

Notice of Cabinet

Date: Wednesday, 28 July 2021 at 10.00 am

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



Membership:

Chairman:

Cllr D Mellor

Vice Chairman:

Cllr P Broadhead

Cllr M Anderson

Cllr M Greene

Cllr N Greene

Cllr M Haines

Cllr M Iyengar

Cllr R Lawton

Cllr K Rampton

Cllr M White

Lead Members

Cllr H Allen

Cllr S Baron

Cllr N Brooks

Cllr B Dove

Cllr B Dunlop

Cllr J Kelly

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 view the live stream of this meeting at the following link:

<https://democracy.bcpCouncil.gov.uk/ieListDocuments.aspx?MIId=4685>

If you would like any further information on the items to be considered at the meeting please contact: Sarah Culwick (01202 817615) 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

9 July 2021



Available online and
on the Mod.gov app



Maintaining and promoting high standards of conduct

Declaring interests at meetings

Familiarise yourself with the Councillor Code of Conduct which can be found in Part 6 of the Council's Constitution.

Before the meeting, read the agenda and reports to see if the matters to be discussed at the meeting concern your interests

Do any matters being discussed at the meeting relate to your registered interests?

Disclosable Pecuniary Interest

Yes

Declare the nature of the interest

Do NOT participate in the item at the meeting. Do NOT speak or vote on the item EXCEPT where you hold a dispensation

You are advised to leave the room during the debate

Local Interest

Yes

Declare the nature of the interest

Applying the bias and pre-determination tests means you may need to refrain from speaking and voting

You may also need to leave the meeting. Please seek advice from the Monitoring Officer

No

Do you have a personal interest in the matter?

Yes

Consider the bias and pre-determination tests

You may need to refrain from speaking & voting

You may also need to leave the meeting. Please seek advice

No

You can take part in the meeting speak and vote

What are the principles of bias and pre-determination and how do they affect my participation in the meeting?

Bias and predetermination are common law concepts. If they affect you, your participation in the meeting may call into question the decision arrived at on the item.

Bias Test

In all the circumstances, would it lead a fair minded and informed observer to conclude that there was a real possibility or a real danger that the decision maker was biased?

Predetermination Test

At the time of making the decision, did the decision maker have a closed mind?

If a councillor appears to be biased or to have predetermined their decision, they must NOT participate in the meeting.

For more information or advice please contact the Monitoring Officer
(susan.zeiss@bcpcouncil.gov.uk)

Selflessness

Councillors should act solely in terms of the public interest

Integrity

Councillors must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships

Objectivity

Councillors must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias

Accountability

Councillors are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this

Openness

Councillors should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing

Honesty & Integrity

Councillors should act with honesty and integrity and should not place themselves in situations where their honesty and integrity may be questioned

Leadership

Councillors should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs

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 requested to declare any interests on items included in this agenda. Please refer to the workflow on the preceding page for guidance.

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 23 June 2021.

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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/ieListMeetings.aspx?CommitteeID=151&Info=1&bcr=1>

The deadline for the submission of public questions is 4 clear working days before the meeting.

The deadline for the submission of a statement is midday the working day before the meeting.

The deadline for the submission of a petition is 10 working days before the meeting.

5. Recommendations from the Overview and Scrutiny Board

To consider recommendations from the Overview and Scrutiny Board on items not otherwise included on the Cabinet Agenda.

6. Council Highway Inspection Policy

To seek approval of BCP Council's harmonised Highway Inspection Policy to ensure the council meets its responsibilities in line with the Code of Practice 'Well managed highway infrastructure' 2016.

The developed Highway Inspection Policy is the primary evidence used by the authority in any defence against third party claims on the highway, under Section 41 or 58 of the Highways Act 1980.

Highway safety inspections are designed to ensure the network is safe and routinely checked for defects, which may have the potential to create injury or disruption to users of the highway network. The current Code of Practice recommends that the safety inspection and defect repair regimes should be based on risk, in accordance with local needs, context and priorities. There are no longer prescriptive or minimum standards published at which an

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authority should intervene and repair a defect. It is for local authorities to determine appropriate levels of service and be able to demonstrate clearly what has informed that approach.

7. Progress in delivery equalities across BCP 2021

79 - 110

The Equality and Diversity Annual report provides an update on how the council is progressing with embedding equality and diversity in the way it plans, develops, and delivers services and in discharging its public sector equality duty.

The report sets out the Equality Footprint which reinforces the commitments to equality expressed in the council's corporate strategy and the vision of the Big Plan.

The report also identifies some of the actions the council needs to take to realise the ambitions of the Equality Footprint and to achieve the excellence level of the Equality Framework for Local Government.

8. 2020/21 Quarter 4 Performance Report

111 - 134

This report provides an overview of performance against the priorities set out in the Corporate Strategy for the financial year 2020/21.

It has been informed by the basket of measures agreed as part of the creation of the delivery plans for 2020/21, for each of the council priorities.

Year one of BCP Council was used to collect baseline performance data and this has been used to set performance targets and intervention levels.

Quarter 4 performance has been reported against these and informs the RAG ratings for each of the measures. It is presented across interactive performance dashboards for each of the council priorities.

Performance against the priorities is generally strong with only eight of the performance measures requiring action. These are addressed in more detail in exception reports, attached as appendix 2 to the report.

9. BCP Local Plan Issues and Options Consultation

135 - 230

The report seeks approval to undertake public consultation on the BCP Local Plan Issues and Options Draft.

An Initial Local Plan Issues and Call for site's consultation was undertaken in late 2019, this draft now identifies particular planning issues that need considering and suggests options to address those issues.

The consultation will seek the public and other stakeholders views on regenerating our town centres, meeting our housing and employment needs, managing the natural and built environment, promoting health and well-being, tackling climate change, reducing the need to travel and infrastructure provision. However, at this stage in the plan making process no decision is being made on detailed policy wording or development site allocations.

Following receipt of stakeholder representations the plan will be refined to form the Regulation 19 'local plan submission draft' that will be submitted to the Planning Inspectorate for public examination during 2022.

This consultation will take place under Regulation 18 of the Planning and Compulsory Purchase Act 2004 (as amended) and Town and Country Planning Regulations (Local Planning) 2012 (as amended).

The Local Plan once formally adopted will form the statutory development plan (along with neighbourhood plans) for BCP and will be used to determine planning applications.

10. Housing Management Model Review

231 - 252

The council's housing stock within the Housing Revenue Account (HRA) is situated within the Bournemouth and Poole neighbourhoods and comprises 9,592 owned properties (5,080 in Bournemouth and 4,512 in Poole) and 1,139 leasehold properties (as at 1 April 2021).

Council housing within the Bournemouth neighbourhood is managed in-house within the officer structure of the housing service unit. Poole Housing Partnership (PHP) is an Arm's Length Management Organisation (ALMO), a wholly owned company, and manages the council housing in the Poole neighbourhood whilst BCP Council retains ownership and ultimate responsibility.

This report sets out the national policy context for council housing and proposes some core objectives to guide future delivery.

This report presents the council's strategic key drivers for service delivery in this area and, measuring these against the various governance options, proposes a preferred model for housing management in the future.

It is recommended that the council should align and create a new combined hybrid service, the 'best of both worlds', within the council.

It is recommended that the new combined in-house hybrid service has a robust 'advisory board', providing oversight, expertise and informed advice. A number of other councils, including some which have recently changed from an ALMO model, have similarly set up or are considering setting up an advisory board to ensure robust visibility and monitoring for continued good service delivery.

The report requests approval to commence extensive consultation with residents and other stakeholders over summer and autumn 2021 to help determine implementation.

11. Cabinet Forward Plan

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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.

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BOURNEMOUTH, CHRISTCHURCH AND POOLE COUNCIL

CABINET

Minutes of the Meeting held on 23 June 2021 at 10.00 am

Present:-

Cllr D Mellor – Chairman

Cllr P Broadhead – Vice-Chairman

Present: Cllr M Anderson, Cllr M Haines, Cllr M Iyengar, Cllr R Lawton, Cllr K Rampton, Cllr M White, Cllr S Baron, Cllr N Brooks, Cllr B Dove and Cllr J Kelly

Lead Members: Cllr S Baron, Cllr N Brooks, Cllr B Dove and Cllr J Kelly

Also in attendance: Cllr S Bartlett (Chairman of the Overview and Scrutiny Committee) and Cllr P Hilliard

Apologies: Cllr M Greene, Cllr N Greene and Lead Members Cllr H Allen and Cllr B Dunlop

12. Declarations of Interests

Councillor Nigel Brooks declared a non-pecuniary interest in Minute Nos. 20 (Bournemouth Development Company LLP Business Plan) and 22 (Annual Review of Housing Wholly Owned Companies) and remained present.

13. Confirmation of Minutes

The Minutes of the Cabinet meeting held on 26 May 2021 were confirmed and signed as a correct record.

14. Public Issues

The Leader advised that there had been no statements or petitions received on this occasion but that four Members of the Public had submitted questions all relating to Agenda Item 9 (High Streets Strategy (Update)). The questions were read out on behalf of the Members of the Public and were each responded to by the Portfolio Holder in turn. The submitted questions and responses are set out below:

Question from Geoffrey Furnell

Will Councillor Broadhead consider the way in which the Christchurch Regeneration Subject was handled.

Were all Christchurch Town Councillors and BCP Councillors representing Christchurch contacted directly with full plans and costings?

Response by the Portfolio Holder for Regeneration Economy and Strategic Planning

I thank Mr Furnell for his question. I have no idea which Christchurch Regeneration subject Mr Furnell is referring to. At present, the only project we have even started thinking about is the regeneration of the former Christchurch Civic centre. Even this is at a very early stage and I will be first liaising with Christchurch Councillors and the Town Council before beginning any formal work on scoping that project. We currently have no other projects in Christchurch but are certainly on the hunt for good ideas, which will of course be led by the public. As such, the full plans and costings associated with any projects is £0, as there are no projects in the pipeline.

Question from Peter Fenning

“Within the BCP regeneration proposals for Christchurch Town Centre is one to establish a community hub within the area of the Christchurch bowling green. Is Councillor Broadhead aware that this site is within the Christchurch Central Conservation Area and is a protected Scheduled Ancient Monument and can he explain why it is to be established there.”

Response by the Portfolio Holder for Regeneration Economy and Strategic Planning

I thank Mr Fenning for his question. I have no idea what “BCP regeneration proposals for Christchurch Town Centre” Mr Fenning is referring to. We currently have no projects in train aside from very early scoping work on the former Civic Centre. This is the first I have heard about proposals to establish a community hub within the area of the bowling green. However, I do love the idea of providing a further community hub in Christchurch and will happily explore proposals to create one in the right place if such proposals are presented to me. This administration is determined to right size the underinvestment in Christchurch and I encourage anyone with good ideas to get in touch with us!

Question from Councillor Avril Coulton – Deputy Mayor of Christchurch Town Council

Could Councillor Broadhead confirm that BCP Council is actively planning to build an extra storey of car parking on the Waitrose car park in Christchurch and demolishing the Saxon Square car park in order to replace it with a larger car park.

These ideas are encompassed by the Christchurch Regeneration subject. Where is the money coming from to pay for this and where can the costings for the proposals be found?

Response by the Portfolio Holder for Regeneration Economy and Strategic Planning

I thank Councillor Coulton for her question. I can confirm that we have no plans whatsoever to build an extra storey of car parking on the Waitrose car park in Christchurch. Nor do we have any active plans to demolish Saxon Square car park. I’m not quite sure where the idea that these projects which are supposedly underway has come from.

As such, the costings for these proposals is £0 as we have no such projects in the pipeline. I am however keen to hear from the Town Council as to any ideas they may have for improving Christchurch. I regularly receive ideas and proposals from both members of the public and indeed current BCP Councillors, all of which will be considered as we draw up regeneration plans in the future. I would love to engage with the Town Council on any proposed projects they may have. Christchurch has been, in my view, neglected in terms of proper investment for too long. This administration is determined to right size that and we will look to others to support that ambition into the future.

Question from John Pendrill – Chairman of Christchurch Citizens Association

In relation to Agenda item 9 will Councillor Broadhead agree that the circulation and publicity of the public consultation on Christchurch High Street Regeneration was totally inadequate. The receipt of just 26 replies indicates that the consultation was not published in an appropriate manner as local residents were unaware of this matter. What is the reason for this poor administration? BCP Council plans to carry out many High Street changes without further public consultation. In contrast Christchurch Town Council recently carried out its own neighbourhood survey and received 1,280 replies. Where can the costings for the proposals be found?

Response by the Portfolio Holder for Regeneration Economy and Strategic Planning

I thank Mr Pendrill for his question. There has been no public consultation on Christchurch High Street Regeneration as we have yet to develop a strategy around this going into the future.

I think the piece of work he is referring to was our “give us your ideas” informal digital consultation which we ran to get ideas for our 19 high streets across the BCP area. This was not a formal consultation, but rather a way to get a sounding for what was important to people as we emerge from the pandemic and start to develop the formal business recovery strategy. This has nothing to do with regeneration. An extract from the “have your say” informal exercise is below:

“Before we start working on the strategy we would like your views. We want you to try and look past what may currently be present in your high streets and think of its potential and how we can re-energise these areas.

Tell us:

what are your ideas for your high streets?

what do you think needs improving?

what would you like to see in your high streets?

what do you like about a particular high street?

Our high streets play a key role in creating a sense of place and they are the beating heart of our communities. Through developing a strategy we can reignite the excitement, personality and character of our high streets and create spaces that are meaningful to all who visit, work and enjoy.”

Mr Pendrill further states “BCP Council plans to carry out many High Street changes without further public consultation”. We have no such plans at the present. I do not know which plans Mr Pendrill refers to, as we have yet to even formulate the strategy, never mind having any projects in train. As such, I cannot provide costings for these proposals as no such proposals exist!

Finally, I look forward to working with the town council to find out the results of their consultation and will be involving Councillors and members of the public as we start to work on the strategy about what investment ideas they may have for the future. But to be clear, we currently have no projects currently being considered.

15. Recommendations from the Overview and Scrutiny Board

Cabinet was advised that there were no additional recommendations from the Overview and Scrutiny Board on items not otherwise included on the Cabinet Agenda on this occasion.

16. Financial Outturn Report 2020/21

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

Cabinet was informed that the report provided details of the final financial outturn for the revenue account, capital programme, reserves, and the housing revenue account (HRA) for the financial year 2020/21, and that it also included a small number of proposed virements to the budget for 2021/22 for new grants awarded since the budget was set in February.

In relation to this Cabinet was advised that the general fund revenue outturn is a surplus of £5.1 million for the year which it is proposed be added to the earmarked medium term financial plan (MTFP) mitigation reserve to manage financial risks over this timeframe and that this period included major projects to transform how the council operates and to regenerate the area.

Further to this Cabinet was advised that this is an improved position compared with quarter three from work concluded in the final quarter to make the best use of all available grants to support unbudgeted Covid expenditure within services, reductions in cost pressures, most notably within adult social care, and significant income streams performing better than expected.

RESOLVED that Cabinet: -

- (a) noted the year-end financial outturn positions achieved including revenue, capital, reserves and for the HRA;**
- (b) accepted the 2021/22 awards from Public Health England for the drug & alcohol homeless grant of £0.688 million and the criminal justice system grant of £0.414 million and delegates authority to the directors of adult social care and housing to**

implement the programmes of revenue expenditure as set out in paragraphs 92 to 101; and

- (c) agreed the capital virement in paragraph 153.**

RECOMMENDED that Council: -

- (a) agree the transfer of the £5.1 million surplus for the year to the MTFP mitigation reserve;**
- (b) agree that the contain outbreak management fund (COMF) allocation for 2021/22 of £2.533 million is retained in a contingency to manage any outbreaks that may occur later in the year, as recommended by the director of public health as set out in paragraph83; and**
- (c) agree the capital virements in paragraph 154.**

Voting: Unanimous

Portfolio Holder: Leader of the Council

17. Medium Term Financial Plan (MTFP) Update

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

Cabinet was informed that the report presented the latest medium-term financial plan (MTFP) of the council to reflect government announcements since the February 2021 budget report and updated assumptions, and further to this that it proposes a financial strategy to support the delivery of a balanced budget for 2022/23 and a budget planning process and timeline for key financial reports.

RESOLVED that Cabinet: -

- (a) approved the budget planning process as referenced in paragraph 26;**
- (b) approved the timeline for key financial reports during 2021/22 as set out in appendix A;**
- (c) approved the financial strategy as referenced in paragraphs 18 to 23 and as set out in appendix B;**
- (d) approved the allocation of a further £240k to support the Councils response to the climate change and ecological emergency as referenced in paragraph 25; and**
- (e) noted the updated MTFP position and the key financial planning assumptions as set out in appendix C.**

Voting: Unanimous

Portfolio Holder: Leader of the Council

18. Corporate Flag Flying Policy

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

Cabinet was advised that the report sought approval of a Corporate Flag Flying Policy, attached at Appendix 1, which consolidates the three policies from the legacy Councils and takes account of current national guidance.

RESOLVED that: -

- (a) the draft Corporate Flag Flying Policy as attached at Appendix 1 to the report be approved; and**
- (b) the proposed arrangements for the Charter Trustees for Bournemouth and Poole be noted acknowledging that it is a matter for each of the Charter Trustees to determine their own arrangements for flag flying and marking events during the mayoral year.**

Voting: Unanimous

Portfolio Holder: Leader of the Council

19. High Streets Strategy (Update)

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

Cabinet was advised that the High Streets Strategy report presented at February Cabinet approved the development of a strategy and action plan with partners that enables the delivery interventions to support our high streets and district centres, and that this is progressing well.

Further to this Cabinet was informed that during the development of this work, it had become clear that there is significant work underway which deserved to be highlighted, and that this report highlights examples of and provides updates on some of the exciting and positive interventions, as part of our strategy work, that are making our high streets and district centres places that people will want to visit and spend time in once again.

The Chairman of the Overview and Scrutiny Board addressed the Cabinet advising that the Board had welcomed the initiative but had stressed the importance of engagement with ward members and town and parish councils.

Councillor Hilliard addressed the Cabinet highlighting the confusion with residents with regards to the assumption that a strategy already existed. In addition, Councillor Hilliard advised of the importance of engagement and for there being a range of engagement methods so as to include those who aren't able to respond digitally.

The Portfolio Holder expressed thanks to the Lead Member for BCP Retail Strategy and Christchurch Regeneration for his hard work, and in addition advised that the consultation is ongoing.

RESOLVED that Cabinet: -

- (a) noted the excellent examples of ongoing work detailed in the report and commended the work of officers on the positive impact these projects are making to our high streets and district centres;**
- (b) supported the work of partner organisations in the projects they are driving and enabling to also deliver energy and vibrancy in our high streets and district centres;**
- (c) encouraged further collaboration between all those with an interest in helping our high streets and district centres bounce back from COVID19; and**
- (d) noted that this report is an update on the activity happening on the ground at present and that a full strategy and action plan will be delivered in the future.**

Voting: Unanimous

Portfolio Holder: Regeneration, Economy and Strategic Planning

20. Bournemouth Development Company LLP Business Plan

The Regeneration, Economy and Strategic Planning presented a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'E' to these Minutes in the Minute Book.

Cabinet was advised that the Bournemouth Development Company llp ("BDC") is a joint venture between the Council and now a wholly owned subsidiary of Muse, a Morgan Sindall company, and that this report summarises the BDC 5 year rolling business plan, with particular emphasis on the programme of activity for 2021/22.

Further this Cabinet was informed that this was the ninth update of the plan since the BDC was formed in February 2011 and that it had been updated to reflect the recently approved BCP Corporate Strategy.

RESOLVED that the updated BDC Business Plan as set out at Appendix 3 to the report be approved.

Voting: Unanimous

Portfolio Holder: Regeneration, Economy and Strategic Planning

21. Youth Justice Service Youth Justice Plan for 2021/22

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

In presenting the Youth Justice Plan for 2021/22 Cabinet was advised that there is a statutory requirement to publish an annual Youth Justice Plan which must provide specified information about the local provision of youth justice services. Further to this Cabinet was informed that this report

summarises the Youth Justice Plan for 2021/22, with a copy of the Plan appended.

RECOMMENDED that the Youth Justice Plan be approved by Full Council.

Voting: Unanimous

Portfolio Holder: Children and Young People

22. Annual review of housing wholly owned companies

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

Cabinet was advised that the report provided a review of the following 4 companies - Seascope Group Limited, Seascope South Limited (SSL), Seascope Homes and Property Limited (SHP) and Bournemouth Building Maintenance Limited (BBML), and that the report sets out the growth plans for each company, an operational update from the last year and the 2021/22 annual plan for each.

In relation to this Cabinet was informed that The Seascope Group, including its two subsidiaries SSL and SHP, has much scope for growth in activity and sizeable income generation opportunities as a result, but that SSL has been impacted by Covid during the last year but plans are in place for recruiting additional senior commercial expertise and capacity and to bring this forward as soon as possible in line with the Council's Smarter Structures programme, it was advised that this additional capacity will develop opportunities, drive marketing and promotion, manage contract growth and drive forwards operational efficiencies.

Further to this Cabinet was advised that staffing resources are already being scaled up to ensure the capacity to deliver the ambition for SHP, and that SHP will increase its property portfolio within management as a result of a scaled up property acquisition programme by the Council over the next few years as part of the emerging Council New Build and Acquisition Strategy (CNHAS). It was reported that SHP will also provide a delivery vehicle for building out the pipeline of Council owned sites for private rent or private sale homes.

Cabinet was advised that a review of BBML operations in the context of BCP Council recommended that it is now timely for the BBML operation to be integrated within the Council's wider staff operations, and that the current mixed model of employment and delivery across the Property Maintenance teams makes it difficult to gain reliable strategic and financial oversight. In relation to this Cabinet was informed that one consolidated employment and operating model would ensure an effective and streamlined base position on which to build further improvements, efficiencies and transformation.

In addition Cabinet was informed that the report sought approval for Hixsons Limited to be appointed for a further year in order to audit the 2020/21 company accounts, and that it is a requirement of the

Shareholders Agreement for both BBML and SGL that authority is sought from the council as sole shareholder for the appointment of the external auditor.

The Chairman of the Overview and Scrutiny Board addressed the Cabinet advising that at their recent meeting whilst the Board had been supportive a request had been made for future reports to include the companies business plans with future reports.

Thanks were expressed to the trades people who had had to adapt their ways of working during Covid.

RESOLVED that: -

- (a) the plans to further grow the two Seascope Group subsidiaries be supported;**
- (b) the appointment of Hixsons Limited as the external auditor for BBML, Seascope Group Limited (SGL) and MD Care to audit the 2020/21 company accounts be approved; and**
- (c) the appointment of Paul Whittles, Finance Manager as temporary Director of Finance for Seascope Group Limited be approved.**

Voting: Unanimous

Portfolio Holder: Homes

23. Public Spaces Protection Order

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

Cabinet was advised that the report outlined a proposal to make a new Public Spaces Protection Order (PSPO) to tackle alcohol related anti-social behaviour in public spaces across much of the Bournemouth, Christchurch and Poole area.

In relation to this Cabinet was informed that in the previous Cabinet reports in March and September 2020, it had been agreed to adopt a harmonised approach to tackling street based anti-social behaviour and to consult on new a Public Spaces Protection Order to fit with this approach.

Further to this Cabinet was advised that Public Spaces Protection Orders can only be implemented to tackle behaviours that are persistent or of a continuing nature and have a detrimental effect on the quality of life, and that tackling alcohol related anti-social behaviour has consistently been one of the main uses of PSPO's by local authorities.

In relation to this it was advised that there is evidence to confirm that much of the Bournemouth, Christchurch and Poole areas does suffer from persistent alcohol related anti-social behaviour, and that as such it is proposed to implement a PSPO, which gives designated Officers powers to confiscate alcohol from anyone behaving in an anti-social manner, across 29 of the 33 BCP Council wards.

Cabinet was further informed that a public consultation had taken place on this proposal during March and April 2021, and that of the 294 responses, 89% strongly agree or agree, only 8% disagree. It was therefore proposed that a PSPO be approved.

The Chairman of the Overview and Scrutiny Board addressed the Cabinet advising that the Board had warmly welcomed the report and in addition had requested the figures for alcohol related anti-social behaviour in their wards.

In respect of this the Portfolio Holder advised that officers were preparing the figures to be circulated to Members.

RESOLVED that Cabinet approved the proposed Public Spaces Protection Order to tackle alcohol related anti-social behaviour in public places.

Voting: Unanimous

Portfolio Holder: Community Safety

24. Council Sustainable Fleet Management Strategy and Fleet Replacement Programme

The Portfolio Holder for Environment, Cleansing and Waste presented a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'I' to these Minutes in the Minute Book.

Cabinet was advised that the report sought endorsement of Bournemouth Christchurch & Poole Council's first Sustainable Fleet Management Strategy that will raise awareness of these high profile and high value corporate assets, communicate governance arrangements to ensure the fulfilment of the councils legal obligations as a vehicle Operator Licence holder whilst detailing the roles and responsibilities of those who operate/maintain them, and that in addition it will also provide clear decision making processes to deliver an integrated corporate fleet management service.

In relation to this Cabinet was informed that underpinning this strategy is the requirement for a sustainable (legally, financially, and environmentally) Fleet Asset Replacement Programme, and a financing programme required to fund the replacement of core vehicles, plant and equipment as they come to the end of their economic life.

If approved Cabinet was advised that this will form the basis of an ambitious council wide Fleet Management De-Carbonising Strategy and Replacement Programme for the next 3 years, 2021 – 2024, that proposes to balance investment in the necessary alternative fuel technology and infrastructure to support a significant increase of 104, from the current 13 Ultra Low Emissions Vehicles (ULEV) purchased and operated by the council, as well as a reduction in CO2 emissions of non ULEV's producing a combined CO2 saving of 3,062 tonnes. Cabinet was further advised that this will support the council's 2030 carbon neutral declaration against as yet unknowns of the council's ongoing corporate transformation programme and asset and accommodation strategy.

The Chairman of the Overview and Scrutiny Board addressed the Cabinet advising that the report had broadly been supported by the Board, but that there had been some discussion regarding the Mayoral vehicle which had resulted in a recommendation being proposed which had been lost when put to the vote with the Chairman using his casting vote.

Councillor Hilliard addressed the Cabinet requesting that more charging points for electric vehicles be provided across Bournemouth, Christchurch and Poole. In relation to this the Leader advised that there was a paper being brought to Cabinet in the Autumn which would include detail relating to the provision of electric vehicle charging points.

RESOLVED that:-

- (a) Members endorsed the Sustainable Fleet Management Strategy, acknowledging the necessity for an initial 3-year phased approach towards achieving an ultra-low emission fleet and the future key infrastructure decisions required that will determine its direction and success;**
- (b) Members endorsed the move to using Hydrotreated Vegetable Oil (HVO) as a replacement for conventional diesel throughout the council vehicle fleet. Approving commencement of procurement for the provision of HVO fuel and the supply. This cleaner, less polluting fuel results in a significant CO2 emission reduction;**
- (c) Members approved the £0.39m capital spend necessary to fund the supporting infrastructure investment to realise significant increases in ULEV's purchases, to be funded from capital grant; and**
- (d) Members approved the Fleet Replacement Plan 2021 – 2024 and authorise the procurement of the remaining vehicles in the plan as vehicle lives expire.**

RECOMMENDED that Council;

- (e) approve the use of new prudential borrowing for the Fleet Replacement Plan and recognise the impact of this on the annual revenue budget requirement.**

Voting: Unanimous

Portfolio Holder: Environment, Cleansing and Waste

25. Transforming Cities Fund (TCF) End of Year Report

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

Cabinet was informed of the progress to date regarding the Department for Transport (DfT) based Transforming Cities Fund (TCF) award and of the DfT Year End Report for 2020/21 submitted in April 2021.

RESOLVED that Cabinet notes the progress to date regarding the TCF programme delivery and the DfT End of Year Report (April 2021)

Voting: Unanimous

Portfolio Holder: Transport and Sustainability

26. Cabinet Forward Plan

The Leader advised that the latest Cabinet Forward Plan had been published on the Council's website and that the next version would be published on the 29 June.

The meeting ended at 11.23 am

CHAIRMAN

CABINET



Report subject	Council Highway Inspection Policy
Meeting date	28 July 2021
Status	Public Report
Executive summary	<p>To seek approval of BCP Council’s harmonised Highway Inspection Policy to ensure the council meets its responsibilities in line with the Code of Practice ‘Well managed highway infrastructure’ 2016.</p> <p>The developed Highway Inspection Policy is the primary evidence used by the authority in any defence against third party claims on the highway, under Section 41 or 58 of the Highways Act 1980.</p> <p>Highway safety inspections are designed to ensure the network is safe and routinely checked for defects, which may have the potential to create injury or disruption to users of the highway network. The current Code of Practice recommends that the safety inspection and defect repair regimes should be based on risk, in accordance with local needs, context and priorities. There are no longer prescriptive or minimum standards published at which an authority should intervene and repair a defect. It is for local authorities to determine appropriate levels of service and be able to demonstrate clearly what has informed that approach.</p>
Recommendations	<p>It is RECOMMENDED that:</p> <p>(a) Cabinet consider and approve the proposed Highway Inspection Policy as set out in Appendix 1 aligned to the Code of Practice ‘Well managed Highway Infrastructure’</p> <p>(b) Cabinet consider approval of delegated authority to Director of Environment in consultation with Director of Finance and Portfolio Holder for Environment to make operational adjustments to the Policy because of Code of Practice amendments and/or risks identified with the Councils insurers.</p>
Reason for recommendations	<p>To provide and consolidate a unified approach to Highway Inspections across the BCP Council geographical area in accordance with the published Code of Practice.</p> <p>The Highway Inspection Policy is a live document that will be monitored on a continual basis. Refining our approach and revising the document is inevitable and by delegating authority to the Service Director for Environment in consultation with the Portfolio</p>

	Holder for Environment will enable necessary changes to be made swiftly.
Portfolio Holder(s):	Cllr Mark Anderson – Environment, Cleansing & Waste
Corporate Director	Kate Ryan – Chief Operating Officer
Report Authors	Simon Legg – Highway Delivery Manager Kate Langdown – Interim Director for Environment
Wards	Council-wide
Classification	For Decision

Background

1. A Highway Inspection Policy & Procedure is the method by which the Council methodically inspects and records safety defects on the adopted highway. The Code of Practice 'Well managed highway infrastructure' 2016 recommends highway authorities to adopt a risk-based approach to inspecting and analysing highway defects.
2. Additionally, Section 41 of the Highways Act 1980 imposes a duty on the Highway Authority to maintain those roads, footways and cycle tracks which are 'Highway maintainable at public expense'.
3. Each of the three legacy highway authorities had its own approach to inspecting and assessing risk. Through the Local Government Reorganisation programme the use of the legacy Borough of Poole policy and procedure was approved from 1st April 2019 within the legacy Dorset County Council highway authority geographical area of Christchurch. The subsequent intention being to apply this unified approach across the whole BCP adopted highway network.
4. Data and network condition information collected through the inspection cycle is a key component of the Highway Asset Management Plan feeding into investment and repair programmes.

Options

5. Remaining with two legacy inspection policies fails to achieve a single harmonised inspection and maintenance policy, including software solution across the BCP Council highway network. Upon review and discussion with insurance providers and colleagues it has been determined that the operating policy and associated procedures applied across legacy Christchurch and Poole are more greatly aligned to the latest 'Well Managed Highway Infrastructure Code of Practice' and as such place the Council in the strongest position.
6. Although the "Well Managed Highway Infrastructure Code of Practice" is not statutory, it provides highway authorities with national guidance and good practice on highways management. The Code supersedes any previous infrastructure codes including Well Maintained Highways: July 2005,

7. National guidance is regularly referred to when processing third party claims against highway authorities and a failure to follow this will expose the Council to an increased number of successful highway claims.

Highway Inspection Policy

8. BCP Council has a statutory duty under the Highways Act 1980 to maintain the highway network in a safe condition. To fulfil this duty, we have developed a harmonised Highway Safety Inspection Policy based on the recommendations in the “Well Managed Highway Infrastructure: A Code of Practice”. We have adopted a risk-based approach in determining the inspection regime to ensure hazards are identified, prioritised, made safe, and permanently repaired in the most cost efficient method. The paramount concern in implementing the Highway Inspection Policy is public safety and the adoption of best practice within the resources available.
9. The policy and procedure set out BCP Council’s response to Well Managed Highway Infrastructure 2016 relating to highway inspections and safety defect repair.
10. It describes the principles for determining frequencies of inspection, the investigatory levels to be applied and the risk-based approach to subsequent actions.
11. The Policy and Procedure applies to the adopted highway and incorporates:
 - network hierarchy
 - inspection frequency
 - defect categorisation
 - response times.
12. As stated in the National Code of Practice “Well Managed Infrastructure” Safety Inspections are designed to identify all defects likely to create danger or serious inconvenience to users of the network or the wider community. Such defects should include those that are considered to require urgent attention as well as those where the location and sizes are such that longer periods of response would be acceptable.
13. Levels of service have been developed in accordance with local needs, priorities, and affordability. The procedure will also support the delivery of the Bournemouth Christchurch and Poole Council Highway Asset Management Plan.
14. Inspections are focused on safety related defects (identifying condition, defects, and signs of deterioration). Any knowledge and data gathered will also be used to inform decisions on network reliability and integrity.
15. The Inspection Policy detailed in full in Appendix 1 has been considered and developed by Environment Services, Financial Services, and the Council’s insurers to ensure its fitness for purpose.

Summary of financial implications

16. There is no new financial implication for the application of the Highway Inspection Policy.
17. Resulting works are managed through a mixture of revenue funding and an allocation from the Local Transport Plan Capital Programme.
18. An adopted Highway Inspection Policy significantly reduces exposure to third party claims against the authority (more than 240 claims since April 2019).

Summary of legal implications

19. The Council has a duty to maintain its highways by Section 41 of the Highways Act 1980. If the Council fails to maintain the highway and, as a result, a person sustains an injury or suffers damage, the Council may be liable to pay compensation. However, if the Council has taken reasonable care to secure that the highway is not dangerous, then it will have a defence, under Section 58 of the Highways Act 1980. Adopting the proposed Highway Inspection Policy will give the Council the best possible chance of defending a claim under Section 58.

Summary of human resources implications

20. Continuity of delivery of the Highway Inspection Policy and repairs to identified defects is subject to the ongoing resourcing of the service within Environment.

Summary of sustainability impact

21. Refer to Appendix B – Decision Impact Assessment (DIA) Report 204

Summary of public health implications

22. Identifying safety defects reduces the risk of injury to highway users. A safe network promotes sustainable/active travel and/or minimise congestion and as such aims to deliver improvements to air quality and increase levels of activity.

Summary of equality implications

23. Only positive impacts have been identified. The movement away from measurement-based intervention levels to investigatory levels allows Inspectors greater flexibility through a risk assessment process to identify defects which may result in a negative impact on highway users.

Summary of risk assessment

24. Failure to adopt a Highway Inspection Policy will compromise BCP Councils statutory defence. Section 58 of the Highways Act 1980 states that a statutory defence against third party claims is provided where the Highway Authority can establish that reasonable care has been taken to 'secure that the part of the highway to which the action relates' to a level commensurate with the volume of ordinary traffic such that it 'was not dangerous to traffic. A robust Highway Inspection Policy is a significant contributing factor to such defence.
25. An adopted Highway Inspection Policy provides a uniformed and consistent approach for accessing highway safety defects and public reports.

Background papers

Code of Practice 'Well managed highway infrastructure' 2016 – Published works

BCP Highway Asset Management Plan – Published works

Appendices

Appendix 1 Highway Inspection Policy

Appendix 2 Highway Inspection Decision Impact Assessment

Appendix 3 Equalities Assessment



Highway Inspection Policy & Procedure

Purpose statement

This Policy & Procedure set out Bournemouth Christchurch and Poole Council's response to Well Managed Highway Infrastructure 2016 relating to highway inspections and safety defect repair.

It describes the principles for determining frequencies of inspection, the investigatory levels to be applied and the risk-based approach to subsequent actions.

The Policy and Procedure currently applies to:

- the adopted highway.

This Policy and Procedure Incorporates:

- network hierarchy
- inspection frequency
- defect categorisation
- response times

Objectives

To ensure Bournemouth Christchurch and Poole Council meets its statutory duty:

- Section 41 of the Highways Act 1980 imposes a duty on the Highway Authority (Bournemouth Christchurch and Poole Council) to maintain those roads, footways and cycle tracks that are 'Highway maintainable at public expense'.
- Section 58 of the Highways Act 1980 states that a statutory defence against third party claims is provided where the Highway Authority can establish that reasonable care has been taken to 'secure that the part of the highway to which the action relates' to a level commensurate with the volume of ordinary traffic such that it 'was not dangerous to traffic'.
- Section 130 of the Highway Act 1980 places a general duty on the Highway Authority to 'assert and protect the rights of the public' in their lawful use of the highway.
- Under section 81 of the New Roads and Street Works Act 1991, Statutory Undertakers have a duty to maintain their apparatus in the highway.

Assumptions

As stated in the **National Code of Practice “Well Managed Infrastructure”** Safety Inspections are designed to identify all defects likely to create danger or serious inconvenience to users of the network or the wider community. Such defects should include those that are considered to require urgent attention as well as those where the location and sizes are such that longer periods of response would be acceptable.

Levels of service have been developed in accordance **with local needs, priorities, and affordability**. The procedure will also support the delivery of the Bournemouth Christchurch and Poole Council Highway Asset Management Plan.

Inspections are focused on **safety related defects** (identifying condition, defects, and signs of deterioration). Any knowledge and data gathered will also be used to inform decisions on network reliability and integrity.

Policy & procedure apply to

The adopted highway within the BCP Council geographical area.

This policy and procedure replaces

Inspection policies and procedures from proceeding legacy authorities of Bournemouth Borough Council, Borough of Poole, Christchurch and East Dorset District Council and Dorset County Council.

Approval process

Approved by Cabinet.

Links to Council Strategies and Plans

During the preparation of this policy document consideration has been given to the following Key Council Strategies:

- Corporate Plan
- Sustainable Transport Plan
- Climate Change Strategy
- Highway Asset Management Plan.

Applying the policy and procedure

Network hierarchy

A network hierarchy **based on asset function** is the foundation of a risk-based maintenance strategy. The hierarchy includes all elements of the highway network, including carriageways, footways, cycle routes, structures, lighting, and rights of way.

The hierarchy takes account of a current and expected use (where known), resilience, local economic and social factors such as industry, schools, hospitals and similar, as well as the desirability for continuity and of a consistent approach to walking and cycling.

Within the highway network hierarchy, a **Resilient Network** has been identified to which priority will be given through maintenance and other measures to maintain economic activity and access to key services during extreme weather.

To determine the network hierarchy for Bournemouth Christchurch and Poole Council several information and data sets have been utilised and are shown in the table below

Information Sources for Determining Network Hierarchy		
	SOURCE	NOTES
1	Traffic Sensitive Streets	Designated under Section 64 of New Roads and Street Works Act
2	Winter Service (Resilience and Precautionary Networks)	Published on BCP website
3	HGV/Freight Route Network	Published on BCP website
4	Neighbouring Authority Networks	Dorset Council & Hampshire County Council
5	Bus Routes, Rights of Way, Bridleway and Cycleway maps	

The network hierarchy and type descriptions are shown in the table below:

Network Hierarchy		
CARRIAGEWAY		
	Network Category	Classification / Description
1	Primary Network (Resilient Network)	A – Roads HGV / Freight Routes Minimum Winter Service Network Major Road Network (Proposed – DoT) Highways England Diversion Route from A31
2	Secondary Distributer Network	B – Roads Traffic Sensitive Streets (New Roads & Street Works Act 1991) Precautionary Winter Network Bus Routes
3	Link Roads & Local Access Roads	All other carriageways
FOOTWAY, RIGHTS OF WAY AND BRIDLEWAYS		
1	Key Walking Routes	Busy shopping areas and main pedestrian routes e.g., High St, Ashley Road, etc.
2	Primary Walking Routes	Footways adjacent to the Primary Network (Resilient Network)
3	Secondary Walking Routes	Footways adjacent to Secondary Distributer Network
4	Other Walking Route	All other footways including link paths.
5	Rights of way/ bridleways (on the adopted highway)	Public rights of way and bridleways which are also adopted highway.

6	Rights of way/Bridleways (not on adopted highway but BCP land)	Public rights of way and bridleways on BCP land, but not adopted as highway. e.g. parks, seafront, heathland
7	Rights of way/bridleways (private land)	Public rights of way and bridleways on private land
CYCLEWAY		
1	National Cycle Network	A series of traffic-free paths and quiet, on-road cycling and walking routes, that connect every major town and city.
2	Strategic Cycle Network (BCP)	A service of traffic-free paths, on-road cycling and walking routes, and tracks/trails that interconnect across the conurbation.
3	Other Cycle Routes	

Review of network hierarchy

Roads, footways, cycleway, and bridleways will only be re-categorised where their purpose (Classification / Description) changes, or when Service Measures (Performance) gained through inspections provide clear rationale for adjustment.

Hierarchy Type and Category			Number of inspections each year
CARRIAGWAY	FOOTWAY, RIGHTS OF WAY AND BRIDLEWAYS	CYCLEWAY	
1	1	<i>n/a</i>	12
2	2	1 & 2	4
<i>n/a</i>	3	<i>n/a</i>	2
3	4 & 5	3	1
<i>n/a</i>	6	<i>n/a</i>	0 #
<i>n/a</i>	7	<i>n/a</i>	0 ##
# - Report(s) passed to team managing BCP land parcel advising risk assessment			
## - Highway Inspector to complete ad hoc visit for risk assessment			

Special inspections

Special Inspections		Inspection Frequency
Safety Fencing (Road Restraint Systems)	Visual Inspection	Monthly
Safety Fencing (Road Restraint Systems)	Tensioning	Every 2 Years (Biennial)
Non-Illuminated Traffic Signs – Retro reflectivity		Reactive Only
White Lines – Retro reflectivity		Reactive Only

Variation to inspection frequencies

The tolerance on the period between inspection will be as detailed in the table below.

Safety Inspection Frequency Tolerance	
INSPECTION FREQUENCY	TOLERANCE
Monthly	+ 10 working days or any time before due date
3 Monthly	+ 15 working days or any time before due date
Annual	+ 30 working days or any time before due date
Biennial	+ 45 working days or any time before due date

In exceptional circumstances further tolerance may be necessary, or the inspection policy may be suspended. For example: Resources are redeployed in response to major incidents and other demands such as significant flooding, or prolonged Winter Service activity.

Reactive inspections

Reactive inspections may be undertaken because of public reports, or issues identified by an Officer of the Council. Such ad hoc inspections will be carried out using the same criteria as proactive inspections.

Reactive inspections may also take place because of an incident on the network. The Inspector may instigate additional repairs even where investigatory thresholds have not been met. Such action will not constitute acceptance of liability for an incident.

Defect categorisation

The inspection regime uses an assessment process to determine the degree of risk and therefore determine an appropriate response for defects from immediate to no further action as detailed in the Risk Matrix table. Any specific/special actions are included against specific defect categories.

Risk Matrix Table

		PROBABILITY / LIKELIHOOD OF INTERACTION WITH HIGHWAY USER				
		Rare (1)	Unlikely (2)	Possible (3)	Likely (4)	Almost Certain (5)
CONSEQUENCES	None (1)	1	2	3	4	5
	Negligible (2)	2	4	6	8	10
	Minor (3)	3	6	9	12	15
	Moderate (4)	4	8	12	16	20
	Serious (5)	5	10	15	20	25
RISK CATEGORY		ACTION(S)				
Category 4 (Low Risk)		a) Fix (and/or interim repair) onsite as part of inspection; or b) no response required.				
Category 3 (Medium Risk)		a) Fix (and/or interim repair) onsite as part of inspection; or b) repair within 28 days; or c) liaise with adjoining property owner/business; or d) monitor (review at next inspection); or e) record for consideration in future planned maintenance programme				
Category 2 (High Risk)		a) Fix (and/or interim repair) onsite as part of inspection; or b) repair within 7 days; or c) liaise with adjoining property owner/business.				
Category 1 (Very High Risk)		a) Fix (and/or interim repair) onsite as part of inspection; or b) repair by end of next working day; or c) Make safe by end of next working day to lower/eliminate risk and repair within 28 days.				

Defects identified that pose a threat to life are considered an emergency and must be responded to, normally within 2 hours and made safe or repaired urgently.

If a defect is deemed as serious as to be classified as an emergency the 'Inspector' must remain at the site to guard against accidents until relieved by a repair team.

Fix (and/or interim repair) action(s)

During an inspection (or other site visit) the Inspector will wherever possible (and safe to do so) undertake repair or reduce the risk. This may include a few potential actions. Examples of which are shown below:

- deploy cone(s), gate guards or barriers to reduce and highlight potential risk to highway users
- install repair patching material
- remove unauthorised signs and banners
- clean minor spills and hazards (including application of spill absorbents)
- clear drain blockages
- cut back small items of vegetation (eg odd brambles).

These actions may also take place on defects which fall below the investigatory criteria (Defect Criteria).

Variation to response times

Repair and response times may vary for different defect criteria for multiple reasons. Variations may include one, or any combination of the following:

- Severe weather (e.g., maintenance teams deployed in response to flooding or, winter service activities).
- Where special site-specific traffic management and/or risk assessments are required.
- Where works need to be batched together for logistical and/or financially advantageous reasons.
- Availability of “road space” to comply with New Roads and Street Works Act.
- The availability of specialist materials/contractors and/or the correct climatic conditions for installation/application.
- Where wider site improvement works are programmed/scheduled. Therefore, temporary warning signage advising of inadequate highway conditions will be erected.
- A significant disruptive challenge facing the authority.

Specific but not exhaustive examples of potential variations to response times and actions have been included against each type of defect criteria.

In all cases a risk assessment will be completed, and the defect made safe until repair is completed. Records of such instances and impacts will be recorded.

Special requirements

Additional investigatory criteria

At times defects identified within a carriageway area will require the investigatory criteria of a footway/cycleway defect to be applied.

They are as follows:

- the width of a defined pedestrian/cycleway crossing point identified by taper and dropped kerb units, often accompanied by tactile paving
- light controlled and zebra crossings
- carriageways that are closed to motorised vehicles as pedestrianised areas for specific periods of the day
- shared spaces.

Carriageway definition

For the purpose of inspections, a metalled carriageway, footway, or cycleway is one where the surface consists of a hard, bound material such as asphalt, concrete, or clay paving/paviours. An un-metalled carriageway, footway or cycleway is one where the surface material is unbound.

Historic highway features

Some highways have been dedicated and adopted with historic features that would not be acceptable in a current highway design. This might include steps, ramps, slopes, and drainage arrangements that present potential hazard situations worse than the investigatory levels suggested in this document. These should not be recorded as defects, as in law the highway has been adopted with these encumbrances and the public must take appropriate care.

Rail crossings

Carriageway, cycleway and footways and other highway features between the STOP road markings; the traffic warning lights, barriers and associated signs; & railway boundary & vehicle restraint systems are the responsibility of Network Rail or the private operator. Although the Council is not responsible for safety inspections between the STOP markings, any potential safety defects identified during safety or any other inspection must be immediately reported to Network Rail (03457 11 41 41) or the private operator and recorded.

Bridges, retaining walls and structures

Bridges and retaining walls will be subject to a superficial inspection during the carriageway, footway, cycleway inspection. Any surface defects that meet the investigatory criteria will be assessed according to the relevant carriageway defect.

Road junctions

Inspection of Stop and Give Way Signs at minor roads should be included in the inspection of signs on the major road to which they control.

Third party infrastructure

Statutory undertakers may use this inspection policy and procedure as a defence against claims. Our approach to defects regardless of ownership will be as detailed in Defect Categorisation.

Method of inspection

Inspection Method	Notes
Driven	<p>Inspections will be undertaken by two people in a suitable vehicle travelling at a suitable speed that will enable adequate recording of defects. One driving and the other inspecting.</p> <p>The driver will not be expected to be actively involved in identifying and recording defects but will concentrate on ensuring the safe passage of the vehicle.</p> <p>For high-speed roads (above 40mph), a dynamic risk assessment should be undertaken by the Inspector to determine whether traffic management is to be provided to enable the inspection to take place safely.</p> <p>For narrow roads, typically those less than 4m total width, the driven inspection may be carried out in one direction only. For wider carriageways (excluding one-way systems) the inspection will be carried out in both directions.</p>
Walked	<p>Walked inspection will be completed on foot. Where footways are present on both sides of the carriageway both will be walked. Walked inspections can be completed independently by the Inspector.</p>
Cycled	<p>Cycled inspections will encompass all elements of a cycle route including crossing points. Where cycle routes are present on both sides of the carriageway both will be cycled. Cycled inspections can be completed independently by the Inspector.</p>

Inspection Type	Inspection Method	Notes
Carriageway	Driven or viewed from footway as part of walked inspection.	<p>Monthly Carriageway – Every third inspection will be walked (from adjoining footway)</p> <p>Quarterly Carriageway – Every other inspection will be walked (from adjoining footway)</p> <p>Annual Carriageway - Inspection will be walked (from adjoining footway)</p> <p><i>Note: Where there are no adjoining footway inspections will always be driven.</i></p>
Footway	Walked	<i>Note: Walked inspections will not be included in any driven/cycled inspections</i>
Cycleway	Cycled or walked.	<p>Quarterly Cycleway – Cycled or completed as part of adjoining (shared) footway.</p> <p>Annual Cycleway – Cycled or completed as part of adjoining (shared) footway.</p> <p><i>Note: Cycleway inspections will not be included in any driven carriageway inspections</i></p>
Bridleway	Walked	<i>n/a</i>

Competencies and training

Inspectors engaged in programmed inspections will hold (or work towards at the earliest opportunity) the following qualifications.

Training	Qualification (Or Equivalent)
Highway Safety Inspection	City & Guilds 6033 Units 301 & 311
Basic Tree Survey and Inspection	Lantra Technical Award
Annual Inspector Workshop (In-house event)	Review of inspection records, notable incidents, claims and procedures. <i>Note: Inspectors will not miss more than one annual workshop in succession</i>
Vehicle Restraint System	Non-proprietary safety barrier systems (Lantra) <i>Note: Safety Fencing biennial inspections only</i>

Inspection risk assessment

Inspector will follow the Highway Inspection Risk Assessments.

Recording defects

All defects will be recorded electronically.

All identified defects will be recorded including **Category 4 (Low Risk)**.

Defects recorded as **Category 3 (Medium Risk, c) monitor** will be reviewed at the next scheduled inspection date. If no deterioration the defect may be reclassified as a **Category 4 (Low Risk), b) no response required**.

Service measures (performance)

Several service measures will be developed to assess the performance of the Inspection Policy and Procedure. Measures may include:

- inspection frequencies (planned and reactive)
- classification of defects
- response/Resolution times to defects.

Liaison with property owners and businesses over highway defects

Wherever, possible Inspectors will seek to engage with business and property owners/occupants to resolve highway obstructions or unauthorised activities. Engagement will initially take the form of face-to-face visits, posting of information cards or marking of obstructions.

Progress to enforcement will only take place where initial requests fail to reach a satisfactory resolution or where the issue is identified as a Category 2 - High Risk (or greater) defect.

Recovery of defect costs

Where defects are created because of third-party activity/damage e.g., road traffic collision Inspectors will seek to recover costs following a procedure developed with the authorities Insurance Manager.

Defect criteria

Defect Type	Defect Category
Surfacing	Potholes, Rocking Flag and Missing Pre-formed Modules
Surfacing	Damaged Kerb
Surfacing	Defective Ironwork
Surfacing	Crack, Gaps and Defective Surface Joints
Surfacing	Defective High Friction Surfacing
Surfacing	Depressions and Humps
Surfacing	Defective Traffic Calming Features
Surfacing	Damaged Steps
Drainage	Drainage / Gullies & Ditches / Standing/Running Water
Signs, studs, and road markings	Road Markings
Signs, studs, and road markings	Cats Eyes
Signs, studs, and road markings	Road Traffic Signs and Posts
Signs, studs, and road markings	Road Nameplates
Signs, studs, and road markings	Defective Roadwork Signs
Furniture	Damaged Road Restraint Systems
Furniture	Defective Boundary Fences, Walls, and Handrails
Furniture	Bins, Seats, Bollards and Utility Apparatus
Lighting and Signals	Streetlights, Illuminated or Variable Message Traffic Signs & Illuminated Bollards and Defective Traffic Signals
Cleansing	Litter, Weeds and Moss
Obstructions & Hazards	Spillages
Obstructions & Hazards	Dangerous or Obstructing Trees
Obstructions & Hazards	Obscuring Visibility and Overhanging Hedges and Trees
Obstructions & Hazards	Obstructions – Construction Materials & Equipment
Obstructions & Hazards	Obstructions – Vehicles, Bins & Advertising
Obstructions & Hazards	Unauthorised Vehicle Access Points
Obstructions & Hazards	Skip Licences
Obstructions & Hazards	Water discharge onto Highway

Pothole, Rocking Flag/Modules And Vertical Projections

Investigatory criteria

- An area of material loss resulting in a vertical edge depression.
- A moving flag, paviour, block, kerb, or channel where one edge rises, or falls is a defect.
- The void from a missing or sunken preformed flag(s), slab(s) channel(s) or paviour(s).
- An abrupt level difference in the carriageway will be classed as a defect when it has a vertical displacement.
- A sharp-edged defect on a footway/cycleway with a vertical deviation is a defect.

Minimum dimension where applicable

All measurements are for benchmarking purposes only and are not intervention levels.

Carriageway & Un-metalled Cycleway	Void is >40mm deep & >150mm diameter or rocking modules >40mm. Trench vertical edge sunk >40mm.
Footway (including shared spaces and on street market areas) & Cycleway (including Marked cycleway on carriageway)	Void is >20mm deep & >50mm diameter or rocking modules >20mm. >20mm vertical projection (trip)

Response

1. Undertake risk assessment to determine response using risk matrix.
2. If required sign and guard area, or close road/footway/cycleway to make safe.
3. Repair pothole(s) using appropriate material/method according to conditions.
4. If related to statutory undertaker report/discuss with Street works Team.

Notes

- Defects associated with Network Category 1 Carriageways, Footways and Cycleways will automatically be associated with a risk interaction probability of **Likely** or **Almost Certain**.
- Example of this defect include uneven or broken flags, blocks, paviments; channels or edges; damaged steps.
- Work instructions will not be made for patching/re-surfacing but will be limited to the repair of the immediate defect only.
- Where wider repairs (or preventative works) are necessary to halt deterioration of the network then this should be recorded for consideration as part of a planned maintenance programme.

Damaged Kerb

Investigatory criteria

- A crack, vertical deviation, gap, or trip is a defect when greater than 20mm at designated crossing points on all footways and cycleways.
- A kerb protruding into the carriageway with a vertical displacement of 20mm and/or a horizontal displacement of 50mm is a defect.

Minimum dimension where applicable

All measurements are for benchmarking purposes only and are not intervention levels.

Carriageway	N/A
Footway & Cycleway	N/A

Response

1. Undertake risk assessment to determine response using risk matrix.
2. If required sign and guard area, or close road/footway/cycleway to make safe.

Notes

- Defects associated with Network Category 1 Carriageways, Footways and Cycleways will automatically be associated with a risk interaction probability of **Likely** or **Almost Certain**.
- Permanent repair may include dealing with the causation of the defect for example trees.
- Defects caused by vehicles persistently overrunning junctions are a defect. Response will include recording for wider junction improvement, or preventative works.

Defective Ironwork

Investigatory criteria

- A missing or broken cover to any chamber/box is a defect.
- A collapsed or collapsing chamber is a defect.
- A high or low cover or frame is a defect when the cover within the frame itself, is above or below the immediate surrounding carriageway level by 40mm or greater.
- Worn/slippy cover, due to loss of texture depth is a defect.
- A rocking cover is a defect when the rocking is greater than 40mm.
- A grating where the slots run parallel to the carriageway edge without lateral infill members is a defect.

Minimum dimension where applicable

All measurements are for benchmarking purposes only and are not intervention levels.

Carriageway	High/low or rocking cover +/-40mm.
Footway (including shared spaces and on street market areas) & Cycleway (including Marked cycleway on carriageway)	High/low or rocking cover +/-20mm.

Response

1. Undertake risk assessment to determine response using risk matrix.
2. If required sign and guard area, or close road/footway/cycleway to make safe.
3. If related to statutory undertaker report/discuss with Street works Team.

Notes

- Defects associated with Network Category 1 Carriageways, Footways and Cycleways will automatically be associated with a risk interaction probability of **Likely** or **Almost Certain**
- Rocking covers that move less than 40mm but under traffic cause noise levels unacceptable to persons living in the vicinity, are not a safety defect but should be recorded and referred to the statutory undertaker/utility for rectified as soon as possible. Where this does not involve a statutory undertaker a criteria no greater than Category 3 should be applied.

Cracks, Gaps and Defective Surface Joint

Investigatory criteria

- A crack or gap meeting the dimensions below may be a defect.
- Cracking to the carriageway surface including surfacing joints is a defect.

Minimum dimension where applicable

All measurements are for benchmarking purposes only and are not intervention levels.

Carriageway

>20mm wide and >300mm in any horizontal direction and >40mm deep

Footway (including shared spaces and on street market areas) & Cycleway (including Marked cycleway on carriageway)

Crack or gap >20mm deep and >25mm wide and >200mm long

Response

1. Undertake risk assessment to determine response using risk matrix.
2. If required sign and guard area, or close road/footway/cycleway to make safe.
3. If related to statutory undertaker report/discuss with Street works Team.

Notes

- Defects associated with Network Category 1 Carriageways, Footways and Cycleways will automatically be associated with a risk interaction probability of **Likely** or **Almost Certain**.
- This defect does not apply to a kerb(s) – See Damaged Kerbs

Defective High Friction Surfacing

Investigatory criteria

- A loss of aggregate or fattening up of high friction surface or slippery covering within a high friction surface.

Minimum dimension where applicable	
Carriageway	N/A
Footway & Cycleway	N/A

Response

1. Undertake risk assessment to determine response using risk matrix.
2. If related to statutory undertaker and within guarantee period resolve as Street works defect.
3. Record defect /concerns if not related to statutory undertaker.
4. Erect 'slippery road' signs in consultation with officer responsible for Skid Resistance (Highway Asset Management Plan).

Notes

- Roads are subject to periodic Skid Resistance Surveys and repairs subsequently prioritised in accordance with the authorities Highway Asset Management Plan.

Defective Traffic Calming Feature

Investigatory criteria

A damaged, loose, or missing traffic calming feature is a defect.

Minimum dimension where applicable

Carriageway

N/A

Footway & Cycleway

N/A

Response

1. Undertake risk assessment to determine response using risk matrix.
2. Defects associated with Network Category 1 Carriageways, Footways and Cycleways will automatically be associated with a risk interaction probability of **Likely** or **Almost Certain**.
3. If required sign and guard area, or close road/footway/cycleway to make safe.

Notes

- Defects (aesthetic) to planters which pose no risk to highway user will have a risk interaction category of **Rare** or **Unlikely**.

Depressions and Humps

Investigatory criteria

- Severe unevenness due to ruts, subsidence, humps, and corrugations.
- Trench crowning or trench depression.

Minimum dimension where applicable

All measurements are for benchmarking purposes only and are not intervention levels.

Carriageway

>50mm over 600mm

Footway (including shared spaces and on street market areas) & Cycleway (including Marked cycleway on carriageway)

>50mm over 300mm

Response

1. Undertake risk assessment to determine response using risk matrix.
2. If required sign and guard area, or close road/footway/cycleway to make safe.
3. If related to statutory undertaker report/discuss with Street works Team.

Notes

- Defects associated with Network Category 1 Carriageways, Footways and Cycleways will automatically be associated with a risk interaction probability of **Likely** or **Almost Certain**.
- Humps may be caused by tree root heave and repair may require advice from an Arborist.

Damaged Steps

Investigatory criteria

- A sharp-edged defect with a vertical deviation from the adjacent surrounding area is a defect.

Minimum dimension where applicable

All measurements are for benchmarking purposes only and are not intervention levels.

Carriageway

N/A

Footway & Cycleway

>20mm

Response

1. Undertake risk assessment to determine response using risk matrix.
2. If required sign and guard area, or close road/footway/cycleway to make safe.
3. Repair as appropriate.

Notes

- None

Drainage / Gullies & Ditches / Standing / Running Water

Investigatory criteria

- Blocked drainage gully/grip where the water is unable to reach the next gully/grip without flowing across a carriageway or impacting on neighbouring property is a defect.
- Standing or running water which may lead to property (building) flooding is a defect.
- Standing or running water on the Primary or Secondary network is a defect.
- Standing or running water on other parts on the network 24 hours after rainfall has ceased is a defect.
- Blocked or slow running systems causing or likely to cause standing / running water are a defect.

Minimum dimension where applicable

Carriageway

N/A

Footway & Cycleway

N/A

Response

1. Undertake risk assessment to determine response using risk matrix.
2. Attempt to clear standing water if appropriate.
3. If unable to clear water, use flood signs/barriers or close carriageway, footway, or cycleway to make safe.
4. Deploy gully/jetting tanker.
5. Record defect (if not resolved through other response methods) for investigation.

Notes

- Priority must be given to defects on the Primary (Resilient) and Secondary network.
- Impact scoring on the risk matrix during the Winter Service season may increase due to the risk of freezing temperatures and a coordinated response may be necessary.

Defective Road Markings

Investigatory criteria

- A missing or illegible road marking is a defect (including coloured surfacing).
- Road markings unsupported by a traffic order are a defect.

Minimum dimension where applicable

All measurements are for benchmarking purposes only and are not intervention levels.

Carriageway

>50% wear on Primary Network
>70% wear on all other parts of the Network

Footway & Cycleway

>70% wear

Response

1. Undertake risk assessment to determine response using risk matrix.
2. If required erect warning signs advising of warn/missing road markings.
3. If related to statutory undertaker report/discuss with Street works Team.

Notes

- Centre white lines will only be replaced on the Primary Network. Replacement on other parts of the network will be limited to junction markings or identified/signed risk.
- Coloured surfacing will not be replaced.
- Remarking of bus lane markings, speed roundels, yellow box junctions, defective regulatory markings (e.g., yellow lining, loading restrictions, bus stop markings, on-street parking bays) - repairs shall be arranged by the Inspector.
- Rectification criteria no greater than Category 2 should be applied.

Defective Cats Eyes

Investigatory criteria

- A missing, displaced, or loose cats' eye (road stud) is a defect.

Minimum dimension where applicable

Carriageway

N/A

Footway & Cycleway

N/A

Response

1. Undertake risk assessment to determine response using risk matrix.

Notes

- Displaced cat's eyes / road studs lying in the carriageway is a defect and should be treated a category 1 defect.
- Replacement of displaced or missing cat's eyes / road studs will be treated a category 3 defect.

Defective Road Traffic Signs and Posts

Investigatory criteria

- A missing, illegible, or damaged/leaning sign is a defect.
- A missing, damaged, or leaning post/bollard is a defect.
- An obscured sign is a defect where clear visibility distances are not maintained (See Notes).
- Objects, banners, and fly posting attached to traffic signs and posts are a defect.
- Signs hanging/positioned low over the network are a defect.

Minimum dimension where applicable

All measurements are for benchmarking purposes only and are not intervention levels.

Carriageway	See notes for visibility clearances.
Footway & Cycleway	<2.3m over the network

Response

1. Undertake risk assessment to determine response using risk matrix.
2. If required erect warning signs advising of warn/missing road posts/signage.
3. Remove unauthorised signage & fly posting (zero tolerance approach).

Notes

- Replacement of missing/illegible directional signage will be treated as no higher than a category 3 defect.
- Replacement of missing/illegible regulatory signage will be treated as no higher than a category 2 defect except for Stop or Give Way signs which will be treated as a category 1 defect.
- Replacement of regulatory signage will be treated as no higher than a category 2 defect.
- Cleaning of signage will be treated as no higher than a category 3 defect.

Minimum clear visibility from most disadvantaged driving lane (Regulatory & Warning Signs):

Up to 20mph	45m	41-50mph	75m
21-30 mph	60m	51-60mph	90m
31-40 mph	60m	61-70mph	105m

Defective Roadwork Signs

Investigatory criteria

- Any roadworks signing (including BCP Council or statutory undertaker works) that is not in accordance with Chapter 8 of the Traffic Signs Manual is a defect.

Minimum dimension where applicable

All measurements are for benchmarking purposes only and are not intervention levels.

Carriageway

N/A

Footway & Cycleway

N/A

Response

1. Undertake risk assessment to determine response using risk matrix.
2. Inform site manager/company/statutory undertaker immediately.
3. If related to statutory undertaker report/discuss with Street Works Team.

Notes

- Check legitimacy of works – liaise with Street Works.
- roadworks.org

Defective Road Nameplates

Investigatory criteria

- A missing, broken, or illegible street name place is a defect.

Minimum dimension where applicable

Carriageway

N/A

Footway & Cycleway

N/A

Response

1. Undertake risk assessment to determine response using risk matrix.
2. If required sign and guard area to make safe.

Notes

- Except for making safe a defect criteria no greater than category 3 will apply.
- A maximum of one name plate will be maintained at road junctions. Where additional plates fail or are removed, they will not be replaced and the ground reinstated.

Damaged Road Restraint Systems

Investigatory criteria

A length of vehicular restraint system or safety fence, pedestrian guardrail, bridge parapet or retaining wall parapet with obvious impact damage; or missing, loose or obvious time expired components, is a defect.

Minimum dimension where applicable

Carriageway

N/A

Footway & Cycleway

N/A

Response

1. Undertake risk assessment to determine response using risk matrix.
2. If required sign and guard area, or close road/footway/cycleway to make safe.
3. Sign and guard until permanent solution is available.

Notes

The following will be noted and referred to appropriate engineer:

- During office hours report all defects associated with bridges and retaining structures are to be reported to appropriate engineer in addition to responses.

Defective Fences, Walls, and Handrails

Investigatory criteria

- A length of boundary fence or wall with impact or other damage that would render it dangerous.
- A loose or broken handrail is a defect.

Minimum dimension where applicable

Carriageway	N/A
Footway & Cycleway	N/A

Response

1. Undertake risk assessment to determine response using risk matrix.
2. If required sign and guard area, or close road/footway/cycleway to make safe.
3. If private fence/wall inform owner.
4. If BCP Council fence arrange repair.

Notes

The following will be noted and referred to appropriate engineer:

- During office hours report all defects to be reported to appropriate engineer in addition to response 1 and 2 above if related to bridges and retaining structures.

Bins, Seats, Bollards and Utility Apparatus

Investigatory criteria

- Broken, damaged or missing street furniture is a defect.
- Damaged, insecure, or missing utility apparatus cover is a defect.

Minimum dimension where applicable

Carriageway

N/A

Footway & Cycleway

N/A

Response

1. Undertake risk assessment to determine response using risk matrix.
2. If required sign and guard area to make safe
3. Arrange repair, removal, or replacement of bin, seat, or bollard.
4. Record and report to relevant statutory undertaker/utility provider.

Notes

- Replacement of seats and bins subject to separate funding decision.
- Replacement of reflective bollards which denote a hazard will be deemed no higher than a Category 2 defect.

Street Lighting, Illuminated or Variable Message Signage, Illuminated Bollards and Defective Traffic Signals

Investigatory criteria

- Damage, failure or fault to a streetlight, variable message sign, traffic signal or illuminated bollard.
- An obscured sign is a defect where clear visibility distances are not maintained (see notes)
- Objects, banners, and fly posting attached to traffic signs and posts are a defect.

Minimum dimension where applicable

Carriageway

N/A

Footway & Cycleway

N/A

Response

1. Undertake risk assessment to determine response using risk matrix.
2. If required sign and guard area, or close road/footway/cycleway to make safe.
3. Remove unauthorised signage and fly posting (zero tolerance approach).
4. Arrange removal of obstruction obscuring signage, bollard, or signal.
5. Report damage, fault and or failure immediately to relevant engineer.

Notes

Minimum clear visibility from most disadvantaged driving lane (Illuminated Signs and Signals):

Up to 20mph	45m	41-50mph	75m
21-30 mph	60m	51-60mph	90m
31-40 mph	60m	61-70mph	105m

Litter, Weeds and Moss

Investigatory criteria

- Weeds or moss likely to affect pedestrians and/or safe passage of cyclists are a hazard.
- Litter which distracts, or impedes pedestrians, cyclists and vehicles is a hazard.

Minimum dimension where applicable

Carriageway	N/A
Footway & Cycleway	N/A

Response

1. Undertake risk assessment to determine response using risk matrix.
2. If required sign and guard area, or close road/footway/cycleway to make safe.
3. Arrange and or complete appropriate cleansing actions.
4. Complete Cleansing Grading (see notes).

Notes

- Defects associated with Category 1 Carriageways, Footways and Cycleways will automatically be associated with a risk interaction probability of **Unlikely** or **Possible**.
- Street Cleaning Grading will be completed as part of the inspection to inform cleansing work programmes.

Spillages (including Driveway Gravel)

Investigatory criteria

- Spillages include hazardous liquids, effluent, diesel, oil, petrol & mud. Minor spillages do not require investigation.
- Gravel trafficked from driveways/gardens onto a footway/cycleway/carriageway is a hazard.

Minimum dimension where applicable

Carriageway	Spillages of an area greater than 0.5m ²
Footway & Cycleway	Spillages of an area greater than 0.5m ²

Response

1. Undertake risk assessment to determine response using risk matrix.
2. If required sign and guard area, or close road/footway/cycleway to make safe.
3. Treat spillage with appropriate material and sweep surface if necessary.
4. Where possible the landowner/occupiers should be given the opportunity to undertake the appropriate remedial work.

Notes

- Where spillage is, or could be of hazardous nature, specialist input/advise must be sought prior to cleaning.

Dangerous or Obstructing Trees

Investigatory criteria

- A tree requires investigation when it is: obviously diseased, leaning precariously towards the highway (especially if the Inspector considers it to have moved towards the highway since the last inspection), or it is damaged or has damaged or dead limbs which could fall directly onto the highway user.

Minimum dimension where applicable

Carriageway

Within falling distance of the carriageway.

Footway & Cycleway

Within falling distance of the footway and/or cycleway.

Response

1. Undertake risk assessment to determine response using risk matrix.
2. If required sign and guard area, or close road/footway/cycleway to make safe.
3. Where possible the landowner/occupiers should be given the opportunity to undertake the appropriate remedial work and retain ownership of waste material.
4. Remove the hazard.
5. Dangerous or Obstructing Trees will be treated as a Category 2 and above defect.

Notes

- Responsibilities for landowners/occupiers with trees adjacent to the highway, and the powers of the Council in this respect, are contained in section 154 of the Highways Act.

Obscuring Visibility and Overhanging Hedges and Trees

Investigatory criteria

- A low tree (trunk and branches) over the highway
- A hedge (or vegetation) encroaching onto the highway which is (or is likely) to impede its safe use.

Minimum dimension where applicable

Carriageway

Vertical clearance <5.3m over the carriageway and <0.5m clearance from the footway/cycleway/verge.

Footway & Cycleway

Vertical clearance <2.3m over a footway/cycleway
Vertical clearance <3.65m over a bridleway

Response

1. Undertake risk assessment to determine response using risk matrix.
2. If required sign and guard area, or close road/footway/cycleway to make safe.
3. Liaise with property /business owner.
4. Where possible the landowner/occupiers should be given the opportunity to undertake the appropriate remedial work and retain ownership of waste material.

Notes

- Responsibilities for landowners/occupiers with trees adjacent to the highway, and the powers of the Council in this respect, are contained in section 154 of the Highways Act.
- To preserve the amenity value of certain streets, minor encroachments of the tree canopy will be permitted where it is considered safe to do so.

Obstructions – Vehicles, Bins & Advertising

Investigatory criteria

- Obstructions placed on the highway are considered an obstruction e.g. A-boards, advertising banners or bins beyond collection date.
- Abandoned vehicles on the highway are a defect.

Minimum dimension where applicable

Carriageway

N/A

Footway & Cycleway

N/A

Response

1. Undertake risk assessment to determine response using risk matrix.
2. If required sign and guard area, or close road/footway/cycleway to make safe.
3. Remove obstruction.
4. Liaise with property /business owner.

Notes

- n/a

Unauthorised Vehicle Access Points

Investigatory criteria

Vehicles travelling over a verge, pavement, or path where there no designated and authorised crossing point is a defect.

Minimum dimension where applicable

Carriageway

N/A

Footway & Cycleway

N/A

Response

1. Undertake risk assessment to determine response using risk matrix.
2. Liaise with property /business owner.

Notes

- See dropped kerb application process.

Skip Licences

Investigatory criteria

- An unauthorised skip on the highway.
- An incorrectly guarded/signed skip on the highway.

Minimum dimension where applicable

Carriageway

N/A

Footway & Cycleway

N/A

Response

1. Undertake risk assessment to determine response using risk matrix.
2. Check skip licencing and contact operator.

Notes

- n/a

Water Discharged onto Highway

Investigatory criteria

Water discharging onto the highway whether through seepage, or direct discharge from land or property eg buildings.

Minimum dimension where applicable

Carriageway

N/A

Footway & Cycleway

N/A

Response

1. Undertake risk assessment to determine response using risk matrix.
2. Liaise with landowner / property owner to reach a resolution.





Notes

- Consider powers under the Highways Act 1980 to enforce against discharge.

Proposal Title: Highway Inspection Policy

Impact Summary

Climate Change & Energy	Green - Only positive impacts identified
Communities & Culture	Green - Only positive impacts identified
Waste & Resource Use	Green - Only positive impacts identified
Economy	Green - Only positive impacts identified
Health & Wellbeing	Green - Only positive impacts identified
Learning & Skills	Green - Only positive impacts identified
Natural Environment	Green - Only positive impacts identified
Sustainable Procurement	No Impact Identified
Transport & Accessibility	Green - Only positive impacts identified

-  Major negative impacts identified
-  Minor negative impacts identified / unknown impacts
-  Only positive impacts identified
-  No positive or negative impacts identified

Answers provided indicate that the score for the carbon footprint of the proposal is: 1	The Carbon Footprint is banded as follows:		
	0-4	5-9	10-14
	Low	Moderate	High

Proposal ID: **204**

Proposal Title: **Highway Inspection Policy**

Type of Proposal: **Policy**

Brief description:

Adoption of Highway Inspection Policy for BCP Council.

The approach by which the adopted highway is inspected to identify safety defects in accordance with Well Manage Highway Infrastructure Code of Practice.

The risk based approach for the identification of highway safety defects, which feeds into the repair programme and Highway Asset Management Plan.

Proposer's Name: **Simon Legg**

Proposer's Directorate: **Environment & Community**

Proposer's Service Unit: **Environment**

Estimated cost (£): **No Cost**

If know, the cost amount (£): **n/a**

Ward(s) Affected (if applicable):

All Wards

Sustainable Development Goals (SDGs) supported by the proposal:

9. Industry, Innovation and Infrastructure 11. Sustainable Cities and Communities
15. Life on Land

Proposal Title: Highway Inspection Policy**Climate Change & Energy**

Is the proposal likely to have any impacts (positive or negative) on addressing the causes and effects of climate change? **Yes**

If the answer was No, then the explanation is below (there are no answers to subsequent questions in this section):

- 1) Has the proposal accounted for the potential impacts of climate change, e.g. flooding, storms or heatwaves? **No**
- 2) Does it assist reducing CO2 and other Green House Gas (GHG) emissions? E.g. reduction in energy or transport use, or waste produced. **Partially**
- 3) Will it increase energy efficiency (e.g. increased efficiency standards / better design / improved construction technologies / choice of materials) and/or reduce energy consumption? **Partially**
- 4) Will it increase the amount of energy obtained from renewable and low carbon sources? **Not Relevant**

How was the overall impact of the proposal on its ability to positively address the cause and effects of climate change rated?

Green - Only positive impacts identified

The reasoning for the answer (details of impacts including evidence and knowledge gaps):
The approach supports a systematic and uniform system of inspections, identifying safety defects which impact, or limit the use of safe and/or alternative travel.

The policy supports the Highway Asset Management Plan.

Details of proposed mitigation/remedial action and monitoring (inc. timescales, responsible officers, related business plans etc):

n/a

Proposal Title: Highway Inspection Policy**Communities & Culture**

Is the proposal likely to impact (positively or negatively) on the development of safe, vibrant, inclusive and engaged communities? **Yes**

If the answer was No, then the explanation is below (there are no answers to subsequent questions in this section):

1) Will it help maintain and expand vibrant voluntary and community organisations?
Not Relevant

2) Will it promote a safe community environment? **Yes**

3) Will it promote and develop cultural activities? **Not Relevant**

How would the overall impact of the proposal on the development of safe, vibrant, inclusive and engaged communities be rated?

Green - Only positive impacts identified

Reasoning for the answer (details of impacts including evidence and knowledge gaps):

**Uniformed approach to inspection and the identification of safety defects across BCP.
Reduces risk of negative impact on community activity and travel.**

Details of proposed mitigation/remedial action and monitoring (inc. timescales, responsible officers, related business plans etc):

Proposal Title: Highway Inspection Policy**Waste & Resource Use**

Is the proposal likely to have any impacts (positive or negative) on waste resource use or production and consumption? **Yes**

If the answer was No, then the explanation is below (there are no answers to subsequent questions in this section):

- 1) Will it prevent waste or promote the reduction, re-use, recycling or recovery of materials? **Partially**
- 2) Will it use sustainable production methods or reduce the need for resources?
Not Relevant
- 3) Will it manage the extraction and use of raw materials in ways that minimise depletion and cause no serious environmental damage?
Not Relevant
- 4) Will it help to reduce the amount of water abstracted and / or used?
Not Relevant

How would the overall impact of the proposal on the sustainable production and consumption of natural resources be rated? **Green - Only positive impacts identified**

The reasoning for the answer (details of impacts including evidence and knowledge gaps):
The systematic approach to completing inspections in zones reduce travel requirements for inspectors. Significant number of inspections are walked therefore reducing vehicle travel and emissions. Note: Inspectors need access to signs, cones and barriers so access to a vehicle is required.

Details of proposed mitigation/remedial action and monitoring (inc. timescales, responsible officers, related business plans etc):
As above

Proposal Title: Highway Inspection Policy**Economy**

Is the proposal likely to impact (positively or negatively) on the area's ability to support, maintain and grow a sustainable, diverse and thriving economy? **Yes**

If the answer was No, then the explanation is below (there are no answers to subsequent questions in this section):

- 1) Will the proposal encourage local business creation and / or growth?

Not Relevant

- 2) Will the proposal enable local jobs to be created or retained?

Not Relevant

- 3) Will the proposal promote sustainable business practices?

Partially

How would the overall impact of the proposal on it's potential to support and maintain a sustainable, diverse and thriving economy be rated?

Green - Only positive impacts identified

The reasoning for the answer (details of impacts including evidence and knowledge gaps)

Identify and fixing safety defects provides a safe and well maintained environment to maintain and support growth.

Details of proposed mitigation/remedial action and monitoring (inc. timescales, responsible officers, related business plans etc)

n/a

Proposal Title: Highway Inspection Policy**Health & Wellbeing**

Is the proposal likely to impact (positively or negatively) on the creation of a inclusive and healthy social and physical environmental for all?

Yes

If the answer was No, then the explanation is below (there are no answers to subsequent questions in this section):

- 1) Will the proposal contribute to improving the health and wellbeing of residents?

Yes

- 2) Will the proposal contribute to reducing inequalities in health between different communities or groups?

Yes

- 3) Will the proposal contribute to a healthier and more sustainable physical environment?

Partially

How would the overall impact of the proposal on the creation of a fair and healthy social and physical environmental for all be rated?

Green - Only positive impacts identified

The reasoning for the answer (details of impacts including evidence and knowledge gaps):

Providing a uniformed approach to inspections across the conurbation removes any inequalities in approach to the identification of safety defects. A safe highway promotes active travel such as cycling and walking.

Details of proposed mitigation/remedial action and monitoring (inc. timescales, responsible officers, related business plans etc):

n/a

Proposal Title: Highway Inspection Policy**Learning & Skills**

Is the proposal likely to impact (positively or negatively) on a culture of ongoing engagement and excellence in learning and skills? **Yes**

If the answer was No, then the explanation is below (there are no answers to subsequent questions in this section):

- 1) Will it provide and/or improve opportunities for formal learning?
Yes
- 2) Will it provide and/or improve community learning and development?
Yes
- 3) Will it provide and/or improve opportunities for apprenticeships and other skill based learning?
Partially

How would the overall impact of the proposal on the encouragement of learning and skills be rated? **Green - Only positive impacts identified**

The reasoning for the answer (details of impacts including evidence and knowledge gaps):
All Inspectors are required to hold a formal qualification in Highway Safety Inspections. Opportunities exist to employ additional apprentices into the highway team - two currently engaged.

Details of proposed mitigation/remedial action and monitoring (inc. timescales, responsible officers, related business plans etc):
n/a

Proposal Title: Highway Inspection Policy**Natural Environment**

Is the proposal likely to impact (positively or negatively) on the protection or enhancement of local biodiversity or the access to and quality of natural environments?

Don't Know

If the answer was No, then the explanation is below (there are no answers to subsequent questions in this section):

- 1) Will it help protect and improve biodiversity i.e. habitats or species (including designated and non-designated)? **No**
- 2) Will it improve access to and connectivity of local green spaces whilst protecting and enhancing them? **Partially**
- 3) Will it help protect and enhance the landscape quality and character?
Partially
- 4) Will it help to protect and enhance the quality of the area's air, water and land?
Partially

How would the overall impact of your proposal on the protection and enhancement of natural environments be rated?

Green - Only positive impacts identified

The reasoning for the answer (details of impacts including evidence and knowledge gaps):
A safe network will reduce pollution and has the potential to promote active travel and therefore accessibility to natural space.

Details of proposed mitigation/remedial action and monitoring (inc. timescales, responsible officers, related business plans etc):

A safe network will reduce pollution and has the potential to promote active travel and therefore accessibility to natural space.

Proposal Title: Highway Inspection Policy**Sustainable Procurement**

Is the proposal likely to involve the procurement of goods or services which risk negative impact on resources (including power, water, raw material extraction), natural environment or labour markets (e.g. welfare standards)?

No

If the answer was No, then the explanation is below (there are no answers to subsequent questions in this section): **Policy is for the identification of defects only and does not stipulate repair methods.**

Has or is it intended that the Strategic Procurement team be consulted?

If the Strategic Procurement team was not consulted, then the explanation for this is:

- 1) Do the Government Buying Standards (GBS) apply to goods and/or services that are planned to be bought?
- 2) Has sustainable resource use (e.g. energy & water consumption, waste streams, minerals use) been considered for whole life-cycle of the product/service?
- 3) Has the issue of carbon reduction (e.g. energy sources, transport issues) and adaptation (e.g. resilience against extreme weather events) been considered in the supply chain?
- 4) Is the product/service fairly traded i.e. ensures good working conditions, social benefits e.g. Fairtrade or similar standards?
- 5) Has the lotting strategy been optimised to improve prospects for local suppliers and SMEs?
- 6) If aspects of the requirement are unsustainable then is continued improvement factored into your contract with KPIs, and will this be monitored?

How is the overall impact of your proposal on procurement which supports sustainable resource use, environmental protection and progressive labour standards been rated?

No Impact Identified

The reasoning for the answer (details of impacts including evidence and knowledge gaps):

Details of proposed mitigation/remedial action and monitoring (inc. timescales, responsible officers, related business plans etc):

Proposal Title: Highway Inspection Policy**Transport & Accessibility**

Is the proposal likely to have any impacts (positive or negative) on the provision of sustainable, accessible, affordable and safe transport services - improving links to jobs, schools, health and other services? **Yes**

If the answer was No, then the explanation is below (there are no answers to subsequent questions in this section):

.

- 1) Will it support and encourage the provision of sustainable and accessible modes of transport (including walking, cycling, bus, trains and low emission vehicles)?

Yes

- 2) Will it reduce the distances needed to travel to access work, leisure and other services?

Not Relevant

- 3) Will it encourage affordable and safe transport options?

Partially

How would the overall impact of your proposal on the provision of sustainable, accessible, affordable and safe transport services be rated?

Green - Only positive impacts identified

The reasoning for the answer (details of impacts including evidence and knowledge gaps):
Providing a safe network, identify defects, faults with transport facilities (for example cycling facilities) and instructing repairs can only have a positive impact on travel options.

Details of proposed mitigation and monitoring (inc. timescales, responsible officers, related business plans etc):

Equality Impact Assessment: Conversation Screening Tool

What is being reviewed?	Highway Inspection Policy
What changes are being made?	Confirmation of policy and procedural approach taken to identify safety defects only. No service changes or the design of new infrastructure.
Service Unit:	Neighbourhood Services
Participants in the conversation:	Simon Legg, Highway Delivery Manager Kate Langdown, Director Environment Graeme Smith, Policy and Performance Officer
Conversation date/s:	26 th May 2020 & 18 th June 2020
Do you know your current or potential client base? Who are the key stakeholders?	All BCP highway asset users such as pedestrians, cyclists, drivers and vehicle passengers.
Do different groups have different needs or experiences?	<ul style="list-style-type: none"> • age (young/old) • disability
Will this change affect any service users?	Yes – more rigid measure-based intervention level criteria for defects are replaced by investigatory criteria allowing for a location specific risk assessment. This enables greater flexibility for Inspectors to identify defects such as those outside schools, residential homes, or GP surgeries, which may not have been identified using investigation levels.
What are the benefits or positive impacts of the change on current or potential users?	Moving from measure-based intervention levels to investigatory criteria allows Inspectors to identify hazards specific to locations, therefore potential reducing the likelihood of a negative interaction with the highway asset such as trips and falls.
What are the negative impacts of the change on current or potential users?	None identified
Will the change affect employees?	No - standardisation of legacy policy document into BCP format only
Will the change affect the wider community?	No - standardisation of legacy policy document into BCP format only

<p>What mitigating actions are planned or already in place for those negatively affected by this change?</p>	<p>Not applicable</p>
<p>Summary of Equality Implications:</p>	<p>Only positive impacts have been identified. The movement away from measurement-based intervention levels to investigatory levels allows Inspectors greater flexibility through a risk assessment process to identify defects which may result in a negative impact on highway users.</p>

Form Version 1.2

CABINET



Report subject	Progress in delivery equalities across BCP 2021
Meeting date	28 July 2021
Status	Public Report
Executive summary	<p>The Equality and Diversity Annual report provides an update on how the council is progressing with embedding equality and diversity in the way it plans, develops, and delivers services and in discharging its public sector equality duty.</p> <p>The report sets out the Equality Footprint which reinforces the commitments to equality expressed in the council's corporate strategy and the vision of the Big Plan.</p> <p>The report also identifies some of the actions the council needs to take to realise the ambitions of the Equality Footprint and to achieve the excellence level of the Equality Framework for Local Government.</p>
Recommendations	<p>It is RECOMMENDED that Cabinet:</p> <ul style="list-style-type: none"> (a) note progress with Equality & Diversity for 2020/21 (b) support the introduction of the Independent Observer role in recruitment process and support the necessary changes to HR recruitment policy (c) support the adoption of the equality footprint (d) note the steps the council must take to realise its equality ambitions and to achieve the excellence level of the EFLG
Reason for recommendations	<p>The council has a duty to consider how their policies, practice, and decision- making processes affect people who are protected by the Equality Act 2010.</p> <p>Failure to comply with the Public Sector Equality Duty could have significant legal and financial implications for the council and individuals.</p> <p>This report should give Cabinet assurance that the council is taking positive steps to discharge this duty and that its future ambitions for equality will continue to help the council ensure this.</p>

Portfolio Holder(s):	Councillor Drew Mellor, Leader of the Council Bobbie Dove – Cabinet Lead Member for Equalities
Corporate Director	Graham Farrant – Chief Executive
Report Authors	Sam Johnson – Policy Lead for Equality & Diversity Councillor Bobbie Dove – Cabinet Lead Member for Equalities
Wards	Council-wide
Classification	For Decision

Background

1. BCP Council plays an important role as an employer, service provider and community leader. It is committed to demonstrating respect for difference, to create an environment in which people can live free from prejudice and discrimination whether they live work or visit BCP Council area.
2. As well as discharging the public sector equality duty, the council aspires to exceed its duties on the journey to achieving, and maintaining, excellence accreditation of the Equality Framework for Local Government.
3. The Equality and Diversity annual report appended to this paper sets some of what the council has achieved so far, the key events it has responded to and its future ambitions for ensuring equality and diversity in the way that designs, develops and delivers its services.
4. The council's commitments to equality are expressed throughout the priorities and objectives of the Corporate Strategy. To help emphasise these commitments the intention is to launch an Equalities footprint which is defined as:

The activities undertaken by officers in accordance with their role that contribute to the delivery of BCP Councils equalities agenda and the duties of the council at individual, team, and service levels.

5. The adoption of the equalities footprint will necessitate some key changes to current policy and practice which are explained in more detail in the report and will be added to the current Equality & Diversity Action plan, once agreed.

Summary of financial implications

6. There will be some financial implications for introducing independent observers, stakeholders, and service users to the recruitment process as they will be entitled to reimbursement of their expenses. The full extent of this will be dependent on the number of senior posts recruited to.
7. Several of the other actions set out under the Equality Footprint are aligned other planned work so are not expected to incur additional expenditure.

Summary of legal implications

8. The proposal will support the council to discharge its public sector equality duty.

Summary of human resources implications

9. Not aware of any human resource implications as a number of the actions out under the Equality Footprint are aligned with other planned work.

Summary of sustainability impact

10. No known sustainability impacts.

Summary of public health implications

11. The Equality Footprint sets out to support Public Health in working with hard to reach community groups. There are no known negative public health implications.

Summary of equality implications

12. The Equality Footprint will raise awareness of the council officers' responsibilities under the public sector equality duty.
13. It will have a positive impact as it will allow the opportunity for the council to demonstrate how the public sector equality duty is implemented in day to day business practice.
14. The introduction of independent observers will increase trust and confidence in BCP Council as an equitable employer and enable it to become more representative of the communities it serves. A full equality impact assessment will be undertaken if this initiative is supported.

Summary of risk assessment

15. If the council does not discharge its public sector equality duty, there is a risk of challenge to its decisions.

Background papers

Corporate Strategy & Delivery Plans

[Equality & Diversity Policy and Governance Framework](#)

Appendices

Appendix 1: Progress in delivery equalities across BCP 2021

Appendix 2: Independent Observers Equality Impact Assessment: Conversation Screening Tool

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Progress in delivering Equalities across BCP

2021



Foreword

“BCP Council plays an important role as an employer, service provider and community leader.

“We are committed to demonstrating respect for difference, working proactively to eliminate discrimination, advancing equality of opportunity for all and building positive relationships and understanding between people of different backgrounds who live, work or visit the communities that we serve.

“Our aim is to exceed our duties under equality legislation and in doing so establish a community where everyone matters, feels safe, can participate in public life and achieve their full potential feeling they are treated with respect and fairness.”



Councillor Drew Mellor
Leader of BCP Council



Councillor Bobbie Dove
Lead Member for Equalities



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1. Introduction

Equality is at the heart of this council. It is fundamental to building vibrant communities where everyone plays an active role and a fairer society, and during these difficult times, equality is even more important. As we rebuild our post covid economy, it is essential that we make sure we benefit from the talents of everyone in BCP Council area, and we are determined to do so fairly whilst protecting the most vulnerable and prioritising equal opportunities for all.

As a country, we have come a long way in the fight against inequality in the last fifty years: from the Race Relations Act in 1965, to the Equal Pay Act in 1970, the Disability Discrimination Act in 1995 and finally to the Equality Act in 2010.

We are an increasingly diverse and accepting society, and this progress should be recognised. However, the reality remains that despite increasing legislation from government, far too many people's life chances are still dependent on who they are or where they come from and not their effort or ability. But legislation will only get us so far. Increased regulation has produced diminishing returns. In recent years progress on equality has stalled and, in some areas, begun to reverse. Too often the word 'equality' is misused and misunderstood.

This paper sets out our approach to the progression of equality. It is one that recognises that we need to move from acting with intent to acting intentionally by taking specific actions as required, to meet particular challenges. Equality is a complex issue, so we need to move beyond defining people simply because they've ticked a box on a form. We also need to take account of intersectionality, recognising that our social identifiers make us all individual and valuing those differences. We will work with people and communities to ensure that they are at the heart of everything we do as a council.

We will ensure that we act with transparency and integrity so we can be challenged and held to account. We will be the driver for change as we recognise that equality is the core element of our work.

Equality can mean many different things to many different people. This paper is based upon two key principles of equality: equal treatment and equal opportunity.

Equal treatment and equal opportunities for all does not mean uniformity. It means giving everyone equal access and recognition to be treated fairly as an individual, recognising both their needs and their abilities so that there is an equal opportunity to progress.



2. Our vision for BCP

We want the BCP city region to be world class – one of the best coastal places in the world in which to live, work, invest and play. To achieve this, we will harness the potential of our environment and communities creating a place where people and businesses want to be.

The [Big Plan](#), introduced by Councillor Drew Mellor, the Leader of BCP Council, in February 2021 reflects the scale of our ambitions to recognise the vibrancy of our communities; the strength of our economy; the skills of our people; the wealth of our culture; the quality of our infrastructure; our environment and quality of life.



The plan sets out how we will deliver our commitment to improve people’s lives building on the Corporate Strategy which was adopted by BCP Council in November 2019 and recognises the council’s commitment to understanding and valuing our diverse communities.

The Big Plan consists of five themes:



Iconic: We will increase participation and accessibility to transport to our urban and natural environment. By working with our partners, we will increase diversity in employment opportunities and community life.



Seafront: We will improve our facilities and access to our seafront. We will support people to make healthier life choices so more people can access our beautiful city region and some of the best coastlines in the world. We will support our restaurants and hospitality industry, famous for the quality and imagination of their international food offering and the excellence of their service.



Rejuvenate Poole: We will rejuvenate Poole, bringing a vibrant, attractive and sustainable mix of residency, business, hospitality, retail, culture and green spaces within the historic town and on the Quay, creating new employment opportunities.



Infrastructure: We will invest in the physical and digital infrastructure of our coastal city region. We will reduce internet poverty by providing superfast broadband and digital connectivity through exploiting the full potential of digital infrastructure to make BCP a genuinely smart city region. We will use digital data to plan, manage and deliver better services for our residents and businesses.



Act at scale: We will use census data to invest in the development of new homes making sure that social housing includes accessible homes for life along with an investment in a sustainable mix of affordable and high-end apartments and houses.

Central to the delivery of the Big Plan are Community, Culture and Children.



Community: We will introduce and advance the principles of Asset Based Community Development (ABCD) through a whole system approach of better engagement to inform decision making and the development of services. The principles of ABCD allow the council to utilise lived experiences; individual and collective knowledge; and places people at the centre to co-produce and co-design our services.



Culture: We will redefine the promotion of our diverse heritage and culture through our new cultural compact using creative education, development and investment in arts and culture. This will enable more people of all backgrounds to recognise, and actively participate in our maritime and leisure heritage, music, food and the arts in support of our aspiration to become a City of Culture.



Children: We will ensure that the BCP city region becomes one of the best places in which children can live, learn and grow up, where there are opportunities to stay in the area after they leave school, whether to go to university, to train or to work. This means supporting the health, wellbeing and development of children from birth, through their early years, right through their education and into adulthood.

Through the Big Plan we will contribute to the delivery of clean, safe and affordable accommodation; improve wellbeing across all age groups, from our youngest to our oldest; improve access to good health and care, good quality local services, jobs for working-age residents and provide financially sustainable livelihoods for families in the BCP Council area. All of this will help to deliver our vision for vibrant communities with outstanding quality of life, where everyone plays an active role.

3. Our equalities journey so far

BCP Council has made good progress towards its commitments to equality which are set out in the Corporate Strategy and towards its goal of achieving excellent accreditation of the Equality Framework for Local Government (EFLG).

Actions set out in the Equality and Diversity action plan, which is framed around the four modules of the EFLG, will help the council achieve and exceed its duties under equality legislation.

1. Understanding and working with our communities
2. Leadership and organisational commitment
3. Providing responsive services and customer care
4. Having a diverse and engaged workforce

The council has adopted an [Equality Policy and implemented an Equality and Diversity Governance framework](#), which is led by a Strategic Equality Leadership Group.

The framework includes five active staff network groups, an active service unit equality champion network, a communities' network and an independent Equality Action Group (EAG).

The self-organised staff network groups represent the areas of Disability¹, Race and Cultural Diversity, Religion and Belief, LGBTQ+ ²and Women. They provide a safe space for the discussion of issues; help raise awareness of issues in the wider organisation; provide an invaluable source of support for individual staff who may be facing challenges in the workplace and, offer a collective voice for the workforce to management and by default, highlight organisational improvement opportunities.

¹ A physical or mental impairment that has a 'substantial' and 'long-term' negative effect on your ability to do **normal daily activities**. (The condition must be expected to last for a period of at least 12 months from the point of prognosis)

² The LGBTQ+ abbreviation is explained at Appendix 1.

Service Unit Equality Champions (SUECs) meet on a quarterly basis and have an interactive Teams channel where they share advice, guidance and support in between meetings. A key responsibility for SUECs is to help ensure their service units discharge their equality duties in the way they develop and deliver services and to be actively involved in the equality impact assessment process. This group has been key in supporting the implementation of Equality Impact Assessment panels.

The communities network of equality champions have been integral to the council's community resilience response to COVID 19 through the successful 'Together We Can' project. It has helped improve access to information and our services for people whose first language is not English. Information has been provided in Arabic, Bengali, Chinese, Polish, Portuguese, Romanian and Urdu and British Sign Language services were added to our helplines.

By working in partnership with local community leaders and community champions the council has improved community engagement and extended its reach to those communities who are 'harder to hear'.

Funding has been provided to community groups to enable them to provide food to households in need who they were in contact with during the lockdowns. This funding also helped to purchase fridges for those who needed them in order to support themselves or their families to provide better access to fresh food.

We have increased the diversity of our volunteer network and the take up of volunteering opportunities across each protected characteristic is a key priority of the community engagement strategy.

Members of the Equality Action Commission worked with Public Health Dorset to publish covid advice and support videos by 'Trusted Voices champions' which has led to an improved vaccine take up among under-represented groups.

The Trusted Voices champions network published weekly emails, ran network sessions and developed resources to be used on social media around the covid agenda with representatives from a wide range of communities.

Other successful initiatives have seen the delivery of vaccines in places of worship such as Mosques and the recruitment of 2,000 volunteers to act as marshals at the BIC mass vaccination site and pharmacies. Some volunteers were also trained to administer vaccines and run covid testing stations.

Community engagement with resident and transient Gypsy, Traveller and Romany communities has significantly improved, with one representative commenting that

"The Council has never engaged so much with the Gypsy Traveller and Romany Communities"

This collaborative approach has led to a co-produced display at Poole Museum - [Unearthed! Gypsy and Traveller Heritage](#).

Health Equality Partnership Programme funding will be used this year to develop community insights around preventative interventions for vulnerable groups such as

annual checks for people with learning disabilities, physical checks for severely mentally ill people and vaccinations for minority ethnic groups.

The [Equality Action Commission](#) was established in response to the death of George Floyd and local Black Lives Matter protests. This independent group has been set up to address public perception of the council, under representation of minority ethnic groups in senior officer roles and to extend engagement and increase trust and confidence among our communities³. It now forms part of the Equality and Diversity Equality Governance Framework.

In response to the tragic murder of Sarah Everard and subsequent Reclaim Our Streets protests an internal women's group was formed specifically to capture the experiences of women. It had become evident because of Sarah's death that some women did not feel safe in the home, street or at work and were routinely harassed or discriminated in other ways which adds to barriers to recruitment, retention and progression.

Open 'equality matters' discussions have been held with staff with our communities to help the council have a clearer understanding of people's lived experiences from unique perspectives and to gain a qualitative understanding of people's perceptions of the council as employer, service provider and community leader.

The council has developed a range of key strategies and plans which will reduce inequality and provide support residents. Some of these are:

- [Special Educational Needs and Disabilities \(SEND\) and inclusion strategy](#)
- [The Children's and Young People's Plan](#)
- [Continuation of the Learning Disability Big Plan](#)
- [Preventing Domestic Abuse Strategy 2020–2023](#)
- [Homelessness and Rough Sleeping Strategy 2021-2025](#)
- [People First ForCourcum Charter for people with a Learning Disability \(adopted by Council in November 2020\)](#)

³ Public trust in the council will be measured through the residents' survey 2021 and reported by protected characteristic

4. Introduction of an Equalities Footprint

We have embedded the principles of equality into our Corporate Strategy to ensure that fairness and the progression of equality are central to the development of BCP as a new council and are part of the DNA of the organisation.

We will be innovative and transformative in our approach to the delivery of our services making sure that we put people at the forefront and at the centre of everything we do. This will be evident in our organisational culture and demonstrated through our values, fundamentally changing how we carry out our approach to 'business as usual'.

We aim to reinforce these commitments through the introduction of an Equalities Footprint which is defined as:

The activities undertaken by the council in accordance with their role that contribute to the delivery of BCP Council's equalities agenda and the duties of the council at individual, team, and service levels.

The equality footprint is informed by eight actions that the council will need to take forward:

1. The introduction of independent observers where appropriate for appointments to Heads of Service or above, including promotions and secondments to these positions.
2. Stakeholders or service users will be included to sit on interview panels, if appropriate, for all interim, permanent appointments, secondments, or internal promotions to positions that sit within the Senior Managers Network.
3. The undertaking of Equality Impact Assessments (EIAs) at the point of registering committee reports and portfolio holder decisions on BCP Council's ModGov system
4. The introduction of EIA Panels
5. The requirement to demonstrate fulfilment of the requirements of the PSED in annual appraisals process enabling staff to evidence how they are contributing to the council's Equalities Footprint and Corporate Strategy.
6. Development of a new hybrid training package that is fit for purpose and takes account of variation in learning styles to enable officers and councillors to understand and discharge their responsibilities under the PSED during their work
7. The delivery of the equality and diversity communication plan and diversity calendar, and production of accessible communication standards
8. Completion of a user-friendly website that conforms to website regulations 2018 and is easy to read, navigate and access.



In summary the introduction of an Equalities Footprint will change the organisation’s business model and allow BCP Council to carry out its decision making from a different perspective which is inclusive in its delivery of services for those who work, live and visit BCP.

An Equalities Footprint will ensure equality and diversity is at the heart of the council and allow BCP Council to carry out its decision making from a perspective which is inclusive in its delivery of services for those who work, live and visit BCP.

5. Implementing the key actions of the Equalities Footprint

The council is already embracing the equality footprint and making progress with taking forward a number of the actions set out above. This section provides more information about why they are important.



Independent observers

We recognise that there has been considerable change to the demographic profile of the BCP Council area over the past two decades. However, the workforce profiles of the local authorities of Bournemouth, Christchurch, and Poole Councils has remained largely unchanged.

This means that BCP Council is not where it would like to be in terms of its workforce profile being representative of the communities which it serves. This is notable in the most senior positions within the organisation which could undermine the reputation of the council. We are looking to ensure that we have a diverse workforce at all levels of the organisation, so we are seen as an employer of choice by the communities we serve.

The Independent Observers Initiative was applied previously at Bournemouth Borough Council and identified as good practice by the Local Government Association during an equality peer challenge in 2016 which contributed to its accreditation at the level of ‘Excellent’ on the Equality Framework for Local Government.

The LGA commented as follows in their report on Bournemouth Borough Council that:

“In an attempt to start making its workforce more diverse, the council has trained a group of volunteers from the community with BME backgrounds to become independent observers of its recruitment and selection practices. Although the project is relatively new and it has not yet had an impact on the workforce profile, it has shown the BME population that the council is serious about addressing the perception some residents have that it is an all-white, middle class organisation”.

Independent observation assists in the identification of unconscious bias when recruiting. The role of independent observers is to observe the council's recruitment process. It is not to assess the performance of elected Members or employees whose role requires them to recruit new staff.

On completion of recruitment and selection training, volunteer observers can select any vacancy at the agreed levels within the council and observe the whole selection process relating to that appointment which works in the following way:

- Observers score candidates, using the same methodology as the recruitment panel, at each stage of the process, from initial paper sift through to interview and offer of employment.
- If observers' scores differ significantly from that of panel members, they will engage in a conversation to explore how each party had arrived at a different conclusion.
- Observers' scores are noted but will not contribute towards the scores on which an appointment is based. Observers are not entitled to influence the appointment of any candidate or form part of the decision-making process. The council's members or officers retain sole responsibility for making selection decisions.
- As trained independent observers they can understand the criteria used to invite applicants to interview, the council's scoring matrix, and why an application may be rejected at the initial stages of recruitment or a person be unsuccessful at interview.

Independent Observers will be reimbursed for their expenses and their recruitment will be managed by partner organisation as part of an existing grant agreement.



Involving stakeholders and service users in interviews

The ethos of co-production is central to ensuring that people are at the heart of everything we do. To ensure that lived experiences are fed back into our decision making we will include service users and other stakeholders to form part of interview panels where appropriate from senior management positions. The duty to tackle inequality falls to all councillors, officers and staff or anyone acting on the councils' behalf. Therefore, it is critical that commitment to the progression of equality is conducive to BCP Council's adopted values and behaviours and is demonstrated from the top down and bottom up.



The leadership must model behaviours to improve the likelihood that people further down will replicate it and in doing so create a culture that is unique to BCP as a new council. The inclusion of stakeholders on interview panels sends a strong message to candidates about accountability and gives a clear indication of our values as an organisation.

Co-productive recruitment tips the balance back towards the consumer as it negates hierarchical structures. It is often easier for someone not directly employed by the organisation to challenge senior positions. Therefore, the inclusion of stakeholders will increase confidence, widen participation and invite challenge from differing perspectives enabling the interview panels to be accountable for their decisions, giving a voice and a presence to those who are seldom-heard.

Stakeholders will expect reimbursement of expenses. As the involvement of Independent Observers, stakeholders and service users in the recruitment process will be a change in the council's recruitment processes, cabinet will need to support this proposal in accordance with BCP Council's constitution.



Equalities Impact Assessments

Equality Impact Assessments are intended to:

- encourage a more proactive approach to the promotion of equality within public policy development
- identify any adverse equalities impact and detail actions to reduce this impact
- detail any positive equalities impacts.

The Council understands that a pragmatic approach to undertaking Equalities Impact Assessments (EIA) is essential and that some policies, projects, functions, or major developments/planning applications are more relevant to and have a greater impact upon equality and diversity than others.

We are required to give meaningful due regard to the affect the actions we take as an organisation could have on residents, customers, and staff, in the delivery of services and employment practices. An EIA is a thorough and systematic analysis to support this.

The requirement to complete an EIA and record EIA conversations has been added to the ModernGov system at the point of registering reports for a committee or Portfolio Holder decisions. This is to ensure that meaningful due regard can be considered, and the impacts of any proposals are fully considered at the very earliest opportunity.

As soon as officers are aware that the organisation needs to either amend, stop delivering or introduce something new, an EIA conversation and screening tool should be completed. The impacts of any decision should be considered and recorded as soon as proposals are discussed.

Equality implications should inform a business case and be part of our change process. If different options are being explored, the equality implications of all options should ideally be considered. These discussions or conversations are a key part of the EIA process and shouldn't be lost. They may be captured in notes or minutes of meetings and are a helpful reference for completing EIAs.

The EIA is an integral part of decision-making processes and ensures impacts are considered and responded to all the way through. EIAs should not be carried out after a decision has been made. Retrospective EIAs will not stand up in the event the council is challenged about a decision and subject to judicial review, so timeliness is key.

The EIA conversation and screening tool will help officers to identify:

- the relevance of each policy, project, function, or major development/planning application to equality
- whether a full EIA should be undertaken.

This needs to be applied to ALL new policies, projects, functions, staff restructurings, major developments, or planning applications, or when revising them. It should also be used to help identify existing policies or projects that should be subject to an assessment.



EIA panels

There are several checks, balances, and reminders in place across a range of council processes where the equality impacts of proposals and/or decisions are considered and assessed.

These include, but are not limited to:

- the ModernGov review of portfolio holder decisions
- project change briefs for Transformation Board
- Corporate Management Board decision records
- policy development
- consultation
- budget processes
- procurement processes
- committee reporting processes.

However, there is no single gateway or assurance process that gives decision makers confidence of the adequacy of these assessments. This can lead to a significant variation in the quality of EIAs produced across the council. Such inconsistencies place the council at unnecessary risk of legal challenge, reputational damage and mean the organisation could fail to meet its statutory duties as determined by the Equality Act 2010. EIA panels will help address these concerns.

Officer-led EIA panels have now been set up and will meet weekly (if required). The panels have a consultative and assurance role and will:

- ensure a consistent approach to our impact assessment processes
- introduce robust checks and balances without causing additional delay in moving ideas from conception to implementation, or extending committee reporting lead in times
- recommend the approval of EIAs
- reject EIAs where it is evident that the public sector equality duty has not been met and/or continuance with a project or proposal will lead to direct or indirect unlawful discrimination that cannot be legitimately justified.

The panel will act as a 'critical friend', providing advice and guidance to EIA authors, where required, and it will RAG rate all impact assessment documents.

The RAG rating will alert the decision maker(s) to the 'risk' of proceeding without mitigating actions, using the following criteria:

Green – good to go/approved, providing sufficient evidence the public sector equality duty has been met.

Amber – good to go subject to minor changes or mitigating actions being put in place and followed through in the development of the project/service/policy/procedure or practice.

Red – inadequate, needs to be reworked before the decision goes forward, where it is evident the public sector equality duty has not been met or continuing with the project or proposal will lead to direct or indirect unlawful discrimination that cannot legitimately be justified.

Panels will be chaired by the equality and diversity policy lead or their nominated substitute and will include:

- independent policy officers
- independent service unit equality champions
- representatives from [staff network groups](#)
- HR officers
- Community officers
- trade union representatives

A panel will include up to five members with a quorum of at least three for a decision to be made.

When appropriate, representatives from external partners (eg Dorset Race Equality Council, DOTs Disability, Community Action Network) or statutory organisations (such as Public Health Dorset, Dorset Police or Dorset and Wiltshire Fire and Rescue Service) will be invited to participate.



Introduction of equalities agenda into staff annual appraisal

The employee's objectives and personal performance targets should be consistent with the objectives of their team, unit and directorate. The appraisal process focuses on how the employee's work contributes to the achievement of overall targets and standards of performance carried out to represent the values of BCP Council.

Equality is the responsibility of everyone within the organisation, so it is essential that equality objectives are included in the induction and appraisal processes.

The principals of equality are about recognising barriers and removing discrimination and Local Authorities have a major part to play in promoting equality and diversity both as a larger employer and also as a key stakeholder in the community. By considering equality

during the appraisal process, we will ensure that good practice is captured, and that all employees can embed equality in the way they work.



Training package

BCP Council is a modern, accessible, and accountable council that is committed to providing effective community leadership and the delivery of efficient and effective services. The council is committed to embedding equality at the heart of its decisions and carried out a desktop review to determine the accessibility of the equality and diversity training available.

The review identified gaps in the organisational training need and concluded it was of a basic level and that additional training is required to provide greater depth content and quality.

The following key areas were highlighted:

- It has been identified that current equality and diversity training alone is insufficient to meet the organisations changing and future needs.
- A training programme needs to be in place that is accessible for all Members and staff, but flexible enough to take account of the different type and level of training that is necessary to meet the variety of roles, functions, and levels of responsibility with the council.

Therefore, we are investing in a new style 'hybrid' training package which will be a mix of online and face to face training for both staff and members. It is imperative that staff are knowledgeable and well trained to meet the needs of the communities they serve, and we will support officers to achieve this with a revised hybrid training package. This new approach can meet the obligations of the organisation, both legally and for our communities, and ensure that decision makers understand the importance of equality when making decisions.



Communications Plan and Diversity Calendar

In order to ensure all of our communities feel that they are valued and are fully participating residents of this conurbation, we will ensure that our communications are accessible, relevant, reliable, and timely. As a council we will continue to foster and promote good relationships between people who share protected characteristics and those who do not. We will make sure that communications cover a wide range of topics and that the information is available within and outside the council. This will include our formal and informal interactions between the council and its' diverse communities.

Commitments set out in the council's communications strategy include demonstrating the operational effectiveness of the council through engaging and accessible content, and explaining policies and decisions in an accessible way, providing trustworthy, concise, and clear public information There is a commitment to amplify the content of partners, of those representing seldom-heard groups and trusted voices who advocate for equality and our

communities across the BCP area, to further the agenda of the internal staff network groups, and to support key priority equality and diversity themed events.

To make sure we are as inclusive as we can be, we will adopt consistent and standardised approaches when communicating to improve representation, trust and confidence. We will follow [national best practice](#) on the production of social media campaigns and other content, and in [communicating with disabled people](#) and others with protected characteristics. We will take proactive steps to reach and represent all our communities in our aim to facilitate access to services, to encourage, support and improve participation enabling people to influence decision making. In doing the above mentioned we will improve participation in public life and be confident that people from all groups feel they are able to influence decisions.

We will highlight positive content that celebrates diversity and raises awareness of emerging issues faced by people through internal communications channels and by sharing content on social media and newsletters.

Our communication strategy and plan will:

- Support community cohesion by celebrating diversity and raising awareness of issues faced by protected groups
- Raise awareness and understanding of equality and diversity, both internally and externally
- Help promote formal and informal interactions between the council and its diverse communities
- Share information about Staff Network Groups with colleagues so they are informed and can engage
- Help build trust/advocacy/support among internal and external audiences



Website

The [Accessibility Requirements](#) for the public sector aim to help make sure online public services are accessible to all users, including disabled people. Councils should adopt the following four steps which are set out in the requirements, to make sure their online services are accessible. They must:

1. Understand how the regulations will impact their organisation
2. Decide how to check their website or apps for accessibility problems
3. Make a plan to fix any accessibility problems they find
4. Publish an accessibility statement

The council will complete the development of a single, accessible BCP Council website, and close legacy websites by September 2021. Content will be aligned in step with service harmonisation. Our content design process is user-centred and inclusive. We will continue to engage with users, community and disability groups as we strive for continuous improvement to our user-led content design and user-experience processes.

Our BCP Council website meets requirements under the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018, Equalities Act and follows Government Digital Service (GDS) best practice.

6. Our onward equality journey from 2021-2023

We are determined to champion and support the diversity of our communities and create an environment where communities feel stronger together. We will help build communities where there is a strong sense of belonging, positive relationships and understanding between people of different backgrounds who live, work, or visit the communities that we serve.

We understand that every individual matters and everyone has the undisputable right to feel safe, participate in public life, achieve their full potential and that they are treated fairly and with respect.

To show that we are delivering on our commitments, the council aspires to achieving excellence accreditation under the Equality Framework for Local Government (EFLG) by autumn 2022 and thereafter to maintain this level of performance.

The council will achieve these aspirations by embedding the characteristics of an excellent authority as defined within the principles of the EFLG 2020 and delivery of an Equality and Diversity Action plan that is framed around the four modules of EFLG.

The EFLG supports councils to deliver accessible and responsive services to customers and residents in their communities by taking account of the needs of different groups and to develop a workforce that is representative of its communities.

It also supports councils to meet the requirements of the Public Sector Equality Duty framework and to pay due regard to the impact of their decisions on each of the nine legally protected characteristics as defined within the Equality Act 2010.

As well as the nine protected characteristics of age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; and sexual orientation, BCP Council also considers the impact of its decisions on the locally recognised characteristics of the armed forces community; caring responsibility, socio-economic status plus human rights in the EIA process.

The EFLG is also supportive of the Equality and Human Rights Commission's six selected domains of equality measurement which it has identified as the areas of life that are important to people and that enable them to flourish. They are:

1. Education
2. Work
3. Living standards
4. Health
5. Justice
6. Personal security, and participation.

The council will achieve these aspirations objective by embedding the characteristics of an excellent authority as defined within the principles of the Equality Framework for Local Government 2020. The council remains committed to achieving the EFLG 'Excellent' level in the way that it runs the business, develops, and delivers its services, recruits, retains and supports its staff.



Key actions to improve equality outcomes include:

- Equality monitoring forms are reflective of all nine protected characteristics of EA2010
- Strategic equality must be in place and delivering equality outcomes at service level
- Strong and consistent communications from senior leaders showing commitment to equality and a strong stance on anti-discriminatory practices
- Smart measures are in place for BCP Council's Equality Objectives
- The scrutiny function and process must be effective and constructively challenge decisions (and set to work in the same way as a parliamentary select committee)
- Have a clear and effective positive action strategy/initiatives in place
- Have strong and effective equality monitoring processes in place showing improvements in data collection for employees and service users
- Processes that identify how staff promote equality and diversity during their work as part of the staff appraisals
- Processes to record and report prejudice incidents
- Have a strong and effective process to manage complaints of bullying and harassment
- Show we are using grants and service level agreements to develop to build community capacity with clear equality outcomes
- Performance monitoring of contracts with commercial partners including the measurement of equality outcomes
- Improve the forms for publishing workforce equality monitoring data
- We need to have an effective consultation and engagement strategy in place
- Improve outcomes for rough sleepers
- We have reduced the inequality of the impact of covid among vulnerable groups.

The current roadmap to achieving the excellent accreditation is set out in Appendix 1.

7.Characteristics of an excellent local authority

To demonstrate it is an excellent authority the council will need to:

- ensure that equality issues, relevant to our communities, are embedded and discernible in key strategies and plans such as our communication; engagement and people strategy, strategic plans such the transformation agenda and smarter structures, and local area agreements and local delivery plans.
- work with all strategic partners and the voluntary and community sector and act as advocates to achieve defined and tangible equality outcomes.
- secure good evidence of the equalities profile of the communities we serve.
- evidence we are measuring progress on equality outcomes by delivering the actions set out within our Equality Action Plan and disaggregating data on relevant performance indicators demonstrate outcomes that have improved equality in access to services and within areas of employment, recruitment, retention, and progression.
- show we understand the changing nature of our communities and their expectations and show we prioritise our activities and explain our decisions
- demonstrate good customer care by ensuring that services are provided by knowledgeable and well-trained staff who understand the needs of their communities.
- show satisfaction and perception indicators from all sections of the community and staff are improving.
- increase the diversity of representatives of all characteristics are integrally involved in community engagement programmes.
- show that we have forums for all equality stakeholders to share experiences and evaluate our progress.
- show tangible progress towards achieving outcomes which address persistent inequalities and that gaps are narrowing.
- increase the diversity of our workforce where there is underrepresentation, and improve flexible working, access to training and development and promote an inclusive working culture that is based on respect and evident in our values.
- routinely review our equality strategy and seek innovative ways to improve and address challenges as they are identified.

Through its achievements, the council will be able to show it is an exemplar of good practice for other local authorities and agencies and work with others to share best practice.

Appendix 1

Abbreviations:

L (Lesbian): A lesbian is a woman/woman-aligned person who is attracted to only people of the same/similar gender.

G (Gay): Gay is usually a term used to refer to men/men-aligned individuals who are only attracted to people of the same/similar gender. However, lesbians can also be referred to as gay. The use of the term gay became more popular during the 1970s. Today, bisexual and pansexual people sometimes use gay to casually refer to themselves when they talk about their similar gender attraction.

B (Bisexual): Bisexual indicates an attraction to all genders. The recognition of bisexual individuals is important since there have been periods when people who identify as bi have been misunderstood as being gay. Bisexuality has included transgender, binary and nonbinary individuals since the release of the "Bisexual Manifesto" in 1990.

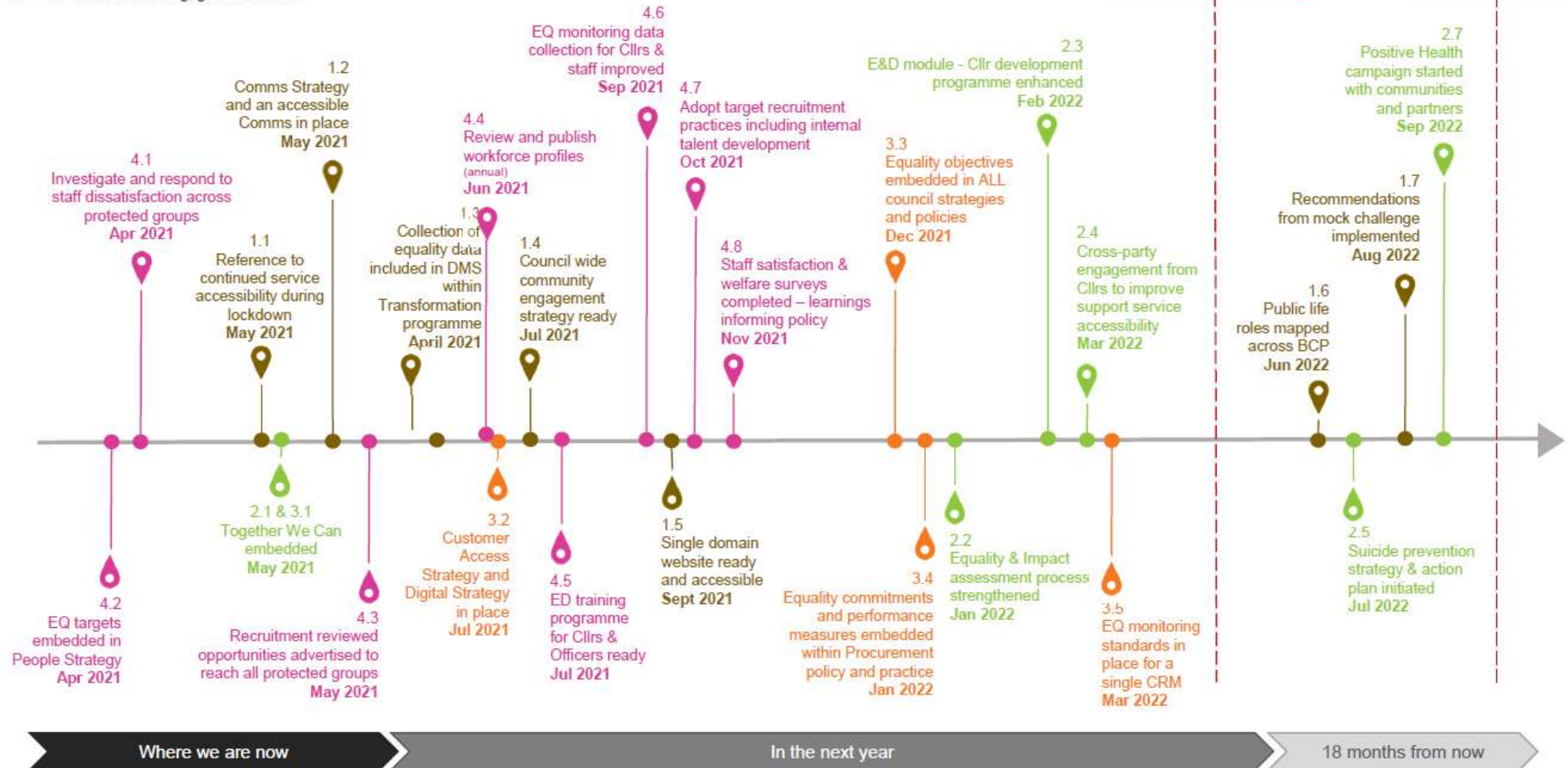
T (Transgender): Transgender is a term that indicates that a person's gender identity is different from the gender associated with the sex they were assigned at birth.

Q (Queer or Questioning): Though queer may be used by people as a specific identity, it is often considered an umbrella term for anyone who is non-cisgender or heterosexual. But it is also a slur. It should not be placed on all members of the community and should only be used by cisgender and heterosexual individuals when referring to a person who explicitly identifies with it. Questioning refers to people who may be unsure of their sexual orientation and/or gender identity.

+ (Plus): The 'plus' is used to signify all the gender identities and sexual orientations that are not specifically covered by the other five initials

Appendix 2: Equalities Roadmap

1. ■ Understanding and Working with our Communities
2. ■ Leadership and Organisational Commitment
3. ■ Responsive Services and Customer Care
4. ■ Diverse and Engaged Workforce



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Equality Impact Assessment: Report and EIA Action Plan

Purpose

What is being reviewed?	Introduce Independent Observers to monitor recruitment into BCP Council vacancies, especially those at Management level and above
Service Lead and Service Unit:	Samuel Johnson, Policy and Performance
People involved in EIA process:	Samuel Johnson
Date/s EIA started and reviewed:	14 October 2020 - 28 June 2021

Background

- 1.1.** It was previously noted by Dorset Race Equality Council (DREC) that whilst the profile of communities across the conurbation had changed significantly between the census of 2001 and that of 2011 conversely the profiles of the local authorities of Bournemouth, Christchurch, Poole and others in Dorset had remained relatively stagnant during the same period. This position was damaging to the reputation of the councils as they were not seen as 'employers of choice' within Black Asian and Minority Ethnic (BAME) communities and among other underrepresented groups.
 - 1.1.1.** This fact was more noticeable in Bournemouth as it had the highest proportion of BAME people in comparison to any other town across the county. The council was also one of the largest employers within the area.
- 1.2.** Nine delegates from a range of professional backgrounds undertook recruitment and selection training which was the same as that given to employees responsible for recruiting new staff.
- 1.3.** The Independent Observer initiative was supported by the council and its Executive and Service Directors. The course was opened by the Chief Executive.
 - 1.3.1.** It is important to note that the role of independent observers was to observe the council's recruitment process and not the performance of Elected Members or of employees whose role required them to recruit new staff.
- 1.4.** A decision was taken to work in partnership with DREC who were engaged to administer the recruitment of several volunteers from the community, that were willing to undertake the Council's recruitment and selection training.
 - 1.4.1.** On completion of the recruitment and selection training the volunteers were able to select to observe the whole selection process for any vacancy within the council.
 - 1.4.2.** Observers would be permitted to score candidates at the same time, with the same criterion used by the appointing recruitment panel at each stage of the process from the initial paper sift through to Interview and offer of employment.
 - 1.4.3.** If observers scores differed significantly from that of the panel members, they would engage in conversation to explore how each party had arrived at a different conclusion.

- 1.4.4.** However, observer's scores even though they were noted they did not contribute towards the scores on which an appointment was made. Observers were not entitled to influence the appointment of any candidate or form part of the decision-making process as ultimately it was the recruitment panel of Council officers or Elected Members only who could be held accountable for an error of judgment should one occur.
- 1.5.** As trained independent observers each was able to understand the criteria used to invite an applicant to interview or why an application may be rejected at the initial stages of recruitment or be unsuccessful at interview.
- 1.6.** The training was delivered by Human Resources (Mouchel) and (the Councils' equality & diversity co-ordinator) and was delivered in July of 2015. The independent observers were utilised and continued until approximately up to 2017/18, it unclear why the practice was discontinued.
- 1.7.** Recruiting managers will need to agree the necessary arrangements with HR to facilitate the independent observation of recruitment to posts, this will ensure that there is smooth interaction between the BCP Council and observers.
- 1.8.** The Independent Observes Initiative was identified as good practice by the LGA during the Peer Challenge for Bournemouth Borough Councils accreditation at the level of Excellent on the Equality Framework for Local Government who commented that:

2. Constitution: Officer Employment Procedure Rules

- 2.1.** The Constitution (Part 4F para 2.1) requires recruitment, designation and appointment of officers to be undertaken in accordance with the law and the Council's policies and procedures. The introduction of Independent Observers would be an adopted procedure (subject to para 2 as set out below).
- 2.2.** The Constitution provides that Cabinet is responsible for the development of Corporate Human Resource policies, determining and monitoring the policies and the operational implementation of them to include practices and procedures (Part 4F para 3.1).
- 2.3.** Paragraph 4 of Part 4F of the Constitution describes in more detail the requirements for appointments to Tier 1 and 2 appointments and those of the Monitoring Officer (MO) and Section 151 (S151) Officer. This includes the positions of Director for Human Resources (HR) and Organisational Development (OD) overseeing the arrangements for appointment in consultation with the Leader of the Council and convening a member panel containing at least one member of the opposition and one Cabinet member.
- 2.4.** It also provides that the panel will support the Director of HR and OD to draw up a statement of duties, advertising arrangements and to short list. The panel will also reach a view as to the most suitable candidate following interview and make a recommendation to Full Council to make the decision on appointment.

Findings

- 3.** The population of BCP Council's area is around 395,800 and is estimated to reach 420,900 by 2028. It is also likely to have become more diverse since the last Census and is one of the largest employers in the area¹

¹ State of BCP Report November 2019

- 3.1. BCP Council's communities are 88.4% White British and 11.6% BAME.
- 3.2. The current workforce is not representative of the communities BCP Council serve and can be found [here](#). A brief analysis of the profile of staff recruited into more senior roles over the past 12 months has identified that:
- 5% of applications for Management roles were from non-white candidates
 - 10.6% of applicants identified as living with a disability
 - 0% from either of these groups were offered employment.
 - Males are disproportionately less successful in being offered employment than females
 - People under the age of 34 and over the 55 are disproportionately unsuccessful for Management roles.
 - Gay, Lesbian and bi-sexual candidates are disproportionately successful at getting to offer stage, the reverse is the case for heterosexual candidates.
 - The percentage of the workforce who have declared their ethnic origin as BME is 5%.
 - Although proportionate numbers of applications for Council jobs are received from members of Black and Minority Ethnic (BME) groups, candidates from these communities are less likely to secure an offer of employment when compared to their white counterparts.

Conclusion

Summary of Equality Implications

Independent Observers initiative shall increase transparency of senior selection processes and improve understanding, whilst increasing the trust and confidence within local communities of BCP Councils recruitment process and practice.

There are positive impacts for all groups as this will safeguard fairness and equity for all groups.

Equality Impact Assessment: Report and EIA Action Plan

Equality Impact Assessment Action Plan

Issue identified	Action required to reduce impact	Timescale	Responsible officer(s)
Lack of diversity in BCP Council workforce	Introduce Independent Observers to monitor recruitment into BCP Council vacancies, especially those at Management level and above	With immediate effect	HR Business Partners SELG support the introduction of this initiative
	Utilise Community Equality Champions Network and SLAs with DREC, DOTs and partnerships with community-based groups to include the recruitment of additional cohorts of Independent Observers	TBA by the Strategic Equality Leadership Group	Head of Communities and Head of Insight Policy and Performance
	Agree training requirements for new Independent Observers	With immediate effect	Learning and Development Manager

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CABINET



Report subject	2020/21 Quarter 4 Performance Report
Meeting date	28 July 2021
Status	Public Report
Executive summary	<p>This report provides an overview of performance against the priorities set out in the Corporate Strategy for the financial year 2020/21.</p> <p>It has been informed by the basket of measures agreed as part of the creation of the delivery plans for 2020/21, for each of the council priorities.</p> <p>Year one of BCP Council was used to collect baseline performance data and this has been used to set performance targets and intervention levels.</p> <p>Quarter 4 performance has been reported against these and informs the RAG ratings for each of the measures. It is presented across interactive performance dashboards for each of the council priorities.</p> <p>Performance against the priorities is generally strong with only eight of the performance measures requiring action. These are addressed in more detail in exception reports, attached as appendix 2 to the report.</p>
Recommendations	<p>It is RECOMMENDED that Cabinet:</p> <ul style="list-style-type: none"> (a) Note the end of year performance (b) Consider the attached exception reports relating to areas of current adverse performance (c) Advise of any amendments, deletions or additions to the performance indicator set that informs corporate performance
Reason for recommendations	An understanding of performance against target, goals and objectives will help the Council understand and manage service delivery and identify emerging business risks.

Portfolio Holder(s):	Leader of the Council
Corporate Director	Graham Farrant, Chief Executive
Report Authors	Graeme Smith, Policy Officer
Wards	Council-wide
Classification	For recommendation

Background

1. The BCP Council Corporate Strategy which was adopted by Council on 5 November 2019, is the key component of the Council's performance management framework.
2. The Big Plan sets the ambition for the BCP area and together with the Corporate Strategy, is the basis for prioritisation and the allocation of resources and the beginning of a golden thread which links service, team and personal performance to BCP Councils agreed priorities and objectives.
3. The performance management framework, which is being updated to reflect the Big Plan, was approved by Cabinet in September 2020. This explains the council's planning and performance reporting processes.
4. Performance was not reported at quarter 1 and quarter 3 in light of the council's position in responding to Covid however the latest edition of the performance dashboards do include all this data, where the performance measures lend themselves to quarterly performance reporting.
5. Detailed delivery plans were developed for each of the priorities set out in the Corporate Strategy and approved by Cabinet in February 2020, for the 2020/21 financial year. These included the measures of success that were to be used to measure performance.
6. The process of identifying systems of measurement, collecting baseline data, setting targets and intervention levels with service units led to some changes in the original set of measures as they did not all lend themselves to regular performance reporting.
7. The Covid-19 pandemic has also affected some performance outturns detailed in this report. For some measures data collection has been impossible, for others targets have needed to shift to reflect the new reality. The council will need to continue to consider how it adjusts performance monitoring to reflect the move from covid response to recovery and the establishment of a "new normal" for residents, businesses and the council.
8. The performance measures used are not a finite set of measures. They can, and should, be reviewed and enhanced to ensure they continue to reflect council priorities and emerging risks and issues.
9. The data gathered for quarter 4 is displayed in [interactive performance dashboards](#), which breakdown the performance measures by corporate strategy priority. By

clicking through the dashboard you can view information at increasing levels of granularity, down to individual measure level.

10. The performance dashboards along with a brief headline performance summary based on progress with performance measures, is presented in Appendix 1.
11. These dashboards are hyperlinked to the live interactive tool where more detail behind each performance measure is displayed.
12. Exception reports have been prepared for all the performance measures that are RAG rated as red.
13. The exception reports presented in Appendix 2 explain the reasons for the level of performance, the associated risks and equality implications and the mitigating actions.
14. Through this report, Members are asked to consider what additional performance information they would like to see included in the performance dashboards.
15. Going forward, the ambition remains to fully automate performance reporting processes and to replace written performance reports with the interactive dashboards.
16. This will help to reduce the time between the end of a quarter and the actual reporting. Work is underway to understand performance measurement systems and to write the workflows that will facilitate this.
17. Members are asked to note that the revised Corporate Strategy, which will be presented to cabinet on 29 September 2021, includes a summary of the council's achievements up to the end of 2020/21.
18. This 'Journey so Far' part of the strategy makes up the Council's end of year report and is part of the end of year performance reporting process, together with this Quarter 4 update.

Summary of financial implications

19. This performance report has not identified any financial implications.

Summary of legal implications

20. This performance report has not identified any legal implications.

Summary of human resources implications

21. This performance report has not identified any human resources implications.

Summary of sustainability impact

22. This performance report has not identified any environmental implications.

Summary of public health implications

23. The performance report has not identified any public health implications.

Summary of equality implications

24. The report has not identified any significant equality implications. This dashboard has identified a number of equality measures and progress against these is generally good.

Summary of risk assessment

25. Any risks identified and mitigating actions are as shown in the commentary provided in the Exception Performance Reports at Appendix 2 and in the interactive performance dashboards.

Background papers

Corporate Strategy

BCP Council Performance Management Framework

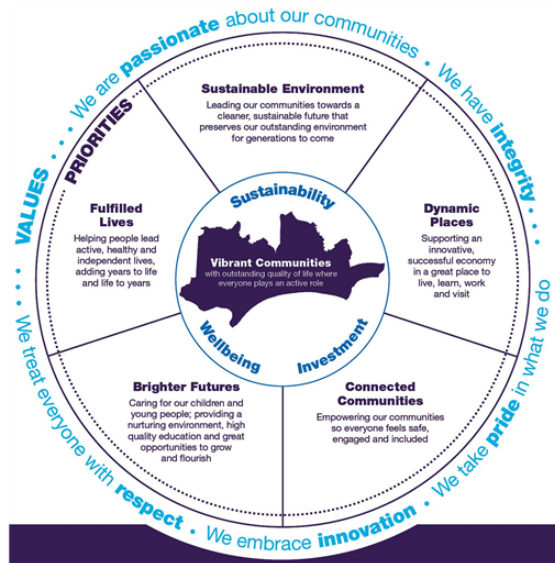
Appendices

Appendix 1: Performance Dashboard

Appendix 2: Exception Reports



BCP Council Performance Dashboards



Sustainable Environment

Fulfilled Lives

Dynamic Places

Modern, Accessible and Accountable Council

Connected Communities

Equality and Diversity Measures

Brighter Futures

Welcome to these interactive performance dashboards for BCP Council.

There is a performance dashboard for each priority in the Corporate Strategy which will be updated on a quarterly basis, in line with the Council's performance management framework.

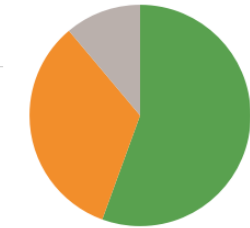
They are informed by a range of performance measures being collected and reported across the council. Year one of BCP Council was used to collect baseline data, to set targets and intervention levels, which RAG rates performance as updates are provided. Trend data will build over time and highs, lows and seasonal trends will be easily tracked.

Performance measures should be reviewed to ensure they continue to reflect council priorities and emerging risks and issues.

Click on a council priority below to view 2020/21 Q4 performance.

Sustainable Environment

Measure	Q1	Q2	Q3	Q4
Beaches: Number of Blue Flags awarded	9	9	9	9
Fleet: Number of BCP Council vehicles replaced with cleaner and greener vehicles	4	6	6	13
Parks and Open Spaces: % of Sites of Special Scientific Interest in favourable condition owned by or which the Council has management control over	25	25	25	25
Parks and Open Spaces: Number of Green Flags awarded	23	23	23	23
Street Scene: Standard of cleanliness achieved in line with the Environmental Protection Act 1990				0.69
Sustainability: Number of households receiving energy efficiency advice and guidance	0	117	380	547
Waste: % of total household waste recycled, re-used or composted	51.61	52	51.68	50.59
Waste: Household waste per head of population (kg)	108.74	226.03	336.12	437.27
Waste: Residual household waste per household (kg)	111.41	229.91	344.25	459.27



RAG rating
■ On Target
■ Monitoring Required
■ Action Required
■ No Data
■ No RAG Set

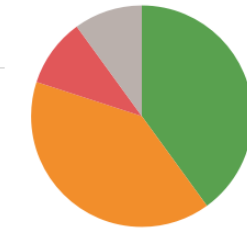
Summary of Performance
 Performance in the sustainable environment priority has declined slightly since quarter 2.

We have achieved all the Blue and Green flags awards that we have applied for and despite restrictions from the Covid-19 pandemic managed to meet the targets for households receiving advice and guidance.

More people working from home during the pandemic led to an increase in household collection rates and a reduction in the commercial waste collection. As a consequence the household recycling rate has fallen compared to previous years. It is expected that it will return to previous levels in 2021/22 but we will need to monitor this if people continue to work from home. It is important to note that this data is unverified and reported performance may change.

Dynamic Places

Measure	Q1	Q2	Q3	Q4
Development: Gross development value generated by Bournemouth Development Company				12.6
Economic Development: Business stock (number of businesses)	15115	15115	15115	15115
Economic Development: Footfall in the three town centres		8744895	5737275	4139958
Economic Development: Number of businesses receiving support/quarter		632	965	1528
New Homes: Completed homes on Council Owned land year to date	0	0	0	49
Planning: Major applications determined on time	85.7	72	62.5	81.8
Planning: Minor applications determined on time	73.3	69	75.1	77.5
Planning: Other applications determined on time	80.4	60	70.5	79.9
Skills: % of higher-level qualification (NVQ4 and above)		39.4	39.4	39.4
Smart Place: Jobs created as a result of the programme		0	3	9
Smart Place: Number of enquiries relating to business investment through the programme		4		



RAG rating

- On Target
- Monitoring Required
- Action Required
- No Data
- No RAG Set

Summary of Performance
Performance against the Dynamic Places priority requires further monitoring.

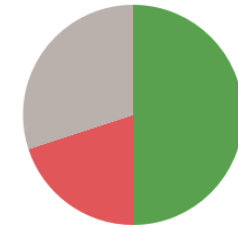
Good progress has been made with the timeliness of planning determinations with performance trending upwards from its lowest point in Q2/Q3.

Targets have been met for Gross Development Value, businesses receiving support and higher-level qualifications.

However, delays, driven by Covid-19 have led to missing targets for delivering new homes on council land. Many smaller housing schemes are being worked on across multiple surplus Council owned sites. These schemes are at various stages of the development process and they are expected to come to completion over the next few years.

Connected Communities

Measure	Q1	Q2	Q3	Q4
Engagement: Number of BCP clients supported by Citizen's Advice BCP	2038	4524	6730	10946
Engagement: Number of community and voluntary sector organisations supported by Community Action Network	60	192	244	305
Engagement: Number of issues supported by Citizen's Advice BCP	4059	6887	6699	6580
Engagement: Number of new community and voluntary sector organisations supported by Community Action Network	4	15	25	33
Libraries: Engagement in events and activities held	21925	37290	24054	7449
Libraries: Number of events and activities held	426	788	93	64
Museums: Number of visits	0	20242	9106	0
Safety: Completed actions to reduce the risk to most vulnerable victims of domestic abuse				99.7
Safety: Levels of anti-social behaviour	5638	9992	13830	17641
Safety: Levels of serious violent crime	763	1784	2533	3164



RAG rating
■ On Target
■ Monitoring Required
■ Action Required
■ No Data
■ No RAG Set

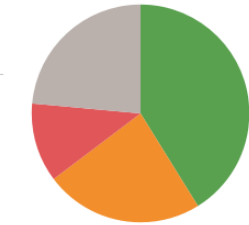
Summary of Performance
 Performance, as shown by the measures, is generally good. This has mainly been driven by the increased contact with residents through the response to Covid-19.

We are on target with all measures relating to engagement with residents, and whilst access to libraries and museums have been heavily impacted by Covid-19 lockdowns these services have been able to engage with residents virtually.

Whilst levels of serious violent crime remain on target, levels of anti-social behaviour remain a concern. Analysis of the increases in ASB reporting show that between 25-33% of reports relate to actual or perceived breaches of Covid regulations and guidance. This accounts for the vast majority of the increase in reports received during 2020/21. We are establishing groups under the Community Safety Partnership to strengthen our focus on violent crime and anti-social behaviour.

Brighter Futures

Measure	Q1	Q2	Q3	Q4
% of 16-19 year olds not in education, employment or training (NEETs) and unknowns	6.8	12.2	8	5.4
% of two year old children benefitting from funded early education	79.5	79.5	81.6	81.6
Care: % of care leavers aged 19-21 in suitable accommodation.	95	98.9	97.5	93.1
Education: % of children with Education, Health and Care Plans in mainstream & special schools	88.4	88.4	90.2	89.2
Education: Early Years: % of children attending a setting rated Good or Outstanding by Ofsted	99.1	99.1	99.3	99.3
Education: Permanent Exclusions as a % of all Primary school children	0	0.05	0.01	0.01
Education: Permanent Exclusions as a % of all Secondary school children	0	0.2	0.08	0.1
Education: Primary: % of Children attending Good/Outstanding Schools	94	94	94	94
Education: Secondary: % of children attending Good/Outstanding schools	89	89	89	89
Education: Special Schools: % rated Good/Outstanding	100	100	100	100
Number of children and families accessing family support early help services	1048	1266	1121	838
Number of children who are missing out on education	635	456	685	672
Social Care: % of assessments to identify children's needs made in a timely fashion	80.1	84.7	82.9	77.7
Social Care: % of children in care placed over 20 miles from homes	15.7	16.8	17.5	21.2
Social Care: % of children in care with long-term stability	54.7	71.3	74	77.4
Social Care: % of repeat referrals in 12 months	29.7	26.1	29.3	32.1
Social Care: % of timely decisions for children who need a social worker	76.2	66.4	67.3	93.4



RAG rating
■ On Target
■ Monitoring Required
■ Action Required
■ No RAG Set

Summary of Performance
 Performance as shown by the measures is generally good.

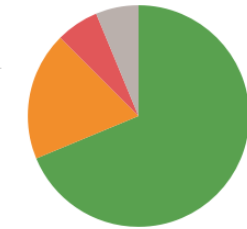
The vast percentage of children are in a good or outstanding settings. There has been good progress made in the timeliness of decisions for children who need a social worker and long-term stability for children in care.

The timeliness of children's needs assessments are declining and is being accompanied by an increased percentage of repeat referrals. The repeats are being driven by issues that haven't been identified at the first assessment. A focus on increasing the quality of assessments may reduce the repeat referral rate but may impact timeliness.

We have also seen an increase in the numbers of children missing out on education and children in care receiving placements over 20 miles from home.

Fulfilled Lives

Measure	Q1	Q2	Q3	Q4
Adult Care Services: % rated good or outstanding by the Care Quality Commission				87.4
Adult Carers: % receiving info/advice or another service after an assessment	44	48.8	54.8	63
Adults Learning Disabilities: % in receipt of support and services in employment	4.4	4.6	4.7	4.6
Adults Learning Disabilities: % in settled accommodation	63.3	79.2	79.6	79.4
Adults Mental Health: % of adults in receipt of support and services in employment	8.6	9	9	
Adults Safeguarding: % reporting reduced risks as a result of an enquiry	95	95.9	95.9	95
Drug and Alcohol Treatment: % of people completing treatment successfully for primary alcohol issues		35	36.8	39.3
Drug and alcohol treatment: Number of people with dependency accessing the service		1436		1441
Housing: % of positive outcomes for care leavers under 25 achieved on time	62	33	75	78
Housing: % of positive outcomes for eligible applicants achieved on time	63	65	73	76
Housing: % of positive outcomes for families with children achieved on time	65	61	64	71
Housing: Number of homeless households in bed and breakfast	262	195	204	224
Housing: Number of people rough sleeping at latest street count	10	32	15	16
HR: Apprentices employed by BCP Council				53
Skills and Learning: % of all learners who live in a bottom 25% Indices of Multiple Deprivation ward	49.3	47.6	45.4	46
Skills and Learning: Further Education Choices Learner Satisfaction Rates	94.5	94.5	94.5	94.5
Skills and Learning: Learner Achievement Rates	92.1	89.5	97.2	94.3



RAG rating
■ On Target
■ Monitoring Required
■ Action Required
■ No Data
■ No RAG Set

Summary of Performance
 Performance for Fulfilled Lives is trending in the correct direction.

Only significant cause for concern is the number of homeless households in B&Bs which has far exceeded target levels. This has been driven by initiatives to reduce individuals on the street during the Covid-19 pandemic and is balanced by the reduction in numbers of rough sleepers. We have received Government funding to support homeless people into longer term accommodation, provide more homes for those in emergency accommodation and ensure positive health outcomes for those who find themselves homeless.

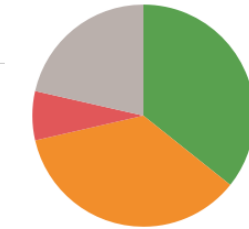
Work with adults with learning disabilities is on target and performance around safeguarding remains strong.

Progress has been good around positive outcomes for housing applicants with only those for families and children short of the target.

Performance in the Skills and Learning area has been good.

Modern, Accessible and Accountable Council

Measure	Q1	Q2	Q3	Q4
Communications: Number of website views (to include legacy sites and BCP Council initially)	3926807	8174739	12009803	16246170
Communications: Total number of BCP Council Corporate account social media followers	83447	86942	90609	94429
Communications: Total number of BCP Council email news subscribers		38655		43068
Customer: % of all interactions raised by online portals		62		62
Finance: % of business rate collected		53.2		90.7
Finance: % of council tax collected		50.2		95.1
Finance: % of successful grant applications		56		47
Freedom of Information: % of requests responded to within statutory deadlines	81	78	79	83
HR: % of employees completing development training				29
HR: % of employees completing mandatory training		2.1		19.29
HR: % of employees utilising mental health support service		3.1		11.4
HR: Diversity of workforce - at all levels in comparison to BCP demographics				0.04
HR: Employee engagement levels				60
HR: Employee sickness absence levels (days)		8.44		8.47



RAG rating
■ On Target
■ Monitoring Required
■ Action Required
■ No Data
■ No RAG Set

Summary of Performance
 Progress is being made against measures for the Modern, Accessible and Accountable Council, with the position of most measures improving as the year has gone on.

The COVID-19 pandemic has led to increased interactions via our online platforms. This is shown in the performance of website views and email news subscribers. Despite this the growth in the number of social media followers did not quite meet expectations.

We have been successful in 47% of our grant applications with a further 41% awaiting decision. Given the impact of the pandemic the authority has maintained better than expected rates of council tax and business rate collections.

We have supported our employees through the pandemic, with a good amount of employees utilising the mental health support service. Employee sickness absence levels have remained fairly constant. Whilst levels of employees completing mandatory training remain concerningly low there has been a considerable improvement in this figure

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Exception Performance Report

Indicator Description (taken from performance scorecard):

Number of children who are missing out on education

2020/21 Q4 outturn:

672

Quarterly Target:

637

Reason for level of performance:

The number of children missing out on education at year end has been affected by Covid and the periods of offsite, remote learning for some children during parts of the academic year. Whilst the general level of school attendance post lockdown has been positive, there has been a significant increase in school refusal as a result of parent and/or child anxiety related to Covid. This has also led to an increase in applications for alternative provision for children unable to attend school for reasons related to their mental health.

Summary of financial implications:

None identified.

Summary of legal implications:

The local authority has a statutory duty under section 436A of the Education Act 1996 (inserted by the Education and Inspections Act 2006), to identify children who are not in receipt of suitable education and get these children back into education.

Summary of human resources implications:

None identified.

Summary of sustainability impact:

None identified.

Summary of public health implications:

Research shows that education and health are closely linked. Effective social and emotional competencies are associated with greater health and wellbeing, and better achievement. The culture, ethos and environment of a school influences the health and wellbeing of pupils and their readiness to learn.¹

Summary of equality implications:

Low expectations of what children and young people could achieve can often mean that schools, education, health or youth offending services provide too little education. When continuing over a considerable period of time, this can jeopardise children and young people's chances of achieving well.²

National analysis of the characteristics of those missing out on education found that a large number had social and behavioural needs, complex needs and no suitable place available, and medical or mental health needs. The impact of children missing out on

¹ "The link between pupil health and wellbeing and attainment", Public Health England, 2014

² "Pupils missing out on education", Ofsted, 2013

education can also create further inequality. For individual children, the negative implications can include slower progress in learning, worse prospects for future employment, poorer mental health and emotional wellbeing, restricted social and emotional development and increased vulnerability to safeguarding issues and criminal exploitation. Having children out of education also places enormous strain on families, both emotionally and financially. Furthermore, the lifetime costs to the state of a young person not in education, employment or training have been shown to be very significant. Children missing out on formal full-time education can also be detrimental to communities, reinforcing stereotypes and increasing isolation.³

Actions taken or planned to improve performance:

An Appreciative Inquiry into education and inclusion practice in the BCP area is being carried out in April and May by the lead member for education and DfE Improvement Advisor, with support from the Regional Schools Commissioner. Additional actions include a review of policy and guidance for supporting children unable to attend school for medical reasons, support to schools that have lower attendance since lockdown ended, and re-establishing processes for monitoring children not in receipt of full-time education.

Completed by:

Vikki Whild, Head of Children's Services Performance

Service Unit Head approval with date:

Amanda Gridley, Service Manager, 17 May 2021

³ "Children missing education", LGA & ISOS, 2020

Exception Performance Report

Indicator Description (taken from performance scorecard):

Social care: % of repeat referrals in 12 months

2020/21 Q4 outturn:

32.1%

Quarterly Target:

20.0%

Reason for level of performance:

Children and families were not receiving the right service at the right time, and the assessment quality was poor. There was a strong correlation between poor assessments and high re-referrals, linked to a lack of risk analysis, focus on outcomes and management oversight, and an under-performing and unstable workforce.

Summary of financial implications:

None identified.

Summary of legal implications:

A safe and effective front door service is essential for Children's Services to fulfil our statutory duty to safeguard and promote the welfare of children in the area who are in need, as set out in the Children Act 1989.

Summary of human resources implications:

None identified.

Summary of sustainability impact:

None identified.

Summary of public health implications:

Safe, effective and timely decision making in front door services is essential to ensure the health and welfare of children and young people. This includes keeping them safe from harm, abuse and maltreatment.

Summary of equality implications:

The impact of this performance was indiscriminate, in that it affected all children and young people in the same way, including those from protected groups. However, some groups of children are more likely than others to be referred to social care services. For example, disabled children have been found to be at greater risk of abuse and neglect, and recognition and assessment can be delayed for this group, as signs of neglect and abuse may be confused with the underlying disability or condition. Disabled parents, and parents with a learning disability, may require additional support to engage with children's services. The ways in which abuse and neglect manifest differs between age groups, but some forms of neglect may be less well recognised in older young people, or indeed those who are pre-verbal. There is a growing recognition of the role of fathers as protective factors, although there remains a focus on mothers. There is a strong correlation between abuse and neglect and deprivation. Unaccompanied asylum seeking children are without parental protection and may face language barriers.⁴

Actions taken or planned to improve performance:

⁴ NICE Social Care Guideline Equality Impact Assessment

The quality of assessments has improved, evidenced by audit activity and some early impact on re-referrals. Systemic practice has been introduced, to complement Signs of Safety. Audit activity has significantly increased, as has use of management information. An academic residency has been developed in partnership with Bournemouth University, with a focus on neglect, and workforce performance issues have been addressed. A service plan is in place with clear actions to continue to improve performance.

Completed by:

Vikki Whild, Head of Children's Services Performance

Service Unit Head approval with date:

Lorraine Marshall, Service Director, 18 May 2021

Exception Performance Report

Indicator Description (taken from performance scorecard):

New Homes: Completed homes on Council Owned land year to date

2020-21 Q4 outturn:

49

Quarterly Target:

52

Reason for level of performance:

Covid has prolonged work on-site due to furloughing & when on site, social distancing and individuals rather than teams being active. This has caused delays to the delivery plan by 1 to 2 months- as the 3 homes in question have now completed.

Summary of financial implications:

Nominal because the contractor did not claim costs for covid-related extensions of time. Loss of rent on 3 homes over 1 to 2 months

Summary of legal implications:

None

Summary of human resources implications:

Increased supervision on health and safety matters and related risk assessment.

Summary of sustainability impact:

Positive impact as a safe working environment was sustained throughout the period in question.

Summary of public health implications:

Reduced risk of covid transmission due to safe working practices being implemented.

Summary of equality implications:

There was a slight negative impact to residents, however, this was minimised because the delay to new residents getting their homes as we continued working safely throughout a significant proportion of the pandemic. BCP operatives were furloughed for minimum amount of time.

Actions taken or planned to improve performance:

Actions as noted above were taken to reduce the impact of any delay as far as was safely possible. Additional parallel activity on and off site occurred to try and maintain momentum and this includes progressing construction tenders & planning applications for essential affordable housing projects.

In Q4 of 2020/2021 3nr projects have been offered to the marketplace through construction tenders and Moorside rd.-14nr 4 bed houses, is now on site and Cabbage Patch/St Stephens – 11 homes, will be on site before the summer 2021. Templeman Ave tenders (27homes) are currently being evaluated. These will form the next co-hort of 2021 deliverables.

Schemes such as Princess Rd, Craven Court, Duck Lane and Mountbatten Gardens have all received planning approvals in the first quarter of 2021/22 and will follow on to start on site before the end of the year.

Looking forward Brexit and supplies of essential materials will have more of a challenge to the timetable than Covid –19 and therefore robustness of supply chain and securing /choosing wisely the supply of materials is being carefully monitored and considered.

Completed by:

Nigel Ingram

Service Unit Head approval with date:

Nigel Ingram 30 April 2021

Exception Performance Report

Indicator Description (taken from performance scorecard):

Housing: Number of homeless households in bed and breakfast

2020/21 Q4 outturn:

224

Quarterly Target:

40

Reason for level of performance:

Households accommodated in B&Bs are significantly higher than forecast due to the 'Everyone In' government initiative which locally has meant supporting over 400 households (mainly singles) with safe accommodation during the pandemic. Homelessness demands continue through the allocation of emergency placements to mitigate transmission across the single homeless community, particularly those rough sleeping. The numbers of people who subsequently became at risk of rough sleeping at the start of the pandemic due to precarious housing circumstances breaking down was high (e.g. sofa surfing, staying with friends). A spike in hotel placements towards the end of March was due to additional people coming inside due to the activation of the Severe Weather Emergency Protocol due to cold weather.

As the demand remains high, although we continue to move people on, we are having to place additional people so the overall number is not decreasing.

Summary of financial implications:

Additional costs have been required to resource hotel accommodation, housing officers management, support and security staff both within the hotels and centrally and provide subsistence, laundry and other essential personal costs to support the number of households above the target.

The Council has been successful with securing a range of additional grants from Government which have largely mitigated the additional expenditure described. A robust financial strategy is being considered to enable the further mitigation of additional costs into 2021/22 alongside an ambitious plan to reduce the dependency and cost of hotel provision. A move-on housing delivery programme and additional capital and revenue grant funding applications will be developed.

Summary of legal implications:

N/A

Summary of human resources implications:

Additional grants received to support the management and support of additional people in temporary housing in this year is placing an additional dependency on good quality agency staff which are often in short supply.

Summary of sustainability impact:

N/A

Summary of public health implications:

Robust outbreak management plans are in place for all emergency accommodation settings with Covid-19 Secure temporary accommodation in place for people who are required to self isolate or who have had a positive test results.

A dedicated interim Housing Manager is in place to support the business continuity arrangements across all Housing settings within BCP, providing a close working partnership with Public Health and other key partners.

Summary of equality implications:

Many people who rough sleep and need emergency accommodation and welfare assistance have complex health needs and complex behaviours. Improving their own opportunities to secure longer term independence and improvements in health and wellbeing, whilst ensuring the wider community impact is lessened remains a priority. Person centred interventions are provided in partnership with a range of statutory & non-statutory partners.

The approach seeks to enhance the local offer to people who would otherwise not receive housing, care and support due to presiding housing legislation and guidance.

The following equality impacts are key in the delivery of this offer & will have positive benefits across each specific group.

It is recognised that people from Black, Asian and other minority ethnic backgrounds may be at greater risk of COVID19 for a variety of socioeconomic factors. People from migrant backgrounds who do not have full access to public funds are at great risk of homelessness. People with existing health conditions may be more vulnerable to the virus. People who are homeless have high instances of additional health conditions.

It is recognised that single men make up a majority of homelessness applicants, and particularly of rough sleepers.

Women and men have different experiences of homelessness. Women are disproportionately likely to be victims of domestic abuse and become homeless as a result of domestic abuse. They are also more likely than men to become homeless with their children.

Young people are disproportionately affected by homelessness and may be at greater risk of unemployment as a result of the pandemic. Young LGBTQ people are disproportionately affected by homelessness.

Actions taken or planned to improve performance:

Move-on planning for people accommodated during lockdowns will aim to reduce households in B&B,

A revised emergency placement policy has been implemented which considers temporary accommodation for people with BCP connections that are homeless. Additional demands from homelessness demands as lockdown measures are eased

An independent strategic review of temporary accommodation will be commissioned to identify the best approach to reduce unsuitable temporary accommodation placements.

A Rough Sleepers Accommodation Programme (RSAP) grant will further aid these efforts with the BCP Homelessness Partnership.

The development of a Multi-Disciplinary Team will further support the comprehensive and collaborate efforted to reduce inappropriate hotel / B&B use.

Effective governance arrangements are in place through the Homelessness Reduction Board and Partnership. The Homelessness & Rough Sleeper Strategy was approved by

Cabinet in April 2021 and priorities temporary accommodation use as an area requiring action.

Completed by:

Ben Tomlin, Head of Housing Options & Partnerships

Service Unit Head approval with date:

Exception Performance Report

Indicator Description (taken from performance scorecard):

Museums: Number of visits

2020/21 Q4 outturn:

0

Quarterly Target:

6,905

Reason for level of performance:

Museums were closed in Q1 and Q4 of 2020/21 because of Government Covid-19 restrictions.

Summary of financial implications:

Loss of income from admissions at Russell-Cotes and secondary spend from visitors in Poole, Scaplen's Court and Red House museums.

Summary of legal implications:

N/A

Summary of human resources implications:

N/A except staff redeployed or on site to manage buildings and collections during lockdown.

Summary of sustainability impact:

N/A except potentially some reduced use of energy.

Summary of public health implications:

Public not entering premises so less risk of transmission of Covid-19.

Summary of equality implications:

No-one could benefit from access to museums.

Actions taken or planned to improve performance:

Museums were re-opened as soon as was possible under the provisions of the road map (17th May).

Completed by: Michael Spender 15/06/2021

Service Unit Head approval with date: Michael Spender 15/06/2021

Exception Performance Report

Indicator Description (taken from performance scorecard):

HR: % of employees completing mandatory training

2020/21 Q4 outturn:

19.29%

Quarterly Target:

100%

Reason for level of performance:

Although still well below the target, this measurement has improved significantly from the last report. This is due to raised awareness and take up of training following a communication campaign and clear direction from BCP Council's leadership.

The calculation is a total completion rate of all 9 modules required to be completed over a rolling 3-year period. The main reason for the performance level will be the time and capacity that colleagues have to complete the modules. There is also a challenge to accurately record the training that occurs outside of the iLearn system that would contribute to the overall completion rates. BCP Council are committed to raising the levels to the target of 100% throughout the next performance year 21/22.

Summary of financial implications:

There have been no financial implications to date. However, where mandatory training has not been completed this may lead directly to financial loss in the future as mandatory training informs staff about issues that could carry significant fines if we do not meet our duties, which untrained staff may be ignorant of. A lack of training significantly increases the risk of a breach of those duties which carry significant financial penalties.

For example if a GDPR breach occurred where there was no evidence of training had occurred and no organisational evidence that this issue and training was expected or mandatory the Council could be liable for financial penalties.

Example; In 2018 the UK Information Commissioner's Office fined Equifax and Facebook for data failures under the pre-GDPR Data Protection Act, in which the highest possible fine is £500,000.

Failure to clear follow process and evidence actions could also increase the risk of a judicial review which would be costly to defend even if successful.

Summary of legal implications:

Most mandatory training is in place as there is statutory legislation requiring this training to be completed.

For example; The Health and Safety at Work etc Act 1974 requires every employer to provide whatever training, equipment, PPE, and information necessary to ensure the safety and health of their staff, this includes some form of health and safety training.

Any organisation failing to meet the expectations of health regulators, or the appropriate HSE, faces a risk to their reputation. Health regulatory bodies are required to publish inspection reports, while information about HSE inspections can be gained via Freedom of Information requests.

Example; A local authority was fined after two of its social workers were assaulted on a home visit by the mother of a vulnerable child. HSE found that the local authority failed to follow its corporate lone working policy or violence and aggression guidance. No risk

assessment was completed and staff were not trained accordingly. The authority was fined £100,000, with costs of £10,918.88.

Summary of human resources implications:

Employees may be at risk in the workplace. Managers may be held accountable for performance and delivery. There could be increased risk to service delivery, which could result in absence, grievance and disciplinary processes.

Summary of sustainability impact:

No impact identified.

Summary of public health implications:

Failure to comply with Health & Safety standards, due to the services that BCP Council deliver, may have an increased risk to Public Health, for example; catering or waste disposal.

Summary of equality implications:

One of the modules of mandatory training relates to the Public Sector Equality Duty. Failure to complete the training may result in staff being ignorant of this duty and lead to negative outcomes for the protected characteristics.

Some employees with disabilities may struggle to complete the training. Employees who cannot read or do not have English as a first language may be disproportionately affected in completing the training as it is predominantly delivered via elearning on an online platform.

Actions taken or planned to improve performance:

- Internal audit completed to highlight the risk and propose actions
- Design methodology that would enable BCP Council to record training completed outside of iLearn system.
- Data cleanse to compare current iLearn records with current E1st establishment to understand true baseline and set target for improvement reporting monthly.
- Communications campaign to raise awareness of completion rates and requirement to complete.
- Buy in and role modelling from senior leaders within the organisation.
- L&D resource is required to maintain records and improve completion rates – resource requirements may be addressed in corporate restructure project.

Completed by:

Lucy Eldred, Head of HR

Service Unit Head approval with date:

CABINET



Report subject	BCP Local Plan Issues and Options Consultation
Meeting date	28 July 2021
Status	Public Report
Executive summary	<p>The report seeks approval to undertake public consultation on the BCP Local Plan Issues and Options Draft.</p> <p>An Initial Local Plan Issues and Call for site’s consultation was undertaken in late 2019, this draft now identifies particular planning issues that need considering and suggests options to address those issues.</p> <p>The consultation will seek the public and other stakeholders views on regenerating our town centres, meeting our housing and employment needs, managing the natural and built environment, promoting health and well-being, tackling climate change, reducing the need to travel and infrastructure provision. However, at this stage in the plan making process no decision is being made on detailed policy wording or development site allocations.</p> <p>Following receipt of stakeholder representations the plan will be refined to form the Regulation 19 ‘local plan submission draft’ that will be submitted to the Planning Inspectorate for public examination during 2022.</p> <p>This consultation will take place under Regulation 18 of the Planning and Compulsory Purchase Act 2004 (as amended) and Town and Country Planning Regulations (Local Planning) 2012 (as amended).</p> <p>The Local Plan once formally adopted will form the statutory development plan (along with neighbourhood plans) for BCP and will be used to determine planning applications.</p>

Recommendations	<p>It is RECOMMENDED that:</p> <p>(a) Cabinet approves the BCP Local Plan Issues and Options Consultation Draft for a minimum of 8 weeks public consultation in accordance with Regulation 18 of the Local Planning Regulations.</p> <p>(b) Cabinet delegate authority to the Head of Planning in consultation with the Portfolio Holder for Regeneration, Economy and Strategic Planning to make minor changes necessary to the plan prior to release for public consultation.</p>
Reason for recommendations	<p>An up to date local plan will be essential for BCP in planning for future growth in a sustainable manner. Having an up to date planning framework reflecting current national policy will be more robust in determining planning applications and more efficient in terms of implementation through decisions on planning applications.</p> <p>Public consultation is a key part of local plan preparation, feedback from the public and stakeholders will be considered in preparing the more formal regulation 19 submission local plan.</p>
Portfolio Holder(s)	Councillor Philip Broadhead Deputy Leader & Cabinet Member for Regeneration, Economy and Strategic Planning
Corporate Director	Kate Ryan Corporate Director Community and Environment
Report Authors	Mark Axford Planning Policy Manager
Wards	Council-wide
Classification	For Decision

Background

1. Currently BCP Council is operating 3 separate legacy area local plans that need to be updated and combined into a BCP wide local plan. In addition to the local plans needing revision to reflect up to date government policy such a requirement is also established in the transitional arrangements agreed between the legacy councils and the government when forming BCP Council, this required a BCP Local Plan be adopted by 2024.
2. The Council has agreed to prepare a BCP local plan through the Local Development Scheme that sets out the process and timeline for preparing the local plan. An up to date local plan will be essential for BCP in planning for future development in a sustainable manner. Having an up to date planning framework that reflects national policy will be more robust in determining planning applications and defending appeals. An up to date plan gives more certainty to the development industry and local community on where development will be allowed. The local plan will also assist in the delivery of the BCP Council 'Big Plan' through setting a policy framework that enables the delivery of anticipated housing and job opportunities.

3. The Local Plan will cover the period 2022-2038, reflecting government guidance that a plan should look 15 years into the future, whilst being reviewed regularly every 5 years. Once adopted it will provide a strategic approach to the delivery of a range of development including market and affordable housing, employment, tourism, community facilities and supporting hard and soft infrastructure. Such development requirements will be balanced against the need to protect the built and natural environment, whilst also furthering the Councils response to the declared climate and ecological emergency.
4. An initial regulation 18 Local Plan Issues and Call for site's consultation was undertaken in late 2019. This included a 'light touch' summary of the main issues effecting BCP, it sought comments on those issues and any others that the community considered need addressing and offered those with an interest in allocating a development site to submit it for consideration through the plan process.
5. This iteration of the local plan will form part of the regulation 18 issues consultation. This stage does not commit the Council to allocate land for development or include detailed land use policy wording. Rather its purpose is to highlight, and consult on, the planning issues across BCP that need addressing and offer options to address the issues identified. Following receipt of stakeholder representations the local plan will be refined to form the Regulation 19 'local plan submission draft' that, following Cabinet approval, will be submitted to the Planning Inspectorate for public examination.
6. The national planning system has recently been the subject of proposed changes. The government has set out in the 'Planning for the Future' White Paper radical changes to the way plan making and decision-making take place. However until clarity emerges the local plan is being drafted under current national guidance and legislation. In addition, the government has consulted on a change to the way the standard method for calculating an areas housing need is operated, concluding that the method should remain as already established. This has had significant consequences for the BCP area as accommodating the housing need identified through the standard method continues to be challenging without considering the release of significant land for development.
7. In accordance with government policy the Council has responsibility to ensure a 5 year supply of housing land. Currently the legacy areas of Bournemouth and Christchurch cannot demonstrate a 5 year supply and Poole has recently failed the governments housing delivery test. This means that across BCP some policies for determining planning applications may carry less weight further highlighting the need to move forward with the Local Plan. An updated local plan will aim to provide a strong supply of housing sites in order to meet the areas housing needs.

Content of the Local Plan Issues and Options Draft

8. The Local Plan Issues and Options consultation draft is attached as Appendix 1. To date in drafting the consultation document officers have engaged with members through the Overview and Scrutiny Local Plan Working Group. The working group has met to consider and scrutinise the plan's emerging overarching approach and scrutiny of the draft plan text. In addition, member seminars have been held informing members of the stakeholder feedback from the initial issues and call for sites consultation and explaining the content of the joint BCP and Dorset Council Green Belt Study.
9. At this stage in drafting the plan various pieces of key evidence continue to be worked on. However, prior to their completion it is considered prudent to consult on

a higher level, less definitive set of possible approaches and broad policy options so that stakeholders have the opportunity to make their views known on key issues prior to drafting the plans next iteration that will be formally submitted and subject to examination.

10. Officers have commissioned and continue to prepare evidence across a range of topics namely a Retail and Leisure Study, a Housing Needs Study, a Habitats Regulations Assessment, Strategic Flood Risk Assessment Scoping Report and a Gypsy and a Traveller Accommodation Needs Assessment. A joint Green Belt Study has been prepared to inform both the BCP and Dorset Council local plans. The Parks Team are preparing a Green Infrastructure Strategy and a Stour Valley Park Strategy that will inform the plan. The Destination and Culture Team are currently working on a BCP Hotel & Visitor Accommodation Report. Further specialist work will be commissioned later in the year namely a Workspace Strategy and a Development Viability Assessment to ensure the plan is deliverable and to inform a revision of legacy council Community Infrastructure Levy Charging Schedules and approaches to seeking section 106 developer contributions. Documents will be available online as they are completed.
11. A Sustainability Appraisal Scoping Report has been prepared to accompany this consultation and will form part of the consultation package of documents. It sets out a broad range of sustainability objectives that will be used to test the environmental, social and economic impacts of policy wording and site allocations as they emerge following consultation.
12. At this stage the plan is drafted to encourage wide stakeholder engagement, enabling the use of more innovative digital engagement methods across a range of media, for example interactive mapping, online Storey Board and the use of the Councils digital Consultation Hub. The use of such promotes an online approach to engagement partly due to the uncertainties that the Covid pandemic social restrictions have placed on more traditional face to face engagement methods. However, as it becomes clearer how social restrictions are to be lifted the appropriateness of using a range of traditional consultation techniques including public exhibitions will be considered. Should stakeholders wish to engage with the consultation in paper format officers will on reasonable request supply hard copies. Consultation will take place in accordance with the Councils adopted Statement of Community Involvement, this is attached as a background paper. Officers are engaged with the BCP Comms and Consultation team in developing the approach to public consultation.
13. The plan is structured around a series of chapters namely:
 - Vision and Objectives
 - Regenerating our town centres
 - New market and affordable homes
 - A prosperous economy
 - Adapting our high streets and retail areas
 - Provide a safe, sustainable and convenient transport network
 - Our natural environment
 - Our built environment
 - Promoting Health and well being

- Tackling climate change
 - Providing supporting infrastructure
14. Each chapter highlights particular key planning issues and offers options to plan for such issues. At the core of plan making is the principle of achieving sustainable development. The plan is therefore drafted, in accordance with the NPPF, having regard to economic, social and environmental objectives. The NPPF recognises these objectives as interdependent and need to be pursued in mutually supportive ways. For example, as with other parts of the country, whilst there is a need to plan for climate change mitigation and adaptation and for ecological improvements it is apparent that the area will continue to be under pressure to deliver significant housing growth and associated infrastructure. The policy approach adopted in the local plan will have to balance these sometimes competing demands.
 15. The government's standard housing method equates to a need to plan for 2,667 dwellings per annum or 42,672 dwellings over the plan period 2022-2038, this being nearly double the number of dwellings delivered annually in recent years across BCP. There is some concern nationally that the standard method is reliant on outdated 2014 ONS household projections. Later projections are indicating a slowing down of household growth, however the government is clear that that the 2014 projections should be used to plan for a step change in housing delivery nationally to address historic under supply and affordability issues.
 16. Government policy and guidance explain that such a housing need is a minimum. The government stress that any other method for calculating housing need should only be used in exceptional circumstances and should a planning authority adopt a different approach from the standard method this will be subject to greater scrutiny at examination. A different approach from the standard method would need to demonstrate, using robust evidence, that the figure is based on realistic assumptions of demographic growth and that there are exceptional local circumstances that justify deviation. Officers are currently analysing demographic assumptions embedded in the government standard method, particularly the 2014 projections, and as the plan evidence base progresses a more detailed understanding will emerge of a potential alternative local housing need figure that may justify exceptional local circumstances.
 17. Initial urban potential work is concluding that the urban area alone cannot accommodate our housing needs required by the Government's standard method. The consultation document highlights this and provides options for how the shortfall might be met including the appropriateness of releasing some land from the green belt for development. Urban and green belt sites that have been submitted by site promoters through the earlier call for sites exercise, or identified in the urban potential study, are highlighted in the consultation document to encourage public feedback. It is stressed however that the Council has made no decision on the appropriateness of sites being allocated for development.
 18. The plan also needs to consider whether new employment land should be allocated and whether existing employment sites should be protected to enable local businesses to expand and to encourage inward investment. Furthermore, the plan considers the role of Town and District Centres and future commercial needs, for example visitor accommodation. The Covid pandemic has clearly impacted on commercial activity, be that in our town centres or office market and evidence being prepared will need to consider these impacts and recommend a policy response. Other issues include for example the need to provide for affordable housing across a

range of tenures and the need to provide for potentially significant habitat mitigation as a result of development impacts on our sensitive habitats, for example Poole Harbour and Dorset Heathland.

Options Appraisal

19. The Local Plan Issues and Options Consultation Draft includes a range of land use issues and planning policy options where they may exist for addressing them. In some instances more than one option on a policy approach may not be possible, for example due to clear government planning policy or particular local circumstances. Members have the option of suggesting changes to the consultation document prior to consultation. An alternative option available to the report recommendation itself is to not publish the plan for consultation which will result in a delay to the plan process meaning that the area will continue to be reliant on existing out of date local plans and increase the risk of planning by appeal. Alternatively, a fully drafted local plan can be published under Regulation 19 and submitted without further issues and options consultation, however this is not recommended as it will not enable feedback from the community to inform the policy approach.

Summary of financial implications

20. The cost of reviewing the Local Plan is budgeted for through the Local Plan Reserve in addition to the base cost of planning policy officer time. The Local Plan as it progresses will set the framework for an updated BCP Community Infrastructure Levy, which the Council can use to provide infrastructure and Section 106 agreements to deliver infrastructure and affordable housing.

Summary of legal implications

21. The Issues and Options consultation is being undertaken in accordance with Regulation 18 of the Town and Country Planning Regulations (Local Planning) 2012. The production of a Local Plan has to comply various legislation including Strategic Environmental Assessment and Habitats Regulation Assessment provisions as well as having regard to a range of relevant government policy and guidance.

Summary of human resources implications

22. The Planning Policy team has sufficient staff resource to prepare and undertake this particular local plan consultation. It is anticipated that through the ongoing transformation of services the staff resource to prepare the local plan submission draft and undertake the examination process will be in place. Support will be needed from other teams across the council, for example GIS, transport team, and the corporate communications and insight consultation teams which has been confirmed as available.

Summary of sustainability impact

23. A local plan must be subject to a formal Sustainability Appraisal process that assesses the impacts of policy across a range of environmental, social and economic objectives. The Sustainability Appraisal is an iterative process and will be used to inform detailed policy choices following consultation as the submission draft of the local plan is prepared. A Sustainability Appraisal Scoping Report has been prepared following consultation with statutory bodies, this is attached as a background document. The report establishes a detailed framework of sustainability

objectives and more detailed criteria against which policies and site allocations will be tested.

Summary of public health implications

24. A Local Plan once adopted will set out strategy and policy to address a range of community needs that can have implications for human health, for example, providing homes, employment prospects, and access to nature and open space. One of the key themes that the Local Plan will be focusing on is the health and well being agenda. Whilst there are no direct public health implications at this stage of the local plan process, adopted policies will have implications for public health. Detailed policy wording and site allocations will be assessed against the impact on public health as the submission draft is prepared. Improving public health is an identified main objective of the Sustainability Appraisal and a range of detailed health focused sub objectives are embedded in the sustainability appraisal scoring matrix.

Summary of equality implications

25. The consultation will take place in accordance with the methods set out in the adopted Statement of Community Involvement, itself subject to equalities impact assessment prior to adoption. Although encouragement is given to responding by digital means to the consultation, on request officers will make hard copies of documents available for those who may not be able to engage online. The consultation will be aimed at reaching diverse groups across BCP, varied groups are included on the consultation database. Equality objectives are embedded in the Sustainability Appraisal Scoping Report which includes an equalities impact assessment template and this will be used to inform the detailed wording of policies and site allocations in the local plan prior to submission to examination. An initial EIA conversation screening tool has been prepared and the EIA approach adopted has been reported to Councils Equalities Panel.

Summary of risk assessment

26. The main risk relates to the impact on the local plan timetable if this consultation is not undertaken at this stage. There has been some slippage in preparing the plan compared to the Local Development Scheme milestones. However, it is considered prudent to undertake this consultation under regulation 18 in order to engage and inform interested parties on key land use issues. The alternative would be to proceed to the regulation 19 stage drafting of the submission plan, with fully worded policies and preferred sites proposed for allocation, this however would not enable the council to consider public feedback as the plan would be submitted for examination as drafted.
27. There may be a risk that the consultation generates negative comments from residents and community groups when raising issues around development needs and future locations. This is however part of the local plan process and commonly planning issues can be contentious. However, it is stressed, and will be communicated, that no Council decisions on site allocations or policy wording have been made at this stage.

Background papers

BCP Local Plan Sustainability Appraisal Scoping Report June 2021 'Published works'
<https://www.bcpCouncil.gov.uk/Planning-and-building-control/Planning-policy/BCP-Local-Plan/Evidence-base-studies/Sustainability-appraisal/Sustainability-appraisal.aspx>

BCP Council Statement of Community Involvement 2020 'Published works'
<https://www.bcpCouncil.gov.uk/Planning-and-building-control/Planning-policy/BCP-Local-Plan/271120-BCP-Statement-of-Community-Involvement-2020.pdf>

Appendices

Appendix 1: BCP Local Plan Issues and Options Consultation Draft (including appendices 1 to 4 to the plan) and link to interactive map
<https://bcpcouncil.maps.arcgis.com/apps/webappviewer/index.html?id=5eb23119112d4b3aa09b21e317f0f265>



A Local Plan for Bournemouth, Christchurch and Poole Issues and Options Consultation

August 2021



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(Please note web resources referred to in the document will be made live prior to the start of consultation)

1 Introduction

A new Local Plan for Bournemouth, Christchurch and Poole

Bournemouth, Christchurch and Poole Council (BCP Council) was formed in April 2019, it is the tenth-largest urban local authority in England. Operating over the whole area gives us the opportunity to address the key planning issues strategically.

Our Local Plan for BCP will set out a strategy for how much, where and what type of development will take place across the BCP area up to 2038. It will provide detailed planning policies and land allocations to guide change and new development, whilst taking account of climate change targets set by BCP Council and the government.

This Issues and Options consultation

145 This document explains the key issues for the Local Plan and either recommends the approach we think we should take or sets out options to address the issue. Where we think there is only one reasonable thing to do, we make a recommendation and provide a reason why. Before we prepare a draft of the BCP Local Plan, which will include detailed policy wording, we would like your views about our recommendations and options.

How to get involved

Your views on this document will help shape the draft of the BCP Local Plan. To respond please visit:

haveyoursay.bpcouncil.gov.uk/localplan
(Going live at the start of the consultation)

Here you can view our interactive version of this document and access all the consultation materials.

Please respond by Friday xx October 2021

Our Local Plan objectives

- Regenerate our town centres and network of vibrant communities.
- Provide a sufficient supply of new market and affordable homes to meet the different needs of our communities.
- Support economic growth, the creation of jobs and the offer to visitors.
- Adapt our High Streets and shopping areas to cater for changing retail demands.
- Provide a safe, sustainable and convenient transport network, with a step change in active travel behaviour, ensuring the necessary transport infrastructure is in place to make it easy for everyone to get around.
- Conserve and enhance our protected habitats and biodiversity, and our network of green infrastructure and open spaces.
- Promote local character and the delivery of high quality urban design.
- Improve health and wellbeing and contribute towards reducing inequalities.
- Work towards achieving carbon neutrality ahead of 2050 and inspire action to combat the climate and ecological emergency.
- Deliver the infrastructure needed to support development, local communities and businesses.

If you are a landowner or developer who want to suggest a site for development please use our ongoing Call for Sites forms at www.bcpCouncil.gov.uk/localplan. Sites already submitted do not need to be resubmitted but any up to date evidence on the deliverability of the site can be submitted.

What we have done so far

We ran an initial public consultation on the key issues for the BCP Local Plan and a call for possible development sites in 2019. This information has been used to develop our issues and options document. A full report on the previous consultation is available at: www.bcpCouncil.gov.uk/localplan. We have also been gathering a wide range of evidence on a variety of topics which can also be viewed at www.bcpCouncil.gov.uk/localplan. Some of this is still to be completed and is explained in the relevant sections of this document.

Existing planning documents

146 Once the BCP Local Plan is adopted, the current Local Plans that cover Bournemouth, Poole and Christchurch separately, will be superseded. Many of the existing policies and site allocations within these current documents remain relevant and we have reviewed these in preparing this issues and options consultation. Existing neighbourhood plans will remain in place but

will need to be reviewed to ensure conformity with the new BCP Local Plan when it is adopted. Existing supplementary planning guidance documents will also remain in place until they are superseded by updated versions linking to the new BCP Local Plan.

The Local Plan process

The preparation of the BCP Local Plan must follow a set process and the policies within it must be consistent with national planning rules. It must contribute to the governments climate change target to be net zero carbon by 2050, as well as being based on robust evidence. We also have to prepare a Sustainability Appraisal, and Habitat Regulation Assessment. These documents make sure the Local Plan considers relevant environmental, social and economic issues and minimises any potential negative impacts. The progress on these documents and our evidence base can be found: www.bcpCouncil.gov.uk/localplan

While we are still gathering some of the evidence, we feel it is important to gather people's views at this stage before our strategy is finalised and detailed policies are written. This allows people's views to shape our approach. At the end of the process, an independent planning Inspector examines the final version of the plan to check it has been positively prepared, is justified, effective and consistent with national planning policy.

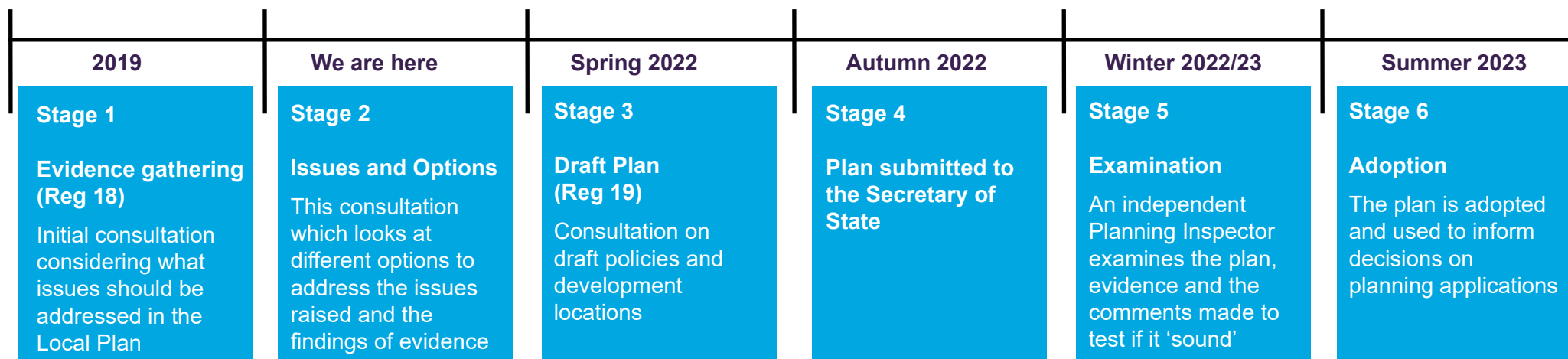


Figure 2 - Anticipated Local Plan time frame

2 About our area

Population



Growing **25%** to **403,800** in 2028



68,100 <16 years old
17% local population



86,300 >65 years old
22% local population



12% Non-'White British'
88% White British



over **85** languages spoken



17,184 housing benefit
26,884 council tax support claimants

Housing



176,600 households



64% houses 35% flats 2% other



6,589 new builds over last 5 years

9.76 in BCP earnings to house prices

Health and wellbeing



81% adults in good health



over **4.5%** overweight or obese



48% early deaths preventable

Economy



61% 240,900



shrinking by **0.05%** by 2028

working age population



unemployment rate **4.5%** national 4.8% Jan-Dec 2020



median annual FT pay £29,200 to £29,300



contributed **10.3 billion** to UK economy



2,095 new businesses 2019



>**15 million** visitors annually spending **£800 million**
19,000 **tourism jobs**
Bournemouth Airport **25** destinations **670,000** passengers



Sustainability and the environment



112 MW solar renewable energy increased to **126** MW in 2019



emissions decreased by **36%** since 2005



4.3% deaths attributed to air pollution (2019)

3 Vision and objectives

We have adopted the vision set out in the BCP Big Plan (www.bcpCouncil.gov.uk/About-the-council/Our-Big-Plan/Our-Big-Plan.aspx):

We aim for Bournemouth, Christchurch and Poole to be the UK's newest city region, brimming with prospects, positivity and pride.

It will be one of the best coastal places in the world where culture and heritage meet innovation and modernity, village meets town, country meets coast, creativity meets digital, businesses flourish and people thrive.

As a network of vibrant and diverse communities, BCP will be a place where people enjoy an outstanding quality of life in our unrivalled natural environment.

148 We want to harness the potential of our coastline of opportunity and make BCP a place where people and businesses want to be because of the vibrancy of our communities, the strength of our economy, the skills of our people, the wealth of our culture and the quality of our infrastructure, our environment and quality of life.

The BCP Local Plan will play an important role in fulfilling the vision and will help deliver changes across the whole area including the delivery of thousands of new homes and jobs creating wealth for our businesses and supporting the livelihoods for our families.

The main areas of growth will be focused within Bournemouth and Poole town centres, which will be the focus of commercial, leisure and cultural activity and will see the most intensive development, with taller buildings and the greatest numbers new homes. The Bournemouth

International Centre will be enhanced as one of the best events venues in the world and the seafront will see significant investment.

Our vibrant communities across the urban area will also benefit from new homes where they are closet to existing facilities and services, along with investment in physical and digital infrastructure.

We will also recognise and enhance the clean and green qualities of both our urban and natural environments. Enhancing our unrivalled natural environment and attractive historic places.



Following on from our vision these are our proposed objectives.

- **Regenerate our town centres and network of vibrant communities.**
- **Provide a sufficient supply of new market and affordable homes to meet the different needs of our communities.**
- **Support economic growth, the creation of jobs and the offer to visitors.**
- **Adapt our High Streets and shopping areas to cater for changing retail demands.**
- **Provide a safe, sustainable and convenient transport network, with a step change in active travel behaviour, ensuring the necessary transport infrastructure is in place to make it easy for everyone to get around.**
- **Conserve and enhance our protected habitats and biodiversity, and our network of green infrastructure and open spaces.**
- **Promote local character and the delivery of high quality urban design.**
- **Improve health and wellbeing and contribute towards reducing inequalities.**
- **Work towards achieving carbon neutrality ahead of 2050 and inspire action to combat the climate and ecological emergency.**
- **Deliver the infrastructure needed to support development, local communities and businesses.**



4.1 Regenerating our town centres

Objective: Regenerate our town centres and network of vibrant communities

Our town centres are at the heart of community life, they play a key role in attracting people to our area, supporting economic growth, inward investment and sustainable living.

We have three distinctive town centres with different characteristics, needs and opportunities.

- Bournemouth has a history as a vibrant seaside destination, it now offers significant opportunities for growth and can build on its economic strengths to become a thriving centre.
- Christchurch is a place rich in history, character and beauty which requires a balance of heritage led regeneration and protection.
- Poole has a proud maritime and military history and has significant potential and opportunities for a programme of world class regeneration.

Our town centres are supported by a network of vibrant local community centres and high streets. These important local centres support people's day to day activities and offer a focal point for the social wellbeing of our communities.



Figure 3 - BCP town centres

Issue: Regenerating our town centres

Recommendation: We recognise that Bournemouth and Poole town centres have the most significant scope for regeneration and change. We propose that the vitality of each of these centres is supported through investment in visitor attractions, an increase in new homes and commercial development, with the encouragement of taller buildings in places, and through enhancements to streets and public spaces.

The scale of opportunity in Christchurch is more limited but there is still scope for public realm improvements and the development of strategic sites, subject to the resolution of flood risk issues.

Bournemouth town centre

Bournemouth town centre is famous as a Victorian seaside destination. The easy access to the seafront and outstanding sandy beaches, along with the pleasure gardens have attracted people to the town for over 100 years. It is generally an attractive place with the qualities of a coastal garden town. Over the last ten years considerable progress has been made in delivering key projects from the Bournemouth Town Centre Vision. This has seen a number of new developments and investments in streets and spaces.

Like many town centres changing shopping habits have led to some empty shops and reduced quality



and variety of retail and visitor attractions. The spread-out nature of the main shopping streets have compounded these trends. Nevertheless, the accessibility of the coast, the attractive environment and transport connections offer significant opportunities for growth.

Our proposed strategy for Bournemouth could involve:

- Increasing the number of people living in the town centre by making more sites available for new homes.
- Making significant investments in the Bournemouth International Centre and the seafront to boost the quality of the visitor attractions available.
- Making stronger connections between different parts of the town centre and from the main shopping and leisure areas to the seafront.
- Supporting the development of new hotel stock by allowing poor hotels to more easily exit the market.
- Developing the smart city concept ensuring high quality digital infrastructure is available across the town centre.
- Positively encouraging taller buildings in some areas to enhance our iconic skyline.

- Supporting the diversification of shops, allowing a wider range of commercial activities and the reuse of upper floors for alternative uses, such as new homes.
- Continuing to focus on enhancing walking, cycling and public transport, enabling the amount of surface public car parks to be reviewed and potentially considered for other uses such as new homes.
- Enhancing the role of the Lansdowne as an area for employment and education.
- Embracing community led and cultural initiatives that support regeneration.

Poole town centre

Poole town centre has a rich maritime history and its historic quay and old town are key attractions. The town centre also contains the areas only covered shopping in the Dolphin Centre and is home to the largest arts venue outside London, the Lighthouse Centre for the Arts.

Poole also has suffered from changing retail demands with relatively high proportions of empty shops. The centre contains some of the largest regeneration sites across BCP and the council

hopes to act as a catalyst for regeneration by bringing forward development on the former power station site. The area north of the Dolphin Centre also offers considerable scope for improvement.

Our proposed strategy for Poole town centre could involve:

- Increasing the number of people living in the town centre by making a number of sites available for housing.
- Redeveloping the former power station site and supporting the regeneration of adjacent sites to create a vibrant new urban neighbourhood.
- Allowing some taller buildings in the regeneration area and the area north of the Dolphin Centre.
- Creating a better sense of arrival into the centre, support improvements at Poole bus station, Poole rail station and around the Kingland Road area.
- Working with network rail to resolve the ongoing concerns about the High Street level crossing to see if it can be closed or made safer.
- Considering reducing the size of the shopping area and the opportunities to introduce some residential uses into the High Street.



- Better connecting the Lighthouse within the rest of the town centre by reconfiguring or closing Kingland Road.
- Refurbishing or replacing the Dolphin Leisure Centre to provide a fit for purpose leisure centre.
- Preserving or enhancing the heritage areas, with a focus on the Quay and Old Town, through the Heritage Action Zone project.
- Delivering strategic flood risk defences to protect the town centre from future flood risk.
- Embracing community led and cultural initiatives that support regeneration.
- Enhancing wayfinding to help improve connections between the Quay and the rest of the town centre.

Christchurch town centre

Christchurch town centre has an attractive environment, the Priory, Castle and historic High Street are significant visitor attractions.

Like Bournemouth and Poole, Christchurch has struggled to adapt to the changing retail environment however there are a range of independent shops and restaurants. The centre



does not offer the range of opportunities as Bournemouth and Poole but there is still scope for improvement.

Our proposed strategy for Christchurch town centre could involve:

- If flood risk issues can be overcome, encouraging the redevelopment of key sites around Stony Lane to deliver new homes.
- Supporting the redevelopment of the Lanes (south of the High Street) and Saxon Square with mixed use development.
- Enhancing the pedestrian connections around the centre and across Fountain Roundabout.
- Undertaking improvements to streets and public spaces.
- Delivering strategic flood risk defences to protect the town from future flood risk.
- Supporting improvements to the Two Riversmeet Leisure Complex.
- Embracing community led and cultural initiatives that support regeneration.
- Enhancing wayfinding to help improve connections between the waterfront areas and the rest of the town centre.

Issue: Vibrant local communities

Recommendation: We propose to support local communities by retaining existing open spaces, shops, services and facilities wherever possible, and encouraging new commercial, health, cultural, educational and leisure facilities, alongside investments in streets and open spaces within walking distance of people's homes.

We want to ensure as many of our residents as possible are within safe walking distance of open spaces, shops, services and facilities. This would help to reduce the need to travel, encourage walking and cycling, promote health and wellbeing and support community cohesion.

While the location of facilities varies across BCP most of our communities have access to such some facilities near to their homes. We propose to ensure these facilities are retained and enhanced wherever possible.

There have been some changes to the planning system which give property owners permitted development rights to undertake some changes of use through a prior approval process without

the need for full planning permission. This will limit what we can control but where possible we propose to introduce policies through the Local Plan that support our aspiration for vibrant local communities.

Our proposed strategy to support vibrant local communities could involve:

- Maintaining access for residents to basic local services and facilities within walking distance of their homes where ever possible.
- Supporting our network of district centres, local centres, high streets and neighbourhood shopping parades by retaining them as a focal points for commercial activities.
- Providing new homes within or close to existing centres.
- Ensuring communities have access to open space and recreation facilities.
- Providing safe, ease and accessible walking and cycle routes to access shopping areas, schools, community facilities and open spaces.
- Embracing community led and cultural initiatives that support local communities.
- Providing advice to local communities who wish to develop neighbourhood plans in their areas.
- A continued focus on the regeneration of Boscombe through the Towns Fund proposals.



4.2 New market and affordable homes

Objective: Provide a sufficient supply of new market and affordable homes to meet the different needs of our communities

Issue: Our housing needs and housing requirement

Recommendation: We want to set a housing requirement that reflects our housing needs, our constraints and land availability.

The government standard method sets out we have a housing need of 42,672 homes to 2038 but we are in the process of exploring the data used in the calculation to see if there are exceptional circumstances to warrant an alternative approach which would result in lower housing need.

We have examined all the options to see what land is available to provide new homes. We have identified 120 sites in the urban area that could be allocated and together would help to deliver approximately 33,500 homes.

In terms of addressing any housing need shortfall we could consider a combination of the following options:

Option 1: Allocate some of the 120 sites identified in the urban area at a higher density which would increase supply by approximately 4,000 homes.

Option 2: Review constraints relating to heritage conservation areas which could increase supply by approximately 1,000 homes.

Option 3: Allocate some smaller open spaces which are surplus to requirements which would increase supply by approximately 60 homes.

Option 4: Consider releasing some land from the Green Belt which could increase supply by 1,000 to 4,000 homes.

Option 5: Work with neighbouring authorities to see if they have scope to deliver any of our unmet need.

The government is committed to significantly boosting the supply of homes and require us to set out a housing requirement figure for our area.

The government has published a standard methodology that local authorities should use to calculate their housing need. The housing need figure provides an unconstrained assessment about the minimum number of homes needed in an area.

While the government makes it clear the housing need figure should be the starting point in calculating our housing requirement, they are two separate figures and the government acknowledges there may be circumstances where the housing requirement differs from the housing need. Some areas set a higher housing requirement than their housing need to reflect ambitions for growth, whereas others have exceptional circumstances to justify setting a lower housing requirement than the housing need.



Based on the government standard methodology the housing need for BCP is: 2,667 homes per year, or 42,672 homes to 2038.

The standard methodology uses the 2014 national projections from the Office of National Statistics that are based on household growth. The government explains that the 2014 projections are used to ensure historic under delivery and declining affordability are factored into the calculation, specifying more recent projections should not be used.

We have concerns with the data used in 2014 projections. Part of the projections are made up migration trends from the years leading up to 2014. This was at a time when the EU expanded with relatively high levels of international migration and large numbers of international students. The 2014 projections assumed that a relatively large number of the international migrants would stay in the area. However, this has not happened and has declined further due to Brexit.

Our initial calculations show that by revising the international migration figures in the 2014 projections to take into account more realistic assumptions about international migration that our housing need would reduce. We are currently exploring this in more detail and have written to the government to highlight our concerns.

Our work on housing needs is ongoing and may take time to resolve. We need to understand the data feeding into the projections further.

If we wish to pursue a case for a lower housing need figure this will be scrutinised in detail when the Local Plan reaches the examination stage and is tested by a government Inspector. This approach may not be accepted by the Inspector and they will have to decide if we have exceptional local circumstances to justify our approach.

In the meantime, we have completed an assessment of what land is available and suitable for housing and if the delivery of housing on that land is achievable, this is known as our Housing Land Availability Assessment. This is an important step in calculating the housing requirement as regardless of the housing need it sets out what land is available, what constraints we have to development and what the options would be for making more land available if required. If after exploring all of the options for meeting our housing needs through the housing land availability assessment we have insufficient land to meet our housing needs then we will be in a position to demonstrate we have constraints that justify setting a lower housing requirement for BCP. We will then have to work with our neighbouring authorities to address the unmet need.

Housing Land Availability Assessment

In completing the assessment, we looked at a wide range of sites across BCP. The assessment can be viewed at www.bcpCouncil.gov.uk/localplan and includes an interactive map of the sites considered, an extract of the map is shown in Figure 4. This includes reviewing sites which were allocated in the Local Plans of the legacy authorities,

identifying new sites which would be available and looking at existing planning permissions. It also factors in what is known as 'windfall' assessment, this looks at the homes which get built on sites which have not been formally allocated or identified for development.

The assessment recognises that we have some significant constraints to the land we have available to build new homes, for example some land is in areas where we cannot develop due to impacts on protected habitats and other land is at risk from flooding.

The assessment shows there is land available to build approximately 33,500 homes. We would welcome your views on any of the sites that have been identified through this process and that are shown on the interactive map available at haveyoursay.bcpCouncil.gov.uk/localplan.

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If there is a shortfall

Our assessment shows a shortfall in the land available to meet our housing needs of 42,675 homes set out by the government's standard method. While we are reviewing the housing need figure and hope to demonstrate a lower housing need for BCP we need to consider the options that would exist for meeting our housing need as calculated in the standard method. We need to do this as an alternative approach to housing needs might not be justified or accepted by the government Inspector at the examination stage. We will then have to show that we have followed the correct process and have evidence to determine a robust housing requirement.

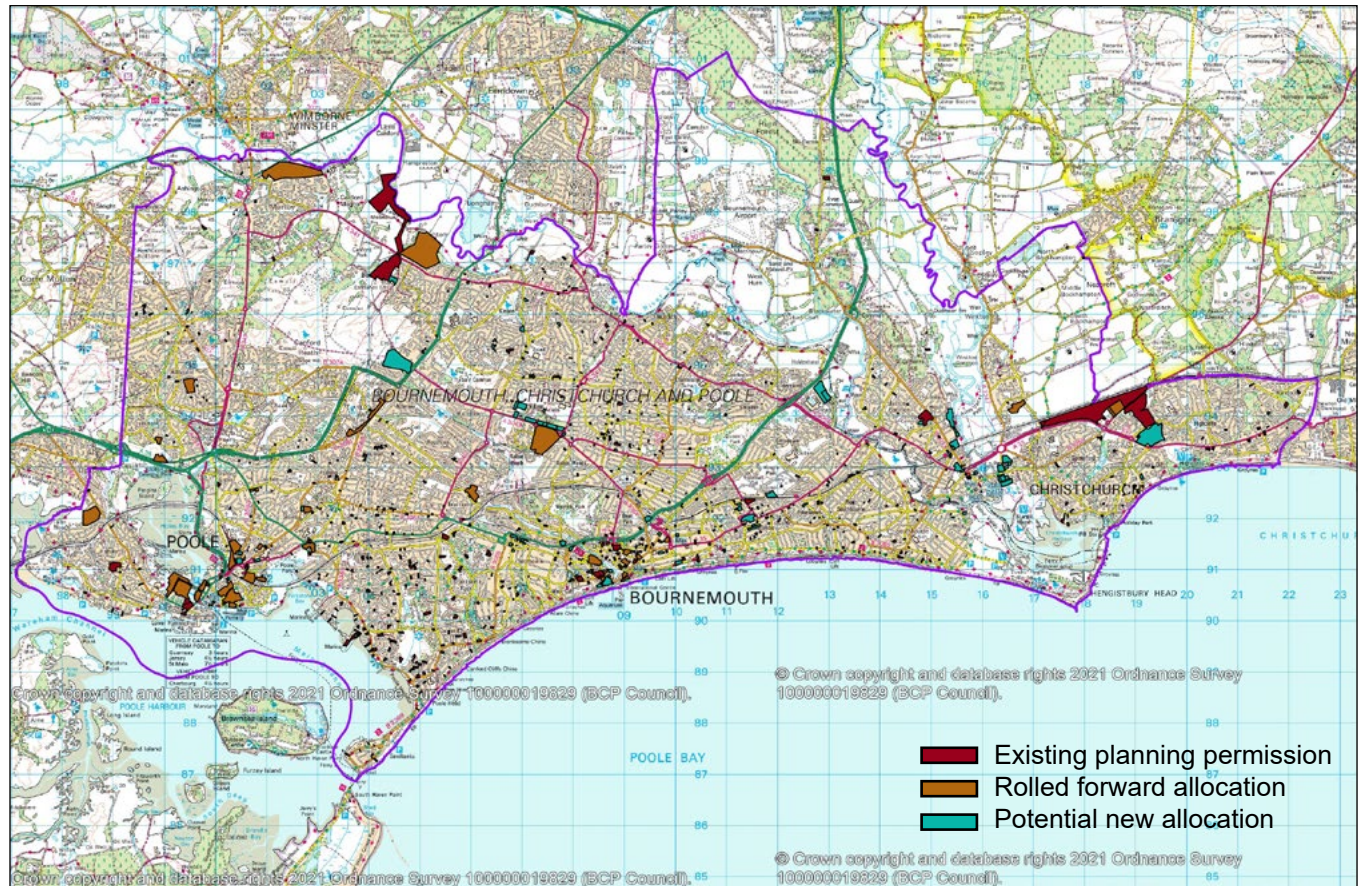


Figure 4 - Existing planning permission, rolled forward allocations and potential new allocations

When a shortfall exists the government guidance recommends two areas where we can look at increasing housing land availability.

The first is to review the assumptions made about development potential on each of the sites in the assessment and consider if development can occur at a higher density. We have completed this exercise and identified some sites which could be built at higher densities either through increasing the amount of flats, reviewing the mix of uses or by thinking about locations where taller building might be acceptable. Clicking on the sites in the interactive map highlights those sites which could be considered for higher density development.

Building at higher densities on some sites could increase the number of homes we can build by approximately 4,000 homes, giving a total of 37,500 homes.

Secondly the government guidance goes on to say if the housing needs identified from the standard method can still not be met after applying higher densities then the constraints to development which have been identified in the Housing Land Availability Assessment should be reviewed and the actions which can be taken to overcome them explored.



We identified five main constraints in relation to development:

1. Protected habitats and species

There are legal protections in place which prevent building on protected habitats. Linked to this, new homes cannot be built within 400m of the Dorset Heathland. This is an absolute constraint which cannot be adjusted.

2. Areas at risk of flooding

There are some parts of BCP which are at risk of flooding. The main areas which have development potential and are affected by flooding risks are Poole and Christchurch town centres. There is already a strategy in place to allow development in Poole town centre and sites in this area have already been included in the assessment. We are working on a strategic flood risk assessment for Christchurch to explore what mitigation would be required to allow development in Christchurch Town centre. As this work is underway some sites in Christchurch town centre are already included in the assessment.

It is not considered that further land in areas at risk of flooding in the urban area would release a significant amount of land for new homes.

3. Heritage conservation areas

We have a legal duty to preserve and enhance heritage conservation areas. Many of the BCP conservation areas were designated in the 1970s. While some of the areas have been reviewed many have not been reviewed since this the

original designations. We could seek to review the boundaries of the conservation areas or consider if some of them could accommodate more intensive forms of development while still preserving that overall character of the area. Depending on the outcomes of any reviews this could make land available for approximately 1,000 new homes.

4. Public open space

Public open space has a wide range of benefits including people's health and wellbeing, biodiversity and tackling climate change. There are some small areas open space which may have limited value to local people, biodiversity or the wider ecological network. Some of these small areas of open space have been suggested to us for new homes and subject to consideration of their open space value could have development potential. The sites suggested together would make land available for approximately 60 homes.

5. Green Belt

Green Belt is a specific planning designation which performs the following purposes:

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

A number of sites in the Green Belt have been suggested to us by private land owners and site promoters. These are shown in the interactive map at haveyoursay.bpcouncil.gov.uk/localplan, an extract of which is shown in Figure 5. They are also listed in appendix 2.

Due to the location within the Green Belt these have been excluded from our land availability assessment. However, in considering the government guidance surrounding reviewing constraints applied in the assessment we need to think about whether the Green Belt boundaries should be reviewed.

We appreciate that this is an emotive subject and there are common concerns about traffic movements, loss of green space and access to facilities. However, these sites can deliver more family homes and affordable homes than on most urban sites. There is also more space for facilities such as formal open space, schools and other community facilities. Contributions can also be collected to make improvements to existing infrastructure.

Government planning guidance explains that Green Belt boundaries can be altered through the preparation of Local Plans where exceptional circumstances exist and the alterations are fully evidenced and justified. While there is no definition of exceptional circumstances in other local authorities, this has been accepted as the need for homes and ensuring family and affordable homes are delivered.

Before we come to any conclusions about the suitability of any of these sites we are keen to

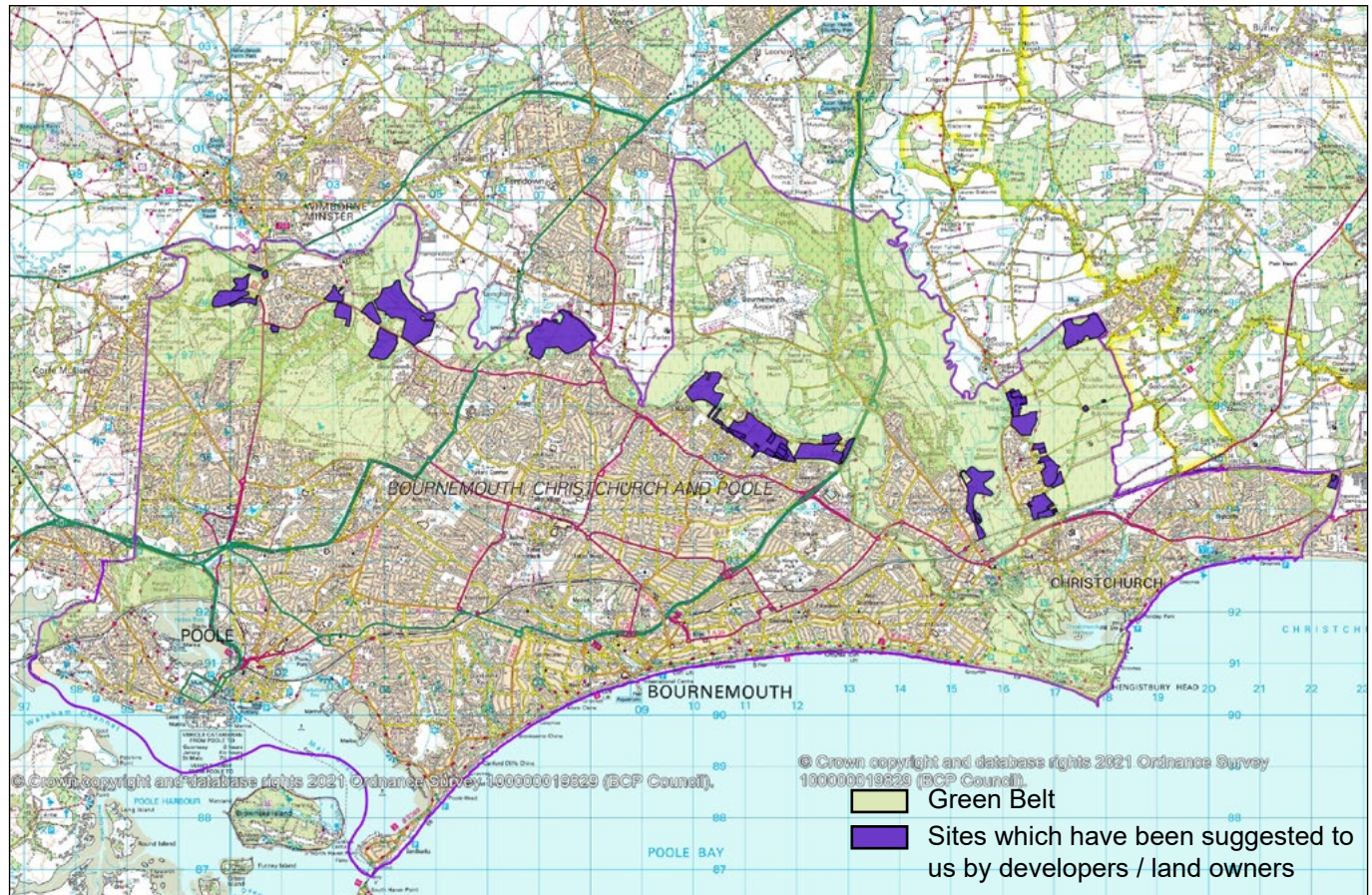


Figure 5 - Land suggested to us within the greenbelt for residential or mixed use development

hear your views as to whether any of these areas should be considered in more detail if required. As such we have not undertaken any further studies or assessments for example in relation to transport impacts at this stage.

We have undertaken a Green Belt review to consider how well different parcels of land perform against the Green Belt purposes and an assessment of the potential harm to the Green Belt of releasing land for development. We also know that some of these sites are subject to other constraints or are located a long way from facilities and services which will impact on their suitability.

If all the promoted sites in the Green Belt were considered suitable then together, they would deliver approximately 4,000 homes. However, we have not come to any conclusions on the suitability of any of these sites and it is unlikely that all of the sites would be suitable or achievable.

Duty to cooperate

If after all the options for meeting the housing need identified through the standard methodology

have been explored through the Housing Land Availability Assessment insufficient land remains, then we would need to propose a lower housing requirement for BCP. We would then need to establish how any unmet need might be met in adjoining areas by engaging with our neighbouring authorities.

We have a legal duty to engage constructively with neighbouring authorities on strategic issues that cross administrative boundaries. As such, we have been working with Dorset Council to discuss the housing needs across the wider area. It may be possible that Dorset could accommodate some of our unmet housing need.

Dorset Council have recently undertaken their own consultation on the Dorset Local Plan. This included a wide range of options on potential sites to deliver new homes. Dorset Council have their own housing needs to plan for and before Dorset Council can consider our unmet housing need we must ensure all options to provide new homes within the BCP area have been fully considered.

Issue: How to provide affordable housing

Recommendation: To meet our demand for affordable housing we will require a proportion of new homes on major sites to be affordable, this proportion may vary across the BCP area. We will set out the type or tenure of affordable housing and the circumstances where this should be provided on site and where a payment towards affordable housing on major sites would be accepted.

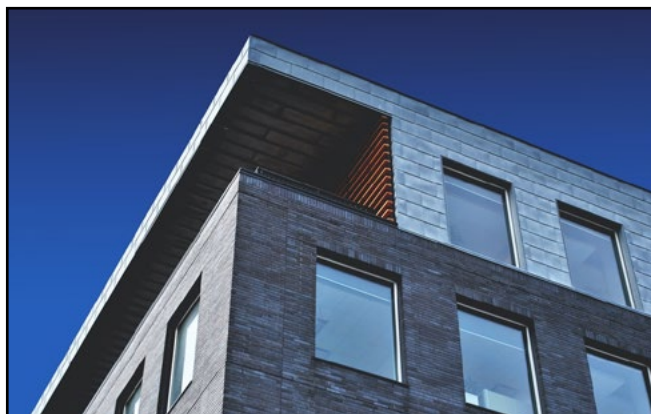
Affordable homes are homes that are for sale or rent that are provided for eligible households who cannot afford to buy or rent in the area. There are several different types of affordable housing such as shared ownership and social rent. The government has also introduced a new affordable housing product called First Homes.

There is a significant need for affordable homes across the BCP area and we need to maximise the amount of affordable housing provided. We are preparing a Housing Needs Assessment to examine the different sizes and types of affordable homes needed. The government has set out that 25% of affordable homes provided should be First Homes, which are offered at a discounted sales price. We will use our evidence on affordable housing need to work out what type of affordable housing should be provided alongside First Homes.



In line with government requirements the Local Plan will set out the proportion of new homes on sites of ten or more homes that should be affordable and the type of affordable homes required. Due to differences in land values the percentage of affordable homes required on major sites is likely to be different across different parts of the BCP area and we are undertaking a viability study to ensure the percentage and tenure of affordable housing we ask for will be viable. The government do not require that small sites of less than 10 homes provide affordable housing.

We can also consider the circumstances where a financial contribution could be made instead of providing affordable housing on a site. We could explore setting out a payment structure by use of a section 106 agreements (see section 4.10 for more information) for affordable housing that would give more certainty to developers about what is required and help to boost the supply of affordable housing. The council will also continue to deliver its own stock of affordable homes on suitable sites in its ownership.



Issue: Providing custom self build housing plots

Recommendation: To make plots available for self build housing we could require a proportion of plots on large, strategic housing sites to provide an area of self build plots.

The government expects us to give planning permission for enough plots of land to meet the demand for custom self build housing. This is to allow more people to build their own home and support small builders. The demand for custom self build in the area is assessed by our custom build register. On average 55 people apply to the self build register per year, indicating a continued demand for self build.

Our Housing Needs Assessment suggests the best way of securing plots for self build is through requiring a proportion of plots to be set aside for self build on larger, strategic sites. This would allow some plots to be delivered, although developers are likely to be concerned about viability and will require the option to develop the plots themselves if they are not sold to self builders.



Issue: Providing the right mix and type of homes

Recommendation: A mix of all housing types and sizes are needed across BCP and in order to provide flexibility we would not propose to prescribe a set housing mix apart from on large, strategic development sites over 40 homes.

Providing a mix of housing types and sizes helps to create inclusive and vibrant neighbourhoods. We are working on evidence through the Housing Needs Assessment about the type and mix of homes that are needed across BCP. This initially shows that a mix of all housing types and sizes are needed across BCP and the greatest need for market homes with 2 and 3 bedrooms and affordable homes of 1 and 2 bedrooms.

It is not suggested that a prescriptive mix is set out for every site within the Local Plan, each site is different and depending on its size and location each site will lend itself to a different solution. Developers will however be encouraged to provide a mix of units on sites where feasible, and we will monitor the delivery of house types to ensure overall provision meets the identified need. It is however proposed that a housing mix is set out on larger, strategic development sites over 40 homes including in the urban area.

Issue: Providing homes for older people and those with disabilities

Recommendation: Building regulations set out that all homes should meet Part M4(1) which requires homes to be accessible. Given the ageing population we propose that, subject to viability testing, all homes should meet the M4(2) higher accessibility standards and 10% of homes should achieve M4(3) standards for wheelchair users.

Offering older and disabled people a choice of suitable accommodation to suit their needs can help them live independently for longer, feel more connected to their communities and help reduce social care and health costs. Homes to meet the needs of older and disabled people can range from adaptable general housing to specialist homes with high levels of support.

101 In our area there is a high and growing proportion of older people and a significant proportion of people with a long-term health problem or disability. Our Housing Needs Assessment initially highlights that we are experiencing an ageing population. It initially sets out a need for approximately 500 new sheltered or retirement homes and approximately 1,600 homes with care provided. It also sets out the need for around



3,500 homes to be for wheelchair users. It sets out clear need to increase the supply of accessible, adaptable and wheelchair friendly homes. It recommends that all homes should meet the building regulation M4(2) standards and that some homes should meet the higher M4(3) standard of being wheelchair accessible.

Requiring accessible homes would help meet the needs of older and disabled people. However, the more dwellings with special features that take up more space affects the viability of development and will need to be considered as part of a viability assessment of all our suggested policies in the Local Plan.

We will also be looking to allocate some sites specifically for specialist accommodation for older people and those with disabilities, this would be logical where landowners are keen to develop specialist accommodation or the constraints affecting the site limit other land uses.

Issue: Student accommodation

Recommendation: We propose to direct purpose-built student accommodation into town centre locations and on campus sites. We also propose to restrict the concentration of Houses in Multiple Occupation (HMOs).

In areas such as BCP where there is a relatively large student population the government sets out that Local Plans should plan for sufficient student accommodation.

The pandemic has impacted the higher education sector but the long term demand is still likely to remain strong. However, the higher education providers are only considering modest if any growth.

We propose to encourage any dedicated student accommodation to on-campus or town centre locations. We also recognise that concentrations of student HMOs can impact the amenities of local residents. While homeowners normally have permitted development rights to change the use of their property to HMOs without needing planning permission, we can use planning powers called Article 4 directions which can remove these rights. As such we propose to continue with the Article 4 directions in Talbot Village and across Bournemouth which require changes of use from a house to HMOs to require planning permission. Where permission is sought we propose to limit the concentrations of HMO properties in an area.

Issue: Pitches for gypsies, travellers and travelling show people

If there is an identified need for permanent residential and/or transit pitches for gypsies, travellers and travelling show people we will have to think about how it can be met by one or a combination of the following options:

Option 1: Consider allocating site(s) within the urban area.

Option 2: Consider if exceptional circumstances justify allocating site(s) within the Green Belt.

Option 3: Rather than allocating sites include a criteria based policy against which to assess planning applications for permanent and/or transit sites.

Option 4: Requiring pitches to be provided as part of larger, strategic sites.

Option 5: Rather than allocating a transit site consider alternative management approaches.

201 The government's Planning Policy for Traveller Sites requires us to set pitch targets which address the likely permanent residential and transit site accommodation needs of Gypsies and Travellers and Traveling Show People in their area. There is a requirement to identify permanent residential



sites measured against locally set targets. Transit sites can be identified or provision is made by alternative management approaches. Certain groups of gypsies and travellers may be able demonstrate a right to culturally appropriate accommodation under the Equality Act 2010. The final approach adopted in the Local Plan should provide certainty for travellers, for the resident population and help to manage unauthorised encampments.

We are currently working on evidence that will set out how many permanent residential pitches and transit pitches might be needed in our area. Initial findings are expected later this year and will inform the next stage of the Local Plan process.

We know that identifying land for pitches will be a significant challenge as it relies on landowners being willing to release land for pitches which,

compared to general housing, has a much lower land value.

Criteria based policies could be used to determine planning applications for traveller sites. Larger, strategic sites could provide an area for traveller pitches and this maybe more viable as part of a large site, it may however impact on the delivery of these sites.

4.3 A prosperous economy

Objective: Support economic growth, the creation of new jobs and the offer to visitors

Our area is home to over 15,000 businesses and in 2019 there were 193,000 people employed in the area. A high proportion of jobs are within the finance, engineering and manufacturing, and health and social care sectors.

The government expects us to set out a clear economic strategy for BCP which encourages sustainable economic growth. We have prepared an Economic Strategy which aims to create an inclusive and vibrant economy. The draft strategy has a strong relationship with the Dorset Local Industrial Strategy and the Dorset Council Economic Strategy.

The draft BCP Economic Strategy has six key themes:

- Economic recovery - responding to the Covid-19 pandemic and supporting new ways of working
- Flourishing people and communities - boosting wage potential and developing skills



- Productive businesses - supporting business growth, inward investment and knowledge-based businesses
- Globally, nationally and locally connected - infrastructure investment and digital coverage
- Creating a vibrant city region - digital and cultural led transformation
- Looking to the future - supporting the Smart Place programme with the use of digital and mobile technologies

The Local Plan will help to support the delivery of our economic strategy. It will identify strategic employment sites for local and inward investment to match the strategy and to meet employment needs over the plan period.

In terms of anticipated growth, forecasts were produced in Summer 2020. The forecasts estimated that between 2018-38 11,000 jobs would be generated in BCP which equates to a growth of around 5%. More recently, national forecasts are now suggesting a more positive outlook with a significant bounce-back in the short-term. We are currently reviewing our employment evidence which will provide further detail about the level of growth and the future of employment land provision across BCP and parts of Dorset. It will help to determine the amount and type of employment land that is needed, and the different sectors of the economy which are expected to grow.

Issue: Bringing forward strategic employment sites

Recommendation: We propose to continue to allocate Bournemouth Airport; Poole Port; Talbot Village; Wessex Fields; and Lansdowne as the key strategic employment sites.

To meet employment needs we will need to allocate strategic sites for employment. These strategic sites have been identified in previous Local Plans and include Bournemouth Airport, the Port of Poole, Talbot Village, Wessex Fields and Lansdowne. These are shown on the interactive map at haveyoursay.bcpCouncil.gov.uk/localplan and on the Figure 6.

Bournemouth Airport & Business Park

Bournemouth airport and the business park is a strategic employment site which has the potential to attract major new investment and employment opportunities.

The operational airport includes the passenger terminal, car parks and administrative offices. Annual passenger numbers in 2019 were 803,127 although these numbers have obviously been impacted by travel restrictions brought in around the Covid-19 pandemic.

The business parks are located North West and North East of the operational airport and have approximately 50 hectares of employment land remaining for development. This supply is critical for meeting our employment land requirements in the future.

The airport and business park does have a number of important constraints which affects development, including:

- The proximity of sensitive environmental habitats and European designated sites
- The delivery of key transport infrastructure improvements/enhancement of public transport services and facilities for cyclists
- The impact upon the settlements of Hurn and West Parley including the Hurn Conservation Area
- Risk of flooding and any necessary flood defences

164

A Public Safety Zone and Aerodrome Safeguarding Zone (as defined by the Civil Aviation Authority) are in place around the airport. As such certain types of development, for example schemes for tall buildings require consultation with the airport operator.

Currently planning policies set out the boundaries of the business park and three zones for different types of development within the operational airport, see Figure 7. The policies set out that uses in the business park should be primarily employment uses, while those in the operational airport area should primarily be for uses to support the function of the airport. Zone A is restricted to uses that would retain the open aspect of the area. Zone B



Figure 6 - Strategic employment sites

is restricted to uses that support the operational airport (e.g. administrative accommodation for airlines/tour operators and public transport facilities). Zone C is specified to remain undeveloped other than development permitted by the Airport's operating license or that which is essential to the future operation and amenity of the airport. We propose to continue this approach in the Local Plan.

Poole Port

Poole Port is a vital economic asset to the area, directly and indirectly supports many thousands of jobs within Poole, Dorset and the South West.

165 It is a key location for economic growth. Significant recent investment in highways infrastructure improvements have enhanced the port's accessibility. With a dedicated rail link, there is also potential to increase rail freight handling.

Poole Harbour Commissioners own the port and have produced a masterplan that sets out proposals for the port's development over the next 25-30 years. A crucial part of this strategy was the creation of the south-facing deep water quay which enables larger ships to visit the port. The masterplan also identifies the importance of diversifying into other commercial sectors such as marine-related industry and leisure uses (e.g. berths for leisure craft, marine visitor facilities and events).

Although the port is in a relatively less sensitive part of Poole Harbour in ecological terms, it is still vital that development proposals do not have an adverse impact upon European and internationally

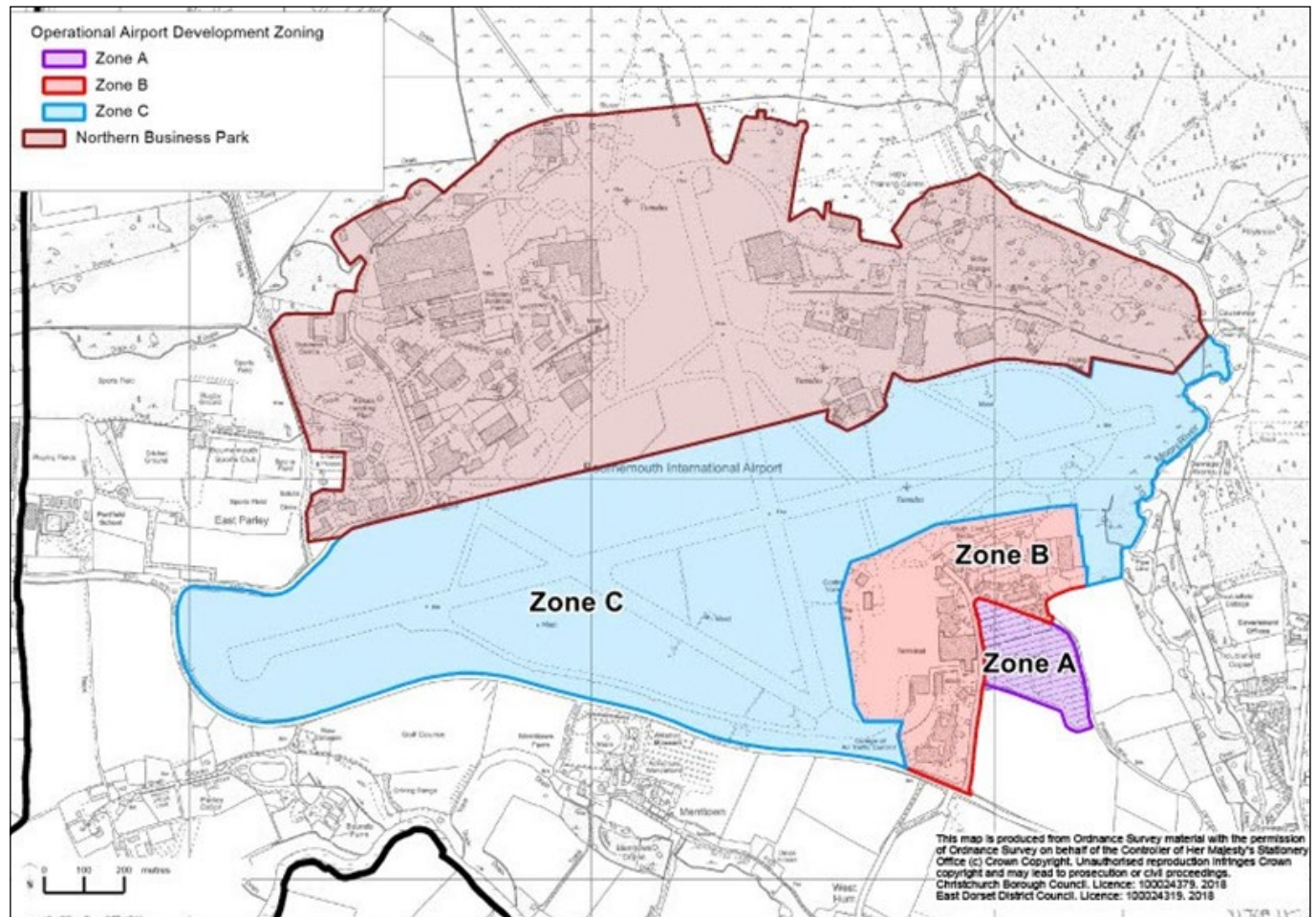


Figure 7 - Bournemouth airport development zones

protected sites. To adapt to climate change, new development in the port will also need to incorporate necessary measures to address flood risk and explore options for reducing carbon emissions.

We plan to continue to support the growth of the Poole Port by allowing port-related activities, marine related industrial uses, and other employment uses or marine leisure uses that would be compatible with the function of the port to take place. We would also aim to ensure that the use of rail link for freight handling is not impacted by any proposals.

Talbot Village

Bournemouth University and Arts University Bournemouth, located in the Talbot Village area of BCP, perform a vital role to the economy of the wider south east Dorset area. The universities wish to continue investing in their academic buildings and facilities. The area also offers the opportunity to support economic growth linked to the creative industries and digital technology sectors in which the universities excel.

Whilst supporting the universities is important from an economic and social perspective, the area is close to Talbot Heath, a European and internationally important habitat site. Any growth at the universities will therefore need to be carefully managed from an environmental perspective to ensure there are no adverse impacts on protected habitats. Talbot Village is also close to residential areas and any development will need to be sensitively designed in terms of siting and scale to ensure that existing neighbouring residential amenity is respected.

We plan to continue to support the growth of the universities by supporting the creation of around 33,000 sqm of additional academic floor space, 450 student bed spaces and a new innovation quarter delivering up to 25,000 sqm of office uses, health care facilities and other university-related uses. These uses would be alongside a heathland support area, small supporting uses such as coffee shop, and some residential development. This reflects the approach in our current planning policies. The areas for the different uses are shown in Figure 8 below.

There may be some scope to increase the floorspace in the innovation quarter but any impact on the sensitive habitats and the road network would need to be explored. We could also consider merging TV1 and TV2 together to allow more integration between the Universities and innovation quarter.

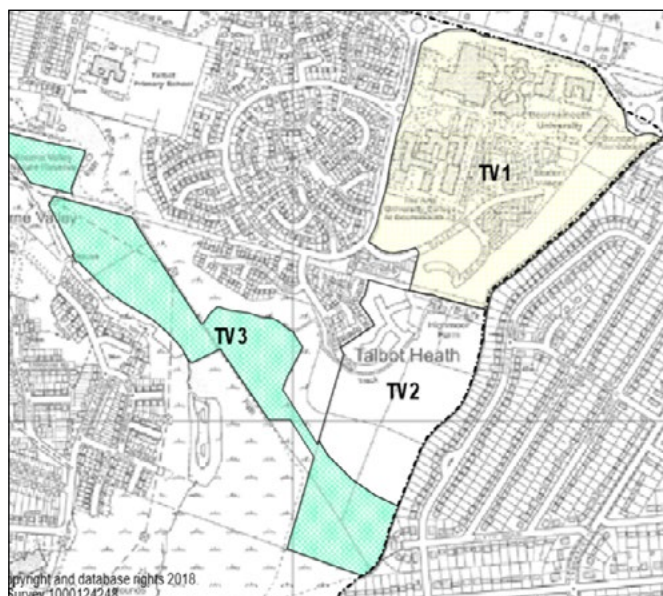


Figure 8 - Talbot village development zones

Any new residential development proposed in this area is currently required to reflect the 'density' of adjacent residential areas. To help meet our challenging housing requirements we could alter this with a requirement to reflect the 'scale' of adjacent residential areas. This change would provide more flexibility whilst still continuing to protect neighbouring resident's amenity.

Wessex Fields Business Park

The Wessex Fields Business Park, situated off Castle Lane East, has been an important employment area since its original allocation in the 1980s. The area includes a range of offices, Royal Bournemouth Hospital, law courts and a hotel.

There is a large undeveloped area of land next to the hospital. This land is now owned by the council and we are exploring what mix of uses should go on the site. It is envisaged that this area provides the opportunity to create a cluster



of medical technology businesses, along with other employment and health uses, and some key worker housing.

Wessex Fields can currently be accessed from Castle Lane East which is one of the most congested roads in Bournemouth. Planning consent has been given for a new junction off the A338. Works have started which will give access to our land and the adjacent sewage works and there is ongoing work looking at improving walking, cycling and public transport access.

We consider that Wessex Fields should continue to be a location for a broad range of employment uses. Allowing a wider range of uses on the site potentially including an element of key worker housing associated with the hospital could be the catalyst to bring this site forward.

167 Lansdowne

The Lansdowne area in Bournemouth town centre is one of the conurbations main business and employment districts, accommodating high density office space. The area is well located near Bournemouth Travel Interchange giving access to rail bus and coach travel options as well as having easy access to the A338.

In recent years there has been an increased pressure for education uses, residential and student accommodation in the area. In our existing Local Plan we have identified the area to deliver primarily office space, however evidence submitted to accompany planning applications and in support of planning appeals demonstrates that large, office schemes are unlikely to be viable. This trend is likely to be exacerbated by changing work patterns

(such as increased home working and a possible future need for flexible office space) that has been accelerated by the Covid-19 pandemic.

We remain committed to the future of Lansdowne as an important employment and education location through initiatives such as the Lansdowne Delivery Plan (2015) which includes improvements to street and spaces, such as that emerging in Holdenhurst Road. Its character, location and connectivity allow for a scale and type of development that is unlikely to be acceptable elsewhere in the BCP area. It therefore has unique potential for high density mixed-use development.

However, it is likely that local planning policy for the Lansdowne will need to change emphasis for it to have a future as a thriving employment area. On this basis we could introduce a more flexible approach that would support a wider range of employment and residential uses rather than focussing mainly on offices. Further, up-to-date employment evidence will be produced to support the new Local Plan, enabling an understanding of future office needs.



Issue: Protecting existing employment areas

Existing employment areas support various local business. We have various options on how we manage these areas in the future, we could explore one of these options:

Option 1. Continue to protect all existing employment areas for employment related uses (offices, research and development, and light industrial, general industrial and warehousing).

Option 2: Be more flexible and allow a wider range of uses in employment areas including housing.

Option 3: Identify specific employment areas that can be re-developed for housing.

There are many existing employment areas across BCP which provide for a wide range of employment in various businesses and commercial activities. These areas contain industrial units, warehouses, and office uses.

Protecting employment land would ensure that there is sufficient land to meet employment needs and growth. We are working on a new Workspace Strategy which will give us a better understanding of our employment land needs. There may be scope to redevelop some or parts of employment areas for other uses, such as housing. This would reduce employment floorspace. It could also cause

issues for existing uses in employment areas which may not be compatible with residential uses. However, it could help to meet our challenging housing needs.

We have reviewed our existing employment sites across BCP and have identified those which we think are suitable for continued employment use. These are shown on the interactive map at haveyoursay.bcpCouncil.gov.uk/localplan, an extract of which is shown in Figure 9.

Implications of government changes to use classes and permitted development

The Use Classes Order and Permitted Development Order allow some developments to take place without planning permission. The government has made significant changes to these orders in 2020 and further changes are being introduced in August 2021. The changes will likely have some impact upon existing employment floorspace. Offices were previously given a use class known as B1; however offices now fall within a new use class called Class E which covers all commercial, business and service uses. This gives office uses more flexibility to change to any other uses classified under Class E without planning permission, this includes shops and cafés.

In August 2021 the government is introducing more changes which will allow premises within Class E to be changed to residential under permitted development rights through a prior approval procedure rather than needing to gain planning permission. This could result in existing offices and industrial premises being lost through conversion to residential use.



Figure 9 - Existing employment areas

There are some limitations and criteria for prior approvals. It only affects premises under 1,500 sqm floorspace and we can only consider:

- Impacts on transportation.
- Contamination risks.
- The impact of noise from commercial premises on future occupiers.
- The provision of natural light.
- The impact upon future occupiers in areas which are used for general or heavy industrial waste management, storage and distribution, or a mix of uses.

Having regard to these considerations, residential use is likely to be inappropriate within a vast majority of employment areas. To provide clarity and protection for the continued operation of existing employment premises, we could identify those employment areas where there is likely to be conflict.

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New sites and re-development of sites will still need planning permission and it is important to continue safeguarding premises within BCP. Existing employment areas will be safeguarded for uses which generate employment, and which are appropriate to the location.



Issue: Isolated employment sites

Employment sites which are not part of a wider employment area still contribute to our supply of employment land. We have various options how we manage these areas in the future, we could explore one of these options:

Option 1: Continue to protect isolated employment sites for employment uses, requiring the site to be marketed for employment uses before allowing any change of use to occur, and exploring other uses that generate employment or health/care related issues in the first instance.

Option 2: Continue to protect isolated employment sites for employment uses, requiring the site to be marketed for employment uses before allowing any change of use to occur.

Option 3: No longer protect isolated employment sites for employment and encourage re-development.

There are a number of employment sites in locations which lie outside of protected employment areas. These are regarded as isolated employment sites and some may not be particularly well-suited to continued employment use. Redeveloping these sites for other uses could offer an opportunity to help meet other development needs, such as care homes or housing and improve the amenities of neighbouring residents.

However these sites do form part of our employment land supply and it may be appropriate to consider the viability of isolated employment sites for continued employment use. Where a site is no longer appropriate for employment uses on grounds of viability, local character, impact of the employment use on amenity or location, a policy approach could consider applying a priority hierarchy of alternative uses including health or

care-related uses; other uses which generate employment; or other forms of housing.

Offices could also be considered as isolated employment sites where they lie outside of protected employment area or town centres. However, offices now fall under Use Class E and can flexibly change to other uses within Class E without the need for a formal planning permission. Furthermore, in August 2021 the government is introducing changes to permitted development which will allow premises falling within Class E to be changed to residential. There are some limitations and criteria for prior approvals, however and proposals involving re-development of a site or changes of use over (1,500 sqm floorspace) will still require planning permission.

Issue: Visitor accommodation

Recommendation: We propose to prioritise central Bournemouth as a location for new hotel development. We would seek to focus new hotel development in this area.

In relation to existing hotels we could consider one of the following options:

Option 1: Resist the loss of hotels in specific zones within Bournemouth town centre and potentially within Christchurch and Poole town centres.

Option 2: Resist the loss of hotels but support enabling residential development alongside hotel redevelopment.

Option 3 : Consider a more market driven approach that is more flexible to the loss of hotels.

170
Visitors to BCP are crucial to the local economy, bringing spend into the area and providing employment. The Local Plan will need to consider how to maintain a sufficient range and supply of visitor accommodation to help sustain a competitive visitor economy into the future. Economic investment plans such as Lansdowne, Poole Town Centre, Boscombe Towns Fund, Seafront Strategy will fuel demand for new hotel stock. Government policy indicates that visitor accommodation and facilities are “main town centre uses” and should therefore be directed into defined centres.

We are currently gathering evidence on hotel and visitor accommodation which will inform future policy on new hotel developments and retention of existing hotel stock. The work is at an early stage and the issues need to be examined and discussed further before policy approaches on visitor accommodation are consulted upon later this year. The options above give a broad indication of the

type of issues that could be considered in future workshops and consultations.

Prioritising central Bournemouth would give a clear direction to the market regarding our priorities. We could consider designated core hotel frontages along parts of Bournemouth town centre where existing hotels would be protected and new hotels would be encouraged. This would provide a focus for new development and encourage hotel development. While there are fewer hotels within Poole and Christchurch town centres, we could consider areas where existing hotels within these centres are also protected. Alternatively, we could allow hotels to redevelop alongside the provision of residential uses or give consideration to a more flexible approach to assist in the exit of poorer quality hotel stock which does not have a realistic future.

Issue: Visitor attractions

Some sites have been suggested for new visitor attractions. These sites are outside of our town centres in the Green Belt. We need to decide if these sites should be included in the Local Plan. We could consider one of the following options:

Option 1: Explore if exceptional circumstances exist which would allow us to allocate some of these sites.

Option 2: Continue to encourage new visitor attractions to be focused within our existing centres.

Visitor attractions help to support the visitor economy and make BCP an attractive destination. Government policy sets out that leisure, entertainment, cultural and tourism development are “main town centre uses” and therefore should be directed into defined centres.

We have had some sites promoted to us for leisure and visitor attractions around Hurn. The sites are shown in Figure 10 below and set out in more detail in appendix 4.

These sites are all situated in the Green Belt. The area is also sensitive due to the proximity to a protected area of Dorset Heathland, Moors River SSSI, the Hurn heritage conservation area, listed buildings, quiet walking routes on existing lanes and Bournemouth Airport. The area has seen some improvements to road junctions and walking and

cycling routes, visitor attractions in this area would however likely to be car focused.

Due to the location of the sites within the Green Belt if we were going to consider any of them for allocation we would have to consider if exceptional circumstances can be demonstrated. We have not come to any conclusion about whether any of these sites would be suitable for leisure development or if exceptional circumstances exist. In the first instance we would like your views on these sites.

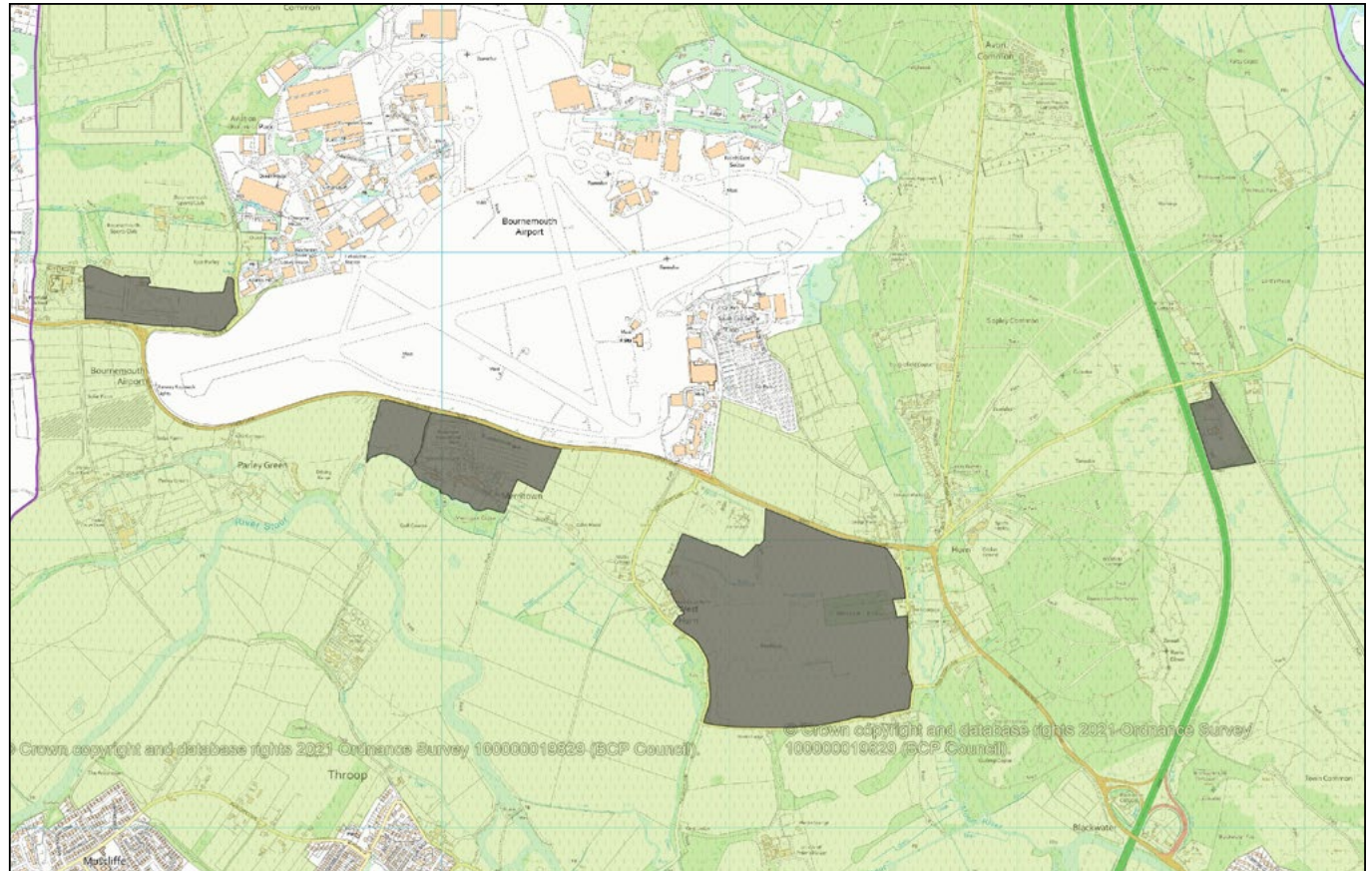


Figure 10 - Sites suggested to us for new visitor/leisure attractions

4.4 Adapting our High Streets and retail areas

Objective: Adapt our High Streets and shopping areas to cater for changing retail demands

There have been major economic and social changes in the last 10 years which have changed the way we shop, affecting patterns of retail development and the development of new types of shops. The key areas of change are the rise in internet shopping, the rapid growth of discount retailers, the 'convenience' shopping concept, the consolidation of investment into fewer larger centres and an overall decline in the demand for town centre retail floorspace.

The Covid-19 pandemic has compounded the challenges of town centres further. Numerous businesses including large high street chains have closed or moved to being online businesses, and many premises in town centres now remain vacant. Increased online shopping and an increase in home working has accelerated changing shopping patterns and trends.



Issue: Our needs for shopping and other town centre uses

Recommendation: The government require us to set out a hierarchy of centres. We propose the hierarchy shown in table 2 with Bournemouth and Poole defined as sub-regional town centres and Christchurch as a town centre.

The government require that we define a network and hierarchy of centres. These are used to help direct development to appropriate locations and to inform any strategies about the future of each centre. We also have to consider how we will meet our anticipated needs for retail, leisure, office and other main town centre uses and how these requirements can be met over the Plan period.

The BCP Retail Study 2021 recommends a hierarchy of centres which is summarised in Table 2 and set out on our interactive map at haveyoursay.bcpCouncil.gov.uk/localplan. We propose to use this hierarchy of centres in the final version of the Local Plan.

The Retail Study also sets out the potential

floorspace which is needed over the Plan period. This is shown in Table 1.

The figures show that going forward there is a large over-supply of comparison retail (higher value products such as household goods or clothing) floorspace within BCP and a small over-supply of convenience retail (everyday items such as food) projected within Christchurch whilst only a minor increase in convenience retail floorspace is required within Bournemouth and Poole. However, there is a significant need for food and beverage floorspace which is projected. This is heavily influenced by the growing trend in cafés and restaurants which is ever more evident within a tourist destination area like BCP.

Location	Convenience retail (sqm gross)	Comparison retail (sqm gross)	Food/ beverage (sqm gross)	Total (sqm gross)
Bournemouth	745	-7,224	7,486	1,007
Christchurch	-645	-2,559	2,442	-762
Poole	144	-6,137	3,431	-2,562
Total	244	-15,920	13,358	-2,317

Table 1. Retail and food and beverage floor space needed 2022 - 2038.

Overall these forecasts indicate that the decline in comparison retail floor space is likely to be taken up by food and beverage space. Overall, there is still an over-supply of floor space and this may lead us to review the size of some of our retail areas.

Table 2. Proposed retail hierarchy

Designation	Function and Strategy	Location		
Sub-Regional Town Centres	Main town centres serving the sub-regional area to provide a wide range of facilities and services, and be the focus for major growth.	Bournemouth Poole		
Other Town Centres	Main town centres but serving more of the local area to provide a wide range of facilities and services.	Christchurch		
Major District Centres	Smaller than town centres and serving more of the local catchment but still providing a wide range of facilities and services including shops, banks, community facilities, and often including a small supermarket.	Boscombe Castlepoint (Castle Lane West) Upper Parkstone (Ashley Road) Westbourne Winton		
Minor District Centres	Same as above with major district centres but smaller.	Ashley Cross Boscombe East Broadstone Charminster Highcliffe Holdenhurst Road	Kinson Moordown Southbourne Grove Tuckton Wallisdown	
Major Local Centres	Smaller than district centres, local centres serve a smaller and more local catchment with a range of shops which can often include some basic community facilities such as a doctor's surgery, pharmacy or dentists.	Adastral Square Alder Road Barrack Road Bournemouth Road Branksome Canford Cliffs Canford Heath Castle Lane West/ Bradpole Road	Castle Lane West/West Way Charminster Avenue Columbia Road Hamworthy Hill View Road Lilliput Parkgates Penn Hill	Purewell Queen's Road Southbourne Crossroads The Grove Wimborne Road Northbourne

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Minor Local Centres	Same as above with major local centres but much smaller.	Anchor Road Ashley Road (East) Bearwood Bennet Road Bournemouth Road (East) Broadway Charminster Road Christchurch Road & Warnford, Creekmoor Cunningham Crescent East Howe Lane Fairmile Parade Falcon Drive Fulwood Avenue	Iford Roundabout Marlow Drive Merley Mudford Oakdale Ringwood Road/Poole Lane Ringwood Road (Walkford) Salterns Somerford Road (East) Somerford Road (West) St Catherines Parade Tatnam Waterloo (Milne/Marshall Road) Wonderhalm Parade
Neighbourhood Parades	Usually a small number of shops serving the immediate area.	Avon View Parade Burton Green Bure Lane Arcade Castle Lane West/Muscliffe Lane Cranleigh Road Gillan Road Hurn Village	Hunt Road Jellicoe Drive Kimberley Road Saufland Place Stour Road Wimborne/Hillcrest Road
Retail Parks	Falling outside of town centres and traditionally for DIY and bulky goods.	Castlemore (Mallard Road) Christchurch Retail Park Meteor Retail Park Poole Retail Park Ringwood Road Stony Lane Retail Park	Tower Retail Park (Mannings Heath) Turbarry Retail Park Wessex Gate, Poole Westover Retail Park Castle Lane

Issue: Town centre boundaries and primary shopping areas

Defining the boundaries of our centres and primary shopping areas helps us direct uses into the most suitable locations. We could consider one of the following options:

Option 1: We could retain the existing boundaries of the town, district and local centres and the Primary Shopping Areas.

Option 2: We could review the boundaries with a view to reducing their size.

The government sets out that we should define town centre boundaries and Primary Shopping Areas, and make clear the range of uses permitted in such locations as part of a positive strategy for the future of each centre.

A town centre boundary can apply to a range of centres including town, district and local centres. Government guidance is that “main town centre uses” should be directed to these areas. Main town centre uses include retail, leisure and entertainment facilities (including restaurants, bars, pubs, nightclubs, indoor bowling centres and health and fitness centres) offices, arts, culture and tourism development (including theatres, galleries, hotels and conference facilities).

Defining the town centre and other centre boundaries is important in directing the location of new development. Our town centre and other centre boundaries can be viewed on our interactive map at haveyoursay.bcpouncil.gov.uk/localplan, an extract of which is shown in Figure 11.

We could keep these boundaries the same or we could review them to see if some areas should be reduced in size. This would concentrate commercial activity into a smaller area.

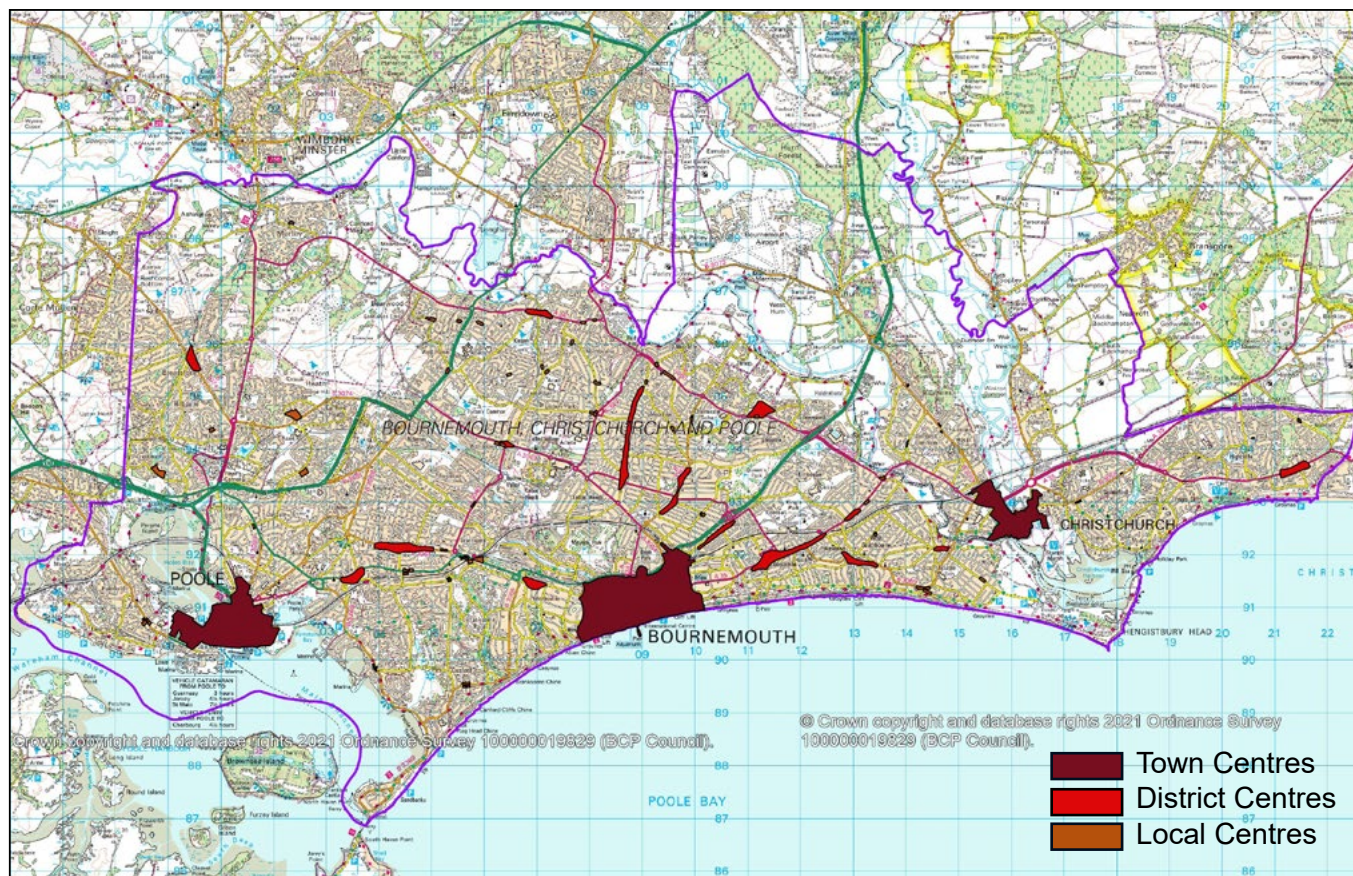


Figure 11 - Shopping centre boundaries

A Primary Shopping Area is an area within a centre where retail development is concentrated. Across the main town centres of Bournemouth, Christchurch and Poole there are separate town centre boundaries, which are drawn widely across the functional town centre area and Primary Shopping Area boundaries where retail is focused. District and local centre boundaries throughout BCP do not currently have separate Primary Shopping Areas (PSAs) identified.

We could continue to retain separate town centre and PSA boundaries in Bournemouth, Christchurch and Poole town centres whilst in other centres a single boundary should suffice.



Figure 13 - Bournemouth town centre and Primary Shopping Area

Issue: Sequential test and impact assessment

We have to apply the sequential test in line with government policy. For the impact assessment we have options over which threshold we require the test. We could consider one of these options:

Option 1: Adopt a threshold of 400 sqm.

Option 2: Work with the national threshold of 2,500 sqm.

Option 3: adopt a different approach with a different threshold or different thresholds for different locations.

National government policy supports what is known as a sequential approach which aims to direct town centre uses into town centres and limit such uses outside of defined centres. This helps to protect and maintain the vitality and viability of existing centres.

If a main town centre use or leisure development is proposed outside of a defined centre government policy also requires an impact assessment. This aims to set out the impact on existing centres.

Government policy sets out a threshold of 2,500 sqm gross for developments which require an impact assessment however, Local Plans can set out a lower threshold where this is considered appropriate. We propose to adopt a lower threshold of 400 sqm (gross). This would allow us to consider the impacts of larger developments on our centres and strengthen their role. The 400 sqm (gross) threshold corresponds with the Sunday Trading Act where anything over 400 sqm (gross) or 280 sqm (net) is defined as a large shop.

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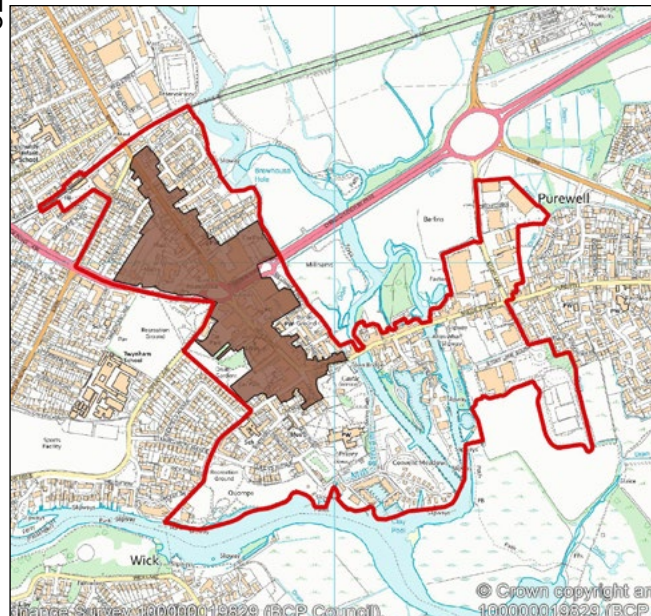


Figure 12 - Christchurch town centre and Primary Shopping Area

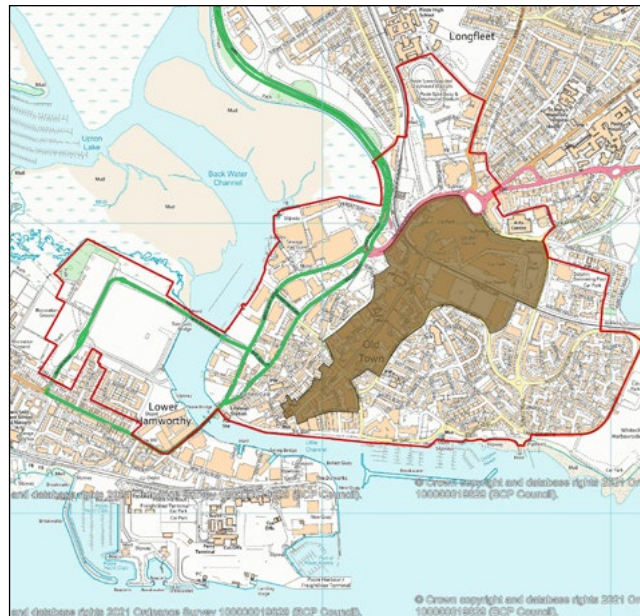


Figure 14 - Poole town centre and Primary Shopping Area

Issue: Vibrant centres

Due to government rules we have less control over the change to use from a shop to other uses, including residential. However for larger units and those in heritage areas we retain some options to help manage change. We could consider both of these options:

Option 1: Restrict the loss of existing premises over 1,500 sqm in Class E use where it would affect the vitality and vibrancy of a centre.

Option 2: Identify the heritage Conservation Areas where changes of use from Class E to residential would likely have a harmful impact on the character and sustainability of the Conservation Area.

Previous policy approach has been aimed towards the retention of existing main town centre uses within centres to ensure that they remain vibrant places and continue to meet retail needs. Whilst this is still considered an appropriate and necessary approach, the government has made some recent changes to the use classes order and permitted development which need to be considered.

The planning system includes the use class order which places different uses in different classes allowing policies to be drafted to direct different uses into different locations and control changes of use.

In September 2020 the government introduced the new use class (Class E) which replaces and combines the former uses for shops (A1), professional services (A2), restaurants (A3), offices and light industrial (B1), clinics, crèches and gyms. This gives more flexibility for premises in the Class E use class to change use without the need for planning permission. We have therefore lost some of the previous controls to retain retail shops.

In August 2021 the government is introducing more changes which will allow premises falling within Class E to be changed to residential without full planning permission. This means that premises in shopping areas could be changed to residential resulting in the loss of a commercial frontage which we would previously have resisted. A process called Prior Approval is still needed which is subject to some limitations and criteria, for example proposals involving re-development of a site or changes of use over (1,500 sqm floorspace) will still require full planning permission. We could seek to resist change of use or redevelopment proposals of 1,500sqm where it would affect the vibrancy of our centres.

The government has also included a criteria within the prior approval where the building is located in a Conservation Area and would involve a change of use of the whole or part of the ground floor which is to consider the impact on the character or sustainability of the Conservation Area. This could be considered on an individual basis although it might provide more clarity to identify those Conservation Areas which are traditionally commercial. To give clarity we could seek to identify those Conservation Areas where changes of use to residential would affect the character and sustainability of the conservation area.



4.5 Provide a safe, sustainable and convenient transport network

Objective: Provide a safe, sustainable and convenient transport network, with a step change in active travel behaviour, ensuring the necessary transport infrastructure is in place to make it easy for everyone to get around

Issue: Our future transport strategy

Our region suffers from traffic congestion. Bournemouth is the third most congested place in the UK. Our area's unique geography and lack of joined-up travel infrastructure has, in some places, led to over-reliance on cars, slower journey times and poor air quality.

178 The required housing growth, economic ambitions and climate change issues mean that new sustainable infrastructure is vital to help connect people and places in a way that also protects the planet.

We are currently preparing the Local Transport Plan (LTP4) which will set out the strategy for the management, maintenance and development of the area's transport system and inform the next stage of the Local Plan and its Transport Strategy.

The LTP4 will be drafted later this year. However, we know from LTP3 and existing transport projects that our Strategy will need to be focused on providing a safe, connected, accessible and low carbon transport network that reduces the reliance on car use and maximises non-car travel. This is consistent with the government's approach to reducing the need to travel, offer genuine choice of transport modes, reduce congestion and emissions and improve air quality.

Recommendation: We will need to include a transport strategy in the Local Plan and this will be focused on providing a safe, connected, accessible and low carbon transport network across BCP and south-east Dorset, which seeks as appropriate to:

- **Direct new development to the most sustainable, and accessible locations to reduce the need to travel and maximise non-car travel.**
- **Improve cycling and walking routes and facilities.**
- **Improve bus and rail services.**
- **Investigate opportunities for innovative mass transport schemes.**
- **Apply traffic management measures to improve safety for all road users.**
- **Maximise opportunities to increase rail freight transport to and from Poole Port.**
- **Explore park and ride opportunities.**
- **Identify transport infrastructure requirements to deliver the Local Plan development allocations.**
- **Improve cycling and public transport connections to the airport and its business parks.**
- **Provide adequate public car parking provision and electric vehicle charging points.**
- **Improve air quality.**

Issue: Transport infrastructure

Recommendation: We propose to set out strategic transport schemes, identifying and protecting routes and sites which could be critical to delivering transport infrastructure and widening transport choice.

Delivering transport infrastructure is an essential part of delivering sustainable development and to ensure access to housing, employment, services and facilities.

A particular focus over the Plan period will be on strategic transport infrastructure required to manage traffic congestion, reduce emissions, enhance walking and cycling routes and improve connectivity in line with the delivery of development. Transport connections are one of the most important infrastructure issues when considering new development.

179 The government advises that transport issues should be considered from the earliest stages of developing a Local Plan and that planning policies should be prepared with the active involvement of transport authorities and other transport infrastructure providers and operators.

A variety of projects are already in progress or planned to improve transport connections over the Plan period. These are identified in existing Local Plans, Local Transport Plan 3, the Local Cycling and Walking Infrastructure Plan and emerging transport strategies.

Current strategic transport schemes that are likely to come forward over the Plan period include:

- Investigating the potential for a package of Park and Ride sites in the conurbation
- A range of sustainable travel corridors and travel improvements
- Bus infrastructure improvements - new bus stops, lighting, 'smart' traffic, smart ticketing, bus interchange improvements and improved real-time information

- New local travel app
- Road / junction improvements
- Cycle facilities for businesses, schools, colleges and universities
- Improved pavement access for people with mobility needs
- Upgraded wayfinding (information and signs)
- Introduction of e-bikes
- Improvements to the rail network and rail station provision

As we move forward with the Local Plan we will also be commissioning further testing of potential site allocations to understand the likely level of additional infrastructure requirements over the Plan period. The transport infrastructure required to support development coming forward within the Plan period will form part of the Infrastructure Delivery Plan (IDP) (see section 4.9) and will be set out in the Draft version of the Local Plan.



Issue: Transport impacts from new development

Recommendation: When submitting planning applications we propose that developers consider a range of transport requirements including:

- **Transport Assessment**
- **Travel plans**
- **Parking provision in line with the BCP Parking Standards (SPD)**
- **Mitigation measures to address traffic/ safety/ congestion**
- **The provision of safe and convenient access points**
- **Electric charging points**
- **Bike and other vehicle storage**
- **Making green vehicle technologies available**
- **Safety for all users**
- **Developer contribution (to transport modelling or strategic improvements)**
- **Air quality mitigation**
- **Highway works**

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New development can place additional pressure on existing transport infrastructure. Government policy advises that when assessing planning applications for new development, sustainable transport modes should be promoted and that any significant impacts on the transport network or highway safety should be mitigated.

Developments that generate significant amounts of travel should be required to provide a Travel Plan and applications should be supported by a Transport Assessment. Travel Plans aim to ensure that walking, cycling and public transport options are considered, prioritised and incorporated into the development, and measures required to mitigate any impacts on the transport network are

included. Therefore, new developments should include all infrastructure that is necessary to the sustainable development of the site and to mitigate any impacts on the wider transport network.



4.6 Natural environment

Objective: Conserve and enhance our protected habitats and biodiversity, and our network of green infrastructure and open space

The Bournemouth, Christchurch and Poole area, along with nearby parts of Dorset and Hampshire, is renowned for the quality of its natural environment.

Many of our natural areas are protected under national and international law, whilst some have local importance. These areas are valuable in their own right, as well as for the role they play in attracting people to live, work and visit the area.

181 We must be particularly mindful of the potential consequences of not meeting our duties under the The Conservation of Habitats and Species Regulations 2010. These require us to mitigate any impacts from development on protected habitats, including those in neighbouring areas such as the New Forest National Park. If this is not done we may not be able to issue planning approvals for new homes.

As part of the Local Plan process a Habitats Regulations Assessment will be produced. This will test the impacts of the Local Plan proposals and policies on protected habitats and species while identifying ways to avoid or minimise any effects.

Issue: Conserving and enhancing biodiversity and geodiversity

Recommendation: We propose to fulfil our duty to conserve and enhance biodiversity and geodiversity by including appropriate policies in the Local Plan.

We have a legal duty to conserve biodiversity. A key role for the Local Plan is to ensure that future growth, especially in terms of housing and the economy, can take place without damaging the high-quality environment that helps to attract growth in the first place. If impacts are unavoidable then we must make sure mitigation is put in place to reduce any harm. This is particularly important in relation to the internationally protected habitats and species designations such as the Dorset Heathlands and Poole Harbour.

The government publish a list of species and habitats of principal importance in England. Species and habitats of local importance in this area are identified within the Dorset Biodiversity Strategy and are also recognised with designated Sites of Nature Conservation Interest (SNCI), Local Nature Reserves (LNRs) and habitats and species of principal importance to biodiversity, including ancient woodland, veteran trees, watercourses and wetlands. The aims is for all areas that support biodiversity, from those protected by international designations down to species and habitats of local importance, work together, to enable wildlife to thrive.

Maintaining and enhancing a well-connected network of biodiversity assets is a key part of sustainable development. The importance of ecological networks linking wildlife sites is increasingly recognised. This can include relatively small features such as species-rich hedgerows, road verges and ponds. We aim to continue to enhance the BCP area's ecological network by developing, improving and adding to biodiversity and geological assets and the links between them. Information from the Dorset Environmental Records Centre on existing and potential ecological networks will help in achieving this aim.

Government policy encourages biodiversity net gain to be sought through planning policies and decisions. Biodiversity net gain should deliver measurable improvements for biodiversity by creating or enhancing habitats in association with development and can be achieved on or off site. However, although national planning policies puts the principles in place it does not currently indicate an acceptable target or percentage net gain. This is likely to be addressed by the Environment Bill that is currently proceeding through Parliament. At

present there remains uncertainty over the detail of biodiversity net gain measures, the eventual Act might contain and whether mandatory targets will be set. Therefore, at present it is unclear whether a local policy in the Local Plan will be necessary or appropriate over and above the measures in the forthcoming Environment Act.

Geodiversity is the range of rocks, fossils, minerals, soils, landforms and natural processes that go to make up the Earth's landscape and structure. The Dorset Local Geodiversity Action Plan aims to promote the conservation and enhancement of the geological resource, provide guidance and increase the appreciation and understanding of the geological heritage of the area. All three existing Local Plans for the legacy authority areas include policies to protect important geological and geomorphological sites such as the Bournemouth cliffs and chines and the old sea cliffs at Whitecliff recreation ground.

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Figure 15 - BCP's network of protected habitats

Issue: Protecting Dorset Heathlands and mitigating development impacts

Recommendation: We propose continuing to implement the approach advocated in the existing Local Plan policies and detailed in the Dorset Heathlands Planning Framework Supplementary Planning Document. We can explore the potential for other approaches that would still fulfil the council's duty to ensure mitigation of harmful impacts on the Dorset Heathlands from new development.

Evidence shows that the Dorset Heathlands continue to be under significant pressure from urban development. BCP Council local planning authority as decision maker on planning applications, has a duty to ensure that the impacts of new development are mitigated and is advised by Natural England on how to fulfil these duties.

The former Dorset local planning authorities have, since 2007, operated an approach to dealing with development proposals which is set out in the Dorset Heathlands Planning Framework Supplementary Planning Document (the Heathlands SPD). This document has been periodically updated with the endorsement of Natural England and provides for a consistent approach across the Dorset Heathlands.

Due to the potential adverse impact on heathland arising from human pressures and damage caused by domestic pets the existing local plan policies and the Heathlands SPD indicates that further residential development should not be permitted within 400 metres of a designated heathland. However, there are exceptions to this for example, certain types of care homes where residents are unable to freely leave to walk on the heath or keep pets.

There may be other land uses, which if in close proximity to the protected heathlands, can lead

to increased recreational or access related disturbance. These are considered on a case-by-case basis.

As the majority of visitors to the heathland live within 5km of the site, the Heathlands SPD indicates that between 400 metres and 5km, development involving a net increase in residential units would have a significant effect on the heathland and therefore mitigation measures would be required.

In most instances the mitigation involves financial contributions to a projects fund which is used to provide Heathland Infrastructure Projects (HIPs) which can include provision of new Suitable Alternative Natural Greenspaces (SANGs) or improvement of existing greenspaces to divert pressure from the heaths. In addition, contributions go towards the day-to-day costs of management of the heaths, education and monitoring known as Strategic Access Management and Monitoring (SAMM).

Issue: Provision of strategic Suitable Alternative Natural Greenspaces (SANGs)

Recommendation: We propose to continue the current approach to the provision of strategic SANGs through both public and private SANGs including the continued emergence of SANGs within the Stour Valley Park.

**We could also explore:
Option 1: Changing the use and/or management of some of our existing open spaces e.g. golf courses, to provide strategic SANGs**

The Heathlands SPD sets out the approach to mitigation and how it will be delivered through developer contributions, Community Infrastructure Levy (CIL) and legal frameworks. The delivery of SANGs is a key part of this strategy. In some instances, larger residential proposals may be able to provide SANGs on, or near, the development sites. However, in most cases this is not possible and financial contributions can then go towards large strategic SANGs which are sufficiently attractive to draw visitors from a greater distance and can therefore help to provide mitigation for residential developments over a larger area.



The provision of strategic SANGs within the BCP area is critical to the delivery of heathland mitigation. Upton Country Park is a well established strategic SANG which has been expanded over the last ten years. Other SANGs are being developed, have permission or have potential. These include the Two Riversmeet SANG (which incorporates the former Two Riversmeet golf course and Stanpit Recreation Ground), Canford Park off Magna Road and Roeshot Hill.

The Stour Valley Park is an emerging area where SANGs have potential to be planned and delivered. The aim is to ensure these are linked together across the area to improve recreational opportunities, encourage wildlife and enhance landscape quality. This would entail the council continuing to work with its partners to identify opportunities to bring forward further land that can join up and deliver the Stour Valley Park and improve existing rights of way. To this end, BCP Council has agreed to become a partner within the Stour Valley Park Partnership who are developing a Stour Valley Park Strategy and Master Plan.

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Issue: Improving the air quality on the Dorset Heathlands

Recommendation: We propose to implement the Dorset Heathlands Interim Air Quality Strategy up to 2025 and then align projects to new policies in the BCP and Dorset Councils Local plans.

The Heathlands SPD lists the main factors impacting on lowland heaths in Dorset. One of the factors identified is roads and more particularly pollution/enrichment causing vegetation change from vehicles in transport corridors’.

Population growth normally comes with increased vehicular trips. Where roads pass close to protected heathland sites, nitrogen deposits from the exhausts of fossil fuel propelled vehicles settles upon adjacent heathland sites, enriching the soil with nutrients that enable vegetation to grow that out compete the lowland heathland’s native heather plants. An increase in traffic contributes in combination with other pollutants such as agriculture to a significant effect upon the integrity of the Dorset Heathlands.

As part of the Local Plan preparation process we, along with Dorset Council, will need to develop a strategy and policies to ensure that development avoids and, where necessary, mitigates the air quality impacts of increased traffic upon the Dorset Heathlands. That strategy will need to build on current strategies such as improving sustainable travel and the use of electric vehicles to reduce pollution.

As part of this process, BCP and Dorset Councils have produced a Dorset Heathlands Interim Air Quality Strategy. This document aims to deliver interim measures ahead of the adoption of formal Local Plan policies. Section 6 of the interim Strategy gives an indication of the policies areas that the Local Plan may encourage. Examples include the change of use of agricultural land near heathland to lower nitrogen inputs and identifying multiple use benefits in the siting of Heathland Infrastructure Projects (HIPs), Poole Harbour Infrastructure Projects (PHIPs) and nitrogen offsetting projects on sites adjacent to heathland.

Given our legal duties related to the heathland habitats, the only reasonable option is to include policies within the Local Plan to address the impact of air quality on the Dorset Heathlands.



Issue: Dealing with Poole Harbour Nitrate Pollution

Recommendation: We propose to continue the strategy detailed in the existing Nitrogen Reduction in Poole Harbour SPD and incorporate the strategy into the new Local Plan. We will also examine whether there are other realistic strategies for dealing with this issue.

Poole Harbour is among the biggest natural harbours in the world and is of major ecological, recreational and commercial importance. However, evidence demonstrates that the harbour is under particular pressure from nitrate pollution.

Excessive nitrogen in the harbour waters causes the growth of algal mats that restrict the food available for protected birds. The majority of nitrogen is generated by agriculture but some is generated from human sewage. Since 2020 we are using a real-time Artificial Intelligence network to monitor water quality.

BCP Council and Dorset Council must be certain that development proposals within the Poole Harbour catchment will either avoid harm to European protected sites or mitigate the impacts to ensure there is no adverse effect. In 2017, the Nitrogen Reduction in Poole Harbour SPD was adopted by the former Borough of Poole Council and Purbeck District Council. It provides detailed information about the issue and which uses should provide mitigation. The SPD remains in place under BCP Council.

Mitigation can be 'direct' through upgrading sewage treatment works or 'indirect' by offsetting the nitrogen generated from new development, for example changing the use of fields where nitrogen fertiliser is applied.

It is important that we effectively mitigate any impacts otherwise we could potentially be in a position where we are unable to issue planning approvals within in the Poole Harbour catchment for new residential developments which would otherwise be acceptable. This has happened recently in the Solent area where there are also nitrate pollution issues and Hampshire planning authorities were unable to issue planning consents. They are addressing the issue by restoring some intensively managed farmland to a wildlife habitat.

We, along with Dorset Council, will need to work in partnership to collect contributions from developers and use them to implement mitigation projects to ensure development within the catchment of Poole Harbour is nitrogen neutral. The council awards grants for projects that change agricultural land from high-to-low nitrate input in order to offset the impact of nutrients entering Poole Harbour. In January 2021, the council agreed to use developer contributions to award a grant to Dorset Wildlife Trust, in order to purchase agricultural land and manage it in perpetuity as low nitrate input. Known as the Dorset Nature Park, this proposal will allow the council to continue to grant planning permission for new homes, as well as providing multiple benefits to residents across Dorset and BCP Council areas. This proposal had the support of Natural England.

Issue: Dealing with Poole Harbour Recreational Pressures

Recommendation: We propose to continue the strategy detailed in the existing Poole Harbour Recreation SPD and examine whether there are other realistic strategies for dealing with this issue.

Recreational pressures can have a harmful effect on Poole Harbour. Natural England advises that the cumulative effect of further residential and tourism development in a defined 'Poole Harbour Recreation Zone' would have a significant effect upon the Poole Harbour Special Protection Area (SPA) and Ramsar Site. In particular, population growth will increase recreational activities in and around the harbour causing direct or indirect disturbance to protected birds. Disturbance can be defined as any human activity that influences a bird's behaviour or survival. Studies show that public access in and around the harbour, and various forms of recreational activities can cause disturbance, e.g. boats, walkers, dogs, bait digging, etc.

A detailed mitigation strategy was formalised in the Poole Harbour Recreation 2019 - 2024 SPD which was adopted by BCP Council and Dorset Council in 2020. In the BCP Council area the mitigation measures are to be paid for by financial contributions from developers of new residential and tourism accommodation in the Poole Harbour Recreation Zone. This will ensure the impact of additional visitors to Poole Harbour can be managed without causing harm to protected wildlife.

Issue: Supporting green infrastructure and open space

Recommendation: We propose to maintain and expand the green infrastructure network, including the creation of the Stour Valley Park, protecting existing open spaces and enhancing their appeal to more people, connecting green spaces for people and wildlife and greening the urban area.

In addition for open spaces we could consider a combination of the following options:

Option 1: Allowing the loss of the open space if it can be demonstrated that it is underused and surplus to requirements.

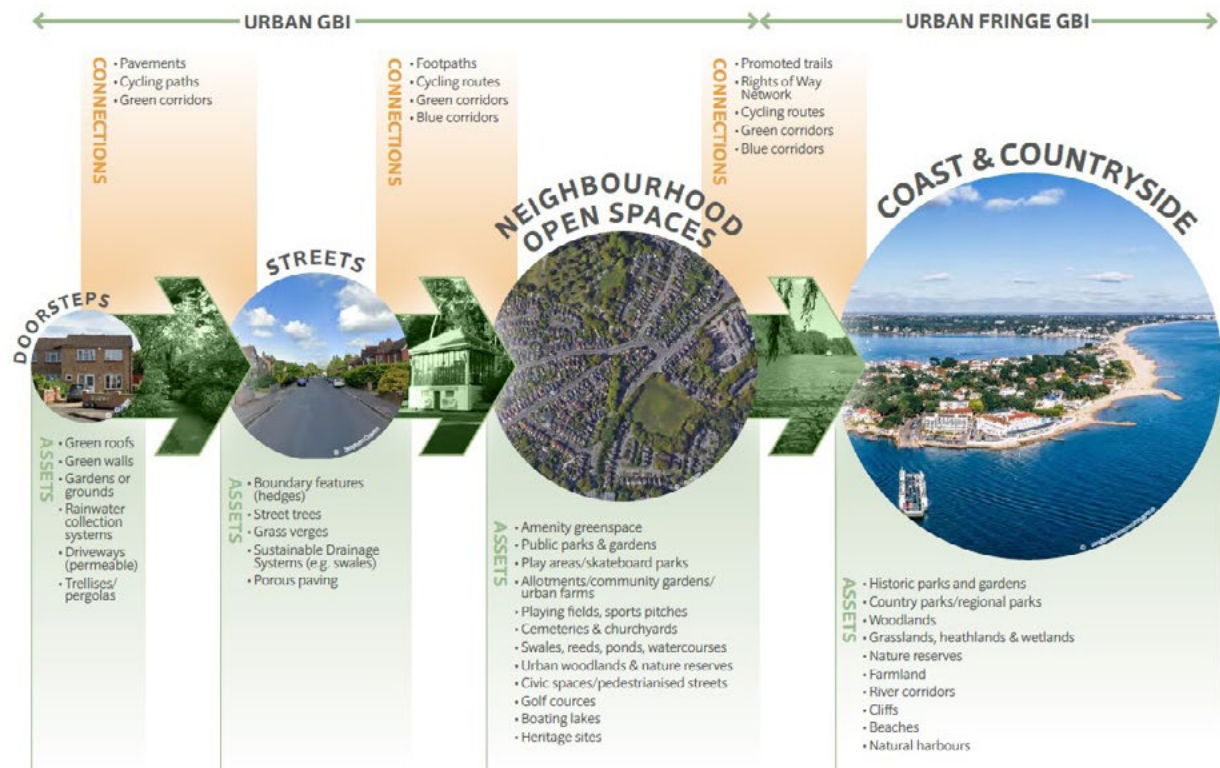
Option 2: Allowing the loss of open space for community uses that outweigh the loss of the open space.

Option 3: Making new developments pay financial contributions towards enhancing or providing open space if they cannot provide open space on site.

Green infrastructure is the name given to all our natural and semi-natural assets including parks, playing fields, open spaces, gardens, beaches, street trees, streams, rivers and other water bodies. Together they contribute to the special identity of the BCP area, provide unique wildlife habitats, support health and wellbeing, and are recognised as a major contributor to the economy, in particular supporting tourism and recreation. Green infrastructure provides an ideal nature-based adaptation solution to address climate change. The maintenance and enhancement of the green infrastructure network will be crucial in helping to ensure that the growth set out in the Local Plan can be delivered in a sustainable way.

The government recognises the benefits of green infrastructure and requires us to take a strategic approach to maintaining and enhancing green infrastructure networks.

We are preparing a new Green Infrastructure Strategy for BCP, a draft of this can be viewed



at www.bcpCouncil.gov.uk/localplan. This identifies a number of key priorities and projects to improve the green infrastructure across the BCP area. One of the key projects in the Strategy is the creation of the Stour Valley Park as a major new park for BCP. We have signed up to the Stour Valley Park Partnership to help deliver the park. Other objectives set out in the Strategy include re-purposing green spaces to be more multifunctional, connecting green spaces for people and wildlife and greening the urban environment. All development will have a role in supporting our green infrastructure network.

The provision of attractive, accessible and good quality open space is an important part of the green infrastructure network that adds significantly to environmental quality and helps to support physical activity and mental wellbeing. To ensure enough open space exists to meet the needs of residents, it is proposed that existing open spaces, will be retained unless specific circumstances exist.

We think that where a large number of new homes are being built, new areas of open space should be provided. This is sometimes difficult on high density schemes, however, on these schemes we could take developer contributions to improve surrounding open spaces.

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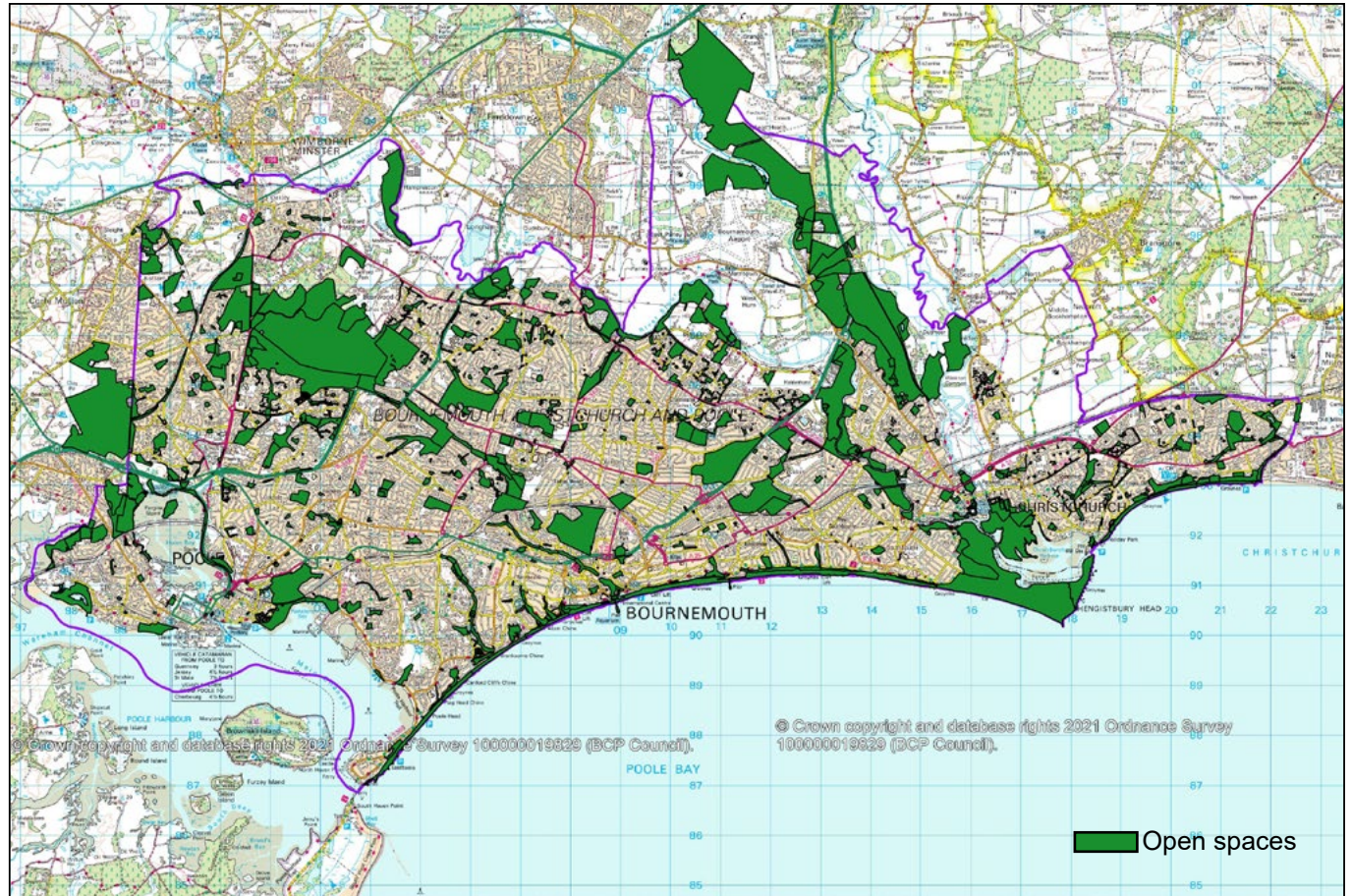


Figure 16 - BCP's network of open space

4.7 Our built environment

Objective: Promote local character and the delivery of high-quality urban design

Issue: Ensuring good placemaking and urban design

Recommendation: We propose to set out a policy in the Local Plan that requires good design in accordance with the National Design Guide and that in the majority of cases new development respects the prevailing characteristics of the local area.

National planning policy recognises that achieving high quality places and buildings through good design is an integral part of good planning. To support the commitment to good design the government has adopted a National Design Guide. The National Design Guide explains that the long standing, fundamental principles for good design are that buildings and places are fit-for-purpose, durable and bring delight. The National Design Guide provides more detail in the form of ten characteristics of good design, see Figure 17.

In the Local Plan, we are proposing that the design of buildings, streets and spaces should take into account and respond to the requirements of the National Design Guide, with new development based on a design-led approach. Therefore, in most cases development will need to respect the prevailing characteristics of the local area. Development would be expected to be sympathetic to the building heights, massing, positioning and the soft landscaping in the surrounding area. This would ensure development is sympathetic to local character, visually attractive, safe and well laid out. More detailed guidance in the form of design

guides and design codes could be developed to help identify the special qualities of different parts of the BCP area and how these should be reflected in development.



Figure 17 - The characteristics of good design

Issue: Planning for urban intensification

Recommendation: We have significant pressures for new homes across BCP. To help address this we propose to be proactive about supporting a change in character in specific areas.

We have a significant need for new homes across the BCP area, this is explained in more detail in section 4.3. The government requires us to ensure that, where possible, the new homes needed are built in the urban area where existing facilities, services and public transport exists.

We know from past trends that most new homes built in the urban area are built through the replacement of single buildings with blocks of flats or through plot severance to create additional homes. Where these types of development are done well they can provide new homes that integrate successfully with the existing character of a place through gradual evolution.

We know that people sometimes have concerns about more flats being built. However, increasing the supply of flats can help free up family housing elsewhere where these homes are under occupied and give people the opportunity to purchase a first home or downsize. We anticipate that most

development will occur in this way and respond to local character of where it is located. To support this type of gradual intensification we could set out specific criteria or additional guidance to ensure this type of intensification is designed to respect local character.

We could consider identifying some locations that have significant potential for regeneration or which have a varied character where we would proactively support a change in character, for example through allowing building heights to increase or different type of development to take place.

Some areas where we could consider supporting a change in character are illustrated on the interactive map at haveyoursay.bcpouncil.gov.uk/localplan, an extract of which is shown in Figure 18 and set out in Appendix 4. Typically, these areas are focused around existing services and facilities where there is more capacity for growth. If any of these areas are taken forward, it is anticipated that we would produce more detailed design guidance about what would be appropriate in these locations.

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Figure 18 - Areas where we could consider supporting a change in character

Issue: Tall buildings

To manage tall buildings we could consider one or both of the following options:

Option 1: Focus the development of tall buildings into parts of Poole and Bournemouth town centres.

Option 2: Allow tall buildings in other areas subject to criteria considering impact on the skyline, townscape character, micro climate and local amenity.

Another way in which we have seen urban intensification take place is through an increased number of planning applications for taller buildings, over six storeys high. Taller buildings can have a positive impact on meeting our regeneration and economic development objectives goals, enhance the vitality of places and offer a sustainable form of development however, due to their size and potential impacts they need to be considered carefully.

The tallest buildings in BCP are currently located in parts of Poole and Bournemouth town centres. We consider that these locations are likely to be the most suitable for tall buildings. However, parts of the town centres are covered by heritage

designations and we are required by government to preserve and enhance heritage designations and their settings. This means that not all parts of the town centre areas are likely to be suitable for taller buildings. As such, we could continue to direct tall buildings within to specific parts of the town centres such as Lansdowne, Richmond Hill, the north part of Poole Town Centre and within the Backwater Channel regeneration area. In these areas, tall buildings would form part of a cohesive group.

Allowing a more flexible approach would change the character in other areas but would help us meet our challenging housing needs.



Issue: Preserving and enhancing our heritage

We have to preserve and enhance heritage assets as required by government and would set out a positive strategy for heritage.

In addition, we could consider one or both of the following options:

Option 1: Consider the introduction of special controls that prevent the demolition of non-designated, locally important heritage assets.

Option 2: Review conservation area boundaries to ensure they remain fit-for-purpose.

Our built heritage is part of the character of BCP and preserving our heritage assets is an important part of planning that has many benefits for culture, wellbeing, the economy and in creating a more unique sense of place.

Government policies refer to heritage assets as any building, monument, place, area or landscape that have heritage interest. Some heritage assets are formally designated under legislation for example, listed buildings, registered parks and gardens and conservation areas. Other assets have local importance but are not formally designated by legislation.

There are many pressures on heritage assets to modernise or demolish historic buildings, change

their uses, develop within heritage conservation areas and remove landscaping. Given the irreplaceable contribution heritage assets make, the government make it clear that it how important that heritage assets and their settings are preserved or enhanced as a reminder of the history and evolution of the area.

Our heritage conservation areas and listed buildings are shown on the interactive map at haveyoursay.bpcouncil.gov.uk/localplan and extract of which is shown in Figure 19. More information about our heritage assets can be found in the historical environment record maintained by Dorset Council.

Designated heritage assets are protected by specific planning legislation and national planning policy recognises the conservation of heritage assets as a core planning principle underlining decision taking. The policies in the Local Plan will seek to apply the heritage legislation and requirements set out in national planning policy.

Heritage conservation areas cover some significant parts of BCP. Many of the conservation areas were originally designated in the 1970s. Some of these have been reviewed but many have not. We could undertake a comprehensive review to ensure the designations remain fit-for-purpose.

Local heritage assets which are not formally designated are currently being reviewed and will be set out on a Local List. We could seek to introduce specific policies and controls to prevent the loss of these assets. This would protect more heritage features but reduce the land available for redevelopment for other uses.

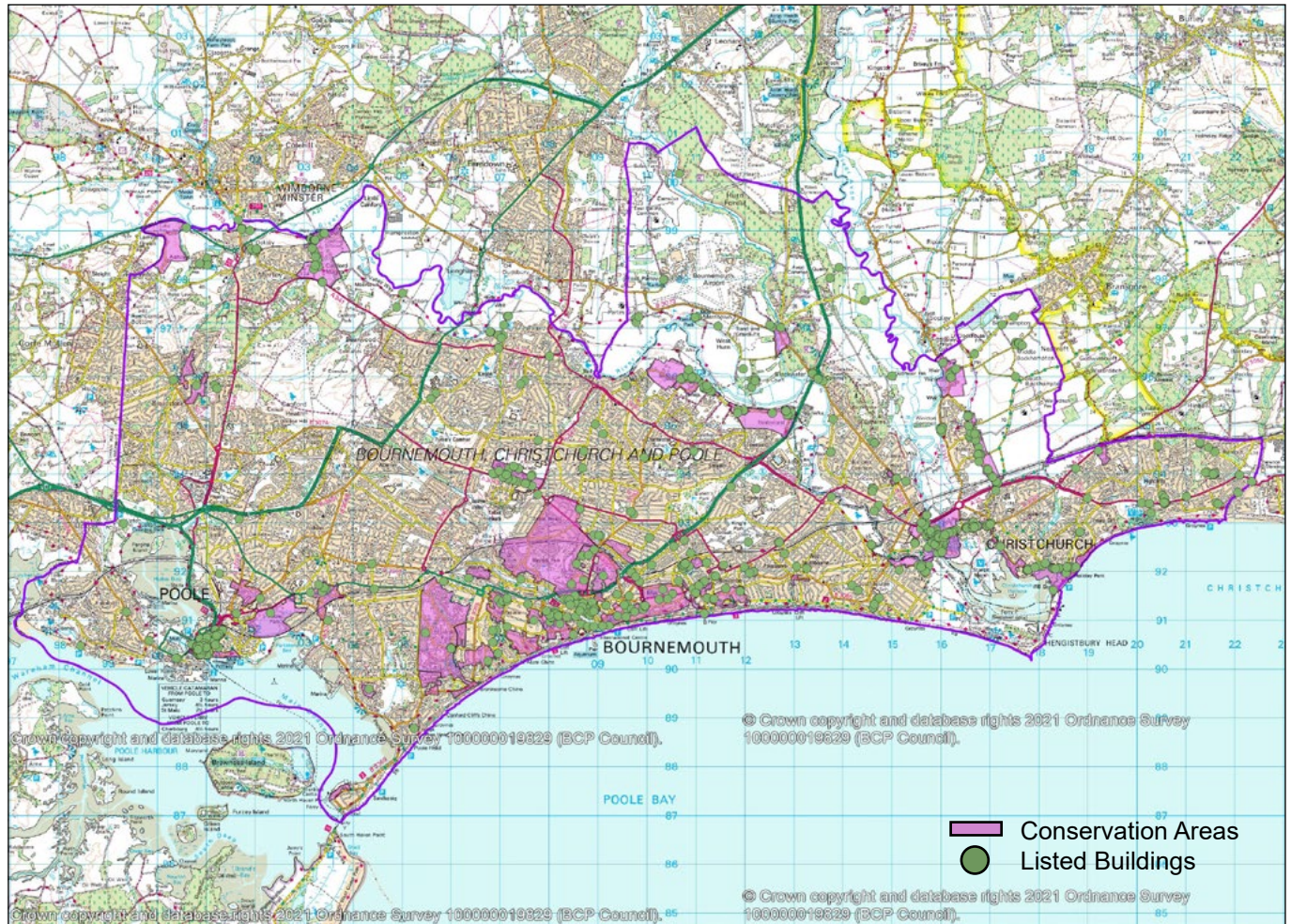


Figure 19 - BCP's heritage conservation areas and Listed Buildings

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Some heritage assets are specifically identified as being 'at risk' on Historic England's 'Heritage at Risk' Register. We will continue to pursue funding opportunities and work with landowners to secure improvements to these heritage assets wherever possible.

One specific area identified on the Register is the Poole Town Centre Conservation Area. Here we have successfully applied for funding to create a Heritage Action Zone to improve the quality of the area and support heritage-led regeneration.

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Issue: Preserving coastal and landscape character

Recommendation: We want to preserve the character of our locally-valued coastal and countryside areas and propose to set out policies in the Local Plan to achieve this, requiring the use of Landscape Visual Impacts Assessments to help assess proposals.

We could consider a specific policy in coastal areas to ensure development does not dominate or detract from views of the cliffs.

The government require us to protect and enhance valued landscapes and recognise the intrinsic character and beauty of the countryside. With the exception of the western edge of Poole Harbour, which falls within the Dorset Area of Outstanding Natural Beauty, the landscapes and seascapes within BCP are not covered by any nationally recognised landscape designations. However, the coastline of BCP is an important valued landscape locally and is a particularly important recreational resource, as well as being important to tourism, employment and wildlife. The countryside around the edge of the conurbation is also valued locally for its rural characteristics.

The coast

The features that contribute to the character and appearance of the shoreline and the coastal zone vary along the length of our coastline. Some areas are very open with few human influences, others are more commercial supporting our vibrant visitor economy. There is a need for investment in some areas of the seafront where infrastructure is ageing. We propose to have a future policy and supplementary guidance that defines the shoreline character and developments that are appropriate in different parts of the coast. This guidance would

also reflect the long-term coastal change expected in different parts of the coast. We could aim to ensure structures on the seafront do not dominate the cliffs which would preserve the shoreline character but could result in restricted opportunities for new or upgraded facilities.

The countryside

We will update our Landscape Character Area Assessment which will provide more detail about the landscape character of the countryside areas around the urban area. In places the open countryside, areas of heathland and tree-lined ridges provide a strong landscape setting for the town which is part of our areas character.

We would want to ensure proposals preserve the semi-natural features of the landscape and its open character. We think that proposals for development in the countryside would need to demonstrate how they preserve its existing character. Landscape Visual Impact Assessments are a useful tool that are likely to be required to help assess any development proposals in these areas.

4.8 Health and wellbeing

Objective: Improve health and wellbeing and contribute towards reducing inequalities

Health is influenced by a wide range of factors and the place we live in can go a long way in influencing our health and wellbeing. The government highlights the role planning can have in creating healthy communities and emphasises the importance of working with Public Health partners to understand the health needs of the local population and to identify barriers to improving health and wellbeing.

Across BCP there are notable differences in physical and mental health, and life expectancy between the most affluent and deprived wards. Over half of adults are overweight or obese and a third do not meet government physical activity guidelines. Reducing health inequalities and improving overall health is set out as a key strategic priority for Dorset Health Care Trust.

Issue: Supporting health and wellbeing

Recommendation: We propose to set out a specific policy in the Local Plan to support health and wellbeing, and require that certain developments prepare a Health Impact Assessment.

In addition we could explore introducing a specific financial contribution from new development towards health infrastructure.

We know planning can directly influence the health of the population through providing quality housing, ensuring access to open spaces, recreational facilities and services, encouraging active lifestyles and limiting exposure to pollution. Health and wellbeing is therefore a cross-cutting theme for the Local Plan which will be addressed by a range of topics.

To bring this together to ensure that development enhances health and wellbeing and, does not

have a negative effect on it, we are suggesting that a overarching policy on health is included, and that certain developments prepare a Health Impact Assessment (HIA). The size and type of development would determine the focus of the HIA and for smaller developments we are proposing applicants use the NHS Rapid Health Impact Assessment Tool to assess potential health impacts, this can viewed at: www.healthyurbandevlopment.nhs.uk/wp-content/uploads/2019/10/HUDU-Rapid-HIA-Tool-October-2019.pdf

The NHS is responsible for paying for GP practices for their services and they are paid on the basis of the number of patients on their list. New homes do not always result in increased patient lists as sometimes the households are made up of people already living in the area. However, where large, strategic developments are proposed we work with the Dorset Health Care Trust and local surgeries to determine if developer contributions should be taken to fund the expansion of local surgeries. We



Figure 20 - The wider determinants of health

also collect a financial contribution called CIL which can be spent on infrastructure needed to support developments. More information about CIL is set out in section 4.10. Historically CIL has not been used to fund primary care but we could consider using CIL to help fund primary care locally or set a separate contribution to support primary care. We would need to consider the viability of this alongside other contributions that will be needed to support development.

Another direct health-related issue we could seek to control through our policy is to try and limit the number of hot food takeaways near to schools. It can be difficult to demonstrate a direct link between the proximity of takeaways and childhood obesity. We will collect further evidence about areas of childhood obesity and explore if any planning policies in these areas could help influence healthy eating habits.

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Issue: Ensuring a high standard of amenity

Recommendation: We want to support a high standard of amenity for existing residents and future occupiers of new homes considering levels of sunlight and daylight, privacy, emissions, noise/vibration and whether a development is overbearing or oppressive.

There are some additional options we can explore:

Option 1: Setting internal space standards for new residential development in line with the national standards.

Option 2: Setting standards for external space on flatted residential development.

The design, layout and type of development proposed can lead to impacts on existing residents as well as future occupiers. One of the roles of the planning system is to ensure high standards of amenity will be enjoyed by future occupiers and that proposals do not have an adverse impact on others. We are therefore proposing that schemes should be designed to ensure a high standard of amenity are provided. This would consider issues such as privacy and levels of natural light. Some further guidance on how development can achieve a good standard of amenity could be set out as supplementary planning guidance.

We also think that it is important that the new homes that are built provide a good standard of living for future occupants. The government has produced nationally described space standards for internal space. There have been examples of schemes across BCP which fall below these standards. Introducing the national standards would ensure that everyone would have access to a reasonable amount of internal space. Although some developers may think this is restrictive and

it may impact on development viability, this will be tested through the Local Plan Viability Assessment.

It is acknowledged that there may be some situations where the standards cannot be achieved, for example in schemes where communal spaces are being provided or where the conversion of a historic Listed Building restricts the internal layout options.

We could also consider introducing external space standards. Everyone's requirements and expectations of external space are different and this might lead to developers providing the minimum standard rather than the variety of sizes we see at the moment. However, ensuring everyone has access to some private/communal outside space would enhance people's quality of life.

4.9 Tackling climate change

Objective: Work towards achieving carbon neutrality ahead of 2050 and inspire action to combat the climate and ecological emergency

A range of legislation exists which requires us to contribute to mitigating and adapting to climate change and move towards a low carbon, green economy. Mitigation is the action we need to take to reduce greenhouse gas emissions and adaptation increases the ability of the environment to be resilient to climate change.

Government planning policy encourages local authorities to adopt a proactive strategy to deal with climate change impacts including flood risk, coastal change, biodiversity, and landscapes.

195 We have pledged our commitment to reducing CO₂ by declaring a Climate Change and Ecological Emergency in 2019 and maintain a plan of 153 climate change actions, some of which the Local Plan could help to deliver.

We recognise the role that the Local Plan has in influencing a range of measures to radically reduce emissions to contribute towards meeting both national and local net zero carbon targets.

It should be noted that evidence shows that in the BCP area transport forms the largest combined carbon emitting sector comprising approximately 47% of total emissions, followed by homes (29%) and industry (24%). We will take an active approach to reducing carbon emissions from transport as part of our Transport Strategy, see section 4.5.

Issue: Ensuring new buildings will be built to reduce their energy use and minimise carbon emissions

Building regulations (Part L) sets out energy efficiency requirements and CO₂ target emission rates for new buildings. Upcoming changes to Part L are expected to be made following a timeline towards 'zero carbon ready' homes and buildings by 2025. We could consider either one of the following options:

Option 1: Allow new development to comply with the national building regulation (Part L) requirements.

Option 2: Set a higher local standard beyond the building regulations (Part L) requirements.

Nationally, there has been a significant drop in CO₂ emissions in residential energy usage over the past 16 years. This is due in part to changes to building regulations, energy efficient boilers, appliances and consumables. However, the government has suggested that this does not go far enough and its Ten Point Plan towards a green industrial revolution has introduced the Future Homes Standard and Future Buildings Standard to update Building Regulations to ensure that by 2025, they will produce 75%-80% less carbon emissions than they do today. The government has said an interim target of 31% reduction will be introduced in 2022 through building regulations.

By 2050, all buildings will need to have an emissions footprint close to zero. Buildings will

need to become better insulated, be energy efficient and obtain their heating from low carbon sources.

We can either follow building regulations requirements or consider going beyond the building regulations in requiring development to reduce its carbon emissions. If we go beyond building regulations we cannot exceed a target beyond a 19% improvement on building regulations.

Setting a higher target would help address climate change issues but would impact on the viability of development. We will be exploring some options related to this through our viability work on the Local Plan. If we were to set standards locally this could include minimum requirements for renewable

energy in new development and a requirement for development to meet one of the BREEAM ratings depending on its size. BREEAM is a nationally accredited sustainability assessment method.

The government has confirmed that new buildings should be built to reduce costly retrofitting in the future, enabling development to be "zero carbon ready" for the future homes/building standard. The energy hierarchy Figure 21 is a useful set of steps to minimise the energy consumption of a building. It starts with 'Be Lean' looking at the buildings design such as high levels of insulation and high efficiency lighting. 'Be Clean' considers how to energy efficiently. The third step is 'Be Green' which is about generating energy on site. This could be used by applicants to help demonstrate how they have considered their approach to energy efficiency.

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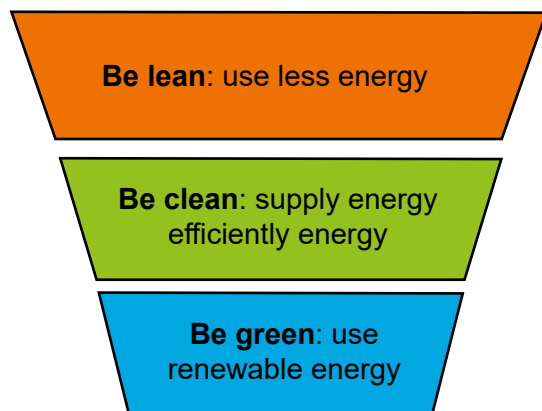


Figure 21 - The energy hierarchy

Issue: Maximising the uptake of energy from renewable sources

To maximise the uptake of energy from renewable sources we could consider one, or both of the following options:

Option 1: Consider allocating specific areas for delivering large scale renewable/low carbon technologies and associated infrastructure.

Option 2: Determine renewable and low carbon energy proposals, subject to policy criteria for example, respecting landscape quality and residential amenity.

Government is strongly supportive of increasing the use and supply of renewable and low carbon energy to reduce CO₂ and drive growth in the green economy. Local Plans must set a strategy that increases the uptake of renewable energy technology as a low carbon solution to heating/cooling. This could be achieved through technologies such as solar farms, onshore wind farms and district heating schemes.

We recognise that our area is tightly constrained and may be unsuitable for onshore wind farms or other large-scale renewable energy technology due to the wider environmental impacts, especially on landscape and habitats. However, there may be other opportunities for district heating systems.

Identifying areas suitable for commercial renewable energy development would provide certainty about the location of large scale renewable/low carbon technologies. To identify sites we would need to consider economic viability, landscape impacts and any impacts on heritage and natural assets. We would need to commission further evidence in the form of a renewable energy strategy to advise if there are any suitable areas

for large scale renewable energy and how best to implement elements of BCP Council's Climate Change Strategy and support Local Plan policies.

If we do not allocate sites or identify areas, sites that come forward could be dealt with on a case-by-case basis in line with national policy and guidance.



Issue: Flood and coastal erosion risk management

Recommendation: In line with government guidance we propose to direct the majority of development to areas of lowest flood risk. If any development has to take place in an area at risk of flooding because there is no alternative location, we will ensure that appropriate flood risk alleviation measures are provided. We also propose to require the provision of Sustainable Drainage Systems in new development.

Government guidance sets out how the planning system should help minimise vulnerability and provide resilience to the impacts of climate change. Predicted future rises in sea levels because of climate change combined with the predicted increases in frequency of severe rainfall events makes more areas vulnerable to the risk of flooding. Our evidence shows that the main types of flooding in BCP occur from tidal and coastal flooding, rivers (fluvial), surface water (pluvial) and to a lesser extent groundwater flooding.

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The government sets strict tests to protect people and property from flooding with a general approach of directing development into the areas at lowest risk from flooding. However, exemptions can exist and strategic policies in Local Plans are expected to be informed by strategic flood risk assessment, considering the cumulative impacts in local areas susceptible to flooding.

We will be producing a new Strategic Flood Risk Assessment for the BCP area to replace those of the legacy authorities. Other evidence is being prepared including a new Local Flood Risk Management Strategy, a Shoreline Management Plan and Christchurch Town Centre Flood Risk Strategy.

We know that both Christchurch and Poole town

centres are at risk of flooding, predominantly from tidal and fluvial sources. However, we are exploring exemptions to see if development can be provided in these areas which will be safe for its lifetime. Bournemouth is currently less affected by tidal and fluvial flooding but has some surface water flooding issues where the drainage system is unable to

accommodate intense rainfall events. The impacts of flooding are likely to be increased by climate change. The Local Plan can provide an opportunity to reduce surface water flooding through reduction in impermeable surfaces and ensuring the use of sustainable drainage systems in new development.



Figure 22 - Future river and coastal flood risk areas to 2133

4.10 Providing infrastructure that supports development

Objective: Deliver the infrastructure needed to support development, local communities and businesses

We want to ensure that there is sufficient and appropriate infrastructure in place to support the planned growth of housing and employment development.

The term "infrastructure" covers a wide variety of services and facilities provided by public and private organisations that are needed to support daily activities for residents of the BCP area and the general economy. This includes:

- Transport infrastructure: rail, transport interchanges, bus facilities, cycle routes, footpaths/pedestrian links, roads, electric vehicle charging points.
- Flood risk measures: strategic flood defences, flood management schemes, Sustainable Drainage Systems (SUDS).
- Telecommunications infrastructure including broadband and 5G.

- Utilities: energy supplies including renewable energy, water supply and treatment, waste disposal.
- Habitats Regulations mitigation: interventions necessary to mitigate the effects of development on nature conservation sites such as Suitable Alternative Natural Greenspace (SANGs) and Heathland Infrastructure Projects.
- Green Infrastructure: open spaces, recreation areas, green networks/corridors, allotments, tributaries, rivers and coastlines.
- Community facilities and services: education, health, sports and leisure facilities, emergency services, libraries, cultural facilities, cemeteries
- Town and local centre improvements: enhancements and new public facilities.

Issue: Delivering the infrastructure to support growth

Recommendation: We propose to work with infrastructure providers and funding bodies to develop an Infrastructure Delivery Plan to sit alongside the Local Plan and continue to fund infrastructure from developer contributions.

The government requires us to include strategic policies which make sufficient provision for infrastructure and to engage with infrastructure providers to determine where additional infrastructure is necessary. We are advised to identify what infrastructure is required, how it can be funded and delivered, and how future ongoing maintenance requirements will be managed.

We are in the process of preparing an Infrastructure Delivery Plan (IDP), setting out the key infrastructure required to support the level of planned growth across the area. This will be published alongside the Local Plan at the next stage of consultation. It will identify details of the infrastructure needed to support the Local Plan and will include information on:

- Investing in sustainable transport to improve accessibility and manage congestion.

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- Delivery of new public open space such as Stour Valley Park.
- Enhancement of beach through the emerging BCP Seafront Strategy.
- Additional schools' capacity to support housing sites.
- Health and medical facilities.
- Other community facilities.

The IDP will identify key infrastructure needs, costs and any gaps in funding. It will also consider the funding mechanisms required to secure infrastructure in a timely manner and facilitate growth.

It is critical that sufficient infrastructure is available to serve new development and that it is delivered in a timely manner to ensure the needs of the occupiers of new development can be met without placing undue burdens on existing infrastructure facilities and services. Any new infrastructure will also need to be maintained over its lifetime. The infrastructure arising from new development may sometimes be required on site or in other cases it will be more appropriately provided off-site, depending on the scale and location of the development.

Infrastructure funding

Infrastructure can be funded through different mechanisms including development contributions, grants or loans, statutory organisations or funding drawn from charges to customers.

Where development will have an impact on infrastructure we collect financial contributions to fund infrastructure requirements. These

contributions are either collected through Section 106 (s106) Legal Agreements or via Community Infrastructure Levy (CIL).

CIL is a contribution made by most new developments, although some are exempt. The contributions can be pooled together and spent on strategic infrastructure projects. We have to prepare a CIL charging schedule which sets out the amount of money which will be collected for different types of developments. A BCP CIL Charging Schedule will be prepared alongside the Local Plan.

S106 Agreements are used to address the direct impacts of new developments by providing infrastructure or paying a financial contribution. We use S106 to secure affordable housing and any site-specific infrastructure required to make the development acceptable in planning terms. There are specific tests that must be met to use S106 Agreements that are set out in legislation.

We will continue to collect developer contributions through S106 and CIL and spend money collected on delivering essential infrastructure such as heathland mitigation and to benefit local communities.

The government expects Local Plans to set out any development contributions expected from development, for example those for affordable housing provision. However, it makes clear that these policies should not undermine the deliverability of the Plan. As such we have to test the overall viability of the Local Plan and the CIL Charging Schedule to ensure development can still be delivered.

The government recommends that we prepare an Infrastructure Funding Statement. This will set out future spending priorities on infrastructure and affordable housing in line with emerging Local Plan priorities. It will also set out the funding from developer contributions, and the choices local authorities have made about how these contributions will be used.

Given the government requirements surrounding infrastructure we propose to work with infrastructure providers and funding bodies to develop an Infrastructure Delivery Plan and to continue to fund infrastructure from developer contributions.



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Issue: Balancing the delivery of infrastructure with viable development

Recommendation: Where an applicant sets out that a proposal would not be viable if it were compliant with all the policies that will be in the Local Plan, we proposed to require the submission of a Viability Assessment. We would use the assessment to calculate with the applicant the contributions they can make towards infrastructure. We will continue to require the independent scrutiny of submitted viability assessments and will consider introducing measures to strengthen that process and improve transparency.

To be deliverable, development must be viable and government requires that careful attention is given to viability and the costs of development.

The Local Plan needs to clearly set out the contributions expected from development including for example, the levels and types of affordable housing provision required, along with any other infrastructure. It is important that these requirements do not undermine the deliverability of the Local Plan. For sites allocated in the Local Plan, this means it must be demonstrated that the cumulative cost of all policy requirements (i.e.

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affordable housing, infrastructure contributions, CIL, etc.) are not such that it would be unviable to develop that site.

We will be commissioning viability evidence to support the Local Plan. A whole Plan Viability Assessment will test the combined viability effect of proposed planning policies. The aim is to demonstrate that the deliverability of the planned development will not be undermined, and to avoid the need for further viability assessments at later planning application stage. This work will need to take account of the review of the council's CIL Charging Schedules.

Despite undertaking Plan viability work on typical types of development there may be unforeseen circumstances or specific site issues which mean if an applicant was to follow all the policy requirements then a development would be unviable. Government guidance highlights that when this happens the onus is on applicants to provide evidence by way of a Viability Assessment at planning application stage. Where applicants set out that a proposal will not be viable we propose to continue to seek Viability Assessments and scrutinise these.



Issue: Telecommunications and digital infrastructure provision

Recommendation: We propose to support proposals for the development of telecommunications or radio equipment where they have an acceptable visual impact on the locality.

The government acknowledges that advanced, high quality and reliable communications infrastructure is essential for economic growth and social wellbeing.

National planning guidance sets out that planning policies should support the expansion of electronic communications networks including 5G and full fibre broadband. We therefore propose to support telecommunications and radio equipment where it has an acceptable visual impact on the local area.

The Covid-19 pandemic has highlighted the importance of having fully functional, high capacity digital networks and systems in place to enable working for home. BCP Council's Smart Place initiative www.bcpCouncil.gov.uk/News/News-Features/Smart-Place/Smart-Place is creating digital solutions to improve the lives of residents, the vibrancy of communities and the prospects of local businesses. This involves identifying and solving digital technology challenges to help businesses be more competitive and to help people work from home if they need to. Reliable, high-speed digital connectivity, both fibre and wireless, enables businesses to be more productive.

Issue: Community facilities and services

Recommendation: We propose to protect existing community facilities and services unless it can be demonstrated that they are no longer needed or can be provided elsewhere in an accessible location to serve that community.

In addition to the provision of new infrastructure, the Local Plan will also need to ensure that established facilities and services are not lost to other uses where they continue to be required by the community. Government policy requires us to guard against the unnecessary loss of valued facilities and services, particularly where this would reduce the community's ability to meet its day-to-day needs. We are therefore proposing to protect existing community facilities and services unless it can be demonstrated they are no longer needed or can be provided elsewhere in an accessible location to serve that community.

Community facilities include sports centres, swimming pools, community halls, health facilities, private specialist sports clubs, local shops which fall into the new 'Use Class F2' - (a) (shops mostly selling essential goods, including food, where the shop's premises do not exceed 280 sqm and

there is no other such facility within 1000 metres), youth centres, schools, cultural facilities, places of worship, public houses and allotments.

These facilities have a wide range of benefits including improving health, reducing health inequalities, providing social interaction and community cohesion.

Where large, strategic developments are proposed, additional community facilities may be required. We will examine this alongside our final list of site allocations.

We are reviewing all of our existing sports facilities and working with Sport England, national governing bodies of sport and other agencies to improve sport and physical activity provision. Our evidence suggests that additional provision may be needed in key areas such as additional football pitches (potentially through new 3G pitches) and new swimming pool space. We will be looking at opportunities to provide additional 3G sports pitches as part of our existing sports centres and facilities. The provision of new swimming space is a particular issue in Poole town centre where the Dolphin swimming pool is coming to the end of its lifespan. A particular aspiration for the regeneration of Poole town centre is to ensure the Dolphin leisure centre is upgraded or replaced.



5.0 References

To be finalised and updated in due course

Introduction

- BCP Local Plan Issues and Options Consultation 2019 <https://www.bcpCouncil.gov.uk/Planning-and-building-control/Planning-policy/BCP-Local-Plan/Consultations.aspx>
- Poole Local Plan 2018
- Bournemouth Core Strategy 2012
- Christchurch and East Dorset Core Strategy
- BCP Local Plan Sustainability Appraisal
- BCP Habitat Regulation Assessment
- BCP Big Plan

NO

4.2 New market and affordable homes

- NPPF (para 60)
- Urban Potential Study (HELAA)
- Dorset and BCP Green Belt Review
- Dorset Local Plan Consultation
- BCP Housing Needs Assessment 2021
- Talbot Village HMO Article 4 Direction
- Bournemouth HMO Article 4 Direction

4.3 Prosperous economy

- Office of National Statistics
- Economic Forecast
- Port of Poole Masterplan
- South East Dorset Structure Plan
- Lansdowne Delivery Plan (2015)
- Lansdowne Office Viability Study, Bournemouth Borough Council: Final Report. GVA Ltd (2011)
- Bournemouth, Dorset and Poole Workspace Strategy and Delivery Plan South West

Regional Development Agency: GVA Grimley Ltd (2011)

- Policy CS8 Lansdowne Employment Area, Bournemouth
- BCP Council Smart Place initiative <https://www.bcpCouncil.gov.uk/News/News-Features/Smart-Place/Smart-Place.aspx>
- BCP Workspace Strategy – in development
- Use Class Order
- Visitor accommodation study

4.4 Adapting our high streets and retail areas

- NPPF
- BCP Retail Study 2021

4.5 Reducing the need to travel

- Congestion reference
- LTP3
- Transforming Travel -
- The Dorset Rail Strategy
- BCP Mass Transit Study
- The BCP Local Cycling and Walking Infrastructure Plan (LCWIP)
- The Ferndown, Wallisdown, Poole Corridors Programme
- The Transport Decarbonisation Plan
- The National Bus Strategy.

4.6 Natural environment

- Legal Duty
- NPPF
- Dorset Local Geodiversity Action Plan
- Dorset Heathlands Planning Framework Supplementary Planning Document

- Poole Harbour Recreation 2019 - 2024 SPD
- BCP Green Infrastructure Strategy
- Poole & Christchurch Nay Shoreline Management Plan

4.7 Our Built environment

- National Design Guide
- Landscape Character Area Assessment

4.8 Health and wellbeing

- Dorset Health care Trust

4.9 Tackling Climate change

- The Sixth Carbon Budget, Surface Transport 2019
- UK local authority and regional carbon dioxide emissions 2005-2018
- The ten point plan for a green industrial revolution 2020
- The Future Homes Standard 2019 – Summary of responses
- Bournemouth, Christchurch and Poole Strategic Flood Risk Assessments

4.10 Delivering infrastructure

- Community Infrastructure Levy Regulations 2010 <https://www.legislation.gov.uk/ukxi/2010/948/regulation/122/made>
- CIL Charging Schedules <https://www.bcpCouncil.gov.uk/Planning-and-building-control/Planning-policy/Community-Infrastructure-L Levy/Community-Infrastructure-L Levy.aspx>

Appendix 1

Potentially suitable, available, and achievable sites within the urban area. The sites can be viewed at <https://bcpcouncil.maps.arcgis.com/apps/webappviewer/index.html?id=5eb23119112d4b3aa09b21e317f0f265>
 (Link to be updated for the consultation so all interactive mapping is provided at haveyoursay.bcpcouncil.gov.uk/localplan)

Ref	Site Address	Ward	Existing use	Suggested use	Source	Constraints	Assumed Site Density	Density generated capacity	Officer Site Capacity	Capacity at a higher density if appropriate	Suitability	Availability	Achievability	Note
ABV0 37	Former Gas Works, Bourne Valley Road	Alderney & Bourne Valley	Employment	Residential/commercial	Existing allocation/call for sites	Within 400m of heathland	100	300	55	0	Potentially suitable	Available	Achievable	Former gas works. Submitted at call for sites. Site is within 400m heathland buffer but has scope to accommodate care related uses. Existing gas uses decommissioned. The officer estimate assumes that part of the site is developed for a 100 bed care home. Using the 1.8 ratio set out in para 41 of the PPG to make an allowance for care bed to residential, 55 homes have been attributed to the site. Could be potential for a greater quantum of care related uses. Capacity depends on land available.
ABV0 035	Land and premises at Francis Avenue	Alderney & Bourne Valley	Water treatment works	Commercial / leisure/ healthcare/ education	Call for sites	Within 400m heathland buffer	100	145	55	0	Potentially suitable	Available	Achievable	Owned by Wessex Water. Submitted at call for sites stage. Site is within 400m heathland buffer but has scope to accommodate care related uses. Existing water treatment related uses which can be rationalised. The officer estimate assumes part of the site is developed for a 100 bed care home. Using the 1.8 ratio set out in para 41 of the PPG to make an allowance for care bed to residential, 55 homes have been attributed to the site. Could be potential for a greater quantum of care related uses. Capacity depends on land available.
BEP0 30	41-47 Seabourne Road	Boscombe East and Pokesdown	Offices	Residential	Call for sites	None	150	28	30	0	Potentially suitable	Available	Achievable	No physical constraints. Submitted at call for sites. Not part of an existing employment area. Existing established access. Officer capacity aligns with density assumption.

Ref	Site Address	Ward	Existing use	Suggested use	Source	Constraints	Assumed Site Density	Density generated capacity	Officer Site Capacity	Capacity at a higher density if appropriate	Suitability	Availability	Achievability	Note
BW005	Car park to rear of 609-633 Christchurch Road	Boscombe West	Car park	Residential	Officer identified site	None	150	29	30	0	Potentially suitable	Available	Potentially Achievable	No physical constraints. Council owned car park. Existing policy constraint surrounding car park development. Existing established access. Suitability needs to be considered in relation to level of car parking required to serve Boscombe and the context of other car park sites. Site being actively explored through the Towns Fund. Officer capacity aligns with density assumption.
BW004	Hawkward Road car park	Boscombe West	Car park	Residential	Officer identified site	None	150	147	60	0	Potentially suitable	Available	Potentially Achievable	No physical constraints. Council owned car park. Existing policy constraint surrounding car park development. Existing established access. Suitability needs to be considered in relation to level of car parking required to serve Boscombe and the context of other car park sites. Site being actively explored through the Towns Fund. Officer capacity aligns masterplanning work associated with the Towns fund.
BW006	Sovereign Centre	Boscombe West	Retail	Residential/retail/commercial	Officer identified site	None	150	495	500	0	Suitable	Available	Achievable	No physical constraints. Proposals being developed as part of Towns Fund. Officer capacity aligns masterplanning work associated with the Towns fund.
BW017	11 Shelley Road	Boscombe West	Healthcare facility	Residential/healthcare	Call for sites	None	150	150	50	0	Potentially suitable	Available	Achievable	No physical constraints. Submitted at call for sites stage. Suitable subject to rationalisation of health uses, existing policy constraint if community uses were to be lost. Existing established access. The NHS are still deciding on future needs and not all of the site may be available for residential uses. The officer estimate assumes some healthcare uses are retained across the site.
BC007	29-36 Westover Road	Bournemouth Central	Retail /gym	Residential/student accommodation/ mixed use	Existing allocation/call for sites	Locally Listed Building	200	24	25	60	Suitable	Available	Achievable	Submitted at call for sites. Initial officer capacity aligns with density assumption and assumes development is confined to the rear of the site. Increased capacity dependent on land available and building scale.

Ref	Site Address	Ward	Existing use	Suggested use	Source	Constraints	Assumed Site Density	Density generated capacity	Officer Site Capacity	Capacity at a higher density if appropriate	Suitability	Availability	Achievability	Note
BC012	Bath Road North	Bournemouth Central	Car park	Residential/commercial/leisure/retail/tourist accommodation	Existing allocation/call for sites	Adj to Listed Building	200	150	20	30	Potentially suitable	Available	Potentially Achievable	No physical constraints. Adjacent to Listed Building. Site will be considered as part of car park review. Mitigation likely to be needed if any parking were to be lost. Existing policy constraint surrounding parking provision. Existing established access. Capacity linked to mix of uses proposed.
BC013	Bath Road South	Bournemouth Central	Car park	Residential/commercial/leisure/retail/tourist accommodation	Existing allocation/call for sites	Adj to Listed Building	200	142	10	20	Potentially suitable	Available	Potentially Achievable	No physical constraints. Adjacent to Listed Building. Site will be considered as part of car park review. Mitigation likely to be needed if any parking were to be lost. Existing policy constraint surrounding parking provision. Officer capacity acknowledges sensitive location of the site adjacent to Listed Building and the seafront. Any residential would likely to as enabling development as part of mixed use scheme.
BC052	The Punshon Memorial Church, Exeter Road	Bournemouth Central	Temporary car park	Residential	Existing allocation	Adj to listed building	200	38	97	0	Suitable	Available	Potentially Achievable	No physical constraints. Application approved for building demolition. Officer capacity derived from previous planning approval and realistic for the site.
BC011	1 Park Road	Bournemouth Central	Car park	Residential	Officer identified site	None	200	138	140	260	Potentially suitable	Available	Potentially Achievable	No physical constraints. Council owned car park. There may be potential for release of spaces subject to the findings of the parking review. Existing policy constraint surrounding car park development. Officer capacity aligns with density assumption but could be scope to consider an increase in capacity depending on building scale.
BC051	32-34 Tregonwell Road	Bournemouth Central	Tourist accommodation	Residential	Expired application	None		0	54	0	Suitable	Available	Potentially Achievable	No physical constraints. Vacant site. Expired planning permission. Officer capacity derived from previous planning approval.
BC010	Former Buzz Bingo, 13 Lansdowne House	Bournemouth Central	Leisure	Residential	Vacant commercial property	Locally Listed Building	300	153	100	150	Suitable	Available	Potentially Achievable	No physical constraints. Site for sale and being marketed. Existing established access. Officer capacity acknowledges proximity to existing residential properties and the setting of the East Cliff Conservation area but could be scope to consider an increase in capacity subject to design considerations.

Ref	Site Address	Ward	Existing use	Suggested use	Source	Constraints	Assumed Site Density	Density generated capacity	Officer Site Capacity	Capacity at a higher density if appropriate	Suitability	Availability	Achievability	Note
BC061	Richmond House, Richmond Hill	Bournemouth Central	Office	Residential	Vacant commercial property	None	300	51	72	0	Potentially suitable	Available	Achievable	No physical constraints. Some existing floors being advertised. Prior approval granted for conversion Oct 2020, will be included as a commitment next monitoring year. Officer capacity taken from prior approval.
BC031	Central car park	Bournemouth Central	Car park	Residential/employment/leisure	Existing allocation/call for sites	Adj to Listed Building	200	186	200	0	Potentially suitable	Available	Potentially Achievable	No physical constraints. Existing policy constraint surrounding provision of car parking. Mitigation likely to be needed if any parking were to be lost. Existing established access. Officer capacity aligns with density assumption.
BC025	Commercial Road/Avenue Road	Bournemouth Central	Retail	Retail/residential/leisure/employment	Existing allocation	Some Locally Listed Building within the block	200	612	350	550	Potentially suitable	Potentially available	Potentially Achievable	No physical constraints. Existing policy constraint surrounding provision of retail floorspace. Existing established access. Officer estimate acknowledges not all of the site will be available for residential uses but reflects the quantum of development which might be achieved on known available sites.
BC032	Cotlands car park	Bournemouth Central	Car park	Residential/care/extra care/employment/leisure/retail/tourist accommodation	Existing allocation/call for sites	None	300	261	200	400	Potentially suitable	Available	Achievable	No physical constraints. Existing policy constraint surrounding provision of employment and car parking. Existing established access. Officer estimate assumes that part of the site may be developed as employment or other commercial uses but could be scope to increase residential capacity depending on mix of uses.
BC033	Court Royal	Bournemouth Central	Miners convalescent home	Residential	Existing allocation	None	200	34	30	70	Potentially suitable	Potentially available	Potentially Achievable	No physical constraints. Existing policy constraint surrounding loss of tourist accommodation. Land owner has indicated continued demand for the hotel but open to discussion surrounding options as part of a wider project. Existing established access. Officer capacity aligns with density assumption but could be scope to considered increased capacity as part of wider project.
BC034	Eden Glen and adjoining properties	Bournemouth Central	Car park	Residential	Existing allocation/call for sites	Adj to Listed Gardens	200	32	30	0	Potentially suitable	Available	Potentially Achievable	No physical constraints. Site adjacent to Listed Gardens. Existing policy constraint surrounding provision of car parking. Existing established access. Officer capacity aligns with density assumption.

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BC027	Former ABC 27-28 Westover Road	Bournemouth Central	Vacant	Mixed use with residential	Existing allocation/call for sites	Adj to Conservation Area	200	44	45	60	Potentially suitable	Available	Achievable	No physical constraints. Existing policy constraint surrounding retail provision. Existing access. Officer capacity aligns with density assumption but may be scope to increase capacity depending on an acceptable design solution.
BC037	Former Winterbourne Hotel	Bournemouth Central	Vacant	Residential/tourist accommodation	Existing allocation/call for sites	None	200	136	60	0	Potentially suitable	Potentially available	Potentially Achievable	No physical constraints. Existing policy and legal constraint surrounding tourism provision. Existing established access. Officer capacity considers residential provision along side tourist accommodation.
BC035	Glen Fern Road	Bournemouth Central	Car park	Residential	Existing allocation/call for sites	None	200	256	250	350	Potentially suitable	Available	Achievable	No physical constraints. Existing policy constraint surrounding car parking. Existing established access. Officer capacity aligns with density assumption but could be scope to consider increased capacity with a comprehensive scheme.
BC036	Richmond Hill car park	Bournemouth Central	Car park	Residential/care/extra care/employment/leisure	Existing allocation/call for sites	None	300	81	70	140	Potentially suitable	Available	Potentially Achievable	No physical constraints. Existing policy constraint surrounding car parking. Existing established access. Officer capacity aligns with density assumption but could be scope to consider increased capacity with increased scale.
BC026	Telephone Exchange, Bath Road	Bournemouth Central	Employment	Employment/residential	Existing allocation	None	200	142	140	200	Potentially suitable	Potentially available	Potentially Achievable	No physical constraints. Open Reach consulting on closure of telephone exchanges. Existing established access. Officer capacity aligns with density assumption but could be scope to consider increased capacity depending on how much of the site becomes available.
BC039	36 Old Christchurch Road, Beales upper floors	Bournemouth Central	Retail	Residential/commercial	Officer identified site	Conservation area	200	32	100	0	Potentially suitable	Available	Achievable	No physical constraints. Existing policy constraint surrounding retail provision. Existing established access. Officer capacity related to on going site discussions.
BC030	95-101 Holdenhurst Road	Bournemouth Central	Offices/retail	Residential mixed use	Call for sites	None	300	93	200	335	Potentially suitable	Available	Achievable	No physical constraints. Submitted at call for sites. Existing policy constraint surrounding employment/teaching provision. Existing access established. Officer capacity considers current planning application, could be scope to consider higher densities.

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BC040	BIC	Bournemouth Central	Leisure	Residential/commercial	Officer identified site	None	200	100	50	0	Potentially suitable	Potentially available	Potentially Achievable	No physical constraints. Council owned site. Likely to be scope for residential alongside BIC refurbishment. Officer capacity considers mix of uses with a focus on conferencing/leisure.
BC044	48-62 Holdenhurst Road, Bournemouth	Bournemouth Central	Commercial/student accommodation	Residential	Call for sites	None	300	30	30	70	Potentially suitable	Available	Achievable	No physical constraints. Submitted at call for sites. Existing policy constraint surrounding employment/teaching provision. Existing access established. Officer capacity aligns with density assumption but could be scope to consider increased capacity.
BC048	Former Highway Depot, Cambridge Road	Bournemouth Central	Vacant land / former highway depot	Residential	Call for sites	None	200	64	60	90	Suitable	Available	Achievable	No physical constraints. Submitted at call for sites. Existing access established. Officer capacity aligns with density assumption but could be scope to consider increased capacity.
BC049	Former Whitehall, Lam peter & Arlington Hotels, Exeter Park Road	Bournemouth Central	Hotel/service d apartments/offices/restaurant	Residential	Call for sites	Adj to Listed Gardens	200	92	50	0	Potentially suitable	Available	Achievable	No physical constraints. Submitted at call for sites. Existing policy constraint relating to loss of tourist accommodation, although residential and tourist accommodation could be provided together on the site. Existing access established. Officer capacity acknowledges the sensitive location against to the historic gardens.
BC046	Richmond Point, Richmond Hill	Bournemouth Central	B1 Offices	Residential	Call for sites	None	300	27	30	50	Potentially suitable	Available	Achievable	No physical constraints. Submitted at call for sites. Existing policy constraint relating to loss of employment. Existing access established. Officer capacity aligns with density assumption but could be scope to consider increased capacity.
BC047	Strete Place, St Peters Road	Bournemouth Central	Offices	Residential	Call for sites	None	200	16	30	40	Potentially suitable	Available	Achievable	No physical constraints. Submitted at call for sites. Existing policy constraint relating to loss of employment. Existing access established. Officer capacity considers a denser development is likely to be achieved given the recent development at Berry Court.

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BC045	Tamarisk House, Cotlands Road	Bournemouth Central	Bournemouth Job Centre	Residential	Call for sites	None	300	69	65	200	Potentially suitable	Available	Achievable	No physical constraints. Submitted at call for sites. Existing policy constraint surrounding employment/teaching provision. Existing relatively modern building on the site that is currently operational. Existing access established. Officer capacity aligns with density assumption but could be scope to consider increased capacity.
B015	Tennis courts, Wentworth Drive	Broadstone	Sport	Residential	Officer identified site	Existing tennis courts	100	45	25	0	Suitable	Potentially available	Potentially achievable	No physical constraints. Would need to be considered along side latest evidence on recreational needs and options for improved recreational facilities. Officer assumption considers retention of some recreational activity on the site.
BG007	Land south of Burton	Burton & Grange	Agricultural	Residential	Existing allocation	None	40	168	45	0	Suitable	Available	Achievable	No Physical constraints. Existing allocation. Officer assumption consistent with existing allocation.
CC010	Beach Road Car Park	Canford Cliffs	Car park	Residential	Existing allocation	TPO	60	64.2	60	0	Suitable	Available	Achievable	No physical constraints. Trees limit developable area. Existing allocation. Officer assumption aligns with density assumption.
CT006	Civic Offices, Stony Lane South	Christchurch Town	Office	Residential	Existing strategic identified site	Within future flood zone	150	78	70	0	Potentially suitable	Available	Potentially Achievable	Flood risk issue subject to ongoing work. Submitted at call for sites. Existing strategic allocation. Existing established access. Officer assumption aligns with density assumption.
CT008	Land at Avon Works, Stony Lane South	Christchurch Town	Retail	Residential led mixed use	Call for sites	Within future flood zone	150	73.5	70	90	Potentially suitable	Available	Potentially Achievable	Flood risk issue subject to ongoing work. Submitted at call for sites. Existing strategic allocation. Existing established access. Officer assumption aligns with density but could be considered for increased capacity.
CT007	Land at Stony Lane south	Christchurch Town	Former Gas Works	Residential	Existing strategic identified site	Within future flood zone	150	159	150	190	Potentially suitable	Available	Potentially Achievable	Flood risk issue subject to ongoing work. Likely contamination. Submitted at call for sites. Existing strategic allocation. Existing established access. Officer assumption aligns with density assumption but could be considered for increased capacity.

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CT009	Saxon Square	Christchurch Town	Car park	Residential	Existing strategic identified site	Conservation area	150	43.5	18	50	Potentially suitable	Available	Potentially Achievable	No physical constraints. Council owned site with lease arrangements. Car parking likely to be required to support the town centre but scope to incorporate replacement parking into redevelopment. Existing established access. Officer assumption considers car park retention but could be scope to increase capacity depending on the resulting scheme.
CT002	The Lanes	Christchurch Town	Car park	Residential	Existing strategic identified site	Conservation area. Adj to Listed Buildings	150	18	16	0	Potentially suitable	Available	Potentially Achievable	No physical constraints. Sensitive location in conservation area. Car parking likely to be required to support the town centre but could be potential to rationalise. Existing established access. Officer assumption aligns with density assumption.
CT005	Two Riversmeet car park	Christchurch Town	Car park	Residential	Officer identified site	Partially within future flood zone	100	24	30	45	Suitable	Available	Potentially Achievable	No physical constraints. Council owned site. Removal of civic offices gives potential to rationalise car parking offer in this location. Existing established access.
CT024	Magistrates Court and surrounds	Christchurch Town	Magistrates Court and Police Station	Residential	Live application	None	100	2	200	130	Suitable	Available	Achievable	No physical constraints. Application recommended for approval. Officer capacity reflects planning application.
CT018	7 Stony Lane	Christchurch Town	Open Storage	Residential	Call for sites	Within future flood zone	150	54	50	90	Suitable	Available	Potentially Achievable	Within flood risk area with ongoing work to resolve this issue. Promoted through call for sites. Part of a wider area with residential potential. Existing established access. Officer assumption aligns with density but could be scope to increase capacity.
CT022	Avon Trading Park (Phase 1), Fairmile Road	Christchurch Town	Commercial trading park	Residential	Call for sites	None	100	37	40	90	Potentially suitable	Available	Achievable	No physical constraints. Submitted at call for sites. Existing policy constraint surrounding loss of employment. Existing established access. Officer assumption aligns with density but could be scope to increase capacity.
CT022	Avon Trading Park (Phase 2), Fairmile Road	Christchurch Town	Commercial trading park	Residential/commercial	Call for sites	None	100	203	150	180	Potentially suitable	Available	Achievable	No physical constraints. Submitted at call for sites. Existing policy constraint surrounding loss of employment. Existing established access. Officer assumption considers mixed use development but could be scope to increase capacity.

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CT020	Beagle Aerospace, Stony Lane	Christchurch Town	Engineering/manufacturing site	Residential	Call for sites	Within future flood zone	150	229.5	85	105	Suitable	Available	Achievable	Within flood risk area with ongoing work to resolve this issue. Promoted through call for sites. Part of a wider area with residential potential. Existing established access. Officer assumption aligns with site promotion but could be scope to increase capacity.
CT019	Former Boylands Joinery site, Stony Lane	Christchurch Town	Employment	Community Uses	Call for sites	Within future flood zone	150	64.5	65	90	Suitable	Available	Potentially Achievable	Within flood risk area with ongoing work to resolve this issue. Promoted through call for sites. Part of a wider area with residential potential. Existing established access. Officer assumption aligns with density but could be scope to increase capacity.
CT017	Land at Stony Lane Retail Park, Stony Lane	Christchurch Town	Retail Park	Residential	Call for sites	Within future flood zone	150	291	100	200	Suitable	Available	Potentially Achievable	Within flood risk area with ongoing work to resolve this issue. Promoted through call for sites. Part of a wider area with residential potential. Existing established access. Officer assumption considers a mix of uses and provision of a higher proportion of housing than flatted development but there could be scope to increase capacity.
CT023	Land at Stour Road	Christchurch Town	Auction/storage warehouse/flats	Residential	Call for sites	None	150	40.5	40	0	Potentially suitable	Available	Achievable	No physical constraints. Submitted at call for sites. Existing policy constraint surrounding loss of employment. Existing established access. Officer assumption aligns with density assumption.
C005	Fairmile House, Tasman Close	Commons	Healthcare facility	Care/retirement/residential	Call for sites	None	100	52	50	0	Potentially suitable	Available	Achievable	No physical constraints. Submitted at call for sites. Existing policy constraint surrounding loss of community use. Existing established access.
CT024	Knapp Mill, Mill Road	Commons	Water treatment works	Residential	Call for sites	Partially within future flood zone and 400m buffer	100	74	70	0	Potentially suitable	Available	Achievable	No physical constraints. Submitted at call for sites. Existing policy constraint surrounding loss of employment. Existing established access. Officer assumption considers only part of the site is likely to be available.
CR003	Creekmoor Local Centre	Creekmoor	Retail / car park	Residential	Existing allocation	None	100	115	50	0	Suitable	Potentially available	Achievable	No physical constraints. Existing allocation. Existing established access. Officer assumption considers the need to replace some of the retail function

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CR003	Hillbourne School	Creekmoor	Education	Residential	Existing allocation	Some priority habitat	100	110	90	0	Suitable	Available	Achievable	No physical constraints. Existing allocation. Existing established access. Officer assumption reflects master planning work prepared for the site.
CR004	Roberts Lane, Creekmoor	Creekmoor	Vacant	Residential	Existing allocation	None	100	141	45	0	Suitable	Available	Achievable	No physical constraints. Existing allocation. Existing established access. Officer assumption reflects allocation.
ECS005	75-87 Grove Road and 33-35 East Overcliff Drive	East Cliff & Springbourne	Tourist accommodation	Residential	Expired application	Conservation Area		0	119	0	Suitable	Available	Potentially Achievable	Site with expired permission, continued interest in redevelopment over a number of years. Existing policy constraint surrounding loss of tourist accommodation. Existing established access. Officer capacity derived from previous planning approval.
ECS003	Craven Court, Kynverton Road	East Cliff and Springbourne	Care Home	Residential	Current application	Conservation area	150	21	24	0	Potentially suitable	Available	Achievable	Site located within conservation area. Council Owned, current planning application. Officer capacity derived from current application.
EST002	143 Belle Vue Road	East Southbourne and Tuckton	Convenience store (A1)	Residential/commercial	Call for sites	None	100	16	12	0	Suitable	Available	Achievable	Site includes Locally Listed building. Submitted at call for sites. Existing established access. Officer assumption reflects likelihood of retaining commercial on site.
EST001	Broadwaters	East Southbourne and Tuckton	Care home/vacant land	Residential	Officer identified site	Conservation area. Within future flood zone	60	24	25	0	Potentially suitable	Available	Potentially Achievable	The site is located within a future flood zone however contains an existing building that has been previously used for residential care and may have some scope for residential subject to liaison with the environment agency. Council owned site. Existing established access. Officer assumption aligns with density assumption.
EST003	St Catherine Road car park	East Southbourne and Tuckton	Car park	Residential	Officer identified site	None	100	20	30	40	Potentially suitable	Available	Potentially Achievable	No physical constraints. Existing policy constraint surrounding loss of car parking. Existing car park data considers usage is highly seasonal. Existing established access.
H003	Former Power Station	Hamworthy	Vacant	Residential/commercial/employment	Existing allocation	Within future flood zone	300	3720	900	0	Suitable	Available	Achievable	Contaminated land, sensitive location adjacent to Poole Harbour. Council owned site. Existing allocation. Officer assumption reflects sensitive nature of the site adjacent to Poole Harbour and previous viability work.

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H002	Turlin Moor North	Hamworthy	Open space	Residential	Existing allocation	Priority habitat	100	780	400	0	Suitable	Available	Achievable	Contaminated land. Council owned site which has historically had government funding support (now lapsed). Existing established access. Officer assumption reflects current allocation.
K003	Former Kinson Baths	Kinson	Vacant land	Residential	Officer identified site	None	100	65	28	0	Potentially suitable	Available	Potentially Achievable	Within 400m heathland buffer. Use limited to care uses. Council owned site. Existing established access. Assume 50 bed care home at 1.8 ratio.
K004	Hyde Road	Kinson	Vacant land	Residential	Officer identified site	None	100	30	25	0	Potentially suitable	Available	Achievable	Within 400m heathland buffer. Use limited to care uses. Council owned site. Existing established access. Assume 50 bed care home at 1.8 ratio
K009	Henry Brown Youth centre, Cunningham Crescent	Kinson	Youth centre / library	Mixed use with residential	Council identified project	None	100	35	20	35	Suitable	Available	Achievable	No physical constraints. Existing policy constraint surrounding loss of community facilities, although these could be retained as part of redevelopment. Council owned site. Existing established access. Officer capacity considers community elements of the use are retained.
K008	West Howe Clinic, Cunningham Crescent	Kinson	Health clinic	Residential	Call for sites	None	100	23	16	0	Potentially suitable	Available	Achievable	Within 400m heathland buffer. Use limited to care uses. Existing policy constraint surrounding loss of community use. Promoted through call for sites. Existing established access. Officer assumption assumes 30 bed care home at 1.8 ratio.
LI008	Elderly Nurses National home and adjacent land, Riverside Avenue	Littledown and Iford	Care home/vacant land	Retirement/ care	Call for sites	None	100	188	100	180	Suitable	Available	Achievable	No physical constraints. Submitted at call for sites stage. Existing established access. Officer capacity considers the site is likely to be part of a mixed use area but could be scope for increased capacity.
LI010	Kings Park Hospital, Gloucester Rd	Littledown and Iford	Healthcare facility/related uses	Care/ retirement/ residential	Call for sites	None	150	258	80	0	Potentially suitable	Available	Achievable	No physical constraints. Submitted at call for sites. Policy constraint if community uses were to be lost. Existing established access. Officer assumption acknowledges site is likely to be mixed use and the NHS are still considering the future provision of health care services in the area.
LI009	Land at Riverside Avenue	Littledown and Iford	Green space	Residential	Call for sites	None	100	592	100	215	Suitable	Available	Achievable	No physical constraints. Council owned site. Officer assumption acknowledges site is likely to be mixed use.

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MB004	Land north of Bearwood	Merely and Bearwood	Agricultural	Residential	Existing allocation	None	40	0	800	0	Suitable	Available	Achievable	Existing power lines across parts of the site. Site subject to live planning application. Officer assumption reflects current application.
MB003	Land north of Merley	Merely and Bearwood	Agricultural	Residential	Existing allocation	None	40	1048	550	0	Suitable	Available	Achievable	Some utilities constraints. Site subject to live planning application. Officer assumption reflect current application.
MB002	Land west of Wheelers Lane	Merely and Bearwood	Vacant land	Residential	Officer identified site	Partially within 400m heathland buffer	100	150	40	0	Suitable	Available	Achievable	400m heathland buffer across part of the site. Owner has indicated willingness to develop. Some potential access challenges. Officer assumption acknowledges density would be more suitably aligned to the adjacent urban extension.
MSW H003	CN1 Roeshot Hill (allotments)	Mudford, Stanpit & West Highcliffe	Allotment	Residential	Existing allocation	None	40	180	180	0	Suitable	Availability unknown	Achievable	No physical constraints. Previously part of allocation but land transferred to Parish Council and may be no longer available. Existing established access. Officer assumption aligns with density.
BG008	Roeshot Hill nursery site	Mudford, Stanpit & West Highcliffe	Nursery	Residential	Existing allocation	None	40	48	45	0	Suitable	Potentially available	Potentially Achievable	No physical constraints. Existing established access. Officer assumption aligns with density assumption.
MSW H002	Southcliffe Road car park	Mudford, Stanpit & West Highcliffe	Car park	Residential	Officer identified site	None	60	30	10	15	Potentially suitable	Available	Potentially Achievable	No physical constraints. Existing car park serving the beach. Existing established access. Future car park provision needs to be considered in conjunction with Steamer Point and subject to car park review. Officer assumption considers form of development and surrounding context.
MSW H006	Hoburne Park, Hoburne Lane	Mudford, Stanpit & West Highcliffe	Holiday Park	Residential	Call for sites	Partially within future flood zone	60	89.4	100	0	Suitable	Potentially available	Potentially Achievable	No physical constraints. Submitted through call for sites. Potential issues surrounding loss of tourism. Existing established access. Officer assumption considers that only part of the site would be made available.
NH004	60 Old Wareham Rd to 670 Ringwood Rd	Newtown and Heathlands	Residential	Residential/commercial	Existing allocation	None	100	NA	40	0	Suitable	Availability unknown	Achievable	No physical constraints. Currently occupied and some operational businesses employment. Some historic applications. Existing established access. Officer capacity considers only some of the opportunities would be realised.

Ref	Site Address	Ward	Existing use	Suggested use	Source	Constraints	Assumed Site Density	Density generated capacity	Officer Site Capacity	Capacity at a higher density if appropriate	Suitability	Availability	Achievability	Note
O005	Oakdale Public Buildings	Oakdale	Education	Residential	Existing allocation	Locally Listed Building	100	86	60	0	Suitable	Available	Achievable	Locally Listed Building. Council owned site. Existing allocation. Relocation of adult education uses. Existing established access. Officer assumption considers surrounding context of the site.
P002	Civic Centre and Surrounds	Parkstone	Employment	Residential	Existing allocation	Listed Building	100	160	250	370	Suitable	Available	Achievable	Civic Centre is a Listed Building. Council owned site. Existing allocation. Existing established access. Officer assumption considers findings of more detailed site layout and capacity work.
P001	Former College Site	Parkstone	Vacant	Residential	Existing allocation	Priority habitat	100	165	55	130	Suitable	Available	Achievable	Site contains a Locally Listed Building. Council owned site. Existing allocation. Existing established access. Officer assumption reflects wooded nature and topography challenges of the site.
P003	Land at and adjoining Sweet Home Inn, 25 Ringwood Road	Parkstone	Public House/retail/business	Residential	Call for sites	None	100	54	20	0	Potentially suitable	Available	Achievable	No physical constraints. Existing policy constraint surrounding loss of community facilities. Existing established access. Officer assumption assumes retention of public house and retail provision.
P004	Land at The Sloop, 5 Commercial Road	Parkstone	Public House	Residential	Call for sites	Locally Listed Building	100	18	18	30	Potentially suitable	Available	Achievable	Locally Listed building on site. Existing policy constraint surrounding loss of community facilities. Existing established access. Officer assumption aligns with density assumption and acknowledges issues connected to the Locally Listed building.
PT024	Between the Bridges	Poole Town	Commercial	Residential/commercial	Existing allocation	Within future flood zone	300	552	450	0	Suitable	Available	Achievable	No physical constraints. Existing allocation. Live planning application. Officer assumption reflects allocation.
PT016	Dolphin Centre, Dolphin Pool and Seldown	Poole Town	Retail / leisure	Residential/commercial/leisure/employment	Existing allocation	Within future flood zone	300	3021	500	0	Suitable	Potentially available	Achievable	No physical constraints. Council owned site. Officer assumptions reflects mixed use nature of the proposals and the existing allocation.
PT022	Former Natwest	Poole Town	Employment	Residential/commercial	Existing allocation	None	300	93	130	0	Suitable	Available	Achievable	No physical constraints. Live planning application. Officer assumption reflects existing allocation and live planning application
PT021	Goods Yard	Poole Town	Vacant	Residential	Existing allocation/call for sites	Within future flood zone	300	876	300	0	Suitable	Potentially available	Achievable	No physical constraint. Owned by network rail. Existing allocation. Existing established access. Officer assumption reflects existing allocation.

Ref	Site Address	Ward	Existing use	Suggested use	Source	Constraints	Assumed Site Density	Density generated capacity	Officer Site Capacity	Capacity at a higher density if appropriate	Suitability	Availability	Achievability	Note
PY019	Lagland Street & Hill Street	Poole Town	Car park	Residential	Existing allocation	Conservation area/Within future flood zone	200	790	40	0	Suitable	Potentially available	Achievable	Within town centre heritage conservation area. Existing allocation. Officer assumption reflects the potential to the rear and the option to consider ground floors along the High Street.
PY026	Land at Lifeboat Quay	Poole Town	Vacant	Residential	Existing allocation	Within future flood zone	200	92	80	110	Suitable	Available	Achievable	No physical constraints (flood risk mitigation plan in place). Existing allocation for employment. Existing established access. Officer assumption aligns with density assumption.
PT023	North of Twin Sails Bridge	Poole Town	Car park	Residential/commercial	Existing allocation	Within future flood zone	300	447	203	350	Suitable	Potentially available	Achievable	No physical constraints. Existing allocation. Officer assumption reflects the remaining part of the existing allocation which is not subject to an existing commitment.
PT017	Quay Thistle	Poole Town	Tourist accommodation	Residential/tourist accommodation	Existing allocation/call for sites	Conservation area/Within future flood zone	200	226	210	0	Suitable	Available	Achievable	Flood risk. Site is within town Centre Heritage conservation area. Live planning application. Established access. Officer assumption reflects allocation and live planning application.
PT018	Skinner Street and Surrounds	Poole Town	Residential	Residential	Existing allocation	Partially within Conservation Area/Within future flood zone	200	526	100	0	Suitable	Potentially available	Achievable	No physical constraints. Largely council owned but with some private ownerships. Existing allocation. Established points of access. Officer assumption reflects the opportunities within the established area.
PT025	St Mary's Maternity Hospital	Poole Town	Health	Residential	Existing allocation	Conservation area	150	109.5	70	0	Suitable	Potentially available	Achievable	No physical constraints. Existing allocation. Existing established access. Officer assumption reflects the character of the surrounding area.
PT020	Stadium	Poole Town	Car park / Stadium	Residential/employment/leisure/retail/tourist accommodation	Existing allocation	Partially within future flood zone	300	1206	430	1000	Suitable	Potentially available	Achievable	No physical constraints. Council owned. Existing access established. Officer assumption reflects the mixed use nature of the scheme and likely stadium retention, could be scope for increase capacity depending on the future of the stadium.
PT027	13-15 High Street, former Dibbens	Poole Town	Vacant	Residential/commercial	Officer identified site	Conservation area/Locally Listed Building Future flood zone	200	34	25	35	Suitable	Available	Achievable	Site within conservation area. Previous withdrawn application. Existing established access. Officer capacity acknowledges the sensitive location within the conservation area.

Ref	Site Address	Ward	Existing use	Suggested use	Source	Constraints	Assumed Site Density	Density generated capacity	Officer Site Capacity	Capacity at a higher density if appropriate	Suitability	Availability	Achievability	Note
PT012	5 -23 Parkstone Road, 8-10 Longfleet Road	Poole Town	Employment	Residential	Officer identified site	None	100	100	100	0	Suitable	Potentially available	Potentially Achievable	No physical constraints. Existing policy constraint surrounding loss of employment on some of the properties but could be considered under PD. Live application for 64 units on part of the site. Existing established access. Officer assumption aligns with density.
PT009	Barclays House	Poole Town	Employment	Residential/commercial	Officer identified site	Partially within future flood zone	300	339	300	465	Potentially suitable	Potentially available	Achievable	No physical constraints. Existing policy constraint surrounding loss of employment. Existing established access. Officer assumptions reflects likelihood of mixed use development
PT028	Chapel Lane car park	Poole Town	Car park	Residential	Officer identified site	Conservation area/adj to Listed Building. Within future flood zone	200	32	40	0	Suitable	Available	Achievable	Within town centre heritage conservation area. Council owned. Cabinet decision to consider disposal options. Existing established access. Officer assumption reflects initial work done on layout options.
PT011	Telephone Exchange, Wimborne Road	Poole Town	Employment	Residential	Officer identified site	None	300	51	50	0	Suitable	Potentially available	Potentially Achievable	No physical constraints. Existing policy constraint surrounding the loss of employment, although could be considered through permitted development. BT Open reach currently consulting on telephone exchange closures. Existing established access. Officer assumption aligns with density.
RN003	Templman House	Redhill & Northbourne	Care	Residential	Approved application	None	100	51	20	40	Suitable	Available	Potentially Achievable	No physical constraints. Application approved for building demolition. Officer capacity assumes flatted development on the footprint of the existing building could be scope for increased capacity with a more comprehensive redevelopment.
TBW001	Talbot Village	Talbot & Branksome Woods	Agricultural	Employment/residential/teaching	Existing allocation	None	100	120	100	0	Suitable	Available	Potentially Achievable	No physical constraints, area considered for residential outside the heathland buffer zone. Achievability likely to be linked with wider plans for TVT land. Existing established access.
TBW002	Land at 380 Poole Road	Talbot & Branksome Woods	Retail	Residential	Call for sites	None	100	15	18	34	Suitable	Available	Achievable	No physical constraints. Submitted at call for sites. Existing established access. Officer assumption in line with density.
TWB007	Laguna Hotel	Talbot Woods and Branksome	Hotel	Residential	Call for sites	None	100	90	140	190	Potentially suitable	Available	Achievable	No physical constraints. Existing policy constraint surrounding loss of tourism accommodation. Existing established access. Officer assumption considers a comprehensive redevelopment could yield a higher density.

Ref	Site Address	Ward	Existing use	Suggested use	Source	Constraints	Assumed Site Density	Density generated capacity	Officer Site Capacity	Capacity at a higher density if appropriate	Suitability	Availability	Achievability	Note
WW007	112-156 Wallisdown Road (Plot F), Bournemouth	Wallisdown & Winton East	Residential/g ardens	Residential/commercial	Call for sites	Conservation area. Listed Buildings	100	152	8	0	Potentially suitable	Available	Achievable	Site located within conservation area. Existing Listed Buildings. Promoted through call for sites. Officer assumption considers sensitive nature of the area.
WW005	190 & 198 (Plot Z), Wallisdown Road, Bournemouth	Wallisdown & Winton East	Residential	Residential	Call for sites	Partially in 400 m. Conservation area. Listed Buildings.	150	135	3	0	Potentially suitable	Available	Achievable	Site located within conservation area. Existing Listed Buildings. Promoted through call for sites. Access would need to be discussed.
WW010	28, 38, 48 & 58 Wallisdown Road (Plot J), Bournemouth	Wallisdown & Winton East	Residential/g ardens	Residential/commercial	Call for sites	Conservation area. Listed Buildings	100	143	3	0	Potentially suitable	Available	Achievable	Site located within conservation area. Existing Listed Buildings. Promoted through call for sites. Access would need to be discussed. Officer assumption considers sensitive nature of the area
WW013	42 & 44 Firs Glen Road (Plot L), Bournemouth	Wallisdown & Winton East	Residential	Residential	Call for sites	None	100	30	25	50	Suitable	Available	Achievable	No physical constrains. No policy constraints. Existing established access. Promoted at call for sites. Officer assumption considers context of the site
WW008	88 & 100 Wallisdown Road (Plot H), Bournemouth	Wallisdown & Winton East	Residential/g ardens	Residential	Call for sites	Conservation area. Listed Buildings	100	82	2	0	Potentially suitable	Available	Achievable	Site located within conservation area. Existing Listed Buildings. Promoted through call for sites. Access would need to be discussed. Officer assumption considers sensitive nature of the area.
WW006	Land adjacent Pleasant Cottage, Talbot Village, Bournemouth	Wallisdown & Winton East	Residential garden	Residential	Call for sites	Conservation area	100	24	1	0	Potentially suitable	Available	Achievable	Site located within conservation area. Promoted through call for sites. Access would need to be discussed. Officer assumption considers sensitive nature of the area.
WW009	Land between 58 & 88 Wallisdown Road (Plot I), Bournemouth	Wallisdown & Winton East	Paddock	Residential	Call for sites	Conservation area	100	51	2	0	Potentially suitable	Available	Achievable	Site located within conservation area. Promoted through call for sites. Access would need to be discussed. Officer assumption considers sensitive nature of the area.
WW012	Land east of 28 Wallisdown Road (Plot K), Bournemouth	Wallisdown & Winton East	Paddock	Residential	Call for sites	Conservation area	100	104	15	0	Potentially suitable	Available	Achievable	Site located within conservation area. Promoted through call for sites. Access would need to be discussed. Officer assumption considers sensitive nature of the area.

Ref	Site Address	Ward	Existing use	Suggested use	Source	Constraints	Assumed Site Density	Density generated capacity	Officer Site Capacity	Capacity at a higher density if appropriate	Suitability	Availability	Achievability	Note
WW01 1	Land east of allotments (Plot B), Alton Road, Bournemouth	Wallisdown & Winton East	Paddock	Playing fields	Call for sites	Conservation area	150	291	60	0	Potentially suitable	Available	Achievable	Site located within conservation area. Promoted through call for sites for playing fields but subsequent discussions do not consider this use can go forward and residential should be considered. Existing established access would need to be discussed. Officer assumption considers sensitive nature of the area and the surrounding context.
WW01 4	Allotments (Plot A), Alton Road, Bournemouth	Wallisdown & Winton East	Allotments	Residential	Call for sites	Conservation area	150	123	40	0	Potentially suitable	Available	Achievable	No physical constraints. Loss of allotments to be considered but proposal is for relocation. Promoted through call for sites. Existing established access. Officer assumption considers sensitive nature of the area and the surrounding context.
WCW 004	129-139 Princess Road	Westbourne and West Cliff	Residential	Residential	Current application	None	150	130.5	141	0	Suitable	Available	Achievable	No Physical constraints. Council owned. Current application. Officer capacity derived from current application
WCW 005	135-137 West Hill Road, Bournemouth	Westbourne and West Cliff	Hotel	Tourist accommodation/residential	Call for sites	Conservation area	200	26	15	26	Potentially suitable	Available	Achievable	No physical constraints. Site is within West Cliff Conservation area. Existing policy constraint surrounding loss of tourist accommodation. Submitted at call for sites. Existing established access. Officer assumption considers conversion due to location in conservation area but could be scope to increase capacity depending on the scheme.
WCW 003	Hannah Levy House, 15 Poole Road	Westbourne and West Cliff	Care home	Residential	Existing brownfield register	Conservation area	100	23	25	0	Suitable	Available	Potentially Achievable	No physical constraints. Existing policy constraint due to the location of the site within a conservation area. Site currently operational but previously promoted. Existing established access. Officer capacity aligns with density assumption.
WCW 009	Marks and Spencer	Westbourne and West Cliff	Retail	Commercial/residential	Officer identified site	None	150	58.5	40	60	Suitable	Available	Achievable	Site is located within a conservation area. No other physical constraints. Existing established access. Officer capacity acknowledges location within Conservation Area and the retention of the existing retail use but could be scope to increase capacity.

Ref	Site Address	Ward	Existing use	Suggested use	Source	Constraints	Assumed Site Density	Density generated capacity	Officer Site Capacity	Capacity at a higher density if appropriate	Suitability	Availability	Achievability	Note
WCW 006	Marriott Hotel, 105 St. Michael's Road, Bournemouth	Westbourne and West Cliff	Hotel	Residential	Call for sites	Conservation area. Listed Buildings	200	120	60	0	Potentially suitable	Available	Achievable	Listed building on part of the site. Site is within West Cliff Conservation area. Existing policy constraint surrounding loss of tourist accommodation. Submitted at call for sites. Existing established access. Officer assumption acknowledges the sensitive nature of the site and the proposal for partial development of the site.
WCW 008	Westbourne car parks	Westbourne and West Cliff	Car park	Residential	Officer identified site	None	150	237	50	96	Potentially suitable	Available	Potentially Achievable	No physical constraints. Existing policy constraint surrounding car parking. Council owned site. Existing established access. There may be scope to rationalise total amount of car parking within the area. Officer assumption considers limited amount of total car parking is redeveloped.
WE00 3	Alma Road Surgery	Winton East	Doctors	Residential/ doctors	Housing Team	None	150	36	20	0	Potentially suitable	Available	Achievable	No physical constraints. Potential policy constraint surrounding community facility if doctors surgery not replaced. Although initial proposals retain this. Existing established access. Officer capacity derived from initial work.
WE23	Telephone exchange Wycliffe Road	Winton East	Commercial	Residential	Officer identified site	None	150	33	30	0	Suitable	Potentially available	Potentially achievable	No physical constraints. Officer capacity aligns with density assumption

Appendix 2

Sites promoted to us within the Green Belt. The sites can be viewed at:

<https://bcpcouncil.maps.arcgis.com/apps/webappviewer/index.html?id=5eb23119112d4b3aa09b21e317f0f265>

(Link to be updated for the consultation so all interactive mapping is provided at haveyoursay.bcpcouncil.gov.uk/localplan)

REF	Address	Ward	Area (ha)	Existing Use	Promoted Use	Housing Potential (Submitted)	Green Belt Harm*	Constraints	Distance to Facilities	Within a Sustainable Transport Corridor
02/01	Land at Willett Road, Wimborne	Bearwood & Merley	1.52	Stables/paddocks	Housing/nursing /care home	Not specified	Low moderate	TPO. Green Belt.	Within 500 - 1000m	Yes
02/02	9 Oakley Hill and land adjoining, Wimborne	Bearwood & Merley	1.25	Dwelling	Housing	25+	Low moderate	Green Belt. Adj to conservation area. TPO. Locally Listed building	Within 500 - 1000m	Yes
02/03	Merley Court Holiday Park, Merley House Lane, Wimborne	Bearwood & Merley	6.46	Holiday park	Permanent residential occupancy static caravans	99	Moderate high	Green Belt. Listed Building	Within 1000 - 1600m	No
02/04	Land at Higher Merley Farm, Merley Park Road, Ashington, Broad stone, Wimborne	Bearwood & Merley	4.43	Agricultural land	Residential	130-200	Moderate high (part). High (part)	Green Belt.	Within 1000 - 1600m	No (majority of site outside corridor).
02/05	The Oaks, Queen Anne Drive, Wimborne	Bearwood & Merley	1.71	Garden centre	Residential	50 (10-20)	Low moderate	Green Belt. TPO	Within 500 - 1000m	Yes
02/06	Land at north west junction of Canford Magna and Queen Anne Drive, Wimborne	Bearwood & Merley	6.72	Residential/paddock/woodland	Residential	84	Moderate high	Green Belt. Dissected by flood zone	Within 500 - 1000m	Yes
02/07	Land corner of Magna Road and Arrowsmith Road, Wimborne	Bearwood & Merley	9.38	Agricultural land	Residential	Not specified	High	Green Belt.	Within 500 - 1000m	Yes
02/08	The Hamworthy Club, Magna Road, Canford Magna	Bearwood & Merley	7.96	Sports & social club and associated land	Residential/ community facility/leisure	50-100	Very High	Green Belt. TPO	Within 1000 - 1600m	Yes
02/10	Land west of Knighton Lane, Wimborne	Bearwood & Merley	63.94	Agricultural land/former golf course, farm buildings and dwellings	Urban extension	2300	High (part). Very high (part)	Green Belt. TPO	Within 1000 - 1600m	No (majority of site outside corridor).

02/12	Land at Canford Park Arena, Magna Road	Bearwood & Merley	20.83	Events arena	Urban extension	Not specified	Very High	Green Belt. Potential issue in connection with Night jar foraging areas	Beyond 1600m	Yes (half the site within corridor)
02/14	Land north of Merley Park Road	Bearwood & Merley	9.24	Paddocks	Residential	100+	Moderate high	Green Belt.	Within 1000 - 1600m	No
07/01	Land at Higher Clockhouse Farm, Burley Road, Christchurch	Burton & Grange	30.93	Agricultural land	Residential	c.300	Moderate (part). Moderate high (part)	Green Belt. Partly within flood zone	Within 500 - 1000m	No
07/02	Sidestream, Salisbury Road, Winkton, Christchurch	Burton & Grange	0.99	Residential/garden	Residential	Not specified	High	Green Belt. TPO. Conservation Area	Beyond 1600m	No
07/03	Land at Burley Road, Winkton, Christchurch	Burton & Grange	2.48	Agricultural / Grazing Land	Housing	Not specified	High	Green Belt. Partly within Conservation Area	Beyond 1600m	No
07/04	Upper Weir, 256 Salisbury Road, Winkton, Christchurch	Burton & Grange	0.24	Residential	Residential	Not specified	Moderate	Green Belt. Conservation Area	Beyond 1600m	No
07/05	Land at Shaw Park, Burley Road, Christchurch	Burton & Grange	1.68	Previously developed land	Residential	30	Moderate (part). Moderate high (part)	Green Belt. Conservation Area	Within 1000 - 1600m	No
07/06	Land rear of West Hayes, Burley Road, Winkton, Christchurch	Burton & Grange	0.35	Garden	Housing	c.4-9	Moderate	Green Belt. Conservation Area	Within 1000 - 1600m	No
07/07	Land west of Salisbury Road, Winkton, Christchurch	Burton & Grange	0.32	Woodland	Residential	8	Moderate	Green Belt. Conservation Area	Within 1000 - 1600m	No
07/08	Settlement boundary at Winkton	Burton & Grange	8.87	Existing Winkton Hamlet Settlement Washed Over with Greenbelt	Residential	Not specified	Moderate	Green Belt. Conservation Area	Within 1000 - 1600m	No
07/09	Hawthorn Dairy and Hawthorn Farm Buildings (Parcel 2), Lyndhurst Road, Bockhampton, Christchurch	Burton & Grange	0.27	Agricultural buildings	Mixed Use - Residential and Commercial	Not specified	Not assessed	Green Belt.	Beyond 1600m	No
07/10	Hawthorn Dairy and Hawthorn Farm Buildings (Parcel 1), Lyndhurst Road, Bockhampton, Christchurch	Burton & Grange	0.86	Agricultural buildings	Mixed Use - Residential and Commercial	Not specified	Not assessed	Green Belt	Beyond 1600m	No

07/11	Land adjoining Salisbury Road, Burton, Christchurch	Burton & Grange	16.07	Agriculture/recreation	Residential/open space	300	Moderate high	Green Belt. Partly with Conservation Area	Within 1000 - 1600m	No
07/12	land at 178 Salisbury Road, Burton, Christchurch	Burton & Grange	2.29	Mainly Greenfield	Residential	77	Low moderate	Green Belt. Conservation Area	Within 500m	No
07/13	Land at Preston Lane, Burton Christchurch	Burton & Grange	1.19	Agricultural land	Residential	c.29	Low moderate	Green Belt. Adj to Conservation Area	Within 500m	No
07/14	Land at Vicarage Way, Burton, Christchurch	Burton & Grange	1.09	Paddocks	Residential	150-200 (only as part of 07/15)	Low moderate	Green Belt. Adj to Conservation Area	Within 500m	No
07/15	Land east of Salisbury Road & south of Preston Lane, Burton, Christchurch	Burton & Grange	13.93	Agricultural land/paddocks	Residential/on-site SANG	150-200 (Combined with 07/14)	Moderate high	Green Belt. Partly within Conservation Area	Within 500m	No
07/16	Land at Summers Lane, Burton, Christchurch	Burton & Grange	3.47	Equestrian grazing and small holding	Housing	215	Moderate high	Green Belt. Adj to Conservation Area	Within 500m	No
07/17	2 Martins Hill Lane, Burton	Burton & Grange	0.33	Residential	Residential	Not specified	Moderate	Green Belt. Adj to Conservation Area	Within 500 - 1000m	No
07/18	Land west of Salisbury Road, Burton, Christchurch	Burton & Grange	12.64	Agricultural land	Residential, community, employment, flood compensation	Not specified	Moderate	Green Belt. Partly within Conservation Area. Partly within the flood zone.	Within 500 - 1000m	No
07/19	29 Salisbury Road, Burton, Christchurch	Burton & Grange	0.66	Residential	Housing	Not specified	Moderate (part). Moderate high (part)	Green Belt. Conservation Area	Within 500 - 1000m	No

07/20	The Manor Arms, 15-17 Salisbury Road, Burton	Burton & Grange	0.44	Pub/hotel	Residential	10	Moderate high	Green Belt. Conservation Area	Within 500 - 1000m	No
07/21	Land to the rear of the Manor Arms, Salisbury Road, Burton, Christchurch	Burton & Grange	3.72	Agricultural Land	Housing	c.91	Moderate high	Green Belt. Partly within Conservation Area	Within 500 - 1000m	No
11/15	Knapp Mill, Mill Road and Marsh Lane, Christchurch	Commons	30.63	Water treatment works	Residential	55+	Low (part). Low moderate (part).	Green Belt. Partly RAMSAR/SPA Partly within the flood zone.	Within 500 - 1000m	No
16/02	Coda Music Centre, Chewton Farm Road, Walkford, Christchurch	Highcliffe & Walkford	0.86	Music school	Residential-led mixed use	c.29	moderate high	Green Belt	Within 1000 - 1600m	No
16/03	Chewton Glen Farm, 9 Chewton Farm Road, Walkford, Christchurch	Highcliffe & Walkford	2.78	Grazing land	Housing	c.85	moderate high	Green Belt.	Within 1000 - 1600m	No
17/01	Land at Kinson Manor Farm, Bournemouth	Kinson	68.17	Agricultural land	Urban extension	c.500	Moderate high (part). High (part)	Green Belt. Within the flood zone	Within 500 - 1000m	No (majority of site).
21/01	Land north of Muscliffe Lane, Bournemouth	Muscliff & Strouden Park	27.89	Agricultural land/residential	Residential	Not specified	High	Green Belt. Partly within Conservation Area	Within 1000 - 1600m	No (majority of site).

21/02	210 Muscliff Lane, Bournemouth	Muscliff & Strouden Park	0.91	Residential / Greenfield	Residential	Not specified	High	Green Belt. Conservation Area	Within 1000 - 1600m	Yes (majority of site)
21/03	Land south of Muscliffe Lane and west of Broadway Lane, Bournemouth	Muscliff & Strouden Park	1.99	Grazing land	Residential	Not specified	Low moderate (part). High (part).	Green Belt. Conservation Area	Within 1000 - 1600m	Yes
21/04	Land west of Broadway Lane, Bournemouth	Muscliff & Strouden Park	0.78	Grazing land	Care home	Not specified	Low moderate		Within 1000 - 1600m	Yes
21/05	Land at Throop, Bournemouth	Muscliff & Strouden Park	56.56	Residential dwellings/ agricultural buildings/paddocks/ employment	Urban extension - mixed use	1,000	Moderate (majority). Low moderate (part)	Green Belt.	Within 500 - 1000m	Yes (half the site)
21/06	Land south of Careys Road, Bournemouth	Muscliff & Strouden Park	2.54	Grazing land	Residential	Not specified	Moderate (part). Low moderate (part)	Green Belt.	Within 500 - 1000m	Yes
21/07	Land corner of Mill Road and Careys Road, Bournemouth	Muscliff & Strouden Park	0.43	Grazing land	Residential	Not specified	Moderate	Green Belt.	Within 500 - 1000m	Yes
21/08	Land east of junction between Yeomans Road and Throop Road, Bournemouth	Muscliff & Strouden Park	1.77	Grazing land	Residential	Not specified	Moderate	Green Belt.	Within 500 - 1000m	No
21/09	Former Stockwell Nurseries, Throop Road, Bournemouth	Muscliff & Strouden Park	1.38	B1/B2/B8/residential	Residential and/or Employment (B1/B2/B8)	c.44	Low moderate	Green Belt.	Within 500 - 1000m	Yes
21/10	33 Yeomans Road, Bournemouth	Muscliff & Strouden Park	0.28	Residential garden	Residential	9-12	Moderate	Green Belt.	Within 500m	Yes
21/11	Land at Yeomans Road, Bournemouth	Muscliff & Strouden Park	0.42	Grazing Land	Residential/commercial	Not specified	Moderate	Green Belt.	Within 500m	Yes
21/12	Land west of Valley Road, Bournemouth	Muscliff & Strouden Park	1.9	Grazing Land	Residential	Not specified	Moderate	Green Belt.	Within 500m	Yes

21/13	Land east of Valley Road, Bournemouth	Muscliff & Strouden Park	2.11	Grazing Land	Residential	Not specified	Moderate	Green Belt.	Within 500m	Yes
21/14	Land east of Valley Road (opposite The Dell), Bournemouth	Muscliff & Strouden Park	1.03	Grazing Land	Residential	Not specified	Moderate	Green Belt.	Within 500m	Yes
21/15	Land adjacent Haunchwood, Valley Road, Bournemouth	Muscliff & Strouden Park	0.49	Grazing Land	Residential	Not specified	Moderate	Green Belt.	Within 500m	Yes
21/18	Westfield, Throop Road, Holdenhurst, Bournemouth	Muscliff & Strouden Park	0.68	Grazing	Residential	18-25	Moderate	Green Belt.	Within 500m	Yes
21/19	Land north of Holdenhurst Village Road, Holdenhurst Village, Bournemouth	Muscliff & Strouden Park	5.40	Agricultural land	Residential	Not specified	High	Green Belt. Partly within Conservation Area. Within the flood zone	Within 1000 - 1600m	No
21/20	Land south of Holdenhurst Village Road, Holdenhurst Village, Bournemouth	Muscliff & Strouden Park	24.99	Agricultural land	Residential	Not specified	High	Green Belt. Conservation Area. Partly within the flood zone	Within 1000 - 1600m	Yes (majority of site)
21/21	Land east of Holdenhurst Village Road, Holdenhurst Village, Bournemouth	Muscliff & Strouden Park	4.07	Agricultural land	Residential	Not specified	High	Green Belt. Partly within Conservation Area. Partly within the flood zone	Beyond 1600m	No

*From Green Belt review

Appendix 3

Sites promoted to us for leisure sites. The sites can be viewed at: <https://bcpcouncil.maps.arcgis.com/apps/webappviewer/index.html?id=5eb23119112d4b3aa09b21e317f0f265>
 (Link to be updated for the consultation so all interactive mapping is provided at haveyoursay.bcpccouncil.gov.uk/localplan)

REF	Address	Ward	Existing Use	Promoted Use	Constraints	Location Near Facilities	Location Near Bus / Cycle Way	Green Belt parcel harm*	Comments
1108	Land north of Chapel Gate and south of Bournemouth Rugby Club, Chapel Gate, Christchurch	Commons	Open fields in Green Belt / Go Kart Track	Leisure/ recreation use	Green Belt	Beyond 1600m of local facilities	Within 200 - 400m of bus stop and cycle way. Beyond 1600m of railway station.	Moderate high	Further assessment required of Green Belt impact and the need for the leisure and recreation use in this location. Clarification required regarding detail of leisure and recreational uses proposed. No known site-specific infrastructure requirements affecting deliverability.
1109	Land south of Parley Lane and west of Merritown Lane, Christchurch	Commons	Golf Course	Leisure/ recreation use	Green Belt	Beyond 1600m of local facilities	Within 200 - 400m of bus stop and cycle way. Beyond 1600m of railway station.	Moderate high	Further detail required regarding leisure and recreational uses intended for this location and the need for them in the Green Belt. No known site specific infrastructure requirements affecting deliverability.
1110	Land at Merritown Farm, Merritown Lane, Hurn, Christchurch	Commons	Theme Park/aviation museum	Commercial/ employment/ leisure/tourism	Green Belt	Beyond 1600m of local facilities	Within 200 - 400m of bus stop and cycle way. Beyond 1600m of railway station.	Moderate high	Site promoted generally for commercial, employment, leisure and tourism but with no detail of what this would entail. Site promoter identifies that site would not likely be available for 10 years.
1111	Hurnwood Park, Avon Causeway, Christchurch	Commons	Storage and Distribution (B8)	Leisure	Green Belt. Within 400m Heathland buffer.	Beyond 1600m of local facilities	Within 200 - 400m of bus stop and cycle way. Beyond 1600m of railway station.	Moderate high	Further detail required regarding leisure and recreational uses intended for this location and the need for them in the Green Belt. No known site-specific infrastructure requirements affecting deliverability.
1113	Hurn Quarry, Parley Lane, Hurn, Christchurch	Commons	Sand and gravel quarry	Water Park	Green Belt. Adj to conservation area. Proximity to Listed and Locally Listed buildings	Beyond 1600m of local facilities	Within 200 - 400m of bus stop and cycle way. Beyond 1600m of railway station.	High	Promoted for water park. Further detail required regarding leisure and recreational uses intended for this location and the need for them in the Green Belt.

*From Green Belt review

Appendix 4

Areas that could be considered for a change in character. These areas can be viewed at:

<https://bcpcouncil.maps.arcgis.com/apps/webappviewer/index.html?id=5eb23119112d4b3aa09b21e317f0f265>

(Link to be updated for the consultation so all interactive mapping is provided at haveyoursay.bcpccouncil.gov.uk/localplan)

Alder Road, Poole
Alma Road, Bournemouth
Ashley Road, Poole
Barrack Road, Christchurch
Bournemouth Road area, Poole
Charminster Road, Bournemouth
Columbia Road, Bournemouth
Danecourt Road, Poole
Fernside Road, Poole
Higher Blandford Road, Broadstone
Holdenhurst Road, Bournemouth
Lansdowne and surrounding area
Longfleet Road, Poole
Lymington Road/Highcliffe Centre and surrounds
Magna Road, Poole
Old Christchurch Road, Bournemouth
Parkstone Road, Poole
Penn Hill Avenue, Poole
Poole Road
Ringwood Road, Bournemouth
Ringwood Road, Poole
Sandbanks Road, Poole
Seabourne Road, Bournemouth
Talbot Road, Bournemouth
Wimborne Road, Bournemouth
Wimborne Road, Poole

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CABINET



Report subject	Housing Management Model Review
Meeting date	28 July 2021
Status	Public Report
Executive summary	<p>The council's housing stock within the Housing Revenue Account (HRA) is situated within the Bournemouth and Poole neighbourhoods and comprises 9,592 owned properties (5,080 in Bournemouth and 4,512 in Poole) and 1,139 leasehold properties (as at 1 April 2021).</p> <p>Council housing within the Bournemouth neighbourhood is managed in-house within the officer structure of the housing service unit. Poole Housing Partnership (PHP) is an Arm's Length Management Organisation (ALMO), a wholly owned company, and manages the council housing in the Poole neighbourhood whilst BCP Council retains ownership and ultimate responsibility.</p> <p>This report sets out the national policy context for council housing and proposes some core objectives to guide future delivery.</p> <p>This report presents the council's strategic key drivers for service delivery in this area and, measuring these against the various governance options, proposes a preferred model for housing management in the future.</p> <p>It is recommended that the council should align and create a new combined hybrid service, the 'best of both worlds', within the council.</p> <p>It is recommended that the new combined in-house hybrid service has a robust 'advisory board', providing oversight, expertise and informed advice. A number of other councils, including some which have recently changed from an ALMO model, have similarly set up or are considering setting up an advisory board to ensure robust visibility and monitoring for continued good service delivery.</p> <p>The report requests approval to commence extensive consultation with residents and other stakeholders over summer and autumn 2021 to help determine implementation.</p>

Recommendations	It is RECOMMENDED that Cabinet approves:
	<p>(a) The proposed objectives of a new combined service within the council:</p> <p>(b) The preferred governance model for a new combined hybrid service within the council overseen by an advisory board:</p> <p>(c) The outline principles of governance arrangements for the advisory board: and</p> <p>(d) The commencement of extensive consultation with all council housing tenants/leaseholders and other stakeholders on the preferred model and the future nature of services to be delivered.</p>
Reason for recommendations	The alignment of the housing management services is necessary to meet the council's overarching alignment agenda and emerging transformation strategy, with the outcome of delivering excellent services for our council housing tenants and leaseholders.
Portfolio Holder(s):	Councillor Robert Lawton - Portfolio Holder for Homes
Corporate Director	Kate Ryan – Chief Operating Officer
Report Authors	<p>Lorraine Mealings – Director of Housing, BCP Council</p> <p>Su Spence – Chief Executive Poole Housing Partnership</p> <p>Seamus Doran – Head of Neighbourhood Management, BCP Council</p>
Wards	Council-wide
Classification	For Decision

Background

1. The council's housing stock within the Housing Revenue Account (HRA) is situated within the Bournemouth and Poole neighbourhoods and comprises 9,592 owned properties (5,080 in Bournemouth and 4,512 in Poole). 33 of these are shared ownership whilst the vast majority are rented. There are a further 1,139 leasehold properties (as at 1 April 2021). There is no council owned housing stock in the Christchurch neighbourhood as the stock was transferred to a housing association several years ago.
2. There is council housing across multiple wards of BCP although there are certain wards with high concentrations e.g. Kinson, Hamworthy. Council housing constitutes approximately 6 percent of all households across BCP Council geography, just over 1 in 20 homes.
3. Council housing within the Bournemouth neighbourhood is managed in-house within the officer structure of the housing service unit.

4. Poole Housing Partnership (PHP) is an Arm's Length Management Organisation (ALMO), a wholly owned company, and manages the council housing in the Poole neighbourhood. BCP Council retains ownership and ultimate responsibility for the homes, whilst PHP manage the homes in line with a Commissioning and Performance Management Framework overseen by the housing service unit and with formal input from the Chief Operations Officer, Director of Housing and the Portfolio Holder for Homes.
5. ALMOs were created by some councils in 2002 and numbers have since fallen to 27 now in operation, with several of these remaining in the process of being brought in-house by the council. There are approximately 165 councils who own their own Council Housing stock, the majority of which are managed in-house.

The Housing Revenue Account (HRA)

6. The HRA is a ring-fenced account within the council and records the income and expenditure associated with the landlord function in respect of the council's housing stock. The account is separate from the wider General Fund budget.
7. The council's HRA was formed on 1 April 2019 when BCP Council was created and combined the former HRA's of Bournemouth and Poole Councils. BCP Council can only operate one HRA legally but continues to maintain two separate neighbourhood accounts within it, one for the Bournemouth neighbourhood and one for the Poole neighbourhood.
8. The HRA is a sizeable and significant account within the council involving an annual rent roll of £43.2 million in 2021/22.
9. In 2018 the Government removed the HRA borrowing cap. Total borrowing within BCP Council's HRA is forecast to be £16.5 million in 2021/22, £23.1 million in 2022/23 and £23.8 million in 2023/24.

National policy context

10. In the context of the Grenfell tragedy in June 2017, national policy around social housing has gained significant focus over the last few years. This has culminated in a White Paper published in November 2020, 'The Charter for Social Housing Residents'. The key principles embedded within this include increased resident voice and empowerment to shape services, increased redress for residents, increased regulation across the whole social housing sector including in-house council housing services, improved quality of homes, improved fire safety and an increased focus on new build with options for home ownership.
11. A Building Safety Bill was published in July 2020. There is clear guidance within the bill about the direction of travel – greater accountability for fire safety, improved standards and greater regulation.
12. Further national developments focus on the review of the Decent Homes Standard that sets the minimum standards for council owned homes. This is expected to report in 2022 and to focus on how councils' impact on wider "place" and community across its stock and the delivery of measures to improve energy efficiency across all council owned stock.
13. Council owned stock will also be subject to the wider national policy statements around energy efficiency as well as the local declaration of the climate emergency. To meet national carbon targets all housing, including council housing, must meet net zero carbon levels by 2050, with the local target for BCP Council being 2030, as

declared in 2019. There are ongoing national discussions regarding how this will be funded as well as whether the technology is available to deliver this.

14. The White Paper and the focus on regulation is also being supported by an enhanced role for the Housing Ombudsman. The development of thematic reviews, 'naming and shaming' providers with poor standards and taking a more aggressive approach where the benefit of the doubt no longer rests with the landlord suggest a time of greater focus on the quality of experience of the resident than has been seen for the past 10 years nationally.
15. The future of our council housing stock across both neighbourhoods clearly needs to embrace these agendas more proactively and innovatively to make sure we deliver excellent services for our residents.

Review of the housing management model

16. In light of the need to align policies and practices across BCP Council, it is necessary to review the future housing management model which is currently based on the two different models for Bournemouth and Poole.
17. There are a number of policies which remain significantly different for the two neighbourhoods, including the tenancy types granted. The tenancy management procedures, systems and ways of working are also quite different across both areas.
18. As with many alignment discussions since local government reorganisation and the creation of BCP Council, the discussions around the housing management model are contentious and sensitive and need to be handled very carefully with engagement of all parties. The existence of an ALMO as a company with separate governance to the council, although wholly owned, makes the governance and communications for this project complex.

Proposed core objectives

19. In considering a model for the housing service, it is necessary to set out the objectives that this service will meet. These will in themselves be partly driven by national and local considerations as well as best practice elsewhere and linked to the council's corporate objectives. The following are proposed as core objectives to be refined further in consultation with residents:
 - To provide new homes that are energy efficient and improve the efficiency of existing homes to tackle the climate emergency.
 - To engage with residents to reduce fuel poverty and raise awareness of climate friendly actions.
 - To manage our external communal areas and green spaces well so that residents can enjoy these areas and be proud of where they live.
 - To develop and provide affordable housing in a range of tenures and types to the highest standard of construction.
 - To maintain and manage our homes to deliver the best outcomes for those living in them.
 - To provide homes that are safe and healthy to live in by ensuring that all building safety standards are met, and residents can easily raise concerns.
 - To support skills development through a programme of apprenticeships.

- To deliver services that are influenced by and reflect the needs of local communities.
- To work in partnership with many agencies to promote social inclusion and support residents to be involved and thrive in their local communities.
- To deal effectively with complaints of anti-social behaviour and ensure there is appropriate support for victims.
- To work in partnership to support the needs of vulnerable residents to enable them to lead safe and independent lives.
- To work in partnership to reduce poverty wherever possible and to promote financial inclusion.
- To provide support for residents so they can manage and maintain their tenancies.
- To make the best use of technology and deliver new ways of working that benefit our residents.
- To ensure staff receive appropriate training and development to enable them to provide a high standard of service.
- To ensure that our services are responsive to diverse needs and that residents can access these in ways that are most convenient to them.
- To continually benchmark service delivery and ensure cost and performance outcomes are upper quartile.
- To promote resident involvement in service development and review by providing support, information, and resources to individual tenants and community organisations.
- To robustly measure resident satisfaction and provide services that are shaped by the views of our residents.
- To provide transparent information to residents about how well we are performing including how we deal with complaints.

BCP Council's strategic key drivers for council housing delivery

20. It is suggested that the following are the key drivers for BCP Council against which to measure the most appropriate governance model and consider the best way forwards:

Driver	Detail
Direct residents voice heard by the council as landlord	<p>The White paper is very clear that tenants and residents should have a greater voice with the landlord.</p> <p>The changing national policy context with the White Paper and the transformation journey for BCP Council presents an opportunity for positive change.</p>
Accountability - the council as the accountable body irrespective of management arrangements in place	<p>The council's accountability for resident services is high profile in light of fire safety, the White Paper and the increasing regulation coming for council's with social housing stock.</p>
Clear line of sight – need for oversight, scrutiny and full visibility of services and issues	<p>The council needs a clear line of sight in light of accountability, White Paper direction and increasing regulation.</p> <p>The Building Fire Safety agenda is high profile nationally and there is a clear expectation that the council needs to have a clear line of sight on all issues and holds ultimate accountability.</p>
Control over resources and outcomes for residents	<p>The council will want to have control over its valuable 10,000 council home assets to deliver its strategic drivers in the best way which mitigates risks and delivers the local and national agendas.</p>
Deliver value for money with savings reinvested into resident services	<p>There are opportunities for removing duplication and driving inefficiencies that can ensure all funds are reinvested in delivering even better services for residents.</p>
Joined up service delivery to improve resident outcomes	<p>Housing management needs to join well with other council services such as anti social behaviour, housing delivery and housing options to create seamless services to its residents.</p> <p>The council's Smarter Structures project is key to making sure services operate seamlessly across teams.</p>
Maximise ability for council Housing services to be fully part of the council's transformation programme to modernise	<p>The council's emerging transformation journey importantly needs to embrace all services to help maximise best use of resources and ultimately ensure we deliver consistently excellent services for our many customers.</p>

and deliver the right outcomes for our customers	Council housing tenants and leaseholders clearly need to benefit from this too.
Deliver equity of service delivery for our tenants	There is a need to deliver fairness with the same services to all of our tenants. Possible risk of challenge if services remain unaligned.
National reputation and credibility of new BCP Council	Need to consider national context on these issues and what other councils are doing. Need to consider credibility of BCP Council two years on from Local Government Reorganisation with unaligned services. Council housing and the Local Plan are the two key areas that still remain unaligned.

Financial considerations and securing efficiencies

21. Whilst the HRA is ring-fenced, there still needs to be a focus on gaining efficiencies across all services to make sure services deliver the very best value for money to our customers. It is critical that we maximise the opportunity to reduce inefficiencies and duplication of spend within the HRA so that we can reinvest funds in the right service priorities for our tenants. This housing management model review is key to help us to do that.
22. We know from the alignment of the multiple other services over the last two years since the creation of BCP Council in 2019, that the joining of services into one combined service creates significant financial savings. These savings can be secured, whilst retaining and enhancing service delivery for our customers. The business case for alignment based on securing net savings is clear and will be subject to greater due diligence as the project moves forwards. It should be noted that potential savings will need to be considered against the additional costs of implementing this change.
23. As a ring-fenced account, the reinvestment of these savings and efficiencies back into tenant services is key – the funds would be reinvested back into the HRA to deliver the right service priorities for tenants. The savings will benefit our residents and would help fund the following activities, plus more, depending on evolving priorities:
 - Enhanced housing management and estate management services provided for the benefit of tenants (e.g. additional resource to address anti social behaviour, additional support for vulnerable tenants).
 - Improved maintenance of existing homes.
 - Increased new build activity to increase the number of much needed affordable homes.
 - Increased programme to retrofit existing stock and meet the national climate emergency target of being zero carbon by 2050, with the added benefit of lowering fuel bills for tenants.

24. Whilst the HRA sits outside of the General Fund there is a direct connection with the General Fund in terms of recharges. As such, it is again important that the HRA is as efficient as it can be. For example, the HRA contributed £1 million from each neighbourhood in 2020/21 towards the transformation agenda. There are also ongoing annual recharges in place back to the council's General Fund where the HRA pays for services it receives.

Governance model options appraisal

25. In order to address the alignment issues, BCP Council commissioned an independent review in 2019 which was completed in summer 2020. This review considered the various options going forwards and presented related issues.
26. The review presented two decisions, firstly whether to align the two neighbourhoods into one (Option 1).
27. Secondly, if aligning into one, then which model to implement as one aligned model (Option 2). The four options for the one aligned model were set out in the independent review as follows: -
- Option 2a collapse PHP into the existing inhouse Bournemouth service
 - Option 2b collapse the Bournemouth service into a (renamed) PHP ALMO to cover the whole area
 - Option 2c disbands both existing services and creates a new local authority company, with a board of directors, distanced, and branded differently from either of the two predecessor services
 - Option 2d disbands both existing services and creates a new entity, as a distinct stand-alone service within the council, with an advisory board, clearly distanced and differently branded from either of the two predecessor services.
28. The independent review did not recommend a particular option but suggested that BCP Council should now consider the options against its strategic key drivers to determine the best way forwards.
29. Since the independent review, a Councillor Working Group (CWG) has been convened from February 2021 to advise the Portfolio Holder for Homes in the development of the housing management model review and help move any change through to implementation. The CWG is chaired by the Portfolio Holder for Homes with five cross-party councillor members, together with officer support.
30. The CWG has shaped the proposals presented in this report. An approved governance framework is in place which includes the CWG as well as additional officer, resident and staff groups to ensure the right expertise, information sharing and decision-making as the review moves forward.
31. A staff 'sounding board' is proposed to be convened on a regular basis to help shape the project from here as part of ongoing consultation with the teams delivering the services.

Considerations to retain different governance models

32. Consideration has been given as to whether we should retain the two neighbourhoods as separate services or create a single aligned service covering all council housing tenancies across the BCP area. Table one in Appendix 1 sets out the advantages and disadvantages of these in detail.

33. Retaining the two current models of delivery causes little service disruption, both neighbourhoods deliver good services and they could work to align policies and practice. However, this is not in line with the council's transformation programme, does not deliver savings for reinvesting in the service, will still result in different cultures and ways of working and is inequitable for tenants and leaseholders across the two areas.

Considerations to align different governance models

34. If aligned into one model, either service could be collapsed into the other which would cause minimal service disruption. This could however be perceived as a "take over" and reduce impetus for fresh thinking and service redesign.
35. Alternatively, the independent review presented two further aligned options involving creating a new branded service with a new identity - a new single service which would be distinct from either of its predecessors. The creation of BCP Council has involved the creation of new combined services across many teams as a result of the new organisation. For many, a new service was created with a new identity, picking the best of the legacy services to create something combined which is even better. There are two clear options for consideration here:
- Option 2 (c): A single new 'best of both worlds' service, set up as a local housing company, clearly distinct from either of its predecessors
 - Option 2 (d): A single new 'best of both worlds' service, clearly distinct from either of its predecessors, set up as a hybrid service with a form of 'advisory board', providing oversight, expertise and informed advice

Table two in Appendix 1 sets out in more detail the advantages and disadvantages of each option.

Recommended governance model

36. The CWG, with officer support, considered the independent review and measured the options against BCP Council strategic key drivers set out above. On this basis, it was recommended to progress with Option 2 (d) above, involving a single new 'best of both worlds' hybrid service within the council, clearly distinct from either of its predecessors, set up with a form of 'advisory board', providing oversight, expertise and informed advice.
37. The advantages and disadvantages of each option are set out in Appendix 1. In summary, Option 2d has the following advantages:
- the 'tenants voice' is closer to the landlord.
 - clear line of sight/transparency and accountability for the council in the context of increasing regulation, accountability required by the landlord and an increased focus on safety.
 - connect, re-integrate and join-up with other council services to achieve better customer outcomes.
 - enable better delivery of the council's transformation journey to modernise and improve services.
 - greater control for the council of its assets.
 - no additional company overhead costs.
 - scope for securing further savings with economies of scale from operating in the wider council.

38. It is recommended that the new combined hybrid service within the council has a robust 'advisory board', providing oversight, expertise and informed advice as described in more detail later in the report. A number of other councils, including some which have recently changed from an ALMO model, have similarly set up or are in the process of considering the set-up of an advisory board as above e.g. Exeter, Gateshead and Kirklees.

Scope

39. The recommended hybrid model within the council clearly needs to operate in the context of the council's organisational wide operating model and transformation. In terms of establishing the scope of a new service, this needs to give due regard to the Smarter Structures project which sets out the way in which teams and services across the council should/could be line managed and structured going forwards. The new way of working brings teams together in different ways to help create efficiencies, provide resilience and build centres of excellence and specialism. The aims of Smarter Structures are:
- Reducing the duplication of work and roles.
 - Grouping like work into 'job families' and creating 'centres of excellence'.
 - Reducing structural layers across the organisation.
 - Increasing spans of control for managers.
 - Delivering savings in the short and long term.
40. The application of the Smarter Structures principles needs careful consideration to help define the operational structure for implementation. This will define what falls within the direct line management of a new team and what might be provided as part of the council housing service offer, albeit line managed in a different specialist team within the council. Further discussion is needed on this as the review progresses. However, it is important to note that the proposed consultation needs to focus on the service offer to be delivered, irrespective of the operational arrangements and future line management arrangements within the council yet to be determined.

Governance

41. A proposed outline governance arrangement, to be firmed up over the period of consultation, is described below. This is proposed to involve an advisory board composed of council members, resident representatives, and independent members with expertise in the field to oversee performance, contribute to strategy and operating plan/budget, as well as consider policy or service changes before formal approval through the council's established decision-making routes as per the constitution.
42. The purpose of an advisory board can be summarised as overseeing the activity of and offering advice, expertise and insight to the council, in the delivery of services to residents.
43. In greater detail, the advisory board would:
- Assist the new combined service to meet the objectives set by the council in consultation with residents.
 - Oversee and monitor the performance of the new service against its targets, annual operating plan and the strategy for the new service.
 - Offer advice, expertise, and insight in seeking continuous improvements and innovation in performance and service delivery.

- Assist the council to develop a strategy for the new service to be reviewed from time to time, and an annual operating plan to deliver that strategy.
 - Within the budgetary envelope set by the council for the HRA, and subject to the expectations of the new service strategy, assist and support in the development of the annual HRA budget report and associated operating plan.
 - Ensure that the new service and the council as landlord meet the revised and enhanced landlord expectations embodied in the housing White Paper.
 - Ensure that the new service meets the new enhanced regulatory expectations in respect of safety, compliance and the consumer standards.
 - Ensure that principles of resident involvement and engagement are fully embedded in the work of the new service, that the views and needs of residents are clearly taken into account in delivering and improving services and that 'Together with Tenants' commitments are delivered as anticipated by the White Paper.
 - Receive and act on reports from resident scrutiny panels.
44. It is recommended that the advisory board would comprise residents (i.e. tenants/leaseholders), council elected members, and independent individuals selected for their skills and expertise in the field. It is suggested that exact numbers from each constituent group should be determined following consultation. The board would be chaired by the Portfolio Holder for Homes and be supported by BCP Council officers as appropriate.
45. It is proposed that there should be consideration of wider supporting resident engagement structures that could feed into the board's work.
46. Further consideration should be given as to where the advisory board sits within the established governance arrangements of the council and its relationship with existing scrutiny committees, the Cabinet and the Council. This would need to ensure clarity on roles, responsibilities and reporting lines.

Consultation

47. The recommendations in this paper will be subject to extensive consultation.
48. Initial consultation has already commenced with a new Joint Resident's Group with involved tenants/leaseholders from both neighbourhoods. This consultation commenced in June 2021 to help shape the project including finalising how we undertake the consultation and the group is intended to continue throughout the project into implementation.
49. It is anticipated that an extended period of consultation will commence in August and last for approximately 12 weeks ending in October 2021.
50. Engagement will take various forms with residents, staff, housing register applicants and councillors during the consultation period, and will focus on the following key issues:
- The proposed objectives of the new service.
 - The nature of services to be delivered.
 - The recommended governance model including the role and composition of an advisory board.
51. The consultation plan involves extensive engagement as set out in Appendix 2. This will include a paper survey mailed to all tenants and leaseholders on the above issues, as well as asking tenant and leaseholders their thoughts on the current

service and what is important to them. A full residents survey is felt necessary to make sure engagement is as inclusive as possible. The opportunity will be taken through the household survey to improve our knowledge of our customer base, including demographic data, preferred means of contact, contact details etc. to better enable us to understand customers and tailor services for the future.

52. Engagement will be further facilitated by encouraging feedback through the council's online engagement website, face to face roadshows and resident meetings. The methodology for this will be reviewed to make sure practices are safe and in line with COVID19 guidance.
53. The consultation content is drafted and will be finalised subject to Cabinet agreeing the recommendations within this report.
54. A comprehensive equalities impact assessment has been undertaken to ensure that the consultation is as inclusive as possible and encourages wide engagement by residents and the many other stakeholders.

Summary of financial implications

55. BCP Council can only legally operate one HRA although in practice this is managed through two separate financial accounts, one for the Bournemouth neighbourhood and one for the Poole neighbourhood. Both finance teams have been working together since the creation of BCP council to move towards more consistent accounting across both neighbourhoods.
56. The recommendation for one combined model for all council housing tenants and leaseholders of BCP Council will generate efficiencies by removing duplication where resulting savings can be reinvested in enhanced services for tenants and leaseholders. The business case for aligning based on securing net savings is clear and will be subject to further due diligence as the project moves forwards.
57. The next stage of the project will be to work through in detail the financial implications including the potential efficiencies as well as any costs related to implementing the proposed changes.

Summary of legal implications

58. The preferred model will require ceasing trade within Poole Housing Partnership (PHP) which will require legal due diligence in due course. Formal notice will also need to be served by BCP Council to PHP to end the management agreement in place.

Summary of human resources implications

59. The staffing implications of creating one combined service will require a restructure of staffing into one team in due course. HR colleagues will help guide this process as part of the implementation. The recommendation for one new combined hybrid service within the council will need to have due regard to the council's Smarter Structures project with some staff expected to be supporting service delivery from complementary specialist 'centres of excellence'.

Summary of sustainability impact

60. The recommendation for creating one combined new service will realise savings which can be reinvested in services for tenants. One key spending priority here is to ensure that council housing is environmentally sustainable and meets the local and

national climate change targets. This will involve retrofitting the existing housing stock and building new sustainable homes.

Summary of public health implications

61. The effective management and maintenance of council housing stock brings clear public health benefits to residents. Good health outcomes can be achieved by good housing provision. The housing management model review is aimed at ensuring excellent outcomes for residents.

Summary of equality implications

62. Council housing stock involves approximately 10,000 households, comprising residents with the wide range of protected characteristics. The housing management model review is aimed at ensuring excellent outcomes for residents, catering for a wide range of needs and vulnerabilities, delivering services which are inclusive and supportive to help build communities.
63. An equalities impact assessment (EIA) has been undertaken and has continued to evolve over the last few months as the project has moved forwards. The key focus within the EIA has been to ensure that engagement with tenants and leaseholders during the consultation phase is as inclusive as it can be and that any issues likely to have an impact on protected groups are considered. The initial consultation will not only seek views on the preferred model, but the outcome and the other information gathered from it will also help design the service and any future equality impact assessments that are required.
64. The Councillor Working Group (CWG) advising the Portfolio Holder for Homes importantly includes the Cabinet Lead Member for Equalities to help ensure that these issues remain central to the considerations throughout.

Summary of risk assessment

65. The housing management model review is a complex project with many issues and risks which will be managed through effective project management as the review moves forwards. Specialist support will be required from areas such as Finance, HR and Legal to ensure effective project management where risks are identified and mitigated. A robust risk log will be further developed as part of the project plan.

Background papers

- Cabinet report : Housing Revenue Account (HRA) Budget Setting 2021 to 2022 – 10 Feb 2021
- Equality Impact Assessment

Appendices

Appendix 1 – Governance Model Options

Appendix 2 – Consultation Plan

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Appendix 1 – Governance Model Options

Table One – Advantages and disadvantages of aligning models

Advantages of retaining two models	Disadvantages of retaining two models
Little service disruption	Not in line with the BCP Council alignment strategy and could affect long term credibility of the council if two service models remain
Reduce staff anxiety (although may assume alignment will still come but at a later date)	Value for money - Not realise opportunity to remove duplication and secure financial efficiencies which could be reinvested back into services for tenants e.g. senior and middle management, duplicate contracts, duplicate systems – we will need to make significant spending choices within the 30 year business plan
Both models deliver good services to residents and there are no vocal tenant concerns with the current differences	Separate systems, contracts, cultures and ways of working are likely to continue to some degree even if key policies and strategies are aligned over time
Could still work to align policies and practices within the two models	Duplication of effort and resource overseeing two governance structures
	The opportunity of fresh thinking and innovative service redesign in the context of the national White Paper would not be fully realised with two separate structures and systems
	The transformation agenda for the council would be difficult to apply with two separate structures and systems
	Separate resident engagement structures would not be helpful in the context of greater regulation on this area and an increased focus on the tenants voice
	Not equitable and many residents would expect consistency as part of the wider journey of integrating services into one BCP council offer

Table Two – Advantages and disadvantages of a combined company model (2c) or an in-house model (2d)

Advantages for option 2 c	Advantages for option 2 d
Expert scrutiny of an independent board	Direct tenants voice to the landlord – the ‘tenants voice’ is closer to the landlord (White Paper)
Ability to trade and sell services to others	Clear line of sight/transparency and accountability for the council in the context of :- <ul style="list-style-type: none"> • increasing regulation and accountability required by the landlord, as set out in the White Paper. (The council is the accountable body) • an increasing focus on safety, as evidenced by the White Paper (‘To be safe in your home’)
The council is familiar with wholly owned companies as the ALMO model would sit alongside other wholly owned companies overseen by housing	Connect, re-integrate and join-up with other council services to achieve better outcomes (e.g. community safety team, housing delivery, communications, legal, procurement housing options)
Potential for more rapid decision-making within delegated authorities provided by the council	Enable better delivery of the council’s transformation journey to modernise and improve services to all completely in line with the council’s vision and culture
	Advisory panel (operating well elsewhere) would provide independent expert input and tenant representation and ensure good governance and oversight
	Greater control for the council of its assets to meet strategic short, medium and long term strategic priorities
	No additional company overhead costs incurred and no need to resource the internal ‘clienting’ of a stand-alone company and independent board
	Value for money - scope for securing further savings with functions gaining economies of scale from operating within the wider council organisation

Appendix 2 – Consultation Plan

Consultation Plan

This project form is to help you plan any public or stakeholder consultation. The form will be completed by a member of the Consultation and Research, but we will need information from the officer commissioning the consultation. Please note

It is important that you contact the [Consultation and Research Team](#) before undertaking any external consultation. The team can offer free advice and guidance to help ensure that the Council's consultation activities are carried out to a consistently high standard. If you are commissioning an external research agency to carry out the consultation for you, please let us know so that we can avoid duplication with other research activities.

Each section identifies the information needed, key objectives and also recommended actions in order to meet those objectives.

Project Details

247 Project Name: Housing Management consultation

Key Contact: Lorraine Mealings, Director of Housing

Name of person(s) given permission to consult: Cabinet

What are you consulting about?

- What are the objectives for this consultation?

Find out Tenants, Leaseholders, Stakeholders, Staff, and the wider public views on

- The preferred model for housing management for BCP Council and any positive and negative impact
- Objectives of the new housing management service

Tenants and Leaseholders only

- Importance and satisfaction rating of the current service
- What works well and what could be improved with the current service
- Communication and involvement preferences and collection of email addresses for future service delivery and communication.

- What is the consultation needed for?
What decision are the results influencing?

To inform the decision on the new housing management model for BCP Council and to inform what the new housing service will look like.

Who do we need to consult?

- Who will be affected by the proposals if a decision is made to implement them? (e.g. residents, service users, will any protected characteristic groups be disadvantaged by this proposal? Particular ward/geographical areas?)

Current Tenants and Leaseholders
Future Tenants and Leaseholder
BCP Council and PHP housing staff
Contractors
PHP Board

- Who are your stakeholders? (e.g. community voluntary sector, community groups, MPs, businesses)

Joint Tenant resident groups
PHP Board
Councillors
Businesses with contracts with Housing/PHP
Community and Voluntary Sector including DOTs disability and Dorset Race Equality Council.

Methods for Consultation

- What methods will be used to carry out this consultation, e.g.
 - online/ hard copy open questionnaire
 - control sample questionnaire (face to face, postal, telephone)
 - engagement hq tools
 - focus group
 - meetings with stakeholders
 - events/drop-in sessions/roadshows

All consultees

Engagement website

An Engagement HQ webpage will be set up to host all online information about the project including

- Key information about consultation
- Question and Answer function (residents can sign into engagement hq to ask a question and the council will post a response)
- Dates and sign in for residents' events (if virtual)
- Online questionnaire (for wider public)
- Consultation document
- Decision making timeline
- Telephone number for further information and requests for hard copy information
- Recording of the Tenant and Leasehold presentation
- Ideas and comments board
- Calendar of roadshows

All Council communications will share the link to Engagement HQ through a press release, email newsletter and social media channels.

A poster will be displayed in all Council libraries, sheltered/ independent living and communal housing notice boards promoting the consultation.

Current Tenant and Leaseholders

- A postal survey and information letter delivered to all current tenant and leaseholder households which will include an alternative format request form.
- Free prize draw included to help improve response rate (suggested by the Joint Resident Group)
- Large print version and alternative language version will be available on request
- Roadshows run by housing staff at key locations in Bournemouth and Poole where we have a lot of housing stock. –The purpose to promote the postal survey and answer any questions. Collect ideas for the future housing service.

- Resident meetings virtual and in person (COVID compliant) presentation by Lorraine Mealings with support from Seamus Doran and Su Spence. Opportunity for Question and Answer session.
- Throughout the consultation period housing staff will be asked to use opportunities as they go about their normal work duties to promote and encourage people to complete the survey. We are currently exploring the option of using text messages to remind tenants to complete the survey.

Joint Tenant residents' group

- Joint tenant group to run throughout the project involvement and updates at various milestones to be agreed.

BCP Council and PHP Housing staff

- All Housing staff to be provided with a briefing/ note on the consultation and should be able to promote the consultation and assist tenants and leaseholders throughout the consultation period. (This will also be shared with Customer Service Team, Libraries and Community Engagement Teams)
- Set up a staff intranet page so that staff are able to ask anonymous questions
- Staff meetings to provide information on proposal and consultation from a public and staff viewpoint, question, and answer session.
- Staff workshops to look at future delivery of service.

Stakeholders

- Community and voluntary organisations and businesses can be emailed the link to the engagement hq information and asked to complete the survey.
- The council has a disability consultation contract with DOTs disability who undertake discussion groups on our behalf with people with a disability. We will ask DOTs to run a discussion group with its members and provide a report on what a future housing management service should look like from the point of view of people with a disability.

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CABINET FORWARD PLAN – 1 JULY 2021 TO 31 OCTOBER 2021

(PUBLICATION DATE – 01 July 2021)



What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Council Highway Inspection Policy	To request approval for the adoption of a single BCP Council Highway Inspection Policy that aligns with the latest Code of Practice 'Well Managed Highway Infrastructure'.	No	Cabinet 28 Jul 2021	All Wards	None	None	Simon Legg	Open
Equalities Progress Report	To update cabinet on the progress of the Equality and Diversity Action Plan	No	Cabinet 28 Jul 2021	All Wards	None	None	Graeme Smith	Open

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Agenda Item 11

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
2020/21 End of Year Performance Report	To provide Cabinet with an overview of performance against the agreed Corporate Strategy performance measures	No	Cabinet 28 Jul 2021	All Wards	None	None	Bridget West	Open
BCP Local Plan Issues and Options Consultation	To seek authority to consult on the BCP Local Plan Issues and Options Consultation Draft.	Yes	Cabinet 28 Jul 2021		O and S Local Plan Working Group, CMB, Portfolio holders.	Consultation using a variety of methods for a minimum period of 6 weeks as framed by legislative requirements. Consult residents, public bodies, and those stakeholders who carry out business in BCP.	Mark Axford	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Housing Management Model Review	To obtain approval to consult with stakeholders on the preferred model of delivery of housing management services	Yes	Cabinet 28 Jul 2021	All Wards	Councillors, Council tenants, leaseholders and staff.	Initial consultation on preferred model to agree format and scope of wider 16 week consultation.	Lorraine Mealings	Open
Older Peoples Care Home Strategy	To seek approval for the strategic approach to shaping and developing the care home market that meets the needs of the Council and NHS Dorset Clinical Commissioning Group.	Yes	Health and Adult Social Care Overview and Scrutiny Committee 28 Jun 2021 Cabinet 1 Sep 2021	All Wards	NHS partners, Carers and vulnerable older adults, care home providers	On line and focus groups over a 4 week period.	Phil Hornsby	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Extra Care Housing Strategy for Vulnerable Adults and Older People	To seek approval for a strategic approach to the development of housing with care accommodation options that support independence for older people and vulnerable adults.	Yes	Health and Adult Social Care Overview and Scrutiny Committee 28 Jun 2021 Cabinet 1 Sep 2021	All Wards	Older People, Vulnerable Adults and their Carers, NHS partners, extra care housing developers and care providers	On line and focus groups over a 4 week period.	Phil Hornsby	Open
Corporate Strategy	To update Cabinet on the corporate strategy	No	Cabinet 1 Sep 2021	All Wards	None	None	Bridget West	Open
Council New Build & Acquisition Strategy	To provide an approach for the councils internal development programme and seek members approval to endorse the proposed strategy.	Yes	Cabinet 1 Sep 2021		Appropriate Service Areas within the Council, all BCP councillors and Key Portfolio holders.	A series of internal workshops/ stress testing including Housing Delivery Steering Group. All member seminars etc.	Nigel Ingram	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Winter Gardens Update Report	To consider the acquisition of additional elements of this strategically important scheme to enable the Council to meet its housing targets and long term regeneration objectives.	No	Cabinet 1 Sep 2021 Council 14 Sep 2021	Bournemouth Central	Bournemouth Development Company	None	Sarah Longthorpe	Open
BCP Housing Strategy 2021-2026	To share with members the new BCP Housing Strategy which will detail the current and anticipated future housing issues, setting out the priorities and delivery options to address local needs	No	Cabinet 1 Sep 2021	All Wards	All other BCP Services as well as many external stakeholders	Public consultation (12 weeks) with options paper along with a number of stakeholder engagement sessions	Lorraine Mealings	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Bus Operator Enhanced Partnership (National Bus Strategy)	<p>Cabinet is asked to note that the Service Director for Transport and Engineering has used delegated authority to indicate to the Department for Transport (DfT) that the Council intends to enter into a statutory Enhanced Partnership (EP) with the local bus service operators from 1 April 2022. Local Transport Authorities and bus operators were asked to commit to forming an EP by 30 June 2021 with the EP being operational from 1 April 2022.</p> <p>This report also seeks approval to formally enter into the EP with the BCP local bus service operators under the Bus Services Act 2017 and in line with the National Bus Strategy for England.</p>	Yes	<p>Cabinet 1 Sep 2021</p> <p>Council 14 Sep 2021</p>	All Wards			John McVey	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Disabled Facilities Grant Policy	To seek approval of the new BCP Policy for the management and award of Disabled Facilities Grant funding to residents of BCP who require adaptations.	Yes	Health and Adult Social Care Overview and Scrutiny Committee 28 Jun 2021 Cabinet 1 Sep 2021 Council 14 Sep 2021	All Wards	Adult's and Children's Social Care Service User Groups Third Sector organisations Registered Providers	Feedback through e-mail and meetings over a 3 week period.	Tracey Kybert	Open
School Place Planning Strategy	To present the strategy - to CS O and S and Cabinet	No	Children's Services Overview and Scrutiny Committee 21 Sep 2021 Cabinet 29 Sep 2021	All Wards			Jack Cutler, Terry Reynolds	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Community and Voluntary Sector Strategy	Adoption of compact dealing the Council's approach to working with the voluntary sector (harmonisation)	No	Cabinet 29 Sep 2021	All Wards	Voluntary sector organisations and internal departments.	Summer 2020	Cat McMilan, Amy Gallacher	Open
Quarter One Budget Monitoring Report	To provide budget monitoring information for the end for quarter 1 with explanations for significant variances. The report may also include budget virements for approval by Cabinet or Council.	No	Cabinet 29 Sep 2021	All Wards	CMB	CMB	Nicola Webb	Open
Community Engagement and Consultation Strategy	Approval of strategy	No	Cabinet 29 Sep 2021		The community and internal departments.	Public consultation Jan to April 2020. Internal consultation April-May 2020.	Cat McMilan	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Smart Place Strategy and Programme Updates	To set out the Smart Place Strategy and Business Plan To update on the Smart Place Pilot To update on the Smart Place Programme To update on the Smart Place Investment Plan To set out potential procurement route options to support delivery of the Smart Place Strategy	Yes	Cabinet 29 Sep 2021	All Wards	Directors Strategy Group Corporate Management Board	An element of the Smart Place Strategy will be consulted on in June. This will include possible use cases and applications	Ruth Spencer	Fully exempt
START In House Reablement Service	Proposals for the future delivery of Reablement Services across BCP Council.	Yes	Cabinet 29 Sep 2021				Zena Dighton	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Children's Services Capital Programme	To advise both CS O and S and then Cabinet	No	Children's Services Overview and Scrutiny Committee 21 Sep 2021 Cabinet 27 Oct 2021	All Wards			Simon Mckenzie	Open
BCP Seafront Strategy	Updated strategy	No	Cabinet 27 Oct 2021		Seafront Strategy Board, Ward Councillors, land owners, NGOs, DMB, BIDs, Seafront User Groups, Resident Groups in coastal wards.	Two stage consultation around vision, aims, objectives and high level delivery plan. To take place across June, July & August.	Andrew Emery	Open
Corporate Asset Management Plan	To approve the Corporate Asset Management Plan	Yes	Cabinet 27 Oct 2021				Chris Shephard	

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Home to School Transport	To present the report for sign off (pre consultation report previously presented to Cabinet and O and S in June 2021)	No	Children's Services Overview and Scrutiny Committee 21 Sep 2021 Cabinet 27 Oct 2021	All Wards			Rachel Gravett	Open
Housing and Property Compliance Update (Housing Revenue Account)	To provide assurance that Council homes within the Bournemouth and Poole Neighbourhoods are being managed in accordance with health and safety legislation and best practice and that the Council is compliant with current regulations and standards.	No	Cabinet 24 Nov 2021	All Wards			Lorraine Mealings	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
BCP Arts Festivals and NPO proposals	To ask for Cabinet's approval of a strategic review of arts festivals in BCP and recommendations for governance, programming, marketing and production aimed at ensuring the festivals ecology meets BCP's objectives and provides maximum reach, value and provision for BCP residents. To also advise Cabinet on Council applications for Arts Council National Portfolio Organisation support in 2022 and advise on the overall picture of applications from the locality.	No	Cabinet 24 Nov 2021	All Wards	Cultural organisations, Arts Council England, BCP Cultural Compact board and consultative group.	Informal engagement May-September 2021	Michael Spender	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Quarter Two Budget Monitoring and MTFP Report	To provide budget monitoring information for the end for quarter 2 with explanations for significant variances. The report may also include budget virements for approval by Cabinet or Council.	No	Cabinet 15 Dec 2021 Council 4 Jan 2022	All Wards	CMB	CMB	Nicola Webb	Open
Climate Action Annual Report 2020/21	To update on progress towards achieving BCP Council's targets to: • make BCP Council and its operations carbon neutral by 2030 • work with the wider community to make the BCP Council Area carbon neutral before the UK target of 2050 Report will look back over activities and achievements in 2020, and set out planned action up to the target dates of 2030 and 2050.	No	Cabinet 15 Dec 2021 Council 4 Jan 2022	All Wards	Portfolio Holder, Executive Officers, Climate Action Steering Group	Input sought from services in the development of the report. Paper to Climate Action Steering Group/CMB/Scrutiny/Cabinet/Council.	Roxanne King, Kate Langdown, Ian Poultney	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Library Strategy	To produce a library strategy across all BCP libraries and the development of libraries as neighbourhood hubs.	No	Cabinet To be confirmed					Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Dorset Flood & Coastal Partnership	To seek approval to evolve from the existing Dorset Coastal Engineering Partnership Agreement (between BCP Council and Dorset Council) to a Shared Service Agreement. This would include working to a single budget for the resourcing and management of the service, including a longer term shift to BCP acting as host employer. It is also proposed for the Shared Service to expand to include surface water management and therefore operate as the Dorset Flood and Coastal Partnership.	No	Cabinet To be confirmed	All Wards	Cabinet consideration is required by both BCP Council and Dorset Council.		Catherine Corbin, Matt Hosey, Julian McLaughlin	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Russell Coates Arts Gallery Museum Governance Report	To consider the formation of a separate charitable entity for Russell Cotes Art Gallery & Museum.	No	Cabinet To be confirmed		RCAGM Mgt Committee Charity Commission Arts Council	All parties have been involved with initial feasibility and continue to be actively engaged.	Sarah Newman, Chris Saunders	Open
Beach Hut Policy	Harmonisation of policy, pricing, team location and booking system	No	Cabinet To be confirmed		Beach Hut Associations, I Beach Hut owners/ tenants, and for some of the work a more general consultation with BCP residents.	Consultation with the Beach Hut Associations will take place over the course of the project. More formal consultation will take place with Beach Hut Owners & Tenants and if required a suitable sample of BCP residents (between April a2020 and April 2021).	Andrew Brown	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Adoption of Ducking Stool Walk, Christchurch	To consider a request from Priory Mews Management Company for BCP Council to adopt the land and structures forming the Public Right of Way known as Ducking Stool Walk	No	Cabinet To be confirmed	Christchurch Town	Leader of the Council (Cllr Drew Mellor); Portfolio Holder (Cllr Mark Anderston); Ward Councillors (Cllr Peter Hall and Cllr Mike Cox);	Informal consultation to inform the report	Alan Ottaway	Open
BCP Economic Development Strategy		Yes	Cabinet To be confirmed					

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Western Gateway Sub-national Transport Body (STB)- Strategic Transport Plan	To advise Cabinet of the STB's intention to adopt its Strategic Transport Plan at its Board meeting in December 2020 subject to agreement of all its constituent members. This is also subject to the outcome of an active consultation period which will close on 31st July 2020.	No	Cabinet To be confirmed	All Wards	Portfolio Holders for Transport and Infrastructure and Environment and Climate Change.	A public consultation is active until 31 July 2020 https://westerngatewaystb.org.uk/	Julian McLaughlin, Ewan Wilson	Open
Children's Safeguarding Arrangements	To present reviewed arrangements	No	Children's Services Overview and Scrutiny Committee Cabinet To be confirmed	All Wards			Rachel Gravett	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Bournemouth Learning Centre conversion to a Special School Campus - Capital budget approval		No	Cabinet To be confirmed	All Wards				Open
Poole Regeneration Update	To update Cabinet and the public on projects and activities in Poole Town Centre	No	Cabinet To be confirmed	Poole Town	relevant stakeholders to the Poole Regeneration Programme		Chris Shephard	Open
Thistle Hotel, Poole Quay - Lease restructure	To seek authorisation to restructure a lease to enable a third party Hotel/Residential development to proceed	No	Cabinet To be confirmed	Poole Town			Rebecca Bray	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Crime & Disorder Reduction Strategy	To agree & adopt a BCP Crime & Disorder Reduction Strategy	No	Cabinet To be confirmed	All Wards	Community Safety Partnership		Andrew Williams	Open