
Income				
Dwelling Rents	(6,420)	(22,407)	(22,407)	0
Non-Dwelling Rents	(48)	(114)	(114)	0
Charges for Services and Facilities	(28)	(1,199)	(1,199)	0
Contributions towards expenditure	(18)	(535)	(535)	0
Total Income	(6,514)	(24,255)	(24,255)	0
Expenditure				
Repairs and Maintenance	1,653	5,186	5,186	0
Supervision and Management	1,299	7,503	7,503	0
Rent, rates, taxes and other charges	63	156	156	0
Bad or Doubtful debts	0	188	188	0
Capital financing costs <i>(debt management costs)</i>	0	78	78	0
Depreciation Dwellings	0	7,296	7,296	0

Depreciation Non-Dwellings	0	22	22	0
Capital Charges <i>(net)</i>	160	2,889	2,889	0
Contribution new builds	0	900	900	0
Total Expenditure	3,175	24,218	24,218	0
(Surplus) / Deficit	(3,339)	(37)	(37)	0

60. Figure 5 below presents the monitoring position in respect of the capital programme for the Bournemouth neighbourhood account. The New Build & Acquisition Programme approved budget is £13.3m. Not all of this may be spent this year as a result of inherent changes within the development programme (e.g. timing of new build completions). If required, a revised profile of budget will be reported in QTR 2.

Figure 5: Bournemouth Neighbourhood HRA – Capital Programme

	June Actuals £000s	Approved Budget £000s	Forecast Outturn £000s	Variance £000s
New Build & Acquisition Programme	236	13,345	13,345	0
Windows	94	1,200	1,200	0
Bathroom Refurbishments	229	950	950	0
Kitchen Refurbishments	216	850	850	0
Disabled Adaptions	182	760	760	0
External Works	74	750	750	0
Fire Precautions / Detectors	0	600	600	0
Boiler Replacements	5	500	500	0
Re-roofing	106	300	300	0
Doors	7	300	300	0
Bedroom Extensions	1	200	200	0
Hot Water Systems	0	120	120	0
Insulation / Energy Efficiency	1	100	100	0
Rewiring	2	100	100	0
Common Areas	0	100	100	0
Various programmes under £100k	107	539	539	0
Contingency	0	350	350	0
Staff time allocated to capital projects	0	331	331	0
Total	1,260	21,395	21,395	0

Poole Neighbourhood Account

61. Figure 6 below presents the Poole neighbourhood HRA for the period 1 April 2018 to 30 June 2019. The forecast year-end position to 31 March 2020 is a shortfall of £113k on the planned Revenue Contribution to Capital Outlay (RCCO). The key reason for the variance is reduced income by £100k largely from dwelling rents £73k and services charges £22k due to delay in the delivery and occupation of the Canford Heath road scheme.

Figure 6: Poole Neighbourhood Housing Revenue Account

	June Actuals £000s	Approved Budget £000s	Forecast Outturn £000s	Variance £000s
Income				
Dwelling Rents	(5,230)	(19,855)	(19,782)	73
Non-Dwelling Rents	(8)	(37)	(31)	6
Charges for Services and Facilities	(258)	(1,316)	(1,294)	22
Contributions towards expenditure	0	(52)	(52)	0
Other Income	4	(235)	(235)	0
Canford Shared Ownership Receipts	0	(716)	(716)	0
Total Income	(5,493)	(22,211)	(22,111)	100
Expenditure				
Repairs and Maintenance	1,628	5,237	5,237	0
Supervision and Management	952	4,316	4,330	14
Rent, rates, taxes and other charges	5	158	157	(1)
Bad or Doubtful debts	0	197	197	0
Capital financing costs (<i>debt management costs</i>)	0	103	103	0
Depreciation Dwellings	0	4,882	4,882	0
Capital Charges (<i>net</i>)	(91)	3,020	3,020	0
Contribution to the new build programme	0	4,298	4,185	(113)
Total Expenditure	2,494	22,211	22,111	(100)
(Surplus) / Deficit	(2,999)	0	0	0

62. In addition, Figure 7 below presents the monitoring position in respect of the capital programme for the Poole neighbourhood account.
63. The February 2019 report to Council agreed a £14.5 million capital programme, including estimated carry forwards from 2018/19 into 2019/20. The final carried forward budget at outturn increased the 2019/20 programme to £17.2m. This increase of £2.7m is largely due to slippage on the Canford Heath project.
64. The forecast variance against the revised programme at this stage is reduced spend of £288k as a result of difficulty in sourcing replacement fire doors within the fire remedial works programme. This budget will be carried forward into the 2020/21 programme.
65. Actual spend in the first quarter represents 9% of the annual forecast.

Figure 7: Poole Neighbourhood HRA – Capital Programme

	June Actuals £000s	Revised Budget £000s	Forecast Outturn £000s	Variance £000s
Basic Planned Maintenance				
External Doors	13	150	150	0
Boiler Replacement Programme	25	612	612	0
Windows	0	500	500	0
Building External – All schemes	1	490	490	0
Fire Risk Remedial works	33	988	700	(288)
Electrical Works	40	400	400	0
Kitchen Replacement Programme	80	365	365	0
Building Envelope (Seddons)	107	306	306	0
Roofing	111	379	379	0
Bathrooms	23	218	218	0
Various programmes under £100k	110	725	725	0
Capitalised PHP Salaries	174	522	522	0
Other Planned Maintenance				
Information Technology Capital Costs	68	535	535	0
Disabled Adaptions	48	350	350	0
Sustainability	-2	100	100	0
Small Planned Maintenance projects	0	86	86	0
Major Projects				
Canford Heath Road	679	3,576	3,576	0
Herbert Avenue	0	2,509	2,509	0
Tower Blocks (Old Town)	3	1,200	1,200	0
New Build in-fill	2	1,000	1,000	0
Sprinklers	0	600	600	0
Small Sites Programme	197	500	500	0
Cladding	(185)	500	500	0
Cynthia House	49	300	300	0
Hillbourne School Site	10	255	255	0
Total	1,586	17,166	16,878	(288)

Companies and Partners Organisations

66. The financial sustainability of the Council could also be affected by the performance of partners and subsidiary in which it has a financial interest. Such entities can be listed as;

- Poole Housing Partnership
- Bournemouth Building & Maintenance Ltd
- Bournemouth Council Group Ltd
- Seascope South Limited
- Seascope Homes and Properties Limited

- Five Parks Charity
- Lower Central Gardens Trust
- Russell-Coates Art Gallery & Museum Charitable Trust
- The Bournemouth Development Company LLP
- Tricuro
- Aspire Adoptions

67. Each of these entities has their own governance framework and their own arrangements for reporting their financial and operating performance. The intention is to regularly provide summaries of the performance of each of these entities based on information that has been disclosed publicly by these associated organisations.

Performance Monitoring

68. A summary of performance for each Directorate will be presented for the end of quarter two.

69. Work is in progress to establish consistent data collections from legacy systems and develop a performance framework linked to corporate priorities.

Reporting Assumptions

70. Budget monitoring reports as set out are produced by BCP Financial Services, with monitoring information for the Poole HRA Neighbourhood Account being produced by Poole Housing Partnership.

71. Actual expenditure and income is that posted to the Council's financial ledger as at 30 June 2019 and covers the period from 1 April 2019.

72. The profile of expenditure and income is based on service estimates as known, with all significant variances investigated. Only those items of a significant or exceptional nature are reported, along with those requiring member decisions for other reasons.

73. Performance monitoring is produced by the BCP Insight, Policy and Performance Team.

Proposed Actions

74. It is important that the council takes action to correct emerging risks to its budget strategy and financial sustainability. The actions below are therefore recommended.

75. Requests that the Corporate Director for Adult Social Care sets out in the 2019/20 Budget Monitoring report for the second quarter on the steps being taken to ensure the integrity of the data within the Mosaic Case Management System. This report to include the progress made in developing the functionality of the Mosaic System and related finance systems in order that payments and billing are automated and robust financial forecasts can be generated.

76. Request that the Corporate Directors for Children's, Regeneration and Economy, and Environment and Community report separately, as part of the second quarters budget monitoring report, on the significant budget variances at that time and the extent to which their Directorate budgets can be brought to a balanced position for 2019/20 with detail of the actions being undertaken.
77. It is recommended that Cabinet and the Corporate Management Board formally consider the extent to which the £2.7m base budget contingency and budget resilience earmarked reserves of £6.3 million should be used to support the in-year projected budget deficit while longer term savings are developed.

Consultation

78. The BCP Corporate Management Board has reviewed the information provided in this report and the relevant Corporate Directors, Directors of Services and budget holders have provided information as necessary.

Alternative Options

79. This report provides financial performance information, and as a result there are no alternative options to consider.

Summary of finance and resourcing implications

80. The effective management of the Council's Budget is fundamental to the good governance of the organisation. Failure to monitor and manage the finances of the organisation will affect the financial health and wellbeing of the Council. The Council will not be able to develop a sustainable Medium Term Financial Plan and will not be able to effectively invest in its service priorities if it fails to recognise and address any identified financial pressures.

Summary of legal implications

81. It is a legal requirement of the Council to monitor its budget during the financial year, take remedial action if necessary and to produce a statutory set of accounts within the prescribed deadlines.

Summary of human resources implications

82. None specifically related to this report.

Summary of environmental impact

83. None specifically related to this report.

Summary of equalities and diversity impact

84. Any variations to budgets require the responsible officers to be mindful of the equality implications within the Council. Individual budget holders will consider and address any such implications in line with their service specific equality impact assessments.

Summary of risk assessment

85. This report and the outlined actions will form part of the mitigation strategy to ensure that the Council is identifying when prompt management intervention and action is needed to avoid an adverse impact on future service delivery or the achievement of future corporate objectives.

Background papers

86. The 2019/20 Budget and Consolidated Medium Term Financial Plan (MTFP) Update for Bournemouth, Christchurch and Poole Council which was approved by the BCP Shadow Authority on the 12 February 2019 can be found at;

<https://moderngov.bcpshadowauthority.com/ieListDocuments.aspx?CId=136&MId=123&Ver=4>

Appendices

87. Appendix A	Forecast Annual Revenue Variances greater than £100k by Directorate
Appendix B	Forecast use of Reserves in 2019/20
Appendix C	Report on the DSG from the Corporate Director of Children's Services

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Forecast Annual Revenue Variances greater than £100,000

Children's Services Directorate

Budget	Explanation	June Variance £000s
Children's Social Care		
Children in Care (CiC)	Higher number of cases inherited from the Christchurch area.	353
Children in Care (CiC)	Projected increase in CiC numbers above budget in the remaining nine months of the financial year.	1,147
Family and Learning Services		
Special Educational Needs and Disabilities School Transport	Further growth in numbers of pupils eligible for free school transport	400
Quality & Commissioning		
Business Support	Delay in restructuring the team to allow greater support to front line services through the reorganisation.	200
Costs not apportioned to Service Directors		
Staff costs	Delay in restructure implementation	250
Staff costs	Legacy staffing pressures on the front door Social Work teams across BCP	345
Interim Management	Additional resources to support service improvement and allow handover between current and new Service Directors	255
Total Children's Services		2,950

Regeneration and Economy Directorate

Budget	Explanation	June Variance £000s
Growth & Infrastructure		
Concessionary Fares	Projected increase in passenger numbers alongside the price increase for the Christchurch conurbation	373
Street Lighting	Higher levels of electricity price inflation than provided for	215
Bus Subsidy	Renegotiated contract savings	(100)
Other	Engineering (Twin Sails repairs) and Traffic Management	75
Total		563
Development		
Property Services	Staff redundancy costs	120
Total		120
Destination and Culture		
Two Riversmeet	Staffing costs	130
Castle, Upton House, Museums and Libraries	Highcliffe Castle reduced income and extra costs of £88k, Upton Country Park reduced income and extra maintenance of £96k, Museums staffing of £35k and Christchurch libraries pressures, including for new IT, of £80k	299
Seafront	Reduced beach hut income and concession income	121
Total		550
Total Regeneration & Economy		1,233

Environment & Community Directorate

Budget	Explanation	June Variance £000s
Environment		
Bereavement	Reduced income from cremations, largely due to opening of a new private facility also offering ceremonies in the BCP area.	610
Parks	Income from concessions and chargeable services below expectations.	200
Housing		0
Communities		0
Total Environment & Community		810

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BCP Council - Earmarked Reserves

Detail	01/04/19 Actual Balances £000's	Estimated Movements £000's	31/03/20 Estimated Balances £000's
(A) - Financial Resilience Reserves	(10,737)	50	(10,687)
(B) - Transition and Transformation Reserves	(9,683)	7,583	(2,100)
(C) - Asset Investment Strategy Rent, Renewals and Repairs	(2,500)	390	(2,110)
(D) - Insurance Reserve	(3,500)	0	(3,500)
(E) - Held in Partnership for External Organisations	(4,483)	740	(3,743)
(F) - Required by Statute or Legislation	(4,163)	754	(3,409)
(G) - Planning Related	(614)	0	(614)
(H) - Government Grants	(7,612)	3,327	(4,285)
(I) - Maintenance	(1,758)	595	(1,163)
(J) - ICT Development & Improvement	(750)	391	(359)
(K) - Corporate Priorities & Improvements	(3,158)	919	(2,239)
Forecast Earmarked Reserve Balance - 31 March	(48,958)	14,749	(34,209)

(A) - Financial Resilience Reserves

	01/04/19 Actual £000's	Movement £000's	31/03/20 Estimated £000's
Purpose: Designed to provide certain Theme's with the ability to manage any in-year emerging issues as they deliver the seamless transfer of services to the new council and manage the financial consequences of any unforeseen issues. Additionally such reserves support timing differences and annual fluctuations in costs and income. The Financial Planning Reserve will enable any future structural budget adjustments to be implemented in a measured and planned way.			
Financial Planning Reserve	(4,067)	0	(4,067)
Adult Social Care Directorate - Resilience Reserve	(3,400)	0	(3,400)
Children's Services Directorate - Resilience Reserve	(1,600)	0	(1,600)
Environment & Community Directorate - Resilience Reserve	(1,000)	0	(1,000)
Regeneration and Economy Directorate - Resilience Reserve	(500)	0	(500)
Other Financial Resilience Reserves	(170)	50	(120)
Financial Resilience Reserves	(10,737)	50	(10,687)

(B) - Transition and Transformation Reserves

	01/04/19 Actual £000's	Movement £000's	31/03/20 Estimated £000's
Purpose: Resources set aside to support the one-off change costs of creating the new council including the phase three transformation programme. Includes the council's contribution to support the deficit on the Dedicated Schools Grant (DSG) high needs budget which is a one-off contribution for 2019/20 only.			
BCP Programme Resources - Costs originally profiled for 2019/20	(1,178)	1,178	0
BCP Programme Resources - Costs reprofiled from 2018/19	(4,005)	4,005	0
BCP Programme Resources - Pay and Reward Strategy	(2,100)	0	(2,100)
High Needs Block - One Off Contribution towards 2019/20 Deficit	(2,400)	2,400	0
Transition and Transformation Reserves	(9,683)	7,583	(2,100)

(C) - Asset Investment Strategy Rent, Renewals and Repairs

	01/04/19 Actual £000's	Movement £000's	31/03/20 Estimated £000's
Purpose: Resources set a side as part of the process of managing annual fluctuations in the rent, landlord repairs and costs associated with the councils commercial property acquisitions as set out in the Non Treasury Asset Investment Strategy.			
Asset Investment Strategy Rent, Renewals and Repairs	(2,500)	390	(2,110)

(D) - Insurance Reserve

	01/04/19 Actual £000's	Movement £000's	31/03/20 Estimated £000's
Purpose: Reserve to enable the annual fluctuations in the amounts of excesses payable to be funded without creating an in-year pressures on the services. Subject to ongoing review by an independent third party.			
Insurance Reserve	(3,500)	0	(3,500)

(E) - Held in Partnership for External Organisations

	01/04/19 Actual £000's	Movement £000's	31/03/20 Estimated £000's
Purpose: Amounts held in trust on behalf of partners or external third party organisations.			
- Schools Block Reserve	(541)	0	(541)
- Dorset Adult Learning Service	(902)	0	(902)
- Stour Valley and Poole Partnership	(898)	595	(303)
- CCG Emotional Wellbeing and Mental Health	(788)	0	(788)
- Dorset CCG Carers Funding	(275)	0	(275)
- Local Economic Partnership	(1)	1	0
- Post 16 Service	(88)	88	0
- Flippers Nursery	(38)	0	(38)
- Public Health	(56)	56	0
- Adult Safeguarding Board	(43)	0	(43)
- Dorset Youth Offending Service Partnership	(262)	0	(262)
- Music and Arts Education Partnership	(314)	0	(314)
- Bournemouth 2026	(225)	0	(225)
- Bournemouth 2026 - West Howe Bid	(45)	0	(45)
- Aspire Adoption CSC	(7)	0	(7)
Held in Partnership for External Organisations	(4,483)	740	(3,743)

(F) - Required by Statute or Legislation

	01/04/19 Actual £000's	Movement £000's	31/03/20 Estimated £000's
Purpose: Amounts which the council is required to hold as a reserve in line with current accounting practice or legislative requirements.			
Building Regulation Account	(128)	0	(128)
Bournemouth Library Private Finance Initiative (PFI)	(407)	0	(407)
Carbon Trust	110	0	110
Business Rates Levy payments annual variation reserve	(2,984)	0	(2,984)
Business Rates 19/20 Settlement Grant - paid 18/19 - Surplus national levy/safety net account	(754)	754	0
Required by Statute or Legislation	(4,163)	754	(3,409)

(G) - Planning Related

	01/04/19 Actual £000's	Movement £000's	31/03/20 Estimated £000's
Purpose: Reserves designed to support planning processes and associated planning activity where expenditure is not incurred on an even annual basis.			
Local Development Plan Reserve	(362)	0	(362)
Planning Hearing and Enforcement Reserve	(123)	0	(123)
Other Planning Related Reserves	(129)	0	(129)
Planning Related	(614)	0	(614)

(H) - Government Grants

	01/04/19 Actual £000's	Movement £000's	31/03/20 Estimated £000's
Purpose: Amounts which the council is required to hold as a reserve in line with specific grant conditions.			
Total Unspent Grants	(7,612)	3,327	(4,285)

(I) - Maintenance

	01/04/19 Actual £000's	Movement £000's	31/03/20 Estimated £000's
Purpose: Reserves and sinking funds designed to support maintenance investments in specific services or assets.			
Corporate Maintenance Fund	(417)	290	(127)
Other Maintenance Related Reserves	(1,341)	305	(1,036)
Maintenance	(1,758)	595	(1,163)

(J) - ICT Development & Improvement

	01/04/19 Actual £000's	Movement £000's	31/03/20 Estimated £000's
Purpose: Resources set aside to meet various ICT improvement projects			
ICT Development & Improvement	(750)	391	(359)

(K) -Corporate Priorities & Improvements

	01/04/19 Actual £000's	Movement £000's	31/03/20 Estimated £000's
Purpose: Amounts set a side to deliver various priorities, some of which will be of a historical nature inherited from the predecessor authorities.			
Welfare Reform Reserve / Hardship Fund	(121)	0	(121)
Capital Feasibility and Small Works Fund	(500)	386	(114)
Other Corporate Priorities & Improvements	(2,537)	533	(2,004)
Corporate Priorities & Improvements	(3,158)	919	(2,239)

Please note:

(a) The adoption of accounting policies for BCP Council will mean that the total earmarked reserves of the predecessor councils does not match the 1 April 2019 balances shown above. This is due to historical inconsistency in how certain items have been categorised in predecessor Council balance sheets.

(b) Any reserves transferred from Dorset County Council, not needed for a specific purpose will be added to the transformation and transition earmarked reserve.

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REPORT ON HIGH NEEDS & DEFICIT RECOVERY PLAN

1.0 BCP HNB Action Plan

- 1.1 A detailed BCP plan has been produced which highlights a wide range of actions and activities that are being put into place to reduce demand on the HNB.
- 1.2 Progress against these actions are reported to the BCP HNB Financial Strategy Group and then to the BCP School's Forum. A summary is provided below.
- 1.3 Reduce the rise in Education, Health and Care Plans (EHCPs) and support mainstream schools.
- Demand continues to grow, however many schools in BCP are taking part in the School Improvement Fund work (The LASSIE project) which aims to support mainstream schools with their practice.
 - BCP are appointing to a post which will focus on work with adult services and ensuring that EHCPs have targets which have clear outcomes for independent living.
 - The outreach offer from BCP special schools will be available across the local area with the LA chairing a referral panel and all providers working together.
 - 2 secondary schools are due to offer an enhanced curriculum (Mainstream Plus) from September 2019 for their pupils who are highlighted as at risk of requiring specialist provision.
 - From September 2019 there will be 1 panel process across BCP for decision making bringing consistency in practice.
 - The graduated response toolkit has been introduced in Christchurch to provide schools with a wider range of interventions at SEND support.
- 1.4 Reduce the need for independent special schools by increasing capacity at local special schools. From September 2019 the following should be in place:
- 10 additional places at Linwood School
 - 6 places at Kingsleigh Primary Resource Base
 - 8 additional places at Malmesbury Park Primary Resource Base
 - 7 additional places at Tregonwell Academy
 - 2 Winchelsea satellites at Old Town Infant School and Canford Heath Junior School, adding further places
- 1.5 Reduce exclusions:
- There is a full review of Alternative Provision, adolescents at risk and early help with a clear aim to support young people at an earlier stage and reduce exclusion.
 - This will also provide a consistent commissioning approach to alternative provision and reduce the need for bespoke packages of support for pupils out of school.
 - The positive re-integration work is being evaluated with the aim of returning pupils to mainstream schools from alternative provision and reducing demand.

2.0 Recovery Plan for Historic Deficit

- 2.1 BCP Council starts the 2019/20 financial year with an accrued DSG deficit of £3.6m.
- 2.2 This has been brought forward from the predecessor Councils whose focus has been on setting a balanced budget for the BCP DSG in 2019/20.
- 2.3 This was achieved through reviewing with schools the processes and policies for the support of EHCP, agreeing a transfer of £2.4m from the School's and Early Years Block and a one-off contribution from the new Council of £2.4m.
- 2.4 Having successfully put these measures in place it was not possible to identify any further resources which could be set against the brought forward deficit.
- 2.5 Therefore, the deficit will not be reduced in 2019/20 barring any underspend that can be generated in year.
- 2.6 Looking to the future, BCP is working collaboratively with schools to identify strategies that will enable a balanced budget to be set for 2020/21.
- 2.7 This will require meeting the £4.8m shortfall as a result of the one off investments set out above and meeting any further growth in the High Needs Budget.
- 2.8 In order to then reduce the deficit, further proposals would have to be identified over and above those used to balance the budget. This would require an increased transfer from the Schools / Early years block as other options that will deliver in year will have been exhausted.
- 2.9 As further context the high needs budgets in Bournemouth and Dorset County Council (DCC) both continued to overspend in the 2018/19 financial year (total estimated at £1.6 million to include Christchurch's share of DCC) despite budget cuts, savings measures, funding transfers from the schools block of £1.2 million between them and the extra funding allocated in December 2018.
- 2.10 Poole closed with a surplus on high needs but only after taking into account a transfer from the schools block (Poole's outturn effectively needing only £0.5 million of school block funding to balance).
- 2.11 The BCP 2018/19 DSG comparator therefore would have required an additional £3.3 million of high needs funding to balance the 2018/19 account (£1.6 million overspend + £1.7 million transfers from schools block).
- 2.12 This compares with the estimated high needs funding shortfall for 2019/20 noted above of £4.8 million which is after further savings measures and further growth have been taken into account.

3.0 Current Forecast Budget Variance £2.0m

- 3.1 The HNB was built on a range of assumptions regarding the growth of EHCPs and reduction in permanent exclusions and taking average costs for anticipated Christchurch cases. However from 1st May until 1st July 2019 BCP saw a continued overall rise in EHCPs of 3.3% and has ended the academic year with an overall increase in permanent exclusions. The costs for the cases from Christchurch are projected to be higher than previously expected.
- 3.2 Alongside this there was an increase in the number of EHCPs transferred from Dorset to the original 300 anticipated.

3.3 There is an agreed process between service operational teams and financial services to ensure robust forecasting. The latest projection is shown in the table below:

Projected High Needs Budget 2019/20 as at June 2019

PROVISION	BCP 2019-20 REVISED BUDGET			2019-20 YEAR END FORECAST			2019-20 (Under) / Over spend		
	Budget		Average	Forecast		Average	Variance		Average
	FTE	Cost	Top-Up	FTE	Cost	Top-Up	FTE	Cost	Top-Up
EHCP Top up	2,365.67	27,377,533	11,573	2,379.00	30,215,031	12,701	13.34	2,837,499	1,128
Centrally Commissioned Services		1,503,800			1,511,000			7,200	
0-5 High Needs Inclusion & Out of School		712,000			712,000			0	
Place Costs (£10k or £6k per place)		241,000			241,000			0	
		10,584,768			9,525,789			(1,058,979)	
TOTAL SEN		40,419,101			42,204,820			1,785,719	
Total AP - Medical		345,374			483,039			137,665	
Total AP – Exclusions		2,327,000			2,229,039			(97,961)	
Total AP - Other		0			161,200			161,200	
Pupil Reintegration Programme		0			17,500			17,500	
Cross Border Hospital (DfE funded)		460,525			460,525			0	
Hospital		128,000			128,000			0	
TOTAL Alternative Provision		3,260,899			3,479,302			218,403	
TOTAL HIGH NEEDS		43,680,000			45,684,122			2,004,123	

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CABINET



Report subject	Project Admiral Leasehold Considerations and Acquisition Proposals
Meeting date	11 September 2019
Status	Public Report
Executive summary	This report provides an update of the current position in respect of Project Admiral with particular reference to the need to consider Leaseholder Representations following section 20 consultation. It makes recommendations in respect of the position of leaseholders following the consultation.
Recommendations	<p>It is RECOMMENDED that Cabinet:</p> <ul style="list-style-type: none"> (a) Approves the recommendations set out in the confidential report; and (b) Offers to repurchase a limited number of properties as set out in Option 4, and delegates authority to the Director of Housing in consultation with the Monitoring Officer and Section 151 Officer to decide which properties will be repurchased further to this decision.
Reason for recommendations	<p>In respect of recommendation (a) the reasons are set out in the confidential report.</p> <p>In respect of recommendation (b), the option to repurchase a limited number of properties would allow the Council to obtain some much needed social housing stock within this area, while linking this to current demand. The use of the prioritisation approach would allow this approach to be targeted at those leaseholders most in need of support.</p>

Portfolio Holder(s):	Councillor Kieron Wilson (Portfolio Holder for Housing)
Corporate Director	Kate Ryan
Contributors	Su Spence, Chief Executive PHP Lorraine Mealings, Director of Housing
Wards	Old Town
Classification	For Decision

Background

1. Project Admiral refers to the major maintenance programme being delivered by Poole Housing Partnership (PHP) in the Old Town of Poole. The programme will refurbish the 4 council owned tower blocks in the Old Town and ensure that they are fit for purpose for at least the next 30 years. The overall programme was approved by the Borough of Poole Council in February 2019 and will see the following works completed –
 - Roofing replacement
 - Façade removal and refit
 - Removal and refit of balconies
 - Supply and fit of windows
 - Main entrance lobby structures
 - Electrical works
 - Refit of heating and hot water systems
 - Fitting of sprinkler systems and other fire safety enhancements
 - General works
2. The works will cost approximately £20m in total and will be delivered over the next 4 years. They are funded predominantly from the BCP Housing Revenue Account (HRA) (Poole Neighbourhood) alongside contributions from the leaseholders who own properties within the tower blocks.
3. The nature of the buildings means that a major maintenance programme is required approximately every 30 years alongside regular day to day maintenance. Major works were last completed in 1990 and this programme will ensure that the buildings are fit for purpose for at least another 30 years. The programme has been designed to take account of the seaside location and the impact that this has on the concrete structure. It is also reflective of the current change in standards around fire safety and will deliver the retro fitting of a sprinkler system along with improvements in fire alarms and ventilation systems, all adding to the current high standards of safety throughout the building. It is expected that the programme will also have a positive impact on the sense of “place” within the area and improve the standard of accommodation offered to current and future residents, addressing issues such as fuel poverty, space standards and mitigating damp and mould within the buildings.
4. The contract to deliver this programme was advertised under European procurement rules and was awarded to United Living. Work has now started with United Living to mobilise the contract and to plan the sequencing of works.

There have been a number of resident meetings over the course of the planning of the works and United Living attended a “Meet the Contractor” session on 1st July 2019. Ongoing resident liaison is now in place with dedicated officers in both United Living and PHP overseeing this process.

5. There are 33 leaseholders who own properties within the 249 flats across the 4 tower blocks, some of whom may privately rent these. The total cost of the programme is funded by the Housing Revenue Account (HRA) (Poole Neighbourhood) and is therefore paid for from the rental income received from residents across the whole Poole housing stock. For the 33 leaseholders there is a legal requirement set out in their lease to meet the ongoing costs of maintaining and improving the structure of the building and therefore contributing to the overall cost of the works, both on a day to day basis and for major works. The legal framework for the discussions with the leaseholders for any maintenance programme where financial charges are sought to be recovered is known as “section 20”, with any disputes subject to arbitration at the First Tier Tribunal Service (Property Chamber) (FTT).

Discussion with Leaseholders

6. Under the terms of section 20 requirements, PHP issued estimated charges to the Project Admiral leaseholders in March 2019. These charges set out the estimated costs of the works and the charge that each leaseholder will be expected to pay when the works are completed. The charges are determined by the clauses within each lease which are to a large extent similar across each property but do vary in nature in some areas. Leaseholders have received estimated charges that vary in value from £45,791 to £55,858 with the average charge being £52k.
7. The charges have been calculated based on the total cost of the work that will be undertaken, less any charges where it is believed a First Tier Tribunal would not uphold the charge being passed onto leaseholders. This adjustment has been made due to precedent in other tribunal cases or approaches considered as general practice by councils. The main areas of work not included in the charge to leaseholders are as follows –
 - Measures to improve fire safety – including new sprinkler systems and upgrades to automatic vents
 - Upgrade of heating and hot water systems
 - Construction of a new main entrance lobby
 - Reduction of balcony costs to include replacement but not enhancement costs
8. The section 20 process includes a consultation period following the issuing of estimated charges and leaseholders are invited to set out their thoughts and concerns regarding the approach being undertaken. This process took place across March and April 2019 and leaseholders responded via written responses and verbally at a series of public meetings held by PHP. PHP received responses from 17 of the 33 leaseholders and the main issues raised were as follows –

Objection to the overall cost of the project

9. Leaseholders made very clear objections to the overall cost of the works that they were expected to fund. While many accepted that the work was necessary they did not believe that the cost was reasonable given the overall value of the property. They considered many of the charges to relate to “improvements” and cited a recent tribunal case against Oxford City Council where the charges to leaseholders were considerably reduced as evidence that they should not pay for improvements, only repairs. Leaseholders are also mindful of the work that was undertaken at Sterte Court 5 years ago, and that the overall charge was approximately £30k per leaseholder. The work schedule was different for Sterte Court so is not directly comparable, but many stated that they were expecting charges to be of a similar level.
10. PHP do not accept this assessment of the charges and all leaseholders are required to pay for improvements under the terms of their leases. The overall scope of the work has been designed to give the most effective economic benefit over the next 30 years with the capital investment being offset with future revenue savings in maintenance charges both to the council and leaseholders. It is noted that the costs are high but this reflects the specific issues that are being dealt with across the project which include water ingress from the seaside location and a concrete structure that requires enhancement to manage damp and mould issues as well as the general refurbishment.

Objection to the use of cladding rather than replacement render

11. Leaseholders identified that one of the largest elements of cost was the non combustible cladding that will be fitted to the outside of the building. A number of leaseholders stated that their preference was for new render to be applied to the building as this attracted a much lower capital cost.
12. The options for the façade of the tower blocks were considered during the options appraisal process of the project and looked at a variety of render and cladding solutions. The proposal to use cladding was determined by the overall economic cost across 30 years with cladding attracting much lower maintenance costs over its lifetime. Render is also deemed to be problematic in seaside locations, leading to staining and water ingress as currently experienced on the tower blocks and requiring a more significant maintenance programme when compared to cladding. It is also believed that the impact on the look and feel of the building can be significantly enhanced with the cladding options although this did not influence the final choice.
13. Further information on the options appraisal that concluded that cladding would be preferable has been made available to the leaseholders. It should be noted however that on the basis of initial capital cost, the objection to the use of cladding remains across a significant number of leaseholders.

Request for Buy Back of Properties

14. A number of leaseholders have requested that the council simply purchase their property and bring it back into the overall council owned stock for social rent. This reflects the view that this will ease the impact on the private home owner and enable a clean break within discussions. The housing register does have need for 1 and 2 bedroom properties within this area of Poole but each potential

purchase would need to be considered in terms of value for money compared with new build options, as well as considering the wider spending priorities within the HRA.

Request for the Council to Place a Charge on the Property

15. The use of a charge on the property is part of the hardship policy offered, that if residents can demonstrate that they cannot raise the funds to pay the amount due, the council will place a secondary charge on the property and defer receiving the money until the property is sold.

Request for extension of the current lease back to 125 years

16. Several leaseholders requested that the current lease is extended back to 125 years at no additional cost. The leaseholders believed that this reflected the length of time that it will take for the financial benefits of the scheme to be realised by the leaseholders. The value of the lease extension is notional and further work is being undertaken on this request.

Issues to Consider

17. It may be that a small number of leaseholders will refer the matter to the First Tier Tribunal Service (FTT) known as Tribunal, in order to arbitrate on the appropriateness of the charge made. Any determination made by the Tribunal will apply across all leaseholders and not just those referring the matter. It is likely that a Tribunal would consider the following issues –

Issue 1. Whether the section 20 consultation process was followed

18. The section 20 process has been followed with all leaseholders receiving notification of estimates, provided with a consultation period and receiving responses to all comments made during the consultation. The charges have been calculated based on costs incurred and value for money via a European wide tender process can be demonstrated. There are minor issues within the process followed that have been identified by legal advisors acting on behalf of PHP but these are not deemed to be material to the overall process and advice is that the section 20 process would be considered reasonable.

Issue 2. Whether the conditions on the lease have been followed

19. All leases issued across the 4 tower blocks contain repair and improvement clauses. This means that leaseholders are liable to meet the costs of all necessary repairs to the structure of the tower blocks as well as improvements that are deemed necessary over time. The level of the contribution is determined by the percentage share identified within the particular lease for the building and this is usually proportionate to the size of the property. All charges have been calculated based on the individual conditions in each lease.

Issue 3. Whether the works proposed are reasonable given the problems to be addressed

20. The works proposed will address the requirement to ensure that the tower blocks remain fit for purpose for the next 30 years. It will address the end of life façade, windows and roofs, deal with structural issues across the balconies and address underlying design flaws in the building that cause damp and mould issues within the flats. It will also provide an opportunity to enhance fire safety measures throughout the buildings, although these latter costs are not being passed onto the leaseholders. The work has been designed by experts in managing this type of building and in seeking to deliver a cost effective solution that will last for at least the next 30 years. It is believed that the work is the right answer to the problems presented by the buildings and this is supported by experts within the field.
21. It must be noted however that a Tribunal may choose to take a different view and that there are many options that could be presented as an appropriate solution to the problems presented. While it is believed that the case is strong for the solution being taken forward, there are many occasions where a Tribunal has acted very cautiously and chosen to make concessions on both sides regardless of strength of argument.

Issue 4. Whether the works proposed are reasonable given the value and nature of the properties

22. The works proposed are expected to deliver an increase in value to the private homes within the tower blocks and therefore leaseholders will see the value of their asset increase. The value of the increase is difficult to predict as this is subject to many factors, not just the works undertaken, but local estimates suggest between £10k to £25k increase in value. The Tribunal will take into account the cost of the work compared to the likely increase in value in assessing reasonableness and impact on ability of leaseholders to pay. It is clear that the expected increase in value is below the overall charge being asked of leaseholders, but it is difficult to estimate how much value a Tribunal may place on this.

Options to be considered

23. Specific options (1 to 3) with regards to the approach in response to leaseholder concerns raised during the consultation period have been included in the confidential report to be considered, as it contains advice and information which is exempt due to it being subject to legal privilege.

In addition, option 4 considers the issues raised by leaseholders regarding repurchase of properties prior to the works beginning.

Option 4. Offer to Repurchase a Limited Number of Properties

24. A number of leaseholders have raised the question of whether the council would consider buying back the properties in order to bring to an end the discussions about the charges. In some cases, leaseholders had been looking to sell their properties in 2019 due to changes in circumstances but are experiencing

difficulties in selling due to the proposed works. In other cases, leaseholders are just looking to move on from the property following the reported stress of thinking about how to meet the financial requirements of the charge. This approach would deliver additional much needed social housing stock in an area which is popular with residents, therefore meeting the needs of the housing register and could be delivered in conjunction with the other options.

25. If this option was to be taken forward, there are 2 ways to process this. The first would be to limit the total budget available and to prioritise the households that would be supported. This reflects that any funding made available to support the repurchase will come from current HRA reserves and the competing priority on this funding is the delivery of new affordable housing via new build. New build is often more cost effective than acquisition.
26. If a limit was to be set on this option, it is proposed that an additional budget of £0.75m could be made available from HRA reserves to support the buy back of leasehold properties across Project Admiral. This purchase would be at the current market value which is estimated to be approximately £120k for a 1 bed property and £150k for a 2 bed property. This would enable 5 to 6 properties to be repurchased.
27. It is proposed that applications for buy back would be considered against the following criteria
 1. The household has a changed health or housing need which means the property no longer meets housing need
 2. The household has a changed composition which means the property no longer meets housing need
 3. The leaseholder can demonstrate financial hardship from meeting the s20 charge, or would not be able to pay the charge over the next 10 years
 4. The leaseholder resides in the property and would like to move prior to the works commencing
 5. The leaseholder does not reside in the property and would like to dispose of the investment
28. The 2nd way to manage this approach is to offer to buy back any property that a leaseholder wishes to sell back to the council. This would deliver up to 33 new 1 and 2 bedroom flats in the Old Town to enable those households on the housing register to access. If all households decided to access this approach then the total cost to the HRA is expected to be approximately £5m which would need to be met from reserves. There is currently not enough funding in reserves to meet this option and a borrowing case would need to be developed. It is unlikely that such a case would meet financial checks. Monies could alternatively be invested in other spending priorities including new build which is often more cost effective. In addition, there may not be a strong enough scale of interest expressed by those on the Poole area Housing Register through the choice based lettings system for 33 flats of these sizes and in this location at the same time. The options therefore to buy back all properties offered is discounted with a limited budget suggested to meet current demand.

Summary of financial implications

29. The Borough of Poole council decision in February 2019 allocated resources of £20.25m to deliver Project Admiral. Included within this decision was an

assumption that the leasehold contribution to the overall project would be circa £1.6m although this funding was not assumed within the approved budget as the cash flows around this cannot be guaranteed.

30. The project is funded from the Housing Revenue Account (HRA) (Poole Neighbourhood) and forms part of the financial forward plan agreed during the budget setting process in February 2019 for BCP council as well as the individual approval for the project as a whole.
31. It is not possible to assess at this stage the costs that would be incurred if leaseholders decided to access a Tribunal to challenge the costs. There would be a cost in officer time but also the requirement to engage specialist solicitor support and a barrister for counsel. All of these costs would be driven by the scale of the leaseholder claim and could be expected to reach at least £100k, but possibly more, for a short process based on previous experience. This funding would need to be made available from overall project costs.
32. The increase of the acquisitions budget to support option 4 would need to be met from current reserves across the HRA (Poole Neighbourhood). The current budget agreed in February 2019 identified cash reserves of £4.5m that is available to meet priorities going forward. This funding could be used to meet the cost of option 4 (limited to £0.75m) without requiring the HRA to submit to prudential borrowing or impact on the current programme of works.

Summary of legal implications

33. These are contained within the body of the report

Summary of human resources implications

34. None identified

Summary of environmental impact

35. None identified

Summary of public health implications

36. None identified

Summary of equality implications

37. The provision of options to buy back properties may assist those in need of alternative accommodation to meet health and household need to access this accommodation.

Summary of risk assessment

38. There are a number of risks associated with the discussions with the leaseholders and these are detailed throughout the report.

Background papers

Borough of Poole Council Paper - Project Admiral, February 2019

Appendices

Appendix 1 – Exempt Section of the Report [**PLEASE NOTE – if Cabinet wish to discuss the detail of this part of the report it will be necessary to move into exempt session and exclude the press and public from this part of the meeting**]

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

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