

Notice of Overview and Scrutiny Board

Date: Monday, 17 May 2021 at 2.00 pm

Venue: Civic Centre, Poole, BH15 2RU



Membership:

Chairman:

Cllr S Bartlett

Vice Chairman:

Cllr T O'Neill

Cllr L Allison
Cllr D Borthwick
Cllr M Cox
Cllr L Dedman
Cllr B Dion

Cllr M Earl
Cllr J Edwards
Cllr D Farr
Cllr L Fear
Cllr M Howell

Cllr D Kelsey
Cllr C Rigby
Cllr V Slade

All Members of the Overview and Scrutiny Board are summoned to attend this meeting to consider the items of business set out on the agenda below. Please note that this meeting is scheduled to take place following the Annual Council meeting on 11 May and therefore the membership as detailed above is subject to change.

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=4862>

If you would like any further information on the items to be considered at the meeting please contact: Claire Johnston - 01202 123663 or email claire.johnston@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

7 May 2021



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 Members.

2. **Substitute Members**

To receive information on any changes in the membership of the Committee.

Note – When a member of a Committee is unable to attend a meeting of a Committee or Sub-Committee, the relevant Political Group Leader (or their nominated representative) may, by notice to the Monitoring Officer (or their nominated representative) prior to the meeting, appoint a substitute member from within the same Political Group. The contact details on the front of this agenda should be used for notifications.

3. **Election of Chairman**

To elect a Chairman for the Overview and Scrutiny Board for the 2021/22 Municipal Year.

4. **Election of Vice-Chairman**

To elect a Vice-Chairman for the Overview and Scrutiny Board for the 2021/22 Municipal Year.

5. **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.

6. **Confirmation of Minutes**

7 - 28

To confirm and sign as a correct record the minutes of the special meeting held on 22 March and the meetings held on 1 April 2021.

a) **Action Sheet**

29 - 32

To note and comment on the attached action sheet which tracks decisions, actions and recommendations from previous meetings.

7. **Public Speaking**

To receive any public questions, statements or petitions submitted in accordance with the Constitution, which is available to view at the following link:

<https://democracy.bcpccouncil.gov.uk/ieListMeetings.aspx?CommitteeID=151&Info=1&bcr=1>

The deadline for the submission of a public question 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.

8. Update from the Local Plan Working Group

33 - 36

The Board are asked to consider the latest update from the Local Plan Working group and to approve the recommendation made by the Group as outlined in the attached report.

9. Scrutiny of Proposed Regeneration Vehicle Options Appraisal Cabinet Report

37 - 52

To consider the following report scheduled for Cabinet consideration on:

- **Proposed Regeneration Vehicle Options Appraisal**

The O&S Board is asked to scrutinise the reports and make recommendations to Cabinet as appropriate.

Cabinet members invited to attend for this item: Cllr P Broadhead, Deputy Leader of the Council and Portfolio Holder for Regeneration, Economy and Strategic Planning, Cllr D Mellor, Leader of the Council and Portfolio Holder for Finance and Transformation

The Cabinet report for this item is included with the agenda for consideration by the Overview and Scrutiny Board.

10. Scrutiny of Homes Related Cabinet Reports

53 - 68

To consider the following Homes related reports scheduled for Cabinet consideration on 26 May 2021:

- **Establishing a Multi-Disciplinary Team and a Homeless Health Centre**

The O&S Board is asked to scrutinise the reports and make recommendations to Cabinet as appropriate.

Cabinet member invited to attend for this item: Councillor Robert Lawton, Portfolio Holder for Homes.

The Cabinet report for this item is included with the agenda for consideration by the Overview and Scrutiny Board.

11. Request for Scrutiny from a Member of the Public

69 - 82

In line with the Council's constitution, the Overview and Scrutiny Board is asked to consider a request that has been received for scrutiny of an issue – Queen's Park Gold Course Buggy Policy. Any councillor or member of the public may request that a matter be scrutinised, and the Board must decide whether to include it into the Forward Plan for scrutiny

at a future date.

The attached report and appendices are provided to aid deliberations on whether the topic should join the Board's Forward Plan.

Please note that the request has been submitted by Cllr D Borthwick but he has advised that he is doing so as a member of the public rather than in his role as Councillor.

12. Forward Plan

83 - 114

To consider and amend the Board's Forward Plan as appropriate and to consider the published Cabinet Forward Plan.

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.

This page is intentionally left blank

BOURNEMOUTH, CHRISTCHURCH AND POOLE COUNCIL

OVERVIEW AND SCRUTINY BOARD

Minutes of the Meeting held on 22 March 2021 at 4.30 pm

Present:-

Cllr S Bartlett – Chairman

Cllr T O'Neill – Vice-Chairman

Present: Cllr L Allison, Cllr M Andrews (In place of Cllr V Slade),
Cllr D Borthwick, Cllr M Cox, Cllr L Dedman, Cllr B Dion, Cllr M Earl,
Cllr J Edwards, Cllr L Fear, Cllr M Howell, Cllr D Kelsey and
Cllr C Rigby

Also in attendance: Councillor Drew Mellor
Councillor Bobbie Dove
Councillor Philip Broadhead
Councillor Nicola Greene
Councillor Andy Hadley
Councillor Peter Hall
Councillor Beverley Dunlop
Councillor George Farquhar

168. Apologies

Apologies were received from Cllr V Slade

169. Substitute Members

Cllr M Andrews substituted for Cllr V Slade

170. Declarations of Interests

Cllr T O'Neil declared for the purpose of transparency in relation to agenda item Scrutiny of Sale of Christchurch By-Pass Cabinet report, that he had family members through marriage who worked at Waitrose Head Office.

171. Scrutiny of Sale of Christchurch By-Pass Car Park Cabinet report

The Chairman advised that this special meeting had been called in order for the Board to consider this issue prior to full Council consideration on 23 March, of the recommendation from the Cabinet meeting of 10 March which was outlined at item 7f on the Council agenda. The recommendation which was due to be considered by Council was,

“RECOMMENDED that Council:-

- (a) agree to dispose of the Christchurch By-Pass Car Park, as outlined in red on the attached plan in Appendix 1, for the purchase price detailed in the confidential appendix to this report; and

- (b) delegate authority to the Corporate Property Officer in consultation with the Portfolio Holder, Monitoring Officer and Section 151 Officer to finalise the detailed terms of the disposal.

A copy of the related report had been circulated to the Board members and appears as Appendix 'A' to these minutes in the Minute Book. The Chairman asked the Leader of the Council and Portfolio Holder for Finance and Transformation to introduce the report. The Leader outlined the key issues for consideration and explained that there was a balance to be achieved in considering this issue. He also advised that as this issue was particularly relevant to the Christchurch area, he felt that it was important that the local ward Councillors were able to take the lead on this decision. A number of issues were raised during the consideration of the report including:

- Asset stripping – the Leader confirmed that there were no assets identified to be disposed of and there would be significant investment in Christchurch. However, the recommendation was to enable a permanent solution to be identified.
- Regarding Waitrose requiring a single lease including the car park, that the current Waitrose lease didn't run out until 2027, which was still several years away. Negotiations had only been taking place with Aberdeen Asset Management and not directly with Waitrose.
- Whether other options had been considered, including leasing direct to Waitrose, or sub-letting the site. The Leader advised that the transaction outlined was as good as they believed was achievable.
- That Waitrose had advised staff that they had no intention of leaving the site in Christchurch.
- Concerns were raised with the valuation sum for the site and other financial impacts including the amount of revenue from the site and how this had been calculated and the licensing fee funding.
- Lack of consultation with Ward Members prior to the decision being considered by the Cabinet.
- That it would appear reasonable to sell the site provided that the price was acceptable. However, a number of Councillors expressed dissatisfaction with the conditions of sale outlined within the report.
- It was clarified that, whilst the proposal was in its initial stages when the Unity Alliance were in administration and the previous Leader was informed of the proposal, nothing had been presented to the previous Cabinet in a formal or informal way.
- Whether borrowing for investment in the site had been considered. The Chief Financial Officer advised current PWLB (Public Works Loan Board) rules was that borrowing should not be for commercial yield purposes and CIPFA (Chartered Institute of Public Finance and Accountancy) was currently consulting on borrowing for commercial purposes.

During the debate a recommendation to Council was proposed that the Council should not sell the Christchurch By-Pass Car Park and retains the ownership and operation within BCP Council.

There was also a proposal for a resolution to request the Head of Estates, as a matter of urgency to produce a Capital Assets Disposal and Acquisition policy. In response to this the Board was advised that the legacy authorities did have asset management plans. However, the BCP plan needed to be updated and this had been slightly delayed due to covid and also the change in administration, this was now in development and would be presented to Cabinet and Council. The Councillor who proposed this resolution was satisfied with this response.

In order to continue with consideration of a number of issues which were included within the exempt appendices to the report the Board:

RESOLVED that: ‘Under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 in Part I of Schedule 12A of the Act and that the public interest in withholding the information outweighs such interest in disclosing the information.’

The meeting moved into exempt session.

During the exempt part of the meeting there was further discussion related to the financial aspects of the proposal including operating costs and the valuation report.

The meeting resumed in public session and the Chairman proposed that a vote was taken on the following motion which was proposed by Cllr L Dedman and seconded by Cllr D Kelsey that:

It be RECOMMENDED to Council that the Council does not sell the Christchurch by-pass car park but keeps the ownership and operations within BCP Council.

Voting: Unanimous

The Chairman confirmed that there were no further Board Members wishing to speak and thanked everyone for participating in the special meeting.

The meeting ended at 5.38 pm

CHAIRMAN

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

BOURNEMOUTH, CHRISTCHURCH AND POOLE COUNCIL
OVERVIEW AND SCRUTINY BOARD

Minutes of the Meeting held on 01 April 2021 at 2.00 pm

Present:-

Cllr S Bartlett – Chairman

Cllr T O'Neill – Vice-Chairman

Present: Cllr L Allison, Cllr D Borthwick, Cllr M Cox, Cllr L Dedman,
Cllr B Dion, Cllr M Earl, Cllr J Edwards, Cllr D Farr, Cllr L Fear,
Cllr M Howell, Cllr D Kelsey, Cllr V Slade and Cllr K Wilson

172. Apologies

Apologies were received from Cllr C Rigby

173. Substitute Members

Cllr K Wilson for Cllr C Rigby

174. Declarations of Interests

A number of Members declared an interest in respect of Agenda Item 8 –
Management and Development of Sports and Leisure Centres:

Cllr S Bartlett declared a local interest as he was a director of BH Live and
BH Enterprises Ltd.

Cllr V Slade declared a local interest as she was a member of Poole Sports
Council and her spouse worked at St Aldhelm's Academy.

Cllr J Edwards declared a local interest as she was a director of BH Live
Enterprises Ltd

Cllr M Earl declared a personal interest as she was member of Rossmore
Leisure Centre.

175. Confirmation of Minutes

The minutes of the previous meetings held on 1 March 2021 were
confirmed as a correct record to be signed.

176. Action Sheet

The Board noted the action sheet

177. Public Speaking

There were no public speakers registered.

178. Scrutiny of Planning Related Cabinet Reports

The Future of Planning in Bournemouth, Christchurch and Poole

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 'A' to these Minutes in the Minute Book. The Portfolio Holder outlined the key issues within the report. The Portfolio Holder and Head of Planning responded to comments and requests for clarification, details included:

- Significant work had been undertaken to make changes to processes within the planning department and, in particular, the implementation of one IT system would make a huge difference to the team as a whole. This would then avoid the unintentional siloing of the team and build resiliency which was not currently possible with three different IT systems.
- Significant time and effort was going into ensuring the provision of real-time data that would measure the performance of the planning team, and this would be made readily available when it could be presented most effectively.
- A priority service for major applications was being explored, however, there would most likely be restrictions and it was imperative that the core service was robust before introducing a fast-tracking system.
- There were ambitions to improve the pre-applications process through a major projects forum.
- In terms of recruitment to the planning service, there was a national shortage of planners so it was therefore important to ensure that salaries were competitive in order to attract the best.
- The Planning department were going to be one of the first areas of the Council to undertake the 'Smarter Structures' programme which would review how each department, (in this case including development management, planning policy and enforcement etc.), worked as a whole.
- The council was currently undertaking its local plan process, which would bring together the existing planning policies into one updated document that would be utilised across the conurbation, including issues such as affordable housing, height and scale of developments etc – a large piece of work was being undertaken by the local plan working group to look at the emerging issues and being fed back into the plan's development. It was important to look at what other local authorities were doing as there were already some innovative ideas being used that BCP Council could adopt or adapt.
- The definitions of the different types of applications were set out:

- Major Applications were any development of 10 units or above in terms of residential use, 1000sq meters of commercial space/non-residential floor space or a site over 1 hectare;
 - Minor Applications were small scale developments (under 10 units;
 - Other Applications were householder extensions or advertisements.
- Obtaining planning permission could be a complicated procedure, particularly in the case of large scale applications where a great deal of consultation was required, and this would often mean that delays were inevitable, which the required the use of time extensions to be agreed.
- The council often challenged figures provided by the District Valuer on large scale developments and this could sometimes this can be the cause of delay.
- The allocated money was dedicated to support the transformation of the service and would support the service in delivering the required improvements.
- Time extensions for planning applications had to be agreed by all parties and the Portfolio Holder did not have current the number of applications that had been given extensions to hand, although as a rule 60-70% of applications did not need extensions. The Planning service needed to get to a point where there was a useful pre-application process that will reduce need for elongated applications.
- Extensions were a national mechanism for all councils to use and therefore not uncommon.
- The Planning Improvement Board was proving to be a really positive tool to demonstrate areas for improvement within the council's planning processes and the portfolio holder was confident that organisation could turn the existing situation around, which he acknowledged had been in a bad place thus far.
- The Council's Strategic Implementation Partner (SIP) would be working closely with the department to aid its transformation.
- The majority of staff within the council's planning department were permanently employed by BCP council although some agency staff (not exceeding 10% of the workforce) were used to clear the existing backlog. As part of the smarter structures programme those agency staff currently being utilised would be eligible to apply for any identified vacancies.
- The Planning Improvement Board has worked with the planning services to establish what they thought was needed in terms of budget and other resources to resolve the issues already identified and, if required, will not hesitate to provide additional funding.
- Data was produced which set out performance of individual staff and it was highlighted that all staff were incredibly dedicated to their roles.

Planning performance would be closely monitored

The chairman stated that prior to the debate, he had been concerned that the recommendations to cabinet would not be adequate, however he was now far more encouraged by the work to date and the commitment that had been made by the Portfolio Holder and the Head of Planning that the service would be provided with the resources it needed to make the necessary improvements. He requested that an update report be presented in six months to allow the Board to monitor the progress.

179. Scrutiny of Community Safety Related Cabinet Reports

Harmonisation of Regulatory Services and Licensing Enforcement Policy

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 'B' to these Minutes in the Minute Book. The Portfolio Holder outlined the key issues within the report. The Portfolio Holder and Head of Safer Communities responded to comments and requests for clarification, details included:

- The purpose of this item was to harmonise policies of an operational nature and, as such, had not been presented to the Licensing Committee for consideration.
- This document had not significantly changed from what was included in the policies of the documents from the three predecessor councils, as all councils had to remain in line with a regulatory code anyway, meaning that all three policies had already been virtually identical in terms of what would be done in terms of enforcement and how, this merely consolidated it all into one document for BCP council.
- A separate piece of work was about to commence that would look at other areas of enforcement, including the issue of dog fouling.

The Chairman welcomed the new document and indeed the work to be undertaken in relation to other enforceable activities.

180. Scrutiny of Tourism, Leisure and Culture Related Cabinet Reports

Our Museum: Poole Museum Redevelopment

The Portfolio Holder for Tourism, Leisure and Culture 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. The Portfolio Holder outlined the key issues within the report. The Portfolio Holder and the Poole Museum Manager responded to comments and requests for clarification, details included:

- Part of the cultural compact was to get a board/wider forum in place to ensure that there was a fluid and diverse mechanism to uplift the cultural scene across the conurbation.

- A series of public engagement sessions had recently concluded and the national lottery heritage fund had congratulated the council on the inclusiveness of these sessions.
- Traditionally, Scaplen's Court had been an immersive schools experience for many years and the same advantage had not been taken with the museum to date, which would be addressed as part of these proposals to bring a 'wow factor' to the museum and there were plans for immersive digital interaction and opportunities for play activities as part of this project.
- The history centre would be moved out of the Town Cellars and relocated to the museum to allow this historic building to be shown off to members of the public.
- Officers were confident that moving the café from the main museum to the Scaplen's Court building would not cause any harm and would in fact bring the space that it currently occupies into community use, whilst creating more 'covers' for the café in its new location.
- There was no intention to charge for entry into the museum, although it was acknowledged that there would need to be a review of the museum operation policies across the conurbation and possibly harmonise them in the future, although it was highlighted that the various museums have different offerings, so this would need to be addressed carefully.
- It was an ambition for hireable community spaces to remain as inexpensive as possible to ensure that local groups were not outpriced of being able to use the facility.
- One of the main opportunities that these proposals provided was to increase the dwell time of visitors and therefore increase revenue raised by, catering, donations and retail etc. As the proposals were not actually increasing the footprint of the existing buildings it was projected that the revenue created from increased visitor numbers would offset the additional costs of the operation.

Management & Development of Leisure Centres

The Portfolio Holder for Tourism, Leisure and Culture 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. The Portfolio Holder outlined the key issues within the report. The Portfolio Holder and the Head of Leisure responded to comments and requests for clarification, details included:

- The project to review the management of leisure centres was due to commence imminently (within the next few months) and whilst it would have been preferable not to undertake these short-term extensions, circumstances had made this unavoidable.
- It was important that when undertaking engagement with members and members of the public as part of the review exercise that it was wholly inclusive and the Portfolio Holder welcomed any forthcoming advice and discussions as to how this might be undertaken. There was an opportunity for the council to think differently and comments

would be taken on board in relation to the inclusion of niche groups to reflect the changes to sports and recreation over recent years.

In order to discuss the information contained within the confidential appendices, the Board passed the following motion:

“RESOLVED that under Section 100 (A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 in Part I of Schedule 12A of the Act and that the public interest in withholding the information outweighs such interest in disclosing the information”

- Contracts differed between SLM and BH Live, but both companies had been in receipt of financial support from the council over the past year due to covid.
- The Council needed adequate time to undertake the review of sports and leisure services and therefore the short contract extension as proposed was considered appropriate to ensure that credible and stable management in place.
- The Café at Rossmore leisure centre would be reopened as soon as safe and viable to do so.
- Incentives for members of the public to return to leisure facilities would need to be carefully considered due to cost implications.

Following the discussion on this item, the meeting returned to public session.

181. Update from the Local Plan Working Group

The chairman provided the board with an update on behalf of the Local Plan Working Group and explained that it had recently met again to discuss the issue of housing targets and had identified that there was a shortage in available sites based on current planning policies. To counter-act this, the Working Group had looked at the possibility of increasing the height of developments in certain areas to overcome the identified shortfall. The group had concluded that a moderate increase in height would reduce the expected overall shortfall, but this would still remain at 4300 and it would therefore be necessary to review other available options.

The Chairman and Head of planning responded to comments and request for clarification, details included:

- CIL structures had not yet been discussed.
- Tall buildings were defined as 6 storeys high and there was a need to establish where it might be acceptable utilise tall buildings, if some areas could accommodate buildings taller than 6 storeys and if so, how tall.
- It was hoped that the council would be able to launch a consultation exercise during the summer.

- The Working group was not providing recommendations to officers at this point, as it was a consultative body that reported back to O&S.

The meeting ended at 5:07pm

CHAIRMAN

This page is intentionally left blank

BOURNEMOUTH, CHRISTCHURCH AND POOLE COUNCIL
OVERVIEW AND SCRUTINY BOARD

Minutes of the Meeting held on 01 April 2021 at 6.00 pm

Present:-

Cllr S Bartlett – Chairman

Cllr T O'Neill – Vice-Chairman

Present: Cllr L Allison, Cllr D Borthwick, Cllr L Dedman, Cllr B Dion,
Cllr M Earl, Cllr J Edwards, Cllr D Farr, Cllr L Fear, Cllr M Howell,
Cllr D Kelsey, Cllr V Slade, Cllr M F Brooke and Cllr K Wilson

Also in attendance: Councillor Hazel Allen
Councillor Mark Anderson
Councillor Mike Greene
Councillor Mohan Iyengar
Councillor Robert Lawton
Councillor Drew Mellor

181. Apologies

Apologies were received from Cllr C Rigby and Cllr M Cox

182. Substitute Members

Cllr K Wilson substituted for Cllr C Rigby and Cllr M Brooke substituted for Cllr M Cox

183. Declarations of Interests

Cllr H Allen declared for the purpose of transparency that she had a disclosable pecuniary interest in agenda item 7, Scrutiny of Homes Related Cabinet Reports, Homelessness and Rough Sleeping Policy as she worked for Dorset hospitals NHS Foundation Trust, she would be contributing to the presentation of this item

Cllr S Bartlett declared for the purpose of transparency in relation to agenda item 7, Scrutiny of Homes Related Cabinet Reports, Homelessness and Rough Sleeping Policy that he owned a company which privately let out properties in the BCP area.

Cllr J Edwards declared for the purpose of transparency in relation to agenda item 7, Scrutiny of Homes Related Cabinet Reports, Homelessness and Rough Sleeping Policy that she privately let out properties in the BCP area.

184. Public Speaking

There were no public statements, questions or petitions.

185. Forward Plan

The Board considered its existing Forward Plan and the latest published Cabinet Forward Plan. The Chairman outlined the items which were proposed for May as detailed in the Forward Plan. It was noted that the item on Tree Management would now be deferred to a later meeting which was likely to be June. The Chairman also suggested that it would therefore be possible to include a Cabinet Portfolio Holder update and suggested the Community Safety Portfolio Holder may be appropriate. A Member suggested that with the election of the new Police and Crime Commissioner at the beginning of May it may be useful to have this as an item later in the year as this formed one significant aspect of the Portfolio. The Chairman agreed to take this away for further consideration.

There was discussion concerning the scheduling of Member briefings versus when these items were considered by scrutiny. Although these were felt to be useful it was noted that sometimes they were scheduled with relatively short notice and it was suggested that documents could be circulated sometimes as an alternative.

In response to a query the Chairman confirmed that there were still specific issues with regards to Tree Management and Highways following the Member briefing which it was felt would be best addressed through a specific item coming to the O&S Board.

A Councillor commented that there were a number of subjects which were considered by the O&S Board which were of questionable use at times. It was noted that it could be difficult when considering reports for pre-Cabinet decision scrutiny as it wasn't always clear what would be included within the papers.

The Chairman asked Board members to look forward at the Cabinet Forward Plan and if there were any issues they felt should be considered by the Board, to draw these to the attention of the Chairman as soon as possible.

The Chairman also discussed the possibility of establishing an environment and related issues Overview and Scrutiny body and advised that discussions on this issue would be taken forward with Democratic Services outside of the meeting.

With regards to the suggested item on Poole Quay it was noted that this appeared to be a more general problem across all key tourism sites and there was no mechanism within the Council to maintain sites to certain level of quality of infrastructure. It was suggested that this could be looked into further and added to the Forward Plan for possibly six months' time.

RESOLVED: That the Forward Plan be updated as detailed above.

186. Scrutiny of Transport and Sustainability Related Cabinet Reports

Highways Asset Management Policy - The Portfolio Holder for Transport and Sustainability presented a report, a copy of which was circulated to Board members and which appears as Appendix 'A' to these minutes in the Minute Book. Issues raised in the subsequent discussion included:

- The asset inventory as outlined in the report and whether priority was given to measuring current assets. This information was still being collated from preceding authorities, including outstanding data on footways.
- Surveys – Highways were scanned in a specialised vehicle and pavements were walked. There was a four-year inspection programme during which every footway would be inspected.
- The outcomes of the climate review and Health and Safety review as outlined in the appendix of the report and the potential positive impact. That the document was extensively proscribed by the Department for Transport.
- The increasing number of cycleways across BCP.
- The two types of surveys for footways - serviceability inspections to determine future works and forward plan, and risk-based safety inspections.
- Reactive and proactive maintenance and how the policy may help reduce reactive maintenance issues. A Board member suggested that there was a mismatch between these issues.
- Issues were raised regarding CO2 reduction, methods which took account of climate change, flooding, tree planting and gulley cleaning. How actions being taken to address these issues could be reflected within the Policy.
- Making crossings more intuitive and including more experimental technology and assets which would make life easier for people within the Policy. The Portfolio Holder advised that the prescriptive nature of the policy would mean it needed to include information on the assets being maintained in the most cost-effective way. However, he undertook to look into whether it would be possible to include this within the policy.
- Whether electric charging points were included within the highway assets structure. The Portfolio Holder undertook to follow up on whether these were included and whether the strategy needed to be updated to include them.
- The most intelligent type of crossings were zebra crossings, which were also cost effective. The Portfolio Holder was asked what the policy position was on these and it was noted that this would sit within the realm of health and safety and there was currently lots of consideration about which type of crossings were most appropriate.

The Chairman suggested that the Portfolio Holder gave this further consideration and thanked the Portfolio Holder and officers present for their input.

187. Urgent Business: Scrutiny of Officer Decision to Supply and Fit Electric Barbecues Across the Seafront

The Chairman advised that he had agreed that this item had been added to the agenda for this meeting as an urgent item of business, this was at the request of a Board member and as the decision had already been taken scrutiny of the issue needed to take place as soon as possible and it would not be practical to wait for a future scheduled meeting. The Chief Executive introduced the issue concerning the Officer Decision Record a copy of which had been circulated to Board members and which appears as Appendix 'B' to these minutes in the Minute Book. The purpose of the decision was to upgrade the offer on the seafront and to help alleviate previous issues which had occurred with disposable barbecues. In the ensuing discussion a number of issues were raised by the Board including:

- Why the funding was not included as part of the capital budget and why the decision was taken under emergency powers. In order to introduce the scheme for summer 2021 this was the only route available. Different funding streams were considered and whilst it was a judgement call the decision was appropriate on the weight of evidence.
- That it would not reduce people using disposable barbecues.
- Officers expressed their confidence that they would be a good edition to the seafront as facilities for local people.
- Whether the Council had looked at experiences of other Council's who had installed electric barbecues. It was noted that there was already one installed in Boscombe which was used.
- There were concerns raised that CIL funding was being used for this project as it was felt not to be a strategic issue or much needed infrastructure. Ongoing costs would not be funded through CIL but would be absorbed within operational expenditure.
- There were concerns raised as to why this was treated as an urgent decision and why it was not considered earlier.
- Whilst the Board didn't suggest that there should be a ban on disposal barbecues, introducing the electric barbecues without restrictions on the use of disposable barbecues on the beach would not help.
- The Board asked why a smaller test amount was not introduced with the option to increase numbers if successful.
- The reason the barbecues would be free to use was to help encourage their use and it would not be cost effective.
- In response to issues concerning theft or vandalism it was explained that there were cameras in place and people would need to go to a significant effort to remove them.
- That encouraging use of communal barbecues in a Covid environment didn't appear to be a good idea, especially with expected visitor numbers as the barbecues would encourage people to congregate and cause congestion along the prom.
- Board members also commented that they thought the barbecues were a good idea.
- Timing of the installation and that disruption along the seafront should be minimal.

A motion was proposed and seconded that:

“The O&S Board support the proposal on the basis that it would be trialled as intended, measured and reviewed in 12 months-time”.

This motion was discussed by the Board, there were some concerns raised that the motion did not propose any reduction in the number of barbecues being installed and therefore there would not be any reduction in financial expenditure so there didn't appear to be a particular benefit in reviewing the decision to trial them.

The Chairman proposed a short adjournment to allow the full wording of the motion to be submitted.

- The meeting adjourned between 8:00pm and 8.06pm -

When the meeting resumed the Chairman outlined the motion and suggested it be put to the vote. The motion was put and lost by 6 votes in favour and 7 against.

A further recommendation to Portfolio Holders and Officers was then proposed and seconded as follows:

RECOMMENDED: That Portfolio Holders and Officers be recommended that the Board recommends the purchase of six double barbecues at three locations for summer 2021 to evaluate risks identified. This will then be reviewed in October 2021 in terms of expansion to Phase 2 in 2022.'

Voting : For – 8, Against 6, 1 Abstention

A Councillor requested that the concerns raised by the members of the O&S Board should be put before Cabinet in relation to the issues arising as this was a decision which had already been taken. The Chairman undertook to follow up on this issue.

A Board member requested urgent scrutiny on how strategic decisions are made. There was a need to understand what constituted an urgent decision and a need to scrutinise the process around urgent decision making and the use of strategic CIL funding.

It was suggested that this could be added to the workflow of the Board. The Chairman advised that he would be happy to add this to the work programme.

A further motion was moved and seconded that it be:

RECOMMENDED to the Audit and Governance Committee to consider a review of urgent decision-making powers.

A Councillor requested that there should be safety messages in several languages along with contact numbers. It was noted that there would be pictorial safety messages in place.

188. Scrutiny of Homes Related Cabinet Reports

Homelessness & Rough Sleeping Strategy - The Portfolio Holder for Homes presented a report, a copy of which was circulated to Board members and which appears as Appendix 'C' to these minutes in the Minute Book. The Lead Member for Homelessness was also present to present the report and respond to any questions from the Board. Issues raised in the subsequent discussion on this report included:

- The positives of the strategy and action plan, working towards lower numbers of people rough sleeping and the great work of the Housing team.
- Definition of homelessness, including access to accommodation abroad.
- The numbers and gender of those rough sleeping, specific approach to women and younger homeless persons. The Lead member commented that this was a work in progress, and it may be good to look at this when moving forward.
- Making the concept of dignity more prominent within the document and the use of the term rough sleeping. It was acknowledged that use of language was important, and this would be carefully considered.
- The policy was flexible and could be adapted to best meet provision. Officers confirmed that the associated actions plan could be updated on an ongoing basis but the strategy itself would not necessarily need to be changed.
- The information given to rough sleepers from hospitals, a smaller laminated booklet was more likely to be kept by homeless people. Suggested A&E's should be included as partners. The St Mungo's night shelter also gave out lots of information.
- What could be done to help those who didn't want to be helped. The Council aimed to be flexible and work with partners in assisting people who did not want to move into traditional housing due to complex situations, although the Council were getting better at accommodating people. There was a need to consider wider ideas about what we would consider a home in order to solve the problem.
- The increase in families with children presenting as homeless. Cases involving children were very difficult. Projects providing temporary housing had to be paused. What the solutions were? There was a focus on upstream liaison with landlords and tenants and addressing issues with rent. There were also schemes to provide additional family hostels as an alternative to temporary B&B accommodation.
- What was being done about promoting downsizing in order to free up additional housing stock where it is needed and to address empty homes. A full-time empty homes officer was being arranged which would assist with the housing supply. Seascope would also be borrowing to purchase empty homes to provide emergency accommodation for

homelessness families. Work was also underway on encouraging people to downsize through the new allocations policy.

- Homeless Reduction Board – private landlord representative. The Council had been in discussion with the National Residential Landlords Association and will follow up on this issue.
- How the Council monitored homelessness and rough sleeping numbers. The Portfolio Holder suggested that in approximately 12 months they could report back on the issue to the Board. The Chairman advised that this would be noted in the Board's Forward Plan.

189. Scrutiny of Transformation and Finance Related Cabinet Reports

Futures Fund Governance - The Leader of the Council and Portfolio Holder for Transformation and Finance presented a report, a copy of which was circulated to Board members and which appears as Appendix 'D' to these minutes in the Minute Book. The issues raised in the subsequent discussion on this paper included:

- The criteria for how the Programme Board would decide spending. There would be an opportunity for scrutiny for any spending decisions over the appropriate thresholds. The Section 151 officer advised that the Council had to adhere to the prudential code for borrowing for local authorities. There was ongoing work to look at the appropriate level of debt for a local authority of BCP's size.
- The paper included a loose definition of infrastructure and did not seem to relate to previous information provided on the Futures Fund regarding big ticket projects.
- A Councillor proposed that a quarterly update be published on activity of the Futures Fund in order to keep everyone updated on the activity of the Board.
- The Leader noted that issues coming forward would most likely be items over £500k but even lower cost items may be considered by Cabinet or an all member seminar. The Leader wanted to be transparent in this process.
- The drawdown of £10m – it was confirmed that this would only be drawn down when assuming will not be sat in the bank. The Chief Financial Officer advised that the Fund would only draw down the money only when business case was signed-off. The figure outlined was illustrative to show the potential impact on the MTFP.
- Clarification on where funding would come from to pay back costs and interest as not all of the items were revenue generating. It was noted that the repayment figures were based on a 50-year period. The interest amounts had been factored into the MTFP. The Leader commented that low interest meant that it was a good time to invest.
- Criteria for investment. The business case needed to add up – including costs, level of contingency, associated risks, details and achieving external grant, inward investment or income.
- The main areas of focus would be regeneration projects with viability issues, public realm enhancements and infrastructure pieces around these issues.

190. Future Meeting Dates 2021/22

The Board noted the dates for future meetings for 2020/21.

The meeting ended at 9.44 pm

CHAIRMAN

ACTION SHEET – BOURNEMOUTH, CHRISTCHURCH AND POOLE OVERVIEW AND SCRUTINY BOARD

Minute number	Item	Action* *Items remain until action completed.	Benefit	Outcome
Actions Arising from Board Meeting: 1 February – 6.00pm				
147	Cabinet Member Report - Environment, Cleansing and Waste	In response to a question regarding the large areas of the seafront set aside for storage and what was being done with these as they seemed to increase in size. The Portfolio Holder advised that he was meeting with the Director of Destination and Culture and would raise this issue and provide a response. Actioned: Response provided	To ensure that all relevant information is provided to O&S Board Members as appropriate.	Responses provided to Board Members by the Portfolio Holder on 1 April
		A Councillor asked if work could be undertaken to make the storage compounds look more attractive. The Portfolio Holder agreed to also feedback on this. Actioned: Response provided	To ensure that all relevant information is provided to O&S Board Members as appropriate.	Responses provided to Board Members by the Portfolio Holder on 1 April
Actions Arising from Board Meeting: 1 March 2021 – 6.00pm				
163	Cabinet Member Report – Tourism, Leisure and Culture	A query was raised regarding the redevelopment of the Bath Road Car Park. The Portfolio Holder undertook to look into this. Actioned: Response sent to Board members	To ensure that all relevant information is provided to O&S Board Members as appropriate.	A response was provided by the Portfolio Holder for Tourism Leisure and Culture – sent on 1 st April 2021
166	Forward Plan	A Board member suggested that they would like the Council to develop a plan for how Poole Quay could be improved and brought up to the level of quality for a tourism asset. The Chairman suggested that this could be considered further at the next meeting. Actioned: Item added to the Forward Plan		This issue was discussed at the Board meeting on 1 April and it was agreed to add a related item to the Board’s Forward Plan.

Minute number	Item	Action* *Items remain until action completed.	Benefit	Outcome
Actions Arising from Board Meeting: 1 April 2021 – 2.00pm				
178	Future of Planning in Bournemouth Christchurch and Poole	An update report to be brought back to the Board in six months to monitor progress of improvements Actioned: Report added to the Board's Forward Plan	To ensure that the Board has future opportunities to scrutinise the developments within the Planning Service	
180	Our Museum: Poole Museum Redevelopment	The Portfolio Holder for Tourism, Leisure and Culture to provide clarity in relation to museum operation processes for council owned museums. Portfolio Holder to liaise with the Chairman of the O&S Board as to how this is dealt with.	To ensure that all relevant information is provided to O&S Board Members as appropriate.	TBC
180	Management & Development of Leisure Centres	Head of Leisure to respond to queries raised by Cllr M Cox during non-public session	To ensure that all relevant information is provided to O&S Board Members as appropriate.	TBC
Actions Arising from Board Meeting: 1 April 2021 – 6.00pm				
187	Urgent Business: Scrutiny of Officer Decision to Supply and Fit Electric Barbecues Across the Seafront	Recommendation to Audit and Governance Committee - 'This Committee recommends that a review of urgent decision-making powers be undertaken by the Audit and Governance Committee'. Actioned: Recommendation was considered by the A&G committee	To ensure that the governance related issues raised surrounding this decision are addressed	The Chairman of the A&G Committee confirmed that this item will be added to the Forward Plan of the Constitution Review Working Group.

Minute number	Item	Action* *Items remain until action completed.	Benefit	Outcome
187	Urgent Business: Scrutiny of Officer Decision to Supply and Fit Electric Barbecues Across the Seafront	Recommendation to the Portfolio Holder and Officers: 'The Board recommends the purchase of six double barbeques at three locations for summer 2021 to evaluate risks identified. This will then be reviewed in October 2021 in terms of expansion to Phase 2 in 2022.'	To outline the recommendations considered by the Overview and Scrutiny Board on this matter	TBC

This page is intentionally left blank

Overview and Scrutiny Board

Report subject	Update Report from the Local Plan Working Group
Meeting date	17 May 2021
Status	Public Report
Executive summary	This report outlines the actions and any recommendation made by the Overview and Scrutiny Board's Local Plan Working Group at any meetings which have taken place since the last update to the Overview and Scrutiny Board
Recommendations	It is RECOMMENDED that: The Overview and Scrutiny Board consider and agree the actions and recommendations outlined in the report below.
Reason for recommendations	To ensure that the work of the Local Plan working group receives wider member engagement and endorsement.
Portfolio Holder(s):	Cllr P Broadhead, Regeneration, Economy and Strategic Planning
Corporate Director	Kate Ryan, Chief Operations Officer
Contributors	<p>Working Group Members:</p> <ul style="list-style-type: none"> • Lead Member – Cllr S Bartlett • Christchurch – Cllr M Phipps and Cllr S McCormack • Bournemouth – Cllr D Kelsey and Cllr K Wilson • Poole – Cllr M Brooke and Cllr F Rice <p>Support Officers:</p> <p>Mark Axford, Planning Policy Manager Laura Bright, Senior Planning Officer</p>
Wards	All – Authority Wide
Classification	For Update and Information

Background detail

The Overview and Scrutiny Board at its meeting in December 2020 agreed to establish a working group to look at the development of the Local Plan. It was agreed that the

Chairman of the Board act as the Lead Member for the group. The Portfolio Holder had suggested that this would be a good issue for the Board to be involved in and contribute to at a wider level through a working Group.

The Working Group agreed at its initial meeting that any recommendations made by the working group should come back through the Overview and Scrutiny Board for agreement on a regular basis. This report will briefly outline the issues considered by the working group and any recommendations that the group agreed to make.

Local Plan Working Group Meeting Report

The last meeting of the Local Plan Working Group was held on Wednesday 7 April.

The meeting considered matters relating to development within the Bournemouth, Christchurch and Poole Greenbelt. The Group were informed that new data on affordability that feeds into the Government's standard methodology for calculating housing need has meant that the housing target for BCP had been increased to 2,700 homes per year. This meant that despite considering opportunities in the urban area and opportunities for increasing densities a shortfall as identified at approximately 5,500 still remained.

To comply with the Local Plan process there was a need to consider all options to meet the targets for housing need. The Working Group therefore considered all sites across BCP within the greenbelt which had been promoted by developers for potential development. There were a number of different factors looked at for all sites to determine harm or viability of development. The issues relevant to the consideration were whether sites were within easy reach of district centres or public transport routes, what development was already in place, if the aims of the greenbelt were protected, flooding and environmental factors.

The Working Group considered the process for going out to consultation on these sites as part of the next stage of the Local Plan process. In particular the issues considered whether all the sites should be included within the consultation or only those sites which may be viable, the amount of information provided on each site within the consultation and whether the Council should provide any commentary on these sites or leave it completely open.

The recommendations agreed by the working group were:

That the Portfolio Holder for Regeneration, Economy and Strategic Planning and the Planning Policy Team be recommended to include all potential sites within the identified BCP Greenbelt as part of the public consultation.

The Working Group suggested that these sites should be qualified with some factual information on the constraints of the sites but without further commentary from the Council.

The reasons for the recommendation were:

The Working group considered that only consulting on some of the sites would not be transparent or equitable for the public and may appear that the Council was steering the

public. It was suggested that the consultation should include factual data available in order to help inform feedback regarding the impact of potentially developing the sites.

The Working Group also agreed the following:

The Working Group agreed that the government methodology being used to determine the housing requirements was unhelpful, being based on out of date 2014 Office of National Statistics figures rather than up to date 2018 figures and should be challenged in some way. It was agreed that this would be discussed further at the next meeting alongside moving forward with development of the Local Plan.

For further explanation of the governments approach to applying the standard method extracts from the NPPG 'Housing and Economic Needs Assessment' are included at the end of this report.

A Councillor requested further information on the sites in question with regards to their impact on sustainable transport and requested either information be circulated or an additional session on this. The Chair suggested an additional meeting may be required on this. It was noted this would be co-ordinated with the Local Transport Plan. Further information on high frequency bus routes to be provided.

Extracts from the NPPG ‘Housing and Economic Needs Assessment’

What is the standard method for assessing local housing need?

The National Planning Policy Framework expects strategic policy-making authorities to follow the standard method in this guidance for assessing local housing need.

The standard method uses a formula to identify the minimum number of homes expected to be planned for, in a way which addresses projected household growth and historic under-supply.

The standard method set out below identifies a minimum annual housing need figure. It does not produce a housing requirement figure.

Paragraph: 002 Reference ID: 2a-002-20190220

Revision date: 20 02 2019

Is the use of the standard method for strategic policy making purposes mandatory?

No, if it is felt that circumstances warrant an alternative approach but authorities can expect this to be scrutinised more closely at examination. There is an expectation that the standard method will be used and that any other method will be used only in exceptional circumstances.

Paragraph: 003 Reference ID: 2a-003-20190220

Revision date: 20 02 2019

Why are 2014-based household projections used as the baseline for the standard method? The 2014-based household projections are used within the standard method to provide stability for planning authorities and communities, ensure that historic under-delivery and declining affordability are reflected, and to be consistent with the Government’s objective of significantly boosting the supply of homes.

Paragraph: 005 Reference ID: 2a-005-20190220

Revision date: 20 02 2019

If authorities use a different method how will this be tested at examination?

..... Any method which relies on using household projections more recently published than the 2014-based household projections will not be considered to be following the standard method as set out in [paragraph 60 of the National Planning Policy Framework](#). As explained above, it is not considered that these projections provide an appropriate basis for use in the standard method.

Paragraph: 015 Reference ID: 2a-015-20190220

Revision date: 20 02 2019

CABINET



Report subject	Proposed Regeneration Vehicle Options Appraisal
Meeting date	26 May 2021
Status	Public Report
Executive summary	To achieve the Council's regeneration ambitions across the conurbation at pace, this report recommends the creation of a wholly owned Urban Regeneration Company (URC). The URC will bring together the resources, leadership, and focus required to deliver the ambitions set out in the Big Plan which was considered by Cabinet and Council in February.
Recommendations	<p>It is RECOMMENDED Cabinet:</p> <p>Supports the establishment of an Urban Regeneration Company (URC) and delegates authority to the Chief Executive, in consultation with the Leader and Deputy Leader, to formally set up the URC subject to his approval of the further information set out in this report.</p>
Reason for recommendations	<p>To enable greater focus and capacity for realising the significant opportunities for delivering homes and jobs on sites owned, or controlled, by the council and increasing the scale and pace of delivery.</p> <p>The current internal capacity of the council is not sufficient to deliver the scale of ambitions set out in the Big Plan and additional support and expertise is required, which after options appraisal, is considered to be best met by creating a URC.</p>
Portfolio Holder(s):	Councillor Drew Mellor, Councillor Philip Broadhead
Corporate Director	Graham Farrant, Chief Executive
Report Authors	Graham Farrant, Chief Executive
Wards	Council-wide
Classification	For Decision

Background

1. On 10 March 2021, the Cabinet approved the use of external consultants to explore in greater detail the possible models for accelerating the pace and scale of regeneration delivery and authorised the Chief Executive to bring forward a subsequent paper with recommendations on possible structures. The Cabinet paper included five alternative models for consideration:
 - A. Urban Regeneration Company
 - B. Special purpose vehicle
 - C. Joint Venture
 - D. Strategic Partnership
 - E. Expansion of existing wholly owned Council Company
2. The Council appointed Inner Circle Consulting to explore in greater detail the alternative models and undertake options appraisal of the degree to which each model would allow the Council to deliver its ambitions and meets its objectives.
3. The key findings of the Inner Circle Consulting report that reinforce the case for an alternative model for regeneration delivery are:
 - The scale of the opportunity is significant delivering up to circa 3,500 homes and £2 billion gross development value from an initial list of 16 Council owned sites.
 - The Council does not currently have the appropriate capacity, capability, or in-depth experience in this field to advance these sites at pace.
 - The Council is seeking a significant step-change in delivery and therefore a commensurate step-change in resources, leadership and focus is required. This was recognised in the 2021/22 budget of the council.
 - The strategic sites could have a hugely positive social and economic impact on the community and wider area. This supports the rationale for an alternative type of delivery model which could bring together the resources, leadership and focus described.

The Ambition

4. The recently published “Big Plan” captures the Council’s ambition to deliver regeneration at a pace and scale not seen before across the BCP area.
5. The Council has already signalled this intention through the allocation of an additional £1.75m ongoing annual revenue budget for the management of regeneration, principally to bring forward appropriate Council owned sites and by setting up the £50 million Futures Fund intended to enable the Council to invest in infrastructure improvements as required. This is in addition to the already significant resources that the Council has invested, and continues to invest, in project management. This all represents a significant upscaling of the focus and resources being applied to delivering growth and investment at the scale that is appropriate to the opportunities that the Council has.
6. It is essential that we utilise these resources to the maximum effect and the Council has recognised that to meet its ambition will require a fundamental change of approach. It is therefore proposing the creation of an external vehicle to oversee and manage the urban development agenda across the BCP city-

region, focusing on bringing forward development on the key sites owned by BCP Council.

Consideration of delivery options

7. In considering the most suitable regeneration model to deliver this ambition, the March Cabinet report set out five options that would be considered as part of an options appraisal as follows:
 - A. **Urban Regeneration Company (URC)** - this could be a wholly owned company providing regeneration advice and development and project management services to the Council. It would not own the sites or enter into JVs or SPVs but would support the Council in these activities.
 - B. **Special Purpose Vehicle** – Is a model typically used to bring forward individual development sites by the Council acting alone or in partnership with other organisations. An SPV could involve partial or complete transfer of ownership of the sites.
 - C. **Joint Venture** – The Council would enter into a Joint Venture arrangement on one or more sites where an external partner has specific expertise, ownership interests or resources. A JV of this nature would generally involve some degree of transfer of ownership of the sites.
 - D. **Strategic Partnership** – a Homes England initiative which allocates significant Affordable Homes Programme funds on a long-term development basis to those organisations (for example, Southern have £55m to deliver over 1000 homes) who have land, planning and building skills.
 - E. **Expansion of existing wholly owned Council Company (Seascope Homes)** - the scale could be increased to deliver more homes and greater returns to the Council's general fund. The company could build out and manage residential developments brought forward by any of the above options.
8. These options are not mutually exclusive, and the Council may need to consider any of these for individual sites as well as a preferred model for meeting the overall need for increased delivery capacity. This might result in a matrix of appropriate delivery vehicles, dependant on the scale and opportunities on each site, but with a strategic overview being provided by the Council's leadership team, and with that capacity supported by a strategic enabler.

Appraisal Criteria

9. The Council developed and used six criteria to assess the five options above against a do-nothing option. The criteria cover the different elements that are required from a regeneration delivery model to deliver a step-change in the scale and pace of delivery.
10. The six criteria used were:
 - I. **Value for money** – The model must offer a value for money solution for the Council to deliver its regeneration ambitions. Value for money is assessed by considering the costs associated with the establishment and operation of the new vehicle compared to the speed and scale at which it could deliver the schemes within the regeneration portfolio. A general

assumption used for the purpose of the appraisal is that the regeneration portfolio has the potential to deliver significant and substantial financial returns for the Council and economic benefits for the area and communities.

- II. **Dedicated leadership and focus** – successful delivery of regeneration projects relies upon dedicated and consistent leadership and focus. Without these, projects will not be delivered at the pace required to meet the Councils ambitions.
- III. **Accelerated delivery** – The Council wishes to accelerate delivery of its regeneration portfolio. By doing so, these large-scale assets can be utilised quicker to their fullest potential for the benefit of the local residents and yield substantial financial and economic benefits for the Council, residents and communities.
- IV. **Adaptability and flexibility** – The regeneration delivery model must have the ability to adapt and flex easily to changing Council, stakeholder and market conditions and requirements.
- V. **Scalability** – The model must allow the Council the possibility to scale up and down over time to respond to the Council's requirements and the opportunities within the market.
- VI. **Talent attraction** – Competition for individuals with development and project management skills is high and there is an overall shortage across the industry, and particularly within the BCP region.

Options Appraisal

11. The table below captures how the five options compare against a do-nothing scenario using the following ratings of likelihood of meeting the Councils objectives: Highly likely, Likely, Neutral, Unlikely and High Unlikely. The rationale for this scoring can be found in the options appraisal document in Appendix 1.

Option/ Criteria	Do Nothing	Urban Regeneratio n Company	Special Purpose Vehicle	Joint Venture	Strategic Partnership	Expansion of existing wholly owned Council Company
Value for money	Neutral	Likely	Unlikely	Neutral	Likely	Unlikely
Dedicated leadership and focus	Unlikely	Highly likely	Unlikely	Neutral	Neutral	Unlikely
Accelerating delivery	Unlikely	Highly likely	Unlikely	Likely	Likely	Unlikely
Adaptability and flexibility	Likely	Highly likely	Highly unlikely	Likely	Highly unlikely	Highly unlikely
Scalability	Neutral	Highly likely	Highly unlikely	Likely	Neutral	Highly unlikely
Talent attraction	Unlikely	Highly likely	Highly unlikely	Likely	Unlikely	Unlikely

Preferred Option

12. The comparison clearly demonstrates that the option most likely to meet the Council's strategic objectives is the Urban Regeneration Company (URC) model.

13. The URC model would have the following key characteristics:

- It would be a company wholly owned by the Council and so would ensure that it prioritises the Council's strategic objectives.
- It would provide regeneration, development, and project management services to the Council, and only to the Council in the first instance.
- The team would be made up of a mixture of directly employed key staff and seconded Council staff to get the best results.
- It would prepare an annual business plan for approval by the Council.

- It would not own any Council assets or enter into any development or construction contracts unless agreed by the Council, it is envisioned that these would be entered into by the Council following advice from the URC, retaining ultimate control within the Council's leadership.
- It would advise the Council on the most appropriate and suitable delivery models for each of its development sites (including reviewing and exploring the advantages of Joint Ventures, Special Purpose Vehicles, etc), to ensure the greatest benefits are delivered across the regeneration portfolio.
- It would act as a beacon for the area; attracting the very best people and partners to deliver in a world class city region - one of the best coastal places in the world in which to live, work, invest and play.
- Any decisions taken by the Council under this arrangement would be open to public scrutiny and subject to the controls of the Council's Constitution.

Taking the URC Forward

14. This report sets out the detail of the proposed URC and seeks Cabinet approval of the concept and that responsibility be delegated to the Chief Executive, in consultation with the Leader and Deputy Leader, and working with the Director of Finance and the Director of Law and Governance, to set up the company. This will include a review and approval of the final business case and agreeing any required arrangements regarding and including:
 - Registration at Companies House
 - Preparation of company documentation
 - Establishing governance arrangements
 - Establishing a budget and any constraints on the use of Council funding
 - Recruitment of the permanent team, both board and employees
 - Agreement of any relevant contracts.
15. The final business case and supporting information will be provided in good time to the Chief Executive in preparation for him making any decisions under the delegations set out in this report. It is estimated that the advice will be available in full by the end of May, enabling early movement on the set-up of the company.

How the URC will operate

16. Development on each site may be delivered directly through the Council, or through specific JVs or SPVs established for each site as appropriate. The URC's primary role will be to employ expert staff who are versed in working with the private and public sectors to deliver first class development at scale and with pace and to provide expert advice to the Council on the preferred way of achieving strong outcomes through regeneration and investment on the key sites, and across the wider environment.
17. The URC will be funded for its activities each year by the Council paying for the services provided under a commissioning contract, utilising an element of the additional funds that have been allocated in the revenue budget for 2021/22 and future years. Some elements will be retained within the Council, including finance to ensure that we have adequate regeneration, financial and legal resources to

work as an appropriate and strong client to the URC. The funding will be confirmed each year, against the proposed Annual business plan which will be presented to the Cabinet and will be set out in an annual service level agreement.

18. The URC will wish to commission technical project development and masterplanning capacity and other technical advice, on behalf of the Council, or may advise the Council on the advisory services required. The budgetary requirements and the source of funding for this work will be agreed between the Council and the URC as required. Until the URC is formally established, any interim budgetary requirements for consultancy, staffing and support are being met from the £1.75m, governed using the Councils financial rules and regulations.
19. Land ownership will not be transferred to the URC, and it is not intended to hold assets so it will not need to raise funds for site acquisition or direct works. However, with the guidance and advice of the URC, the Council may decide, through its normal governance arrangements, to transfer into or sell land to a JV or SPV designed for the purposes of achieving development. Formal decision-making on each site will remain with the Council, with those decisions guided by the outcomes from the URC's thinking and taken through the appropriate route, depending on site value.
20. The Council will have to provide sufficient budget for any initial development activities on each site including master planning and development design and will need to fund the establishment costs for the URC for the long term. This will be established through a formal service level agreement between the URC and the council.
21. It is likely that the URC will be asked to provide strategic advice on the potential uses for the Futures Fund to assist the Council in determining the key priorities for this essential investment and to ensure that the use of this fund supports the Councils overall direction for regeneration and investment.

Establishment and structure

22. The URC will need an agreed staffing and establishment structure which will be designed to deliver the long-term ambitions but will also need to flex in light of short-term experience of operating alongside the Council. In the interim period this will be populated by a mixture of consultants and staff made available to the URC with that team gradually being supplemented and replaced by permanent appointments into the URC structure and short-term appointments as required.
23. A number of internal staff have already been identified who have been made available to work with the URC and the long-term future of these posts will be confirmed during this process, with appropriate consultation and secondment or transfer arrangements put in place as appropriate.
24. It is essential that we provide the capacity that the newly formed URC needs to move quickly into productive work, and we will put appropriate measures in place to achieve this.

Summary of financial implications

25. This report seeks approval to create a URC and authorises officers to set up the Company in liaison with the Leader and Deputy Leader.

26. The URC will be a private company limited by shares with a single shareholder, Bournemouth, Christchurch, and Poole Council. As 100% owner of the company the council will be able to set the strategic direction of the URC and ensure the operational activity of the company accords with such direction. This is important for a number of reasons not least ensuring the reputation of the council and its financial probity.
27. In order to ensure that the Council is able to use the URC to deliver on its behalf without the need for it to bid in a competitive tender process, the URC will need to be set up as a 'Teckal Company' in compliance with Public Procurement legislation. This means, in essence, that its shareholding cannot be diluted by private sector shareholders and it must be sufficiently controlled and/or directed by the Council. In addition, its activities must predominantly be for the benefit of the Council.
28. Payment to the URC will be via an annual service delivery contract process. This will enable the company to register for VAT compared to the position if it was grant funded. In taking this approach any VAT incurred by the URC will be reclaimed.
29. The URC will be required to produce annual accounts and arrange for these accounts to be independently audited. The Council will need to incorporate these accounts within its Group Accounts subject to an annual assessment as to materiality. There will be a range of additional costs to operate the company, but these are considered relatively small compared with the potential benefits that the URC will bring in terms of expertise and knowledge.
30. Any significant matters that arise in setting up the URC will be brought back to councillors for approval at Cabinet or Council as appropriate. To be clear matters that will need to be finalised but at this stage are not anticipated to be significant or material include:
- The scope of the company's reserved matters such as the approval of an annual business plan, company name, remuneration policy.
 - Making of any loan required to support any working cashflow of the company in comparison to the contract payments made by the Council.
 - Annual service level agreements (contract value) on the assumption it is fundable within the overall 2021/22 budget for regeneration.
 - Tax implications with a need to ensure any potential liabilities are minimised.
 - Any Transfer of Undertakings (Protection of Employment) Regulations (TUPE) implications from moving existing staff of the council into the company.
 - Any necessary pension and VAT implications.
 - Necessary councillor oversight arrangements including arrangements for Scrutiny.

These matters are not anticipated to be significant/material based on the council's previous experience, via predecessor councils, of setting up such arrangements.

31. It is important to reiterate that separate business cases for each site that the Council proposes to develop based on the recommendations of the URC will be

brought forward for Cabinet and Council approval, as necessary. Such business cases will consider the appropriate model for delivery and any associated risks including those associated with the financing of the development.

32. It will also be important to note that if the URC manages any developments, subject to an approved business case, on behalf of the Council they will need to follow Public Procurement Legislation, the Council's governance arrangements including financial regulations and the contracts will need to be in the name of the council.

Summary of legal implications

33. In exercising any power or duty local authorities must act for proper purposes, in good faith and must exercise their powers properly, following proper procedures in a "Wednesbury reasonable" manner. In other words, local authorities must act for proper motives, taking into account all relevant considerations, ignoring irrelevant matters, not acting irrationally and balance the risks against the potential rewards.
34. Additionally, local authorities must observe the usual fiduciary duties to their tax and business rate payers and must discharge their functions with reasonable care, skill and caution, and with due regard to the interest of those tax and rate payers. They must also exercise their powers and comply with their duties in accordance with its best value duties as set out in the Local Government Act 1999, i.e., it must make arrangements to secure continuous improvement in the way in which it exercises its functions, having regard to a combination of factors, including economy, efficiency and effectiveness.
35. As part of the Council's best value duties, it also needs to determine the best way in which to ensure it meets its duty to consult in respect of continuous improvement of the delivery of its functions pursuant to section 3 of the Local Government Act 1999.
36. Further duties relevant to the context of decision-making include crime and disorder reduction, equalities, health and wellbeing.
37. The Local Government (Best Value Authorities) (Power to Trade) (England) Order 2009 empowers the Council to do for a "commercial purpose" anything which it is authorised to do for the purpose of carrying on its ordinary functions. Section 1 of the Localism Act 2011 introduced the concept of the GPOC, but section 4 requires the exercise of the GPOC for a commercial purpose to be undertaken through a company (inter alia per section 1(1) of the Companies Act 2006); this would include a private company limited by shares.
38. Where the Council exercises the power under the 2009 Order to do anything for a commercial purpose, the 2009 Order states that it must first prepare a business case and approve that business case. A business case must contain the objectives of the business, the investment and other resources required to achieve those objectives, any risks the business might face (and how significant they are) and the expected financial results of the business, together with any other relevant outcomes the business is expected to achieve (s2(4)(a)-(d)). It must also ensure that it recovers the costs of accommodation, goods, services, staff or any other thing that it supplies to a company in pursuance of the exercise of that power.

39. Even if the Council does not intend for the newly incorporated entity to have a commercial purpose, but rather simply to deliver development support services to the Council in the performance of its regeneration, well-being and economic development functions and objectives, a clear business case is recommended to be produced prior to any decision being taken in order to support and evidence the proper exercise of the Council's best value duties and fiduciary duties. This work will continue to be developed and it is noted that the exercise of the delegated authority to create the URC remains subject to approval of further detail relating to this proposal (expected to be available in the near future as set out in paragraph 15 above).
40. The legal risks inherent in setting up a company should be mitigated by taking legal advice on all aspects of the proposal. The advice will need to cover aspects such as:
- a. procurement (including Teckal criteria and compliance);
 - b. governance and directors;
 - c. subsidy control;
 - d. TUPE;
 - e. equal pay; and
 - f. information governance.
41. Further advice will be required on the implementation of the proposed operating model (once defined), including the contractual arrangements such as:
- a. legal review of any existing contracts proposed to be accessed by the newly incorporated vehicle;
 - b. incorporation;
 - c. shareholder agreement;
 - d. support service agreement;
 - e. working capital loan agreement;
 - f. commissioning contract; and
 - g. lease / licence to occupy.

Summary of human resources implications

42. The approval for a URC to be established will have significant Human Resource (HR) implications. The business plan will have to cover the employment conditions for individuals directly employed by the entity. The employer will be the URC, not BCP Council, therefore the following factors will need to be considered and determined by the URC Board (not an exclusive list):
- a. Form of Employment contract.
 - b. Terms and conditions of employment.
 - c. Pension arrangements.
 - d. Remuneration, including rates of pay, allowances, incentives and other benefits.
 - e. HR Policies and processes for example, grievance, disciplinary, performance, absence etc.
 - f. HR Management systems including payroll and recruitment.
43. The business plan must also consider how employees of the URC will be measured in terms of performance, particularly over long periods of time, and subsequently when those performance measures are determined what that may result in, in terms of reward. This must be in line with the value that the

commercial vehicle is generating for BCP Council so that we can justify the use of public monies in this way.

44. The business plan must also consider if TUPE is likely to apply, this will need to be evaluated in the scoping and will be dependent if there is a transfer of services. If TUPE applies, then Terms and Conditions of employment for TUPE staff will remain the same which may have an impact with direct employees of the vehicle in creating a two-tier workforce that may have challenges with equity.

Summary of sustainability impact

45. There are no specific sustainability impacts arising from this report, but the framework of regeneration delivery should improve the sustainability of the conurbation and each development will be reviewed in terms of its impact all the climate and ecological emergency.

Summary of public health implications

46. There are no specific public health implications arising from this report, but good quality housing is an underlying principle of good public health, and these proposals should enable good quality housing development to be brought forward at pace.

Summary of equality implications

47. There are no specific equality implications directly arising from this report, but the accelerated provision of good quality housing development should enable some of the inherent inequalities in our communities to be addressed. The URC will need to have comprehensive policies for ensuring equality and diversity in employment and its operating practices.

Summary of risk assessment

48. The risks associated with this report fall into three categories. Firstly, how the Council will manage risks in its relationship with the new regeneration vehicle. Secondly, how the new regeneration vehicle will manage company and project risk and finally how risks will be managed on individual developments and projects.
49. The manner by which the Council assesses and manages risks in its relationship with the new regeneration vehicle and how the vehicle assesses and manages company risk will be the subject of further, more detailed work that will be captured in the Councils commissioning arrangements and the vehicle's business plan.
50. Risk assessment and management on individual developments and projects will be set out in the individual business cases that will come before Cabinet for approval at each investment gateway.

Background papers

Published Works: The Future of Regeneration in Bournemouth, Christchurch and Poole, Cabinet Report – 10 March 2021

Business Case framing and Portfolio Definition – report by Inner Circle Consulting 8 April 2021

Appendices

Appendix 1 - USP Report Supplementary Document - Options comparison rationale document

Appendix 1

USP Report Supplementary Document - Options comparison rationale document

This document provides the rationale to support the assessment of the alternative options considered by the Council for the regeneration vehicle.

Alternative options

The alternative options considered by the Council as part of this assessment are:

- A. Do nothing – continue to manage and deliver the regeneration portfolio in line with current arrangements.
- B. Urban Regeneration Company (URC) - this could be a wholly owned company providing regeneration, development, and project management services to the Council.
- C. Special Purpose Vehicle – Is a model typically used to bring forward individual development sites by the Council acting alone or in partnership with other organisations.
- D. Joint Venture – The Council would enter into a Joint Venture arrangement on one or more sites where an external partner that brings has specific expertise, ownership interests or resources.
- E. Strategic Partnership – a Homes England initiative which allocates significant Affordable Homes Programme funds on a long-term development basis to those organisations (Southern have £55m to deliver over 1000 homes) who have land, planning and build skills.
- F. Expansion of existing wholly owned Council Company (Seascope Homes) - the scale could be increased to deliver more homes and greater returns to the Council's general fund. The company could build out and manage residential developments brought forward by any of the above options.

Appraisal criteria

To objectively appraise the alternative options, the Council developed six criteria that spanned the different elements necessary to accelerate regeneration delivery as follows:

- 1. Value for money – The model must offer a value for money solution for the Council to deliver its regeneration ambitions. Value for money is assessed by considering the costs associated with the establishment and operation of the new vehicle compared to the speed and scale at which it could deliver the schemes within the regeneration portfolio. A general assumption used for the purpose of the appraisal is that the regeneration portfolio has the potential to deliver significant and substantial financial returns for the Council and economic benefits for the area and communities.
- 2. Dedicated leadership and focus – successful delivery of regeneration projects heavily relies upon dedicated and consistent leadership and focus. Without it, projects will not be delivered at the pace required to meet the Council's ambitions.
- 3. Accelerated delivery – The Council wishes to accelerate delivery of its regeneration portfolio. By doing so, these large-scale assets can be utilised quicker to their fullest potential for the benefit of the local residents and

yield substantial financial and economic benefits for the Council, residents and communities.

4. Adaptability and flexibility – The regeneration delivery model must have the ability to adapt and flex easily to changing Council, stakeholder and market conditions and requirements.
5. Scalability – The model must allow the Council the possibility to scale up and down over time to respond to the Council's requirements and the opportunities within the market.
6. Talent attraction – Competition for individuals with development and project management skills is high and there is an overall shortage across the industry (add supporting information).

Options appraisal

Do Nothing

The do-nothing scenario assumes the Council will continue to deliver the projects within the regeneration portfolio as it has done to date. Doing so would have a neutral impact on value for money as the costs of delivery compared to the scale and speed of delivery are unlikely to change. The Council does not currently have dedicated regeneration leadership that can provide consistent focus to the delivery of its regeneration portfolio; consequently, it is unlikely that the delivery will be accelerated. Retaining the delivery of regeneration within the Council would provide the ability to be adaptable and flexible though not quickly scaling up and down to respond to changing Council objectives and market conditions due to the nature of Council processes and the timescales associated with some decision making. Finally, it is unlikely in the do-nothing option that the Council would be able to attract and retain the very best regeneration and development practitioners given the Council salary structures and reward system.

Urban Regeneration Company

The creation of an Urban Regeneration Vehicle (URC) is likely to provide greater value for money as the costs associated with its creation and ongoing operation are likely to be significantly and substantially smaller than the financial and economic benefits that would derive from the greater speed and scale of delivery that it would enable. The URC would be led and managed by an Executive team providing dedicated and focussed leadership. The Executive team would be supported and held accountable by the URC company board, whose membership would include independent non-executive director that would provide additional leadership and capability in the fields of regeneration, development and place making. As a consequence, it is highly likely that delivery will be accelerated. The URC model provides greater ability to adapt and flex to meet changes to Council objectives and market conditions and also the ability to scale up and down as circumstances change over time. This can be accomplished through the adoption of robust yet flexible policies on employment and recruitment. Finally, the URC could become a beacon that could attract and retain the very best talent that the market has to offer. This would be achieved through the creation of a high performing team culture, compelling employment offer, and the enticement of leading and delivering the most exciting regeneration portfolio in the south of England. Examples of successful wholly owned Council regeneration companies include Be First in the London Borough of Barking and Dagenham.

Special Purpose Vehicle

The creation of a single or multiple special purpose vehicles (SPV) is unlikely to improve value for money as the set-up costs for each are unlikely to propagate a substantial

and significant change in delivery profile. SPV's would not enable dedicated and focused leadership across the portfolio and consequently, on their own, are unlikely to enable accelerated delivery of the regeneration portfolio. SPV are typically established to delivery individual developments or groups of developments; they therefore have little flexibility and adaptability to respond to changing Council, stakeholder and market conditions and requirements and typically do not have the ability to scale up and down to meet changing needs. The creation of one or more SPV's is highly unlikely to be able to attract and retain the best talent the market has to offer.

Joint Venture

The creation of Joint Venture is assessed to have a neutral impact on value for money because the set-up costs are unlikely to be compensated by a substantial and significant change in delivery. While Joint Ventures can provide dedicated leadership and focus it has been assessed that, for the range, scale and most importantly early stage of the projects within the Councils portfolio, that this model is unlikely to be the most suitable approach. The Joint Venture model with the right partner can accelerate delivery and can be adaptable and flexible to changing Council, stakeholder and market requirements and can scale up and down to respond to changing needs. A Joint Venture could also attract talent within the regeneration and development market.

Strategic partnership

A strategic partnership with Homes England is a long-term arrangement to deliver affordable homes in return for capital funding from Homes England. It therefore provides an opportunity for the Council to leverage greater investment into the area to support the delivery of affordable homes though, on its own, it not a model that can be used to deliver all the Councils regeneration ambitions. It offers value for money because it brings in additional funding. It is not yet clear how much local leadership Homes England would offer for strategic partners however typically leadership and focus on delivery remains the responsibility of the Council. The additional funding is likely to have a positive effect on accelerating delivery however its unlikely to offer significant adaptability and flexibility to meet the changing Council and stakeholder requirements. It is not yet clear if it will be possible to scale a Strategic Partnership and it is unlikely to change the ability of the Council to attract and retain the very best talent.

Expansion of existing wholly owned Council Company

The expansion of an existing wholly owned Council Company is unlikely to offer the best value for money because although the set-up costs minimal it is unlikely that a company not designed to deliver large scale regeneration and development projects will mean a material change in delivery. Company leadership is unlikely to have the skills and focus and consequently accelerated delivery is unlikely to be achieved. An existing company will already have a business plan and constitutional arrangements and therefore is highly unlikely to be adaptable and flexible and highly unlikely to be able to scale. An existing company will already have a track record no it is unlikely to be able to use that track record to attract and retain the very best talent.

Summary

The table below summarises how the six options compare using the following ratings of likelihood of meeting the Councils assessment criteria: Highly likely, Likely, Neutral, Unlikely and High Unlikely.

Option/ Criteria	Do Nothing	Urban Regeneration Company	Special Purpose Vehicle	Joint Venture	Strategic Partnership	Expansion of existing wholly owned Council Company
Value for money	Neutral	Likely	Unlikely	Neutral	Likely	Unlikely
Dedicated leadership and focus	Unlikely	Highly likely	Unlikely	Neutral	Neutral	Unlikely
Accelerating delivery	Unlikely	Highly likely	Unlikely	Likely	Likely	Unlikely
Adaptability and flexibility	Likely	Highly likely	Highly unlikely	Likely	Highly unlikely	Highly unlikely
Scalability	Neutral	Highly likely	Highly unlikely	Likely	Neutral	Highly unlikely
Talent attraction	Unlikely	Highly likely	Highly unlikely	Likely	Unlikely	Unlikely

CABINET



Report subject	Establishing a Multi Disciplinary Team and a Homeless Health Centre
Meeting date	26 May 2021
Status	Public Report Confidential Appendices 1 and 2
Executive summary	<p>The Council's new Homelessness and Rough Sleeping Strategy 2021-25 was approved by Cabinet in April 2021. Health provision is a key element of the strategy, with some good practice already in place locally and a good base to build upon.</p> <p>The proposals set out in this report will help address inherent inequalities and ensure good access to services for those who are marginalised and hard to reach.</p> <p>This paper outlines recommendations to continue the development of the shared care or multi-disciplinary approach in two ways and build on the great joint work already underway.</p> <p>Firstly, to further develop a Multi Disciplinary team (MDT) that homeless individuals can access and receive the support they need to find accommodation and have their health needs addressed. Secondly, to establish a Homeless Inclusion Health Centre (a 'Health Hub') which provides a building based homeless health and housing centre. Services will be delivered to those who are homeless or at risk of homelessness, for example in temporary hotels or hostel accommodation. A project manager will be recruited to establish these services effectively.</p> <p>An MDT will provide outreach for people rough sleeping and inreach to people accommodated in any of the temporary accommodation units and other temporary housing settings such as hotels. It will also operate out of the Health Hub.</p> <p>It is recommended to acquire the St Stephens Church Hall, Bournemouth, as the Homeless Inclusion Health Centre ('Health Hub').</p> <p>The Health Hub would provide one front door where homeless individuals can attend in order to access health and housing support and advice. The building would provide office and clinic space, showers, laundry facilities, access to computers and locker space so that people can attend and receive the support and/or treatment needed.</p>

	The acquisition of the Health Hub will be guided by the valuation by the Council's Estates team and budget will be secured to purchase the property, refurbish the property and provide for ongoing maintenance and management. The Confidential Appendices 1 and 2 detail the financial implications associated with this, including the long term financial modelling.
Recommendations	<p>It is RECOMMENDED that Cabinet:</p> <ul style="list-style-type: none"> (a) Approves the further development of an Multi Disciplinary Team (MDT) to better address the health needs of individuals who are homeless. (b) Approves the implementation of an ongoing 'Health Hub' provision at St Stephens Church Hall. (c) Approves the acquisition of St Stephens Church Hall and delegates authority to the Corporate Property Officer in consultation with the Portfolio Holder, Section 151 Officer and the Monitoring Officer to agree the specific terms of the sale (see Confidential Appendices 1 and 2). (d) Approves the associated capital and revenue budget provision relating to the acquisition and management of St Stephens Church Hall (see Confidential Appendices 1 and 2).
Reason for recommendations	<p>To help facilitate improved joint working across health services for people who are homeless or at risk of homelessness, in turn improving their housing and life chances.</p> <p>To improve health outcomes for those who are marginalised and hard to reach.</p>
Portfolio Holder(s):	Councillor Robert Lawton (Portfolio Holder for Homes)
Lead Member	Councillor Hazel Allen (Homelessness)
Corporate Director	Kate Ryan – Chief Operating Officer
Report Authors	<p>Lorraine Mealings – Director of Housing, BCP Council</p> <p>Ben Tomlin – Head of Housing Options and Partnerships, BCP Council</p> <p>Elaine Hurl – Principal Programme Lead Mental Health, Dorset CCG</p>
Wards	Council-wide
Classification	Decision

Background

1. The Council's new Homelessness and Rough Sleeping Strategy 2021-25 was approved by Cabinet in April 2021. Health provision is a key element of the strategy, with some good practice already in place locally and a good base to build upon.
2. Homelessness and homeless health have always been important issues. Homelessness reduces life chances and life expectancy, can involve serious mental illness and inequalities become even more stark. The pandemic afforded an opportunity for health, social care and housing professionals to work even closer together to provide a more cohesive support offer. The proposals here will help address inherent inequalities and ensure good access to services for those who are marginalised and hard to reach.
3. Across the BCP area during this pandemic period approximately 400 single people have been accommodated in temporary accommodation who would otherwise have been at risk of rough sleeping. The aim as things move forwards is to ensure that as many people as possible address their health needs, remain in accommodation and have the support they require.
4. The pandemic has attracted short term government funding opportunities for BCP Council to maximise the health offer. The most recent funding from Department of Health and Social Care has attracted support from the LGA CHIP Programme to assist BCP Council in gaining senior support from partner agencies for the Multi Disciplinary Team (MDT) approach to be extended to a whole system approach in the future. Partners are in agreement that a joint approach for commissioning needs to be enhanced to ensure the needs of people rough sleeping and vulnerably housed are met.
5. This paper outlines a recommendation to continue the development of the shared care or multi disciplinary approach in two ways and build on the great joint work already underway. Improved joining up of health services will improve health outcomes for people who are homeless, which will in turn improve their housing and life chances.
6. Firstly, to develop a Multi Disciplinary team (MDT) that homeless individuals can access and receive the support they need to find accommodation and have their health needs addressed. Secondly, to establish a Homeless Inclusion Health Centre (a 'Health Hub') which provides a building based homeless health and housing centre. Services will be delivered to those who are homeless or at risk of homelessness, for example in temporary hotel or hostel accommodation. A project manager will be recruited to establish these services effectively.

Existing services

7. Ordinarily, the Council has approaches from almost 2,000 individuals/couples each year for homelessness assistance. Health assessments for those subsequently placed in emergency accommodation or who are rough sleeping show a high prevalence of frailty and of multiple chronic conditions.
8. Across the BCP area there are a number of health services that work with the homeless population in various settings :- Drug and alcohol services, Mental health services, Blood borne virus service, Primary care, Hospital-based services, Health bus charity, Podiatry, Dentistry, and others on a peripatetic basis.

9. All these services work well together but tend to operate independently which means that customers must go to different places for different things and involves an element of duplication. This relies on the availability of the service (often one person) and the individual's motivation and capacity to travel and to attend appointments.
10. Joint work already happens at a strategic level with the Health Action Group in place as part of the BCP Homelessness Partnership, reporting to the BCP Homelessness Reduction Board. The Homelessness Reduction Board will have oversight of this work and delivery will be monitored by the Health Action Group which also forms part of the homelessness governance framework.

Multi-Disciplinary Team (MDT)

11. The key components of the MDT proposal are as follows:
 - To provide outreach for people rough sleeping and inreach to people accommodated in any of the temporary accommodation settings such as hotels and other locations across the BCP geography. It will also operate out of the Health Hub.
 - Some people will be seen by the team and their issues resolved reasonably quickly and others who have a complex range of needs will require a longer period of support.
 - To build rapport with the individual, identify support needs and work with them to access where possible mainstream services to which they are entitled regardless of accommodation status.
 - To adopt a case management approach and some people will only need one named worker. Other people may need several services to input into their care but with one person or service taking the lead and coordinating the care.
 - To allow for a housing, social care or health worker to be the named lead. This will depend on primary issues and crucially on which service the established relationship is with if any.
 - To include the partners mentioned already but will no doubt grow over time. It is not the case that the team members will always be in the same place. Most have other workplaces and commitments to their employing organisations.
 - To not require professionals to be permanently co-located initially but there will be an ambition to do so over time. The building itself will require refurbishment to bring it up to a standard that is fit for ongoing use and included in those plans will be the staff team requirements as needed.
12. In principle, the high-level outcomes for clients are:
 - To secure and stay in temporary accommodation initially.
 - To sustain their temporary accommodation whilst having support to acquire settled accommodation.
 - To build the life they want in settled accommodation and not return to the streets.
 - To access mainstream services including all health services once settled, regardless of how long that takes.
 - To help individuals build resilience which enables them to seek support when they need it and not in crisis.

13. Outcomes expected in terms of the MDT approach are:
- To enable flexible working across organisations within the team, around the person
 - To ensure individuals with multiple needs and risks do not fall between the gaps in service provision or at risk of multiple exclusion from services because of set criteria
 - Further development of an outreach component for people who are entrenched in their rough sleeping lifestyle and will initially be seen on the streets
 - To maintain the inreach approach to every client placed in temporary accommodation
 - The development of a holistic support plan that includes each area of support the person needs and is embedded into organisations own processes.
 - That regardless of profession e.g. nurse or social worker or GP, they will see themselves as part of the whole offer and work towards the person's goals
 - Learning will be used to inform commissioning of future services across all partner organisations and further develop the multi disciplinary approach within mainstream services

Building Based Provision – the ‘Health Hub’

14. The recommendation is to acquire the St Stephens Church Hall, Bournemouth, as a Homeless Inclusion Health Centre. There may be opportunities to develop inreach at additional locations across the wider BCP geography but the St Stephens site would be the main venue as a good, central and sensitive location.
15. There are services across the country where homeless individuals can access health care in a building based model with outreach and inreach. The building base model is found in Southampton, Bristol, Exeter, Brighton, Westminster and other areas. The model includes access to all sorts of health care and other support such as debt, housing and employment advice. There are commissioning standards all of which support the combination of a building based and outreach model.
16. The services aim to support until the individual is settled and linked into mainstream health and other services. Some people will access the service for a month and others may need it for 18 months, but the purpose is to ensure they eventually access mainstream health care once they are settled.
17. The Health Hub would provide one front door where homeless individuals can attend in order to access health and housing support and advice. The building would provide office and clinic space, showers, laundry facilities, access to computers and locker space so that people can attend and receive the support and or treatment needed.
18. A Building Based Provision has the benefits of aiding multi-agency communication, services delivered at a site already well known to the client group, facilitates greater joint working across multiple services, increases ease of access for customers and reduces duplication of appointments/visits for customers. The Council's Housing team will lead the ongoing development and management of the Hub but joint working and co-designing with partner colleagues will be essential.

Acquisition and management of the Health Hub

19. The financial implications of the acquisition and management of the Health Hub are included within confidential Appendices 1 and 2. The financial implications relate to the capital costs of acquisition, refurbishment and project management to bring the property into use. There are also additional ongoing revenue implications such as utility costs and maintenance, together with building management staffing.

Risks

20. There are many ways of delivering services for hard to reach groups. The value of ensuring joined up health services to homeless households is clear. It is worth noting the following risks which have been considered and will be monitored carefully through service design and implementation.
21. There are risks around continued buy-in from partner agencies to joint working in the ways set out in this report. Partners are already working together on the development of an MDT and good governance will need to be established in order to design, implement and manage all of the proposals presented here and ensure continued multi-agency commitment. There is a general commitment across partners to work in line with an MDT and deliver services out of the proposed Health Hub.
22. In terms of the ongoing development of the team, the first stage is to consolidate all the work between many different professionals around the client group. This will include a memorandum of understanding regarding the commitment to use the Health Hub for agreed sessions and associated legalities around occupation of the building. The second stage will be informed by an objective evaluation of the approach. This will lead to a formal commissioning proposal. This is the point at which partners will agree the ongoing approach and include a consideration of the longer term staffing resources required to manage the effective delivery of services. The longer term position will evolve and be shaped as services move forwards.
23. The following risks need to be considered when designing and implementing the MDT:-
 - IT systems are different in organisations so information sharing may require more effort to ensure that everyone in the team knows pertinent information about the individuals they support. Arrangements will need to be subject to data sharing protocols and GDPR requirements.
 - Challenges around competing policy and criteria for different agencies.
 - Reducing homelessness could mean reducing demand for such provision.
24. The following risks need to be considered when designing and implementing the Building Based Provision:-
 - Need to ensure that the health hub operates on an outreach and inreach basis as well as appointments onsite to maximise uptake of health services and help people move back into mainstream services.
 - Need to ensure customers make use of the Building Based Provision by effective and appropriate promotion and management.
 - Reducing homelessness could mean reducing demand for such provision, with low footfall and costs being disproportionate to need.
 - Need to ensure services provide assertive support and do not sustain and perpetuate people's marginalised lifestyles as an unstructured drop-in centre.

- Need to make sure that the health hub dovetails with the developing customer strategy for the Council.
25. The recommended purchase of the building would be subject to the necessary legal due diligence as part of the usual conveyancing process. This would include due diligence in terms of planning conditions, covenants etc.

Options Appraisal

26. One option could be to only implement the MDT at this point and consider an additional Building Based Provision at a later stage. Limiting activity at this stage to the MDT would not incur any capital costs and associated ongoing revenue costs as set out in the Confidential Appendices 1 and 2. The additional building based provision however will further help to instil strong joint working across services, enabling a focal point for service delivery. If the building based provision is determined at a later date then the current building opportunity is also likely to be lost if not acted upon now.
27. A lease model has been initially explored for a Building Based Provision however the inevitable need for refurbishment means that acquisition is felt more appropriate to provide better value for money in the medium and long term so that the Council can realise the increased asset value over time.
28. Other locations for the health hub have been considered but the location of the proposed site is felt appropriate in terms of the location for the majority of clients, ease of access to the site, similar services already being delivered from this site and the overall location being well suited to the proposed use. There are no other venues which have been identified that are suitable to the purpose of operating a Health Hub.
29. A further option is to do nothing. The Homelessness Strategy seeks to continually seek service improvements and better customer outcomes. A 'stand still' position would not provide these service improvements.

Summary of financial implications

30. The financial implications of the acquisition and management of the Health Hub are included within confidential Appendices 1 and 2.
31. Adult Social Care operates a number of services which will contribute to the MDT and Hub approach including addictions, safeguarding, mental health, hospital discharge and physical disability teams. Where grants or other investment is available, Adult Social Care will take advantage of this opportunity to further enhance services, but in the absence of new or sustained investment, the contribution to the MDT and Hub will be limited to that which can be maintained within the existing budget

Summary of legal implications

32. The acquisition of the building will be led by the Council's Estates team with the necessary legal considerations and due diligence. It is recommended that the acquisition of St Stephens Church Hall is delegated to the Corporate Property Officer in consultation with the Portfolio Holder, Section 151 Officer and the Monitoring Officer to agree the specific terms of the sale.

33. The Council has various statutory duties in connection with homelessness, including preventing and relieving homelessness and providing interim, temporary and long-term accommodation pursuant to the Housing Act 1996 and the Homelessness Reduction Act 2017. The Council must also have regard to the Homelessness Code of Guidance.
34. The proposals will require legal advice to be obtained at various stages of the project. In particular, legal advice will need to be sought on the acquisition of the building and the subsequent refurbishment of it. Legal advice will also need to be sought on the Memorandum of Understanding and future operating model, including any joint working agreements, commissioning contracts and disclosure of personal information proposed.

Summary of human resources implications

35. There may be staffing implications for partner agencies co-locating at the Health Hub which will be managed as appropriate if partner agencies wish to pursue this route in due course.

Summary of sustainability impact

36. None.

Summary of public health implications

37. The recommendations set out in this report are based on improving public health outcomes for those who are homeless or at risk of homelessness. The proposals are aimed to increase uptake of health services and improve the lives of those receiving services.

Summary of equality implications

38. An Equality Impact Assessment has been completed.
39. The recommendations set out in this report are aimed at improving access to services for those who are marginalised and hard to reach. Many customers may have protected characteristics and these proposals set out here will improve outcomes for those groups. The MDT and Health Hub are recommended to meet the needs of a vulnerable population in the BCP area. The single assessment process and care and support plan that all partner agencies will sign up to will be person centred and adapted to meet all their needs. The work will ensure that excluded individuals receive equitable access to primary and secondary healthcare and housing advice and support, which will contribute to improving health outcomes and reducing rough sleeping and homelessness.

Summary of risk assessment

40. The report sets out a number of risks around the proposals. There are specific risks set out in the report which will need to be considered and mitigated when setting up the MDT. There are also specific risks which will need to be considered when setting up the Building Based Provision to make sure it is fully utilised, provides good customer outcomes and dovetails with other service delivery.

Background papers

41. Homelessness and Rough Sleeping Strategy 2021-25' – BCP Cabinet April 2021.

Appendices

Appendix 1 – Health Hub Financial Implications CONFIDENTIAL

Appendix 2 – 50 Year Health Hub Financial Modelling CONFIDENTIAL

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

OVERVIEW AND SCRUTINY BOARD



Report subject	Request for scrutiny from a member of the public
Meeting date	17 May 2021
Status	Public Report
Executive summary	<p>In line with the Council's constitution, the Overview and Scrutiny Board is asked to consider a request that has been received for scrutiny of an issue. Any councillor or member of the public may request that a matter be scrutinised, and the Board must decide whether to include it into the Forward Plan for scrutiny at a future date. Reasons should be given if the Board declines the request.</p> <p>Members of the Board should note that this report and appendices are provided to aid deliberations on whether the scrutiny topic requested should join the Board's Forward Plan only.</p>
Recommendations	<p>It is RECOMMENDED that:</p> <p>The Board considers the request for scrutiny and determines whether:</p> <ul style="list-style-type: none"> a) to proceed with the request for scrutiny, by adding it to the Board's Forward Plan for a future date and providing an outline of the scope of the issue to be scrutinised; b) to not exercise its powers in this respect, providing reasons for its decision.
Reason for recommendations	<p>The Council's constitution makes provision at Part 4 Section C,2 for members of the public to make suggestions for overview and scrutiny work. These should be considered by the relevant Overview and Scrutiny body in line with the requirements of the constitution.</p>

Portfolio Holder(s):	Councillor Mohan Iyengar, Portfolio Holder for Tourism, Leisure and Culture Councillor Mark Anderson, Portfolio Holder for Environment, Cleansing and Waste
Corporate Director	Kate Ryan, Chief Operations Officer
Report Authors	Lindsay Marshall, Overview and Scrutiny Specialist
Wards	Queen's Park;
Classification	For Decision

Background

1. The Council's constitution provides for councillors and members of the public to request that an issue be considered by an Overview and Scrutiny Board or Committee. A request for scrutiny of the policy regarding the use of disabled buggies at Queen's Park Golf Course has been made by Councillor Derek Borthwick, although the request is made in his capacity as a member of the public and not as a councillor. The request and required accompanying detail supplied by Councillor Borthwick is attached as Appendix 1.
2. The constitution states that:
 - a) all suggestions for overview and scrutiny work made to the council must be accompanied by detail outlining the background to the issue suggested, the proposed method of undertaking the work and likely timescale associated, and the anticipated outcome and the value to be added by the work proposed;
 - b) no item of work suggested in this way shall join the forward plan of any overview and scrutiny committee without an assessment of this information;
 - c) the resources available to the scrutiny body should be taken account of when adding work to its forward plan;
 - d) any member of the public or councillor raising an item under this provision shall be precluded from raising the matter again for a period of 12 months from the date it was considered by the overview and scrutiny body.
3. To aid the Board's consideration of the request, Officers of the service will be present at the meeting to answer any questions of clarity; and further background information is provided in the form of the following appendices:

- 'Buggy policy review February 2021' at Appendix 2;
- 'BCP Equality Impact Assessment Template' at Appendix 3;
- 'General risk assessment on the safe use of golf buggies' at Appendix 4,

Board members should note that this information is provided to aid its initial assessment of whether to pursue scrutiny of the suggested issue and is not intended to stimulate full scrutiny and debate of the issue at this meeting.

4. Councillor Borthwick has also submitted a valid petition of 22 signatures to the council, which has been received separate to this process. The petition has been passed to the relevant director in line with the requirements set out in the council's constitution.

Options Appraisal

5. The Board should consider the resources available to it to pursue the scrutiny request, along with the value that may be added by the inclusion of the item on the Forward Plan. Should the Board determine that there is value in pursuing scrutiny of the item raised by Councillor Borthwick, an outline scope should be identified. The matter may then be added to the Board's Forward Plan for a scrutiny at a date in the future.
6. If the Board decides not to pursue scrutiny at this time it should provide reasons for this decision.

Summary of financial implications

7. N/A to this decision.

Summary of legal implications

8. The right of any councillor to request that an item be scrutinised is set out in the Local Government Act 2000. The Council's constitution makes further provision for members of the public to also make requests for scrutiny. The process set out in the constitution must be followed for both.

Summary of human resources implications

9. N/A to this decision.

Summary of sustainability impact

10. N/A to this decision.

Summary of public health implications

11. N/A to this decision.

Summary of equality implications

12. N/A to this decision.

Summary of risk assessment

13. N/A to this decision.

Background papers

None

Appendices

Appendix 1 – ‘Request for consideration of an issue by Overview and Scrutiny’

Appendix 2 – ‘Buggy policy review February 2021’

Appendix 3 – ‘BCP Equality Impact Assessment Template’

Appendix 4 – ‘General risk assessment on the safe use of golf buggies’

Request for consideration of an issue by Overview and Scrutiny

Guidance on the use of this form:

This form is for use by councillors and members of the public who want to request that an item joins an Overview and Scrutiny agenda. Any issue may be suggested, provided it affects the BCP area or the inhabitants of the area in some way. Scrutiny of the issue can only be requested once in a 12 month period.

The Overview and Scrutiny Committee receiving the request will make an assessment of the issue using the detail provided in this form and determine whether to add it to its forward plan of work.

Councillors may take a variety of steps to progress the issue, including requesting more information on it from officers of the council, asking for a member of the overview and scrutiny committee to 'champion' the issue and report back, or establishing a small working group of councillors to look at the issue in more detail.

If the Committee does not agree to progress the issue it will set out reasons for this and they will be provided to the person submitting this form.

More information can be found at Part 4.C of the BCP Council Constitution, under procedure rules 2.4-2.9

<https://democracy.bcpCouncil.gov.uk/documents/s25674/Part%204%20-%20Procedure%20Rules.pdf>

Please complete all sections as fully as possible

1. Issue requested for scrutiny

We would ask that you refer to the 7 principals of public life, known as the Nolan principles

We feel our, mental and physical health of us being disable is an issue playing golf at Queens Park Golf Course .

We would ask for a scrutiny on the management of the golf course, affecting golfers aged over 80 years up to the age of 90 years.

2. Desired outcome resulting from Overview and Scrutiny engagement, including the value to be added to the Council, the BCP area or its inhabitants.

The buggy policy issued by Queens Park be updated to show that BCP Council acknowledge and respect the disable. This can be achieved by accepting that Disable golfers can play along those golfers using golf trollies to carry their golf equipment, and no discrimination to take place.

To reduce the number of items in the buggy policy, to make a visit to Queens to play golf a more welcoming occasion, and reduce the 8, A4 pages within the buggy booklet, At the present time the introduction to golfers course rules is only 4 pages with little written copy. Clearly the amount of buggy rules are offensive to the disable.

3. Background to the issue

Queens Park as a park allows the use of any disable mobility scooter to ride over the park at any time, irrespective of the weather condition, rain,, snow frost, no accident have been reported over the past 8 years, Children of many ages race up and down the hills on the fairways on their cycle reaching speeds of 20 miles per hour

.New BCP Council responsible for parks introduce new rules for the use of mobility buggy, used by disable golfer I would point out I have never used my position in the council when playing golf at queens, My personal visits to other golf courses over the past 8 years, no club I was visiting, challenged me or question the use of a mobility buggy to play golf at their course ,but always made welcome.

WE Do not understand that the use of council time on a single issue.

A small change in the buggy policy rules would solve the matter, I do notice that the 8 page buggy policy rules on the web site has been removed, I would add that the course

Rules only have 2 A4 pages with little content, which apply to the thousands of golfers who play at Queens Park, Whilst the buggy rules has 8 pages of A4 size to cover 8 disable golfers

Change the course condition system wording DELETE LEVEL 4 which would allow the disable golfer to play alongside those using 3 wheeled trollies ON EQUAL PLAYING CONDITIONS. This would not cost the council anything. It would also let the disable golfer have the full benefit of their season ticket, on par with all other season ticket holders, The season ticket costing in the region of £650

I have never seen the route in level 4 over 20 years.

Overall this is a case of discrimination against disable people by BCP Council.

4. Proposed method of scrutiny - (for example, a committee report or a working group investigation)

As per the chair of the O/S PANEL

5. Key dates and anticipated timescale for the scrutiny work

For council officers to agree, I would be available

Regards

Derek Borthwick,

Buggy Policy Review February 2021

Purpose of Review

1. To undertake a review of the current Buggy Policy at Queens Park Golf Course
2. To determine if the policy directly or indirectly discriminate against any protected characteristic as defined under the Equality Act 2010.
3. To seek opinion as to whether a specific waiver could be granted to mitigate the Council against known risks if buggy usage was granted during adverse ground conditions.
4. To review the current risk assessment on buggy usage within Queens Park public open space
5. To determine if current restrictions on usage are proportionate to the level of risk identified.

Policy Reviewers

Andy McDonald: Head of Parks & Bereavement Services.

Chris McMillian: Parks Area Manager/Golf Course Manager.

Sian Ballingall: Head of Legal Services & Deputy Monitoring Officer.

Sam Johnson: Policy & Performance Manager (Equality & Diversity).

Fiona Manton/Andrew Yenn: Risk Management, Strategic Finance.

Margareta Flicos/Michelle Street: Health & Safety, Strategic Finance.

Other References:

1. English Golf Union: Governing body for amateur Golf, Buggy Policy Guidance, <https://www.Englandgolf.org/wp-content/uploads/2019/11/Creating-an-equitable-buggy-policy-how-to-guide-for-clubs.pdf>
2. Review of other golf course buggy policies.

Background info:

1. Queens Park has operated and maintained a fleet of purpose-built off-road buggies for the specific purpose of playing golf for several decades. These are for hire in which season ticket holder have preferential hire rates. This initially allowed access for those with disabilities or restricted movement.
2. The request for the use of personal buggies started to appear in the mid 2000's
3. It is very much at the discretion of an individual golf course whether they allow the use of personal buggies. All golf course had and still do have three main options
 - 3.1. To refuse the request to use personalised buggies on their course
 - 3.2. To only allow access using the courses own managed and maintained fleet of purpose-built buggies.
 - 3.3. Or to allow the use of personal buggies in which clear and concise policies must be followed to mitigate against any insurance liabilities or potential damage to the course.
4. By allowing the use of personal buggies within a course, the course takes on additional liabilities and subsequent insurance risks for the use of such personal equipment.
5. Most personal buggies are adapted standard mobility buggies that have had some minor alteration to allow some off-road capability. They are not as stable as the purpose-built buggies used within most golf course managed fleets.
6. There are a few purpose-built personal buggies, these however are rare (mainly due to cost) and a policy has been written to cover all buggy usage within the golf course, not specifically for personalised buggy usage.
7. By agreeing with an individual the use of their personal buggy to play golf, an individual also agrees to abide by the terms of condition of their usage. These policies are specifically designed to mitigate courses against these additional liabilities. By allowing usage the course also accepts liability for the safety of any said user, whilst undertaking an organised activity.

8. This is not the case if an individual who by their own free will enters a public open space on a non-adapted personal buggy, as it is not specifically linked to any sanctioned activity. Their use is usually undertaken on level and made up ground (designated footpaths) and thus is undertaken at their own risk

Queens Park Golf Course:

1. The underlying geology of Queens is sand & gravel, as a result It is renowned for draining very quickly after significant rainfall.
2. Unlike many other local courses built within the local flood plains it does not suffer from significant prolonged flooding.
3. Queens Park only ever shuts after significant and persistent rainfall over several days.
4. On average the course only shuts completely on **6 occasions** per annum.
5. Queens Park is therefore one of the last local courses to shut during periods of sustained inclement weather and one of the first to open. Play at Queens significantly increases during these periods because of the prolonged closure of other local courses.
6. Despite its locations within the conurbation Queens has several steep sided valleys and inclines which the course has been designed to cross at several locations as a feature of play.
7. The course does not have a designated hard standing metallic buggy path (planning restricted) and as a result these steep descents and climbs are grass covered. During periods of wet weather these do become extremely slippery.
8. It is only during these periods that we restrict the usage of vehicle movements within the course including golf course maintenance equipment, fleet buggies and personal buggies.

The Buggy Policy

1. This was first introduced in 2008 in order to allow access for those with disabilities and/or restricted movement by assisting them to continue playing golf, assisting in their continued health and wellbeing.
2. As a local authority it was considered that we should be encouraging access by all, rather than simply denying a request to use personal buggies or charge for the use of our own fleet.
3. The policy was initially written in consultation with the Council's Equality & Diversity team, the Councils Insurance team and after seeking guidance from The English Golf Union and by observing and seeking good practice from within the golfing sector.
4. The policy has been regularly reviewed and adapted to account for changing legislation and feedback.
5. Permission is only granted to use adapted buggies for the playing of golf with a valid course ticket, in which compliance with the buggy policy is formally agreed by the user.
6. The policy is published on our website. <https://www.queensparkgolfcourse.com/book-a-tee-time/Buggy-policy.aspx>. Users are also reminded of the policy on the renewal of their season ticket annually, as a condition of purchase. This though must also be read in conjunction with our bad weather & frost policy.
7. These policies apply to all players at Queen's Park Golf Course and not at any single individual or group.
8. We make available electric trolleys which is recognised that disabled users would have priority usage of when buggy restrictions are in place.
9. Queen's Park Golf Course prohibits buggy use whenever it is considered that the state of the course, or part of it, and/or the weather constitutes an unacceptable risk – to the safety of the user and/or to other users of the public open space. Unsuitable conditions could include heavy rainfall; storm force winds, excessive waterlogging and/or frost & snow.
10. We are aware of some near misses at Queens of golf buggies sliding down the inclines when the ground has been saturated and nationally there are recorded incidents of this occurring and buggies turning over causing series injuries to their users.
11. We therefore have a duty of care to ensure the safety of all users of the golf course (player & public) and therefore need to mitigate against these risks.

12. We do try to have a flexible approach in managing access to the course, encouraging members to plan their playing times in advance and in accordance with predicted weather forecasts, rather than sticking to firmly to set days and specific times.

Whilst we take every effort to facilitate golf play with the use of personal and/or private hire buggies and encourage members to plan their week around weather forecasts, the course at times becomes too dangerous to allow the use of any vehicles, buggies & golf maintenance equipment for a limited number of days per year.

Current Mitigation:

1. The course and team have recognised and actively encouraged the use of personal buggies to enable access by disabled members.
2. An alternative flatter route may be available at interim periods where buggies are permitted
3. When restrictions are in place, we provide additional facilities, such as electric trolleys in which disabled users have preferential usage with no additional charge.
4. We are proactive with our communications through our, website, booking system, social media and where practical via direct telephone contact with private buggy users as early as possible to inform them of any restrictions that may in place or when they have been lifted.
5. We only restrict buggy usage specifically on the grounds of health & safety and not on the grounds of any potential damage that may be caused to the course and public open space due to their usage.

Conclusion of the review:

1. The current Buggy Policy subject to some minor amendments allows, encourages, and facilitates access by disabled users to the course in which any limited restrictions that may be imposed from time to time are proportionate to the risks identified and mitigates the Council against those risks.
2. Following some minor amendments in terminology and review by the Equality and Diversity Manager he has concluded that he is confident that the policy does not directly or indirectly discriminate against any protected characteristic as defined under the Equality Act 2010.
3. The Equality & Diversity Manager suggested that an Equality Impact Assessment should be undertaken (completed and reviewed 12/01/2021).
4. Following a review by the Head of Legal Services it was determined that the Council retained significant liabilities as laid out below that can not be excluded through the use of a waiver:
 - a. The Occupiers Liability Act 1957 applies to permitted visitors (licensees) and provides that the Council (as occupier) owes those licensees a duty to take reasonable care in the circumstances to ensure that the licensees will be reasonably safe in using the premises for the purposes of being there (in this case, to play golf).
 - b. As the Council operates the land as a golf course it is therefore likely to be constrained by the Consumer Rights Act 2015 (the "CRA") which only allows the occupier to exclude liability for negligence (which includes a breach of duty owed under the OLA) where the following conditions are met:
 - i. the licensee is obtaining access for recreational purposes
 - ii. the damage may be suffered due to the dangerous state of the premises
 - iii. the occupier is not allowing access in connection with a trade or business.

- c. Legal opinion concludes that by the Council allowing access in connection with trade / business (i.e., the operation of the golf course), that the CRA does not permit the Council to exclude liability under the OLA in these circumstances to either users of buggies or the potential harm they do to other users of the public space in which the golf course is situated. (e.g. if a golf buggy were to slide down a slope onto a third party user).
 - d. This differs from the use of personal buggies for recreational activity within the public open in which the CRA would not apply.
- 5. Risk and Insurance perspective: It is their view that the key decider is whether we think a particular activity is safe to carry out on our land, rather than whether a waiver is effective. If the council is not satisfied that the user requesting, use of a buggy can do so safely (relating to injuring himself and others) then we should not be seen to permit something we had assessed as unsafe.
- 6. A review of the Safe Use of Golf Buggies has been undertaken in conjunction with BCP Councils Health & Safety team, which outlines the hazards and control measures put in place to mitigation the risk to users and the public who use Queens Park public open space.
- 7. The use of buggies in unsuitable ground & weather conditions or when the ground is wet and/or icy has been identified as high risk
- 8. It has also determined the mitigation in place is proportionate to the risks identified, which includes the suspension of buggy usage during those identified periods of high risk.
- 9. That the Buggy Policy is constant with industry practice and current national guidance.

BCP Equality Impact Assessment Template

Executive Summary and Conclusions

Once the Equality Impact Assessment Template has been completed, please summarise the key findings here. Please send a copy of your final document to the Policy and Performance Team.

The current Buggy policy at Queens Park Golf Course was reviewed in January 2021. It has been agreed that the policy does not directly or indirectly discriminate against any protected characteristic as defined under the Equality Act 2010.

It was found that: -

1. An Equality Impact Assessment needs to be undertaken and developed
2. That the positive benefits of the policy and mitigation that have already been put in place to support the reduction of inequality of access to the facilities are made more apparent.
3. That amendments to the current buggy policy wording are undertaken, to reflect current thinking and legislation
4. The focus of the policy is to ensure safe usage of Queens Park Public Open Space and the associated golf course by both golfers and members of the public
5. That any restrictions temporarily introduced to restrict buggy usage are designed to mitigate against these identified hazards.

Part 1 - The Project

Policy/Service under development/review:	Queens Park Golf Buggy Policy
Service Unit:	Environmental Services
Service Lead:	Andy McDonald
Equality Impact Assessment Team:	Shaun Woodland Andy McDonald Sam Johnson

1

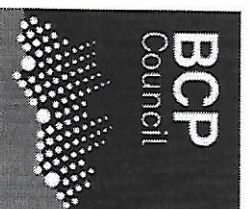
Insight, Policy and Performance Team
December 2019

This page is intentionally left blank

General Risk Assessment

Activity	Safe use of golf buggies		
Service Unit or School	Environment		
Department	Parks		
Assessed by	Chris McMillan		
Assessment date	12-Feb-21	Date review due	12-Feb-23

Likelihood x Severity Risk Rating		SEVERITY			
LIKELIHOOD		1 Negligible injury No lost time	2 Minor injury Lost time <7 days	3 Major injury Lost time >7 days and <3 months	4 Severe or fatal injury >3 months lost time
1 Rare	1	1	2	3	4
2 Unlikely	2	2	4	6	8
3 Likely	3	3	6	9	12
4 Certain	4	4	8	12	16



Reference

QPGB

RISK RATING (Likelihood x Severity = Risk Rating)		Controls to be monitored to ensure that they remain suitable.		In all cases controls to be monitored to ensure that they remain suitable.	
1 - 2	Low	No further action necessary.		In all cases controls to be monitored to ensure that they remain suitable.	
3 - 4	Medium	If likelihood is likely or certain, identify and implement further controls as soon as is practicable.		In all cases controls to be monitored to ensure that they remain suitable.	
6 - 8	High	If likelihood is likely or certain, identify and implement further controls without delay.		In all cases controls to be monitored to ensure that they remain suitable.	

Task or hazard	Who might be harmed and how?	Existing control measures	Risk rating L x S = R			What other controls are needed?	By when?	Person responsible
			L	S	R			
Players new to Queens Park golf course	Staff, users and members of the public Injury due to lack of knowledge of buggy routes and unsafe areas	Buggy policy available on the website A5-Buggy Policy-2020-21 (queensparkgolfcourse.com) All staff and users who operate BCP Council buggies will have suitable guidance or training before they are permitted to drive them Signage on all BPC Council buggies to indicate 'key points' All users are informed of the preferred route that must be followed as closely as possible Users are advised of the prohibited areas that they must avoid Signage is installed warning of dangerous or prohibited areas	2	3	6	Copy of buggy policy to be provided to all users	On joining	Staff

This page is intentionally left blank



OVERVIEW AND SCRUTINY BOARD

Report subject	Forward Plan
Meeting date	17 May 2021
Status	Public Report
Executive summary	The Chairman and Vice Chairman of the Overview and Scrutiny (O&S) Board have worked with Officers to identify the priority areas of work for the Board with contributions from the Board members. The work priorities of the Board have been developed on the basis of risk. The proposed Forward Plan is attached at Appendix A. The Board is asked to consider the proposals contained in the Forward Plan and approve or amend the contents. The current published Cabinet Forward Plan is attached at Appendix B to aid the Board in deciding on its priorities for scrutiny.
Recommendations	It is RECOMMENDED that the Overview and Scrutiny Board amend as appropriate and then approve the Forward Plan attached at Appendix A to this report.
Reason for recommendations	The Council's Constitution requires all Overview and Scrutiny bodies to set out proposed work in a Forward Plan which will be published with each agenda.

Portfolio Holder(s):	Not applicable
Corporate Director	Graham Farrant, Chief Executive
Contributors	Lindsay Marshall, Overview and Scrutiny Specialist
Wards	N/A
Classification	For Decision

Background

1. All Overview and Scrutiny (O&S) bodies are required by the Constitution to consider work priorities and set these out in a Forward Plan. When approved, this should be published with each agenda.
2. The Constitution requires that the Forward Plan of O&S bodies shall consist of work aligned to the principles of the function. The BCP Council O&S function is based upon six principles:
 1. Contributes to sound decision making in a timely way by holding decision makers to account as a 'critical friend'.
 2. A member led and owned function – seeks to continuously improve through self-reflection and development. Enables the voice and concerns of the public to be heard and reflected in the Council's decision-making process.
 3. Engages in decision making and policy development at an appropriate time to be able to have influence.
 4. Contributes to and reflects the vision and priorities of the council.
 5. Agile – able to respond to changing and emerging priorities at the right time with flexible working methods.
3. The O&S Board may take suggestions from a variety of sources to form its Forward Plan. This may include suggestions from members of the public, Officers of the Council, Portfolio Holders, the Cabinet and Council, members of the Board, and other Councillors who are not on the Board.
4. The Constitution requires that all suggestions for O&S work will be accompanied by detail outlining the background to the issue suggested, the proposed method of undertaking the work and likely timescale associated, and the anticipated outcome and value to be added by the work proposed. No item of work shall join the Forward Plan of the O&S Board without an assessment of this information.

Summary of financial implications

5. When establishing a Forward Plan, the Constitution requires the Overview and Scrutiny Board to take into account the resources, including Councillor availability, Officer and financial resources, available to support their proposals.
6. To ensure sufficient resource availability across all O&S bodies, Officer advice is that, in addition to agenda items, one additional item of scrutiny inquiry work may be commissioned by an Overview and Scrutiny body at any one time. This may take the form of a working group or task and finish group, for example. Bodies commissioned by the Overview and Scrutiny Board may have conferred upon them the power to act on behalf of the parent body in considering issues within the remit of the parent body and making recommendations directly to Portfolio Holders, Cabinet, Council or other bodies or people within the Council or externally as appropriate.

Summary of legal implications

7. The Council's Constitution requires all Overview and Scrutiny bodies to set out proposed work in a Forward Plan which will be published with each agenda.

Summary of human resources implications

8. N/A to this decision

Summary of environmental impact

9. N/A to this decision

Summary of public health implications

10. N/A to this decision

Summary of equality implications

11. Any member of the public may make suggestions for Overview and Scrutiny work. Further detail on this process is included with Part 4 of the Council's Constitution.

Summary of risk assessment

12. N/A to this decision.

Background papers

None

Appendices

Appendix A – Overview and Scrutiny Board proposed Forward Plan
Appendix B – Published Cabinet Forward Plan

This page is intentionally left blank

CABINET FORWARD PLAN – 1 APRIL 2021 TO 31 JULY 2021

(PUBLICATION DATE – 27 April 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)?
Potential Transfer of Play sites and Highcliffe Recreation Ground	To consider representations from the public consultation phase Disposal of Public Open Space procedure and, if satisfied that disposal is acceptable, the potential terms, conditions and legal requirements for the disposal of these assets to Highcliffe & Walkford Parish Council.	No	Cabinet 26 May 2021	Highcliffe & Walkford	Public Consultation is a statutory requirement. This report is to provide the results of consultation	Consultation, as noted in report to CPG on 29th October 2020, commenced 21st January 2021 and ended 19th February 2021. Public notices were placed on 21st and 28th January 2021 in Echo	Michael Rowland	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)?
Domestic Abuse Strategy and Delivery Plan	To consider the Domestic Abuse Strategy and associated Delivery Plans	No	Cabinet 26 May 2021	All Wards	Residents, Community Safety Partnership & voluntary groups	March-April 2021	Andrew Williams	Open
Fly-tipping and Fly-posting Enforcement Pilot	To seek approval to commission a private service provider for a 12 months pilot project, to conduct enforcement services for fly-tipping and fly-posting at zero net cost to the Council.	No	Cabinet 26 May 2021	All Wards			Peter Haikin	Open
Establishing a Multi Disciplinary Team and a Homeless Health Centre	To consider recommendations for establishing a multi agency health team and a building based health hub for people who are homeless or at risk of homelessness	Yes	Cabinet 26 May 2021	All Wards	Health colleagues, housing colleagues, homeless sector, finance, estates	Review of the draft proposals as set out in report	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)?
Special Educational Needs & Disabilities and Inclusion Strategy	To seek agreement for BCPs shared partnership strategy for children and young people with special educational needs and disabilities.	Yes	Cabinet 26 May 2021	All Wards	Children and young people with SEND and their parent carers; early years settings; schools; colleges; health; voluntary sector.	Undertaken virtually (due to Covid) Summer 2020 and Winter 2020/21. In addition to developing the draft strategy in partnership (including the Council, parent carers and health).	Claire Webb	Open
Proposed Regeneration Vehicle Options Appraisal	To update Cabinet on proposals and seek approval for next steps.	No	Cabinet 26 May 2021	All Wards			Sarah Good	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)?
Annual review of housing wholly owned companies	The Council as shareholder approved a 5 year plan in 2020 for activities within Seascope Group Limited in order to aid medium term planning. This report provides an annual update to the shareholder, as well as providing an annual update on the Bournemouth Building Maintenance Limited (BBML) wholly owned company	Yes	Cabinet 23 Jun 2021	All Wards	Board Directors Finance Housing Service Unit - Property Maintenance, Housing Options and Housing Delivery teams Development Service Unit	Input on proposed content of report	Lorraine Mealings	Open
Recommendations following the public selective and additional licensing consultation	To review and consider the results of the 12 week public consultation and present recommendations to cabinet for the proposals whether to implement additional and/or selective licensing	Yes	Cabinet 23 Jun 2021	All Wards	Public	Public consultation underway 13/1/206/4/20	Sophie Ricketts	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)?
Flag Flying Policy	Consolidation of flag flying policies for preceding authorities and consideration of other associated issues.	Yes	Cabinet 23 Jun 2021	All Wards	Appropriate Service Areas within the Council	Internal consultation as appropriate	Karen Tompkins	Open
Council Fleet Replacement Programme & Sustainable Fleet Management Strategy	To acknowledge the financial impact of the varied approach to fleet replacement by legacy Councils on the BCP Sustainable Fleet Strategy. Approve a long term financing strategy to support a rationalised BCP Sustainable Fleet Strategy.	Yes	Cabinet 23 Jun 2021 Council 13 Jul 2021		Front line service units, finance and legal services.	Internal consultation with supporting departments and fleet users as appropriate.	Kate Langdown	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)?
Sufficiency Strategy	For oversight prior to this report going to Cabinet for sign off	No	Children's Services Overview and Scrutiny Committee 8 Jun 2021 Cabinet 23 Jun 2021	All Wards			Sarah Langdale	Open
Home to School Transport	presentation for comments prior to consultation	No	Children's Services Overview and Scrutiny Committee 8 Jun 2021 Cabinet 23 Jun 2021	All Wards			Rachel Gravett	Open
Financial Outturn Report 2020/21	To provide a summary of the financial outturn for 2020/21.	Yes	Cabinet 23 Jun 2021 Council 13 Jul 2021	All Wards	None	None	Nicola Webb	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)?
Medium Term Financial Plan (MTFP) Update	To provide an update on the MTFP and agree the financial strategy and process for 2022/23 budget proposals.	Yes	Cabinet 23 Jun 2021 Council 13 Jul 2021	All Wards	None	None	Adam Richens	Open
Youth Offending Service Youth Justice Plan for 2021/22	To enable the Committee to consider before approval at Cabinet	No	Children's Services Overview and Scrutiny Committee 8 Jun 2021 Cabinet 23 Jun 2021	All Wards			Brian Relph	Open
Public Spaces Protection Order	To consider the results of the consultation around a Public Spaces Protection Order which seeks to tackle street-based anti-social behaviour	No	Cabinet 23 Jun 2021	All Wards	Public Consultation, Office of the Police & Crime Commissioner, Dorset Police	Public consultation process	Andrew Williams	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)?
Approval of the BDC Business Plan	Approval of the 5-year rolling BDC Business Plan	Yes	Cabinet 23 Jun 2021	Bournemouth Central	None	None	Martin Tiffin	Open
Transforming Cities Fund (TCF) End of Year Report	For information only to give an update on the progress and spend of the first year of the Transforming Cities Fund (TCF) programme as reported in the DfT End of Year/Annual Report.	No	Cabinet 23 Jun 2021	All Wards			Julian McLaughlin	Open
Capital Programme	annual report from children's services	No	Cabinet 28 Jul 2021	All Wards			Simon Mckenzie	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)?
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 28 Jul 2021				Nigel Ingram	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 28 Jul 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
Crime & Disorder Reduction Strategy	To agree & adopt a BCP Crime & Disorder Reduction Strategy	No	Cabinet 28 Jul 2021	All Wards	Community Safety Partnership		Andrew Williams	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 28 Jul 2021	All Wards	Voluntary sector organisations and internal departments.	Summer 2020	Cat McMilan	Open
Community Engagement and Consultation Strategy	Approval of strategy	No	Cabinet 28 Jul 2021		The community and internal departments.	Public consultation Jan to April 2020. Internal consultation April-May 2020.	Cat McMilan	Open
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

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	This report will travel through C O and S, and Cabinet before going to Council in September	No	Children's Services Overview and Scrutiny Committee 27 Jul 2021 Cabinet 28 Jul 2021 Council 14 Sep 2021	All Wards			Simon Mckenzie	Open
BCP Seafront Strategy	Updated strategy	No	Cabinet 29 Sep 2021				Andrew Emery	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)?
Corporate Asset Management Plan	To approve the Corporate Asset Management Plan	Yes	Cabinet 27 Oct 2021				Chris Shephard	
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

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 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
Housing Revenue Account (HRA) Budget Setting 2022/23	To set the HRA budget for April 2022 to March 2023	Yes	Cabinet 9 Feb 2022 Council 22 Feb 2022	All Wards	CMB, Portfolio Holder for Homes, Director of Finance, Head of Legal Services, Poole Housing Partnership	Internal consultation prior to decision November - December	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)?
Library Strategy	To produce a library strategy across all BCP libraries and the development of libraries as neighbourhood hubs.	No	Cabinet Date 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 Date 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 Date 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 Date 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 Date 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 Date to be confirmed					
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 Date 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

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 Safeguarding Arrangements	To present reviewed arrangements	No	Children's Services Overview and Scrutiny Committee Cabinet Dates to be confirmed	All Wards			Rachel Gravett	Open
Bournemouth Learning Centre conversion to a Special School Campus - Capital budget approval		No	Cabinet Date 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 Date to be confirmed	Poole Town	relevant stakeholders to the Poole Regeneration Programme		Chris Shephard	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)?
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 Date to be confirmed	Poole Town			Rebecca Bray	Open

This page is intentionally left blank

Forward Plan – BCP Overview and Scrutiny Board

Updated 06.05.21

	Subject and background	Anticipated benefits and value to be added by O&S engagement	How will the scrutiny be done?	Lead Officer / Cabinet Portfolio Holder	Report Information
	Meeting Date - 17 May 2021				
1	Scrutiny of Cabinet Items Items for scrutiny are still to be determined based on the Cabinet Forward Plan but will include the following: <ul style="list-style-type: none"> Domestic Abuse Strategy Establishing a Multi-Disciplinary Team and Homeless Health Centre Proposed Regeneration Vehicles Options Appraisal 	To enable the Board to consider proposed Cabinet decisions and to make recommendations to Cabinet as appropriate.	Scrutiny of Cabinet reports and invitations to Cabinet Portfolio Holders to respond to questions.	Cllr M Haines, Community Safety, Cllr B Lawton, Homes, Cllr D Mellow, Finance and Transformation and Cllr P Broadhead, Regeneration, Economy and Strategic Planning	Items to be considered based on those submitted to the following Cabinet meeting
2	Enforcement Report Report requested by the Chairman and Vice-Chair to consider all types of enforcement undertaken by BCP Council including the organisational and financial implications of the provision.	To enable the Board to gain an overall understanding of this area and to consider whether there are any areas which would benefit from future Overview and Scrutiny Work	Committee report / Presentation	Cross cutting, Director of Communities	Any queries to be emailed to the Chair and Democratic Services.
3	Seasonal Response Following the update from the Portfolio Holder for Tourism Leisure and Culture and the subsequent	To enable the Board to received full information on this issue and make	Committee report / Presentation	Cllr Mohan Iyengar –	Any queries to be emailed to the Chair

	Subject and background	Anticipated benefits and value to be added by O&S engagement	How will the scrutiny be done?	Lead Officer / Cabinet Portfolio Holder	Report Information
	issues raised on this issue at the Board's meeting on 1 March, the Chairman and Vice-Chairman have requested a report to the Board to provide an update on this issue.	recommendations as appropriate.		Tourism, Leisure and Culture Director of Communities	and Democratic Services.
4	Update from the Local Plan Working Group To consider an update from the Chairman of the Working Group from its last meeting which was held on 17 March 2021 to consider development within the green belt area for BCP	To enable wider member involvement in the work being undertaken by the Group on the Local Plan and ensure that the Board receive regular updates.	Verbal update from the Chairman of the Working Group and Committee report.	Councillor Philip Broadhead, Portfolio Holder for Regeneration, Economy and Strategic Planning	Any queries to be emailed to the Chair and Democratic Services.
Meeting Date – 14 June 2021					
1	Tree management across the BCP area At its meeting on 2 November the Board agreed to include this item following consideration of a Councillor request. Update - Agreed at meeting of 7 December 2020 to consider the direction and timing of this item following a presentation from the Environment Portfolio Holder planned for February 2021.	To enable the Board to have overview of this issue and contribute to the development of the related policy for BCP Council.	Committee Report / presentation	Cllr Mark Anderson - Environment, Cleansing and Waste	Any queries to be emailed to the Chair and Democratic Services.
2	Road Maintenance across the BCP area At its meeting on 2 November the Board agreed to include this item following consideration of a	To enable the Board to have overview of this issue and contribute to the development of the	Committee Report	Cllr Mark Anderson – Environment,	Any queries to be emailed to the Chair and Democratic Services.

	Subject and background	Anticipated benefits and value to be added by O&S engagement	How will the scrutiny be done?	Lead Officer / Cabinet Portfolio Holder	Report Information
	Councillor request. Following member briefings the Chairman agreed to include this on the agenda for this meeting	related policy for BCP Council.		Cleansing and Waste	
3	Scrutiny of Cabinet Items Items for scrutiny are still to be determined based on the Cabinet Forward Plan but will likely include the following: <ul style="list-style-type: none"> Housing Strategy Annual Review of Housing wholly owned companies 	To enable the Board to consider proposed Cabinet decisions and to make recommendations to Cabinet as appropriate.	Scrutiny of Cabinet reports and invitations to Cabinet Portfolio Holders to respond to questions.	Cllr B Lawton, Homes	Any queries to be emailed to the Chair and Democratic Services.
Meeting Date – 19 July 2021					
1	Scrutiny of Cabinet Items Items for scrutiny are still to be determined based on the Cabinet Forward Plan. The Chairman should be notified of any items Board member's would wish to scrutinise.	To enable the Board to consider proposed Cabinet decisions and to make recommendations to Cabinet as appropriate.	Scrutiny of Cabinet reports and invitations to Cabinet Portfolio Holders to respond to questions.	TBC	Any queries to be emailed to the Chair and Democratic Services.
Commissioned Work Work commissioned by the Board (for example task and finish groups and working groups) is listed below: Note – to provide sufficient resource for effective scrutiny, one item of commissioned work will run at a time. Further commissioned work can commence upon completion of previous work.					
1.	Working Group – Development of the BCP Local Plan	To fulfil the 'overview' element of the Board's	A Working Group. The Chairman was	Councillor Philip Broadhead, Portfolio Holder	Any queries to be emailed to the Chair

	Subject and background	Anticipated benefits and value to be added by O&S engagement	How will the scrutiny be done?	Lead Officer / Cabinet Portfolio Holder	Report Information
	<p>At its meeting on 7 December 2020 the Board agreed to establish a working group to assist in the development of the BCP Local Plan.</p> <p>The Group held its initial meeting on 20 January. Regular reports on recommendations and actions of the working group will be reported to the O&S Board.</p>	role in assisting with the development of policy	<p>agreed as lead member with authority to determine final membership.</p> <p>Expected timescales – a number of working group meetings from Jan- May 2021.</p>	for Regeneration, Economy and Strategic Planning	and Democratic Services.
2.	<p>Working Group – Economy and Tourism Impact of Covid 19</p> <p>Proposed at the Board meeting in July by the Chairman.</p> <p>Update - Agreed at meeting of 7 December 2020 to consider whether this item is still required following a presentation from the relevant portfolio holder planned for January 2021; an update on the council's response to the covid pandemic planned for February; and consideration of the Economic Development Strategy, also planned for February 2021 scrutiny.</p>	TBC	Working Group has not yet met. The Board needs to determine if the Group is still required and how it would be reconstituted.	TBC	
<p>Items to be programmed</p> <p>The following items have been identified by the Overview and Scrutiny Board as requiring further scrutiny. Dates are TBC.</p>					
Items previously agreed by the Board for Pre-Cabinet decision Scrutiny					

	Subject and background	Anticipated benefits and value to be added by O&S engagement	How will the scrutiny be done?	Lead Officer / Cabinet Portfolio Holder	Report Information
3.	Pay and Reward Strategy The Board considered this issue prior to a Cabinet decision in September 2019. The Board requested that they have an opportunity for further scrutiny prior to Cabinet agreeing the final Strategy.	To enable the Board to test, challenge and contribute to the development of the Strategy.	Scrutiny of Cabinet report and invitation to Cabinet Portfolio Holder to respond to questions.	Matti Raudsepp, Director of Organisational Development. Cllr Drew Mellor – Transformation and Finance	Item requested to remain on Forward Plan until an appropriate time for further scrutiny – previous report considered 4 January
Other items previously agreed by the Board					
4.	Lansdowne Digital Pilot The Board requested, at its meeting in November 2019, that the findings of the continuous monitoring for the Lansdowne Pilot be reported. Update – Agreed at meeting of 7 December 2020 to retain this item until data is available to monitor using the public website regarding the Lansdowne Pilot - see the Electromagnetic Field (EMF) monitoring platform, available to view at the following link: https://emfmonitoring.arcatelecom.com/en/public/bcp-council-emf-monitoring/	To enable the Board to maintain an oversight of the findings.	Chairman and Vice-Chairman to consider and determine the best method for O&S Board to monitor this.	TBC	Report to remain on Forward Plan until an appropriate time to report back to the O&S Board
5.	Acquisition and Compulsory Purchase Order (CPO) Strategy At its meeting in December 2019 the Board requested to undertake further scrutiny of this strategy, which was referred to as part of the Poole Regeneration report.	To enable the Board to test, challenge and contribute to the development of this strategy prior to its final adoption.	TBC	TBC	Any queries to be emailed to the Chair and Democratic Services – appropriate date to be agreed

	Subject and background	Anticipated benefits and value to be added by O&S engagement	How will the scrutiny be done?	Lead Officer / Cabinet Portfolio Holder	Report Information
6.	Review of Leisure Centre Management At its meeting in December 2019 the Board agreed to receive information from the consultants appointed to undertake the Leisure Services Review prior to its report back to Cabinet.	To enable the Board to have an early opportunity to contribute to the development of the Leisure Centre Review.	TBC	Cllr Mohan Iyengar, Portfolio Holder for Tourism, Leisure and Culture	Any queries to be emailed to the Chair and Democratic Services – appropriate date to be agreed
7.	Maintenance of Key Destination Locations Across BCP Added following a request made by a Board member at the meeting on 1 April. It was noted that there was no specific provision for this issue. Further scope to this item to be discussed.	To enable the Board to have overview of this issue.	TBD		Any queries to be emailed to the Chair and Democratic Services – appropriate date to be agreed approximately months from April
8.	Update Report on the Future of Planning in Bournemouth The O&S Board requested an update report on this issue to maintain an overview on progress at its meeting on 1 April.	To enable the Board to maintain an oversight of this issue	TBD	Cllr P Broadhead, Regeneration, Economy and Strategic Planning	Any queries to be emailed to the Chair and Democratic Services – appropriate date to be agreed 6 months from April
Recurring Items					
9.	Crime and Disorder Scrutiny To include scrutiny of the Community Safety Partnership annual report	To fulfil the Board's statutory responsibility for Crime and Disorder Scrutiny	Annual report – August	Cllr May Haines – Community Safety	

	Subject and background	Anticipated benefits and value to be added by O&S engagement	How will the scrutiny be done?	Lead Officer / Cabinet Portfolio Holder	Report Information
10.	Green Credentials An annual report on the Council's progress to assess our performance against targets in respect of climate change.	To enable the Board to retain oversight of the Council's performance against climate change targets and make regular recommendations as required.	Annual Report to O&S in December	Mike Greene, Portfolio Holder for Transport and Sustainability	

This page is intentionally left blank