

Notice of Council



Date: Tuesday, 14 October 2025 at 7.00 pm

Venue: Council Chamber, BCP Civic Centre, Bournemouth BH2 6DY

Chairman:

Cllr L Dedman

Cllr C Adams
Cllr S Aitkenhead
Cllr H Allen
Cllr M Andrews
Cllr S Armstrong
Cllr J Bagwell
Cllr S Bartlett
Cllr J Beesley
Cllr D Brown
Cllr O Brown
Cllr R Burton
Cllr J J Butt
Cllr P Canavan
Cllr S Carr-Brown
Cllr J Challinor
Cllr A Chapmanlaw
Cllr B Chick
Cllr J Clements
Cllr E Connolly
Cllr P Cooper
Cllr M Cox
Cllr D d'Orton-Gibson
Cllr B Dove
Cllr M Dower
Cllr M Earl

Vice Chairman:

Cllr S Bull

Cllr J Edwards
Cllr G Farquhar
Cllr D Farr
Cllr A Filer
Cllr D A Flagg
Cllr M Gillett
Cllr C Goodall
Cllr A Hadley
Cllr J Hanna
Cllr E Harman
Cllr R Herrett
Cllr P Hilliard
Cllr B Hitchcock
Cllr M Howell
Cllr A Keddie
Cllr M Le Poidevin
Cllr D Logan
Cllr S Mackrow
Cllr A Martin
Cllr D Martin
Cllr G Martin
Cllr J Martin
Cllr C Matthews
Cllr S McCormack
Cllr P Miles

Cllr S Moore
Cllr A-M Moriarty
Cllr B Nanovo
Cllr L Northover
Cllr R Pattinson-West
Cllr M Phipps
Cllr K Rampton
Cllr Dr F Rice
Cllr J Richardson
Cllr V Ricketts
Cllr C Rigby
Cllr K Salmon
Cllr J Salmon
Cllr P Sidaway
Cllr P Slade
Cllr T Slade
Cllr V Slade
Cllr M Tarling
Cllr T Trent
Cllr O Walters
Cllr C Weight
Cllr L Williams
Cllr K Wilson
Cllr G Wright

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

The press and public are welcome to attend or view the live stream of this meeting at the following link: <https://democracy.bcpCouncil.gov.uk/ieListDocuments.aspx?Mid=6079>

If you would like any further information on the items to be considered at the meeting please contact: Democratic Services on 01202 096660 or democratic.services@bcpCouncil.gov.uk

Press enquiries should be directed to the Press Office: Tel: 01202 118686 or email.press.office@bcpCouncil.gov.uk

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

AIDAN DUNN
CHIEF EXECUTIVE

6 October 2025

**DEBATE
NOT HATE**



Available online and
on the Mod.gov app

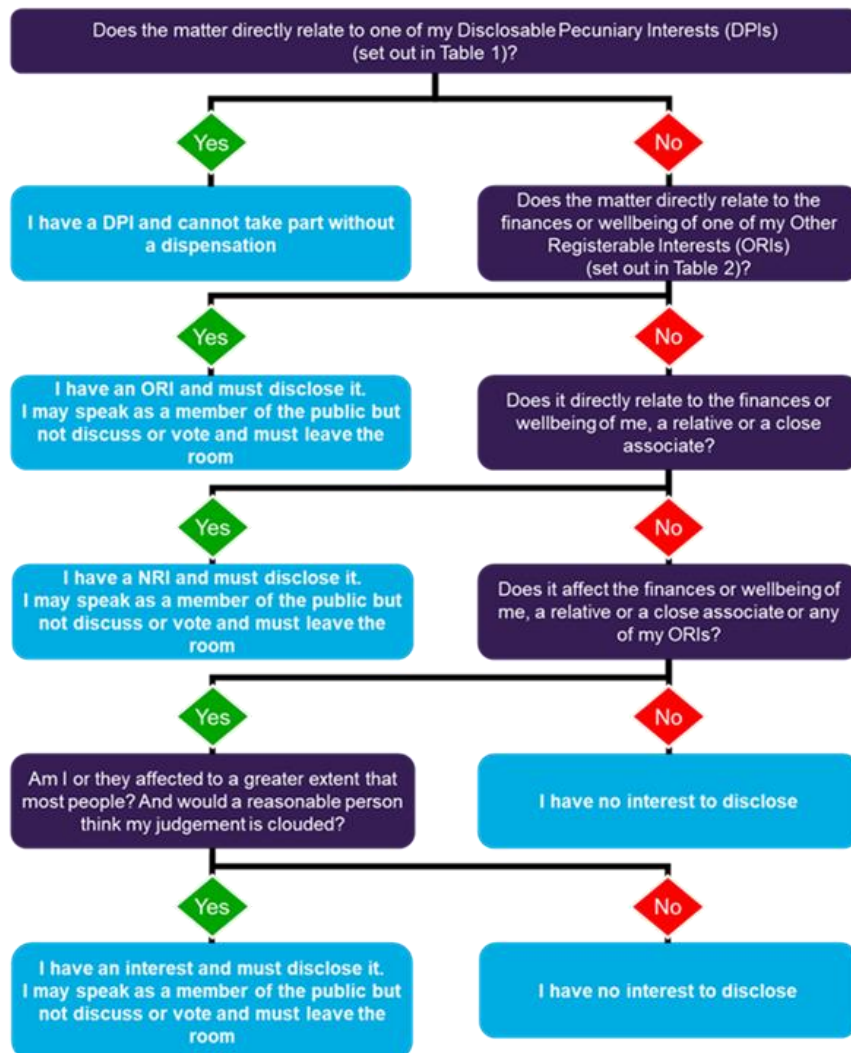


Maintaining and promoting high standards of conduct

Declaring interests at meetings

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

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



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

Selflessness

Councillors should act solely in terms of the public interest

Integrity

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

Objectivity

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

Accountability

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

Openness

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

Honesty & Integrity

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

Leadership

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

AGENDA

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

1. Apologies

To receive any apologies for absence from Councillors.

2. Declarations of Interests

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

Declarations received will be reported at the meeting.

3. Confirmation of Minutes

To confirm and sign as a correct record the minutes of the Meeting held on 22 July 2025 and reconvened on 16 September 2025.

4. Announcements and Introductions from the Chairman

To receive any announcements from the Chairman.

5. Public Issues

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

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

The deadline for the submission of public questions is mid-day Wednesday 8 October 2025 (mid-day, 3 clear working days before the meeting).

The deadline for the submission of a statement is mid-day Monday 13 October 2025 (mid-day the working day before the meeting the working day before the meeting).

The deadline for the submission of a petition is Tuesday 30 September 2025 (10 working days before the meeting).

6. Petition: 'Stop Parish & Town Councils Until 2027 - Let Residents Decide'

Council is advised that a petition with 2000+ valid signatures has been received, requesting:

'Stop Parish & Town Councils until 2027 – Let Residents Decide'.

We respectfully call on BCP Council to postpone any decision to introduce new parish or town councils until after the May 2027 local elections.

This delay will:

- * Ensure transparency in the consultation process, which many residents currently feel lacks independence and impartiality.
- * Allow the new Chief Executive, who has just taken office later this month, time to stabilise council services and review performance before

making major structural changes.

- * Provide a clear democratic mandate by allowing this issue to be debated openly as part of the 2027 local election campaigns, giving residents the opportunity to decide at the ballot box.

Residents are concerned that introducing a new layer of government could lead to higher council tax bills (due to uncapped parish precepts), increased bureaucracy and unnecessary division within communities. The current consultation is non-binding, yet many councillors have already expressed public support for these changes, raising doubts about whether residents' views will truly influence the outcome. A consultation should never be a paper exercise, public trust in local government depends on decisions that genuinely reflect the will of the people.

ITEMS OF BUSINESS

Recommendations from Cabinet and Committees

- | | | |
|-----|--|-----------|
| 7. | Audit and Governance Committee 24 July 2025 - Minute No. 23 - Increased Borrowing - Poole Museum

RECOMMENDED TO COUNCIL to approve the revised funding strategy for the Poole museums capital schemes which will mean an increase in the approved prudential borrowing of £1.3m. | 55 - 64 |
| 8. | Audit and Governance Committee 24 July 2025 - Minute No. 31 - Audit and Governance Committee Annual Report 2024/25

RESOLVED that the Audit & Governance Committee approves the annual report prior to its submission to Council on 14 October 2025. | 65 - 84 |
| 9. | Licensing Committee 18 September 2025 - Minute No. 14 - Review of Statement of Licensing Policy

RESOLVED that the Licensing Committee recommends a final version of the Statement of Licensing Policy for adoption by Full Council on 14 October 2025. | 85 - 170 |
| 10. | Cabinet 1 October 2025 - Minute No. 47 - Community Governance Review - Final Recommendations

PLEASE NOTE: Due to the size of the documents contained within the appendices these have been packed into two supplementary packs:
Pack 1 contains Appendix 1 – Appendix 2(I2)
Pack 2 contains Appendix (J1) – Appendix 4
RECOMMENDED that: -

(a) the Task and Finish Group community governance review final recommendations, as set out in paragraphs 49, 62, 74, 92, 104, 117, 128, 140, 152, 166 and 181 of this report be approved;

(b) the Head of Democratic Services be authorised to make all necessary reorganisation of community governance orders to | 171 - 242 |

implement the changes agreed by Council; and

- (c) the Task and Finish Group continue to consider the transfer of civic and ceremonial assets, statutory services and precept requirements for year 1, for each new parish, on the basis of minimal transfer and precept, and a report be presented to full Council in due course.

11. Cabinet 1 October 2025 - Minute No. 51 - AFC Bournemouth stadium expansion. Land Requirements and Disposal

243 - 264

RECOMMENDED that Council: -

- (a) Notes the confidential minutes and the recommendations of the Cross-Party Asset Disposal Working Group meeting held on the 13 July 2025;
- (b) Approves the negotiation and agreement in principle of Heads of Terms for the leasehold disposal of the two parcels of land at Kings Park to AFC Bournemouth shown in Option C; and
- (c) Requires officers to return to Cabinet and Council with the proposed Heads of Terms for decision as soon as possible.

[PLEASE NOTE: Should the Council wish to discuss the detail of the confidential appendix at Appendix A the meeting will be required to move into Confidential (Exempt) Session].

12. Review of the political balance of the Council, the allocation of seats on Committees to each political group and the appointment of Councillors to Committees and Outside Bodies

265 - 270

The Council is asked to consider and approve the review of the political balance of the Council, the allocation of seats on Committees to each political group, the appointment of Councillors on Committees and appointments to outside bodies following the result of the by-election in the Talbot and Branksome Woods Ward on 11 September 2025 and other political group changes.

13. Notices of Motions in accordance with Procedure Rule 10

Motion to Full Council: Standing United Against Racism and Division

The following motion submitted in accordance with Procedure Rule 10 of the Meeting Procedure Rules has been proposed by Councillor P Cooper and seconded by Councillor P Canavan.

Council notes:

- Recent far-right marches in Bournemouth, Christchurch and Poole that seek to spread hatred, fear, and division.
- An increase in racist vandalism and graffiti which desecrate our communities and cost taxpayers thousands of pounds to remove.
- The rising tide of racist activity nationally, which is being exploited for political purposes to divide communities.

Council recognises:

- The invaluable work of anti-racist organisations, community groups, and residents who stand in solidarity against racism and bigotry.
- The efforts of Dorset Police in managing demonstrations and addressing hate crimes in a challenging climate.
- That racism, in any form, undermines cohesion, community safety, and the reputation of BCP as a welcoming, inclusive place.

Council believes:

- That racist rhetoric, graffiti, and intimidation have no place in our communities.
- That public resources should be directed towards supporting communities and improving services, not wasted on cleaning up hate-fuelled vandalism.
- That BCP Council must show leadership in building unity, trust, and mutual respect across all communities.

Council therefore resolves to:

1. Publicly denounce far-right marches and racist graffiti in BCP, affirming that hate has no home here.
2. Develop and bring forward anti-racist policies, in partnership with schools, community groups, and faith organisations, to promote inclusion and challenge prejudice.
3. Strengthen joint working with Dorset Police, community safety teams, and voluntary organisations to tackle racist activity and support victims.
4. Recognise and thank the work of anti-racist groups and campaigners who stand against division and for equality.
5. Request that the Leader of the Council writes to the Home Secretary and the Secretary of State for Housing, Communities and Local Government, calling for stronger national support and resources to tackle the rise in far-right activity and hate crime.

Motion to Full Council: Opposing Labour's Digital ID Scheme

The following motion submitted in accordance with Procedure Rule 10 of the Meeting Procedure Rules has been proposed by Councillor M Earl and seconded by Councillor R Herrett.

Council notes the recent announcement by Keir Starmer's Labour Government of plans to introduce a mandatory Digital ID scheme for all UK residents.

Council further notes that the Government's plan:

- Could require every resident to obtain a Digital ID to access public services and entitlements;
- Could risk criminalising millions of people, particularly older people, those on lower incomes, or those without access to digital technology;

- Raises significant privacy and civil liberties concerns;
- Could result in an estimated £4.6 billion of pounds of taxpayers' money being wasted on a massive IT project, with no clear benefit or safeguards.

Council believes that Labour's scheme:

- Represents an expensive measure that will undermine public trust;
- Will do nothing to address the real priorities facing communities such as the lack of economic growth that our country is facing, the cost-of-living crisis that residents in Bournemouth, Christchurch & Poole are experiencing, or the problems within public services that have been refused the investment that they need to deliver;
- Fails to protect our core British values of liberty, privacy and fairness.

Council welcomes the Liberal Democrats' consistent national opposition to Labour's ID cards, having previously defeated Labour's original plans for ID cards in 2010, and opposes Labour's renewed attempt to impose them in digital form.

Council resolves:

- To formally oppose the Labour Government's Digital ID plans;
- To request the Leader of the Council writes to:
 - The Secretary of State for the Home Department and the Minister for Digital Infrastructure expressing this council's firm opposition to Labour's mandatory Digital ID system and calling for the plans to be scrapped.
 - Members of Parliament across Bournemouth, Christchurch & Poole asking for their firm commitment to oppose Labour's mandatory Digital ID system and ask them to confirm that they will instead advocate for the estimated £4.6b cost to be rediverted in to settling SEND deficits nationally.
- To work with local voluntary, digital inclusion and civil liberties groups to ensure that no resident in Bournemouth, Christchurch or Poole is penalised or excluded as a result of any national identification scheme.

14. Questions from Councillors

The deadline for questions to be submitted to the Monitoring Officer is Monday 6 October 2025.

15. Urgent Decisions taken by the Chief Executive in accordance with the Constitution

To consider any urgent decisions taken by the Chief Executive in accordance with the Constitution.

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

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BOURNEMOUTH, CHRISTCHURCH AND POOLE COUNCIL
COUNCIL

Minutes of the Meeting held on 22 July 2025 at 7.00 pm and resumed on 16 September 2025 at 7:00 pm

Present:-

Cllr L Dedman – Chairman

Cllr S Bull – Vice-Chairman

Present: Cllr C Adams (16 Sept), Cllr S Aitkenhead (22 Jul), Cllr M Andrews, Cllr S Armstrong, Cllr S Bartlett (16 Sept), Cllr J Beesley, Cllr P Broadhead (22 Jul), Cllr D Brown, Cllr O Brown (16 Sept), Cllr R Burton, Cllr J Butt, Cllr P Canavan (22 Jul), Cllr J Challinor, Cllr A Chapmanlaw, Cllr B Chick, Cllr J Clements, Cllr E Connolly, Cllr P Cooper, Cllr M Cox, Cllr D d'Orton-Gibson, Cllr M Dower (22 Jul), Cllr M Earl, Cllr J Edwards (16 Sept), Cllr G Farquhar, Cllr D Farr (22 Jul), Cllr A Filer (22 Jul), Cllr M Gillett, Cllr C Goodall, Cllr A Hadley (22 Jul), Cllr J Hanna, Cllr E Harman, Cllr R Herrett, Cllr P Hilliard, Cllr B Hitchcock (22 Jul), Cllr M Howell (22 Jul), Cllr A Keddie, Cllr D Logan (16 Sept), Cllr M Le Poidevin (16 Sept), Cllr S Mackrow, Cllr A Martin, Cllr D Martin (16 Sept), Cllr G Martin, Cllr J Martin (22 Jul), Cllr C Matthews (22 Jul), Cllr S McCormack, Cllr P Miles (22 Jul), Cllr S Moore, Cllr A-M Moriarty, Cllr B Nanovo, Cllr L Northover, Cllr R Pattinson-West (22 Jul), Cllr K Rampton, Cllr Dr F Rice (22 Jul), Cllr J Richardson, Cllr V Ricketts (16 Sept), Cllr C Rigby (16 Sept), Cllr J Salmon (22 Jul), Cllr K Salmon, Cllr P Sidaway, Cllr P Slade, Cllr T Slade, Cllr M Tarling, Cllr T Trent, Cllr O Walters, Cllr C Weight, Cllr L Williams (22 Jul), Cllr K Wilson (16 Sept) and Cllr G Wright

23. Apologies

22 July 2025

Apologies for absence were received from:

Councillor Cameron Adams
Councillor Hazel Allen
Councillor Julie Bagwell
Councillor Stephen Bartlett
Councillor Olivia Brown
Councillor Sharon Carr-Brown
Councillor Bobbi Dove
Councillor Jackie Edwards
Councillor David Flagg
Councillor Marion Le Poidevin
Councillor David Martin
Councillor Margaret Phipps

Councillor Vanessa Ricketts
Councillor Chris Rigby
Councillor Vikki Slade
Councillor Kieron Wilson

16 September 2025

Apologies for absence were received from:

Councillor Hazel Allen
Councillor Julie Bagwell
Councillor Patrick Canavan
Councillor Bobbi Dove
Councillor Michelle Dower
Councillor Duane Farr
Councillor Anne Filer
Councillor Andy Hadley
Councillor Mark Howell
Councillor Rachel Pattinson-West
Councillor Jamie Martin
Councillor Chris Matthews
Councillor Pete Miles
Councillor Margaret Phipps
Councillor Felicity Rice
Councillor Vikki Slade
Councillor Lawrence Williams

24. Declarations of Interests

Councillors Richard Herrett, David Martin and Michael Tarling declared pecuniary interests in respect of agenda item 8e: Enhancement to Pay and Reward Offer, as their partners were Council employees.

Councillor David Martin also declared a pecuniary interest in respect of agenda item 8b - Adult Social Care Fulfilled Lives Transformation.

The Councillors confirmed that they would leave the Chamber for the duration of the items.

25. Confirmation of Minutes

RESOLVED: That the minutes of the meeting held on 3 June be approved as a correct record.

Voting: Nem. Con.

26. Announcements and Introductions from the Chairman

The Chairman updated Council on her activities since the previous meeting, including attendance at:

- MS Centre event;
- Armed forces week flag raising;
- Growth Expo;
- Srebenica commemoration;
- Elm Academy graduation.

The Chairman announced that it was Graham Farrant, Chief Executive's last Full Council meeting due to his impending retirement. The Chairman thanked the Chief Executive for his efforts in supporting BCP Council.

27. Public Issues

Public Questions

Public question from Dr Patricia Fanjul

I am a GP working for the 111 Service, supporting Dorset patients and protecting emergency services. For the past 10 years, we are continuing to see an upwards trend in young people suffering with worsening mental health: intentional overdoses, suicidal thoughts, anxiety, depression, panic attacks, eating disorders, sleep disturbances, impaired social interactions. The unequivocal link is smartphones. They suffer from cyberbullying, sextortion, addiction... Additionally, negatively impacts their academic performance and cognitive function. Children are being deprived of a normal happy childhood and development, this will continue impacting their future as adults and their place in society. This is a Public Health crisis and our BPC and Dorset children need you, community leaders, to act now to protect them.

Can the Council provide an update on engagement with local headteachers to support the development of a consistent conurbation-wide approach to ban smartphones in schools in order to safeguard children?

Response from Councillor Richard Burton - Cabinet Member for Children, Young People, Education and Skills

(Councillor Burton's response was also directed to Emma Chabaani, who had submitted a similar question but was not in attendance.)

Thank you for your question. And also thanks, Emma, for her question. And yes, they do overlap so I will answer both of them.

So, a motion was passed by BCP Council to:

1. Instruct the Leader of the Council to write to the Secretary of State for Education and the Secretary of State for Science, Innovation and Technology, urging them to support and champion the Safer Phones Bill. The Bill will come into effect on 25 November.
2. Request that the Leader of the Council writes to all schools within BCP to recognize the efforts that have already been made to protect their students from the potential harm of smartphone usage, and ask schools to review their phone policies to ensure they are in line with

the Bill. All schools will do this in line with their policy review timescales and the publication of the Bill. This will be done to tie in with the beginning of the new school year.

3. Request that the Portfolio Holder for Children and Young People, Education and Skills discuss the requirements of the Bill at the next appropriate Head Teachers briefing. And this took place, on 25 April this year. Further input with Head Teachers is planned for the autumn term.
4. Seek the views of the Youth Parliament to ensure they are being considered when forming any policy. We'll be talking, taking this forward in the autumn term. Public Health and Education are working closely with me as Portfolio Holder for ensure that the requirements of the Bill are able to be delivered. My next meeting with Public Health is later this week.

It's worth noting that the majority of these schools are academies of one form or another. There are several different types of academies. Academies are not controlled by the local authority, which allows them to make decisions independently of the Council. The Council can only offer assistance and advice during my visits to schools, but many of them I do ask about their views on mobile phone usage and raising awareness of the issues.

There are also lots of readily available online resources that will signpost families to the NSPCC, Child Snatch UK, Safer Internet Centres, etc. on our Family Information directory. And there's also the link when you get a written response.

Public question from Barry Smith

When Will BCP council surrender the lease on Scott's Hill Lane playpark to allow Christchurch Town Council to take up a new lease with the freeholder?

As this situation has now been going on for 4 years and the park is falling into dilapidation.

Response from Councillor Sandra Moore - Cabinet Member for Communities and Partnerships

Thank you for your question.

At the creation of BCP Council in 2019, the Scots Hill Lane play area had already been closed by the former Christchurch Borough Council.

This site is privately owned, was leased to Christchurch but at LGR BCP inherited this lease from the landlord, together with other parcels of land at Purewell.

I am aware Christchurch Town Council are Interested in taking on the site. There are, however, additional lease assignments and easements which add to the land complexity at this site. Unfortunately, there has been no

agreement with the landlord to terminate the lease while it is tied to other land parcels.

Therefore, sadly, the site remains closed.

While I understand and can appreciate the interest in having this site re-opened, this is not currently possible for very complex legal reasons. Having said that, I can assure you that discussions will continue to try to resolve the situation.

Public question from Daniel Glennon

On June 10th 2025, a landmark study published in the prestigious journal Environmental Health confirmed that glyphosate and glyphosate-based herbicides cause multiple types of cancer, even at exposure levels currently considered “safe” by the EU. The research was coordinated by the Ramazzini Institute and involved scientists from across Europe, the US and South America.

Given these serious findings, and growing public concern about the health and environmental impacts of glyphosate, will BCP Council now follow the lead of Dorset Council, which has launched a pilot scheme to test safer, non-chemical alternatives?

I urge you to take precautionary action to protect public health, pets, biodiversity and soil health — and to show leadership in moving towards more sustainable land management. Will the Council commit to exploring alternatives, phasing out glyphosate use, and informing the public about where and when chemical spraying takes place?

Response from Councillor Andy Hadley - Cabinet Member for Climate Response, Environment and Energy

Daniel, Thank you for your question, I appreciate the concerns of residents about chemical spraying. We do also though get regular complaints about a lack of control of weeds.

Details of our weed treatment arrangement and months used, can be found via our website. Weeds, invasive plants and moss | BCP The number of chemical treatments per year has been reduced and harmonised across the three towns to a maximum of only twice per annum where needed. Treatment is not undertaken during strong winds.

Glyphosate is currently a regulated approved herbicide, considered safe to use both in the EU, which reapproved it for use for another 10 years in December 2023, and in the UK until at least 15th December of next year 2026. New research will I am sure influence reapproval.

The use of glyphosate as a weed treatment method is via qualified contractors using topical application only to individual weeds present at the time of treatment rather than broadly spraying areas.

Chemical treatment despite its restricted use remains recognised as the most cost-effective treatment method to manage weed growth and to fulfil

Council statutory duties which include, firstly to ensure the Highway is safe to use and its structural integrity is not adversely affected by vegetation.

And secondly on our Countryside Stewardship Sites, to control certain types of invasive species identified by DEFRA, eg Gaultheria, Rhododendron, Bracken.

Thirdly to respond to Schedule 9 weed species of the Wildlife and Countryside Act 1981, such as Japanese knotweed.

On the scale local authorities have to treat, the cost of manual hoeing and other marketed and trialled alternatives make resourcing this largely unviable.

We therefore have to balance our approach, as Dorset Council does, to managing and preventing growth. We continuously review options and our learning alongside other authorities, and equally we do acknowledge the growing number of residents against any kind of treatment/removal programme.

We encourage residents to manually remove weeds from directly outside of their properties to support the community and Council and to reduce the level of treatment required.

Public question from Alex Harman

At the February Full Council meeting, the council addressed the ongoing work by the E&P O&S Committee on how we can reduce our impact in order to mitigate the climate emergency.

The council recognised that the global food supply accounts for 30% carbon emissions and that a low meat, vegetarian or vegan diet is beneficial in terms of carbon footprint and public health.

This topic was originally brought to full council over a year ago, but we are still awaiting a report with solid recommendations from the E&P O&S Committee.

The Climate emergency cannot afford to be pushed back and delayed.

Therefore, will the council finally sign the Plant Based Treaty, joining 42 other towns and cities, alongside identifying actions that the council could implement, e.g. encouraging council-run institutions to increase the availability of affordable, local, seasonal, plant-based options and promoting public health campaigns.

Response from Councillor Andy Hadley - Cabinet Member for Climate Response, Environment and Energy

Alex,

Thank you for your question.

BCP Council recognise the contribution of food production and distribution

to our carbon emissions, and the benefits of reducing meat products in diets.

My Climate team have been preparing a draft position statement and action plan for the adoption and encouragement of plant-based diets within Council operations and the wider BCP area. I understand this will be considered at the next meeting of the Environment & Place Overview & Scrutiny Committee on 10 September 2025.

Our Commercial Services Teams are meanwhile making progress on this area. This does depend on encouraging the public, and working with their demands for purchasing these products. We believe it is important to take the public with us.

Public question from Kenny Gloster

Following the most recent inspection of Bournemouth Oceanarium, BCP Council found that licence conditions were not being met and issued several directives to address welfare concerns. These included inadequate space for a Horsfield tortoise and an enclosure that failed to meet the needs of a water dragon.

Given these findings, can the Council confirm whether Bournemouth Oceanarium is now fully compliant with its licence conditions?

What specific actions or enforcement measures have been taken to ensure that the welfare of all animals at the facility now meets the required legal standards?

Response from the Leader of the Council, Councillor Millie Earl, on behalf of Councillor Kieron Wilson, Cabinet Member for Housing and Regulatory Services

Following the renewal inspection conducted with two State vets and the Council's appointed vet on 24th July 2024, several directives were issued to the business. In response, the business carried out the necessary works and has achieved full compliance with all specified requirements.

Public question from Alex McKinstry

The new electronic voting system worked beautifully in the first half of 3 June's full Council meeting; then, seemingly in the interval, the settings were adjusted so that individual votes were no longer displayed, merely the total numbers "FOR", "AGAINST" and "ABSTAINING". This is a retrograde step, as under the bygone system, residents could see how their councillors were voting simply by way of raised hands, assuming of course that the livestream was working. Can the settings be readjusted so that the display of individual votes by named councillors becomes the default position, both on the screens in the public gallery and on the livestream; and can this be done immediately, given the likely strong interest in several of tonight's items, notably Items 6 and 10?

If this cannot be done, can you explain why not (in thoroughgoing detail)?

Response from Councillor Jeff Hanna - Cabinet Member for Transformation, Resources and Governance

Thank you to Mr McKinstry for his question. I shared his thoughts at our last Full Council meeting, and I can confirm that we are doing exactly as he has suggested.

The new audio-visual conferencing system, which includes the electronic voting, was commissioned only days before the Council meeting in June, so there has been an inevitable learning curve on its complexities, which was evident at our last Full Council meeting.

These have been resolved, and I can confirm that we will be displaying and broadcasting the individual votes of councillors for, against or abstaining on each motion, this evening and at future council meetings.

I am grateful to council officers for introducing cutting edge voting systems to our proceedings.

Public question from Amber Lofthouse

In May 2025, the Government introduced new legislation to raise standards in zoos and aquariums. Given that Bournemouth Oceanarium were found to be non-compliant with minimum licensing requirements during its last inspection, what steps is BCP Council taking to ensure the facility now meets the updated legal standards?

Has the Council issued any new guidance to the Oceanarium in light of the legislative changes? Additionally, when is the next inspection scheduled, and will the Council commit to increased oversight to ensure lasting improvements in animal welfare?

Response from the Leader of the Council, Councillor Millie Earl, on behalf of Councillor Kieron Wilson, Cabinet Member for Housing and Regulatory Services

In response to the Government's introduction of the new Standards of Modern Zoo Practice in May 2025, BCP Council is actively working with the Oceanarium to ensure full compliance by the statutory deadline of May 2027. A follow-up inspection is scheduled for September 2025, aimed at assessing the facility's progress toward implementing the new requirements.

To support lasting improvement and ensure consistent progress, the Council undertakes yearly inspections at the facility and maintains regular communication with the operators. The Council remains fully committed to ensuring oversight of the Oceanarium.

Public question from Angela Hardy

Between 2018 and 2023, 3,506 animal deaths were recorded at Bournemouth Oceanarium including 35% of all animals in 2021 alone.

In one case, 5 Black Goby fish died after becoming trapped in a holding tank, and 4 Clownfish died due to excess gases in the water.

Despite this, the Oceanarium presents itself as a conservation focused facility - yet none of the animals are being prepared for re-introduction to the wild.

What evidence does the BCP Council have that the Oceanarium contributes meaningfully to conservation?

In light of the high mortality rate and lack of genuine conservation outcomes, will the Council review its support for facilities that rely on captivity for entertainment, and instead back alternatives that prioritise in-situ conservation and public education?

Response from the Leader of the Council, Councillor Millie Earl, on behalf of Councillor Kieron Wilson, Cabinet Member for Housing and Regulatory Services

BCP Council's evidence that the Oceanarium contributes meaningfully to conservation is based on findings from its most recent inspection. Specifically, the veterinary inspection report confirmed the facility's compliance with conservation-related requirements.

The Oceanarium has been found to be compliant with all current licensing conditions, including those related to animal welfare and conservation responsibilities. As such, the facility remains licensed by the Council. BCP Council remains committed to ensuring that the oceanarium continues to be evaluated for compliance with requirements of in-situ conservation and public education.

Public question from Mark White

Can you confirm the number of responses recorded from the consultation for the town and parish councils, what does the response rate equate to over the total population of BCP?

How many responses were for the proposal and how many responses were against?

If the consensus is that the public do not want town councils, will you act on this indication and drop this proposal. If not, will you outline the reasons for going against the wishes of residents or will you default to your standard response that consultations are not legally binding, and can ignored meaning just a tick box exercise.

If you fall to your default response and chose to ignore the consultations why chose to ignore this consultation yet act and listen to residents on the response over residents parking, why are you picking and choosing on what you will and won't listen to and act on?

Response from the Leader of the Council, Councillor Millie Earl

The consultation results are currently being validated and checked by officers and the data you have requested is not yet available. The next stage of the Community Governance Review means that the Task and Finish Group will consider the responses and make recommendations to Cabinet and subsequently to Council. The report of the Task and Finish Group will include full details of the consultation results for each area. The

information you have requested will be available at that time.

As I have previously stated, consultation is undertaken to help inform decision-makers and help them reach a decision. I can assure you that, as with all consultations, the results will be taken into consideration but must be balanced against all other relevant factors.

Public Statements

Public statement from Nick Greenwood

I strongly urge the BCP to reconsider its current position regarding the UN Agenda 2030 Guidelines, which advocate for Net Zero policies that could potentially have adverse effects on our local economy. In today's world, a modern economy is deeply reliant on fossil fuels, and this dependency is unlikely to change in the immediate future.

Fossil fuels are integral to powering a wide range of vehicles and machinery across numerous sectors such as agriculture, mining, construction, transportation, shipping, aviation, military operations, and emergency services. Additionally, they are essential for the production of critical materials including nitrogen fertilizers, cement, steel, plastics, pharmaceuticals, and much more.

These products either depend directly on fossil fuel combustion or are derived from oil-based sources. While we recognize the importance of exploring alternative energy solutions, we must prioritize practical and economically viable strategies that ensure our progress and stability in the long run.

Public statement from Susan Lennon

BCP, stop doing consultations and listen to your constituents.

Give full access to public commons for disabled people.

You are selling off Sainsburys car park when it is heaving at the weekends.

Consider using Bournemouth University car park for a park and ride.

Reconsider your decision to stop the Air Show, which could be restarted with backing and modification.

Give the public a voice, and do not silence your own Councillors. We need answers and accountability from our Council. Thank you.

Public statement from Philip Gatrell (read by Chief Executive)

Before departing the Chief Executive should consider:

- Annual rising trends in complaints upheld by the Ombudsman.
- 1989 Act Sections 5 and 5A stipulate the reporting to each Member of Ombudsman decisions against the Council and actual as well as likely contraventions of law. The Constitution's text omits reporting actual contraventions contrary to the Monitoring Officer's correct previous practice. I await her response.
- Sections 5 / 5A designated reports not sent to each Member include:

- Ombudsman's 10 October 2022 decision upholding a complaint later ratified by costly judicial review.
- Contravening 2015 Standing Orders (Amendment) Regulation 2 when failing to convene Full Council meeting authorising Monitoring Officer's dismissal before notice.
- May 2025 information response showing confirmed agency staff tax breaches not notified to Revenue despite my 27 February 2025 public issue.
- 22 April 2025 judicial decision obtained by me regarding Council's Section 10(1) 2000 Act contravention when not providing information in time. Thrice since I have corrected Officers concerning deadlines.

Public statement from Jo Keeling (read by Daniel Butt)

In 2024, BCP Council agreed to sell Wessex Fields land to UHD for £2.163m, insisting no discount had been applied and the valuation had been properly scrutinised. Concerns raised by councillors, public and even the MP were dismissed.

We now learn the Council suppressed a higher valuation and when this was exposed, had to re-agree the sale, this time for around £6m. This confirms that the original deal undervalued the site by nearly £4m. Residents deserve clear answers and accountability. The fact that the original valuation was hidden, the public was misled, and that those who raised legitimate concerns were ridiculed is unacceptable. This is public land, public money and at times of serious financial pressure, such actions undermine public trust.

We support UHD's aims but this highlights deep concerns about transparency, scrutiny and integrity in decision-making at the highest level. I urge councillors to ensure that proper accountability follows.

Public statement from Paul Spector

I appeal to you — not just as Councillors, but as human beings — to act with courage, compassion, and a spirit of loving kindness toward *all* people in the Mideast.— and it's precisely now that your leadership matters most. For 30 years, Bournemouth and Netanya have been twinned in friendship — two beautiful seaside towns, perched on cliffs, welcoming people who long to live in peace and dignity. That bond was never about politics - but about humanity.

If we allow anger and division to dictate decisions, we abandon the very values we claim to uphold. Instead, let us lead. Let's show that *Bournemouth stands for peace, coexistence, and mutual respect.*

Don't let hatred tear apart what took decades to build. BCP should be remembered for strength, fairness and be known -not for capitulating to hostility, but for honouring peace, connection, and shared humanity.

Let light shine between our two towns.

Public statement from Stephen White

For almost 30 years the twinning of Bournemouth and Netanya has yielded countless benefits to both towns. It is inequitable and counterproductive to punish the citizens of Bournemouth and Netanya. Inequitable because the pain and suffering is caused not by Israel but by Hamas terrorists callously using Gazan civilians as human shields. Counterproductive because as the responsible adults in the room we should be fostering cooperation and peace-building. The citizens of Netanya are no more responsible for the actions of the Israeli Government in Gaza than the citizens of Bournemouth are responsible for the disastrous actions of the last two British Governments in Afghanistan.

Please, no more talk of detwinning. No gesture politics. Let's get the two towns working together to build bridges. And let's be proud of twinning - replace the missing road signs as soon as possible.
Please vote against this motion.

Public statement from Elizabeth Glass (read by Chief Executive)

In 2019 the council declared a climate and ecological emergency, and committed to making BCP Council carbon neutral by 2030. This was done without any mandate from the residents and no cost analysis appears to have been done.

Since then I note that council services have worsened and council tax has increased.

I have searched on the BCP and UK100 websites for the evidence/proof of said climate emergency and can find none. Council, please put the evidence that you used to commit to spending vast amounts of taxpayers' money on net zero policies, on the BCP website.

Public statement from Siobhan Mitchell (read by Carey Walden)

We, the volunteers at the Bournemouth and Poole Repair Café, endorse this Motion.

Every month members of our community bring their broken items to us and we repair what we can, keeping everything from lawnmowers to coffee machines to clothes from being thrown away and added to the mountains of waste in landfills.

We happily volunteer our time and share in the joy when an item is restored or repaired to go on to be used over and over again.

But sometimes we cannot repair items because they are built in a way that prevents repair, with built-in obsolescence or parts are no longer available. Sadly, those items are added to the 2326.54 tonnes of electrical waste that BCP Council processes every year.

We call on you as our councillors to endorse this Motion and by doing so encourage the creation of local skilled jobs, increase efficiency and reduce waste.

28. Petition: 'End Council Support for Netanya Twinning'

The lead petitioner, Feda Sahahien, introduced the petition to Council as follows:

Statement:

We the undersigned petition the Council to take all measures within its power to cease support for the twinning relationship with Netanya, Israel, including but not limited to:

- Supporting any official or unofficial visits, exchanges, or cultural programs linked to the twinning;
- Promoting or endorsing any materials or signs related to the twinning, and consequently, remove all signs, plaques, and promotional materials related to the twinning from council-controlled spaces;
- Providing any financial or logistical support to Netanya or its representatives.
- Disclose all council expenditures related to the twinning and commit to full transparency moving forward.

Taking this action will allow the council to demonstrate its commitment to upholding human rights, equality, and peace.

Justification:

Netanya is a city in Israel that supports and benefits from the ongoing occupation and oppression of the Palestinian people. At a time when Israel is carrying out a genocide in Gaza, continuing this twinning sends the wrong message. Ending council support reflects our community's commitment to human rights, equality, and peace.

After asking questions to elicit additional information from the lead petitioner, Council moved to the debate.

A motion was moved by Councillor Kate Salmon and seconded by Councillor Joe Salmon which read as follows:

"Council notes the content of the public petition presented at its meeting of 22 July 2025 and resolves to:

- 1. Suspend all support for the Bournemouth–Netanya twinning arrangement with immediate effect until Council decides otherwise;*
- 2. Remove existing road signs and anything else within the Council's control that refers to the twinning within the public realm (including online), within two months of this resolution; and*
- 3. Instruct the Leader and Chief Executive to write, within four weeks, to the Mayor of Netanya and the Chair of the Bournemouth-Netanya*

twinning association confirming the Council's suspension of civic support until circumstances allow the matter to be reviewed."

An amendment to the motion was moved by Councillor Richard Burton and seconded by Councillor Lawrence Williams which amended the motion to read as follows:

"Council:

- 1. notes the content of the public petition presented at its meeting of 22 July 2025 and notes also that it is not the role of the Council to support or condemn matters occurring in the region;*
- 2. notes that the Council does not currently have any involvement in the Bournemouth-Netanya twinning arrangement, other than the management of the current signage, which has been susceptible to unauthorised damage and removal; and*
- 3. Council resolves to take no view on the appropriateness of the twinning arrangement, and therefore neither wishes to promote the twinning nor to criticise it. Therefore, BCP Council will not remove signage, but it will also not fund replacing signage that has otherwise been removed."*

Cllr Kate Salmon did not accept the proposed amendment, and Council moved to debate on the proposed amendment. A motion for a recorded vote was moved, seconded, and lost. Council moved to vote on the amendment.

The motion was carried, and Council moved to the debate and vote on the substantive motion.

Voting: F31: A15 (12 abstentions)

The Motion was carried and it was:

RESOLVED: - That Council

- 1. notes the content of the public petition presented at its meeting of 22 July 2025 and notes also that it is not the role of the Council to support or condemn matters occurring in the region;**
- 2. notes that the Council does not currently have any involvement in the Bournemouth-Netanya twinning arrangement, other than the management of the current signage, which has been susceptible to unauthorised damage and removal; and**
- 3. resolves to take no view on the appropriateness of the twinning arrangement, and therefore neither wishes to promote the twinning nor to criticise it. Therefore, BCP Council will not remove signage, but it will also not fund replacing signage that has otherwise been removed.**

Voting: F30:A15 (14 abstentions)

29. Standards Committee 8 July 2025 - Minute No. 8 - Annual Report on Code of Conduct Complaints

The Vice-Chair of the Standards Committee, Councillor Adrian Chapmanlaw, presented the report and outlined the recommendations as set out on the agenda.

RESOLVED: - that the Annual Report of the Standards Committee be noted.

Voting: Nem. Con.

30. Recommendations from Cabinet - 16 July 2025

Agenda items 7- 8g were determined separately as set out below

30.1 **Cabinet 16 July 2025 - Minute No. 27 - Financial Outturn 2024/25**

The Portfolio Holder for Finance, Councillor Mike Cox, presented the report and outlined the recommendations as set out on the agenda.

Following debate, it was:

RESOLVED: - that Council approves the revised funding strategy for the Poole museums capital schemes which, subject to Audit and Governance Committee approval, will mean an increase in the approved prudential borrowing of £1.3m.

Voting: Nem. Con.

31. Cabinet 16 July 2025 - Minute No. 28 - Adult Social Care Fulfilled Lives Transformation

The Portfolio Holder for Health and Wellbeing, Councillor David Brown, presented the report and outlined the recommendations as set out on the agenda.

**RESOLVED: - that Council
(b) approves the request for the release of the remaining £1.11m funding that was previously agreed to allow the Fulfilled Lives Programme to reach completion and realisation of the benefits.**

[Recommendation (a) was resolved by Cabinet.]

Voting: Nem. Con.

Councillor K Rampton left 21:08
Councillor Filer left 21:11
Council adjourned from 21:11 to 21:30

31.1 Cabinet 16 July 2025 - Minute No. 30 - Poole Civic Centre - Soft Market Testing

The Portfolio Holder for Finance, Councillor Mike Cox, presented the report and outlined the recommendations as set out on the agenda.

An amendment to the recommendation was moved by Councillor Sue Aitkenhead and seconded by Councillor Pete Miles, so that it read:

“that Council considers the freehold disposal of the whole of the former Poole civic offices to MCR Property Group for £5.25m along with reconsidering the possibility of selling the site minus the vertical slice, deferring the final decision to the full council meeting scheduled for 14th October 2025, to allow the following to take place:

- 1. That officers present a fully costed comparison of the viability of retaining the vertical slice, with the viability of leasing it under the terms offered or any further terms that may be negotiated before the sale is agreed.*
- 2. That recommendations to full council are based on clear evidence and information is provided to explain what alternative options were considered and why they were rejected.*
- 3. That the Charter Trustees of Poole are formally consulted on the recommendation and alternatives considered and invited to give their response in time for the October meeting.*
- 4. That the above information is provided in a timely manner and published well in advance of the October meeting to allow meaningful scrutiny and open democratic discussion, recognising the strength of local feeling about the Civic Centre, the heritage it represents, and the need for transparent decision-making in relation to assets of such civic and symbolic importance.*
- 5. That the possible outcomes of the current Local Governance Review are fully considered when assessing the viability of keeping or leasing the vertical slice, particularly as the establishment of a Town or Parish Council may have direct implications for the future civic use of the building, including as a democratic meeting place for local councillors.”*

Following debate on the proposed amendment, a motion for a recorded vote was moved, seconded, and lost.

Council moved to vote on the proposed amendment. The motion was lost.

Voting: F24: A28 (4 Abstentions)

Following debate on the original motion, a proposal for a recorded vote was moved, seconded and agreed by Council.

Council moved to vote on the motion:

For:

Cllr M Andrews	Cllr A Hadley	Cllr L Northover
Cllr D Brown	Cllr J Hanna	Cllr F Rice
Cllr S Bull	Cllr E Harman	Cllr J Richardson
Cllr R Burton	Cllr R Herrett	Cllr P Sidaway
Cllr A Chapmanlaw	Cllr P Hilliard	Cllr P Slade
Cllr B Chick	Cllr B Hitchcock	Cllr M Tarling
Cllr J Clements	Cllr S Mackrow	Cllr T Trent
Cllr M Cox	Cllr A Martin	Cllr O Walters
Cllr L Dedman	Cllr C Matthews	Cllr C Weight
Cllr M Earl	Cllr S McCormack	
Cllr M Gillett	Cllr S Moore	
Cllr C Goodall	Cllr B Nanovo	

Against:

Cllr S Aitkenhead	Cllr P Cooper	Cllr G Martin
Cllr S Armstrong	Cllr D d'Orton-Gibson	Cllr J Martin
Cllr J Beesley	Cllr M Dower	Cllr P Miles
Cllr P Broadhead	Cllr G Farquhar	Cllr A-M Moriarty
Cllr J Butt	Cllr D Farr	Cllr K Rampton
Cllr P Canavan	Cllr M Howell	Cllr T Slade
Cllr E Connolly	Cllr A Keddie	Cllr G Wright

Abstentions:

Cllr J Salmon	Cllr K Salmon	
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RESOLVED: - that Council approve the freehold disposal of the whole of the former Poole civic offices to MCR Property Group for £5.25m. After completion of the sale, MCR Property Group will enter discussions with the Poole Charter Trustees or any future Town Council regarding the terms of lease of the vertical slice. The terms of this offer are set out in confidential Appendix C1 and C2.

Voting: F33:A21 (2 Abstentions)

Cllr Rampton returned 21:30

31.2 **Cabinet 16 July 2025 - Minute No. 31 - Roeshot Nursery, Land Disposal**

The Portfolio Holder for Finance, Councillor Mike Cox, presented the report and outlined the recommendations as set out on the agenda.

RESOLVED: - that Council

- (a) note the confidential minutes and the recommendations of the Cross-Party Asset Disposal Working Group meeting held on the 13 June 2025.**
- (b) Approve the freehold disposal of the whole former nursery site to Meyrick Estate for the sum of £850,000 on an unconditional basis (Option 1) and on such terms to be approved by the Chief Financial Officer, also acting in his capacity as Corporate Property Officer, in consultation with the Portfolio Holder for Finance.**

Voting: Nem. Con.

31.3 Cabinet 16 July 2025 - Minute No. 34 - Enhancement to Pay and Reward Offer

The Cabinet Member for Transformation, Resources and Governance, Councillor Jeff Hanna, presented the report and outlined the recommendations as set out on the agenda.

Following debate it was:

RESOLVED: - that Council

- (a) agree the additional costs associated with enhancing the proposed Pay and Reward offer;**
- (b) agree the additional savings proposals outlined in Appendix 1 to ensure the cost implications of the proposal remain consistent with the February 2025 endorsed Medium Term Financial Plan;**
- (c) agrees the details of the enhanced offer shown in Appendix 4 and 5 that will form the basis of the signed collective agreement with our recognised trade unions; and**
- (d) approves the recommended implementation date of 1 December 2025 (in accordance with the timeline set out in appendix 7.)**

Voting: Nem. Con.

Councillor C Weight left 22:44

Councillors R Herrett, M Tarling, D Martin, T Slade & M Howell left 22:45

Councillor J Butt & K Rampton left 22:47

Councillor K Rampton returned 22:50

Councillors R Herrett, Cllr M Tarling and Cllr D Martin returned 22:55

31.4 Cabinet 16 July 2025 - Minute No. 35 - Our Place and Environment: Cross-Pavement Electric-Vehicle (EV) Charging Trial

The Cabinet Member for Climate Response, Environment and Energy, Councillor Andy Hadley, presented the report and outlined the recommendations as set out on the agenda.

RESOLVED: - that Council agrees

- (a) the introduction of a trial cross-pavement Electric Vehicle charging solution with charging gullies being set into the footway;**
- (b) that charging gully installations will need to comply with the criteria set out in Appendix 1; and**
- (c) that a policy for the installation of charging gullies be developed following the outcome of the trial.**

Voting: Nem. Con.

31.5 Cabinet 16 July 2025 - Minute No. 36 - Transport CIL 2025/26 to 2027/28 - Port of Poole Bridges Programme

The Cabinet Member for Climate Response, Environment and Energy, Councillor Andy Hadley, presented the report and outlined the recommendations as set out on the agenda.

RESOLVED: - that Council

- (a) agrees that the £6m of strategic CIL allocated in principle to Transport is invested in the Port of Poole Bridges Programme;**
- (b) Delegate delivery of the Port of Poole Bridges Programme to the Service Director for Customer and Property in consultation with the Portfolio Holder for Climate Mitigation, Energy and Environment; and**
- (c) Both (a) and (b) are subject to receiving the subsequent endorsement of the Director of Finance based on the availability of the necessary cash.**

Voting: Nem. Con.

32. Amendments to the Constitution arising from the Standards Committee

Councillor J Salmon proposed that the meeting be adjourned for resumption on a new date. This was seconded and Council moved to the vote:

The motion was lost.

Voting: F17:A28 (3 abstentions).

The Vice-Chair of the Standards Committee, Councillor Adrian Chapmanlaw, presented the report and outlined the recommendations as set out on the agenda.

Following debate, it was:

RESOLVED: - that

The Council's Constitution be updated to include the Officer Code of Conduct at Part 6.

Article 8.4 of the Council's Constitution be amended to insert the following provision

8.4.1 – Standards Committee

No Councillor shall sit as a member, or where applicable, as a substitute member of the Standards Committee unless they have completed all training deemed essential and promoted via the Councils Learning Management and Cyber Security training platforms

To delegate authority to the Monitoring Officer to take all steps necessary to ensure the Council's Constitution remains up to date in respect of these recommendations

Voting: F42: A0 (7 abstentions)

Councillor C Weight left 23:08

Councillor C Weight returned 23:13

33. Members' Allowance Scheme

The Leader of the Council, Councillor M Earl, presented the report and outlined the recommendations as set out on the agenda.

An amendment to the recommendation was moved by Councillor E Connolly on behalf of Councillor S Bartlett to amend recommendation (b) vi as follows:

“Chair of Audit & Governance Committee - £9,000 [£12,087]”

Councillor M Earl accepted the proposed amendment and Council voted to carry the motion.

Voting: Nem. Con.

Following debate on the substantive motion, it was:

RESOLVED:- that Council considers the attached report and Appendix 1 and its recommendations and adopts the proposed Scheme of Members' Allowances for BCP Council as set out in Appendix 2 to this report, subject to any amendments Council may wish to agree, with a commencement date of 6 May 2025.

Voting: F34: A13 (2 abstentions)

Councillor M Earl moved that the meeting be adjourned and resumed as early as practicably possible This was seconded and agreed by consensus.

Voting: Nem. Con.

Meeting adjourned 23:57.

34. Notices of Motions in accordance with Procedure Rule 10

Resumption of meeting: 16 September 2025.

Council was advised that five motions had been received on this occasion.

REPAIR AND RE-USE INITIATIVES

The following motion was submitted in accordance with Procedure Rule 9 of the Meeting Procedure Rules and was moved by Councillor R Herrett and seconded by Councillor E Harman.

This Council notes:

The UK is the second highest producer of electronic waste per capita in the world. Repair and reuse is central to achieving a truly circular, less wasteful, economy. They help to tackle climate change and achieve our net zero ambition, reduce living costs for UK households and create green skilled jobs. There is strong public support for further repair and re-use initiatives, and for manufacturers to enable spares and repairs to be easily accessible, affordable and installable.

This Council believes:

We should be responding to increasing public demand for repair services and skills, advocating for a return to a strong UK fixing economy and championing reuse to give products a second life. Repair should be a thriving sector of our economy. Where products are designed to be durable and easily repairable by default and in which manufacturers actively support their products for as long as possible. A future where products are given a second life through reuse, repair is the easiest option for everyone when something breaks, and recycling is saved for the very end of a product's useful life.

This Council resolves to:

- a) Endorse the Repair and Reuse Declaration;

- b) Support the Bournemouth Repair café and other organisations promoting Repair and Reuse across the BCP area through access to networks and space, and funds where available;
- c) Write to the Secretary of State for Business and Trade, and Energy and Climate change asking that they support the Repair and Reuse Declaration and examine measures that the government can take to further repair reuse in manufacturing, training in repair skills and supporting the community.

Council debated the motion, during which Councillor R Burton declared a personal interest as he was a Trustee of a charity concerned with waste and recycling.

Councillor D Brown also declared a personal interest as he was involved in the trade of vintage items.

Following debate, Council moved to the vote and it was:

RESOLVED: that:

This Council notes:

The UK is the second highest producer of electronic waste per capita in the world. Repair and reuse is central to achieving a truly circular, less wasteful, economy. They help to tackle climate change and achieve our net zero ambition, reduce living costs for UK households and create green skilled jobs. There is strong public support for further repair and re-use initiatives, and for manufacturers to enable spares and repairs to be easily accessible, affordable and installable.

This Council believes:

We should be responding to increasing public demand for repair services and skills, advocating for a return to a strong UK fixing economy and championing reuse to give products a second life. Repair should be a thriving sector of our economy. Where products are designed to be durable and easily repairable by default and in which manufacturers actively support their products for as long as possible. A future where products are given a second life through reuse, repair is the easiest option for everyone when something breaks, and recycling is saved for the very end of a product's useful life.

This Council resolves to:

- a) **Endorse the Repair and Reuse Declaration;**
- b) **Support the Bournemouth Repair café and other organisations promoting Repair and Reuse across the BCP area through access to networks and space, and funds where available;**

- c) **Write to the Secretary of State for Business and Trade, and Energy and Climate change asking that they support the Repair and Reuse Declaration and examine measures that the government can take to further repair reuse in manufacturing, training in repair skills and supporting the community.**

Voting: Nem. Con.

VACANT SITES FOR AFFORDABLE HOUSING

Original Motion:

The following motion was submitted in accordance with Procedure Rule 9 of the Meeting Procedure Rules:

This Council notes:

- The escalating need for affordable and social housing across the BCP area, with many residents in housing stress or on long waiting lists;
- The growing number of vacant and underused sites including:
 - The long-neglected Sydenham's timber site,
 - The derelict Old James Brothers scrapyards, and
 - The stalled former Power Station development land.These sites have remained undeveloped for years, blighting the area, attracting anti-social behaviour, and contributing nothing to local housing need or community wellbeing.

This Council believes:

That speculative land banking is unacceptable in the face of a housing crisis. That there is a duty to local residents to use all available means to bring these sites forward for affordable housing development, in line with Labour's policy of delivering social and council homes.

This Council therefore resolves to:

1. Undertake an urgent audit of all vacant or stalled development sites across BCP;
2. Assess each site's potential to deliver affordable housing, with a published report outlining options and obstacles;
3. Use all available legal, planning and enforcement tools –including compulsory purchase powers where justified – to persuade developers and landowners to act; and
4. Press central government for stronger powers to deter land banking and support councils to deliver genuinely affordable homes for local people.

Altered Motion:

Councillor P Cooper moved an amendment to the motion so that it read as follows:

This Council notes:

- The escalating need for affordable and social housing across the BCP area, with many residents in housing stress or on long waiting lists;
- The growing number of vacant and underused sites including:
 - The long-neglected Sydenham's timber site;
 - The derelict Old James Brothers scrapyard, and
 - The stalled former Power Station development land.

These sites have remained undeveloped for years, blighting the area, attracting anti-social behaviour, and contributing nothing to local housing need or community wellbeing.

This Council believes:

- That speculative land banking is unacceptable in the face of a housing crisis;
- That there is a duty to local residents to use all available means to bring these sites forward for affordable housing development, in line with Labour's policy of delivering social and council homes.

This Council therefore resolves to:

1. Undertake an urgent audit of all vacant or stalled development sites across BCP;
2. Assess each site's potential to deliver affordable housing, with a published report outlining options and obstacles and, for each Council owned site detail:
 - a. The amount of capital currently authorised;
 - b. The amount of capital expended to date;
 - c. The loans taken out;
 - d. The loan interest paid to date.
3. Use all available legal, planning and enforcement tools –including compulsory purchase powers where justified – to compel developers and landowners to act; and
4. Press central government for stronger powers to deter land banking and support councils to deliver genuinely affordable homes for local people.

In moving this amendment, Councillor P Cooper agreed and moved, and Councillor E Connolly seconded, a further amendment as circulated to Councillors by the Leader of the Council, which amended the motion to read as follows:

This Council notes:

- The escalating need for affordable and social housing across the BCP area, with many residents in housing stress or on long waiting lists;
- The growing number of vacant and underused sites including:
 - The long-neglected Sydenham's timber site;
 - The derelict Old James Brothers scrapyard, and
 - The stalled former Power Station development land.

These sites have remained undeveloped for years, blighting the area, attracting anti-social behaviour, and contributing nothing to local housing need or community wellbeing.

This Council believes:

- That speculative land banking is unacceptable in the face of a housing crisis;
- That there is a duty to local residents to use all available means to bring these sites forward for affordable housing development, in line with Labour's policy of delivering social and council homes.

This Council therefore resolves to:

1. Ask the Housing Strategy Steering Group to review the Council's Housing Strategy and ensure targets are being met to meet present and future need and deliver on the priority actions identified over the next 18 months including:
 - Reviewing the Council Newbuild Housing and Acquisition Strategy to deliver new social and affordable rented homes
 - Regeneration of key sites; Winter Gardens, Holes Bay
 - Increasing joint working with registered providers to deliver new social and affordable homes
2. Ask the appropriate scrutiny committee to consider options and obstacles to housing delivery and to decide areas of focus that are realistic and will lead to housing delivery rather than wasting resource writing 7500 reports and, for each Council owned site and agree what is needed for effective scrutiny through the scrutiny process.
3. Note that the council uses all available legal, planning and enforcement tools – including compulsory purchase powers where justified – to persuade developers and landowners to act.
4. Ask the Leader to write to central government asking for stronger powers to deter land banking and support councils to deliver genuinely affordable homes for local people.

Council agreed to accept the proposed amendment and moved to debate the substantive motion.

Voting: Nem. Con.

Following debate, Council moved to the vote where it was:

RESOLVED: That:

This Council notes:

- The escalating need for affordable and social housing across the BCP area, with many residents in housing stress or on long waiting lists;
- The growing number of vacant and underused sites including:
 - The long-neglected Sydenham's timber site;
 - The derelict Old James Brothers scrapyard, and
 - The stalled former Power Station development land.

These sites have remained undeveloped for years, blighting the area, attracting anti-social behaviour, and contributing nothing to local housing need or community wellbeing.

This Council believes:

- That speculative land banking is unacceptable in the face of a housing crisis;
- That there is a duty to local residents to use all available means to bring these sites forward for affordable housing development, in line with Labour's policy of delivering social and council homes.

This Council therefore resolves to:

1. Ask the Housing Strategy Steering Group to review the Council's Housing Strategy and ensure targets are being met to meet present and future need and deliver on the priority actions identified over the next 18 months including:
 - I. Reviewing the Council Newbuild Housing and Acquisition Strategy to deliver new social and affordable rented homes;
 - II. Regeneration of key sites; Winter Gardens, Holes Bay;
 - III. Increasing joint working with registered providers to deliver new social and affordable homes
2. Ask the appropriate scrutiny committee to consider options and obstacles to housing delivery and to decide areas of focus that are realistic and will lead to housing delivery rather than wasting resource writing 7500 reports and, for each Council

owned site, and agree what is needed for effective scrutiny through the scrutiny process.

- 3. Note that the council uses use all available legal, planning and enforcement tools – including compulsory purchase powers where justified – to persuade developers and landowners to act.**
- 4. Ask the Leader to write to central government asking for stronger powers to deter land banking and support councils to deliver genuinely affordable homes for local people.**

Voting: Nem. Con.

MANAGING SEASONAL PARKING PRESSURES

Original Motion:

The following motion was submitted in accordance with Procedure Rule 9 of the Meeting Procedure Rules:

This Council notes:

- The concerns raised by residents and stakeholders regarding the recent BCP Council parking consultation, which proposed parking restrictions for large numbers of residents without prior engagement, notice or with input from Ward Councillors and other key stakeholders;
- The recurring seasonal pressures on local parking infrastructure, ongoing issues of illegal, dangerous and inconsiderate parking experienced on busy days, particularly near the beach and other public open spaces;
- The importance of tourism to the area and regional economy alongside the need to protect residents from the impact of that tourism;
- That available car parking space does not meet demand at peak times in the year;
- The challenges in enforcing poor parking, due to both the Council's limited resources and national limitations such as on parking fines;
- The growing number of people living in vehicles, including van dwellers, near public open spaces, which can exacerbate seasonal pressures on parking, on top of year-round pressures on parking experienced in some residential areas.

This Council recognises:

- The need to explore alternative methods to tackle illegal and inconsiderate parking at peak times of year;
- The financial and operational challenges BCP Council faces, including limited resources, and that parking enforcement alone is insufficient to manage complex, evolving parking pressures;

- That visitors arriving in BCP after driving long journeys can find limited opportunities on arrival to park conveniently and appropriately in a way that benefits residents;
- That a more joined-up, forward-looking strategy is needed, with solutions developed collaboratively, reflecting the views of all communities and maintaining fairness;
- That the motion on developing a Community Pact with van dwellers, previously supported by this Council, will be discussed at the Environment and Place Overview Scrutiny Committee in September, including identifying designated stopping points for van dwellers, which should help alleviate the additional pressures from people living in vehicles.

This Council resolves to:

- a) Ask the Overview & Scrutiny Board to undertake a review of the recent parking consultation, with the aim of improving future engagement processes. This review to include feedback from residents, business owners, tourism representatives and other stakeholders;
- b) Undertake a feasibility study for a Park & Ride scheme, either during peak months or as a permanent arrangement, working in partnership with local transport providers.
- c) Develop a Seasonal Parking Strategy that assesses both parking provision and seasonal demand and explores;
 - I. Temporary use of suitable vacant or underused council-owned land to meet short-term seasonal demand;
 - II. Liaison with the Police around greater enforcement against illegal and antisocial parking and explore other enforcement options;
 - III. Improved signage directing visitors away from congested roads and warning of the risk of fines, clamping and being towed;
 - IV. Greater use of preventative measures such as temporary physical barriers to areas with recurrent dangerous parking e.g. that restricts emergency vehicles access;
 - V. Updating parking restrictions in popular areas such as Boscombe Overcliff Drive, such as removing overnight parking;
- d) To lobby Government again on increasing parking fines to levels that will deter illegal and inconsiderate parking, or to provide alternative support to tackle the challenges of seasonal tourism.

Altered Motion:

Cllr E Connolly proposed an amendment to the motion, seconded by Councillor A-M Moriarty, so that it read as follows:

This Council notes:

- The concerns raised by residents and stakeholders regarding the recent BCP Council parking consultation, which proposed parking

restrictions for large numbers of residents without prior engagement, notice or with input from Ward Councillors and other key stakeholders;

- The recurring seasonal pressures on local parking infrastructure, ongoing issues of illegal, dangerous and inconsiderate parking experienced on busy days, particularly near the beach and other public open spaces;
- The importance of tourism to the area and regional economy alongside the need to protect residents from the impact of that tourism;
- The challenges in enforcing poor parking, due to both the Council's limited resources and national limitations such as on parking fines;
- The growing number of people living in vehicles, including van dwellers, near public open spaces, which can exacerbate seasonal pressures on parking, on top of year-round pressures on parking experienced in some residential areas.

This Council recognises:

- The need to explore alternative methods to tackle illegal and inconsiderate parking at peak times of year;
- The financial and operational challenges BCP Council faces, including limited resources, and that parking enforcement alone is insufficient to manage complex, evolving parking pressures;
- That a more joined-up, forward-looking strategy is needed, with solutions developed collaboratively, reflecting the views of all communities and maintaining fairness;
- That the motion on developing a Community Pact with van dwellers, previously supported by this Council, will be discussed at the Environment and Place Overview Scrutiny Committee in September, including identifying designated stopping points for van dwellers, which should help alleviate the additional pressures from people living in vehicles.

This Council resolves to:

- a) Ask the Overview & Scrutiny Board to undertake a review of the recent parking consultation, with the aim of improving future engagement processes. This review to include feedback from residents, business owners, tourism representatives and other stakeholders;
- b) Undertake a feasibility study for a Park & Ride scheme, either during peak months or as a permanent arrangement, working in partnership with local transport providers;
- c) Develop a year round Parking Strategy that assesses provision, fairness, use, need and seasonality, including all available measures, with due awareness for the financial implications. To include but not be limited to:
 - i. Temporary use of suitable vacant or underused council-owned land to meet short-term seasonal demand;

- II. Liaison with the Police around greater enforcement against illegal and antisocial parking and explore other enforcement options;
 - III. Improved signage directing visitors away from congested roads and warning of the risk of fines, clamping and being towed;
 - IV. Greater use of preventative measures such as temporary physical barriers to areas with recurrent dangerous parking e.g. that restricts emergency vehicles access;
 - V. Updating parking restrictions in popular areas such as Boscombe Overcliff Drive, such as removing overnight parking.
- d) To work with the government, on the trial for higher parking fines, assessing the impact. To further assess strategy in conjunction with data collected in the parking consultation. To continue lobbying government and MP's for permanence if appropriate;
 - e) Encourage all Councillors to complete the current government consultation on fairer funding highlighting the challenges seasonal pressures places on all local agencies.
 - f) Write to all of the BCP area MP's, asking that they support the early day motion on releasing the report into pavement parking, the consultation for which closed in November 2020.
 - g) Ask TAG to support this work;
 - h) That this is brought to Environment and Place for further scrutiny.

Council agreed to the proposed amendment without debate.

Voting: Nem. Con.

Council moved to debate on the substantive motion, where it was:

RESOLVED: That:

This Council notes:

- The concerns raised by residents and stakeholders regarding the recent BCP Council parking consultation, which proposed parking restrictions for large numbers of residents without prior engagement, notice or with input from Ward Councillors and other key stakeholders;
- The recurring seasonal pressures on local parking infrastructure, ongoing issues of illegal, dangerous and inconsiderate parking experienced on busy days, particularly near the beach and other public open spaces;
- The importance of tourism to the area and regional economy alongside the need to protect residents from the impact of that tourism;
- The challenges in enforcing poor parking, due to both the Council's limited resources and national limitations such as on parking fines;

- The growing number of people living in vehicles, including van dwellers, near public open spaces, which can exacerbate seasonal pressures on parking, on top of year-round pressures on parking experienced in some residential areas.

This Council recognises:

- The need to explore alternative methods to tackle illegal and inconsiderate parking at peak times of year;
- The financial and operational challenges BCP Council faces, including limited resources, and that parking enforcement alone is insufficient to manage complex, evolving parking pressures;
- That a more joined-up, forward-looking strategy is needed, with solutions developed collaboratively, reflecting the views of all communities and maintaining fairness;
- That the motion on developing a Community Pact with van dwellers, previously supported by this Council, will be discussed at the Environment and Place Overview Scrutiny Committee in September, including identifying designated stopping points for van dwellers, which should help alleviate the additional pressures from people living in vehicles.

This Council resolves to:

- a) Ask the Overview & Scrutiny Board to undertake a review of the recent parking consultation, with the aim of improving future engagement processes. This review to include feedback from residents, business owners, tourism representatives and other stakeholders;
- b) Undertake a feasibility study for a Park & Ride scheme, either during peak months or as a permanent arrangement, working in partnership with local transport providers;
- c) Develop a year round Parking Strategy that assesses provision, fairness, use, need and seasonality, including all available measures, with due awareness for the financial implications. To include but not be limited to:
 - I. Temporary use of suitable vacant or underused council-owned land to meet short-term seasonal demand;
 - II. Liaison with the Police around greater enforcement against illegal and antisocial parking and explore other enforcement options;
 - III. Improved signage directing visitors away from congested roads and warning of the risk of fines, clamping and being towed;

- IV. Greater use of preventative measures such as temporary physical barriers to areas with recurrent dangerous parking e.g. that restricts emergency vehicles access;**
 - V. Updating parking restrictions in popular areas such as Boscombe Overcliff Drive, such as removing overnight parking.**
- d) To work with the government, on the trial for higher parking fines, assessing the impact. To further assess strategy in conjunction with data collected in the parking consultation. To continue lobbying government and MP's for permanence if appropriate;**
 - e) Encourage all Councillors to complete the current government consultation on fairer funding highlighting the challenges seasonal pressures places on all local agencies.**
 - f) Write to all of the BCP area MP's, asking that they support the early day motion on releasing the report into pavement parking, the consultation for which closed in November 2020.**
 - g) Ask TAG to support this work;**
 - h) That this is brought to Environment and Place for further scrutiny.**

Voting: Nem. Con.

STANDING UP FOR CHILDREN WITH ADDITIONAL NEEDS

Councillors S Armstrong, G Martin and A-M Moriarty declared personal interests as they worked for organisations involved in delivering teaching or other services to children with SEND. The Councillors left the room at room at 20:20.

Original Motion:

The following motion was submitted in accordance with Procedure Rule 9 of the Meeting Procedure Rules. Councillor K Salmon moved the motion, which was seconded by Councillor S Bull:

Council notes that:

1. Following assurances from government that a permanent solution to the SEND funding crisis would be found this financial year, BCP Council is already having to borrow c.£60m to plug the gap between Government grant and our High Needs spending in 2025/26, placing an extra interest burden of £7.5m on budgets and services this and subsequent year.
2. There was no announcement on SEND reform as part of the Spending Review, other than that this would now come later in the year. Instead, the statutory "DSG override" that keeps the deficit off local-authority balance sheets has been extended for a further two

years, offering no long-term solution to spiralling costs and leaving BCP Council in an increasingly precarious financial position.

3. The Leader of BCP Council has recently written to the Deputy Prime Minister requesting an urgent amendment to the financial arrangements around the DSG deficit, in order to prevent the council from imminent financial collapse.
4. Research by the Institute of Fiscal Studies and the London School of Economics clearly states that the UK government's two-child benefit cap is dragging an ever-increasing number of children into poverty, and that this has a detrimental effect on their development and life chances.
5. Professional bodies including Adoption UK, Beacon House and Kinship warn that the dramatic cuts made to the Adoption and Special Guardianship Support Fund (ASGSF) in April 2025 are already having a devastating impact on vulnerable care-experienced children.
6. Local parents and carers tell us that assessment waits, placement shortages and post-permanence support cuts are harming children's education, wellbeing and family stability.

Council believes that:

1. Every child - irrespective of family income, order of birth or route to permanence - deserves timely assessment, appropriate support and the chance to thrive.
2. Long-term structural under-funding cannot be fixed by short-term borrowing that simply shifts the cost onto council tax-payers.
3. Our five constituency MPs have a critical role in securing fair national funding and legislative change, and they must hear directly from the families affected.

Council resolves to:

1. Convene, within three months, a public roundtable hosted in an appropriate venue and invite:
 - All 5 of our conurbation's MPs;
 - Parents and carers of children with SEND;
 - Adoptive parents and special guardians;
 - Children and young people with SEND and/or who are care experienced.

The MPs will be asked to set out the actions they will take in Parliament and to report back to Full Council with what steps they are taking to get concrete solutions from Government.

2. Instruct the Leader of the Council and political group leaders to draft a joint letter to the Chancellor and the Secretaries of State for Education and for Health and Social Care, calling urgently for;
 - a funded plan to write off historic DSG deficits and provide sustainable high needs funding going forward;
 - removal of the two-child cap in Universal Credit and Child Benefit to reduce child poverty;

- immediate restoration of the Adoption and Special Guardianship Support Fund to pre-April 2025 levels and index-linking thereafter, with funding confirmed for multiple years ahead.
3. Ask the Chief Executive to work through the LGA to explore collective legal or lobbying options should Government continue to fail to act on the DSG deficit.

Councillor S Carr-Brown moved an amendment, circulated to Council, which amended the motion to read as follows:

Council notes that:

1. Following assurances from government that a permanent solution to the SEND funding crisis would be found this financial year, BCP Council is already having to borrow c.£60m to plug the gap between Government grant and our High Needs spending in 2025/26, placing an extra interest burden of £7.5m on budgets and services this and subsequent years.
2. There was no announcement on SEND reform as part of the Spending Review, other than that this would now come later in the year. Instead, the statutory “DSG override” that keeps the deficit off local-authority balance sheets has been extended for a further two years, offering no long-term solution to spiralling costs and leaving BCP Council in an increasingly precarious financial position.
3. The Leader of BCP Council has recently written to the Deputy Prime Minister requesting an urgent amendment to the financial arrangements around the DSG deficit, in order to prevent the council from imminent financial collapse. Most of our local MPs have worked tirelessly in Westminster to raise the profile of the SEND funding crisis and advocate for local families.
4. Research by the Institute of Fiscal Studies and the London School of Economics clearly states that the UK government’s two-child benefit cap is dragging an ever-increasing number of children into poverty, and that this has a detrimental effect on their development and life chances.
5. Professional bodies including Adoption UK, Beacon House and Kinship warn that the dramatic cuts made to the Adoption and Special Guardianship Support Fund (ASGSF) in April 2025 are already having a devastating impact on vulnerable care-experienced children.
6. Local parents and carers tell us that assessment waits, placement shortages and post-permanence support cuts are harming children’s education, wellbeing and family stability.

Council believes that:

1. Every child - irrespective of family income, order of birth or route to permanence - deserves timely assessment, appropriate support and the chance to thrive.

2. Long-term structural under-funding cannot be fixed by short-term borrowing that simply shifts the cost onto council tax-payers.
3. Our five constituency MPs have a critical role in securing fair national funding and legislative change, and they must hear directly from the families affected.

Council resolves to:

1. Ask the Leader to convene, as soon as practicable, a public roundtable hosted in an appropriate venue and invite:
 - All 5 of our conurbation's MPs;
 - Parents and carers of children with SEND;
 - Adoptive parents and special guardians;
 - Children and young people with SEND and/or who are care experienced.

The MPs will be asked to set out the actions they will take in Parliament and to report back with what steps they are taking to get concrete solutions from Government.

Councillor P Cooper seconded the proposed amendment, which was accepted by Councillors K Salmon and S Bull.

Councillor R Burton moved an amendment to the substantive motion to add a requirement to 'invite the appropriate minister'. This was accepted by Councillors K Salmon and S Bull, so that the relevant section of the motion read:

Council resolves to:

2. Ask the Leader to convene, as soon as practicable, a public roundtable hosted in an appropriate venue and invite:
 - All 5 of our conurbation's MPs;
 - Parents and carers of children with SEND;
 - Adoptive parents and special guardians;
 - Children and young people with SEND and/or who are care experienced;
 - The appropriate minister.

Council approved the proposed amendments.

Voting: Nem. Con.

Councillor R Burton then moved a second amendment, seconded by Councillor S Moore, to remove 'and/or who are care experienced' so that the relevant section read as follows:

Council resolves to:

3. Ask the Leader to convene, as soon as practicable, a public roundtable hosted in an appropriate venue and invite:
 - All 5 of our conurbation's MPs;
 - Parents and carers of children with SEND;
 - Adoptive parents and special guardians;
 - Children and young people with SEND and/or who are care experienced;
 - The appropriate minister.

The proposed amendment was not accepted by Councillors K Salmon or S Bull, and Council moved to debate the proposed amendment.

Following debate, Council moved to the vote, where the motion was carried:

Voting: F:28 Ag:15 (9 abstentions).

Following debate on the substantive motion, Council moved to a vote where it was:

RESOLVED:

Council notes that:

1. **Following assurances from government that a permanent solution to the SEND funding crisis would be found this financial year, BCP Council is already having to borrow c.£60m to plug the gap between Government grant and our High Needs spending in 2025/26, placing an extra interest burden of £7.5m on budgets and services this and subsequent years.**
2. **There was no announcement on SEND reform as part of the Spending Review, other than that this would now come later in the year. Instead, the statutory "DSG override" that keeps the deficit off local-authority balance sheets has been extended for a further two years, offering no long-term solution to spiralling costs and leaving BCP Council in an increasingly precarious financial position.**
3. **The Leader of BCP Council has recently written to the Deputy Prime Minister requesting an urgent amendment to the financial arrangements around the DSG deficit, in order to prevent the council from imminent financial collapse. Most of our local MPs have worked tirelessly in Westminster to raise the profile of the SEND funding crisis and advocate for local families.**
4. **Research by the Institute of Fiscal Studies and the London School of Economics clearly states that the UK government's two-child benefit cap is dragging an ever-increasing number of children into poverty, and that this has a detrimental effect on their development and life chances.**

5. Professional bodies including Adoption UK, Beacon House and Kinship warn that the dramatic cuts made to the Adoption and Special Guardianship Support Fund (ASGSF) in April 2025 are already having a devastating impact on vulnerable care-experienced children.
6. Local parents and carers tell us that assessment waits, placement shortages and post-permanence support cuts are harming children's education, wellbeing and family stability.

Council believes that:

1. Every child - irrespective of family income, order of birth or route to permanence - deserves timely assessment, appropriate support and the chance to thrive.
2. Long-term structural under-funding cannot be fixed by short-term borrowing that simply shifts the cost onto council tax-payers.
3. Our five constituency MPs have a critical role in securing fair national funding and legislative change, and they must hear directly from the families affected.

Council resolves to:

1. Ask the Leader to convene, as soon as practicable, a public roundtable hosted in an appropriate venue and invite:
 - All 5 of our conurbation's MPs;
 - Parents and carers of children with SEND;
 - Adoptive parents and special guardians;
 - Children and young people with SEND.
 - The appropriate minister.

The MPs will be asked to set out the actions they will take in Parliament and to report back with what steps they are taking to get concrete solutions from Government.

Voting: F:50 Ag:0 (2 abstentions)

Councillors S Armstrong, G Martin and A-M Moriarty returned 21:00.

PREVENTING ILLEGAL PARKING IN THE BCP COUNCIL AREA

The following motion was submitted in accordance with Procedure Rule 10 of the Meeting Procedure Rules, proposed by Councillor R Herrett and seconded by Councillor M Earl.

In accordance with Procedure Rule 14.13, the proposer and seconder named above requested permission to withdraw this motion.

Council agreed to the requested withdrawal.

Voting: Nem. Con.

Council adjourned 21:01.

Council resumed 21:12.

35. Questions from Councillors

Question from Councillor P Cooper

Re. Carters Quay

Whilst welcoming the examination of the background to this development by the Audit & Governance Committee it is also necessary to move forward. Therefore, could the Leader ensure that local Councillors are kept fully involved and informed on the progress in resolving the outstanding issues? Also, will the Leader ensure that such updates are communicated effectively to offer reassurance to residents and avoids misinformation and disingenuous commentary?

Response from the Leader of the Council, Councillor M Earl

I can provide reassurance that officers are working on finding a resolution and will bring a report forward later this Autumn. I will ensure the need to consult ward councillors over the next few months before we make any decisions.

Question from Councillor A-M Moriarty on behalf of Councillor P Canavan

As creative industries, financial services and clean energy are all included as priority sectors in the Government's industrial strategy what steps are being taken to take advantage of this in BCP?

In particular, the newly created Coastal Energy Partnership and the Dorset Clean Energy Supercluster create the potential for growth, jobs and bringing down energy bills across our region. These initiatives could unlock significant investment, create green jobs and transform our region into a clean energy powerhouse.

Can the portfolio holder outline how this administration is intending to help maximise this opportunity across our conurbation?

Response from the Leader of the Council, Councillor M Earl, on behalf of Cllr A Hadley, Cabinet Member for Climate Response, Environment and Energy

Councillor Canavan,

Much of the detail of how we achieve the growth jobs and energy bill stability/reduction is mapped out in our LEAP, which Council considered prior to the adjournment.

The Coastal Energy Partnership is a strong collaboration to support this, built on earlier sharing of experience and knowledge amongst partners, and includes the Universities and Bournemouth and Poole College. The College in particular is gearing up for sharing skills to support clean energy jobs, and Councillor Hadley was pleased to be involved in the launch of their new Green Energy Centre.

We are also grateful for help and support from our local MPs, both to date, and going forwards in promoting the value of investment in clean energy for our Region.

We hope to grow skills and attract investment to the priorities you identify, and with partners through the Coastal Energy Partnership to build and promote a vision to maximise this opportunity.

Question from Councillor S Bartlett

All of the signs that specify a cycling speed limit of 10 mph on Bournemouth promenade have been removed and replaced with signs that say “No cycling 10am – 6pm July & August. Pedestrians have priority. Maintain courteous Speed”

Would the Cabinet Member for Destination, Leisure and Commercial Operations advise what the courteous speed is and how it is enforced?

Also, would the Cabinet member also advise why the original signs were removed and the cost of replacing them.

Response from Councillor R Herrett, Cabinet Member for Destination, Leisure and Commercial Operations

The byelaw information signs relating to fires, BBQs, dogs, and cycling, have recently been updated and harmonised across our area. Previous signage was often outdated, inconsistent or incomplete.

Byelaws related to cycling on the seafront do not specify a maximum speed, the limit of which may depend on the weather, promenade conditions, visitor numbers, and a cyclist's ability or equipment.

There are times when traveling at 10 mph on the promenade may be considered too fast, and as bikes are not fitted with speedometers, it is impossible for a cyclist to know their exact speed.

The new signage advises cyclists to maintain a courteous speed, which allows them to take into account the conditions, and apply consideration for other promenade users. The signs are clearly visible across the seafront, acting as a point of reference and enable the Seafront Rangers to enforce and advise visitors as required. Due to their proximity, they are easily pointed to.

The cost of purchasing 325 new information signs and housings was £10,800. About £33 per sign, they cover 10 miles of seafront.

Anecdotally, despite much improved weather this summer, I, and the leader received much less in the way of correspondence on cycling on the prom this summer than last.

Supplementary Question from Councillor S Bartlett

Would the Portfolio Holder agree that a 'courteous' speed is somewhat subjective, as courteous speeds interpreted by some people, could be 30 miles an hour or even in excess. So we see a range between just a few miles an hour and 30 miles an hour on the seafront, which is possibly unenforceable with signs.

Response from Councillor R Herrett, Cabinet Member for Destination, Leisure and Commercial Operations

As noted, you can't tell the speed on a bicycle, and applying a speed limit is nigh on impossible. 30 miles an hour would equate to the fastest ever average speed. So I'm not sure we're going to say that's on the seafront unless it's motor driven and those bits of equipment are illegal anyway.

But we do enforce, we do stop people. We've seen it, in videos, caught accidentally. And, as I say, it is about courteous speed. And we are reliant on people to apply those rules as they see fit and apply that courteous speed. Sometimes that's too fast, even at ten miles an hour. A speed limit isn't not going to make a difference to the people doing 20 and 30 along there, even if the speed limit is 10mph.

Question from Councillor S Armstrong

It is becoming increasingly evident that short-term lettings and Airbnb are having significant and multifaceted impacts on our local economy, community, and housing market. These impacts include a strain on housing supply, increased antisocial behaviour, and pressure on council services such as rubbish collection. Hoteliers and other accommodation providers are particularly affected, as they adhere to strict regulations and incur substantial costs to ensure guest safety, unlike many short-term lets which exploit tax loopholes and avoid business rates.

Given the current housing crisis, it is deeply concerning that the council appears slow to act on these matters. Therefore, I would like to ask Cllr Herritt directly:

Will the council form a cross-party and cross-sector task group to assess the impact of short-term lettings and Airbnb, identify short-term solutions, and propose regulatory actions similar to other areas? If not, why not?

When will the council initiate a short-term let register to list all short-term rental properties, ensuring they align with national requirements and support local enforcement?

What measures are being taken to ensure compliance of short-term lets and when will zoning rules be implemented to regulate these lets?

What steps are being taken to improve collaboration between the council and the hospitality industry to address any disconnect and ensure that businesses of all shapes and sizes are included?

The current situation urgently needs to change to support local businesses, and prevent further hotel closures, which lead to increased antisocial behaviour and additional pressure on council resources. And we need to address ever increasing gaps in the housing market.

Response from Councillor R Herrett - Cabinet Member for Destination, Leisure and Commercial Operations

Councillor Armstrong, thanks for your question. I am regularly in contact with members of the hotel and tourist trade, and recognise the challenges they face, the availability of University accommodation is at a significant high, and private providers are seeking to use short term letting to bolster income in the summer, Air BnB's are a fantastic way to utilise spare space, or an extra room, but is also a great example of where technology has overtaken regulation.

The Council is currently undertaking a stock condition survey to understand the demographic of properties in the conurbation, to include the number and locations of holiday lets.

Holiday lets are a vastly unregulated premises type and as it stands, no primary legislation can be used to regulate them. Our Public Protection teams will respond to issues relating to holiday lets to include enforcement on noise and ASB. Where appropriate, our waste team will also engage around commercial waste provisions.

The Portfolio Holder for Regulation has lobbied the MPs for more robust legislation in relation to these property types, and the results of the stock condition survey will support the understanding of issues and needs around this.

I am supportive of the formation of a working group but is likely best this is taken to Overview and Scrutiny as a scrutiny request, where they have the resource and governance to do so, and can hopefully find the time to do the deep dive required. Brighton and Hove council have done a very good report and summary of a lot of the issues in a report that could form the basis for that work, I'm happy to circulate to all councillors should they wish to have it.

Supplementary question from Councillor S Armstrong

I really welcome the fact that you recognize the challenges that are being faced across the sector. And I appreciate the challenges as well. It is a fact that we are missing that important enforcement legislation, but our residents can't wait for Westminster, we do need to take some action. So I would like further information about what else can be done to try and speed this up.

Response from Councillor R Herrett - Cabinet Member for Destination, Leisure and Commercial Operations

I spoke with Councillor Armstrong earlier this week about just this matter, and I believe we're looking to get a date in the diary to discuss just that, so I would be happy to do so.

Question from Councillor P Cooper

Can the Cabinet member for Planning explain why planning application notices are still routinely placed in inaccessible or inappropriate locations – such as high lampposts or railings, where they are prone to being blown away, torn off by passers-by, or left unreadable due to small print and complex information.

These practices significantly hinder public awareness and engagement, particularly amongst residents with visual impairments or mobility issues.

Given the administration's commitment to listening to the communities it serves, what steps will be taken to ensure that planning notices are displayed in a more accessible, visible, and inclusive manner, so that all residents have a fair say and an opportunity to engage with developments that may impact on their neighbourhoods?

Response from the Leader of the Council, Councillor M Earl

Thank you Councillor Cooper. Officers display notices in prominent locations. By their very nature Site Notices are displayed so that people can view and read the notice. Officers do their best to display the notice in an area where it is visible and often erect multiple notices for one site.

Officers always try to place the site notice as close to the application site as possible, but clearly that is somewhat dependent on there being a lamp post or some other piece of street furniture nearby. In most cases, we can

normally put the site notice up very close to the application property but we need to ensure notices are visible within the public realm.

In terms of putting up the notices, the officers use string to affix the site notices securely, and they are printed on waterproof paper. It means that, yes, they can be ripped down if someone really, really wants to. And if you do see one that has disappeared, then I think it's important to raise that with Planning. But they are pretty much the most sturdy that they can be. In terms of the amount that we have to put up and the cost of actually putting them up and taking them down, I think that they are sufficient and proportionate.

The font size used on the site notice itself is standard and has not changed for many years, and it is legible. Clearly, the Council cannot be accountable for a site notice being ripped down through anti-social behaviour. It should be noted that legislation only requires the erection of one site notice and there is nothing to state we must ensure it has remained in situ for the statutory 21 days.

Officers take pictures of site notices once they are put up and upload them onto the planning site. And what I would suggest is that, if you see one on the planning site and then see it's disappeared, then it might be worth contacting the planning officer just to let them know about that.

Supplementary question from Councillor P Cooper

That doesn't really answer the question in terms of residents walking in the streets when they're really busy and they don't access the internet. There are still serious issues where people say, well, I didn't know that was going to happen. I don't think you've really answered the question in terms of accessibility and inclusion.

Response from the Leader of the Council, Councillor M Earl

I think that what you're saying is that residents have come to you and said, there's a planning application, but I didn't know anything about it. That doesn't necessarily mean that the site notice hasn't been visible or hasn't been there. In fact, I would say look at the planning site and see where the planning notices were. What I would also suggest is, in my ward where I have a contentious planning application or something that I feel concerned about, I actually put out letters to my residents to tell them about it and invite them to come and make representations at committee, and I think it's really important as Councillors that we do our bit as well, rather than just relying on officers to make sure residents are aware.

Question from Cllr S Armstrong

In light of the possible local government reorganisation through the community governance review within BCP, could the Leader of the Council provide assurances regarding neighbourhood plans and areas?

Specifically, what guarantees can be given to ensure that all the work done in East Cliff and Springbourne to designate an area for a Neighbourhood Forum and subsequently develop a neighbourhood plan will be preserved and respected?

Additionally, what actions will the Leader take to urge the government to continue funding the development of neighbourhood plans, given the recent decision to withdraw such funds?

The government has indicated that while direct funding for neighbourhood plans is being withdrawn, they will ensure that local planning authorities are 'appropriately funded' for aspects such as neighbourhood plan examinations and referenda.

How will this decision affect ongoing neighbourhood plans, and will the council still support their development? If so, what will this support look like?

Response from the Leader of the Council - Councillor M Earl

Thank you, Councillor Armstrong.

On 16 July 2025, Cabinet formally designated the East Cliff and Springbourne Neighbourhood Forum as a 'qualifying body' for five years to develop a neighbourhood plan within the approved area. I'm really pleased that it is now designated, and that no other organisation may be designated for that neighbourhood area until it is withdrawn. This does not affect the existence or creation of other community groups to operate in the area.

As a result of the Spending Review in June 2025, MHCLG has now withdrawn new grants or technical support to neighbourhood forums/town/parish councils. This is published on the national community group network 'Locality'. This means that new neighbourhood planning forums will no longer be able to access the £10,000 grant funding that was previously offered to help towards the cost of procuring evidence to support their neighbourhood plans. We are aware that a number of MPs have raised concerns about the implications for communities, which may struggle to raise funds to support evidence gathering activities.

We understand that existing commitments will continue to be funded by MHCLG only until March 2026. On 19 June 2025, the Housing Minister Matthew Pennycook MP stated that "The government remains of the view that neighbourhood plans can play an important role in the planning system" despite government financial support ending for forums. MHCLG have confirmed that LPAs will continue to be compensated for their neighbourhood planning functions i.e. the ability to claim the funding element when issuing a decision statement to proceed to a referendum.

BCP Council has a statutory duty to advise and support neighbourhood forums through the process and stages of preparing their neighbourhood plans and will continue to do so in accordance with its Statement of

Community Involvement.

In terms of council funding though, I do have a solution which works well in other areas of the country to fund and support the creation of the type of plans, ensuring residents can take control of their own destiny and create the neighbourhood that they want to see, and that is working with your local town or parish council. If only we had one.

36. Urgent Decisions taken by the Chief Executive in accordance with the Constitution

Aidan Dunn, Chief Executive, advised that the following urgent decisions had been taken since the previous meeting:

1. Acceptance of Additional Environment Agency Grant Funding - Poole Bridge to Hunger Hill Flood Defence Scheme (Decision taken by the previous Chief Executive);
2. Appointment of Interim Director of Law & Governance and Monitoring Officer;
3. Decision by Director of Operations: Replacement tele-handler.

37. Recruitment of Corporate Director of Wellbeing

The Leader introduced the report which sought Council approval to appoint Laura Ambler to the position of Corporate Director of Wellbeing, in accordance with the Council's Constitution and statutory requirements.

RESOLVED: That Council approve the appointment of Laura Ambler to the position of Corporate Director of Wellbeing.

Voting: F:43 Ag:0 (3 abstentions)

The 22 July meeting ended at 11.57 pm
The 16 September meeting ended at 9.42 pm

CHAIRMAN

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AUDIT AND GOVERNANCE COMMITTEE



Report subject	Increased Borrowing - Poole museum
Meeting date	24 July 2025
Status	Public Report
Executive summary	Consider and recommend to Council, the increased borrowing required for the Poole Museum project of £1.3 million. It is for Audit and Governance to be satisfied that the business cases are robust enough to generate resources to satisfy the associated debt repayments.
Recommendations	It is RECOMMENDED that Audit and Governance Committee Recommend to Council: a) to approve the revised funding strategy for the Poole museums capital schemes which will mean an increase in the approved prudential borrowing of £1.3m.
Reason for recommendations	To ensure any decision taken by Council on any significant capital project financed by borrowing has strengthened governance around the ability of debt to be robustly serviced.
Portfolio Holder(s):	Cllr Mike Cox, Portfolio Holder for Finance and Deputy Leader
Corporate Director	Graham Farrant, Chief Executive
Report Authors	Matthew Filmer, Assistant Chief Financial Officer
Wards	Not applicable
Classification	For Recommendation

Background

1. The Audit and Governance Committee on the 27 July 2023 agreed to reduce the council's debt threshold to reduce the risk associated with high levels of debt.
2. In addition, to strengthen the governance arrangements around any proposal to increase the debt threshold in future the report also set out that Audit & Governance Committee will also need to consider the robustness of the ability of any significant new business case to service its debt obligations. Cabinet on the

16 July 2025 as part of the Financial Outturn 2024/25 report is being asked for approval to increase approved prudential borrowing funding the Poole Museum project by £1.3 million. The specific appendix to Cabinet is replicated in the remainder of this report.

3. It is therefore for Audit and Governance to be satisfied that the business cases are robust enough to generate sufficient resources to satisfy the future interest and capital debt repayments associated with these schemes.

Financial summary and budget approvals history

4. The information detailed in this document relates to 'Our Museum', 'Scaplens Court' and 'Temporary Exhibition Gallery', the three projects impacted by financial forecast change to end the projects. The overall affordability assessment is based on all projects borrowing requirements including Salix. Table 1 below shows the funding movement for the three projects from the outset in April 2021 to the current projected financial position and proposed expenditure budget increase of £552,717.

Table 1

Musems projects funding history					Proposed changes	
Funding Stream	Cabinet 14/04/2021 £000	ODR 06/11/2021 £000	Cabinet 25/05/2022 £000	Cabinet 19/06/2024 £000	Cabinet 16/07/2025 £000	Total £000
Grant: Natinal Lottery Heritageg Fund	(2,240)			(750)		(2,990)
Grant: Historic England	(478)	106	(226)	16	(15)	(597)
Grant: Arts Council England				(450)		(450)
						0
Third parties & other		(420)		(558)	165	(813)
Third parties & other (underwritten by prudential borrowing)	(300)	(400)		80	620	0
						0
Community Infrastructure Levy/Sec 106	(200)	(239)	(500)	(16)		(955)
BCP Revenue Contribution to capital		(25)		(30)	(28)	(83)
Borrowing	(1,023)		(557)		(1,295)	(2,875)
Total project funding increase	(4,241)	(978)	(1,283)	(1,708)	(553)	(8,763)
Cumulative total projects cost	4,241	5,219	6,502	8,210	8,763	

History of budget movements

5. Officer Decision Record (ODR 06/11/2021): Identified cost increase from estimates at feasibility stage (Q4-2019) - this was revealed through design work and cost exercise (August 2021). Additional £978,000 was added to the projects. Third party contributions increased from £300,000 to £1.1m of which at this point £700k was underwritten by prudential borrowing. The Destination and Culture service directorate deemed the increase in underwriting by £0.4m, from £0.3m to £0.7m, to be low risk as there was a clear plan to achieve third party partnership fundraising target, and a considerable amount had already been secured.

6. Cabinet 25/05/2022: Costs increased across the schemes as a result of a number of factors, including scope increase and national pressures on construction projects as a result of Covid and Brexit which resulted in a funding gap of £1.28m for the projects considered in this report.

Additional scope work included backlog of essential preventative maintenance, urgent conservation and running repairs, fire regulations, mechanical and electrical costs, temporary exhibition gallery.

7. Cabinet 19 June 2024: Project costs for the Our Museum project and Scaplen's Court project increased overall with main drivers being the impact of inflation (c.14.5%), including a period of super-inflation, new scope, design development, site and market conditions, and an extended programme of around one year.

Our Museum, the Temporary Exhibitions Gallery, and the Ceramics and Design Gallery on the third floor of the Museum was new scope costing £0.334m.

The total Museums projects also include Salix of £1.496m and Public Realm phase 1 of £150,000 both now complete. Public Realm phase 2 of £300,000 is still ongoing not projecting any variances. Therefore, the overall budgets for the Museums projects totals £10.1m. The forecast funding gap of £674,717 equal 6.7% of the overall budget. The increase in borrowing requirement of £1.295m (including take up of borrowing previously underwritten) equals 12.8% of the overall museums programme.

8. Table 2 overleaf shows the forecast expenditure increase of the Poole museums capital schemes since the Cabinet approval in May 2024 together with new funding shortfall, swap between third party contributions and prudential borrowing resulting in a net funding gap of £674,717.

Table 2

	Our Museum (including Activity plan) £	Scaplen's Court £	Temporary Exhibitions Gallery £	Ceramics Gallery £	Total £
Approved Capital Programme May 2024					
Community Infrastructure Levy	200,000	755,087	-	-	955,087
Third-Party - Other Trusts and Foundations	599,500	-	300,000	78,300	977,800
Third-Party - Other Trusts and Foundations (underwritten by borrowing)	620,500				620,500
Prudential Borrowing	1,071,696	508,253	-	-	1,579,949
Other BCP (revenue)	55,132	-	-	-	55,132
Grant: Natinal Lottery Heritageg Fund	2,990,000	-	-	-	2,990,000
Grant: Historic England	-	581,582	-	-	581,582
Grant: Arts Council England	37,867	-	156,930	255,203	450,000
Total Revised Capital Programme May 2024	5,574,695	1,844,922	456,930	333,503	8,210,050
Latest forecast capital expenditure	6,145,147	1,886,800	397,317	333,503	8,762,767
Variance between forecast capital expenditure and approved funding	570,452	41,878	-59,613	0	552,717
Variance forecast on approved funding					
Third-Party - Other Trusts and Foundations			150,000		150,000
Other third party contribution shortfall	15,000				15,000
Third-Party - Other Trusts and Foundations (underwritten by borrowing)	620,500				620,500
Additional borrowing underwritten ODR November 2021	-620,500				-620,500
Net variance from budget	585,452	41,878	90,387	0	717,717
Overspend %					8.7%
Proposed funding to finance overspend					
Other BCP (revenue)		(28,000)			(28,000)
Historic England (underspend public realm phases 1)	(15,000)				(15,000)
Net funding gap	570,452	13,878	90,387		674,717

Variances in Funding

9. **£620,500 Third party fundraising:** efforts were led by an experienced team and successfully secured over £2m from third party trusts and foundations (excluding NLHF). Ultimately, based on funder priorities these funds could not be applied to the third-party fundraising target, which was underwritten by Prudential Borrowing in November 2021, and instead covered new scope.

Approvals under the Council's Financial Regulations were given for applications for funding for new scope that:

- provided for operational cost efficiencies including insulation, LED lighting, glazing and renewables; provided for critical upgrades to capacity of services and utilities,
- enabled critical repair and maintenance to roofs and rainwater goods,
- provided for enhancement of the setting of the museum through public realm improvements,
- added a permanent exhibition gallery and a temporary exhibitions gallery to significantly increase the visitor offer

10. None of the funds secured made a substantive contribution to the underwritten target for the NLHF project, however, all new scope benefitted the originally scoped scheme, offered value for money, and contributed to the Museum's strategic business plan and relevant Council Corporate Strategies.

11. The affordability of the underwritten third-party funding had already been assessed and approved, and the museum's business plan made the assumption that borrowing would be needed, in order that the risk of this funding not being secured was mitigated. From early 2024, it was apparent this target could not be met for a range of reasons; however, this was not clearly indicated or discussed in the financial implications section of the previous Cabinet paper in June 2024, which incorrectly noted this amount as 'underwritten'.
12. **£150,000 third party fundraising:** funding for the Temporary Gallery was incorrectly stated as a result of being double counted in the June 2024 cabinet paper. The cost of the gallery decreased at tender, and the pressure resulting is £90,000 and not £150,000 for this project.
13. **£15,000 third party fundraising:** this funding was withdrawn by a funder.

Variances in Expenditure

14. It is important to note that an overspend at the end of a major capital project—particularly one involving multiple Grade I and II listed buildings—is not unusual. These projects often encounter unforeseen conditions during final phases, such as specialist requirements, contractor claims, or final fit-out complexities.
15. The overspend is primarily due to:
 - Construction cost uplift – resulting from adverse site conditions (including major temporary works redesign as a result of structural issues, asbestos discoveries, and other structural challenges), significant prolongation (contractor's costs), design development, and inflation
 - Professional fees uplift – resulting from significant programme prolongation (design team costs), change, in particular significant claims for architectural and exhibition design services.
16. Overspend has crystallised subsequently to last capital programme report in June 2024 and could not have been foreseen at that time. All expenditure is unavoidable and has been minimised where possible. All contracts are let, and outputs and outcomes must be delivered to open the Museum and meet funder requirements.

Borrowing Requirement

17. Table 3 overleaf shows the Poole museums projects total borrowing requirement:

Table 3

Borrowing requirement for museums projects	loan	rate	years	annual repayment
	£			£
Cabinet report 14 April 2021	1,023,000			
Cabinet report 26 May 2022	688,949			
Less Salix borrowing not included in this statement	(132,000)			
Borrowing approved by Cabinet	1,579,949	3%	25	110,596
Third party funding underwritten with Officer Decision record 5 November 2021	620,500	5.50%	25	58,948
Additional borrowing request July 2025	647,717	6.00%	25	67,472
Total borrowing repayment excluding Salix	2,848,166			237,016
Salix borrowing repayment	132,000	3%	25	9,240
Total borrowing requirement all museums projects	2,980,166			246,256

18. The borrowing repayment costs assume an asset lifecycle of 25 years. The different interest rates used reflect the original rates when the prudential borrowing was approved. The 6% interest rate for the new borrowing request of £647,717 represents the prevailing rate on 5 June 2025. The total borrowing repayment for all museums projects will be £246,256 per annum.

19. Table 4 below shows the cost of borrowing affordability assumptions. The borrowing cost is included in the expenditure section of the table. The assumptions show a net modest surplus of £13,994 per annum.

Table 4

Museums business case affordability assumptions	
Visitor Numbers per annum	220,000
Income	£
BCP Council Real Terms Contribution	(750,000)
Full Cost Recovery Fundraising	(25,000)
Business Units - (income)	(709,500)
Total income	(1,484,500)
Expenditure	
Business Units - (cost)	300,500
Employment Costs	475,000
Other running costs and overheads	273,750
Borrowing costs	246,256
Total direct costs and overheads	1,295,506
BUSINESS CASE LINES (FOR INVESTMENT)	
Apprenticeship	50,000
Outreach and Engagement Investment	25,000
Collections and Resources Care and Conservation	25,000
Additional Marketing and Promotion	25,000
Allowance for Increased Management and Maintenance	25,000
Sinking Fund' Wool Hall	25,000
Total other optional costs	175,000
Total Expenditure	1,470,506
Deficit/(Surplus)	(13,994)

Affordability of Proposed Prudential Borrowing for Poole Museums

20. The Poole Museum redevelopment represents a major capital investment, and as with many complex cultural projects within listed historic buildings, some end-of-build cost pressures have emerged. The requirement for establishing accessibility and opportunities for all to engage with, and benefit from the museum and its activities has been paramount throughout the capital project and will be embedded into the future operating plans and objectives of the museum.
21. Third party contribution of £437,800 is currently held in the Poole Museum Foundation bank account awaiting transfer to BCP Council once bank mandate has been changed. The drawdowns from The National Lottery Heritage Fund (NLHF) and Arts Council England (ACE), are expected in due course and carry no associated risk. This report seeks approval for additional borrowing of £647,717 representing the current forecast funding gap. Additionally, at this point, the Museum wishes to confirm the need to draw down previously underwritten borrowing of £620,500 (representing the shortfall of hoped for third party other contributions), a total new borrowing requirement of £1.3m

Affordability Assessment

22. The affordability of this borrowing is being evaluated based on the following key assumptions, professional expertise and financial indicators:

Visitor Forecast and Revenue Potential

23. The redevelopment of Poole Museum is not only a cultural and architectural achievement—it is a strategic investment in public health and wellbeing. At its core, the transformation recognises the museum's power to improve lives through cultural engagement. Programmes are designed to foster creativity, connection, and mental wellbeing, creating an environment where lives and relationships can flourish. This focus on wellbeing is embedded in the museum's design, processes, programming, and staffing, ensuring that inclusion and accessibility are not afterthoughts but foundational principles. This gives a confident forecast of circa 600 visitors per day, operating 360 days a year, equating to approximately 220,000 visitors annually with the Museum being free to enter and delivering a vastly enhanced estate of historic buildings alongside exhibitions and activities of the highest possible quality.
24. The redevelopment of Poole Museum is a direct response to the ambitions set out in the BCP Cultural Strategy, which emphasises the importance of inclusive, accessible, and high-quality cultural experiences that contribute to placemaking, wellbeing, and economic growth. Conservative estimates on ticketed experiences, donations, retail, café and private hire have been developed, and this level of inclusivity provides a strong revenue base to support borrowing repayments.

Operational Budget Capacity

25. The Museum's existing budget has been reviewed to identify areas where efficiencies or reallocations can support borrowing, and this is most likely in permanent staffing lines. This operational budget has also been reviewed to demonstrate where potential increases in earned income require cost control measures and sensible investment.
26. The Museum's operating model and 10-year plan is being reviewed with a NHLF Resilience fund (ESP) to ensure long-term sustainability. This includes a review of the staffing structure to ensure it reflects the challenges and opportunities that the new

museum presents, and the need for efficiencies. As part of this a mixed economy cultural delivery structure supported by strategic partnerships, volunteers, freelance and project-based roles is being explored, ensuring flexibility, resilience, and continued excellence in service delivery.

27. The Museum will reopen later this year and so the focus now turns to planning for its long-term sustainability. The Ensuring Sustainability Project (ESP) is developing a resilience strategy to address ongoing challenges such as staffing capacity, organisational structure, and pressures on non-statutory funding. This work is vital to maintaining the momentum of the redevelopment and supporting the museum's continued success.

Contingent Opportunities

28. A potential £214,000 business rate rebate is under consideration. While not yet confirmed, if realised, this would significantly reduce the net borrowing requirement.
29. An important part of the Museum strategy is strengthening partnerships that underpin the museum's resilience. The new Poole Museum Foundation (PMF) is one such partnership and plays a key fundraising role, providing support that enables the museum to deliver ambitious programmes and respond to emerging opportunities. It is regrettable that the external funding that would have avoided the need to draw down borrowing was not achieved, but with a new Board in place and with their continued involvement being central to the museum's ability to attract external funding it is anticipated that new funding opportunities will be possible going forward.
30. In parallel, the museum is reviewing a range of operational approaches to enhance strategic flexibility (e.g. multiple income pipelines), broaden funding opportunities (e.g. with public health), and deepen public participation (e.g. with community and academic co-curation). These explorations reflect national trends in research and cultural leadership and are designed to ensure the museum remains adaptable, inclusive, and well-positioned for the future. Significant efforts are in train to innovate and enhance fundraising, in summary;
- i. a fundraising consultant will be appointed (funded by NHLF), a 'Development Strategy' and Campaign pipeline will be outputs of this
 - ii. a refreshed relationship with the Poole Museum Foundation (PMF) who play a vital role in ongoing fundraising and advocacy efforts has been established
 - iii. co-funded Wellbeing pilots with Communities, Partnerships and Community Safety Service within Public Health are being actively explored for funding
 - iv. the government's Museum Renewal Fund has been applied to, with a view to secure support for the research and trial of the aforementioned cultural delivery model

Conclusion

31. While risks will remain up to and beyond the Museum's reopening later this year, particularly around the successful completion of the museum objects' installation programme and potential delays in final construction works, the project continues to move forward with determination and focus. On the resilience side, the interim staffing model and support through the first trading year represent the most significant operational challenges.

32. Despite these uncertainties, the Museum is well-positioned to demonstrate the affordability of the proposed £1.3 million in additional prudential borrowing. This confidence is underpinned by:

- Strong projected visitor numbers,
- Prudent financial planning,
- Potential for innovative income generation.

33. Ongoing financial modelling continues to refine our understanding of affordability. Nevertheless, the current strategy provides a credible and responsible path forward. With continued oversight, support and adaptive leadership, the Museum is on track to deliver a sustainable and vibrant cultural asset for the community.

Report Authors:

Senior responsible officer - Matti Raudsepp, Director of Customer, Arts & Property

Project Manager – Alison Gudgeon

Revenue Business Case- Jaine Fitzpatrick

Funding history and tables 1- 3 prepared by Finance, Estates and Benefits

Summary of financial implications

34. The report set out above sets out the financial implications in detail.

Summary of legal implications

35. The reports cited above to Cabinet included the legal implications.

Summary of human resources implications

36. The reports cited above to Cabinet included the human resources implications.

Summary of sustainability impact

37. The reports cited above to Cabinet included the sustainability implications.

Summary of public health implications

38. There are no public health implications arising from this report.

Summary of equality implications

39. There are no equality implications arising from this report.

Summary of risk assessment

40. The report cited above to Cabinet included the risk assessment.

Background Papers

Cabinet 16 July 2025 [Appendix C3 Poole Museums Financial Forecast.pdf](#)

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AUDIT AND GOVERNANCE COMMITTEE



Report subject	Audit & Governance Committee Annual Report 2024/25
Meeting date	24 July 2025
Status	Public Report
Executive summary	Good governance is ultimately the responsibility of Council as the governing body of BCP Council. This report provides assurance as to the way in which the Audit & Governance Committee has discharged its role to support Council in this responsibility. In addition, the report underpins the Annual Governance Statement, which is approved by the committee. The attached report at Appendix A, Annual Report of the Audit & Governance Committee 2024/25, demonstrates how the committee has: • Fulfilled its terms of reference; • Complied with national guidance relating to audit committees; and • Contributed to strengthening risk management, internal control and governance arrangements in BCP Council.
Recommendations	It is RECOMMENDED that the Audit & Governance Committee consider and approve the annual report prior to its submission to Council on 14 October 2025.
Reason for recommendations	To demonstrate how the Audit & Governance Committee has fulfilled its terms of reference, complied with national guidance relating to audit committees, and contributed to strengthening risk management, internal control and governance arrangements in BCP Council.
Portfolio Holder(s):	Cllr Mike Cox, Portfolio Holder for Finance
Corporate Director	Graham Farrant, Chief Executive
Report Authors	Nigel Stannard Head of Audit & Management Assurance ☎01202 128784 ✉ nigel.stannard@bcpcouncil.gov.uk

Wards	Not applicable
Classification	For Recommendation Decision

Background

1. Good practice suggests that an annual report to Council is produced to demonstrate importance the Council places on good governance arrangements.
2. Good governance is ultimately the responsibility of Council as the governing body of BCP Council. This report provides assurance as to the way in which the Audit & Governance Committee has discharged its role to support Council in this responsibility. In addition, the report underpins the Annual Governance Statement, which is approved by the committee.

Audit & Governance Committee Annual Report 2024/25

3. The attached report at Appendix A, Annual Report of the Audit & Governance Committee 2024/25, demonstrates how the committee has:
 - Fulfilled its terms of reference;
 - Complied with national guidance relating to audit committees;
 - Contributed to strengthening risk management, internal control and governance arrangements in BCP Council.
4. The report is split into the following areas:
 - Foreword by Councillor Marcus Andrews and Councillor Eleanor Connolly
 - Introduction
 - The Audit & Governance Committee Information
 - Committee Business – The Work & Activity of the Committee
 - Looking Forward
5. The report also includes the Terms of Reference for the Audit & Governance Committee for reference at Appendix 1.

Options Appraisal

6. An options appraisal is not applicable for this report.

Summary of financial implications

7. There are no direct financial implications from this report.

Summary of legal implications

8. There are no direct legal implications from this report.

Summary of human resources implications

9. There are no direct human resource implications from this report.

Summary of sustainability impact

10. There are no direct sustainability impact implications from this report.

Summary of public health implications

11. There are no public health implications from this report.

Summary of equality implications

12. There are no direct equality implications from this report.

Summary of risk assessment

13. There are no direct risk implications from this report.

Background papers

None

Appendices

Appendix A – Annual Report of the Audit & Governance Committee 2024/25

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ANNUAL REPORT OF THE AUDIT & GOVERNANCE COMMITTEE 2024/2025

Annual Report of the Audit & Governance Committee 2024/25

Foreword by Councillor Marcus Andrews and Councillor Eleanor Connolly

We are pleased to introduce the annual report of the Audit & Governance Committee, summarising the contribution the committee made during the 2024/25 municipal year to the achievement of good governance, effective internal control, and strong financial management within the Council.

All councillors and the two independent members of the committee bring a balanced, independent, and objective approach to business of the committee and we sincerely thank them for the contributions they have made.

The committee has provided robust challenge and review of the Council's arrangements for risk, governance, and audit, across four 'core' and four 'non-core' meetings, and has:

- Reviewed and approved the Council's statutory accounts;
- Overseen the production of the Annual Governance Statement;
- Overseen and approved the annual evolution of four key policies: the Whistleblowing Policy, the Anti-Fraud and Corruption Policy; the Declaration of Interests, Gifts and Hospitality Policy and the Regulation of Investigatory Powers Act (RIPA) and Investigatory Powers Act (IPA) Policy.
- Overseen and approved the annual evolution of Financial Regulations;
- Received and reviewed the annual Counter Fraud update report;
- Received and reviewed detailed assurance reports on the key aspects of the Council's internal control arrangements, including risk management, information governance, health and safety, emergency planning and business continuity, treasury management and performance management, providing robust challenge to BCP council arrangements and to suggest areas where improvements can be made; and
- Provided oversight to the Council's internal audit function, receiving the annual report and opinion alongside regular quarterly updates on progress against the internal audit plan, including the implementation of recommendations made in line with the committee approved Audit Charter.

Given the national backstop arrangements, we acknowledge that the external auditor's disclaimer opinion issued for the Statement of Accounts for 2023/24 was the best outcome BCP Council could expect, this position being common across upper tier Councils. This highlights the continued good work of the Council's Accountancy team and the effective relationship with the external auditor.

Given the continued concerns surrounding BCP FuturePlaces, the Committee commissioned a wide-ranging investigation from the Council's Chief Internal Auditor. This investigation will report to the Committee in the late summer/early autumn of 2025. However, the Committee recognises that further additional lines of enquiry may be required.

We believe the Committee worked hard with officers to understand and strengthen governance arrangements across the Council, and to ensure that risks were appropriately managed and mitigated.

The Committee took a flexible and agile approach, adapting to emerging issues and concerns raised by councillors with us. Four 'non-core' meetings were held where 'deeper dive' reports, presentations, training and briefings were received to provide greater insight and assurance on these often complex matters.

Cllr Marcus Andrews
Chair - 2024-25
Vice Chair - 2025-26

Cllr Eleanor Connolly
Vice Chair – 2024-25
Chair – 2025-26

1. INTRODUCTION

1.1 This annual report to the Council meeting demonstrates the importance the Council places on good governance arrangements and takes into account suggested best practice in regards content and style.

1.2 The Chartered Institute for Public Finance and Accountancy (CIPFA) describes the overall aim of good governance as:

‘to ensure that resources are directed in accordance with agreed policy and according to priorities, that there is sound and inclusive decision making and that there is clear accountability for the use of those resources in order to achieve desired outcomes for service users and communities’

CIPFA/Solace Delivering Good Governance in Local Government Framework 2016 Edition (the Good Governance Framework)

1.3 Good governance is ultimately the responsibility of Council as the governing body of BCP Council. This report provides assurance as to the way in which the Audit & Governance Committee has discharged its role to support the Council in this responsibility. In addition, the report underpins the Annual Governance Statement, which is approved by the committee.

1.4 This report demonstrates how the committee has:

- Fulfilled its terms of reference;
Complied with national guidance relating to audit committees; and
- Contributed to strengthening risk management, internal control and governance arrangements in BCP Council.

2. THE AUDIT & GOVERNANCE COMMITTEE INFORMATION

Role of Audit & Governance Committee

2.1 The Committee is appointed by Council to support the discharge of its functions in relation to good governance by providing a high-level focus on audit, assurance and reporting.

2.2 CIPFA defines the purpose of an audit committee as follows:

1. Audit committees are a key component of an authority's governance framework. Their function is to provide an independent and high-level resource to support good governance and strong public financial management.
2. The purpose of an audit committee is to provide to those charged with governance independent assurance on the adequacy of the risk management framework, the internal control environment and the integrity of the financial reporting and annual governance processes.

Audit Committees – Practical Guidance for Local Authorities and Police (2018)

2.3 The Terms of Reference for the Audit & Governance Committee are reviewed annually against current regulations, the CIPFA position statement and guidance for audit committees and best practice in comparable authorities.

2.4 The Committee's approved Terms of Reference for 2024/25, which are detailed on the BCP website, can be summarised as providing independent assurance to Council in relation to the:

- Effectiveness of the Council's governance arrangements, risk management framework and internal control environment;
- Overseeing the work of Internal and External Audit;
- Reviewing and approving the Annual Statement of Accounts and the Annual Governance Statement and monitoring the Council's compliance with its Code of Corporate Governance; and
- Reviewing the adequacy of certain policies and procedures to ensure compliance with statutory and other guidance.

The complete Terms of Reference for the committee are shown at Appendix 1 of this report.

Membership and attendance

2.5 The Committee was chaired during 2024/25 by Councillor Marcus Andrews and the vice chair was Councillor Eleanor Connolly. The Committee comprised nine councillors (inclusive of the Chair and Vice) and two independent members.

2.6 The Committee met formally on eight occasions during 2024/25. All meetings were quorate and face to face in line with government requirements for all committee meetings. Attendance at the meetings is recorded below:

Committee member	Number of meetings possible to attend	Number of meetings attended in person (able to vote)	Number of meetings viewed on MS Teams(not able to vote)	Apologies sent & formal substitute appointed who attended in person (able to vote)	Apologies sent & no substitute appointed
Councillor					
Marcus Andrews (Chair)	8	8	0	0	0
Eleanor Connolly (Vice Chair)	8	5	3	0	0
Sara Armstrong	8	7	0	0	1
John Beesley	8	7	0	1 Cameron Adams	0
Philip Broadhead	3	2	0	0	1
Brian Castle	2	0	0	1 Lisa Northover	1
Richard Herrett	1	1	0	0	0
Margaret Phipps	8	8	0	0	0
Vikki Slade	7	2	1	3 Tony Trent	1
Michael Tarling	8	6	0	2 Jo Clements(1), TonyTrent(1)	0
Clare Weight	8	7	0	1 Tony Trent	0
Independent members (non-voting)					
Samantha Acton	8	6	1	n/a	1
Lindy Jansen-vanVuuren	8	3	4	n/a	1

2.7 Councillor Brian Castle was a member of the Committee for the first two meetings of the year until he passed away in August 2024. Following the resulting election and review of political balance, Councillor Philip Broadhead became a member of the Committee from

January 2025. Councillor Vikki Slade replaced Councillor Richard Herrett from the July 2024 meeting following his appointment to Cabinet.

- 2.8 Various other councillors attended committee meetings from time to time, often for specific agenda items. Councillor Mike Cox, Portfolio Holder for Finance, attended most meetings in person or virtually.
- 2.9 In addition to the committee members, the Chief Executive, Director of Finance, Head of Audit & Management Assurance (the Chief Internal Auditor), Director of Law and Governance, representatives from the External Auditors (Grant Thornton) and other officers including the Insurance & Risk Manager and Democratic Support officers, as appropriate, attended committee meetings.

Independence of the committee

- 2.10 As a Council appointed committee, Audit & Governance Committee is appointed in accordance with the requirements for political balance and proportionality but, in line with CIPFA guidance and best practice, strives for political neutrality.
- 2.11 Samantha Acton and Lindy Jansen-vanVuuren served as non-voting Independent Members to the committee, having been appointed by Council following an openly advertised selection process in October 2023, and running to 31 March 2026. The introduction of independent members to the committee has enhanced the independence of the committee as it discharges its functions. In addition, the professional audit and business experience and knowledge of its independent members give depth and insight to the robust challenge the committee provides in considering the assurances received.

Knowledge and Skills of the committee members

- 2.12 Councillors bring with them a wide range of knowledge and skills from their working life and elected representative roles to the work of the committee. The skills and knowledge of the committee are further complemented by those of the Independent Members, who have brought with them a wealth of knowledge and experience in both business and audit settings, and they apply this knowledge, skill and experience to BCP Council.
- 2.13 The committee also participated in 'deeper-dive' sessions including, for example, arrangements for the use of Consultants & Interim staffing and Procurement arrangements (including changes resulting from the Procurement Act 2023) – a full list as shown in the table at 3.2.
- 2.14 The External Auditor routinely provided sector updates and presented some in depth briefings.
- 2.15 Cllr Marcus Andrews attended CIPFA Better Governance Forum training for audit committee chairs.
- 2.16 The BCP Council Audit & Governance Committee MS Team continues to be used where committee members can communicate with each other or officers to discuss matters, to seek training or to simply ask a question. Officers also share relevant sector briefings using this MS Team.
- 2.17 Looking forward, the committee will continue to participate in further training and development opportunities over the 2025/26 municipal year. The new chair has once again invited members of the committee, or indeed any councillors, to make her aware of any governance, risk or internal control matters where greater understanding or

acquisition of skills may benefit individuals or the committee³. in discharging its responsibilities. Such requests will be incorporated into the Forward Plan for a report, presentation or training session to be received in the non-core meetings of the committee. (Four planned in 25/26).

- 2.18 Refresher training on the roles and responsibilities of Audit Committees has been arranged with the external auditor, Grant Thornton, for autumn 2025.

Operation of the committee

- 2.19 The Committee met on eight formal occasions during the 2024/25 municipal year with meeting dates structured around the receipt of annual assurance reports, external and internal audit reporting cycles, and the statutory requirements for production of the Accounts and Annual Governance Statement. This frequency of meetings ensures the committee can fulfil its responsibilities in an efficient and effective way and has been compared against the CIPFA recommended practice and arrangements in other local authorities.
- 2.20 The Committee meeting on eight occasions during the municipal year is towards the more frequent end of other local authorities' comparison. The most common other local authority frequency was quarterly, which tallies with the 'core' meetings of the BCP Council Audit & Governance committee.
- 2.21 Live streamed webcasts of each meeting allowed members of the public and press to access meetings remotely. Members of the public were free to make statements or ask questions related to the agenda items at committee meetings in line with the Constitution. All committee meetings during 2024/25 heard questions and or statements from members of the public. In the case of questions, a response generally prepared by an officer was provided to the chair who gave the answer on public record.
- 2.22 The Committee is supported by several officers who attend regularly and bring expertise in relation to corporate governance, internal audit, finance, legal compliance, risk and resilience and information governance.
- 2.23 The chair and vice chair of the Committee have a briefing with appropriate officers prior to each committee meeting to ensure the meeting runs as smoothly as possible in terms of who is presenting, and who else is likely to wish to speak.

3. COMMITTEE BUSINESS - THE WORK & ACTIVITY OF THE COMMITTEE

- 3.1 The key functions of the Committee are aligned to key statutory and regulatory deadlines. Consequently, the committee in 2024/25 has received:
- Some reports in arrears, for the 2023/24 and residual 2022/23 financial years;
 - Some update reports in real or close to real time for the 2024/25 financial year; and
 - Some reports in advance to implement policies and procedure for the 2025/26 financial year.
- 3.2 The table below summarises the reports received by the Committee during the 2024/25 municipal year.

Terms of Reference area	Reports received by the committee to enable oversight and discharge of responsibilities
Governance, Risk & Control	• Annual Governance Statement 2023/24 and Annual Review of Local Code of Governance and Action Plan Update • Chief Internal Auditor's Annual Opinion 2023/24 • Annual Breaches & approved Waivers of Financial Regulations 2023/24 • Annual Review of Declarations of Interests, Gifts & Hospitality by Officers 2023/24 • Annual Use of Regulation of Investigatory Powers Act and Investigatory Powers Act 2023/24 • Annual Report of Internal Audit Counter Fraud Work and Whistleblowing Referrals 2023/24 • Risk Management – Corporate Risk Register quarterly updates <i>Please note that no Information Governance update was brought during the municipal year. This was because the timing of the report was amended from April to July to allow effective compilation of the previous year's performance information. The Committee received an update in April 2024 and will receive the next in July 2025. As this is only a delay of 3 months, we do not consider that this has impacted on the Committee's ability to discharge its responsibilities. Annual reports will be received in July henceforth.</i>
Internal Audit	• Chief Internal Auditor's Annual Opinion 2023/24 • Quarterly Internal Audit Plan Updates 2024/25 • Assurance Framework & Internal Audit Plan 2025/26, including the Audit Charter and Global Internal Audit Standards for 2025/26
External Audit	• Audit Plan 2023/24 • Audit Findings Report & Statement of Accounts 2021/22 & 2023/24 • Auditors Annual Report (Value for Money arrangements report 2023/24) • Audit Progress & Sector quarterly updates • Local Audit in England – Backlog Update
Treasury Management	• Treasury Management Outturn 2023/24 • Treasury Management Strategy 2025/26 • Treasury Management Quarterly Monitoring Updates
Accountability arrangements	• Audit & Governance Committee Annual Report 2023/24
Other functions	• Emergency Planning & Business Continuity annual update • Health & Safety and Fire Safety annual update • Annual evolution of Council Policies for 2025/26: i. Whistleblowing ii. Anti-Fraud and Corruption iii. Declaration of Interests, Gifts & Hospitality iv. Regulation of Investigatory Powers Act (RIPA) and Investigatory Powers Act (IPA) • Financial Regulations - annual evolution for 2025/26
Discretionary and/or requested functions	• Review of the Council's Constitution - a separate working group was convened and met several times during the year to review the Constitution. Changes were discussed and agreed at Audit & Governance Committee and subsequently approved or not by Council • Commercial Operations - Planning permissions approach • Arrangements for the use of Consultants & Interim staffing

	• Presentation – Budget and Medium Term Financial Plan (MTFP) decision making process, governance and safeguards • Presentation – Procurement Arrangements (including changes resulting from the Procurement Act 2023) • Presentation - Transparency of officer decision making and accountability to Councillors • Presentation - Governance surrounding the disposal of Council land and property • Increased Borrowing - Hawkwood Road and Housing Delivery Council Newbuild Housing and Acquisition Strategy (CNHAS) • Performance Management, including business planning - Governance and reporting • Review of BCP FuturePlaces Limited • Carters Quay
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3.3 The core functions of the committee, as suggested and identified by CIPFA best practice, is summarised in the following sections.

The Statement of Accounts (SoA) and Annual Governance Statement (AGS)

3.4 Council has delegated to the Committee the authority to approve the Council's pre-audited and audited Statement of Accounts, which includes the Annual Governance Statement, on behalf of the Council.

3.5 The Committee considered the interim (or draft) AGS in July 2024, just after the formal period of public consultation, and went on to approve the Council's Annual Governance Statement for 2023/24 following receipt of the Chief Internal Auditor's Opinion.

3.6 The Committee approved the audited Statement of Accounts for 2023/24 on 27 February 2025. Due to the challenges of undertaking the prior year audit (2022/23), a disclaimer opinion on the financial statements was issued in accordance with the application of the local authority backstop. This impacted the audit opinion for 2023/24 as the auditors did not have assurance over opening balances.

3.7 This position is common across the vast majority of local authorities, and all upper tier local authorities (as BCP Council is).

3.8 The audit for the 2024/25 year has commenced and Grant Thornton and BCP Council are working collaboratively to re-install more timely audit reporting in line with the national agenda.

External Audit

3.9 Grant Thornton LLP remain BCP Council's external auditor, having been re-appointed through Public Sector Audit Appointments Limited during 2023/24. They have been the incumbent auditor since BCP Council came into being on 1 April 2019, will remain the Council's appointed auditor until (at least) the completion of the 2027/28 accounting year audit.

3.10 The Committee plays a significant role in overseeing the Council's relationship with its external auditor and takes an active role in reviewing the external audit plan, progress reports and the annual report which sets out the findings of the value for money opinion, which reviews the Council's arrangements for securing economy, efficiency and effectiveness.

3.11 In February 2024 the Committee received the external auditor's annual report, where the auditor is required to report their commentary under specific criteria, namely financial sustainability, governance and improving economy, efficiency and effectiveness. They are required to report on any significant weaknesses they identify.

3.12 The 2023/24 Annual Report identified the following weaknesses:

Criteria	2022/23 Auditor judgement on arrangements	2023/24 Auditor judgement on arrangements	Direction of travel
Financial sustainability	R Two key recommendations on the transformation programme and the medium-term plan. Three improvement recommendations made.	R Two new key recommendations raised in 2023/24 relating to the plan to manage the Dedicated Schools Grant (DSG) deficit and the Council's cash position. One significant weakness from the prior year remains outstanding in respect of medium-term financial plan. Positively, the prior year key recommendation in respect of the control and management of the transformation programme, as well as the delivery of savings and management of costs has been removed. No new improvement recommendations made in 2023/24 but one improvement recommendation from the prior year remains open.	↔
Governance	R One key recommendation made in relation to the Council entering in high-risk ambitious projects without due governance. Seven improvement recommendations raised.	A No significant weakness identified. The key recommendation from the prior year has been resolved and closed. We raised one improvement recommendation in 2023/24 and a further two improvement recommendations from the prior year remain open.	↑
Improving economy, efficiency and effectiveness	R Two key recommendations raised around children's social care and BCP Future Places. One improvement recommendation raised in 2021/22 and 2022/23. Two improvement recommendations from 2020/21 remain open.	R The key recommendation raised in the prior year relating to transformation and BCP Future Places is closed. We raise a new key recommendation on the Council's SEND provision. One key recommendation from the prior year relating to children's services remains open.	↔

- G** No significant weaknesses in arrangements identified or improvement recommendation made.
- A** No significant weaknesses in arrangements identified, but improvement recommendations made.
- R** Significant weaknesses in arrangements identified and key recommendations made.

Overall, three key recommendations were made and a further three improvement recommendations were made. The Council provided the External Auditor with management responses to all the recommendations. Recommendations were either implemented or are being implemented. In the latter case, being implemented, this is where the action or requirement may take time to embed or take effect.

The Committee particularly noted the following key commentary surrounding the Council's governance arrangements:



Governance

In the prior year, we identified a significant weakness and raised a key recommendation around the Council entering high-risk ambitious and challenging projects without proper or full consideration of governance arrangements. Since May 2023, the Council has had a new administration. We note a clear change in approach to decision making. Specifically, a more traditional and conventional one, avoiding high-risk or ambitious projects for transformation with proper regard to advice from statutory officers. On this basis we no longer consider this a significant weakness in governance arrangements.

The Council was issued with a Best Value Notice in August 2023 which mentioned two key governance issues relating to Member relationships and the development of the senior leadership team. Since the issuing of the notice, the Council has proactively pursued an action plan to address the recommendations made. There is evidence of significant progress, though this will be reviewed by MHCLG in August 2024.

The Council has appropriate risk management arrangements in place. There is an effective internal audit function in place to monitor and assess the operation of internal controls. The Council has made significant changes to its budget setting process to bring it in line with traditional and conventional approaches. This was in place for the 2023/24 and 2024/25 budget setting processes.

On this basis we are able to conclude that the Council's governance arrangements for 2023/24 to be effective and have reported no significant weaknesses in arrangements.

3.13 During the year, the committee also received regular reports and sector updates.

3.14 The Committee looks forward to continuing to work with the External Auditors; considering the responses of management to audit recommendations and ensuring that appropriate actions are agreed and implemented.

Internal Audit

3.15 The Committee works closely with the internal audit function, both overseeing the independence and effectiveness of the service and receiving assurance from the Head

of Audit & Management (HAMA) assurance as to the adequacy and effectiveness of the Council's internal control environment.

- 3.16 The Committee noted the assurance, through interim self-assessment, that the Internal Audit service conforms with the requirements of the Public Sector Internal Audit Standards (PSIAS).
- 3.17 From 1 April 2025, Internal Audit are required to conform to the new Global Internal Audit Standards (GIAS), the Application Note for the GIAS in the UK Public Sector and CIPFA's Code of Practice for the Governance of Internal Audit the UK Local Government, which replace the PSIAS.
- 3.18 The Committee received assurance that the Internal Audit team had been preparing for this change and a self-assessment showed them to 'generally conform' with the requirements. They identified that there are a number of areas for development in order to reach full conformance and the resultant action plan was shared with this Committee.
- 3.19 The previous external assurance received from the Chartered Institute of Public Finance & Accountancy (CIPFA) was received in June 2021, and as per the GIAS requirements, the next external assessment will be carried out by June 2026 as part of a 5 year rolling cycle.
- 3.20 The Committee reviewed and agreed the Internal Audit Charter, which fundamentally updated in line with the GIAS, to include a Mandate, which is a new requirement. The Mandate and the Audit Charter continues to ensure the independence of the Internal Audit team.
- 3.21 The Committee reviewed the strategic annual risk based audit plan for 2024/25, including the allocation of resource to respective Council service areas. Following challenge from the Committee, positive discussions around information provided to the Committee to support their understanding of the plan were held, resulting in additional information being presented, which will continue moving forward.
- 3.22 The Internal Audit team moved to quarterly detailed operational audit scoping and planning. Local government sector challenges and significant levels of organisational change created uncertainty, complexity and increasing risk. Quarterly planning enabled the team, and the committee, to ensure audit plans were flexible and adaptive to new and emerging risks in this environment.
- 3.23 The Committee received and considered regular reports from the HAMA throughout the year providing updates on progress against the 2024/25 Internal Audit Plan, together with information relating to the wider work of the Internal Audit section.
- 3.24 The Committee was advised of the outcomes of every internal audit review, with greater depth and follow up provided in relation to reviews resulting in 'partial' or 'minimal' assurance. There were 10 'partial' assurance (including two cross-year audits) and, reassuringly, no 'minimal' assurance review outcomes reported to the Committee during 2024/25.
- 3.25 The Committee also received assurance that management responded positively by agreeing all recommendations made and these were followed up by the Internal Audit team to ensure they were implemented in the agreed timeframes.

- 3.26 The Committee received reports from the HAMA where any high priority recommendations were not implemented by the agreed target date or where medium priority recommendations were overdue by over two years. The Committee had the power to 'call-in' officers to explain delays in implementing recommendations – the Committee did not exercise this power during 2024/25. In the rare circumstances where high priority recommendations were not implemented by the target date, the explanations provided were reasonable and a revised target date was agreed.
- 3.27 The Committee was satisfied that the work undertaken to support the overall opinion of the HAMA was conducted in accordance with established methodology that promoted quality and conformance with the International Standards for the Professional Practice of Internal Auditing and the PSIAS.
- 3.28 The HAMA's overall Annual Audit Opinion concluded the Council has an adequate and effective framework of internal control, risk management and governance, although the detailed reporting through the year identified areas of weakness and where improvements can be made.

Risk Management

- 3.29 The Committee oversees the Council's risk management arrangements and strategy, which is currently being revised in line with feedback from the Corporate Management Board, the Committee and the Cabinet.
- 3.30 The Committee reviewed the progress made by the Council in identifying and addressing corporate risks. This included consideration of the Corporate Risk Register at all core meetings.
- 3.31 During 2024/25 a number of officers (risk owners) were asked to attend the committee meeting so the Committee could assess the adequacy and effectiveness of risk management.

Corporate Governance

- 3.32 The Committee considered and approved a refreshed Code of Corporate Governance. The Code reflects the core principles and requirements of the CIPFA/SOLACE 'Delivering Good Governance in Local Government Framework'.
- 3.33 The draft and final Annual Governance Statement for 2023/24 was approved showing how the Council complied with the Code of Corporate Governance and highlighting areas where improvements were required.
- 3.34 The Committee established a Constitution Review Working Group of five of its Councillors. The 2024/25 members of the Working Group were Councillor Connolly (Chair) and Councillors Andrews, Armstrong, Beesley and Phipps.
- 3.35 Since its establishment in July 2020, the Working Group has continued to meet as required to consider requests for change. The Group received advice from various officers including the Monitoring Officer and Head of Democratic Services. From time to time, as required, Officers and Councillors with specialist responsibility were invited to have an involvement.
- 3.36 Working Group recommendations that were agreed by Council have been implemented and incorporated into a revised and updated version of the Constitution and published on the Council's web site.

4. LOOKING FORWARD

- 4.1 The Committee has approved an initial Forward Plan for the 2025/26 municipal year setting out the regular update reports and annual assurance reports it will receive. This draft Forward Plan will be reviewed quarterly and will be amended or added to as required.
- 4.2 The Committee will remain flexible in its approach, to accommodate additional items within its remit as they emerge. As in the last municipal year, the committee will request and consider reports in relation to relevant matters which come to our attention during the year.
- 4.3 The Committee will provide the usual level of robust challenge to corporate governance and audit practice and procedure across the authority to ensure that BCP Council arrangements are up to date and fit for purpose, communicated, embedded and routinely complied with.
- 4.4 In addition to the routine business the committee have requested assurance reports in the 25/26 municipal year in relation to:
 - BCP FuturePlaces Investigation
 - Investigation into the Council's governance and processes around regeneration projects with focus on the Carter's Quay development

BCP COUNCIL - FUNCTIONS OF THE AUDIT & GOVERNANCE COMMITTEE

Functions of the Audit & Governance Committee are set out below. The Audit & Governance Committee cannot delegate for a decision any issues referred to it apart from any matter that is reserved to Council.

Statement of Purpose

Our Audit & Governance Committee is a key component of Bournemouth, Christchurch and Poole (BCP) Council's corporate governance. It provides an independent and high-level focus on the audit, assurance and reporting arrangements that underpin good governance and financial standards.

The purpose of our Audit & Governance Committee is to provide independent assurance of the adequacy of the risk management framework and the internal control environment. It provides independent review of BCP Council's governance, risk management and control frameworks and oversees the financial reporting and annual governance processes. It oversees internal audit and external audit, helping to ensure efficient and effective assurance arrangements are in place.

Governance, Risk & Control

To consider the arrangements for corporate governance including reviews of the Local Code of Corporate Governance and review and approval of the Annual Governance Statement (AGS).

To consider the Council's arrangements to secure value for money and review assurances and assessments on the effectiveness of these arrangements.

To consider the council's framework of assurance and ensure that it adequately addresses the risks and priorities of the Council.

To consider arrangements for risk management including the approval of the Risk Management Strategy and review of the Council's corporate risk register.

To consider arrangements for counter-fraud and corruption, including 'whistle-blowing' including approval of the Counter Theft, Fraud & Corruption Policy and the outcomes of any investigations in relation to this policy.

To review the governance and assurance arrangements for significant partnerships or collaborations.

Internal Audit

To approve the Internal Audit Charter.

To approve the risk-based Internal Audit Plan, including Internal Audit's resource requirements, the approach to using other sources of assurance and any work required to place reliance upon those other sources.

To approve significant interim changes to the risk-based Internal Audit Plan and resource requirements.

To consider reports from the Head of Internal Audit on Internal Audit's performance during the year, including the performance of external providers of internal audit services. These will include: a) updates on the work of internal audit including key findings, issues of concern and

action in hand as a result of internal audit work b) regular reports on the results of the Quality Assurance Improvement Programme (QAIP) c) reports on instances where the internal audit function does not conform to the Public Sector Internal Audit Standards (PSIAS) and Local Government Application Note (LGAN), considering whether the non-conformance is significant enough that it must be included in the Annual Governance Statement (AGS).

To consider the Head of Internal Audit's annual report: a) The statement of the level of conformance with the PSIAS and LGAN and the results of the QAIP that support the statement – these will indicate the reliability of the conclusions of internal audit. b) The opinion on the overall adequacy and effectiveness of the council's framework of governance, risk management and control together with the summary of the work supporting the opinion – these will assist the committee in reviewing the AGS.

To consider summaries of specific internal audit reports as scheduled in the forward plan for the Committee or otherwise requested by Councillors.

To receive reports outlining the action taken where the Head of Internal Audit has concluded that management has accepted a level of risk that may be unacceptable to the authority or there are concerns about progress with the implementation of agreed actions.

To contribute to the QAIP and in particular to the external quality assessment of internal audit that takes place at least once every 5 years.

To commission work from the Internal Audit Service (with due regard to the resources available and the existing scope and breadth of their respective work programmes and the forward plan for the Committee).

External Audit

To support the independence of external audit through consideration of the external auditor's annual assessment of its independence and review of any issues raised by Public Sector Audit Appointments Ltd (PSAA).

To consider the external auditor's annual letter, relevant reports and the report to those charged with governance.

To consider all other relevant reports from the External Auditor as scheduled in the forward plan for the Committee as agreed with the External Auditor or otherwise requested by Councillors.

To comment on the scope and depth of external audit work and to ensure it gives value for money.

To commission work from External Audit (with due regard to the resources available and the existing scope and breadth of their respective work programmes and the forward plan for the Committee).

To liaise with the national body (currently Public Sector Audit Appointments (Ltd)) (PSAA) over the appointment of the Council's External Auditors.

To consider reports dealing with the management and performance of the External Audit function.

To consider and approve the Annual Plans of the External Auditor.

Financial Reporting

To review the annual statement of accounts. Specifically, to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the Council.

To consider the external auditors report to those charged with governance on issues arising from the audit of the accounts.

Accountability Arrangements

To report to Full Council and publish an annual report on the committee's findings, conclusions and recommendations concerning the adequacy and effectiveness of their governance, risk management and internal control frameworks, financial reporting arrangements, and internal and external audit functions.

To report to Full Council and publish an annual report on the committee's performance in relation to the terms of reference and the effectiveness of the committee in meeting its purpose.

Other Functions

To consider arrangements for treasury management including approving the Treasury Management Strategy and monitoring the performance of this function.

To maintain an overview of the Council's Constitution in respect of financial regulations, working protocols and codes of conduct and behaviour (not otherwise reserved to the Standards Committee or other committees).

To consider breaches, waivers and exemptions of the Financial Regulations.

To consider any relevant issue referred to it by the Chief Executive, Chief Finance Officer (CFO), Chief Internal Auditor (CIA), Monitoring Officer (MO) or any other Council body or Cabinet Member.

To consider arrangements for information governance, health and safety, fire safety, emergency planning (including business continuity).

To consider any issue of Council non-compliance with its own and other relevant published regulations, controls, operational standards and codes of practice.

To consider gifts and hospitality registers relating to officers.

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LICENSING COMMITTEE



Report subject	Review of Statement of Licensing Policy
Meeting date	18 September 2025
Status	Public Report
Executive summary	The Licensing Act 2003 places a duty on the Licensing Authority to determine and publish a Statement of Licensing Policy every five years. The current Statement of Licensing Policy is valid until November 2025 Following 2 periods of public consultation, agreed by members of the Licensing Committee and undertaken in accordance with Section 5 of the Licensing Act 2003, the Licensing Committee on behalf of the Licensing Authority must now consider all responses received in respect of the proposed Statement of Licensing Policy and decide after considering the responses what amendments should be made to the draft policy. As part of the process the Licensing Committee must provide reasons of why they decide to include or exclude any consultation response. as they make their decision.
Recommendations	It is RECOMMENDED that: Members consider consultation responses and feedback, if necessary, amend the draft document and recommend a final version of the Statement of Licensing Policy for adoption by Full Council.
Reason for recommendations	Section 5 of the Licensing Act 2003 requires a licensing authority to prepare and publish a statement of its licensing policy at least every 5 years. During the five year period the policy must be kept under review, and the licensing authority may make any revisions to it as it considers appropriate. If revisions are made to the policy after consultation, a new five year period commences on the day it is published.

Portfolio Holder(s):	Councillor Kieron Wilson
Corporate Director	Glyn Barton - Operations
Report Authors	Sarah Rogers Nananka Randle
Wards	Council wide
Classification	For Decision

Background

1. On 19 September 2024 Members of the Licensing Committee considered and approved the draft of the proposed Statement of Licensing Policy. See Appendix 1
2. The draft was proposed following two policy workshops which took place during 2024, these consisted of members of the licensing committee, licensing and legal officers as well as Dorset Police Licensing Sergeant Gosling. In addition, all responsible authorities were issued a copy of the proposed draft for comment prior to approval by committee.

Consultation

3. Public consultation took place between 11 November 2024 to 6 December 2025 which was then extended until 22 December 2025. This was undertaken via the council's consultation tracker on the website and via email to all parties as listed as direct consultee in Appendix 2. 8 responses were received.
4. Following feedback from local legal representatives a further period of consultation took place between 27 February 2025 and 17 March 2025 this was direct to the licensing team and was sent to all those listed in Appendix 3. 2 further responses were received.
5. Only 10 responses were received to the consultation, and these are summarised together with officer recommendations for policy amendments in Appendix 4.

Options Appraisal

6. Members are asked to consider each of the responses received which are set out in Appendix 3 and decide in respect of each of them to whether
 - Accept the comment and amend the policy accordingly, or
 - Disregard and exclude the comments from the policy.
7. Reasons should be given for any amendments made.

8. Once all feedback has been discussed members are asked to agree a final version of the Statement of Licensing Policy to be recommended to Full Council.

Summary of financial implications

9. Any fees incurred will be absorbed within current budgets. Any costs associated with the review process will be covered by the income from the Licensing Act 2003 fees and/or annual fees received.
10. Paragraph 13.8 of the Section 182 Guidance states “When undertaking consultation exercises, licensing authorities should have regard to cost and time. Fee levels are intended to provide full cost recovery of all licensing functions including the preparation and publication of a statement of licensing policy, but this will be based on the statutory requirements. When licensing authorities exceed these requirements, they will have to absorb these costs themselves.”

Summary of legal implications

11. The Licensing Act 2003 requires all authorities to publish a policy and review this policy every 5 years. If the authority does not publish such a policy, the authority cannot rely on the policy as part of its decision-making process and could be subject to Judicial review.

Summary of human resources implications

12. There are no implications on human resources the current licensing team will continue to implement the policy within current resource levels.

Summary of sustainability impact

13. There are no sustainability impacts

Summary of public health implications

14. Public health is considered within the policy. In addition, as a responsible authority under the Licensing Act all applications are sent to colleagues in public health so that if there are concerns with an application these can be addressed.

Summary of equality implications

15. A full Equality Impact Assessment has been completed and accepted by the EIA panel.
16. The report summary states that the Licensing Authority will comply with the General Equality Duty and advance equal opportunity by working to promote a safe and welcoming night-time economy with a broader appeal for all. We will seek to foster good relationships by promoting the public voice and by working in partnership with the public and businesses. We will work to eliminate unlawful discrimination by working as a Council to fulfil our responsibilities under the Equalities Act 2010. Any application will be considered on its relative merits having regard to the promotion of the Licensing Objectives and other relevant policy considerations, including equality, diversity, and inclusion. The Licensing authority recognises that no policy is absolute and where necessary it may depart from its policy; where it considers it to be necessary and appropriate to do so.

Summary of risk assessment

17. There is a risk of judicial review should any new policy be challenged.
18. The Licensing Committee must ensure that any decisions give due consideration to the public sector equality duty as they are made.

Background papers

[Licensing Act 2003](#)

[Revised guidance issued under section 182 of Licensing Act 2003 - GOV.UK](#)

Appendices

Appendix 1 – Draft Statement of Licensing Policy 2025 - 2030

Appendix 2 – Consultation List (11.11.234 – 06.12.24 and extended to 22.12.24)

Appendix 3 – Consultation List (27.02.25 – 17.03.25)

Appendix 4 – Responses to Consultations

DRAFT

Statement of Licensing Policy

2025 - 2030

Licensing

Author; **Licensing Manager**

Version; 1

Review Date;



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1. Purpose Statement

- 1.1 BCP Council is the Licensing Authority for the Bournemouth, Christchurch and Poole area under the Licensing Act 2003 and is responsible for Premises Licences, Club Premises Certificates, Temporary Event Notices and Personal Licences in its administrative area in respect of the sale and/or supply of alcohol and the provision of regulated entertainment and late-night refreshment.
- 1.2 This Policy is prepared under Section 5 of the Licensing Act 2003 and was approved by BCP Council on XXXXx. It will be kept under review and as a minimum will be reviewed no later than 2030.
- 1.3 Unless otherwise stated any references to the Council are to the BCP Council Licensing Authority.
- 1.4 This policy covers the licensable activities as defined by the Licensing Act 2003. These are;
 - The sale of alcohol by retail
 - Supply of alcohol by or on behalf of a club, or to the order of a member of the club
 - The provision of regulated entertainment
 - The provision of late-night refreshment
- 1.5 This policy has regard to the guidance issued by the Secretary of State under Section 182 of the Licensing Act 2003.
- 1.6 The council will carry out its functions under the Licensing Act 2003 with a view to promoting the licensing objectives namely;
 - The prevention of crime and disorder
 - Public safety
 - The prevention of public nuisance
 - The protection of children from harm

Each objective is of equal importance.

- 1.7 This Policy is concerned with the regulation of licensable activities on licensed premises, by qualifying clubs and at temporary events. The conditions that are offered or mediated and ones which the council may attach to the various licences will focus on matters that are relevant to the four licensing objectives and will centre upon the premises that are being used for licensable activities.
- 1.8 With regards to this policy the council adopts the overall approach of encouraging the responsible promotion of licensed activities, in the interests of its residents and visitors, it will not tolerate irresponsible licensed activity.

2. Who the Policy Applies To

- 2.1 This Statement of Licensing Policy will assist applicants, officers of the Licensing Authority, Responsible Authorities, members of the Licensing Committee and persons making representations in the consideration of the relevant issues regarding applications and ensuring they are dealt with fairly and in line with the law.
- 2.2 This Policy also affords members of the Licensing Committee and officers alike, to consider the concerns of the public and other recognised bodies and to take appropriate

measures where the objectives of the Licensing Act 2003 are put in jeopardy after licences have been issued.

3. This Policy Replaces

- 3.1 This Policy replaces the previous BCP Council Licensing Act 2003 Statement of Licensing Policy.

4. Approval Process

- 4.1 During the five year period, the Policy must be kept under review and the Licensing Authority may make any revisions to it as it considers appropriate, for instance in the light of feedback from the local community on whether the statutory objectives are being met.
- 4.2 Where revisions are made to the Section 182 Statutory Guidance by the Secretary of State, it will be for the Licensing Authority to determine whether revisions to its own Statement of Licensing Policy are appropriate.
- 4.3 BCP Council as the Licensing Authority has delegated the Licensing Committee to oversee the development and review of its Statement of Licensing Policy. Once finalised the policy is presented to the Full Council for ratification.

5. Links to Council Strategies

- 5.1 This Policy supports the BCP Council Corporate vision and ambitions. The Council's vision is to create vibrant places where people and nature flourish with a thriving economy in a healthy natural environment. Where everyone lives a fulfilled life maximising opportunity for all.. Effective licensing of controlled premises and activities is a key component to achieving this strategic vision for our communities.
- 5.2 The Licensing Authority aims to meet the BCP Council Corporate ambitions by ensuring the licensing process supports local businesses. We aim to help them to meet their statutory obligations and keep residents and visitors to our licensed venues safe, whilst still having an enjoyable leisure experience.
- 5.3 During the preparation of this policy document due consideration has been given to the following key BCP Council Strategies;
- Corporate Strategy & Delivery Plan
 - Health & Wellbeing Strategy
 - Safeguarding Strategy
 - Communities Engagement Strategy
 - Crime & Disorder Reduction Strategy
 - Equality & Diversity
 - Community Safety Plan

6. The BCP Area

- 6.1 Bournemouth, Christchurch and Poole Council (BCP Council) is located in Dorset on the South Coast. It is the 12th largest Unitary Council in England with a population of 401898 residents most of which are from a white British background (88%).
- 6.2 The population growth is predicted to be 2% to 2028 the percentage of over 65s account for 24% of the population. The percentage of BCP population of working age is 61%.

- 6.3 The BCP area is predominantly urban with associated suburban areas, beaches, harbours, quay sides, open spaces, parks and gardens.
- 6.4 It has long established road and rail links to London, the Midlands and the South West and benefits from an international airport and a thriving freight port for commercial shipping, as well as an important destination for passenger and vehicle ferries and cruise vessels.
- 6.5 There are three Universities within the BCP area with approximately 23000 students.
- 6.6 It is one of the Country's main holiday destinations and benefits from 15 miles of coastline with world recognised Blue Flag beaches. It is renowned for its water sports, music and arts festivals.
- 6.7 Bournemouth's nighttime economy has been accredited with the prestigious Purple Flag status since 2010. This is awarded to town and city centres that meet or surpass the standards of excellence in managing the evening and nighttime economy.
- 6.8 The area welcomes 15 million visitors each year spending a total of £800 million locally. They benefit from a vibrant mix of entertainment facilities for residents and visitors alike with established theatres, restaurants, cinemas, concert venues, conference facilities, museums and historic sites.
- 6.9 The entertainment economy is well served with a wide variety of restaurants, pubs, bars and clubs. The Council is keen to encourage a wide range of entertainment throughout the conurbation to support local cultural strategies. It recognises that live music, dancing, cinema and theatre enrich the cultural offer and benefit the wider economy.

7. Policy Consultation

- 7.1 Section 5 of the Licensing Act 2003 <http://www.legislation.gov.uk/ukpga/2003/17/contents> requires a Licensing Authority to prepare and publish a statement of its licensing policy every five years. Such a policy must be published before the Authority carries out any function in respect of individual applications and notices made under the terms of the 2003 Act. A glossary of terms used within this document and within the Act and guidance can be found in Appendix A.
- 7.2 During the five-year period, the policy must be kept under review and the Licensing Authority may make any revisions to it as it considers appropriate, for instance in the light of feedback from the local community on whether the statutory objectives are being met. If the Licensing Authority determines and publishes its Policy in this way, a new five year period commences on the date it is published. Where revisions are made to the Section 182 Statutory Guidance by the Secretary of State, it will be for the Licensing Authority to determine whether revisions to its own Statement of Licensing Policy are appropriate.
- 7.3 This policy will commence on XXXXX and remain in force for five years but will be kept under review subject to further consultation as referred to above.
- 7.4 Before determining its policy, the Licensing Authority consulted with the persons listed in section 5(3) of the 2003 Act. These are;
- The Chief Constable for the Dorset Police
 - Dorset and Wiltshire Fire and Rescue Service
 - The BCP Director of Public Health
 - Persons/bodies representative of local Premises Licence Holders

- Persons/bodies representative of local Club Premises Certificate Holders
- Persons/bodies representative of local Personal Licence Holders
- Persons/bodies representative of businesses and residents in its area

- 7.5 The views of all these persons or bodies were given appropriate weight when the policy was determined. We believe that we have made reasonable efforts to consult an appropriate range of representatives and individuals in determining this policy.
- 7.6 Fees are set by Regulation and are intended to provide full cost recovery of all licensing functions including the preparation and publication of a Statement of Licensing Policy, but this will be based on the statutory requirements. Where a Licensing Authority exceeds these requirements, they will have to absorb those costs themselves.
- Further advice can be obtained from licensing@bcpcouncil.gov.uk

8. Fundamental Principles of the Policy

- 8.1 This Statement of Licensing Policy has been prepared in accordance with the provisions of the Licensing Act 2003 and the Statutory Guidance issued under Section 182 of the 2003 Act by the Secretary of State. This Policy should be read as a whole and in conjunction with those provisions.
- 8.2 This statement is intended to assist Officers and Members in determining applications and to set out those factors that will normally be taken into consideration. Equally it seeks to provide clarity for applicants, residents and other occupiers of property and investors, in order to enable them to plan a move to remain or invest in the area with some measure of certainty.
- 8.3 This Policy sets out a general approach to making licensing decisions, it will not ignore or be inconsistent with provisions of the 2003 Act. For example, a Statement of Licensing Policy must not undermine the right of any person to apply under the terms of the 2003 Act for a variety of permissions and to have any such application considered on its individual merits. Similarly, it will not override the right of any person to make representations on an application or to seek a review of a licence or certificate where provision has been made for them to do so in the 2003 Act provided they are not frivolous or vexatious.
- 8.4 Licensing is about regulating licensable activities on licensed premises, by qualifying clubs and at temporary events within the terms of the 2003 Act. Conditions attached to various authorisations will be focused on matters which are within the control of individual licence holders and others with relevant authorisations, i.e. relevant to the premises and its vicinity.
- 8.5 Whether or not incidents can be regarded as being "in the vicinity" of licensed premises is a question of fact and will depend on the particular circumstances of the case. In cases of dispute, the question will ultimately be decided by the courts. In addressing this matter, the Licensing Authority will primarily focus on the direct impact of the activities taking place at the licensed premises on members of the public living, working, or engaged in normal activity in the area concerned.
- 8.6 Licensing law is not the primary mechanism for the general control of nuisance and anti-social behaviour by individuals once they are away from the licensed premises and, therefore, beyond the direct control of the individual, club or business holding the licence, certificate or authorisation concerned. Nonetheless, it is a key aspect of such control and licensing law will always be part of the overall approach to the management of the day time, evening and night-time economy within the conurbation.
- 8.7 Each application will be considered on its own merits and in accordance with this Statement of Licensing Policy. Conditions attached to licences and certificates will be tailored to the

individual type, location and characteristics of the premises and events concerned. This is essential to avoid the imposition of disproportionate and overly burdensome conditions on premises where there is no need for such conditions. Standardised conditions will be avoided, and the licensing authority acknowledges it may be unlawful where they cannot be shown to be appropriate for the promotion of the licensing objectives in an individual case.

9. Licensable Activities

9.1 The Licensing Authority is responsible for considering all applications for licensable activities as defined in section 1 of the 2003 Act. Licensable activities are;

- The sale of alcohol by retail
- The supply of alcohol to club members and their guests
- The provision of regulated entertainment
- The provision of late-night refreshment (the supply of hot food or drink between 23.00 and 05.00.)

9.2 Schedule 1 to the 2003 Act sets out what activities are regarded as the provision of regulated entertainment and when they are licensable together with those activities which are not and therefore exempt from the regulated entertainment regime. Appendix B of this policy sets out in more detail the types of exemptions.

9.3 The descriptions of entertainment activities licensable under the 2003 Act are:-

- A performance of a play
- An exhibition of a film
- An indoor sporting event
- A boxing or wrestling entertainment
- A performance of live music *
- Any playing of recorded music*
- A performance of dance
- Entertainment of a similar description to a performance of live music, any playing of recorded music or a performance of dance

*[See](#) Appendix B for further information

10. Licensing Objective: Prevention of Crime and Disorder

10.1 The Licensing Committee will look to Dorset Police as the main source of advice on crime and disorder.

10.1 Conditions, if imposed, will be targeted on deterrence and preventing crime and disorder. For example, where there is a good reason to suppose that disorder may take place, the presence of CCTV cameras both inside and immediately outside the premises can actively deter disorder, nuisance, anti-social behaviour and crime generally. Some licence holders may choose to use CCTV for the prevention of crime directed against the business itself, its staff or its customers, but any condition may require a broader approach to the overall promotion of the prevention of crime and disorder objective. The Licensing Committee would wish to ensure that the precise locations of cameras are identified on plans to ensure that certain areas are properly covered and to avoid any uncertainty/dispute as to the terms of any condition imposed.

10.2 The Licensing Authority expects applicants to address excessive consumption of alcohol and drunkenness on relevant premises. This will reduce the risk of anti-social behaviour occurring both on the premises and elsewhere after customers have departed. It is expected that

operating schedules and conditions will demonstrate a general duty of care to customers using the premises and others affected by their activities this may include developing a policy to prevent the sale of alcohol to drunk customers.

10.3 The Licensing Team will work with the police and other relevant Responsible Authorities and licensees to encourage good practice. In considering an application that has attracted relevant representations, the Council will also have regard to the following, where relevant:

- Any representations made by the Police, or other relevant agency about the training given to staff in crime prevention measures appropriate to those premises. This could include training in specific areas such as recognising drunkenness, use of illegal substances and the assessment of drinks promotions.
- The physical security features installed in the premises. This may include matters such as the position of cash registers, where alcohol is stored in 'off-licences', the standard of CCTV that is installed, adequate lighting, metal detection and search facilities or the use of plastic bottles in pubs and clubs.
- Procedures for risk assessing promotions such as 'happy hours' which may contribute to the impact on crime and disorder and plans for minimising such risks.
- The measures employed to prevent the consumption or supply of illegal drugs, including any search procedures and entry policies.
- Where premises are subject to age-restrictions, the procedures in place to conduct age verification checks. The Licensing Authority will expect the premises licence holder to follow any guidance issued by the Home Office in this regard. The current Home Office guidance is available at False ID guidance - GOV.UK (www.gov.uk)
- The likelihood of any violence, public order or policing problem if the authorisation is granted.
- Whether the design of the premises has been considered having regard to reducing conflict and minimising opportunities for crime.
- Whether steps are proposed to avoid the adverse impact of the promotion of the licensing objectives which result from high strength alcohol being sold at a low price.
- The measures taken to control admission to the premises and the use of and number of Security Industry Authority licensed door supervisors employed at the premises.
- Measures taken to ensure that no public nuisance or other crime results from customers seeking to smoke tobacco and related products at or in the vicinity of the premises, and the extent to which these measures are likely to be effective.
- Other appropriate measures, such as participation in a local pub watch scheme or other body designed to ensure effective liaison with the local community, subscription to dedicated security radio circuits and other examples of industry best practice.

10.4 It is recommended that applicants discuss the crime prevention procedures in their premises with the police before submitting their application.

11. Licensing Objective: Public Safety

11.1 Licence holders have a responsibility to ensure the safety of those persons using their premises, as a part of their duties under the 2003 Act. This concerns the safety of people using the relevant premises rather than public health which is addressed in other legislation. Physical safety includes the prevention of accidents and injuries and other immediate harms that can result as customers become more vulnerable from alcohol consumption, such as unconsciousness or alcohol poisoning.

11.2 Conditions relating to public safety may also promote the crime and disorder objective as noted above.

11.3 Applicants should give consideration to a number of matters in relation to public safety which may include

- Reference should be made to the guidance on requirements under the Regulatory Reform (Fire Safety) Order 2005 which are available from Dorset & Wiltshire Fire and Rescue Service www.dwfire.org.uk
- Ensuring appropriate access for emergency services such as ambulances
- Good communication with local authorities and emergency services, for example communications networks with the Dorset Police and signing up for local incident alerts
- Ensuring the presence of trained first aiders on the premises and appropriate first aid kits
- Ensuring appropriate and frequent waste disposal, particularly of glass bottles
- Ensuring appropriate limits on the maximum capacity of the premises
- Consider the use of CCTV in and around the premises (which may also assist with promoting the crime and disorder objective)
- Provision of a defibrillator
- Ensuring use of toughened or plastic drinking vessels if appropriate
- Training of staff to deal with violence against women and implementation of safeguards to protect them

11.4 It is recognised that measures that are appropriate to promote public safety will vary between premises and the examples listed above may not be applicable in all cases. Applicants should give due consideration when making their application which steps are appropriate to promote the public safety objective and demonstrate how they intend to achieve that.

11.5 Safeguarding patrons against spiking should be considered and awareness training for staff should be provided where appropriate and proportionate to do so. The Licensing Authority strongly support campaigns such as Ask for Angela.

11.6 Applicants should make provision to ensure that premises users and staff can safely leave their premises and get home. Measures that may assist include;

- Providing information on the premises of local licensed taxi companies who can provide transportation home
- Signing up to the get me home safely campaign. [Get ME Home Safely | Make Our Communities & Workplaces Safer \(unitetheunion.org\)](http://unitetheunion.org)
- Ensuring adequate lighting outside the premises, particularly on paths leading to and from the premises and in car parks

11.7 Public safety may include the safety of performers appearing at any premises but does not extend to the prevention of injury from participation in a boxing or wrestling entertainment.

12.Licensing Objective: Public Nuisance

12.1 Licensed premises, particularly those operating after 23:00 hours and into the early morning, can adversely affect people living or working in the vicinity of the premises. The applicant's operating schedule must therefore contain practical steps to prevent disturbance to local residents. The issues will concern nuisance from noise, light, odour and litter.

12.2 Conditions relating to noise nuisance will usually concern steps appropriate to control the levels of noise emanating from premises. This might be achieved by a simple measure such as

ensuring that doors and windows are kept closed after a particular time or persons are not permitted in garden areas of the premises after a certain time. More sophisticated design measures to mitigate sound escape from the premises may be appropriate where individual circumstances dictate. Any conditions appropriate to promote the prevention of public nuisance will be tailored to the type, nature and characteristics of the specific premises and its licensable activities.

12.3 Where applications have given rise to representations, any appropriate conditions shall normally focus on the most sensitive periods. For example, the most sensitive period for people being disturbed by unreasonably loud music is at night and into the early morning when residents in adjacent properties may be attempting to go to sleep or are sleeping. This is why there is still a licensing requirement for performances of live music between 11 pm and 8am. In certain circumstances, conditions relating to noise emanating from the premises may also be appropriate to address any disturbance anticipated as customers enter and leave.

12.4 The Licensing Authority is mindful of the potential for noise nuisance from amplified sound and live music. Where there are relevant representations on this issue, the Licensing Authority will normally impose appropriate conditions on variations or new licences or refuse consent if necessary for the promotion of the licensing objective. A condition to prevent noise nuisance could be imposed in such circumstances.

12.5 Applicants must demonstrate that they have considered those factors that cause or add to public nuisance. It is good practice to consult with a noise expert to ensure the effectiveness of measures undertaken. The Council's Pollution Control Team can also be consulted to assist in developing a Noise Management Plan.

12.6 Factors to consider include;

- Location of the premises and use of associated outside areas, for example, particularly for [smoking](#)
- Hours of operation
- Customer profile
- Nature of activities to be provided - temporary or permanent
- Location of activities - inside or outside
- Design and layout of the premises
- Use of noise limiting devices
- Number of people attending the premises
- Availability of public transport and parking provision
- Winding down period between the end of the licensable activities and closure of the premises
- Last admission time
- Fliers and other advertising material (The Council operates a licensing scheme to regulate this , further details can be obtained [here](#))

12.7 Measures to control light nuisance will also be given careful consideration. Bright lighting outside premises, which is considered appropriate to prevent crime and disorder may itself give rise to light nuisance for some neighbours. Applicants, the Licensing Authority and responsible authorities will need to balance these issues.

12.8 Beyond the immediate area surrounding the premises, these are matters for the personal responsibility of individuals under the law. An individual who engages in anti-social behaviour are accountable for their own actions. However, it is considered perfectly reasonable for the Licensing Committee to impose a condition, that requires the licence holder or club to place signs at the exits from the building encouraging patrons to be quiet until they leave the area,

or that, if they wish to smoke, to do so at designated places on the premises instead of other external areas, and to respect the rights of people living nearby to a peaceful night.

Outdoor Areas and Smoking Areas

12.9 Where applicants propose to provide seating, tables or other facilities in any outdoor area, whether covered or not, or to permit the use of outdoor areas as smoking areas, applicants will be expected to demonstrate in their operating schedule that;

- Suitable and sufficient measures will be in place to prevent the escape of noise and other public nuisance from that outdoor area, from the licensed premises or from any of the licensable activities
- Effective management controls and other measures are put in place this will include removal of seating/tables, presence of staff and installation of CCTV to ensure that licensable activities and the use of such areas by customers or other persons is controlled so as not to adversely impact on nearby residents

12.10 After 23:00 hours consideration should be given to the impact of patrons using outside smoking areas. The Licensing Authority will normally expect the public use of external areas in the licensee's control to cease at 23:00 hours. Where outside areas will be in use after 2300 additional management controls will need to be considered which may include limiting the number of patrons permitted in the area and the presence of security staff.

12.11 Following the implementation of the smoking ban in July 2007 the Licensing Authority recognises that smokers wishing to smoke will have to go outside the licensed premises. They may also want to take alcohol purchased inside for consumption outside.

12.12 In some cases smoking will be in garden areas. In others, it may be on other parts of the licensed premises or even the highway.

12.13 Where patrons are permitted to take drinks outside the premises the Licensing Authority will expect Licensees to take such steps as possible to ensure glasses/bottles and other receptacles are not left outside. Where broken glass may become an issue this should be included within the management plan of the premises.

12.14 The premises may provide some form of shelter for those smoking outside, but these must not be fully or substantially enclosed in accordance with the Health Act 2006. Licensees should be aware of their responsibilities to prevent public nuisance.

12.15 Noise is likely to be caused not only from persons outside, but from the licensed premises if doors are continually opened or left open as customers go in and out.

12.16 If relevant representations are received, the Licensing Authority may consider conditions restricting the use of outside areas. Such conditions may include the prevention of drinks within the external area, restricting the carrying of any receptacle outside, prohibiting re-entry to premises after customers have left or restrictions on the number of people allowed at any one time in the outside areas and having dedicated staff to monitor the smoking area and take action where necessary.

12.17 The Licensing Authority may impose conditions on licences requiring the operators to provide cigarette disposal units in the vicinity of the premises and to carry out regular cleaning of the area as necessary in order to prevent public nuisance.

Night Cafes and Takeaway Premises

12.18 Premises open after 23:00 hours supplying hot food or hot drink for consumption on or off the premises can attract large groups of customers, many of whom have already consumed alcohol. The gathering of people around takeaways can lead to additional noise, disturbance and greater amounts of litter and rubbish.

12.19 The Licensing Authority will look to applicants to evidence steps they will take to address these associated issues which can present a public nuisance issue which should include

- Provision of bins outside to reduce littering by patrons
- Evidence of commercial bin waste contract and pest control contract as necessary.
- Management of outside queues or seating areas after 2300. Where a risk assessment deems it necessary security staff may be needed at busy times of the night or year when business is seasonal
- Restrictions on the times for deliveries and when bins are emptied
- Consider parking and access arrangement for any third party delivery staff such as Uber Eats or Deliveroo as these can cause considerable public nuisance in terms of parking and noise

12.20 Premises that operate late at night offering alcohol and/or takeaway food can generate concerns about antisocial behaviour and nuisance in the vicinity. It is expected that applicants should address such issues within their operating schedule and the Model Pool of Conditions in Appendix E will assist applicants in addressing this.

13. Licensing Objective: Protection of Children from Harm

13.1 The Licensing Authority has determined that Children's Services Compliance Team are the Responsible Authority who will lead on the protection of children from harm.

13.2 A child is any person under the age of 18 unless otherwise stated.

13.3 The Licensing Authority notes the amended statutory guidance has now placed emphasis on child sexual exploitation (CSE) matters and accordingly will look to the responsible authorities to be particularly robust and vigilant so far as any CSE matters are concerned at venues holding either a premises licence or club premises certificate.

13.4 Where children are expected to attend a licensed event or an event held on licensed premises even though alcohol is not being served, appropriate adult supervision will be required if considered necessary by way of risk assessment.

13.5 For premises that give rise to particular concern, there will be a presumption against permitting any access for those under 18 years of age. Premises that give particular concern include those where;

- Entertainment or services of an adult or sexual nature are commonly provided
- There have been convictions of members of the current staff at the premises for serving alcohol to minors or premises where clear evidence is produced by a Responsible Authority to prove underage drinking has been permitted by the premises licence holder or the operator
- There is known association with drug taking or dealing
- There is a strong element of gambling on the premises, excluding premises which have a limited number of cash prize gaming machines only
- The supply of alcohol for consumption on the premises is the exclusive or primary purpose of the service provided at the premises

- 13.6 The protection of children from harm and their welfare is of paramount importance. Family-friendly and food led premises are encouraged, but the risk of harm to children is an essential consideration when determining applications.
- 13.7 With accompanied children having greater access to licensed premises there is an opportunity to have more family-friendly leisure. Clearly, this places additional responsibilities upon licence holders. It is recognised too that parents and others accompanying children have responsibilities to ensure the welfare and protection of children.
- 13.8 The protection of children from harm includes the protection of children from moral, psychological and physical dangers. Specifically, in relation to the exhibition of films, or transmission of programmes or videos, this includes protection from exposure to strong language, sexual expletives and portrayals of sexual activity.
- 13.9 Children are more vulnerable, and their needs will require special consideration. This vulnerability includes their susceptibility to suggestion, peer group influences, inappropriate example, the unpredictability of their actions due to their age, and the lack of understanding of danger.
- 13.10 Where no licensing restriction is necessary, admission of children remains entirely a matter at the discretion of the individual licensee or club. Conditions requiring the admission of children may be imposed and can be offered by the applicant.
- 13.11 Whilst children may be adequately protected from harm by the action taken to protect adults, they may also need special consideration, and no policy can anticipate every situation. When addressing the issue of protecting children from harm, applicants are advised to demonstrate what practical measures they will take where appropriate.
- 13.12 The Licensing Authority will expect applicants to be clear in their operating schedules about the activities and times at which the events would take place to help determine when it is not appropriate for children to enter the premises. Consideration will also be given to the proximity of premises to schools and youth clubs so that applicants take appropriate steps to ensure that advertising relating to their premises, or relating to events at their premises, is not displayed at a time when children are likely to be near the premises.
- 13.13 Conditions requiring the admission of children to any premises cannot be attached to licences or certificates. Where no licensing restriction is appropriate, it remains a matter for the discretion of the individual licence holder, club or premises user.
- 13.14 Venue operators seeking premises licences and club premises certificates should consider including such prohibitions and restrictions in their operating schedules particularly where their own risk assessments have determined that the presence of children is undesirable or inappropriate.
- 13.15 The following examples of control measures are given to assist applicants. They should be taken into account when producing any operating schedule;
- Provision of a sufficient number of staff employed or engaged to secure the protection of children from harm
 - Complete exclusion of children and limitations on the hours when they may be present whether or not accompanied by a responsible adult
 - Restrictions to certain parts of the premises or exclusion of children from certain activities
 - Imposition of requirements for children to be accompanied by a responsible adult

- Adoption of “Challenge 25” or other similar initiative to require sight of evidence of age from any person under 25 who is attempting to buy alcohol or have alcohol delivered
- Acceptance of “proof of age” documentation, by means from time to time recognised by the Licensing Authority in consultation with the Police and Trading Standards. (The PASS accreditation system of the British Retail Consortium is commended)
- Measures to ensure that children do not purchase, acquire or consume alcohol, including keeping refusals register in English and in accordance with any relevant and reasonable requirements of Trading Standards which may include signing up to the No Proof of Age No Sale (NPOANS) toolkit which includes age restricted sales training
- Measures to avoid children being exposed to incidents of violence or disorder

13.16 The Licensing Authority supports the following measures to reduce alcohol-related anti social behaviour by those under 18;

- Police powers under the Confiscation of Alcohol (Young Persons) Act 1997 to remove alcohol from young people in any public place where the public have access
- BCP have a Public Space Protection Order in place for the whole area which allows CSAS officers to also seize alcohol where antisocial behaviour is linked to alcohol consumption
- Police and Trading Standards powers to implement test purchasing to target on and off licences selling to under 18-year-olds and carry out age challenges to reduce underage drinking from supermarkets, off licences, in pubs and other licensed venues
- Further promotion of proof of age schemes
- Prosecution of those persistently selling alcohol to children, under the Violent Crime Reduction Act 2006

13.17 The Licensing Authority will expect applicants to ensure that children are not allowed access into premises when licensable activities involving entertainment or services of an adult or sexual nature take place.

13.18 Licensees’ operating schedules for premises showing films must include arrangements to prevent children from viewing age-restricted films as classified by the British Board of Film Classification. Uncertified films must be brought to the attention of the Licensing Authority for classification.

14. Public Health

14.1 Whilst public health is not a licensing objective, health bodies are deemed to be responsible authorities under the 2003 Act. They may now make representations in respect of applications and call for the review of a premises licence or club premises certificate where they have appropriate evidence to do so and can demonstrate how an applicant's proposals at the specific premises will undermine one or more of the licensing objectives.

14.2 The Licensing Authority recognises that the health and wellbeing of communities can be adversely affected by drinking excess alcohol. National evidence shows that whilst there is little difference in alcohol consumption between people living in more or less deprived areas, people living in the most deprived areas has an almost two-fold greater risk of an alcohol-related death than people living in the least deprived areas.

(see <https://bmcpublichealth.biomedcentral.com>)

14.3 Public Health Dorset supports safeguarding initiatives which include vulnerable adults. Ensuring robust staff training as part of any application and setting out training and

identification of vulnerable or intoxicated people and ensuring they are safe when on and as they leave the premises.

- 14.4 Public Health Dorset as a responsible authority works closely with the other responsible authorities and plays an active part in contributing to the licensing policy and assisting applicants promote the licensing objectives. Health bodies may hold information which other responsible authorities do not, but which would assist the Licensing Authority in exercising its functions. This information may be used by the health body to make representations or to support representations.
- 14.5 There is also potential for health bodies to participate in the licensing process in relation to the protection of children from harm. This objective not only concerns the physical safety of children, but also their moral and psychological wellbeing.
- 14.6 Evidence relating to under-18 alcohol-related emergency department attendance, hospital admissions and underage sales of alcohol could potentially have implications for both the protection of children from harm and the crime and disorder objectives. Consumption of alcohol by under 18s can lead to serious and acute health impacts. Health bodies can provide evidence to lead or support representations in relation to this objective. In relation to proxy purchases, data collected by health bodies could be used to inform other responsible authorities, including the police and the licensing authority, about a prevalence of proxy purchasing in a particular area.
- 14.7 Although less obvious, health bodies may also have a role to play in the prevention of public nuisance where its effect is prejudicial to health and where they hold relevant data.
- 14.8 The Licensing Authority seeks to encourage and support any voluntary initiatives that premises may wish to adopt to help reduce alcohol harm within our communities. Such initiatives may include;
- Avoiding the sale of beers, lagers and ciders over 6.5% ABV which are sold in plastic bottles or metallic cans (this does not include premium, craft or specialist products as these are not a target for problem drinkers)
 - Taking steps to consider the display of alcohol in such a manner that will not unduly encourage people to drink irresponsibly and equally limit the exposure children have to alcohol advertising
 - Refraining from placing alcohol products amongst, near or next to confectionary that would usually be consumed by children or young people (which would include till point toys or stickers)

15. Responsible Retailing for Off Sales

- 15.1 The Licensing Authority is concerned that the irresponsible consumption of alcohol from off-sales is a significant problem and adversely affects the licensing objectives as it gives rise to problems of drunkenness, disorderly behaviour and a higher risk of alcohol sales to children.
- 15.2 There is a Community Alcohol Partnership (CAP) scheme which is run by a locally managed multi-agency partnership and whose aim is to reduce alcohol harm in local communities from drinking by young people under 25, with a particular emphasis on preventing underage drinking.
- 15.3 The Licensing Authority wishes to minimise the negative impact on the licensing objectives created by irresponsible consumption of alcohol from retail alcohol sales. Some parts of Bournemouth, Christchurch and Poole have Public Spaces Protection Orders (PSPOs) in place to help address problems of drinking alcohol in public areas. Drinking in public spaces

can be a major source of anti-social behaviour, often involving young persons, and it can lead to crime or the fear of crime.

15.4 When considering an application or review where evidence indicates issues relating to problem drinking from off-sales the Licensing Committee will consider the design and layout of premises wishing off-sales. In such areas all new applications must;

- Specify the area to be used for the sale or exposure for sale of alcohol
- Displays should conform to the guidance issued by the British Retail Consortium or any other future guidance issued by trade bodies, Government departments or locally adopted standards to provide a 'responsible display' of alcohol
- Applicants should note that a display will not be considered suitable at entrance/exit points of premises where it might interfere with customer flow, near check outs, entrances or exits where shop lifting may become easier
- By using advertising that does not promote irresponsible drinking
- Consisting of significant amounts of high strength alcohol or give undue prominence to high strength alcohol

15.5 The Licensing Authority may not support applications and may refuse on the evidence presented to support representations where representations are made against applications for off sales of alcohol for premises that are;

- In areas where Public Spaces Protection Orders (PSPOs) are in place
- Near to alcohol addiction recovery activities or buildings held in hospital or clinic settings.
- In areas where drinking in public spaces affects any of the licensing objectives

16. The Licence Process and Applications

16.1 Generally, all applications will follow the same general process as set out in [Appendix C](#).

16.2 Applications must be made to the Licensing Authority in the form prescribed by Regulations. Guidance is available to applicants setting out the detail of the process on the BCP Council website.

16.3 The Licensing Committee expects applicants to have regard to this statement of licensing policy when completing their operating schedule. Applicants are expected provide sufficient information within their applications to ensure that they demonstrate the steps they propose to take to promote the licensing objectives.

16.4 The applicant is expected to demonstrate that they understand the local area demographics including crime and disorder hotspots, proximity to residential premises, housing and/or treatment centres for vulnerable people (including addictions), and the proximity to areas where children/vulnerable people congregate

16.5 Applicants are expected to include positive proposals in their application on how they will manage any potential risks. Where specific policies apply in the area (for example, a cumulative impact policy), applicants are also expected to demonstrate;

- An understanding of how the policy impacts on their application
- Any measures they will take to mitigate the impact
- Why they consider the application should be an exception to the policy

16.6 It is expected that enquiries about the locality will assist applicants when determining the steps that are appropriate for the promotion of the licensing objectives. For example, premises with close proximity to residential premises should consider what effect this will have on their

smoking, noise management and dispersal policies to ensure the promotion of the public nuisance objective. Applicants must consider all factors which may be relevant to the promotion of the licensing objectives and where there are no known concerns, acknowledge this in their application.

16.7 While applicants are not required to seek the views of responsible authorities before formally submitting their application, they may find them to be a useful source of expert advice on local issues that should be taken into consideration when making an application. The Licensing Committee encourages co-operation between applicants, responsible authorities and, where relevant, local residents and businesses before applications are submitted in order to minimise the scope for disputes to arise.

16.8 The Responsible Authorities are: -

Dorset Police
Dorset & Wilshire Fire and Rescue Service
Protection of Children from Harm
Trading Standards
Environmental Health
Health and Safety Executive
Planning Authority
Public Health
Home Office (Immigration Enforcement)
Maritime & Coastguard Agency

Full contact details are provided on our website. [Responsible Authority list](#)

16.9 When applicants complete section M of the application form they are providing the Licensing Authority with their proposed conditions. Applicants are expected to provide sufficient information to ensure their proposed conditions and actions are appropriate to promote the licensing objectives.

16.10 The Licensing Authority will expect applicants to consider the following matters in the context of promoting the four licensing objectives

- The nature of the area where the premises are situated
- The precise nature, type and frequency of the proposed activities
- Where alcohol is to be sold for consumption on the premises, the extent of seating available
- Any measures proposed by the applicant as outlined in the operating schedule to mitigate or prevent any adverse impact upon the licensing objectives, including the proposed hours of operation
- The nature, principally in terms of the age and orderliness, and number of customers likely to attend the premises
- Means of access to and exit from the premises
- The impact of the smoking ban, to include reference to noise pollution
- Transport provision in the area, and the likely means of public or private transport for customers arriving/leaving the premises
- Parking provision in the area
- The potential cumulative impact of licensable activities in the relevant local area
- Other means and resources available to mitigate any adverse impact particularly to local residents
- Such other matters as may be relevant to the application

- 16.11 A copy of the Licensing Authority's Model Pool of Conditions is attached at Appendix E which may assist applicants in completing the operating schedule of their application form.
- 16.12 Once the application has been submitted there is a 28 day consultation period. This gives the responsible authorities and other persons the opportunity to make a representation and to enter into mediation with the applicant.
- 16.13 Where mediation is unsuccessful, and representations have not been withdrawn the application will be referred for consideration by the Licensing Sub Committee.
- 16.14 Where there are no representations or where mediation has successfully taken place, the application will be deemed granted at the end of the consultation period and the licence will be issued including all agreed conditions.

17.Representations

- 17.1 When an application has been made, there is a 28-day period for consultation in which the applicant will have displayed a notice on their premises and also in a local newspaper.
- 17.2 In addition the Licensing Authority will publish notice on their website. As a matter of good practice officers will email all members and parish councils on a regular basis to notify them of applications received.
- 17.3 Anyone can make a representation (or objection) in relation to any new application, a variation to an existing licence or a review of a licence. However, for a representation to be considered relevant, it must relate to and address the likely effect that granting the application will have on the promotion of one or more of the licensing objectives.
- 17.4 Ward Councillors may make representations themselves or support other persons if asked to do so.
- 17.5 Guidance on how to make a representation is provided on the councils' website. [Challenge a licence | BCP \(bcpcouncil.gov.uk\)](https://www.bcpcc.gov.uk/Challenge-a-licence)

Disclosure of personal details of persons making representation

- 17.6 Once a representation has been accepted by the Licensing Authority it will be forwarded to the applicant to allow mediation to take place.
- 17.7 Ultimately the representation may become part of a hearing report which is a public document, if mediation is not.
- 17.8 Unless there are genuine and well-founded fears of intimidation, representations will be published with names and addresses attached (your email will not be disclosed).
- 17.9 Government Guidance on this matter, states: 'In exceptional circumstances, persons making representation to the licensing authority may be reluctant to do so because of fears of intimidation or violence if their personal details, such as name and address, are divulged to the applicant.'
- 17.10 Where the Licensing Authority consider that the person has a genuine and well - founded fear of intimidation and may be deterred from making a representation on this basis, they may decide to withhold some or all personal details from the applicant, giving only minimal details (such as street name or general location within a street). However, withholding such details will only be considered where the circumstances justify such action.

18. Licence Conditions

18.1 There are three types of conditions:

- **Mandatory** The 2003 Act provides for certain mandatory conditions to be applied to premises licences or club premises certificates. The full list of mandatory conditions that apply at the publication date of this statement of licensing policy can be found at [Mandatory Licensing Conditions](#)

The Licensing Authority expects that applicants, licence and certificate holders will familiarise themselves and ensure all staff are familiar with the mandatory conditions and any additional conditions which are attached to the premises licence they hold.

- **Offered** These are conditions included in Section M of the application form as part of the operating schedule or agreed following mediation.
- **Imposed** These are conditions imposed by the Licensing Committee, if they consider necessary, following a hearing of the application before them.

18.2 Conditions on a premises licence or club premises certificates are important in setting the parameters within which premises can lawfully operate. The use of wording such as "must", "shall" and "will" is considered necessary to emphasise their importance.

18.3 Licence conditions;

- Must be appropriate and proportionate for the promotion of the licensing objectives
- Must be precise and enforceable
- Must be unambiguous and clear in what they intend to achieve
- Should not duplicate other statutory requirements or other duties or responsibilities placed on the employer by other legislation
- Must be tailored to the individual type, location and characteristics of the premises and events concerned
- Should not be standardised and may be unlawful when it cannot be demonstrated that they are appropriate for the promotion of the licensing objectives in an individual case
- Should not replicate offences set out in the 2003 Act or other legislation
- Should be proportionate, justifiable and be capable of being met
- Cannot seek to manage the behaviour of customers once they are beyond the direct management of the licence holder and their staff, but may impact on the behaviour of customers in the immediate vicinity of the premises or as they enter or leave
- Should be written in a prescriptive format

18.4 A copy of the Licensing Authority's Model Pool of Licensing Conditions is attached at [Appendix D](#) this can be used to assist applicants when considering the four licensing objectives within their proposed operating schedule.

18.5 Where responsible authorities and other persons do not raise any representations about the application made to the Licensing Authority, it is the statutory duty of the Authority to grant a licence or certificate subject only to conditions that are consistent with the operating schedule and any mandatory conditions prescribed in the 2003 Act.

18.6 It is possible that in certain cases, where there are other legislative provisions which are relevant and must be observed by the applicant, no additional conditions at all are needed or considered appropriate to promote the licensing objectives.

18.7 The Licensing Authority wishes to work in partnership with all parties to ensure that the licensing objectives are promoted collectively. To support this aim and to minimise disputes and the necessity for hearings, the Licensing Authority considers it sensible for applicants to seek the views of responsible authorities before formally submitting applications, but it acknowledges that there is no legal requirement to do this.

19. Enforcement

19.1 The Licensing Authority has established a joint working agreement with Dorset Police and other enforcing authorities. This agreement assists officers to address issues on a 5 step problem solving matrix which helps to prioritize efforts to tackle 'problem' and 'high-risk' premises and forms the basis of an intelligence led approach.

19.2 In respect of premises which are shown to be well maintained and managed a 'lighter' approach will be applied.



Targeted enforcement visits and actions are taken in accordance with the 5 steps listed above to ensure that it is effective, well targeted and contributes to economic progress.

19.3 The Licensing Authority will process personal information in accordance with the Data Protection Act 2018. The personal details provided by applicants will be held on a database and where the law allows, may be shared with other departments within the Council to update details they hold. The Licensing Authority may also be required to disclose personal information to third parties (such as the Police, Department for Work and Pensions,

Immigration Enforcement or the National Fraud Initiative) for the purposes of preventing or detecting crime or apprehending or prosecuting offenders.

- 19.4 When judged necessary to do so, authorised officers of the Licensing Authority and other responsible authorities will undertake unannounced inspections or test purchase visits to licensed premises in order to ensure compliance with the provisions of the 2003 Act and any other associated legislation.

20. The Cumulative Impact of a Concentration of Licensed Premises

- 20.1 The Licensing Authority will not take 'need' into account when considering an application (i.e. commercial demand), as this is not a licensing objective. However, it recognises that the cumulative impact of the number, type and density of licensed premises in a given area, may lead to serious problems of nuisance and disorder outside and some distance from the premises.
- 20.2 Cumulative Impact Policies (CIP) are also commonly known as "stress" or "special policy areas" and may relate to premises licensed to carry on any licensable activity, including the sale of alcohol for consumption on or off the premises, and the provision of late night refreshment. This includes late-night fast-food outlets which are not licensed to sell alcohol.
- 20.3 In some areas, where the number, type or density of premises selling alcohol or providing late night refreshment is high or exceptional, serious problems of nuisance and disorder may be arising or have begun to arise outside or some distance from those premises. Such problems generally occur as a result of large numbers of drinkers being concentrated in an area, for example when leaving premises at peak times or when queuing at fast food outlets or for public transport. Licensing Authorities should consider whether the number of fast food outlets or off licences in an area contribute to these problems, and may choose to include them in their cumulative impact policy.
- 20.4 Queuing in itself may lead to conflict, disorder and anti-social behaviour. Moreover, large concentrations of people may also increase the incidence of other criminal activities such as drug dealing, pick pocketing and street robbery. Local services such as public transport services, public lavatory provision and street cleaning may not be able to meet the demand posed by such concentrations of drinkers leading to issues such as street fouling, littering, traffic and public nuisance caused by concentrations of people who cannot be effectively dispersed quickly.
- 20.5 Variable licensing hours may facilitate a more gradual dispersal of customers from premises. However, in some cases, the impact on surrounding areas of the behaviour of the customers of all premises taken together will still be greater than the impact of customers on individual premises. These conditions are more likely to arise in town and city centres, but may also arise in other urban centres and the suburbs, for example on smaller high streets with high concentrations of licensed premises
- 20.6 The Licensing Authority will take the following steps when considering whether to adopt a special saturation policy: -
- Identify concern about crime and disorder; public safety; public nuisance; or protection of children from harm
 - Consider whether there is good evidence that crime and disorder or nuisance are occurring, or whether there are activities which pose a threat to public safety or the protection of children from harm

- If such problems are occurring, identify whether these problems are being caused by the customers of licensed premises, or that the risk of cumulative impact is imminent
- Identify the boundaries of the area where problems are occurring (this can involve mapping where the problems occur and identifying specific streets or localities where such problems arise)
- Consult those specified in section 5(3) of the 2003 Act, and subject to the outcome of the consultation, include and publish details of the special policy in the licensing policy statement

20.7 The Licensing Authority will review any cumulative impact policy every three years to see whether they have had the effect intended, and whether they are still required.

20.8 The Licensing Authority will not use such policies solely:-

- as the grounds for removing a licence when representations are received about problems with existing licensed premises, or
- to refuse modifications to a licence, except where the modifications are directly relevant to the policy, for example where the application is for a significant increase in the capacity limits
- to impose any form of quota

20.9 The Licensing Authority recognises that there is a wide diversity of premises requiring a licence and will have full regard to the differing impact these will have on the local community.

20.10 It therefore also recognises that, within this policy, it may be able to approve licences that are unlikely to add significantly to the saturation and will consider the circumstances of each individual application.

21. Other Mechanisms for Controlling the Impact of Licensed Premises

21.1 Once away from the licensed premises, a minority of customers may behave badly and unlawfully. Other mechanisms exist both within and outside the licensing regime that are available for addressing such issues.

21.2 The Bournemouth Street Pastors were established in 2017 and they patrol the Bournemouth town centre area from 2200 – 0200 every Saturday night. They assist anyone in need and also carry radios which link to the police, paramedics and CCTV. On their patrols they will support individuals in need with slippers, a thermal blanket call a cab or just wait with them until they can make their own way safely home.

21.3 The Purple Flag accreditation scheme recognises excellence in the management of town and city centres in the early evening and nighttime economy. It provides an endorsement of the vibrancy of the local late-night economy and Bournemouth town centre has held a Purple Flag since 2014.

21.4 Safer BCP is a community safety partnership for the local area. It brings together the public bodies and the community, voluntary and private sector partners. The council, police, health services, fire and rescue services, and probation services share a collective responsibility to understand the causes and nature of crime, anti-social behaviour, and substance misuse. Together these agencies work with our communities and voluntary-sector agencies to identify community safety priorities for BCP and put plans in place to address them these include addressing issues around violence against women and girls (VAWG).

- 21.5 The Unity Promise women's charter was launched in March 2024 and supports businesses with training on how to improve safety for women and girls.
- 21.6 Safe Places is a scheme which makes it easier vulnerable people to identify places where they can seek help if they are anxious, scared or at risk while they are out. Premises register with the scheme then display recognisable signs to make them identifiable for those seeking assistance.
- 21.7 The voluntary sector nighttime community guardianship scheme for Bournemouth town centre now works with the universities and students to develop a student-led peer community guardianship scheme to cover the Lansdowne area.
- 21.8 In partnership with Dorset Police, the BID's (Coastal, Bournemouth Town Centre and Poole) and UKPAC (UK Partners Against Crime), BCP Council are supporting the delivery of a Business Crime Reduction Partnership focusing on both the daytime and night-time economies. SentrySis is an information sharing and crime reporting platform delivered by UKPAC in cooperation with the BID's for Poole, Bournemouth and Coastal alongside Dorset Police and BCP Council.
- 21.9 The objective of SentrySis system is to further enhance the partnership between industry professionals and authorities to accurately record, manage and tackle crime and antisocial behaviour associated with the nighttime economy. Through enhanced information sharing capability, this system has proven effective in facilitating greater reporting of crime, enabling officers to be appropriately directed to identified hotspot areas. As a GDPR-compliant database, this system is used to immediately share details of known perpetrators who are present in the Bournemouth Town Centre amongst professionals responsible for managing venues and the safeguarding of customers and staff to ensure that they do not gain access to the venues.
- 21.10 Those premises delivering on-sales provision are encouraged to make use of this system to prevent crime and disorder within their premises to ensure that perpetrators are identified, their information shared with Police, the local authority and other premises to reduce the threat of harm towards the public wishing to enjoy the Town Centre.
- 21.11 Additionally, Bournemouth Town Centre Townwatch are funding Licensing Safety and Vulnerability Initiative (LSAVI) accreditations for their members. This self-assessment tool platform combines the benefits of a self-assessment, an audit by Dorset Police and a catalogue of guidance templates, best practice advice and other support to enable venues to proactively prepare themselves to deliver licensable activities in a safe and compliant manner. Once accredited, venues can proudly publicise their score, with a maximum score of 5/5. The process is intended to be achievable and venues not achieving the maximum score are offered feedback and suggestions as to how they can improve in advance of their next assessment, which takes place annually.
- 21.12 New and existing licensed premises are encouraged to undertake the LSAVI accreditation to assist them to ensure that the safety and safeguarding measures are appropriate to their premises.
- 21.13 Outside of the licensing regime there are other powers which can address negative behaviours which result in the consumption of alcohol these include:-
- **Public Spaces Protection Orders (PSPO)** -all of the BCP area is covered by an alcohol PSPO this is not an alcohol ban, it means that anyone drinking in a manner that adversely impacts on others must cease drinking and must also surrender the alcohol on request.

- **Community Protection Warning/Notice (CPW and CPN)** - can be used to address individuals' behaviour which is having a detrimental impact on a communities quality of life. Initially a CPW is issued to the individual to make them aware that their behaviour is not acceptable, if there is then evidence that the behaviour is continuing then a CPN will be issued.
- **Civil Injunction** – is a civil power to deal with antisocial is a formal process resulting in court action and is only used once other measures have not been successful.

21.14 The Licensing Authority support organisations such as Best Bar None, Town Watch and Pub Watch which contribute towards providing safer environments for the patrons of premises operating in the evening and night time economy. There are a number of groups covering areas and districts throughout Bournemouth, Christchurch and Poole that seek to improve the network of real time information that allows them to take proactive action to minimise the effects on crime and disorder and anti-social behaviour. The Licensing Authority expects licensees to support and be active members of trade led best practice schemes.

22.Planning and Building Control

22.1 The Secretary of State has provided guidance on the relationship between planning and licensing stating that they are separate regimes. Where the Licensing Authority receives relevant representations that a licensing proposal is contrary to a planning consent and that to grant a licence for such activity would be likely to affect the licensing objectives then a refusal, or the attaching of conditions to prevent such a use until the position has been regularised may be appropriate.

22.2 In appropriate situations a hearing could be deferred until planning consent has been obtained, or arrangements made for the applications to be considered together. A responsible and prudent applicant would ensure that an appropriate planning consent was in place before submitting a licence application or choose to submit both at the same time. The Council will not duplicate restrictions on planning permissions unless such restrictions are necessary to promote the licensing objectives.

22.3 Whilst recognising that licensing and planning are separate regimes the Licensing Authority will work closely with planning to ensure that where possible the two regimes will align with each other. The 'agent of change' principle which seeks to protect existing uses, particularly regarding venues that provide regulated entertainment through permissions under the Licensing Act, is recognised as an important concept under both regimes and is supported by this policy. Where reviews are sought by residents or responsible authorities in relation to public nuisance alleged to arise from a licensed premises, the nature of the premises, it's track record and length of time it has been providing the activities complained of will all be taken into account in determining the application.

22.4 The granting by the licensing sub-committee of any variation of a licence which involves a material alteration to a building will not relieve the applicant of the need to apply for planning permission or building control where appropriate.

22.5 In circumstances when, as a condition of planning permission, a terminal hour has been set for the use of premises for commercial purposes and where those hours are different to the licensing hours, the applicant must observe the earlier closing time. Premises operating in breach of their planning permission will be liable to prosecution under planning law.

22.6 The Planning Authority may also make representations as a responsible authority as long as they relate to the licensing objectives. The Licensing Authority recognises that nuisance and crime and disorder are matters that share common ground within the planning and

licensing regimes. Concerns relating to the character and function of an area and aspects of amenity that do not constitute a public nuisance are outside the scope of the licensing regime and will be dealt with separately by the Planning Authority. The Licensing Authority therefore recognises that a combination of licensing and planning powers together with effective management of the street environment is required to overcome these problems.

23. Promotion of Equality

- 23.1 Under the Equality Act 2010 it is against the law to discriminate against anyone because of age, gender reassignment, being married or in a civil partnership, being pregnant or on maternity leave, disability, race including colour, nationality, ethnic or national origin, religion or belief, sex, or sexual orientation.
- 23.2 The Equality Act 2010 requires public bodies to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different people when carrying out their activities.
- 23.3 The licensing authority will look to discharge this duty by making arrangements where appropriate to provide information in a format that meet the requirements of those with special needs such as large type, audio information and information in foreign languages. Specific needs will be dealt with on an individual basis.
- 23.4 The licensing authority has had regard to this duty when publishing this statement of policy and will have regard to the duty when determining applications for relevant authorisations under the Licensing Act 2003.
- 23.5 In the design and layout of premises, applicants and licence holders are encouraged to consider access and facilities for customers with protected characteristics.
- 23.6 Any person who is concerned that a premises is failing to comply with the Equality Act should make their complaint to the premises in the first instance. Advice can also be sought from the Equality Advisory Support Service (EASS) - www.equalityadvisoryservice.com

24. Management of Premises

- 24.1 The Statement of Licensing Policy sets out the Authority's expectations in relation to certain matters. Whilst applicants are not obliged to meet these expectations in their operating schedules, they may find that responsible authorities and other persons and businesses are more likely to raise representations if they do not. This can lead to a delay with the application having to be considered by a Committee/Panel which may then either refuse the application or impose conditions if the licensee is not found to sufficiently promote the licensing objectives and meet this policy.
- 24.2 The licensing authority encourages licence holders and operators of licensed premises:
- To adhere to all relevant national legislation regarding the sale of alcohol, including ensuring that sales are not made to underage persons and alcohol is not knowingly sold to a person who is drunk.
 - Take all reasonable steps to prevent the entry of people with drugs into licensed premises, to take appropriate steps to prevent drugs changing hands within the premises and to take practical measures to prevent drug use.
 - To have regard for relevant Dorset Police policies relating to drugs.
 - Consider wider local concerns in the conurbation as a whole, including drink spiking, sexual abuse, alcohol-related violence, alcohol-related road traffic incidents and other alcohol related harm.

- Ensure alcohol delivery businesses complete ID checks at the point of sale and at the point of delivery.
- Where appropriate, provide leaflets or posters for alcohol treatment services from agreed commissioned alcohol services.
- Encourage and promote the reduction of street litter and other forms of waste associated with licenced premises.
- To understand that the sexual exploitation of a child is sexual abuse, and a crime ensure that staff are aware of the signs of child sexual exploitation and trafficking, and;
- To provide intelligence to relevant authorities on any identified criminal activity witness on or linked to the premises.

24.3 The policy is only engaged where the licensing authority has a discretion following the receipt of objections. In such cases, the licensing authority will not apply the policy rigidly. The licencing authority will always have regard to the merits of the case with a view to promoting the licensing objectives.

Designated Premises Supervisor (DPS)

- 24.4 Any premises where alcohol is sold under a premises licence must have a designated premise supervisor. The DPS will be named in the premises licence, a summary of which must be displayed on the premises. A DPS must be a personal licence holder. Every sale of alcohol must be made or authorised by a person who holds a personal licence (or must be made or authorised by the management committee in the case of community premises).
- 24.5 The Licensing Act 2003 does not require a DPS or any other personal licence holder to be present on the premises at all times when alcohol is sold. However, the DPS and the premises licence holder remain responsible for the premises at all times.
- 24.6 The Licensing Authority will normally expect the DPS to have been given the day-to-day responsibility for running the premises and as such it is expected that the DPS would usually be present at the licensed premises on a regular basis.
- 24.7 The premises licence holder will be expected to ensure that the DPS has experience commensurate with the size, capacity, nature and style of the premises and licensable activities to be provided..
- 24.8 Within all licensed premises, whether or not alcohol is to be sold, the Licensing Authority will expect there to be proper management arrangements in place which will ensure that there is an appropriate number of responsible, trained/instructed persons at the premises to ensure the proper management of the premises and of the activities taking place, as well as adherence to all statutory duties and the terms and conditions of the premises licence.

Door Supervisors

- 24.9 The premises licence holder and DPS should ensure that their premises do not increase the fear of crime as well as actual crime in their locality. To this end they should ensure, so far as is possible, that customers do not cause nuisance or disorder outside the premises and that measures to ensure the safety of customers and prevention of nuisance are in place.
- 24.10 Door supervisors have an important role in managing customers, not only on the doors but also in the immediate area of premises.

Dispersal Policies

- 24.11 The Licensing Authority accepts that licensed premises can have a diffuse impact. People can cause disturbance when returning to residential areas from later-opening premises elsewhere and people who use off-licences may locate to a remote spot to drink. These problems may not be within the direct control of any particular licensed premises. However, premises licence holders are generally expected to take measures to encourage people to leave their premises quietly and considerately. The Licensing Authority would encourage premises to adopt a dispersal policy where appropriate.

Risk Assessments

- 24.12 The Licensing Authority will expect that appropriate and satisfactory general and technical risk assessments, management procedures and documentation have been made available to the relevant responsible authorities and to the Licensing Authority, that demonstrate that the public will be safe within and in the vicinity of the premises.
- 24.13 As a minimum the following matters must be taken into consideration:
- Whether the premises already have a licence which specifies the maximum number of people that can be present and, whether a risk assessment has been undertaken as to the maximum number of people who can be present in various parts of the premises, so that they can be operated safely and can be evacuated safely in the event of an emergency
 - Whether patrons can arrive at and depart from the premises safely
 - Whether music and dance venues and performance venues will use equipment or special effects that may affect public safety (e.g. moving equipment, vehicles, pyrotechnics, strobe lights, smoke machines)
 - Whether there are defined responsibilities and procedures for medical and other emergencies and for calling the emergency service

25. Temporary Events Notices

- 25.1 The system of permitted temporary activities is intended as a light touch process and as such, the carrying on of licensable activities does not have to be authorised by the Licensing Authority on an application.
- 25.2 Temporary Event Notices are subject to various rules which are set out in the home office guidance using this link.
- https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/118375/tens.pdf
- 25.3 **Standard TEN** - The Licensing Authority encourages applicants to give as much notice as possible of such events in excess of the minimum statutory period of ten working days so that appropriate advice and guidance can be given to organisers. Ten working days' notice means ten working days exclusive of the day on which the event is to start and exclusive of the day on which the notice is given.
- 25.4 **Late TEN** - Applicants can apply for a 'late TEN' up to 5 working days before the event and can apply for up to 10 late TENs per calendar year.
- 25.5 The most important aspect of the system of temporary event notices is that no permission is required for these events from the Licensing Authority. Instead a person wishing to hold an event at which such activities are proposed to be carried on (the "premises user") gives notice to the Licensing Authority of the event (a "Temporary Event Notice" or TEN). Once notification is received only the Police or Environmental Health (EH) may intervene to

prevent such an event or modify the arrangements for such an event. The Licensing Authority will only intervene itself if the limits on the number of notices that may be given in various circumstances would be exceeded.

- 25.6 It is recognised that many applicants submitting a Temporary Event Notice will not have a commercial background or ready access to legal advice. They will include, for example, people acting on behalf of charities, community and voluntary groups, all of which may stage public events to raise funds and usually the event will include licensable activities. The Licensing Authority will ensure that applicants are guided and supported through the process.
- 25.7 In exceptional circumstances, the Police or Environmental Health may issue an objection notice because they believe the event would undermine the one or more of the four licensing objectives set out in the 2003 Act.
- 25.8 The Police or Environmental Health must issue an objection notice within three working days of being notified, they can subsequently withdraw the notice if the applicants can provide robust assurances. The issuing of such an objection notice requires the consideration of the objection by the Licensing Committee or Sub Committee. If an objection notice is issued in relation to a late notification (between 9 – 5 working days) before the event the notification is cancelled, and licensable activities are not authorised.
- 25.9 The ability of the Police and Environmental Health to serve such a notice is a further reason why event organisers are strongly encouraged by the Licensing Authority not to rely on giving the minimum amount of notice and to contact the local Police and Environmental Health at the earliest possible opportunity about their proposals.
- 25.10 Outside spaces should provide a location plan which clears the area to be covered by the TEN.
- 25.11 In large events the location of the TEN shall also show the position of the TEN within an event.

26. Outside Events

- 26.1 The Licensing Authority advises applicants for outside events to plan well in advance and contact a licensing officer to discuss the need for a premises licence or other permission.
- 26.2 Where events may be of large, diverse or contentious in nature, the Licensing Authority advise that the organisers discuss the event with the responsible authorities to consider potential issues relating to the licensing objectives that could result in representations being made. The event may be referred to a Safety Advisory Group (SAG) which is made up of the responsible authorities, emergency services and other relevant bodies that advise on the safety and local impact of events within BCP Council.
- 26.3 An Event Management Plan (EMP) should be drawn up for final approval by the SAG members and should include details regarding drug testing if appropriate.
<https://www.bournemouth.co.uk/dbimngs/Event-guidelines-update-joint-2020.pdf>
- 26.4 Any advice given by the Safety Advisory Group will not preclude responsible authorities and interested parties from making representations relating to the event.
- 26.5 The Licensing Authority advises any applicant for an outside event to be aware of and take note of the Purple Guide and Managing Crowds Safely (HSG 154) and any other official guidance to ensure the safety of the public attending the event.

27. The Review Process

- 27.1 The proceedings set out in the 2003 Act for reviewing premises licenses and club premises certificates represent a key protection for the community where problems associated with the licensing objectives occur after the grant or variation of a premises licence or club premises certificate.
- 27.2 At any stage, following the grant of a premises licence or club premises certificate, a responsible authority, or any other person, may ask the Licensing Committee to review the licence or certificate because of a matter arising at the premises in connection with any of the four licensing objectives. In incidents of serious crime and/or disorder the Police may apply for an Expedited/Summary Review of a premises licence.
- 27.3 An application for review may be made electronically as long as it is on the required form and in accordance with the Regulations.
- 27.4 In addition, the Licensing Authority must review a licence if the premises to which it relates was made the subject of a closure order by the Police based on nuisance or disorder and the Magistrates' Court has sent the Authority the relevant notice of its determination, or if the Police have made an application for summary review on the basis that premises are associated with serious crime and/or disorder.
- 27.5 Any responsible authority under the 2003 Act may apply for a review of a premises licence or club premises certificate. Therefore, the Licensing Authority may apply for a review if it is concerned about licensed activities at premises and wants to intervene early without waiting for representations from other persons. However, it is not expected that Licensing Authorities should normally act as responsible authorities in applying for reviews on behalf of other persons, such as local residents or community groups. These individuals or groups are entitled to apply for a review of a licence in their own right if they have grounds to do so. It is also reasonable for the Licensing Authority to expect other responsible authorities to intervene where the basis for the intervention falls within the remit of that other authority. For example, the Police should take appropriate steps where the basis for the review is concern about crime and disorder or the sexual exploitation of children. Likewise where there are concerns about noise nuisance, it is reasonable to expect the Local Authority exercising environmental health functions for the area in which the premises are situated to make the application for review.
- 27.6 Where the Licensing Authority does act as a Responsible Authority and applies for a review, it is important that a separation of responsibilities is still achieved in this process to ensure procedural fairness and eliminate conflicts of interest. Further information on how the Licensing Authority should achieve this separation of responsibilities can be found in Chapter 9 of the Statutory Guidance. [Guidance issued under s182 LA03](#))
- 27.7 Where authorised persons and Responsible Authorities have concerns about problems identified at premises, it is good practice for them to give licence holders' early warning of their concerns and the need for improvement, and where possible they should advise the licence or certificate holder of the steps they need to take to address those concerns. A failure by the holder to respond to such warnings is expected to lead to a decision to apply for a review.
- 27.8 If the application for a review has been made by a person other than a responsible authority (for example, a local resident, residents' association, local business or trade association), before taking action the Licensing Authority must first consider whether the complaint being made is relevant, frivolous, vexatious or repetitious. Further guidance on

determining whether a representation is frivolous or vexatious can be found in Chapter 11 of the Statutory Guidance. ([Guidance issued under s182 LA03](#))

- 27.9 When the Licensing Authority receives an application for a review it must arrange a hearing. The arrangements for the hearing must follow the provisions set out in regulations. These regulations are published on the Government's legislation website. www.legislation.gov.uk It is particularly important that the Premises Licence Holder or Club Premises Certificate Holder is made fully aware of any representations made in respect of the premises, any evidence supporting the representations and that the holder or the holder's legal representative has therefore been able to prepare a response.

Powers of the Licensing Authority on the Determination of a Review

- 27.10 Where the Licensing Committee considers that action under its statutory powers is appropriate, it may take any of the following steps;
- Modify the conditions of the premises licence
 - Exclude a licensable activity from the scope of the licence
 - Remove the Designated Premises Supervisor, for example, because they consider that the problems are the result of poor management
 - Suspend the licence for a period not exceeding three months
 - Revoke the licence
- 27.11 In deciding which of these powers to invoke, the Licensing Committee will seek to establish the cause or causes of the concerns that the representations identify. The remedial action taken will generally be directed at these causes and will always be no more than an appropriate and proportionate response to address the causes of concern that instigated the review.

28. Late Night Levy

- 28.1 The Licensing Authority acknowledges that the Police Reform and Social Responsibility Act 2011 enables a Licensing Authority to charge a levy on premises who are licensed to sell alcohol late at night in the conurbation (between midnight and 06:00 hours), as a means of raising a contribution towards the costs of policing the late-night economy. BCP Council has not introduced such a levy but the option of introducing such a levy may be kept under review by the Licensing Committee.

29. Early Morning Restriction Orders (EMROs)

- 29.1 In addition to the provisions contained within the Police Reform and Social Responsibility Act 2011 for the Late Night Levy, there is an additional power for the Licensing Authority to restrict sales of alcohol in the whole or part of their areas for any specified period between midnight and 06:00 hours if it considers it appropriate for the promotion of the licensing objectives, the option of introducing an EMRO may be reviewed by the Licensing Committee.

30. Personal Licences

- 30.1 Every supply of alcohol under the premises licence must be made or authorised by a person who holds a Personal Licence. The Act does not require the presence of a Personal Licence Holder at all times but if any sales are made when a Designated Premises Supervisor (DPS) is not present, then they must have been authorised by somebody who holds a Personal Licence. Regardless of whether a Personal Licence holder is present or not he will not be able to escape responsibility for the actions of those authorised to make such sales.

- 30.2 The Licensing Authority recommends that the DPS authorises authorisations for the sale of alcohol be made by other staff members to be in writing to ensure that those authorised are clear what their legal responsibilities are. Any premises at which alcohol is sold or supplied may employ one or more Personal Licence Holders.
- 30.3 The Council recognises it has no discretion regarding the granting of personal licences where;
- the applicant is 18 or over
 - possesses a licensing qualification
 - has not had a licence forfeited in the last five years and
 - has not been convicted of a relevant offence
- 30.4 An application for a personal licence to sell alcohol must be made in the form specified in government guidance or regulations. The application form must be accompanied by the requisite fee. The applicant should also produce evidence of the relevant qualifications and their right to work in the UK.
- 30.5 Applicants should produce a Disclosure and Barring Service (DBS) certificate along with the application form. The certificate must be current (produced within 1 month of application) and comply with the Regulations on personal licence applications. Applicants are also expected to make a clear statement as to whether or not they have been convicted outside England and Wales of a relevant offence or a similar offence.
- 30.6 Where the application discloses relevant unspent convictions the Licensing Authority will notify the Police of the application and the convictions. The police may make objection on the grounds of crime and disorder. If an objection is lodged a hearing must be held. The Licensing Authority will, at such a hearing, consider carefully whether the grant of the licence will compromise the promotion of the crime prevention objective. It will consider the seriousness and relevance of the conviction(s), the period that has elapsed since the offence(s) were committed and any mitigating circumstances. The Licensing Authority will normally refuse the application unless there are exceptional and compelling circumstances which justify granting it.

31. How to use this Policy

- 31.1 This policy is a guidance document for applicants and members to assist the decision making process in line with the licensing act 2003. Failure to have reference to this policy could result in an appeal to the magistrate's court and costs being awarded to either party depending on the outcome of the appeal.
- 31.2 This statement of licensing policy should be used in conjunction with the following documents;
- The Licensing Act 2003 <http://www.legislation.gov.uk/ukpga/2003/17/contents>
 - The revised guidance issued under section 182 of the Licensing Act 2003 <https://www.gov.uk/government/publications/explanatory-memorandum-revised-guidance-issued-under-s-182-of-licensing-act-2003>
 - The Licensing Act 2003 (Premises Licences and Club Premises Certificates) Regulations 2005 <http://www.legislation.gov.uk/uksi/2005/42/contents/made>
 - The Licensing Act 2003 (Hearings) Regulations 2005 <http://www.legislation.gov.uk/uksi/2005/44/contents/made>
 - The Licensing Act 2003 (Fees) Regulations 2005 <http://www.legislation.gov.uk/uksi/2005/79/contents/made>
 - Alcohol Licensing Guidance <https://www.gov.uk/guidance/alcohol-licensing>

- Live Music Act 2012
<http://www.legislation.gov.uk/ukpga/2012/2/contents/enacted>
- Entertainment Licensing Reform
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/328492/Entertainment_Licensing_Legislative_Reform_Order_Explanatory_Document.pdf

32. Roles and Responsibilities

- 32.1 The 2003 Act provides that the functions of the Licensing Authority are to be taken or carried out by its Licensing Committee. Many of the decisions and functions will be purely administrative in nature, and in the interests of speed, efficiency and cost effectiveness, the Licensing Authority shall undertake a process of delegation of its functions.
<https://democracy.bcpccouncil.gov.uk/documents/s12892/Part%203%20-%20Responsibility%20for%20Functions.pdf>
- 32.2 In accordance with the Licensing Act 2003, BCP Council has established a Licensing Committee consisting of 15 Council members. Where relevant representations are made against an application (and not withdrawn) or review requested, the application shall be determined at either a Licensing Committee or Sub Committee which will constitute three members of the Licensing Committee.

33. Further Information and Evidence

- 33.1 Further information relating to this policy can be found at the following sites;
- <https://democracy.bcpccouncil.gov.uk/ieListMeetings.aspx?CommitteeId=288>
 - [Home \(saferbcp.co.uk\)](http://saferbcp.co.uk)
 - [Equality Action Commission | BCP \(bcpccouncil.gov.uk\)](http://equalityactioncommission.bcpccouncil.gov.uk)
 - [Statistics, data and census | BCP \(bcpccouncil.gov.uk\)](http://statisticsandcensus.bcpccouncil.gov.uk)

Glossary

This section explains the key terms used in the policy statement. These terms are all defined in the Licensing Act 2003 and Guidance. This glossary is only intended to clarify the general meaning of each of the terms. This list is not exhaustive nor are the definitions legally comprehensive.

ACPO	Association of Chief Police Officers (see www.acpo.police.uk)
Applicant	A person making an application in respect of a Premises Licence or Club Premises Certificate
Application to vary a Premises Licence	Where a Premises Licence holder wishes to amend the licence the Act allows, in most cases for an application to vary to be made rather than requiring an application for a new Premises Licence
ASB	Anti social behaviour
British Beer and Pub Association (BBP)	See www.beerandpub.com
British Board of Film Classification (BBFC)	The national body responsible for the classification of cinema films and videos
CCTV	Closed Circuit Television
Child	The Licensing Act 2003s145(2) defines a child as an individual under the age of 16
Club Premises Certificate	Club Premises Certificates are authorisations needed by clubs to carry on certain activities eg. selling alcohol to members and their guests. They may be granted to clubs that meet the special requirements set out in Part 4 of the 2003 Act regarding membership, that the club is established and conducted in good faith and special conditions where the club supplies alcohol to its members). The application process is similar to that for a Premises Licence, for example there are similar provisions about advertising applications and making representations. However, a key difference is that, unlike a Premises Licence, there is no requirement to identify a designated premises supervisor to allow the supply of alcohol under a Club Premises Certificate
Community Alcohol Partnership Scheme (CAP)	CAP is the national co-ordinating organisation for the establishment of local Community Alcohol Partnerships
Community Safety and Accreditation Scheme (CSASS)	Officers who have been given some police powers who patrol key areas within the BCP Council Area
Community Protection Notices (CPN)	A Community Protection Notice (CPN) is aimed to prevent unreasonable behaviour that is having a negative impact on the local community's quality of life
Conditions/Conditions consistent with the Operating Schedule	Conditions include any limitations or restrictions attached to a licence or certificate and essentially they are the steps or actions the holder of the Premises Licence or the Club Premises Certificate will be required to take or refrain from taking at all times when licensable activities are taking place at the premises in question
Councillor	An elected member of the Council
CSE	Child Sexual Exploitation

Decile	Ten equal groups into which a population can be divided according to the distribution of values of a particular variable. Such as "the lowest income decile of the population"
DPS	The Designated premises Supervisor is a personal licence holder specified in the Premises Licence. All premises licensed to sell alcohol will have an identified personal licence holder, known as the DPS. The purpose of the DPS is to ensure there is always one specified individual who can be identified as a person in a position of authority on the premises
Early Morning Alcohol Restriction Order (EMRO)	An additional power for the Licensing Authority to restrict sales of alcohol in the whole or part of their areas for any specified period between midnight and 06.00 hours if it considers it appropriate for the promotion of the licensing objectives
Expedited/Summary Review	An application undertaken when the Police consider that the premises concerned are associated with serious crime and/or disorder
Guidance	Section 182 of the Licensing Act 2003 provides that the Secretary of State must issue and from time to time may revise guidance to Licensing Authorities on the discharge of their functions under the 2003 Act. The Guidance is provided for Licensing Authorities carrying out their functions. It also provides information for magistrates hearing appeals against licensing decisions and has been made widely available for the benefit of operators of licensed premises, their legal advisers and the general public. It is a key mechanism for promoting best practice, ensuring consistent application of licensing powers across the country and for promoting fairness, equal treatment and proportionality
In the Vicinity	Whether somebody lives or works 'in the vicinity' of a premises is a matter that will be decided by the relevant licensing authority. The word has no particular technical meaning and in licensing matters should be interpreted as an ordinary English word and in a common sense fashion. In doing this, Licensing Authorities might take into account whether the party is likely to be affected by any disorder or disturbance occurring or potentially occurring at those premises
Irresponsible Promotions	An irresponsible promotion is one that encourages the sale or supply of alcohol for consumption on the premises and carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance or harm to children. This is dealt with by mandatory conditions which are attached to all premises authorised for the sale of alcohol on the premises
Late Night Levy	A means of raising a contribution towards the costs of policing the late-night economy
Late-night Refreshment	The provision of late-night refreshment means the supply of hot food or hot drink to the public, for consumption on or off the premises, between 11pm and 5am or the supply of hot food or hot drink to anyone

	between 11pm and 5am on or from premises to which the public has access. However, there are a number of exemptions in Schedule 2 of the Licensing Act 2003 eg, vending machines in certain circumstances, where the hot food or hot drink is supplied free of charge or where it is supplied by a registered charity
Licensable Activities	Licensable activities are the sale of alcohol, the supply of alcohol by or on behalf of a club to or to the order of, a member of the club, the provision of regulated entertainment and the provision of late-night refreshment. If you carry on any of these activities you are likely to need an authorisation by way of a (a Premises Licence, a Club Premises Certificate or a Temporary Event Notice)
Licensee	Generally refers to the holder of a Premises Licence but also includes in this policy an applicant for a Premises Licence or applicant for a provisional statement unless otherwise stated
Licensing Act 2003	The Licensing Act 2003 became law on 24 November 2005. The Licensing Act 2003 introduced a single licence scheme for licensing premises that; – Supply alcohol – Provide regulated entertainment – Provide late-night refreshment
Licensing Authority	This refers to Bournemouth Christchurch and Poole Council as the body responsible for licensing under the Licensing Act 2003
Licensing Objectives	Licensing Authorities must carry out their functions with a view to promoting four licensing objectives. These are; – The prevention of crime and disorder – Public safety – The prevention of public nuisance – The protection of children from harm Licensing Authorities must decide applications in connection with Premises Licences and Club Premises Certificates on the basis of the steps it considers appropriate to promote these objectives. Each objective is of equal importance
Licensing Policy	See Statement of Licensing Policy
Licensing Subcommittee	The full Licensing Committee delegates a number of their functions to one or more 'Licensing Subcommittees'. These are made up of three members of the full Licensing Committee
Lower Super Output Areas (LSOA)	LSOA is a geographic area used by the NHS to highlight statistical health data. Also known as Lower Layer Super Output Areas they are a geographic hierarchy designed to improve the reporting of small area statistics in England and Wales
Mandatory Conditions	The 2003 Act provides for Mandatory Conditions to be included in every licence and/or Club Premises Certificate. See Mandatory Condition section for conditions
Memorandum of Understanding (MOU)	An MOU is an agreement between two or more parties. It expresses a convergence of will between the parties, indicating an intended common line of action

Minor Variation	Small variations that will not impact adversely on the licensing objectives are subject to a simplified 'minor variations' process. Variations to; – extend licensing hours for the sale or supply of alcohol for consumption on or off the premises between the hours of 11pm and 7am or; – increase the amount of time on any day during which alcohol may be sold or supplied for consumption on or off the premises are excluded from the minor variations process and must be treated as full variations in all cases
Off-Sales	Supply of alcohol in a sealed or open container for consumption off the premises
Operating Schedule	The Operating Schedule is the part of the application form for a Premises Licence or Club Premises Certificate where the applicant sets out various details about how they propose to operate the premises when carrying on licensable activities. Among other things, it must include a description of the proposed licensable activities, proposed opening hours and times for licensable activities, proposed duration of the licence or certificate and a statement of the steps the applicant proposes to take to promote the licensing objectives, (for example, arrangements for door security to prevent crime and disorder). The significance of the Operating Schedule is that if the application for the Premises Licence or Club Premises Certificate is granted it will be incorporated into the licence or certificate itself and will set out the permitted activities and the limitations on them
Personal Licence	Personal Licences authorise an individual to supply alcohol or authorise the supply of alcohol in accordance with a Premises Licence or a Temporary Event Notice. Not everybody who works in any licensed premises will need to hold a Personal Licence, however all premises licensed to sell alcohol will have an identified personal licence holder, known as the designated premises. In addition, all supplies of alcohol under a Premises Licence must be made or authorised by a person who holds a Personal Licence
Premises Licence	A Premises Licence authorises the use of premises for 'licensable activities'
Provisional Statement	This 'statement' can be applied for where premises are being or about to be constructed for licensable activities. This will give the owner some reassurance about whether a licence would be granted if the premises were built as set out in the application for the Provisional Statement. However a Provisional Statement is not an authorisation, so the relevant permission must still be obtained in order to carry on licensable activities
Public Space Protection Order (PSPO)	Public Spaces Protection Orders (PSPOs) were brought in under the Antisocial Behaviour Crime and Policing Act 2014. PSPOs specify an area where activities are taking place that are or may be detrimental to the local community's quality of life. PSPOs impose conditions or

	restrictions on individuals using that area such as to stop drinking alcohol, not act in a manner that causes alarm or distress to others in the area.
Purple Guide	Best practice guidance document for outside events
Qualifying Clubs (with regard to Club Premises Certificates)	Qualifying clubs are those clubs that meet the special requirements set out in Part 4 of the 2003 Act regarding membership, that the club is established and conducted in good faith and special conditions where the club supplies alcohol to its members. These are clubs where members join together for a particular social, sporting or political purpose and then combine to purchase alcohol in bulk for its members (see examples under 'Club Premises Certificate' above). Such clubs carry on activities from premises to which public access is restricted and where alcohol is supplied other than for profit
Regulated Entertainment	Generally speaking, the provision of regulated entertainment means the commercial or public provision of entertainment facilities or the commercial or public provision of any of the following sorts of entertainment; – The performance of a play – An exhibition of a film – An indoor sporting event – Boxing or wrestling entertainment – A performance of live music – Any playing of recorded music – A performance of dance – Entertainment of a similar description to live music, recorded music or dance Schedule 1 of the Licensing Act 2003 contains further specific rules about where the definition of 'regulated entertainment' applies. These rules concern the intended audience and whether the regulated entertainment is for profit
Relevant Representation	These are written representations about the likely effect of the grant of an application for or variation to a Premises Licence or Club Premises Certificate on the promotion of the licensing objectives. Any persons, such as local residents or businesses and Responsible Authorities, such as Environmental Health, can make representations. The term 'relevant' refers to representations that are considered 'valid' by the Licensing Authority. The representations must be made within 28 days after the day on which the application is given and if made by a person other than a Responsible Authority, must be made seriously eg, must not be frivolous or vexatious. Representations can also be made in relation to an application for the review of a Premises Licence or Club Premises Certificate
Responsible Authorities	Responsible Authorities include public bodies that must be notified of applications and are entitled to make representations to the Licensing Authority in relation to the application for the grant, variation or review of a Premises Licence or Club Premises Certificate. Any representations must be about the likely effect of

	granting the application on the promotion of the licensing objectives. Responsible Authorities include the following for the area in which the premises are situated; – The Licensing Authority – The Chief officer of Police – The Fire Authority – The Planning Authority – The Health Authority – The Health and Safety Authority – The Environmental Health Authority – The body recognised as being responsible for protection of children from harm – Inspectors of Weights and Measures (trading standards officers) and in respect of vessels only; i) The Environment Agency ii) The British Waterways Board iii) The Maritime and Coastguard Agency and if different from these iv) The relevant navigation authority/authorities for the place(s) where the vessel is usually moored or berthed or any waters where it is proposed to be navigated at a time when it is used for licensable activities - Home Office Immigration Enforcement
Review	Interested parties including local residents can also request a review of a particular Premises Licence when problems occur that are related to the licensing objectives. Following the review, the Licensing Authority can consider a range of responses such as suspending or revoking the licences, excluding certain licensable activities or changing conditions attached to a licence. However it can only take these actions where they are appropriate to address the problem and promote one or more of the four licensing objectives
Risk Assessment	The overall process of identifying all the risks to and from an activity and assessing the potential impact of each risk.
Safety Advisory Group (SAG)	Safety Advisory Group or SAG is made up of representatives from the Local Authority such as Environmental Health, Licensing Authority, Emergency Services such as Police and Fire and Rescue Service, other relevant bodies and the event organiser. It is a platform for discussing and advising on public safety and concerns at an event
SIA	Security Industry Authority who is the authority who licence door supervisors. Door supervisors are responsible for the safety and security of customers and staff in venues such as pubs, bars, nightclubs and other licensed premises or at public events
Statement of Licensing Policy	Every Licensing Authority will publish a 'Statement of Licensing Policy' every five years. This will set out the general approach the Licensing Authority will take when making licensing decisions

Temporary Event Notice (TEN)	This is the notice that organisers of small-scale temporary events must give to make it a 'permitted temporary activity'. This notice must be in a prescribed form. There are certain limitations imposed on this system. A TEN can be referred to as a Standard TEN or a Late TEN
Variation	See Application to vary a Premises Licence

Regulated Entertainment Exemptions

Overview of circumstances where entertainment activities are not licensable

There are a number of exemptions that mean that a licence (or other authorisation) under the Act is not required. Whilst it is not possible to give examples of every eventuality or possible entertainment activity that is not licensable, the following activities are examples of entertainment which is not licensable:

- Activities which involve participation as acts of worship in a religious context;
- Activities in places of public religious worship;
- Education - teaching students to perform music or to dance;
- The demonstration of a product – for example, a guitar - in a music shop;
- The rehearsal of a play or performance of music for a private audience where no charge is made with a view to making a profit;
- Morris dancing (or similar);
- Incidental music - the performance of live music or the playing of recorded music if it is incidental to some other activity;
- Incidental film - an exhibition of moving pictures if it is incidental to some other activity;
- A spontaneous performance of music, singing or dancing;
- Garden fetes - or similar if not being promoted or held for purposes of private gain;
- Films for advertisement, information, education or in museums or art galleries;
- Television or radio broadcasts - as long as the programme is live and simultaneous;
- Vehicles in motion - at a time when the vehicle is not permanently or temporarily parked;
- Games played in pubs, youth clubs etc (e.g. pool, darts and table tennis);
- Stand-up comedy; and • Provision of entertainment facilities (e.g. dance floors).

Amendments to the Licensing Act 2003

There have been a number of deregulatory changes to the Act in relation to regulated entertainment, these are listed, for information, below:

- The Live Music Act 2012; Licensing Act 2003 (Descriptions of Entertainment)(Amendment) Order 2013;
- The Legislative Reform (Entertainment Licensing) Order 2014; and
- The Deregulation Act 2015.

Activities where no licence is needed

Plays

No licence is required for performances between 08:00 and 23:00 hours on any day, provided that the audience does not exceed 500.

Dance

No licence is required for performances between 08:00 and 23:00 hours on any day, provided that the audience does not exceed 500.

Films

No licence is required for "not for profit" film exhibitions held in community premises

between 08:00 and 23:00 hours on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that such screening abides by age classification ratings.

Indoor Sporting Events

No licence is required for an event between 08:00 and 23:00 hours on any day provided that those present do not exceed 1000.

Boxing or wrestling entertainment

No licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08:00 and 23:00 on any day, provided that the audience does not exceed 1000.

Live Music - no licence permission is required for:

- A performance of unamplified live music between 08:00 and 23:00 on any day, on any premises;
- A performance of amplified live music between 08:00 and 23:00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500;
- A performance of amplified live music between 08:00 and 23:00 on any day, in a workplace¹⁴ that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500;
- A performance of amplified live music between 08:00 and 23:00 hours on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises;
- A performance of amplified live music between 08:00 and 23:00 hours on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500 and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.

Recorded Music - no licence permission is required for:

- Any playing of recorded music between 08:00 and 23:00 hours on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500;
- Any playing of recorded music between 08:00 and 23:00 hours on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
- Any playing of recorded music between 08:00 and 23:00 hours on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organisers gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

Cross activity exemptions - no licence is required between 08:00 and 23:00 on any day, with no limit on audience size for:

- Any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
- Any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care

provider;

- Any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
- Any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

Local authorities, hospital healthcare providers and school proprietors: cross-entertainment activity exemption

No licence is required for any entertainment provided by or on behalf of a local authority, health care provider, or school proprietor to the extent that it takes place on defined premises, between 08:00 and 23:00 hours on any day provided that:

- For entertainment provided, or on behalf of, a local authority it takes place on premises in which that authority has a relevant property interest, or is in lawful occupation;
- For entertainment provided by, or on behalf of, a health care provider it takes place on any premises forming part of a hospital in which the provider has a relevant property interest, or is lawful occupation; and
- For entertainment provided by, or on behalf of, a school proprietor it takes place on the premises of the school.

Local authority, hospital and school premises: third party music entertainment

No licence is required for a performance of live music or the playing of recorded music on local authority, hospital or school premises, that are not domestic premises, between 08:00 and 23:00 hours on any day provided that:

- It is performed in front of an audience of no more than 500 people; and
- A person concerned in the organisation or management of the music entertainment has obtained the prior written consent of the local authority, health care provider or school proprietor (as appropriate) for that entertainment to take place. It is for these "trusted providers" to determine whether, or not, they wish to make their premises available for music entertainment by a 3rd party and on what terms they deem it appropriate.

Community premises: music entertainment

No licence is required for a performance of live music or the playing of recorded music on community premises between 08:00 and 23:00 hours on any day provided that:

- The community premises are not authorised, by a premises licence or club premises certificate, to be used for the supply of alcohol for consumption on the premises.
- The music entertainment is in the presence of an audience of no more than 500 people; and
- A person concerned in the organisation or management of the music entertainment has obtained the prior written consent of the management committee of the premises, or if there is no management committee, a person who has control of the premises in connection with the carrying on by that person of a trade, business or other undertaking, or failing that a person with a relevant property interest in the premises.

Community premises: exhibition of film

No licence is required for an exhibition of a film on community premises between 08:00 and 23:00 hours on any day provided that:

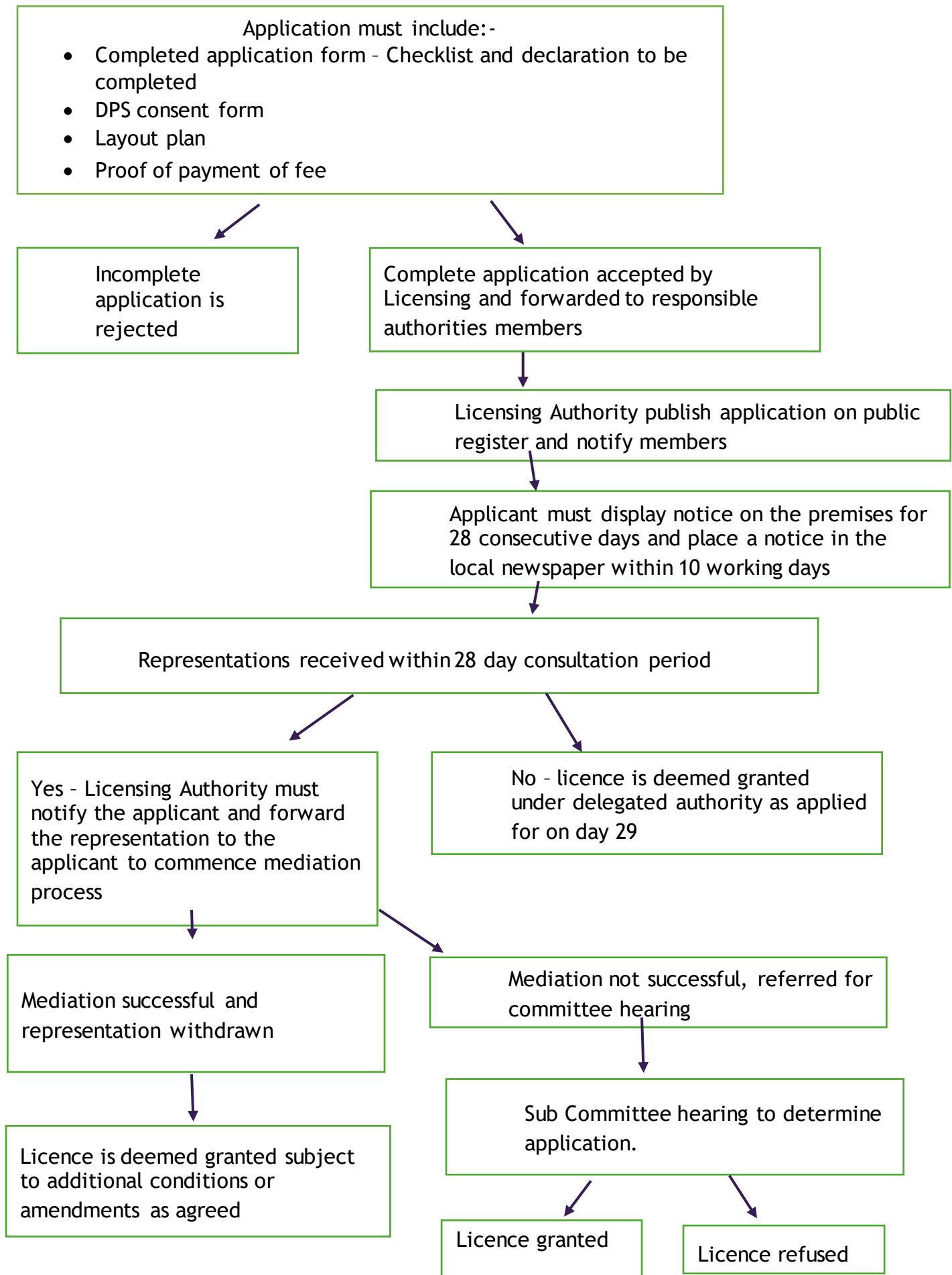
- The film entertainment is not provided with a view to profit; and
- The film entertainment is in the presence of an audience of no more than 500 people.

Travelling circuses

Where types of entertainment are present in a performance by a travelling circus they will not be licensable provided that certain qualifying conditions are met. The qualifying conditions are that:

- The entertainment is not an exhibition of a film or a boxing or wrestling entertainment;
- The entertainment takes place between 08:00 and 23:00 hours on the same day;
- The entertainment takes place wholly within a moveable structure and the audience present is accommodated wholly inside that moveable structure; and
- The travelling circus has not been located on the same site for more than 28 consecutive days

Application process



Model Pool of Licensing Conditions

The following list of proposed model conditions has been produced by the Licensing Authority in order to assist in the application process for the grant or variation of Premises Licence or Club Premises Certificate.

Relevant conditions shall be added to the operating schedule (Part M of the application form which sets out the steps the applicant will take to promote the four licensing objectives should the application be granted. These then form the conditions which will be attached to any issued licence if granted.

It is important that applicants consider the contents of their Operating Schedule carefully and only offer those which they consider appropriate to promote the licensing objectives for their particular premises and style of operation. Location, size and capacity, hours of operation and licensable activities should be considered.

This list is not exhaustive and is not intended to prevent or deter applicants from proposing their own conditions which they consider appropriate for their particular premises.

Licensing Objective: Prevention of Crime and Disorder	Suggested wording
Refusals Register	A Refusals Register shall be maintained at the premises and used to record any and all occasions upon which any person is refused the sale of alcohol (or delivery of the same) with a note of the reason for the refusal, the date and time and a brief description of the person(s) concerned If the refusal relates to a delivery, the record shall also contain a note of the delivery address and the name of the customer concerned The register shall be kept at the premises for a minimum period of 12 months and made available for inspection by Police, Licensing Authority and other authorised officers on request
Incident Log	An incident log shall be kept at the premises The log should include the date and time of the incident and the name of the member of staff involved The log to be made available on request to an authorised officer of the Licensing Authority or the Police, which will record the following; (a) All crimes reported to the venue as having occurred within or immediately outside the premises (b) All ejections of patrons (c) Any complaints received relating to crime and disorder (d) Any incidents of disorder (e) All seizures of drugs or offensive weapons (f) Any faults in the CCTV system or searching equipment or scanning equipment

	The incident log shall be kept at the premises for a minimum period of 12 months and be made available for inspection by Police, the Licensing Authority and other authorised officers on request
Alcohol Deliveries	All persons making deliveries of alcohol from the premises shall be instructed to report to the holder of the licence or the DPS any and all occasions when a delivery is refused and the reason for that refusal and a record of all such refusals shall be maintained at the premises ID Checks for proof of age will be completed and recorded for all deliveries. This will be available for review on request. The record shall be checked by the DPS or the manager(ess) in charge of the premises at least once a week and shall be signed to that effect Delivery of alcohol shall be limited to XXXX per delivery.
ABV Limit Useful for example where there are particular concerns about street drinking	No beer, lagers or ciders of 5.5% ABV (alcohol by volume) or above shall be sold at the premises
CCTV	A CCTV system, shall be installed and thereafter maintained in good working order to cover all public parts of the premises (excluding lavatories) Cameras covering entry and exit points shall be capable of enabling frontal identification of every person entering in any light condition The CCTV system shall continually record and cover areas where alcohol is kept for selection and purchase by the public, whilst the premises is open for licensable activities. It shall operate during all times when customers remain on the premises All recordings shall be stored for a minimum period of 31 days with correct date and time stamping Recordings shall be made available for viewing (subject to Data Protection Act 2018 or any replacement legislation) immediately upon the request of Police or an authorised officer and copies provided in a playable format as soon as is reasonably practicable, provided in each case that requests for viewing and/or copies are compliant with data protection regulations A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises are open to the public

SIA Door Supervisors	The holder of the licence shall undertake a risk assessment with regard to the deployment of SIA Door Supervisors at different times of the day and on different days of the week to determine whether it is appropriate to deploy door staff on those days and/or at any other time(s) and to then implement the outcome of the risk assessment A copy of the risk assessment should be made available to an authorised officer of the Licensing Authority or Dorset Police upon request
Queues	The licence holder shall ensure that any queue to enter the premises which forms outside the premises is orderly and supervised by door staff so as to ensure that there is no public nuisance or obstruction to the public highway The designated queuing area shall be enclosed within appropriate barriers to ensure that the footway is kept clear All staff engaged outside the entrance to the premises, or supervising or controlling queues shall wear high visibility yellow jackets or vests
Pub and Town Watch	The premises shall maintain membership of the Townwatch scheme (or any successor scheme) a senior member of staff shall attend all Townwatch meetings unless an emergency arises preventing such attendance and the premises will support Townwatch initiatives
Off Sales	There shall be no sales of alcohol for consumption off the premises All sales of alcohol for consumption off the premises shall be in sealed containers only and shall not be consumed on the premises.
Drugs	There shall be a written drugs policy detailing the actions to be undertaken to minimize the opportunity to use or supply illegal substances with the premises Training of staff in relation to this policy shall be recorded and available for inspection by an authorised officer at all reasonable times Records shall be retained for at least 12 months A drug safe shall be available on the premises to deposit any illegal substances found There shall be a clear policy with the agreed procedure for handling and the retention of any article seized There shall be a clear visible notice displayed on the premises advising those attending that the Police

	may be informed if anyone is found in possession of controlled substances or weapons
Glass and Bottles	All drinks shall be served in plastic/paper/toughened glass or polycarbonate containers The contents of any bottled beverage shall be decanted into a plastic/paper/toughened glass or polycarbonate container before service to any customer The collection of glass and bottles shall be undertaken at regular intervals Bottle bins shall be provided at the exit doors and staff shall show due diligence in preventing bottles and glasses being taken from the premises
Licensing Objective : Prevention of Public Nuisance	
Noise Limiter <i>For High Risk Businesses with residential located above or in the local vicinity and/or a business whose main purpose is provision of music</i>	A noise limiter shall be fitted to the musical amplification system set at a level determined by and to the satisfaction of an authorised officer of the Environmental Health Service so as to ensure that no noise nuisance is caused to local residents or businesses The operational panel of the noise limiter shall then be secured by key or password to the satisfaction of officers from the Environmental Health Service and access shall only be by persons authorised by the Premises Licence holder The limiter shall not be altered without prior agreement with the Environmental Health Service No alteration or modification to any existing sound system(s) should be effected without prior knowledge of an authorised Officer of the Environmental Health Service No additional sound generating equipment shall be used on the premises without being routed through the sound limiter device
Noise Control <i>For all businesses with residential located above or in the local vicinity.</i>	No noise generated on the premises-or by its associated plant or equipment-shall emanate from the premises nor vibration be transmitted through the structure of the premises which gives rise to a nuisance All audio from the music system will be played at background level only A lobbied entrance, that is two sets of doors that are set so that one is closed when the other one is open shall be installed at the premises

	Loudspeakers shall not be located in the entrance lobby or outside the premises building Live/recorded music will stop at (XX.XX) The front entrance doors to the premises shall have self-closers and be maintained as such for the duration of the licence Notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and businesses and leave the area quietly No waste or recyclable materials, including bottles, shall be moved, removed from or placed in outside areas between (23.00) hours and (08.00) hours on the following day No collections of waste or recycling materials (including bottles) from the premises shall take place between (23.00) and (08.00) on the following day
Doors and Windows	All windows and external doors shall be kept closed after 23.00 hours, except for the immediate access and egress of persons
Control of People Outside/Smoking	There shall be no admittance or re-admittance to the premises after (XX.XX) except for patrons permitted to temporarily leave the premises to smoke or to make a telephone call, if impractical to do so from within the building Patrons permitted to temporarily leave and then re-enter the premises, e.g. to smoke or to make a telephone call, shall be limited to (X) persons at any one time Patrons permitted to temporarily leave and then re-enter the premises, e.g. to smoke or to make a telephone call, shall not be permitted to take drinks or glass containers with them The Premises Licence Holder shall ensure that any patrons drinking and/or smoking outside the premises do so in an orderly manner and are supervised by staff so as to ensure that there is no public nuisance or obstruction of the public highway Loudspeakers shall not be located outside the building Notices shall be prominently displayed at any area used for smoking requesting patrons to respect the needs of local residents and use the area quietly Patrons permitted to temporarily leave and then re-enter the premises to smoke or to make a telephone

	call shall be restricted to a designated smoking area defined as (specify location) After 23.00 Patrons will only be permitted to use the outside area for temporary purposes e.g. to smoke or to make a telephone call
When intending to use external tables and chairs	No food or alcohol shall to be served on the patio/terrace area after 23.00 hours All outside tables and chairs shall be rendered unusable by 23.00 each day All tables and chairs shall be removed from the outside area by 23.00 each day
Takeaways For all businesses operating takeaway/delivery functionality late into the evening	All staff including delivery drivers will be trained making them aware that they must be considerate of neighbouring premises, a sign requiring this will also be placed on any door used for the collection of the delivery at all times
Manager's Phone Number to be Available For high risk businesses likely to cause a nuisance	A direct telephone number for the manager at the premises shall be publicly available at all times the premises is open This telephone number is to be made available to residents and businesses in the vicinity
Licensing Objective: Protection of Children from Harm	
Challenge 25	Challenge 25 shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification cards, such as a driving licence or passport I holographically marked PASS scheme identification cards Appropriate signage advising customers of the policy shall prominently displayed in the premises
No Proof of Age No Sale NPOANS	All staff shall receive training and guidance using the NPOANS toolkit which is available for free from No Proof Of Age, No Sale.
Staff Training	All staff working at the premises concerned with the sale of alcohol shall be trained with regard to the law on restricted sales to persons under the age of 18 and/or who are intoxicated All staff shall be aware of the premises licence and all conditions attached to it. A written record of all staff training shall be maintained and kept on the premises and made available on request to an authorised officer of the Licensing Authority or the Police
Considerations for child safeguarding	Children (under 18) shall not be allowed upon the premises

	Clear signage of the times and areas children (under 18) admitted shall be displayed Children (under 18) shall only be allowed to remain on the premises between the hours of XXXX and XXXX on any day A lost children procedure shall be in place with DBS checked staff to care for any lost children
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LICENSING ACT 2003

CONSULTATION OF STATEMENT OF LICENSING POLICY REVIEW 2024

Aldi Stores Limited
APPL Solutions Limited, Managing Director
Arts University Bournemouth
Asda
Association of Convenience Stores
Association of Licensed Multiple Retailers
Best One
BH Live
BI (British Institute of Innkeeping)
Bishop of Salisbury
Bishop of Winchester
Bournemouth Community Hebrew Congregation
Bournecoast Property Agents
Bournemouth & District Law Society
Bournemouth and Poole Rough Sleepers Team, Assertive Outreach Worker (Alcohol)
Bournemouth Accommodation and Hotel Association
Bournemouth Area Hospitality Association
Bournemouth BID
Bournemouth Branch of the Federation of Small Businesses
Bournemouth Chamber of Trade & Commerce
Bournemouth Coastal BID
Bournemouth Community Church
Bournemouth Interpreters Group
Bournemouth Islamic Centre and Central Mosque
Bournemouth Magistrates' Court
Bournemouth Symphony Orchestra

Bournemouth Town Centre BID
Bournemouth Town Centre Chaplaincy
Bournemouth Town Centre Parish (The Diocese of Winchester)
Bournemouth Town Watch
Bournemouth University
Bournemouth YMCA
Burton and Winkton Parish Council
British Beer & Pub Association
CAMRA (Campaign for Real Ale)
CAP (Community Alcohol Partnership)
Castlepoint
Charminster Traders Association
Christchurch Bid
Christchurch Town Council
Citizens Advice Bureau
Coastal BID
College at Lansdowne
Co-operative Group
Diageo
Dorset Council Licensing
Dorset Healthcare University NHS Foundation Trust
Dorset Licensing
Dorset Police – Chief Constable
East Bournemouth Pubwatch
Enterprise Inns plc, Regional Manager
Gala Casino, Bournemouth
Gambling Commission
Genting Casinos
Highcliffe and Walkford Parish Council
Hurn Parish Council

Innpacked
Institute of Licensing
JCP Law, Licensing Solicitor
John Gaunt & Partners
Keep Britain Tidy
Kuits Solicitors
Laceys Solicitors
Lansdowne Baptist Church
Lidl UK
Londis
LV Streetwise Safety Centre, Centre Manager
National Association of Kebab Shops
National Coastal Tourism Academy
National Organisation of Residents Associations
North Bournemouth Pubwatch
One Stop
Pokesdown Community Forum
Police and Crime Commissioner
Poppleston Allen, Licensing Solicitors
Poole BID
Robert Sutherland, Keystone Law
Sacred Heart Catholic Church, Bournemouth
Sainsbury's Supermarkets Ltd
Saxon Square Management Company
Security Industry Authority
South Western Ambulance Service
Southbourne-on-Sea Business Association
Spar
St Swithun's Church
Steele Raymond, Solicitors
Stonegate Pub Company Limited, Operations Director

Tesco, Licensing Manager
The Avenue Shopping Centre
The Shores (SARC)
Throop and Holdenhurst Village Council
UK PAC
UK Youth Parliament
Waitrose Ltd
Wallisdown Info
Wine and Spirit Association
Winton Online
Winton Traders Association
Responsible Authorities
Dorset Police
Dorset & Wiltshire Fire and Rescue Service
Environmental Health – BCP Council
Health & Safety – BCP Council
Trading Standards – BCP Council
Child Protection – BCP Council
Planning – BCP Council (Bournemouth and Christchurch only)
Planning – BCP Council (Poole only)
Public Health
HM Immigration
Internal
Legal
Events
All Members

LICENSING ACT 2003

CONSULTATION OF STATEMENT OF LICENSING POLICY REVIEW 2025

Further Consultation (27.02.25 – 17.03.25)

BCP Council Child Protection - Licensing
BCP Council H&S - Licensing
BCP Council Pollution Control - Licensing
BCP Council Trading Standards - Licensing
BCP Council Planning Poole
BCP Council Planning Bournemouth
Public Health Dorset - Licensing
Dorset & Wilts Fire and Rescue Service
Dorset Police Licensing
Home Office Immigration Enforcement
Bournemouth BID
Poole BID
Christchurch BID
Bournemouth Town Watch
Bournemouth East Pub Watch
Bournemouth West Pub Watch
Christchurch Pub Watch
Laceys Solicitors

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Responses Received to Consultation of Review of Statement of Licensing Policy 2025 - 2030

RESPONDENT	SECTION / PARA	COMMENT	ACTION
Dorset Police	10.2	Dorset Police support this proposal and invite the Licensing Authority to consider extending the responsibility of applicants to include consideration of the impact that poor dispersal practices can have on our communities. The provision of 'off sales' is addressed elsewhere in this policy (at Chapter 15) and there is statutory guidance on this subject, however, there has been significant adverse impact occurring during the immediate dispersal times following the closure of 'on sales' premises that operate late at night or into the early hours of the morning. Ensuring that excessive consumption of alcohol is avoided, particularly for premises that operate late at night or during the early hours will certainly assist operators to achieve dispersal of customers from their premises with minimal disruption, which we can evidence to include Anti-Social Behaviour (ASB) and crime & disorder, to nearby residential properties. Dorset Police support any measures to discourage alcohol from being taken from an 'on sales' premises, particularly after the closing time, as this will often adversely impact the effectiveness of any dispersal policy operated by the premises. Additional residual impacts include littering and noise pollution which can have a significant impact when incidents occur frequently over a long period of time.	On sales premises should not permit alcohol to be taken from the premises at any time. Licence holders are expected to make provision for challenging this behaviour if it occurs. No premises should continue serving alcohol to already drunk patrons and there should be policies and training in place to address this. This is stated within 10.3 bullet point 1. Suggested amendment:- 10.2 The Licensing Authority expects applicants to address excessive consumption of alcohol and drunkenness on relevant premises. Premises offering on sales with terminal hours after midnight are expected to include within their operating schedules details relating, dispersal policies, and management of patrons in the vicinity of the premises as they leave. This will reduce the risk of anti-social behaviour occurring both on the premises and elsewhere after customers have departed. It is expected that operating schedules and conditions will demonstrate a general duty of care to customers using the premises and others affected by their activities this may include developing a policy to prevent the sale of alcohol to drunk customers.

	10.3	Over the past number of years, Dorset Police have prioritised tackling violence against women and girls and continue to seek opportunities to improve the safety of women and girls in our communities. We are working closely with our partners and community groups to deliver initiatives to raise awareness and promote changes which can make a huge difference to safety of women and girls in our communities. Dorset Police are aware of some excellent initiatives being led and promoted by Pubwatch schemes, partners and other community groups associated specifically with the night-time economy and we recommend that, as part of the list of considerations, that new applicants acknowledge and take reasonable steps to mitigate against the risk of violence against women and girls in our licensed premises. One of the most significant threats to our licensed premises is associated with 'drink spiking', a term that is commonly used to describe the dispensing of a substance to another without their knowledge with the intent to cause that person harm. A substance could include drugs, alcohol or anything that is intended to impact the health and capacity of the victim and can lead to other serious offences, including sexual offences if no intervention occurs. Mitigating violence against women and girls might include specific staff training alongside procedures and policies to support staff to responsibly safeguard women and girls in their premises. It is important to consider protection of women and girls working within licensed premises.	Initiatives relating to tackling violence against women and girls are included in chapter 21. Participation in pub watch or other body is included in the last bullet point This has been included under Public Safety para 11.5 Paragraph 11.3 already includes bullet point which reads • Training of staff to deal with violence against women and implementation of safeguards to protect them
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		Additionally, measures to protect licensed premises, their staff and customers from the serious threat involving weapons should also be considered. Whilst we enjoy relatively low levels of crime and disorder associated with our licensed communities throughout Dorset, it is recommended that new applicants consider reasonable measures to prevent and detect weapons inside their premises. To ensure that our night-time economies remain safe and vibrant, it is imperative that there are robust and consistent policies and practices in place, informed by Dorset Police and our partners, to support applicants to protect their licensed premises against emerging threats.	The last paragraph 10.4 includes recommendations that all applicants discuss crime prevention with the police which should include such measures on a case by case basis. As all applications are referred to the police for consultation specific concerns relating to applications can be addressed at application stage.
	11.3	In support of the above, it may be beneficial to include a recommendation for operators to consider the introduction of a risk assessment for knife and weapon mitigation if appropriate to their premises. This will not apply to all new licensed premises, however, the introduction of simple, cost-effective measures to licensed premises has been evidenced to significantly reduce the number of weapons that are present in our night-time economy areas.	Suggested amendment • Applicants are expected to demonstrate within the operating schedule that consideration and risk assessment has been undertaken to address the risk of knife /weapon use. Where there is a risk particularly in late night on sale venues conditions requiring the use of hand held metal detectors or knife wands should be discussed with the police. • Where knife or weapon crime is identified as a risk premises are encouraged to acquire a bleed control kit kept at the premises with staff adequately trained to use it.
	12.8	The provision of late-night refreshment is popular, and benefits to these provisions include the dispersal of customers away from other licensed premises associated with the provision of alcohol. Dorset Police are grateful for	Dispersal specifically relating to night café and takeaway premises is also discussed within paragraph 12.18

		the recognition that these premises are increasingly associated with noise, disturbance and anti-social behaviour associated with littering etc. Dorset Police would be grateful if there could be recognition for the increased levels of <u>crime</u> that are also often associated with late night take-away premises, caused often by the accumulation of customers gathered in and around the premises. This is most prominent in areas where there is a greater risk of affecting residential properties, however, Town Centre locations are equally problematic due to the lack of control that is often exercised by operators in relation to their customers that are gathered outside or nearby.	Suggested amendment 12.18 Premises open after 23:00 hours supplying hot food or hot drink for consumption on or off the premises can attract large groups of customers, many of whom have already consumed alcohol. The gathering of people around takeaways can lead to additional noise, disturbance and greater amounts of litter and rubbish. In addition this can lead to increased levels of crime and disorder.
	12.20	Further to the above, whilst Dorset Police are grateful for the additional support offered to new applicants seeking to offer late-night refreshment, the adverse impact in terms of ASB, crime and disorder associated with premises offering late night refreshment is increasingly of concern and new applicants should anticipate that Dorset Police will expect appropriate and reasonable steps to be introduced to mitigate against crime, disorder and ASB. As a foundation to any premises with a focus on offering late-night refreshment, Dorset Police will expect consideration to be given to ensuring that appropriate staff training, introduction of policies to identify and safeguard the most vulnerable and mitigation against violence and disorder associated with their premises. Additional conditions will be anticipated based on the nature of the	Suggested amendment to 12.19 add bullet point • Consideration of measures required to address the risk of late night violence and antisocial behaviour by patrons should be evidenced which will include staff training and safeguarding policies. It is anticipated that additional conditions will be offered in the operating schedule based on on the nature of the operating hours, location and other factors which increase the risk of crime and disorder.

		operating hours, location and other factors which increase the risk of crime and disorder further.	
	13.4	Dorset Police are grateful that the recent additions to the Statutory Guidance reflect the increased threat associated with Child Sexual Exploitation (CSE). Protecting children and other vulnerable people from harm is a Dorset Police priority and we would be grateful if the Licensing Authority might consider acknowledging the threat that 'County Lines' drug network have on our communities, particularly in relation to the threat posed to young people exploited by organised crime groups operating these drug distribution networks. This activity might not exclusively impact on licensable activity, however, increased awareness (e.g. training and introduction of policies) of this threat within the licensed communities of BCP Council will support our efforts to tackle this threat and make a significant difference to the lives of the young victims of this serious crime.	Suggested amendment 13.3 The Licensing Authority notes the amended statutory guidance has now placed emphasis on child sexual exploitation (CSE) matters which include, criminal exploitation, county lines, gangs and modern-day slavery. As such it is expected that applicants demonstrate in their operating schedule that suitable and sufficient steps are to be taken to tackle risks specific to their premises. Suggested conditions are provided within Appendix D to address this. Suggested amendment to Appendix D model pool of conditions under Protection of children from harm Considerations for child safeguarding All staff shall be trained in Child Protection Awareness. Such training will include awareness Child Criminal Exploitation and Child Sexual Exploitation, and County Lines identification and reporting. Such training (including any refresher training) will be logged and provided not less than every three years. The training log shall be made available for inspection by Police and "authorised persons" immediately upon request.

			A Safeguarding Log, or Safeguarding Section within the incident book, shall be kept at the premises, and made immediately available on request to the Police or an "authorised person". The log must record all concerns raised with regards to safeguarding and include the following: a. the identity of the member of staff who raised the concern; b. description of the concern raised including details relating to the young person; and c. the action, and justification for such action, undertaken by the member of staff when the concern was raised. Where no action is undertaken, a justification for this shall be required.
	13.16	To support the recommendations and efforts of our Trading Standards colleagues, it may be appropriate to include an acknowledgement of the risk that is posed from proxy-sales from our licensed premises. Throughout most towns, but in Bournemouth and Poole town centres specifically, we have a significant issue with alcohol-related crime and disorder associated with young people. We are focused on reducing the adverse health and welfare impacts that alcohol has on children, however, we are equally focused on ensuring that those juveniles that are intent on causing alcohol-related crime and disorder are managed effectively and supported to improve their behaviour with the support of our partners. Dorset Police expect applicants to ensure that they mitigate against proxy-sales associated with their	Suggested amendment add bullet point to para 13.15 • Proxy sales which is the sale of alcohol to those who then supply it to under 18s shall be considered and mitigated by considering the premises layout, including unobstructed views of the outside area and ensuring measures are in place to train and support staff in challenging this activity as necessary.

		premises through the introduction of appropriate policies and procedures to reflect their premises.	
	15.3	It may be beneficial for the Licensing Authority to include acknowledgement of the impact of proxy-sales to children in this Chapter.	Suggested amendment add bullet point to para 15.4 • Consider measures to minimise the risk of proxy sales including keeping window displays to a minimum, line of sight from register to outside areas and training of staff on who to identify and challenge this activity.
	16.4 & 16.5	In the absence of any Cumulative Impact Areas throughout BCP Council area, it is imperative that Dorset Police consider each application in detail and assess its suitability within the proposed area. Dorset Police area grateful that the Licensing Authority have highlighted some areas of concern where the impact of a new provision on those that are more vulnerable is greater. Dorset Police recommend that the Licensing Authority make specific mention of schools, youth clubs and any premises which primarily or routinely offers services aimed at children. Additionally, the BCP Council area has a variety of properties that focus on the rehabilitation of vulnerable people in our communities. These people can include the homeless, individuals tackling dependencies and people that are being rehabilitated back into our communities. Dorset Police invite the Local Authority to consider recognising these sites as being particularly sensitive and where it would be either difficult or impossible for a nearby licence holder to consistently promote the licensing	Suggested amendment 16.4 The applicant is expected to demonstrate that they understand the local area demographics including crime and disorder hotspots, proximity to residential premises, housing provided for and/or treatment centres aimed at vulnerable people (including addictions), and the proximity to areas where children/vulnerable people congregate such as schools, youth clubs and any premises which primarily or routinely offers services aimed at children.

		objectives when there is a likely risk of crime and ASB including street drinking, alcohol-related crime (e.g. criminal damage and violence) and begging, all of which can have a devastating impact on our communities. Whilst the existing policy includes locations used for the rehabilitation of vulnerable people, locations that are aimed primarily at housing for the most vulnerable should also be introduced to the policy.	
	16.8	Could the Licensing Authority confirm details of the responsible authority with responsibility for supporting Trading Standards with promoting the licensing objective to Protect Children from Harm.	The list of responsible authorities and the contact emails is published on the councils website Premises licence BCP The detail is not included in the policy as the emails and contact details can change during the life of the policy. The website can be updated as needed. Within BCP In addition to the trading standards team all applications are sent to the safeguarding and compliance team for review.
	16.10	To support the submissions above, Dorset Police would be grateful if the Licensing Authority could acknowledge the following matters in the context of promoting the licensing objectives – • Preventing violence against women and girls • Measures to protect the most vulnerable in our communities, including children and those with addictions and other characteristics that place them at increased harm from being exposed to alcohol.	These areas have been covered under specific guidance in chapters 10 - 13. This is paragraph details more general considerations.

	19.2	Dorset Police are exploring alternatives to the Licensed Premises Problem Solving Matrix (LPPSM) and it may be appropriate to remove this from the Policy pending an alternative approach to enforcement.	Suggested amendment to 19.1 and delete 19.2 and replace 19.1 The Licensing Authority has established a joint working agreement with Dorset Police and other enforcing authorities. This agreement assists officers to manage existing premises through a structure of 'Engagement', 'Education' and 'Enforcement' to support licence holders to promote the licensing objectives and provide a positive addition to the communities they serve.
	24.2	Dorset Police invite the Licensing Authority to consider requirements for applicants to consider measures to safeguard against violence against women and girls and to protect those in the community that are particularly vulnerable. Please can the Licensing Authority highlight that ANY exploitation of children, not necessarily always associated with sexually related harm, should be considered by applicants.	Suggested amendment to add a bullet point • Take all reasonable steps to prevent violence against women and girls and to protect anyone who appears to be vulnerable. Suggested amendment to bullet point 8 • To understand that the any exploitation of a child is unacceptable, and a crime. Staff should be made are aware of the need to identify and report any child safeguarding concerns
	24.3	Dorset Police are committed to ensuring that all licensing objectives are consistently promoted. Where concerns are highlighted relating to the objectives to maintain public safety and prevent crime and disorder, Dorset Police will bring concerns to the attention of the Licensing Authority if an agreement cannot be successfully mediated with the applicant.	Noted for information.

		Dorset Police take a preventative approach to supporting applicants to introduce proportionate measures to their applications to protect the community against emerging crime trends and the most serious threats to our society. It may be appropriate for the Licensing Authority to consider highlighting the expectation that applicants will take are reasonable steps to adopt any appropriate initiatives or directions that will help promote the licensing objectives. Most recently, Dorset Police have introduced or supported several initiatives throughout the BCP Council area that demonstrates our commitment to reducing harm associated with the night-time economy, some of which have been highlighted within Chapter 21. Examples of these initiatives include– • Introduction of mobile metal detection arches. • Endorsement for Licensing Safety & Vulnerability Initiative (LSAVI) Accreditation. • UKPAC Information sharing platform. • <i>Clear, Hold, Build</i> initiative to reduce ‘place-related’ crime and disorder. • Support for BCP Unity Promise – a community-led initiative to tackle violence against women and girls It is our expectation that support of these initiatives, through valued groups such as Pubwatch, are adopted to new and existing licensed premises throughout BCP Council area to ensure that we can collectively respond to the issues that present the highest risk to our communities.	
	24.11	Dorset Police are grateful for the acknowledgement that dispersal of patrons from a licensed premises, particularly	Noted

		during the later hours of the evening or the early hours of the morning can have a detrimental impact on the local community. Dorset Police would support any additional requirements for licensed premises operating during these sensitive times to operate a dispersal policy which reflects the concerns that are highlighted either by Environmental Health or Dorset Police.	
	Additional Proposal	Following several applications and hearings that have occurred throughout Dorset, Dorset Police invite the Licensing Authority to consider the adoption of the following into the Statement of Licensing Policy. This addition is intended to protect against an emerging trend of unsuitable persons operating, controlling, or benefiting from a licensed premises through the use of a substitute operator. This practice is an increasing concern and whilst the obvious risk is towards the community that they serve, there is an additional risk of exploitation against the individual who is often pressured into taking responsibility as the DPS of the premises. This addition to the policy would acknowledge the commitment of the Licensing Authority to ensure that licensed premises are consistently operating to the highest standards. <i>The Licensing Authority has become aware of some concerning practices with persons not identified as a Premises Licence Holder or Designated Premises Supervisor (DPS) having 'control' over a licensed premises, and in effect</i>	Noted the legal officer has suggested this can be added after para at 24.8 with slight amendment to the wording as below <i>Dorset Police have made the Licensing Authority aware of some concerning practices with persons not identified as a Premises Licence Holder or Designated Premises Supervisor (DPS) having 'control' over a licensed premises, and in effect running a premises 'behind the scenes'. This may be for reasons of criminality, for example whereby individuals may possess a relevant offence under the Licensing Act 2003 which would preclude them becoming a DPS. This Licensing Authority takes a very serious view of instances whereby it believes this to be the case and will carefully consider any application made for review of such an existing licence. The Licensing Authority consider the Police to be their main source of advice on matters relating to the promotion of the crime and disorder and will be supportive</i>

		<i>running a premises 'behind the scenes'. This may be for reasons of criminality, for example whereby individuals may possess a relevant offence under the Licensing Act 2003 which would preclude them becoming a DPS. This Licensing Authority takes a very serious view of instances whereby it believes this to be the case. It will carefully consider representations and be supportive of the Police when genuinely exceptional circumstances exist for example, whereby the Chief of Police cites that exceptional circumstances of a case are such that granting an application for a change of a DPS would undermine the crime prevention objective, and evidence exists of such, then it is highly likely that an application would meet refusal.</i> Dorset Police are prepared to support the licensed community with the introduction of <i>Martyn's Law</i>, which is likely to be introduced during the period that this policy is in effect.	of the Police when genuinely exceptional circumstances exist for example, whereby the Chief of Police cites that exceptional circumstances of a case are such that granting an application for a change of a DPS would
Bournemouth Town Pastors	21.2	The statement is inaccurate and should read as follows please: "Bournemouth Town Pastors, established in 2017, are a group of trained Christian volunteers who patrol Bournemouth town centre area from 2200 - 0230 every Saturday night assisting anyone in need. They carry a radio linked to CCTV, police and all pubs/clubs. On their patrols they support individuals who have become vulnerable and assist them to ensure they get home safely. The Town Pastors are also a listening ear to those who may be struggling with any issues. They carry water, flipflops, blankets, portable defibrillator, mobile phone power bank, sick bags, bleed kit, information sheets and many other relevant items."	Noted and suggest amendment to paragraph 21.2 The Bournemouth Street Pastors were established in 2017 they are a group of trained Christian volunteers who patrol the Bournemouth town centre area from 2200 – 0200 every Saturday night. They assist anyone in need. They carry a radio which is linked to the CCTV, police, paramedics and all pubs/clubs. On their patrols they will support individuals who have become vulnerable and assist them to ensure they get home safely. The Town Pastors are also a listening ear to those who may be struggling with any issues. They carry water, flipflops, blankets, portable defibrillator, mobile phone

			power bank, sick bags, bleed kit, information sheets and many other relevant items.
FYEO		I do not think the Late night level should be introduced, we pay enough and the clubs provide a lot to the town	Late night levy is not a consideration at this time.
Individual in BH14 8AZ		Needs alcohol behind the counter for off licenses as staff will not stop people shoplifting.	Off sales are considered in Chapter 15 and can be considered as a condition on a case by case basis if considered appropriate to uphold the licensing objectives.
		Needs dance condition to forbid nudity as described in the sex establishments licensing regime to stop performances which don't happen frequently enough to be covered by that regime.	Sexual Entertainment Venues are regulated under the Local Government (Miscellaneous) Provisions Act 1982 which controls this activity. Sexual entertainment is exempt from the need for a licence if the sexual entertainment being provided takes place on no more than 11 occasions within any period of 12 months, provided that each occasion lasts no longer than 24 hours and that there is a gap of at least one calendar month between each occasion.
		In the interests of public nuisance prevention to stop women being harassed in the streets by customers who have viewed this entertainment.	Initiatives to protect women and girls with licenced premises has been included.
		Needs a maximum capacity and minimum ratio of door staff to customers condition on every license for alcohol on sales, on basis of public safety, prevention crime and disorder and public nuisance and people exploding into the street after being cooped up together start fighting and shouting causing a noise nuisance in the street.	Capacities are determined by a premises fire risk assessment and may change depending on any events or facilities available at a specified time. Premises should review their risk assessments and allocate security resources accordingly if they believe the additional control measure is required.

		Needs a litter bin to be provided for all late night licenses throughout the period of opening clearly visible to customers, plus clearing all litter in a 50 meter radius of the shop immediately on closing.	Cannot blanket condition each application is determined on its own merits. Para 12.19 suggested amendment to bullet point Provision of bins outside to reduce littering by patrons and consideration of directing staff to keep area outside premises clear of litter.
		Needs a condition that the designated premises supervisor will check and record any security staff SIA pass against another form of photo ID and the facial appearance of the staff and store these records securely.	Where necessary a condition is imposed on licences (and requested on a case-by-case basis) to ensure that the security personnel register is updated daily and a record kept of their ID badge and number. It is an offence under the Security Industry Authority Act to employ a person who is not licensed and a breach of a mandatory Licensing Act 2003 condition.
		Needs a condition that all staff are provided with MHRA approved spiking kits and trained to use them, to test drinks and to test suspected victims.	Paragraph 11.5 addresses this Further advice and guidance should be sought from the Police on how to retain any evidence.
		Public safety. Needs a condition that the areas for waste storage be marked on the filed plan.	The Licensing Act 2003 (Premises Licences and Club Premises Certificates) Regulations 2005 – Part 4 – Plans – do not require waste storage to be marked on the plan.
		For prevention of public nuisance from bins stored insecurely and attracting fly tipping and vermin and prevention crime and disorder as improper storage of waste is a crime.	Cannot blanket condition each application is determined on its own merits.

		Needs a condition to prevent prostitutes soliciting or being pimped out on the premises, for reasons of Public Health statutory duty of the council.	Prostitution is dealt with by the Police outside of the licensing remit.
		Needs a lower maximum people on premises during hours when children are present to ensure staff can monitor that children are not drinking alcohol or at risk from others on the premises who are in drink.	Numbers are not specified under this policy and it is the responsibility for each licence holder to adequately manage their premises.
Individual from BH23 2LX		Proposed changes will have no impact on business/organisation	Noted
Dorset & Wiltshire Fire and Rescue Service	7.4	Change to Dorset & Wiltshire Fire and Rescue Authority	Suggested amendment to bullet point • Dorset & Wiltshire Fire and Rescue Authority
	16.10	Include - The applicant to ensure a suitable and sufficient Fire Risk Assessment is carried out and recorded.	Suggested amendment add bullet point • The applicant to ensure a suitable and sufficient Fire Risk Assessment is carried out and recorded
	Appendix C	Application Process- Layout plan to include locations of fire alarm panel, detector heads, break glass points, emergency lighting and type of extinguisher. Fire Risk Assessment or if the business is not yet trading a commitment to have one carried out.	Appendix C outlines the general application process and it is not felt suitable to add detail within the process. Chapter 11 outlines the public safety considerations. Suggested amendment to para 11.3 amend link Dorset & Wiltshire Fire Service Licensing and events Chapter 16 sets out application requirements. Suggested amendment new paragraph under 16.2 Applications shall include a suitably detailed scale layout plan which includes the following

			• the extend of the boundary of the building, if relevant and any external and internal walls of the building and if different the permitter of the premises • locations of fire alarm panel, detector heads, break glass points, emergency lighting and type of extinguisher. • location of access to and exit from the premises and if different location of escape routes • fixed structures which may impact the ability of individuals on the premises to use exits or escape routes without impediment. • location and height of each stage if relevant • in a case where an existing licensable activity relates to the supply of alcohol, the location or locations on the premises which is or are used for consumption of alcohol • In a case where the premises are to be used for more than one licensable activity, the area within the premises used for each activity • In a case where the premises includes any steps, stairs, elevators or lifts, the location of the steps, stairs, elevators or lifts. • in a case where the premises include any room or rooms containing public conveniences, the location of the room or rooms. • the location of a kitchen, if any, on the premises.
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	Appendix D	Licensing Objective: Public Safety. Fire Risk Assessment. Suggested wording – “ A Fire Risk Assessment (FRA) shall be completed for the premises by a competent person. The FRA will identify the fire hazards, reduce the risk of the hazards and determine the precautions necessary to ensure the safety of all persons in the premises. The FRA should be reviewed periodically and revised when necessary.”	Suggested amendment add new model condition within Appendix D <table><tr><td>Licensing Objective: Public Safety</td><td></td></tr><tr><td>Fire Risk Assessment</td><td>A Fire Risk Assessment (FRA) shall be completed for the premises by a competent person. The FRA will identify the fire hazards, reduce the risk of the hazards and determine the precautions necessary to ensure the safety of all persons in the premises. The FRA should be reviewed periodically and revised when necessary</td></tr></table>	Licensing Objective: Public Safety		Fire Risk Assessment	A Fire Risk Assessment (FRA) shall be completed for the premises by a competent person. The FRA will identify the fire hazards, reduce the risk of the hazards and determine the precautions necessary to ensure the safety of all persons in the premises. The FRA should be reviewed periodically and revised when necessary
Licensing Objective: Public Safety							
Fire Risk Assessment	A Fire Risk Assessment (FRA) shall be completed for the premises by a competent person. The FRA will identify the fire hazards, reduce the risk of the hazards and determine the precautions necessary to ensure the safety of all persons in the premises. The FRA should be reviewed periodically and revised when necessary						
Individual from BH14 8AZ		For late night refreshments could it be a condition that children, ie under 18, are not allowed into the premises nor on any area of the highway granted a pavement license during the hours when a late night license is required. This is because children out alone at that time are vulnerable to being recruited at such venues for potential exploitation.	Each application must be dealt on its own merits if required to uphold the licensing objectives.				

		Could late night refreshment licenses which allow takeaways also have a requirement that the licensee keeps the pavement outside their premises clear of litter during opening hours and provides a litter bin for customers use which is clearly visible throughout hours of opening also. If you believe a requirement that the wrappings use recyclable wherever possible is enforceable, could this be added too.	Cannot blanket condition each application is determined on its own merits. Para 12.19 suggested amendment to bullet point • Provision of bins outside to reduce littering by patrons and consideration of directing staff to keep area outside premises clear of litter.
		Lastly, can we go back to a requirement that I've seen quoted as being in a Bournemouth license, for any Licensing Act 2003 license granted that there will be a presumption that a clause forbidding striptease or other indecent entertainment be added. It could be worded to say "striptease or other indecent entertainment not regulated under Schedule 3 of the Local Govt (Misc) Act 1982". This would catch the less frequent events and the level of nudity which stops short of that defined in Schedule 3.	Sexual Entertainment Venues are regulated under the Local Government (Miscellaneous) Provisions Act 1982 which controls this activity.
		The licensing objective of protection of children would apply because of the ex parte Christian Institute Newcastle remarks regarding people attracted into a neighbourhood by the presence of the indecent entertainment who could be a danger to children, eg recruiting into sex work or committing assaults/harassment.	
Bournemouth & District Law Society		Yes, we have a number of comments on the draft Statement of Licensing Policy. However, in order to make reasoned comments in detail we would have preferred to be able to highlight these by way of tracked changes to the document so that it is easy to see what wording we are referring to by way of response to the consultation.	Noted and referred to Research and Consultation for their information.

		Sadly, the document format as a pdf has made suggestions difficult to address on the document itself. A 'Word' version is required for suggested amendments which would have been much easier to respond to in terms of commenting throughout the document.	Noted and referred to Research and Consultation for their information
		The questions asked by way of a survey as here give little opportunity to drill down into the detail and respond appropriately and to list every point below is time consuming and impractical. It would be exceedingly helpful to be able to comment on the proposals by way of track changes to the actual document.	Noted and referred to Research and Consultation for their information
		In addition, the consultation as advertised on your 'Have your say' website page state on the right hand side that the consultation is open until 6th December 2024 whereas at the bottom of the page it provides the consultation, correctly, as open until 22nd December 2024. There may therefore be a considerable number of interested parties deterred from providing their views as they understood, wrongly, that they were too late to provide their views. It is, therefore, questionable whether this consultation has been properly advertised as available for the appropriate period.	Noted and referred to Research and Consultation for their information This comment is acknowledged and further consultation took place between 27 February 2025 to 13 March 2025, this was published the consultation website and also sent directly to all recognised interested parties including town watch, pub watch, local solicitors and all licence holder. This generated a further two responses from individuals.
		There are a number of typos and reference to Appendix E when there is no Appendix E (should be D).	Noted and amended accordingly
		Some aspects require clarity, for example, Appendix C does not make it clear what the 'Application process' relates to - clearly it is intended for a new Premises Licence but there are a considerable number of other licence applications that can be made to your Licensing Authority for which Appendix C is irrelevant. Anyone not	Suggest amendment to title New or variation to premises licence application process

		understanding the system could be considerably confused. We would suggest the heading to Appendix C makes this clear. Otherwise, the flow chart is helpful for those unfamiliar with the system.	
		On a separate point of clarity, paragraph 13.10 and 13.13 appear to be contradictory in terms of whether conditions requiring the admission of children can or cannot be attached to licences.	Suggest deleted 13.13 and retain 13.10 as is
		As a general observation on reading the whole document, there appears to be a leaning towards a negative impact in respect of businesses at a time when the conurbation and particularly Bournemouth town centre needs to focus on improving the economy and creating a safe, vibrant place to attract visitors for both day and night time retail and leisure activities. Far greater positive support for welcoming and embracing investment in the area is required.	Wider support for businesses is provided by the Council however this document relates solely to the submission of applications and subsequent compliance requirements for licenced premises and seeks to support anyone submitting an application by providing as much information as possible about what is required and what a well run premises is expected to adhere to.
		The document reads rather like a regulatory straight-jacket in terms of expectations of anyone wishing to initiate or grow their business in the area in circumstances where a licence is required. When viewed relative to other geographical areas and other Statements of Licensing Policy it is easy to see how investors and entrepreneurs would choose an alternative location outside the BCP area for their investment. The town is in dire need of some positive action and enticement to attract businesses, not dampen existing ones and deter new ones!	Noted
		The number of issues to which any applicant is required to give consideration in this draft policy is daunting and not for the faint-hearted. Of course, we all support the need to comply with the licensing objectives and to	Noted

		ensure a safe and attractive place for all, and certainly improvement is needed but surely this can be done with a positive outlook. Please focus more on the challenge to attract more good business to the area and improve the economic, social and environmental pillars of the area.	
		Too much of the document concentrates on support for representations and objections to the retail and leisure licensed industries and not how we can all help them generate an improved economic environment.	The detail added in relation to making representations is in response to feedback from individuals who have submitted representations and the difficulties in understanding how personal information is used in this process.
		In respect of specific issues, paragraph 21, it is suggested, could perhaps be better placed as an appendix as much of it relates to general schemes which operate in any scenario, informative but many are not specific solely to licensed premises.	This relates to other mechanisms and schemes that operate to support businesses and protect patrons in the night time economy. It is included as per the guidance document and shows the wider support available within the area.
		Paragraphs under the heading 'Planning and Building Control' do not accurately reflect the fact that planning and licensing are two different regimes and the absence of planning should not, per se, result in a deferral or result in a refusal of the licence application - that would be open to challenge.	Noted
		Please also advise how applications for a premises licence and a planning consent can be considered together when they are different processes and determined by different officers/committees?	The policy does not suggest applying for planning and licensing together but recognises that the Licensing Authority will work closely with planning to ensure where possible the two regimes will align with each other – para 22.3
		Paragraph 22.5 suggests that premises operating in breach of planning permission will be liable to prosecution under planning law - this is not necessarily the case. Although the heading refers to 'Building Control' nothing in the subsequent prose refers to this.	Suggest amendment to para 22.5 as follows: In circumstances when, as a condition of planning permission, a terminal hour has been set for the use of premises for commercial purposes and where those hours are different to the licensing hours, the applicant must observe the earlier

			closing time. Premises operating in breach of their planning permission may be subject to formal enforcement action under planning law.
		The policy is far too verbose and at points distinctly stating the obvious particularly in the new section on 'Management of Premises', for instance, stating that the Licensing Authority encourages licence holders and operators to adhere to all relevant national legislation - this is a given for compliance by any operator, and goes without saying - why does the licensing authority need to refer to 'encouraging' this?	Whilst it is recognised the contents may state the obvious in some areas this is in recognition that not everyone who submits an application may be fully aware of the legislation and has not benefitted from legal or licensing consultant advice during the application process.
		The shorter and more succinct a document the more likely it is to be read.	Noted.
		Having dealt above with the negative impacts, a real positive and helpful inclusion into this draft is Appendix B, Regulated Entertainment Exemptions, which sets out altogether in one place all such exemptions and is an incredibly helpful reference tool for licence holders and operators. The licensing authority are to be congratulated for formatting this in such a way as an appendix to the draft new policy. This is most useful.	Noted and welcomed.
Extended Consultation Responses:			
Lynn Mitcham	General Comment	I consider the sale of alcohol on the beach from any premises is misguided, and particularly from Council-owned premises. This area has a huge problem with alcohol misuse. The alcohol-fuelled violence we see on the streets and read about in the press is merely the tip of the iceberg; there are also a significant number of functioning alcoholics in the area, people who you would not suspect had a problem as their misuse is done at home, out of sight, and they still (often for many years) manage to hold down a job. As a therapist previously	This related to specific premises licences and not the general policy which sets out the expectations of the council for any application. The Policy recognises that applicants should demonstrate understanding of the local area including proximity to treatment centres for vulnerable people including additions – para 16.4

		running an alcohol reduction programme, I came across some of these. Another thing I did not mention last week is the effect alcohol consumption has on people suffering from anxiety and depression. It is amazing how much better such people feel if they just reduce or stop their alcohol consumption. Something few people are aware of. You are also exposing children to alcohol consumption and making it seem “normal”. Alcohol is actually a poison and damages the human body in many ways. Whilst the odd alcoholic drink every now and then will not be a problem, sadly many people cannot stop at that “one” drink. I believe the Council owes a duty of care towards the people within the area for which it is responsible, and selling alcohol from Council-owned premises on a beach is not ethical.	
Karen Baker	General Comment	I have experienced on many occasions, people attempting to buy alcohol, whilst being under the influence of alcohol or drugs/people trying to buy for under-age persons which has provoked violent incidents and a threat to not only staff, but decent customers and the Public at large!! I have also experienced adults, under the influence with children in tow, only to go straight out of the door, open the bottle and take a big swig, whilst the kids are just left on the pavement. These types of incidents are commonplace in Boscombe and can be seen 24/7!! In addition, it takes great courage to refuse an alcohol sale, due to subsequent aggressive/violent behaviours of most of the persons trying to obtain said alcohol, thus facilitating a sales person just to take the easy way out and sell the alcohol to avoid the possibility of further	Noted.

		intimidation. I have also seen this in practice many times in various establishments in Boscombe. Many of the larger stores employ a Security Guard, which doesn't even have any effect, as they have no real power to do anything and the Police will only really get involved if the cost of the goods is over £200 or the salespersons has been verbally or physically abused. So even if they did propose to have a security person on site (CCTV irrelevant) the outcome remains the same. I honestly believe that we don't need any new alcohol licenses and existing sellers of alcohol should be checked and scrutinised in more depth. With Police figures for January 2025 in Boscombe East totaling 244, one has to wonder how many actually involved alcohol. As far as I am aware, BCP has never undertaken an Alcohol Licensing Cumulative Impact Assessment. Maybe it's necessary to do this assessment in accordance with the Nolan Principles to actually see the true picture here, continue to grant new licences, strictly review existing licenses, not to issue new licenses or "cap" the total of licenses?	Consideration of a cumulative impact policy is outlined in section 20, when beginning the drafting of this policy all responsible authorities were asked to provide evidence as per the statutory guidance document which would support the introduction of such a policy. To date this evidence has not been provided.
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CABINET



Report subject	Community Governance Review - Final Recommendations
Meeting date	1 October 2025
Status	Public Report
Executive summary	The Local Government and Public Involvement in Health Act 2007 (Part 4) devolved power from the Secretary of State to principal councils to carry out community governance reviews and put in place or make changes to local community governance arrangements. The Council commenced a review following the Council decision in October 2024 at which the terms of reference and timetable were approved. The Task and Finish Group has considered the response to the consultation, taking into account all relevant factors, engaged with local ward councillors and existing parish councils before determining these recommendations. Cabinet is asked to consider the final recommendations of the Task and Finish Group and to make a recommendation to Council.
Recommendations	It is RECOMMENDED that Cabinet recommend to Council that: (a) the Task and Finish Group community governance review final recommendations, as set out in paragraphs 49, 62, 74, 92, 104, 117, 128, 140, 152, 166 and 181 of this report be approved; (b) the Head of Democratic Services be authorised to make all necessary reorganisation of community governance orders to implement the changes agreed by Council; (c) the Task and Finish Group continue to consider the transfer of civic and ceremonial assets, statutory services and precept requirements for year 1, for each new parish, on the basis of minimal transfer and precept, and a report be presented to full Council in due course.
Reason for recommendations	The Task and Finish Group considered the responses to the consultation received during the third stage of the review process and considered all material factors in developing these final proposals. The views of these representations received, along with representations from councillors and advice on what counts as effective and convenient, have helped shape the final recommendations

Task and Finish Group Chair	Councillor Oliver Walters (Chair of the Task and Finish Group)
Corporate Director	Aidan Dunn (Chief Executive)
Report Author	Richard Jones (Head of Democratic Services and Deputy Monitoring Officer)
Wards	Council-wide
Classification	For Recommendation

Background

1. The Council, at its meeting on 15 October 2024, resolved to undertake a Community Governance Review for the whole of the BCP Council area. A politically balanced Task and Finish Group of ten councillors was appointed to oversee the review and to make draft and then final recommendations.
2. The Councillors on the Task and Finish Group were Councillors Walters (Chair), Aitkenhead, Beesley, Bull, Dedman, Hanna, Le Poidevin, Rice, Trent and Wright. Councillors Beesley and Wright replaced other conservative councillors (Broadhead, Dove and T Slade) who were unable to continue to serve on the Group for the duration of the year.
3. Draft recommendations were approved by Council on 5 March 2025 for publication and consultation with interested parties.
4. Consultation took place between 31 March and 22 June 2025.
5. To assist in the deliberations, the Task and Finish Group requested that the written comments made by respondents were analysed and coded into theme-based categories. An analysis report was produced for each proposal area to help provide greater insight into issues and concerns and to identify potential mitigations. A copy of the analysis reports have been published on the Council's web site and are appended to this report.

Community Governance Review Criteria

6. Members are reminded that a Community Governance Review offers the opportunity to put in place strong, clearly defined boundaries and to remove anomalous parish boundaries. It can consider one or more of the following:-
 - (a) Creating, merging, altering or abolishing parishes;
 - (b) The naming of parishes and the style of new parishes;
 - (c) The electoral arrangements for parishes (the ordinary year of election; council size; the number of councillors to be elected to the council, and parish warding); and
 - (d) Grouping parishes under a common parish council or de-grouping parishes (if they existed).

7. The Council is required to ensure that community governance within the area under review will be reflective of the identities and interests of the community in that area; and is effective and convenient.
8. In doing so the community governance review is required to take into account:-
 - The impact of community governance arrangements on community cohesion; and
 - The size, population and boundaries of a local community or parish.
9. The aim of the review is to consider and bring about improved community engagement, better local democracy and efficient, more effective and convenient delivery of local services and ensure electors across the whole area will be treated equitably and fairly.
10. These criteria were considered by the Task and Finish Group in reaching their recommendations.

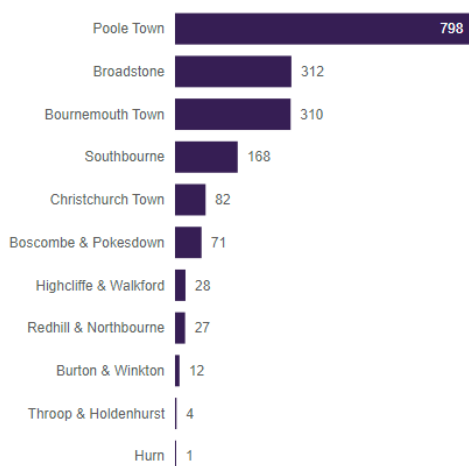
Constraints

11. The Council may not alter the external boundary of the Bournemouth, Christchurch and Poole area or any other principal council, and may not alter any parliamentary constituency boundaries. However, the review may make consequential electoral arrangement recommendations to the Local Government Boundary Commission for England (LGBCE) regarding the Electoral Wards of BCP Council where there is sufficient evidence that this would be desirable and result in more convenient electoral arrangements.

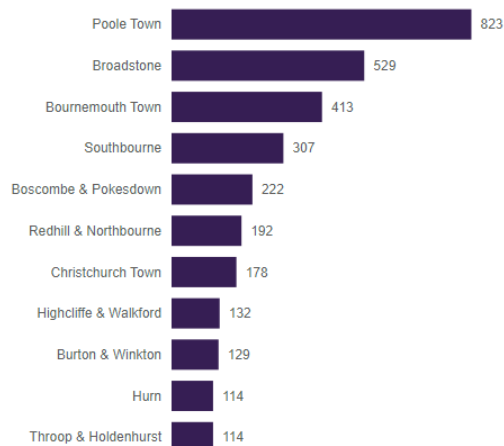
Consultation Responses

12. The draft recommendations were published on the Council's web site. A summary document and questionnaire, approved by the Task and Finish Group, were also produced to assist consultees to respond. Paper copies were made available at all local libraries and HUBs. Additional copies were dispatched by post upon request. A full copy of the draft recommendations were provided to key stakeholders and a copy provided to all Councillors.
13. There were 1,866 responses received to the consultation using the electronic or paper form and a further 123 written responses which are referenced in Appendix 3.
14. An interactive dashboard providing the detailed response data for each area was provided to each member of the Task and Finish Group for consideration. The dashboard was also provided to all councillors ahead of a series of engagements sessions held on 29 August, 1 September and 5 September 2025. The interactive dashboard has been made available for the public from 22 September on the Council's consultation web site.
15. The vast majority of responses, 98%, were residents of Bournemouth, Christchurch and Poole, with the majority of respondents residing within the proposal areas of Poole, Broadstone and Bournemouth, as illustrated in the first chart below.

Proposal areas respondents are from



Proposal areas respondents had their say on



16. Respondents were permitted to respond to one or more proposal area and not just the area in which they resided. In some instances, there was a significantly greater number of responses from outside the proposal area than within. This is illustrated in the second table above.
17. A full summary report produced by the Research and Consultation Team includes a more detailed summary of the consultation process, methodology, engagement statistics, demographic analysis and the results by area. This report appears as Appendix 1 to this report.

Holistic Approach to Community Governance Review

18. While public consultation is a vital component of any Community Governance Review (CGR) or public consultation in general to help inform decision-makers, it should not be the sole determinant in shaping final recommendations. A robust and equitable review process must incorporate a range of additional factors to ensure that outcomes are not only democratically informed but also practically sound and strategically beneficial for the community as a whole.
19. Consultation responses are valuable but are not definitive and should not be confused with a formal vote by referendum. The purpose of consultation is to gauge public sentiment and identify local priorities, issues and concerns; recognising, however, that open consultations have limitations, whereby responses may be unrepresentative due to low participation, influenced by coordinated campaigns, or demographic imbalances.

General Misunderstandings

20. In considering the consultation responses, and particularly the written comments made by respondents, it was evident that there were a number of general views based on inaccurate information or assumptions.

Additional Layers of Local Government and Bureaucracy

21. There were a number of respondents suggesting that the area proposals for both the existing parish and town councils and the proposed new town and community councils would be adding an additional layer of local government to the existing arrangements.

22. The existing arrangements are illustrated below, but in summary comprises two existing layers of local authority for the whole of the BCP Council area. BCP Council provides core services to all residents and businesses across the whole area, and either Town and Parish Council's or the Charter Trustees exist as a second tier of local government for their respective areas. The functions and responsibilities of the Charter Trustees and Parish and Town Council's differ but both set a budget and precept, funding for which is raised predominantly through council tax.



23. The draft proposals as outlined in the consultation document would have resulted in the Charter Trustees for both Bournemouth and Poole being replaced with new town or community councils. This would have resulted in the same number of tiers in all areas.

The Role and Responsibilities of Charter Trustees and Parish and Town Councils

24. Charter Trustees and Parish or Town Councils serve distinct roles within local governance, each with unique responsibilities and functions. Charter Trustees are established in areas where a borough council has been abolished, and no successor parish exists. Their responsibility is to preserve the civic and ceremonial traditions of the former borough, such as maintaining the mayoralty and safeguarding historic regalia. Charter Trustees do not possess the powers to deliver any local services, support local initiatives or enact local policies; rather, they focus solely on promoting the office of the Mayor and upholding civic traditions, although they have discretion on how this is achieved.
25. In contrast, Parish and Town Councils functions extend far beyond ceremonial duties; they are empowered to provide a wide range of local services and amenities. The only statutory service is the management of allotments, but Parish and Town Councils have discretion and greater freedoms to provide local services including, but not limited to, the management of parks, community facilities and public spaces and supporting local groups and initiatives. Parish and Town Councils also have a role in influencing planning decisions and promoting community well-being.
26. Whilst both Charter Trustees and Parish and Town Councils have statutory powers to raise funds through a precept on the council tax, the wide remit for parish and town councils enables them to respond to local needs and priorities directly. In essence, while Charter Trustees protect civic customs, Parish and Town Councils may actively shape and deliver the everyday services that support their communities.
27. Except for civic events, historic regalia and allotments, ownership of which must be transferred to parish and town councils upon establishment, no other services or functions are to be transferred to existing or new parish and town councils. The decision whether to deliver or support any additional activities or initiatives, will be

for the respective new councils to determine within their future budgeting processes in future years.

Reversing Local Government Reorganisation in 2019

28. There were a number of responses suggesting that this review was seeking to reverse local government reorganisation (LGR) in 2019. The LGR process in 2019 sought to amalgamate the upper tier local authorities across Bournemouth, Poole and Dorset by establishing two new unitary councils named 'Bournemouth, Christchurch and Poole Council' and 'Dorset Council'.
29. The establishment of BCP Council abolished the former principal councils of Bournemouth Borough Council, the Borough of Poole and Christchurch Borough Council.
30. Although the 2019 review did not seek to alter parish and town council arrangements, some new town and parish councils were established across both the BCP and Dorset areas. This review is exploring the possibility of establishing additional councils at this lower-tier level and replacing the Charter Trustees.

Capping does not apply to the new Councils

31. Whilst it is accurate that there is currently no council tax capping regime in place for town and parish councils, this applies equally to the Charter Trustees. The parish and town councils and charter trustees within this lower tier of local government are separate legal entities and may set their own budget, council tax precept requirement and consequently council tax charge. The lack of a council tax capping regime applies equally to the existing arrangements and any new arrangements which may be put in place.

32. Lack of information on the level of Council Tax for new councils

33. A number of respondents felt there was a lack of information regarding the potential level of council tax and that BCP Council should have set out what the future charges would be. As explained above, parish and town councils are separate legal entities and set their own priorities, budgets and council tax charge. It would therefore be inappropriate for BCP Council to determine what a future council may charge.
34. However, to assist and to provide some insight, the consultation document included a schedule of the council tax charges for the existing parish and town councils within BCP as well as the average and highest charge across the whole of Dorset and BCP. The latest charges are shown below. There are over 10,000 parish and town councils in England. The charges for each of these councils is available from the government [web site](#) for comparison.

	Annual Band D Council Tax 2025/26
Bournemouth Charter Trustees	£2.24
Burton and Winkton Parish Council	£17.66
Christchurch Town Council	£72.35
Highcliffe and Walkford Parish Council	£32.86

	Annual Band D Council Tax 2025/26
Hurn Parish Council	£34.89
Poole Charter Trustees	£2.14
Throop and Holdenhurst Parish Council	£38.73
Lowest parish-level precepting charge within Dorset and BCP	£2.14
Average parish-level charge within Dorset and BCP (of 269)	£44.78
Highest parish-level charge within Dorset and BCP	£272.90

Increased Councillor Allowances and Pensions

35. Whilst parish and town councils may seek to pay their councillors allowances it is extremely rare. Where there is a desire to pay allowances to councillors this must be considered and recommended by an independent remuneration panel. Councillor allowances are not pensionable at any level of local government and for the avoidance of doubt the pension scheme is not available to councillors.

Potential Candidate Interest

36. Respondents were asked to indicate whether they would consider standing for election as a local councillor. This is particularly important in ascertaining whether there would be sufficient candidates to fill the seats upon any new councils established. The number responding to this question is detailed in the respective section of this report for each proposed area.

Stage 4 Final Recommendations

37. The following sections of this report detail the background information, draft recommendations (which were subject to consultation), a summary of representations received, the task and finish group conclusions and final recommendations for each existing parish or proposed parish. The sections are prefixed with the letter A to K which corresponds with the structure of the draft recommendations and consultation documents for ease of reference.
38. A summary of the responses received in response to the draft recommendations is provided by area. A schedule of all responses received is included as appendices to this report.
39. The comments provided in the final section of the questionnaire asking, 'Is there anything else that you would like to say about the Community Governance Review?' are also included within the separate pack referred to above.

A – BURTON AND WINKTON

Background

40. The background information provided in the consultation questionnaire was:-
- (a) The current parish of Burton and Winkton is unwarded, has 10 elected representative seats and falls entirely within the BCP electoral ward of Burton and Grange.

- (b) Contested elections were held in Burton and Winkton in May 2019, although there were no contested elections in May 2023. The projected elector-to-councillor ratio is 338:1

Draft Recommendations

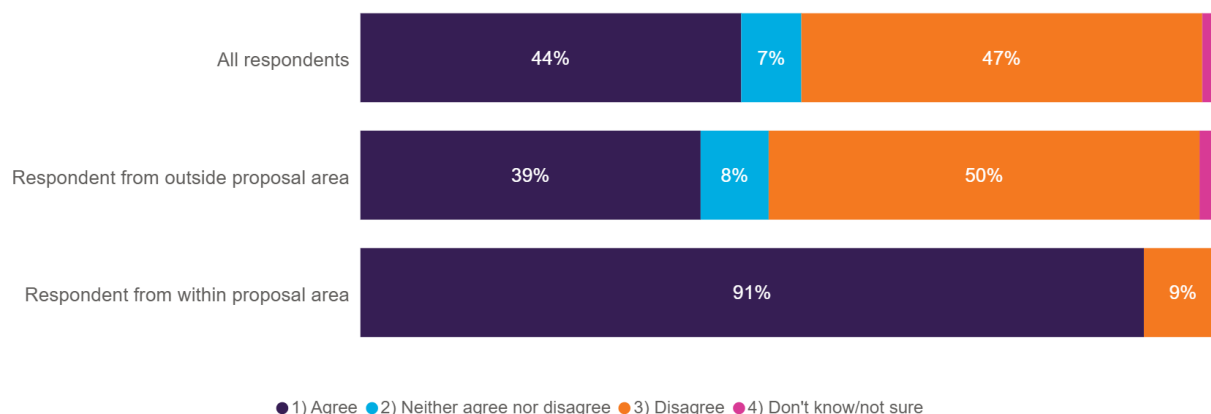
41. The draft recommendations approved by Council were that:-

- (a) the parish of Burton and Winkton should not be abolished
- (b) no change be made to the boundary of the existing parish of Burton and Winkton
- (c) the name of the parish of Burton and Winkton should not be altered
- (d) the parish should continue to have a parish council
- (e) the name of the parish council should not be altered
- (f) the parish council for Burton and Winkton shall consist of ten councillors.

Summary of Representations Received

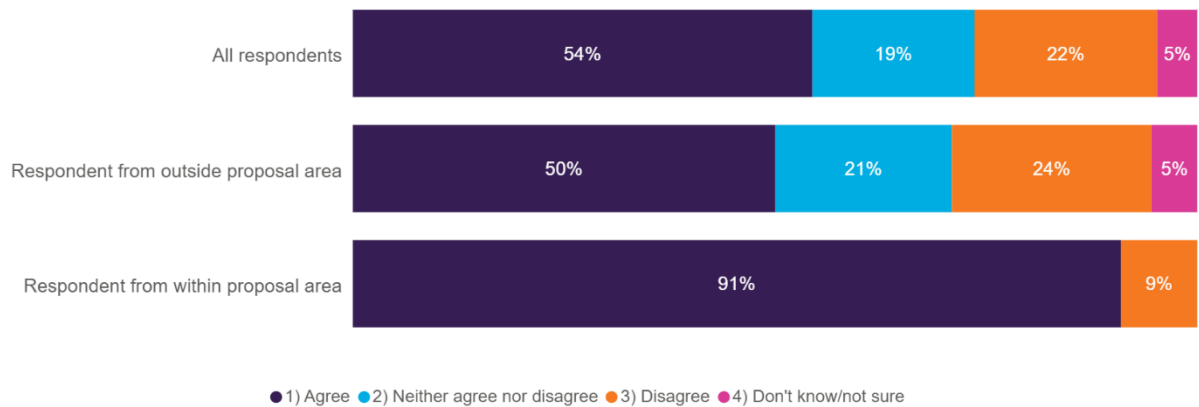
42. There was a total of 129 responses received in relation to the parish of Burton and Winkton although, of these, only 12 were from respondents within the parish boundary. The tables provided below show the responses to each question asked by all respondents, by BCP respondents but from outside the proposal area and by BCP respondents from within the proposal area.
43. It can be seen from the data, that there was a significant variance between the views of those commenting from outside the parish boundary when compared to those living within the parish. Representatives of the existing town and parish councils were concerned that this may indicate that respondents to the consultation may have little or no understanding of the role and functions of parish and town councils and the benefits they can bring to local communities.

Qa. To what extent do you agree or disagree that the parish of Burton and Winkton should not be abolished?



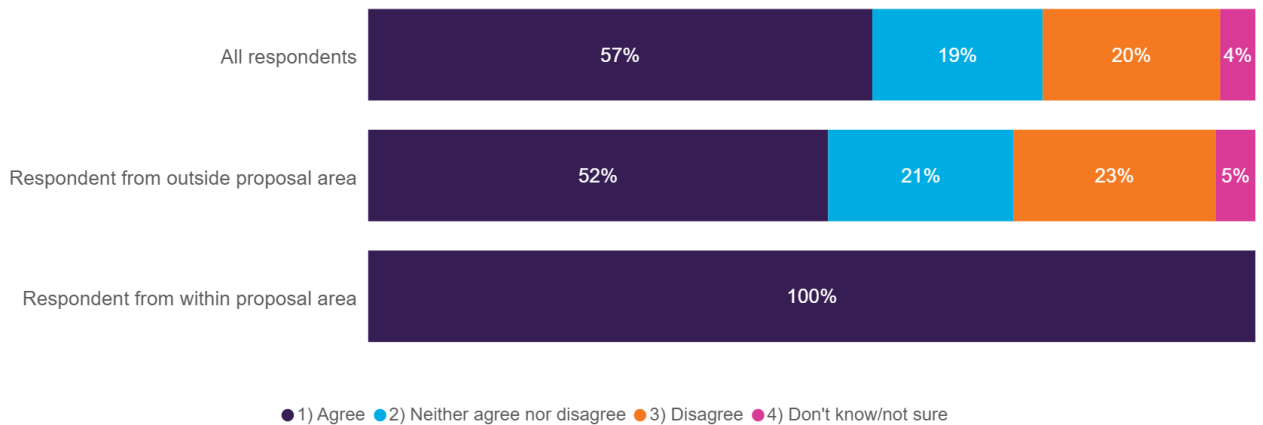
Bases: All respondents – 129; Respondents from outside proposal area – 114;
Respondents within proposal area – 11.

Qb. To what extent do you agree or disagree that no change be made to the boundary of the existing parish of Burton and Winkton?



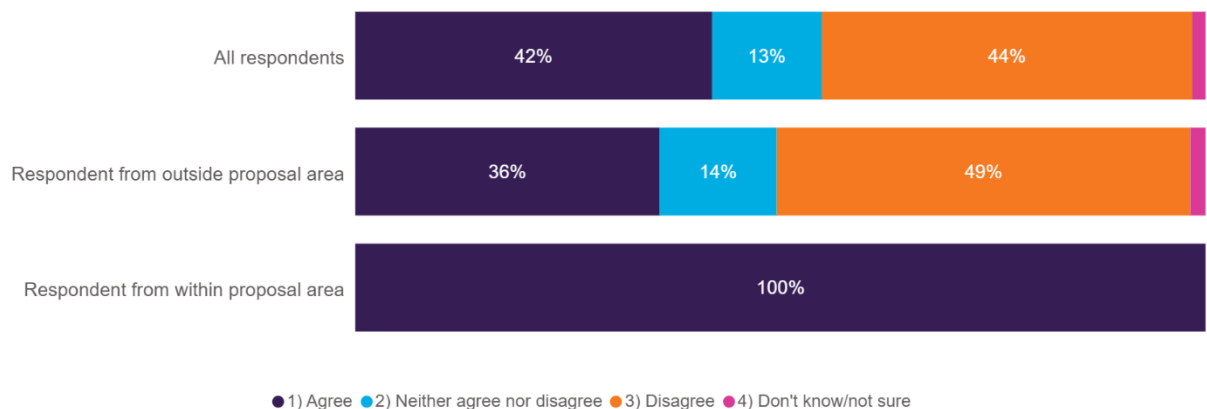
Bases: All respondents – 125; Respondents from outside proposal area – 110;
Respondents within proposal area – 11.

Qc. To what extent do you agree or disagree that the name of the parish of Burton and Winkton should not be altered?



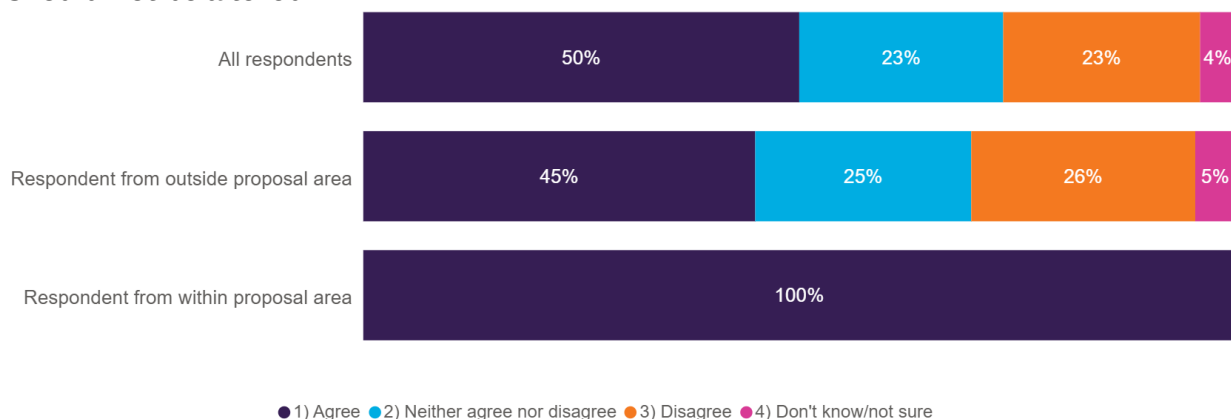
Bases: All respondents – 125; Respondents from outside proposal area – 110;
Respondents within proposal area – 11.

Qd. To what extent do you agree or disagree that the parish of Burton and Winkton should continue to have a parish council?



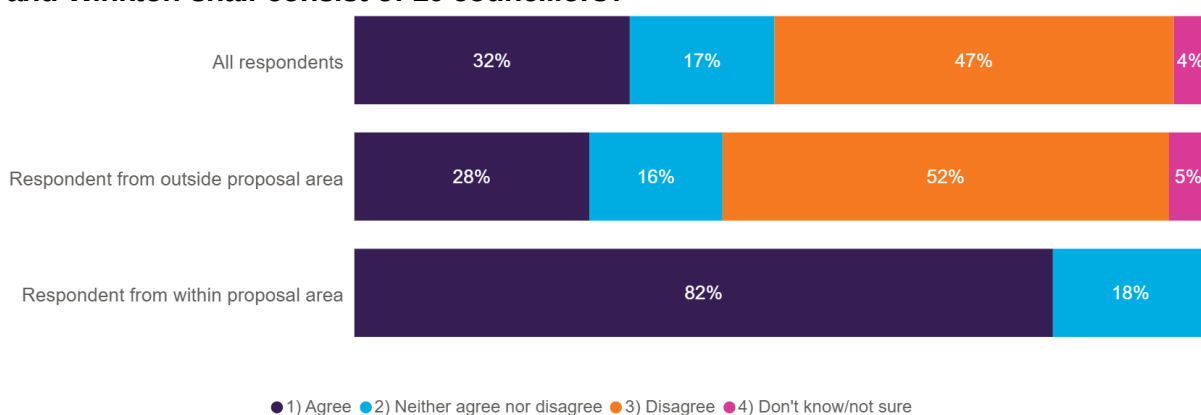
Bases: All respondents – 124; Respondents from outside proposal area – 109;
Respondents within proposal area – 11.

Qe. To what extent do you agree or disagree that the name of the parish council should not be altered?



Bases: All respondents – 124; Respondents from outside proposal area – 109;
Respondents within proposal area – 11.

Qf. To what extent do you agree or disagree that the parish council for Burton and Winkton shall consist of 10 councillors?



Bases: All respondents – 124; Respondents from outside proposal area – 109;
Respondents within proposal area – 11.

44. Finally, each respondent was asked to give reasons for their answers and provided an opportunity to add any other comments about the draft recommendations. There were a total of 143 comments in response and these are set out in full in Appendix 2(A1) to this report. A full analysis of these responses was undertaken and a report produced for the Task and Finish Group. A copy of the analysis report is set out in Appendix 2(A2) to this report.
45. Whilst there was a significant number of respondents from outside the parish boundary that felt the parish should be abolished, many of these respondents appeared to be against the principle of parish and town councils in general and did not appear to recognise that this parish already existed.
46. Arguments against the continuation of Burton & Winkton parish included a belief that parish councils added an unnecessary layer of bureaucracy and administrative costs, which could be better utilised by BCP Council. Many felt that the creation of parish councils would lead to increased council tax and financial burdens on residents without providing any tangible benefits. Additionally, some respondents argued that the functions and services provided by parish councils were already covered by BCP Council, making parish councils redundant. There were also

concerns about the potential for fragmentation and lack of accountability, as well as the inefficiency of having multiple layers of local government. Overall, the respondents felt that the existing structure of the BCP Council was sufficient and that adding parish councils would only complicate governance and increase costs.

47. Conversely, the respondents from within Burton & Winkton who expressed agreement with the draft recommendations felt that the parish should continue unchanged for several reasons. They appreciated the strong sense of community and the village feel that Burton & Winkton offers, which they believed would be lost if the parish were abolished or merged with Christchurch. They also valued the effective work of the parish council in maintaining local democracy, community representation, and addressing local issues. Additionally, they felt that the current structure of the parish council was essential for preserving local identity and ensuring that the unique needs of the area were met. Overall, the respondents believed that the existing arrangements provided stability and continuity, which were important for the well-being of the community.

Task and Finish Group Conclusions

48. The Task and Finish group considered the above representations and concluded that the support for Burton and Winkton Parish was sufficient to recommend that the parish continue unchanged. Finally, the Task and Finish Group considered the level of representation on the Parish Council. Although it was recognised that there were no contested elections in 2023, there was insufficient justification to reduce the elected representation.

Final Recommendations

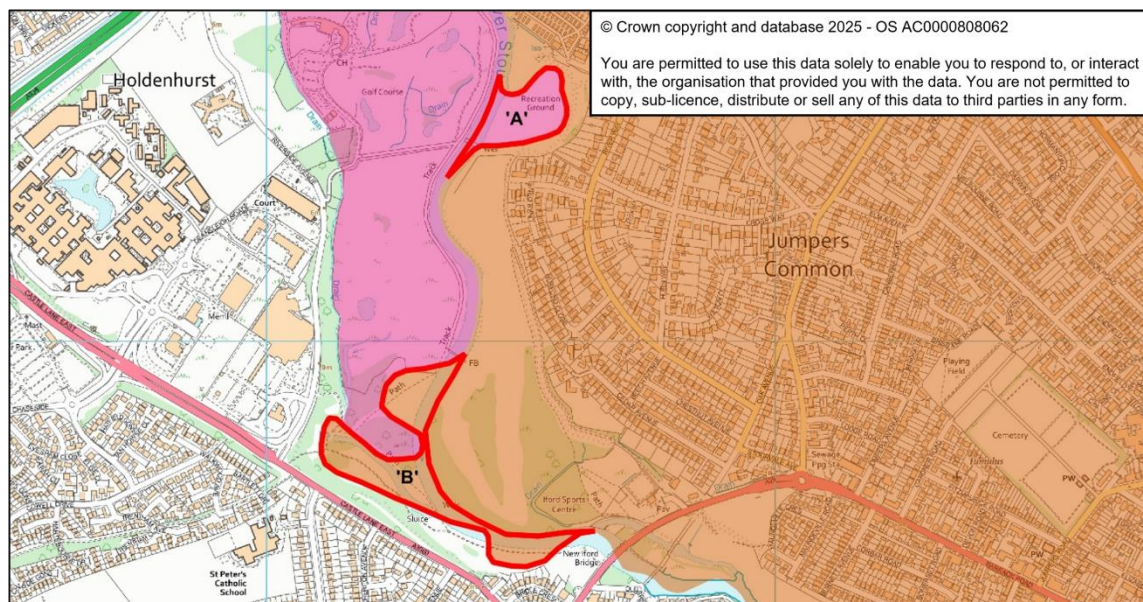
49. It is **RECOMMENDED** that the following community governance and electoral arrangements for the parish of Burton & Winkton be approved:-
- (a) the parish of Burton and Winkton should not be abolished;
 - (b) no change be made to the boundary of the existing parish of Burton and Winkton;
 - (c) the name of the parish of Burton and Winkton should not be altered;
 - (d) the parish should continue to have a parish council;
 - (e) the name of the parish council should not be altered;
 - (f) the parish council for Burton and Winkton consist of ten councillors.

B – HURN

Background

50. The background information provided in the consultation questionnaire was:-
- (a) The current parish of Hurn is unwarded, has 6 elected representative seats and falls entirely within the BCP electoral ward of Commons.
 - (b) Contested elections were held in Hurn in May 2019, although there were no contested elections in May 2023. The projected elector-to-councillor ratio is 99:1

51. Although no boundary changes were suggested by Hurn Parish Council, Christchurch Town Council made a representation requesting a change to the boundary between the two parishes. The request was to change the current boundary where it crosses over the river so as to align with the line of the river. The proposed changes are shown on the map below where the area marked 'A' would transfer from Hurn Parish to Christchurch Town, and the area marked 'B' would transfer from Christchurch Town to Hurn Parish. There are no properties within these areas and therefore no change to the electorate. There would be no transfer of property or responsibility as a consequence of this change.



52. Hurn Parish Council raised no objection to the above change.

Draft Recommendations

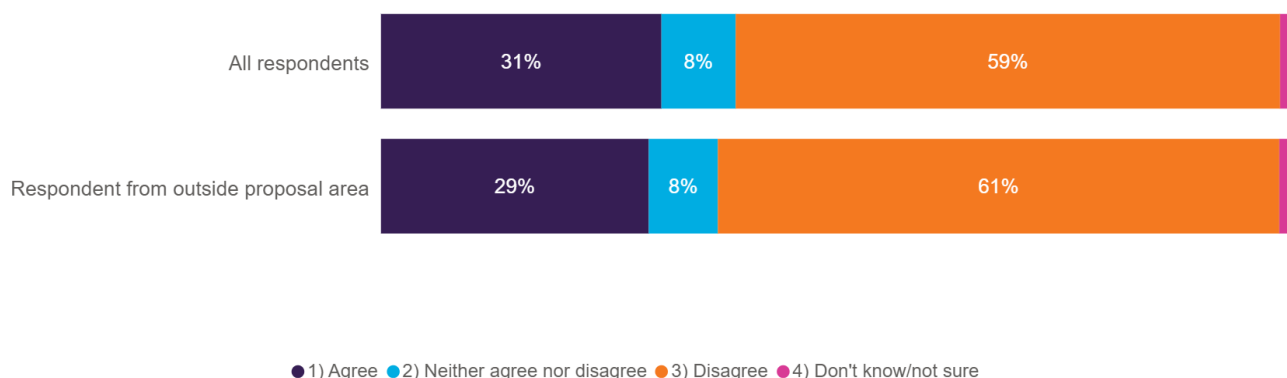
53. The draft recommendations approved by Council were that:-
- (a) the parish of Hurn should not be abolished
 - (b) the boundary of the existing parish of Hurn be altered as shown on the plan at paragraph 51 above
 - (c) the name of the parish of Hurn should not be altered
 - (d) the parish should continue to have a parish council
 - (e) the name of the parish council should not be altered
 - (f) the parish council for Hurn shall consist of six councillors.

Summary of Representations Received

54. There was a total of 114 responses received in relation to the parish of Hurn although, of these, none were from respondents within the parish boundary. The tables provided below show the responses to each question asked by all respondents and by BCP respondents but from outside the proposal area.
55. Representatives of the existing town and parish councils were concerned that the results were based on feedback from non-parishioners only which could give rise to questioning the existence of the parish council. It was felt that this would not be a true reflection of public opinion locally.

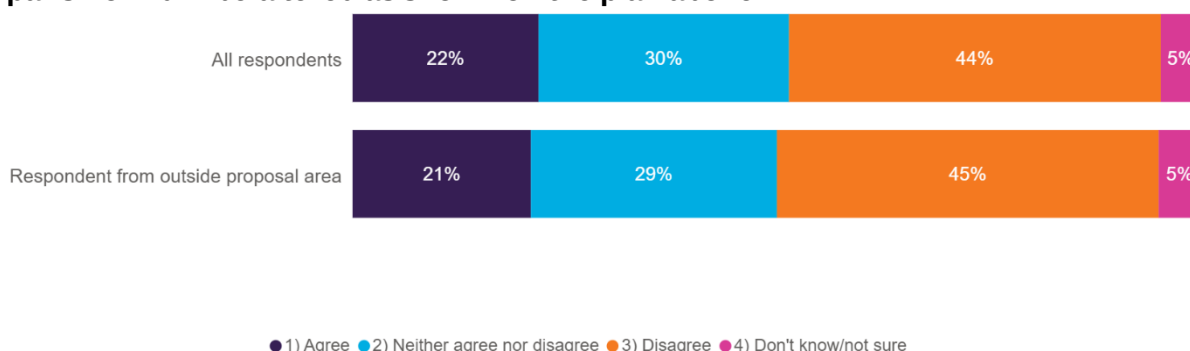
56. The parish council were of the opinion that the parish council was well respected locally and there was no justification to consider abolishing the parish based on the views of respondents who appear to be objecting to the principle of parish and town councils and who may have little or no understanding of the role, functions and benefits that parish councils bring to local communities.

Qa. To what extent do you agree or disagree that the parish of Hurn should not be abolished?



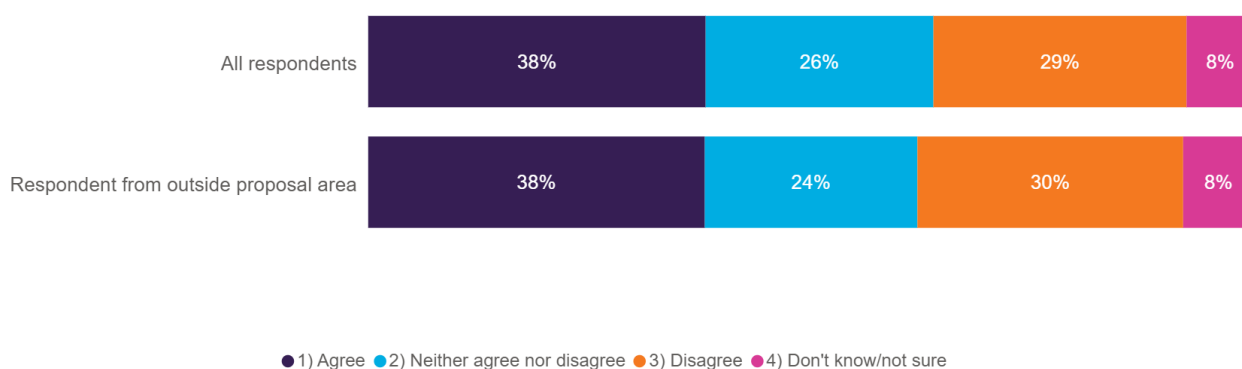
Bases: All respondents – 111; Respondents from outside proposal area – 106; Respondents within proposal area – 0.

Qb. To what extent do you agree or disagree that the boundary of the existing parish of Hurn be altered as shown on the plan above?



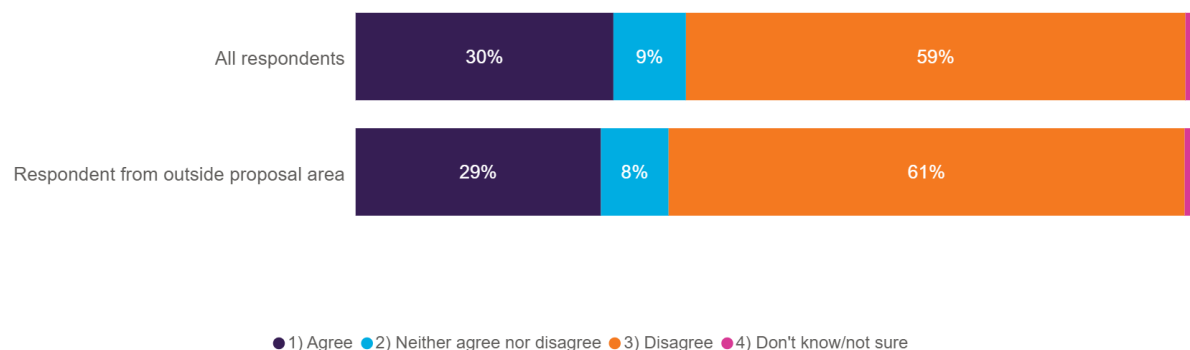
Bases: All respondents – 105; Respondents from outside proposal area – 100; Respondents within proposal area – 0.

Qc. To what extent do you agree or disagree that the name of the parish of Hurn should not be altered?



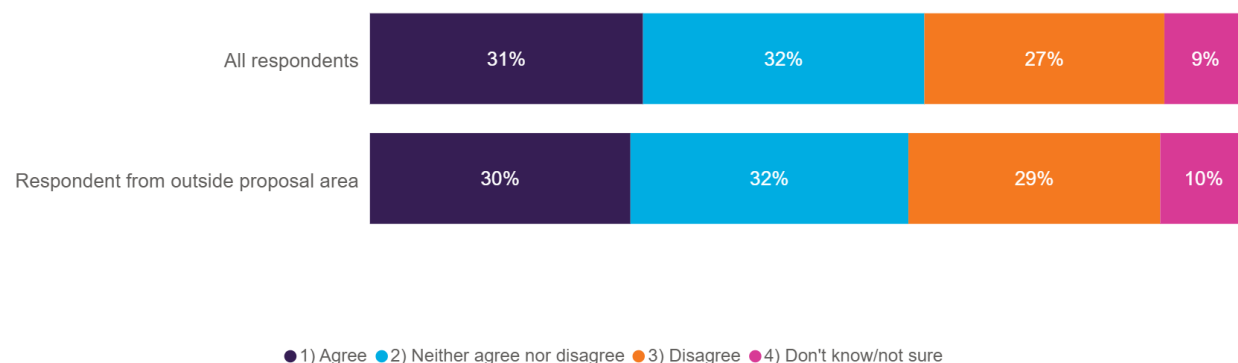
Bases: All respondents – 105; Respondents from outside proposal area – 100; Respondents within proposal area – 0.

Qd. To what extent do you agree or disagree that the parish of Hurn should continue to have a parish council?



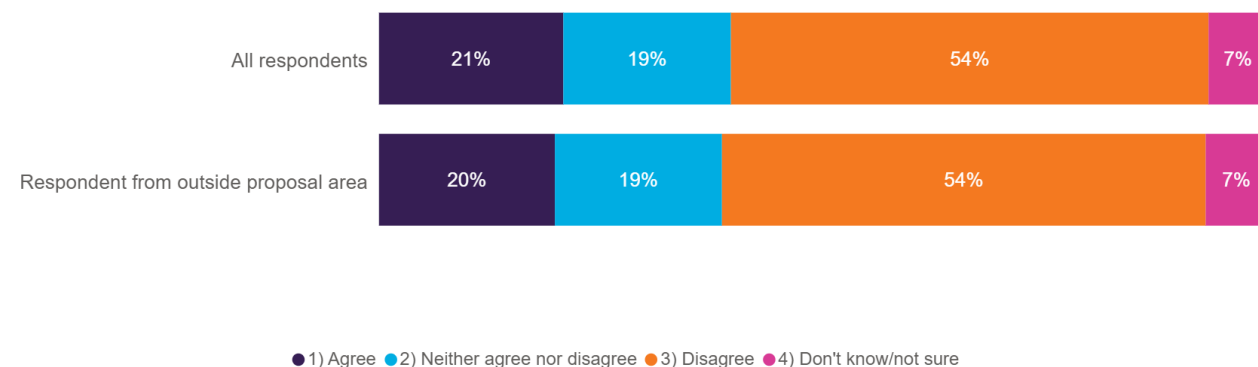
Bases: All respondents – 105; Respondents from outside proposal area – 100; Respondents within proposal area – 0.

Qe. To what extent do you agree or disagree that the name of the parish council should not be altered?



Bases: All respondents – 106; Respondents from outside proposal area – 101; Respondents within proposal area – 0.

Qf. To what extent do you agree or disagree that the parish council for Hurn shall consist of six councillors?



Bases: All respondents – 106; Respondents from outside proposal area – 101; Respondents within proposal area – 0.

57. Finally, each respondent was asked to give reasons for their answers and provided an opportunity to add any other comments about the draft recommendations. There were a total of 127 comments in response and these are set out in full in Appendix 2(B1) to this report. It should be noted again, that none of these comments were from existing parishioners of Hurn. A full analysis of these responses was undertaken and a report produced for the Task and Finish Group. A copy of the analysis report is set out in Appendix 2(B2) to this report.
58. Whilst there was a significant number of respondents from outside the parish boundary that felt the parish should be abolished, many of these respondents appeared to be against the principle of parish and town councils in general and did not appear to recognise that this parish already existed.
59. Arguments against the continuation of Hurn parish included a belief that parish councils are an unnecessary extra layer of bureaucracy that adds additional costs without providing significant benefits. Many argued that the services provided by parish councils could be more effectively managed by the unitary authority, which has the necessary expertise and resources. Some respondents felt that the current structure leads to duplication of efforts and increased administrative costs, which could be better utilised elsewhere. Others mentioned that the creation of parish councils undermines the arguments for the creation of the BCP unitary authority, which was intended to reduce administrative overhead and improve efficiency. Additionally, there were concerns about the disproportionate number of councillors for the small population, which was seen as inefficient and unnecessary.
60. Many of these points were addressed in the general misunderstanding section of the report and the views are not considered by the parish council to be shared by local parishioners. The parish of Hurn is an ancient parish established in 1894.

Task and Finish Group Conclusions

61. The Task and Finish group considered the above representations and concluded that the support for Hurn Parish was sufficient to recommend that the parish continue with a modification to the boundary detailed above. Finally, the Task and Finish Group considered the level of representation on the Parish Council. Although it was recognised that there were no contested elections in 2023, there was insufficient justification to reduce the elected representation. There are only six councillors on Hurn Parish Council and the minimum permitted number is five.

Final Recommendations

- 62. It is RECOMMENDED that the following community governance and electoral arrangements for the parish of Hurn be approved:-**
- (a) the parish of Hurn should not be abolished;**
 - (b) the boundary of the existing parish of Hurn be altered as shown on the plan at paragraph 51 above;**
 - (c) the name of the parish of Hurn should not be altered;**
 - (d) the parish should continue to have a parish council;**
 - (e) the name of the parish council should not be altered;**
 - (f) the parish council for Hurn consist of six councillors.**

- (g) a Bournemouth, Christchurch and Poole Council (Reorganisation of Community Governance) Order be prepared in accordance with the above recommendations and that the Order be effective from 1st April 2027 save for those recommendations relating to parish electoral arrangements which shall come into force on the ordinary day of election of councillors in 2027.

C – HIGHCLIFFE AND WALKFORD

Background

63. The background information provided in the consultation questionnaire was:-

- (a) The current parish of Highcliffe and Walkford is warded, has 11 elected representative seats and falls within the BCP electoral ward of Highcliffe and Walkford and part of the Mudeford, Stanpit and West Highcliffe ward. The Parish Council was established in 2019.
- (b) Contested elections were held in Hurn in May 2019, although there were no contested elections in May 2023. The projected elector-to-councillor ratio is 1,086:1

Draft Recommendations

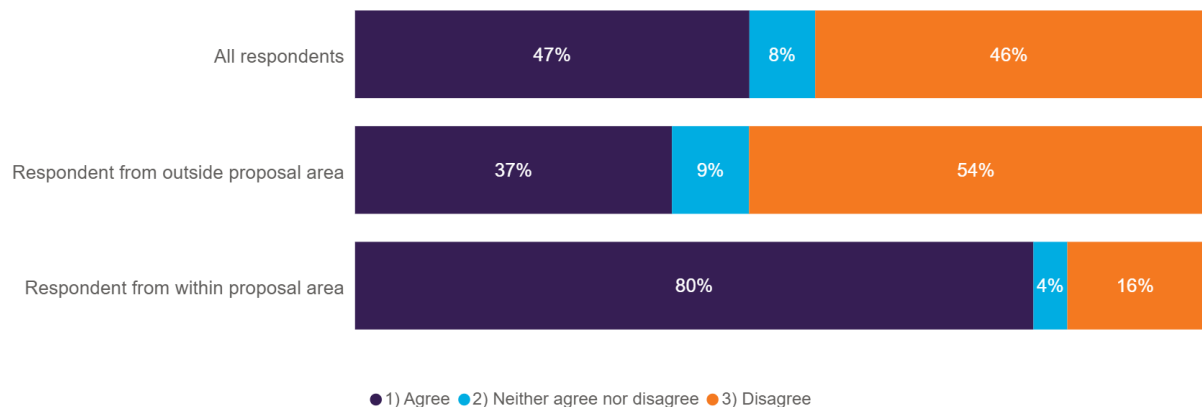
64. The draft recommendations approved by Council were that:-

- (a) the parish of Highcliffe and Walkford should not be abolished
- (b) no change be made to the boundary of the existing parish of Highcliffe and Walkford
- (c) the name of the parish of Highcliffe and Walkford should not be altered
- (d) the parish should continue to have a parish council
- (e) the name of the parish council should not be altered
- (f) the parish of Highcliffe and Walkford continue to be divided into three parish wards without modification and those wards named respectively:
 - (i) Highcliffe
 - (ii) North Highcliffe and Walkford
 - (iii) West Highcliffe
- (g) the parish council for Highcliffe and Walkford shall consist of 11 councillors.
- (h) the number of councillors elected to each of the respective wards be as follows:
 - (i) Highcliffe - three councillors
 - (ii) North Highcliffe and Walkford – three councillors
 - (iii) West Highcliffe - five councillors

Summary of Representations Received

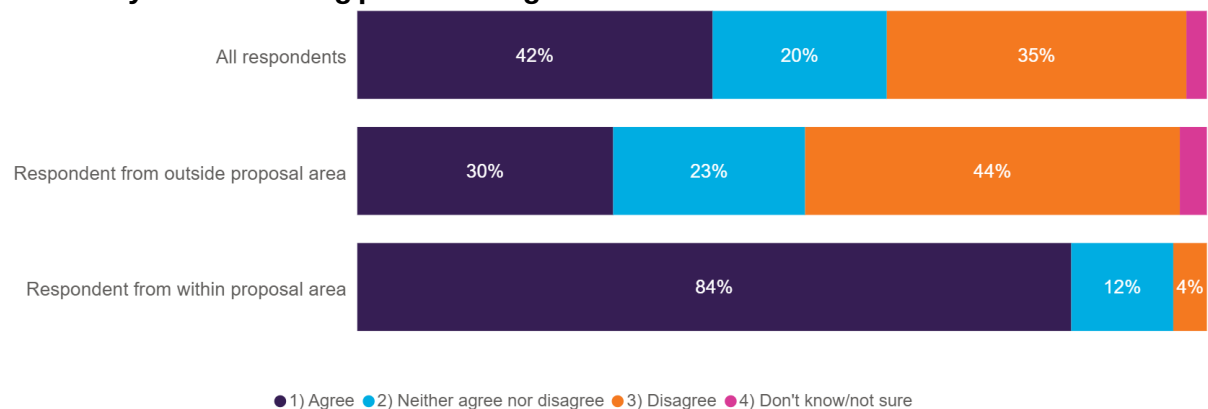
65. There were no suggested parish boundary changes received from the parish council however, the council have requested an alteration to the internal wards to effectively combine the existing wards of Highcliffe and North Highcliffe & Walkford. The proposed name for the combined parish ward is East Highcliffe and Walkford, which would be represented by six councillors.
66. There was a total of 132 responses received in relation to the parish of Highcliffe and Walkford although, of these, only 25 were from respondents within the parish boundary. The tables provided below show the responses to each question asked by all respondents, by BCP respondents but from outside the proposal area and by BCP respondents from within the proposal area.
67. It can be seen from the data, that there was a significant variance between the views of those commenting from outside the parish boundary when compared to those living within the parish. Representatives of the existing town and parish councils were concerned that this may indicate that respondents to the consultation may have little or no understanding of the role and functions of parish and town councils and the benefits they can bring to local communities.

Qa. To what extent do you agree or disagree that the parish of Highcliffe and Walkford should not be abolished?



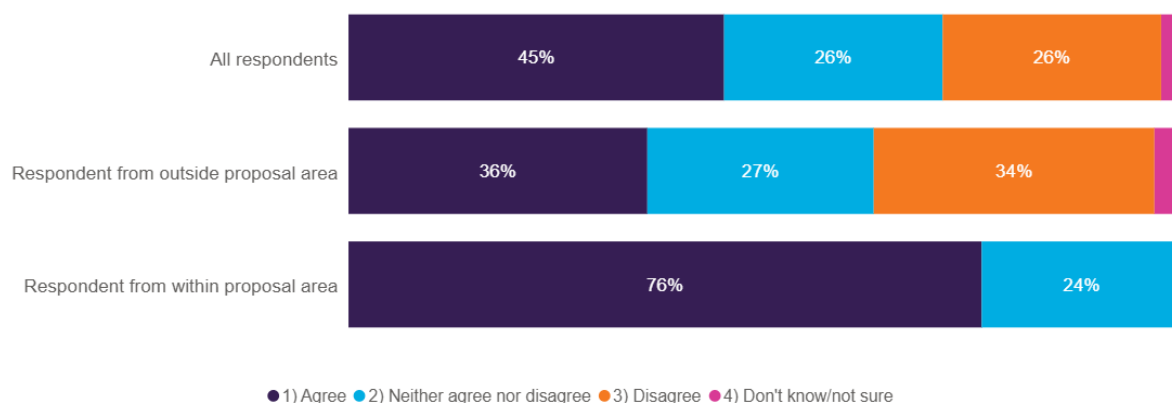
Bases: All respondents – 129; Respondents from outside proposal area – 99; Respondents within proposal area – 25.

Qb. To what extent do you agree or disagree that no change be made to the boundary of the existing parish of Highcliffe and Walkford?



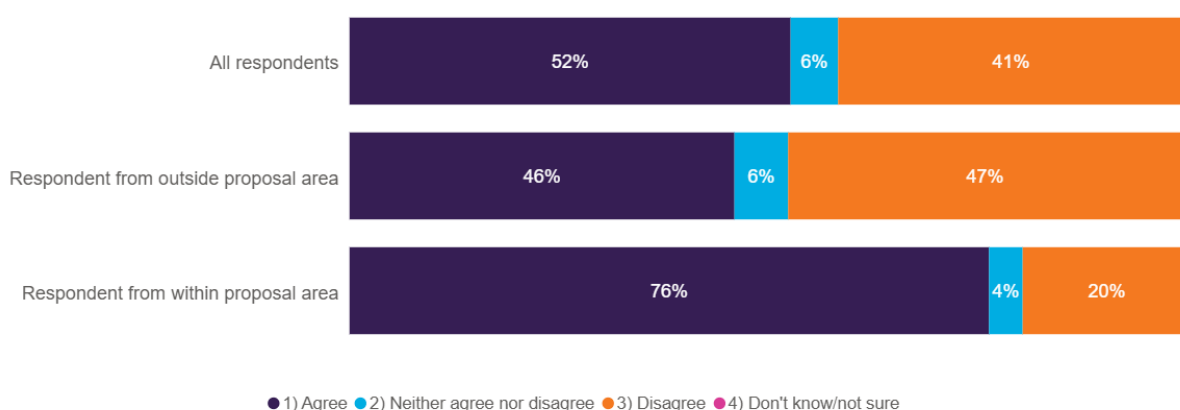
Bases: All respondents – 122; Respondents from outside proposal area – 93; Respondents within proposal area – 25.

Qc. To what extent do you agree or disagree that the name of the parish of Highcliffe and Walkford should not be altered?



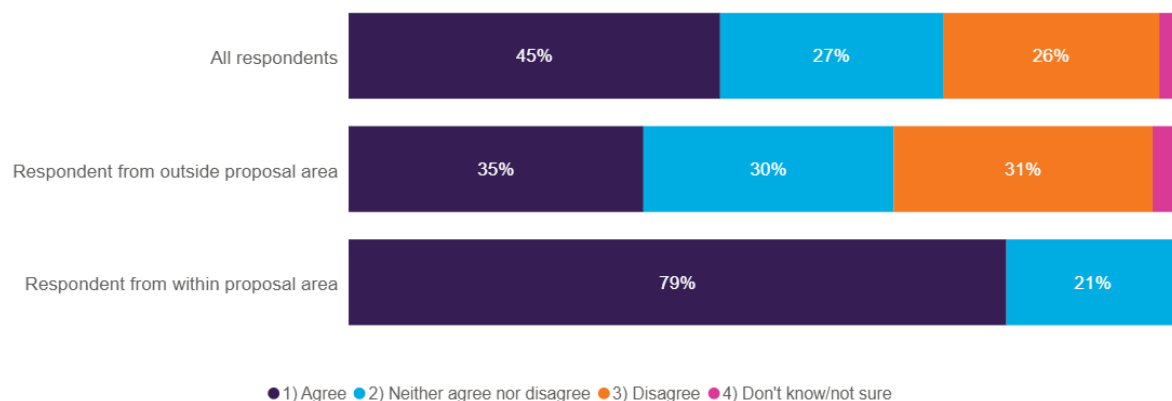
Bases: All respondents – 122; Respondents from outside proposal area – 92; Respondents within proposal area – 25.

Qd. To what extent do you agree or disagree that the parish of Highcliffe and Walkford should continue to have a parish council?



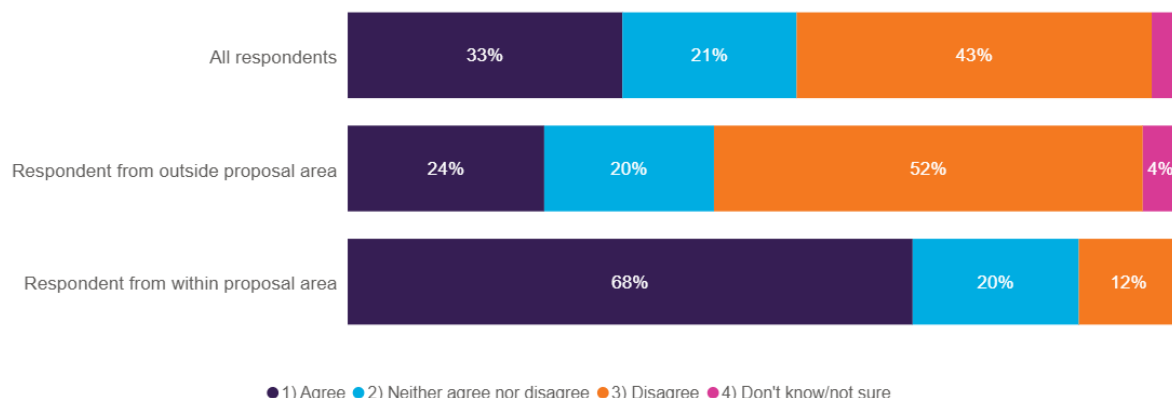
Bases: All respondents – 124; Respondents from outside proposal area – 84; Respondents within proposal area – 25.

Qe. To what extent do you agree or disagree that the name of the parish council should not be altered?



Bases: All respondents – 123; Respondents from outside proposal area – 93; Respondents within proposal area – 24.

Qf. To what extent do you agree or disagree that the parish council for Highcliffe and Walkford consist of 11 councillors?



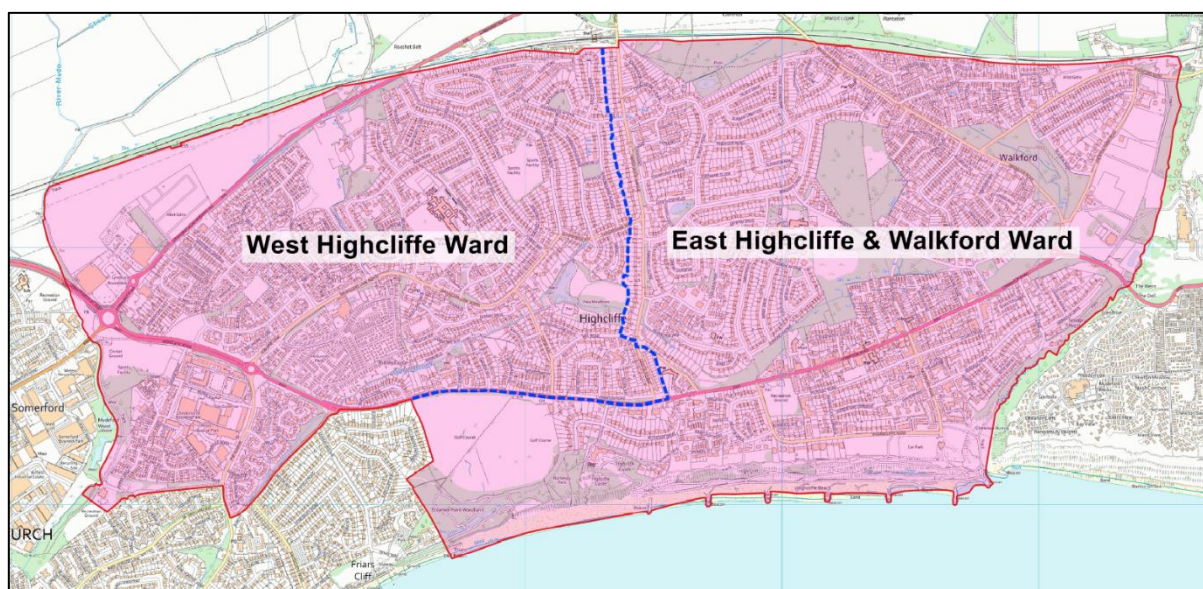
Bases: All respondents – 124; Respondents from outside proposal area – 93; Respondents within proposal area – 25.

68. Finally, each respondent was asked to give reasons for their answers and provided an opportunity to add any other comments about the draft recommendations. There were a total of 157 comments in response and these are set out in full in Appendix 2(C1) to this report. A full analysis of these responses was undertaken and a report produced for the Task and Finish Group. A copy of the analysis report is set out in Appendix 2(C2) to this report.
69. Whilst there was a significant number of respondents from outside the parish boundary that felt the parish should be abolished, many of these respondents appeared to be against the principle of parish and town councils in general and did not appear to recognise that this parish already existed.
70. Arguments against the continuation of Highcliffe and Walkford parish included a belief that the creation of parish councils added an unnecessary layer of bureaucracy and administrative costs without providing clear benefits to residents. Some felt that the existing BCP Council should handle all local governance to avoid duplication of efforts and reduce overall expenses. Others argued that parish councils could lead to fragmentation and inefficiencies in local governance, making it harder to address broader community issues effectively. Additionally, there were concerns about the potential for increased council tax and the lack of tangible improvements in services provided by parish councils.
71. Conversely, the respondents from within Highcliffe and Walkford who expressed agreement with the draft recommendations felt that the existing boundary and title should be kept due to the importance of history and the effective functioning of the parish council. Respondents also highlighted that the parish had been run very well so far and that local involvement in issues affecting the community had increased since the establishment of the parish council. They appreciated the local representation and the ability of parish councillors to listen to local views and react to local issues specifically. Additionally, some felt that the current governance structure was fit for purpose and that the existing councillors and areas worked extremely well. Overall, there was a strong sentiment that the parish council provided effective local governance and representation, and there was no need for any changes.

72. There were a number of respondents who suggested that Friars Cliff should be included within the Highcliffe and Walkford parish. They felt that this would better align with the community's geographical, social, and environmental characteristics, and lead to improved representation and governance. However, when asked which of the existing or proposed council areas respondents felt most closely associated with, respondents from the Friars Cliff area were divided between Christchurch town and Highcliffe and Walkford parish.

Task and Finish Group Conclusions

73. The Task and Finish group considered the above representations and concluded that the support for Highcliffe and Walkford Parish was sufficient to recommend that the parish continue subject to the alteration of the wards as set out below. Finally, the Task and Finish Group considered the level of representation on the Parish Council. Although it was recognised that there were no contested elections in 2023, there was insufficient justification to reduce the overall elected representation but did support the requested change to the warding arrangements requested by the parish council as shown on the map below.



Final Recommendations

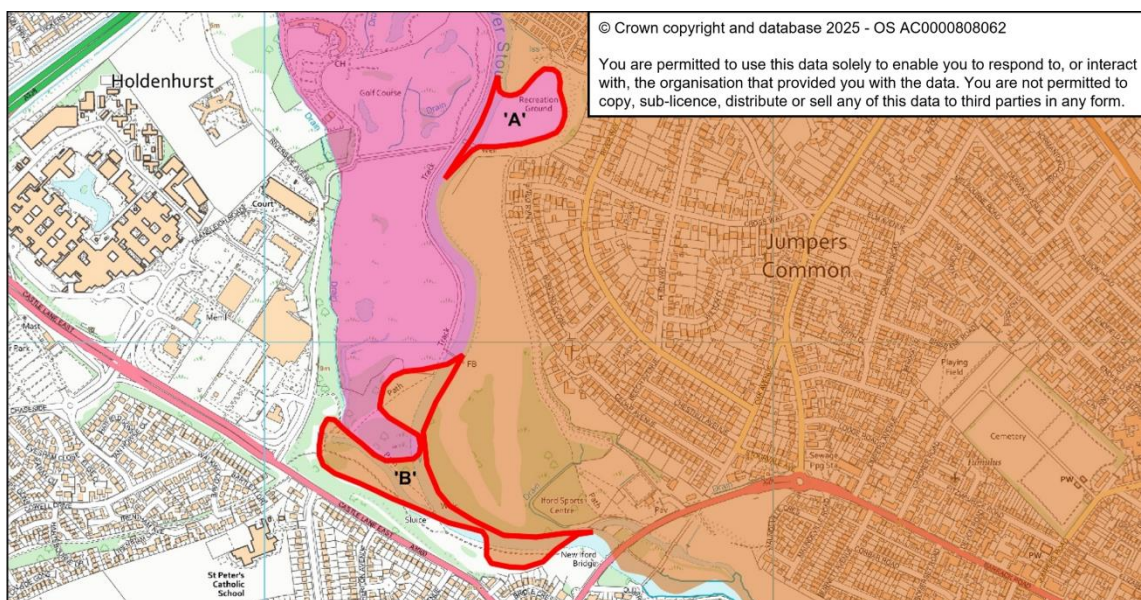
74. It is **RECOMMENDED** that the following community governance and electoral arrangements for the parish of Highcliffe and Walkford be approved:-
- (a) the parish of Highcliffe and Walkford should not be abolished
 - (b) no change be made to the boundary of the existing parish of Highcliffe and Walkford
 - (c) the name of the parish of Highcliffe and Walkford should not be altered
 - (d) the parish should continue to have a parish council
 - (e) the name of the parish council should not be altered
 - (f) the parish of Highcliffe and Walkford be divided into two parish wards , comprising the area designated on the map shown in paragraph 73 above, and those wards named respectively:

- (i) East Highcliffe and Walkford
- (ii) West Highcliffe
- (g) the parish council for Highcliffe and Walkford shall consist of 11 councillors.
- (h) the number of councillors elected to each of the respective wards be as follows:
 - (i) East Highcliffe and Walkford – six councillors
 - (ii) West Highcliffe - five councillors
- (i) a Bournemouth, Christchurch and Poole Council (Reorganisation of Community Governance) Order be prepared in accordance with the above recommendations and that the Order be effective from 1st April 2027 save for those recommendations relating to parish electoral arrangements which shall come into force on the ordinary day of election of councillors in 2027.

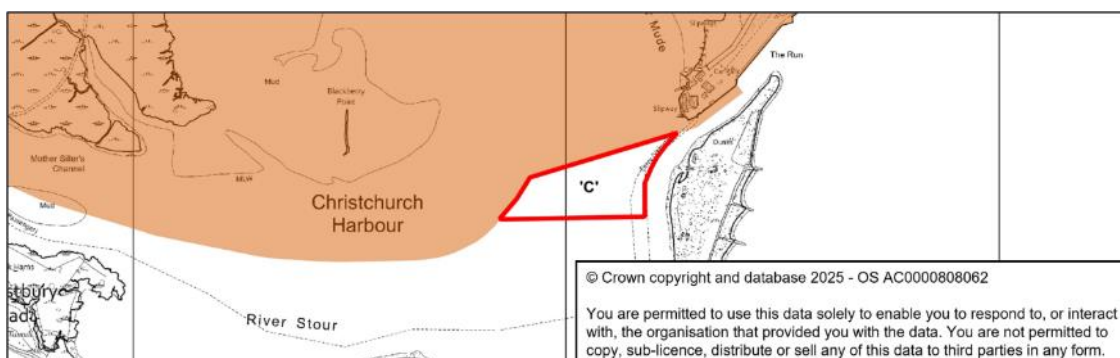
D – CHRISTCHURCH

Background

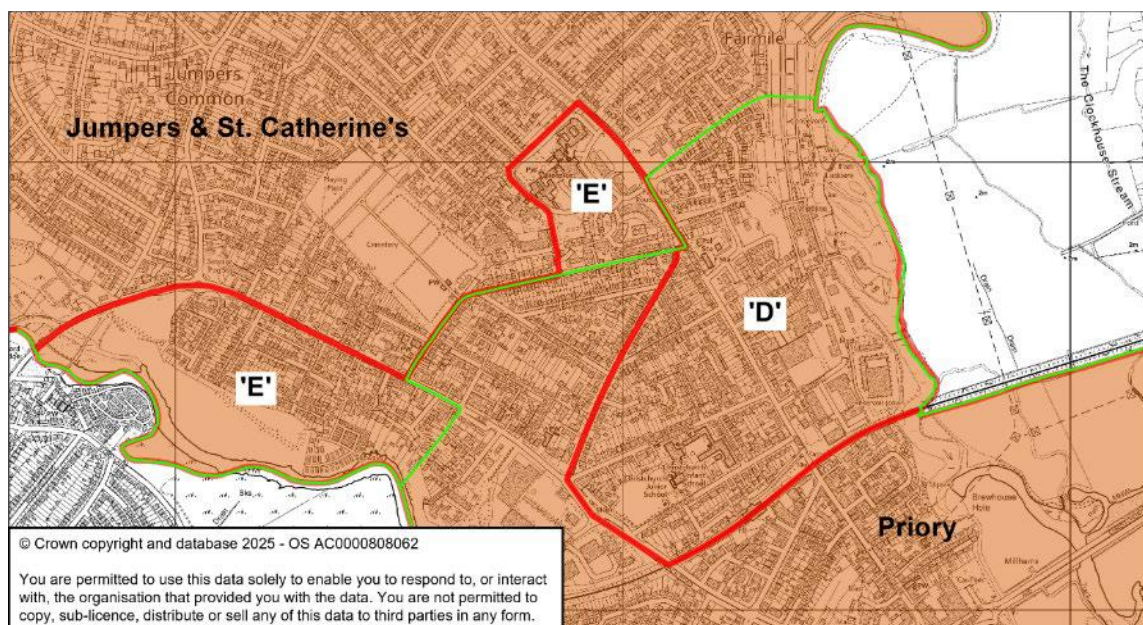
75. The background information provided in the consultation questionnaire was:-
- (a) The current parish of Christchurch is warded, has the alternative style of 'Town' and has 19 elected representative seats. The parish falls within the BCP electoral ward of Christchurch Town and part of the BCP wards of Commons, Burton and Grange and Mudeford, Stanpit and West Highcliffe. The Town Council was established in 2019.
 - (b) Contested elections were held for all seats in May 2019, although there were only contested elections within the Grange ward in May 2023. The projected elector-to-councillor ratio is 1,332:1
76. Christchurch Town Council made a representation requesting a series of changes. These included a change to the boundary between Christchurch and Hurn which is also detailed in section B of this report above. The request was to change the current boundary where it crosses over the river so as to align with the line of the river. The proposed changes are shown on the map below where the area marked 'A' would transfer from Hurn Parish to Christchurch Town, and the area marked 'B' would transfer from Christchurch Town to Hurn Parish. There are no properties within these areas and therefore no change to the electorate. There would be no transfer of property or responsibility as a consequence of this change.



77. Hurn Parish Council raised no objection to the above change.
78. The Town Council further highlighted an issue with the boundary within the Christchurch harbour entrance. This issue was a result of boundary changes arising from local government re-organisation in 2019 and, whilst there is no impact on the electorate, it is considered an appropriate opportunity to rectify the issue.
79. The proposed change is shown on the map below where the area marked 'C' would be included within the Christchurch parish boundary. There are no properties within these areas and therefore no change to the electorate. There would be no transfer of property or responsibility as a consequence of this change.
80. The Task and Finish Group supported the request to alter the boundary of the Town Council, and the Mudeford and Stanpit parish ward. The revised boundary would be coterminous with the BCP ward boundary between the wards of Mudeford, Stanpit & West Highcliffe and East Southbourne & Tuckton.



81. The Town Council's final request was to alter the boundary between the parish wards of Jumper's & St. Catherine's and Priory to be coterminous with the BCP Council ward boundary between the wards of Christchurch Town and Commons. The map below shows the existing parish ward boundary in red, and the BCP ward boundary in green. The impact of the proposed change would be to transfer the area marked 'D' from the Jumper's & St. Catherine's ward into the Priory ward and to transfer the areas marked 'E' from Priory ward into the Jumper's & St. Catherine's ward.



82. The warding changes required a revision to the electorate numbers per ward but these are considered to be within the acceptable tolerance as detailed in the draft consultation documentation.

Draft Recommendations

83. The draft recommendations approved by Council were that:-

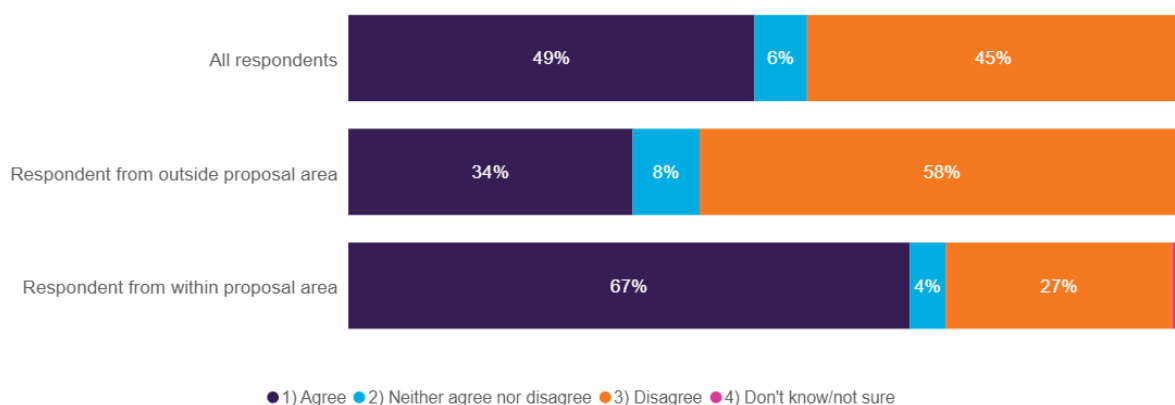
- (a) the parish of Christchurch Town should not be abolished
- (b) the boundary of the existing parish of Christchurch Town be altered as shown on the plans at paragraph 76 and 80 above
- (c) the name of the parish of Christchurch Town should not be altered
- (d) the parish should continue to have a parish council in the style of a town council
- (e) the name of the town council should not be altered
- (f) the parish of Christchurch Town continue to be divided into five parish wards, with those areas remaining unchanged except for the changes arising from the boundary changes referred to in paragraph 81 above and those wards named respectively:
 - (i) Friars Cliff
 - (ii) Grange
 - (iii) Jumpers & St. Catherine's
 - (iv) Mudeford & Stanpit
 - (v) Priory
- (g) the parish council for Christchurch Town shall consist of 19 councillors
- (h) the number of councillors elected to each of the respective wards be as follows:
 - (i) Friars Cliff - two councillors

- (ii) Grange – three councillors
- (iii) Jumpers & St. Catherine’s – six councillors
- (iv) Mudeford & Stanpit – two councillors
- (v) Priory – six councillors.

Summary of Representations Received

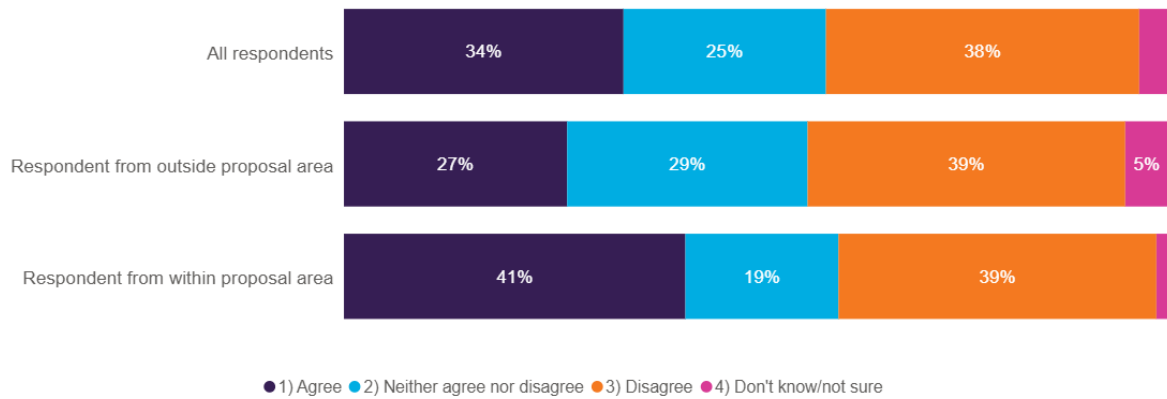
84. There was a total of 178 responses received in relation to the parish of Christchurch although, of these, 70 were from respondents within the parish boundary. The tables provided below show the responses to each question asked by all respondents, by BCP respondents but from outside the proposal area and by BCP respondents from within the proposal area.
85. As with other existing parishes, it can be seen from the data, that there was a significant variance between the views of those commenting from outside the parish boundary when compared to those living within the parish. Representatives of the existing town and parish councils were concerned that this may indicate that respondents to the consultation may have little or no understanding of the role and functions of parish and town councils and the benefits they can bring to local communities.

Qa. To what extent do you agree or disagree that the parish of Christchurch Town should not be abolished?



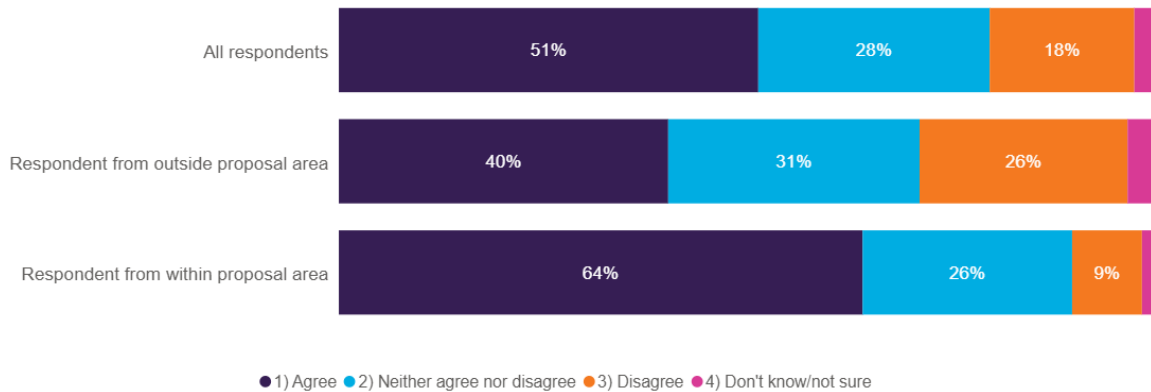
Bases: All respondents – 175; Respondents from outside proposal area – 100; Respondents within proposal area – 70.

Qb. To what extent do you agree or disagree that the boundary of the existing parish of Christchurch be altered as shown on the plans?



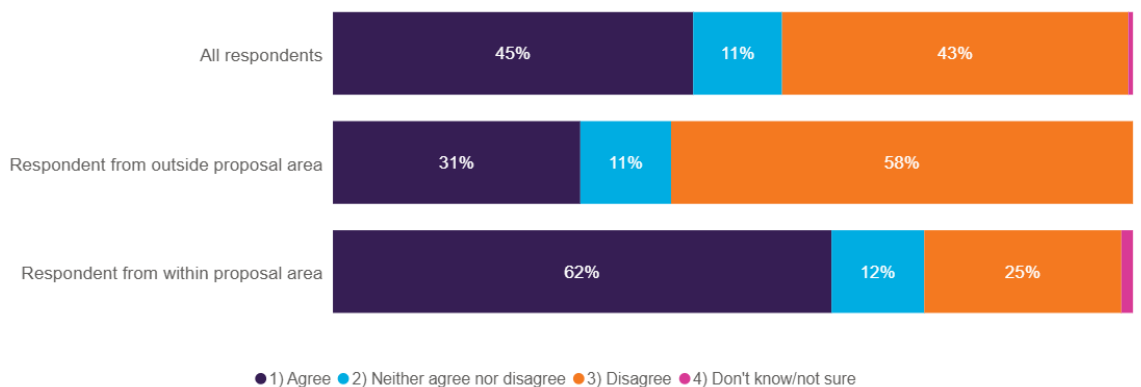
Bases: All respondents – 171; Respondents from outside proposal area – 96; Respondents within proposal area – 70.

Qc. To what extent do you agree or disagree that the name of the parish of Christchurch Town should not be altered?



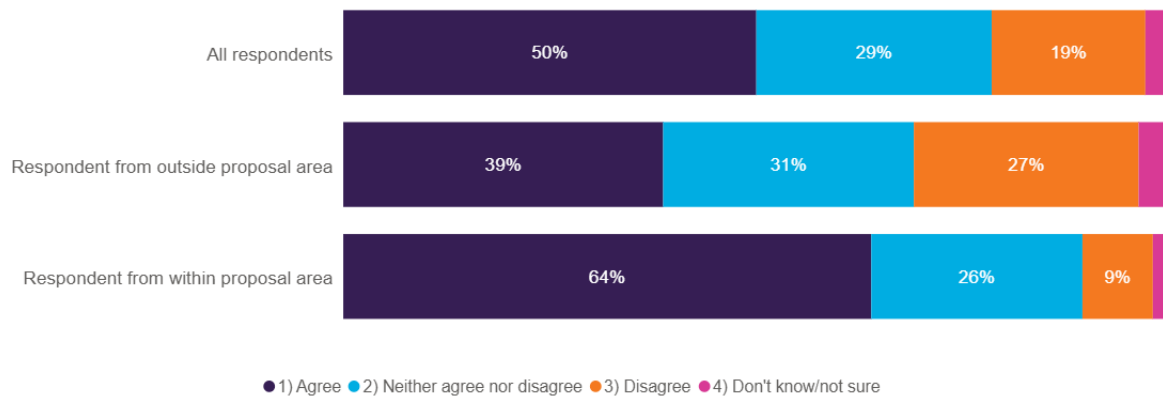
Bases: All respondents – 169; Respondents from outside proposal area – 94; Respondents within proposal area – 70.

Qd. To what extent do you agree or disagree that the parish should continue to have a parish council in the style of a town council?



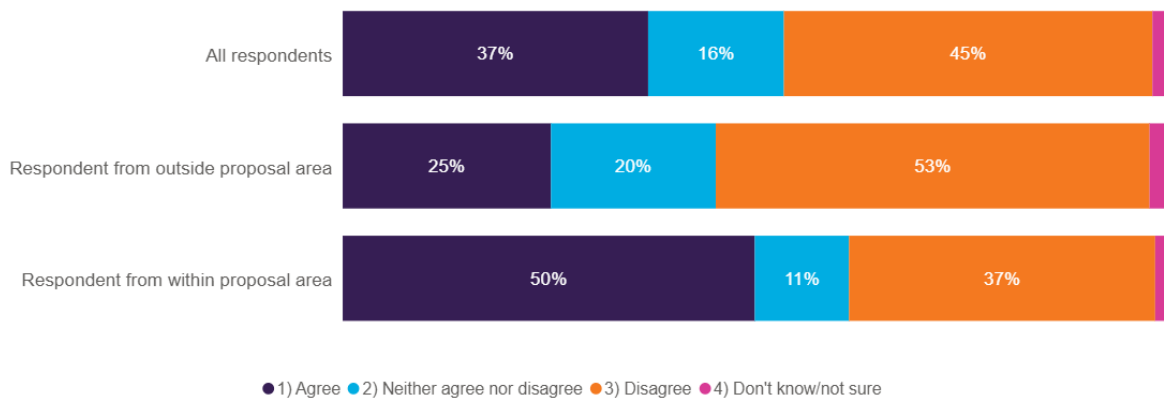
Bases: All respondents – 171; Respondents from outside proposal area – 97; Respondents within proposal area – 69.

Qe. To what extent do you agree or disagree that the name of the town council should not be altered?



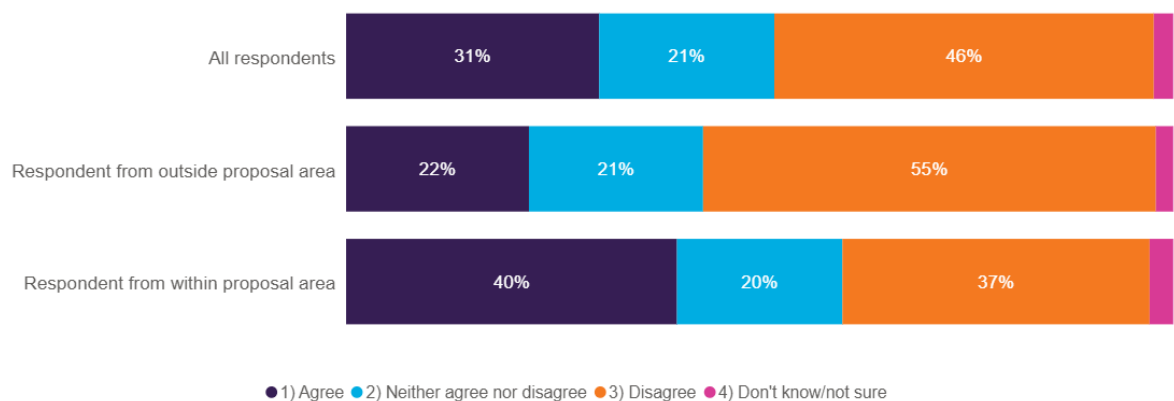
Bases: All respondents – 171; Respondents from outside proposal area – 95; Respondents within proposal area – 70.

Qf To what extent do you agree or disagree that the parish of Christchurch Town continue to be divided into 5 parish wards.



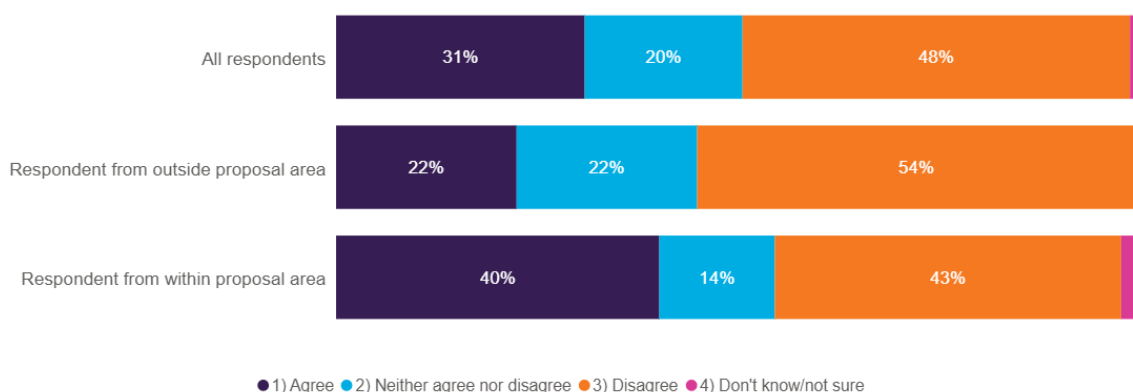
Bases: All respondents – 170; Respondents from outside proposal area – 95; Respondents within proposal area – 70.

Qg. To what extent do you agree or disagree that the parish council for Christchurch Town shall consist of 19 councillors?



Bases: All respondents – 170; Respondents from outside proposal area – 95; Respondents within proposal area – 70.

QH To what extent do you agree or disagree the number of councillors elected to each of the respective wards be as follows: Friars Cliff - 2 councillors; Grange - 3 councillors; Jumpers & St. Catherine's - 6 councillors; Mudeford & Stanpit - 2 councillors; Priory - 6 councillors



Bases: All respondents – 169; Respondents from outside proposal area – 94; Respondents within proposal area – 70.

86. Finally, each respondent was asked to give reasons for their answers and provided an opportunity to add any other comments about the draft recommendations. There were a total of 201 comments in response and these are set out in full in Appendix 2(D1) to this report. A full analysis of these responses was undertaken and a report produced for the Task and Finish Group. A copy of the analysis report is set out in Appendix 2(D2) to this report.
87. Whilst there was a significant number of respondents from outside the parish boundary that felt the parish should be abolished, many of these respondents appeared to be against the principle of parish and town councils in general and did not appear to recognise that this parish already existed.
88. Arguments against the continuation of Christchurch Town Council included a belief that the town council added an unnecessary layer of bureaucracy and costs, which could be better managed by the existing BCP Council. They argued that the town council was ineffective, did not provide value for money, and duplicated services already offered by the BCP Council. Additionally, some felt that the town council was not representative of the broader community and that its existence led to fragmented governance and inconsistent representation. Overall, they saw the town council as an outdated and redundant structure that hindered efficient local governance.
89. Conversely, the respondents from within Christchurch Town who expressed agreement with the draft recommendations felt that Christchurch Town Council remains a vital democratic structure in preserving local identity, civic heritage, and accountability, and that its abolition would leave a significant gap in representation and contradict the localist principles underpinning the 2007 Act. They also felt that the proposed changes to boundaries were technically sound which was welcomed. Additionally, the name of the parish and its council reflects civic history and identity, and any alteration would dilute this well-established recognition both within the community and externally. Some respondents mentioned that the council's continued existence is supported in principle, though its governance has been undermined by persistent behavioural issues among some Councillors. Overall, the

respondents emphasised the importance of local representation, community identity, and effective governance in their support for the town council's continued existence.

90. There were a number of respondents who suggested that Friars Cliff should be included within the Highcliffe and Walkford parish and not Christchurch. They felt that this would better align with the community's geographical, social, and environmental characteristics, and lead to improved representation and governance. However, when asked which of the existing or proposed council areas respondents felt most closely associated with, respondents from the Friars Cliff area were divided between Christchurch town and Highcliffe and Walkford parish.

Task and Finish Group Conclusions

91. The Task and Finish group considered the above representations and concluded that the support for Christchurch Town was sufficient to recommend that the parish continue. Finally, the Task and Finish Group considered the level of representation on the Parish Council. Although it was recognised that there were no contested elections in 2023, and the views of respondents were finely balanced, the Task and Finish Group concluded that there was insufficient justification to reduce the overall elected representation. The requested change to the warding arrangements as outlined above were supported.

Final Recommendations

92. It is **RECOMMENDED** that the following community governance and electoral arrangements for the parish of Christchurch be approved:-
- (a) the parish of Christchurch Town should not be abolished
 - (b) the boundary of the existing parish of Christchurch Town be altered as shown on the plans at paragraph 76 and 80 above
 - (c) the name of the parish of Christchurch Town should not be altered
 - (d) the parish should continue to have a parish council in the style of a town council
 - (e) the name of the town council should not be altered
 - (f) the parish of Christchurch Town continue to be divided into five parish wards, with those areas remaining unchanged except for the changes arising from the boundary changes referred to in paragraph 81 above and those wards named respectively:
 - (i) Friars Cliff
 - (ii) Grange
 - (iii) Jumpers & St. Catherine's
 - (iv) Mudeford & Stanpit
 - (v) Priory
 - (g) the parish council for Christchurch Town shall consist of 19 councillors
 - (h) the number of councillors elected to each of the respective wards be as follows:
 - (i) Friars Cliff - two councillors

- (ii) Grange – three councillors
- (iii) Jumpers & St. Catherine’s – six councillors
- (iv) Mudeford & Stanpit – two councillors
- (v) Priory – six councillors.
- (i) a Bournemouth, Christchurch and Poole Council (Reorganisation of Community Governance) Order be prepared in accordance with the above recommendations and that the Order be effective from 1st April 2027 save for those recommendations relating to parish electoral arrangements which shall come into force on the ordinary day of election of councillors in 2027.

E – THROOP & HOLDENHURST

Background

93. The background information provided in the consultation questionnaire was:-
- (a) The current parish of Throop and Holdenhurst is unwarded, has 7 elected representative seats and falls almost entirely within the BCP electoral ward of Muscliff & Strouden Park. A single property known as Wood Farm to the north-eastern tip of the parish falls within the Commons ward. The parish Council was established in 2021 following the receipt of petition.
 - (b) Contested elections were held in Throop and Holdenhurst in May 2021 when the parish council was established. The projected elector-to-councillor ratio is 85:1
94. The Electoral Services Team requested that the issue of Wood Farm, which falls within the parish of Throop and Holdenhurst, be fixed by making a related change for submission to the Boundary Commission for England. The alteration would seek to change the BCP Council ward boundary between Muscliff & Strouden Park and Commons so it is coterminous with the parish boundary. This was included within the consultation document and forms part of these final recommendations.
95. Hurn Parish Council and Throop and Holdenhurst Parish Council raised no objection to altering the BCP Ward boundary to resolve this anomaly.

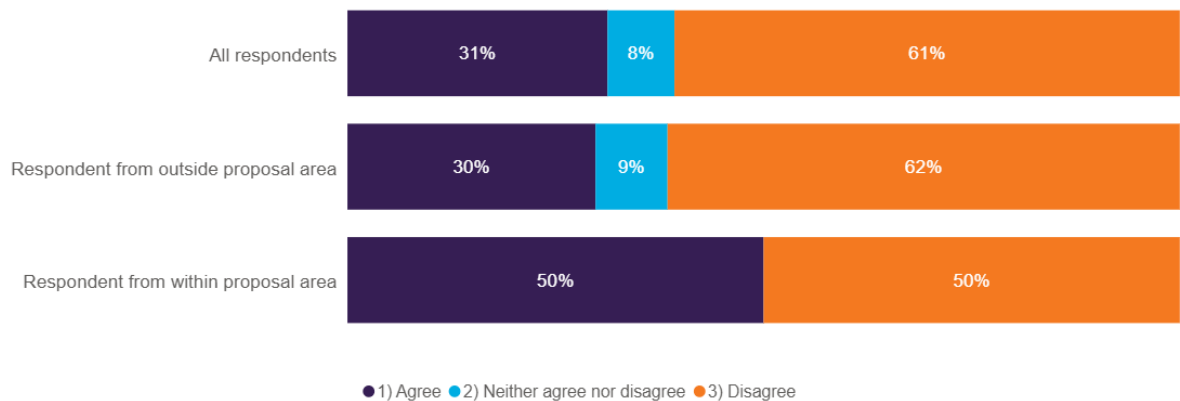
Draft Recommendations

96. The draft recommendations approved by Council were that:-
- (a) the parish of Throop and Holdenhurst should not be abolished
 - (b) no change be made to the boundary of the existing parish of Throop and Holdenhurst
 - (c) the name of the parish of Throop and Holdenhurst should not be altered
 - (d) the parish should continue to have a parish council
 - (e) the name of the parish council should not be altered
 - (f) the parish council for Throop and Holdenhurst shall consist of seven councillors.

Summary of Representations Received

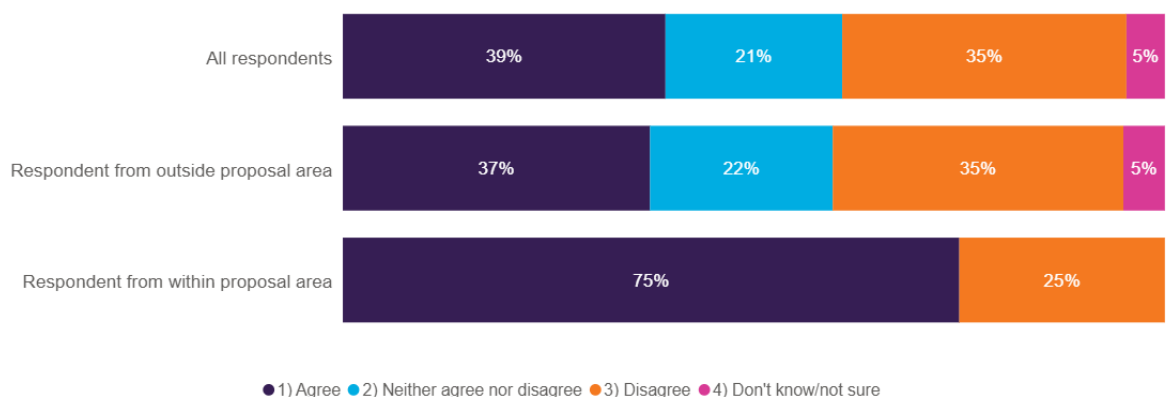
97. There was a total of 114 responses received in relation to the parish of Throop and Holdenhurst although, of these, only 4 were from respondents within the parish boundary. The tables provided below show the responses to each question asked by all respondents, by BCP respondents but from outside the proposal area and by BCP respondents from within the proposal area.
98. It can be seen from the data, that there was a significant variance between the views of those commenting from outside the parish boundary when compared to those living within the parish. Representatives of the existing town and parish councils were concerned that this may indicate that respondents to the consultation may have little or no understanding of the role and functions of parish and town councils and the benefits they can bring to local communities.

Qa. To what extent do you agree or disagree with the draft recommendations for Throop and Holdenhurst the parish of Throop and Holdenhurst should not be abolished?



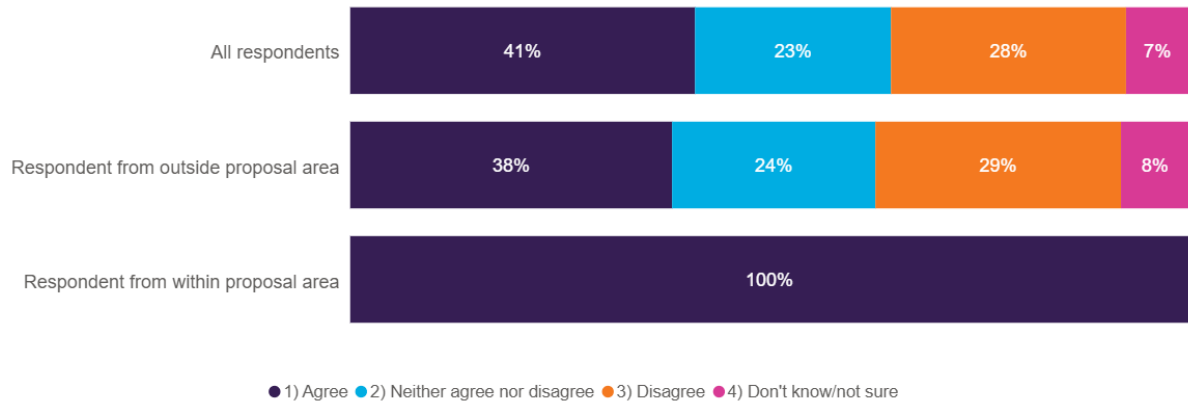
Bases: All respondents – 112; Respondents from outside proposal area – 104; Respondents within proposal area – 4

Qb. To what extent do you agree or disagree that no change be made to the boundary of the existing parish of Throop and Holdenhurst?



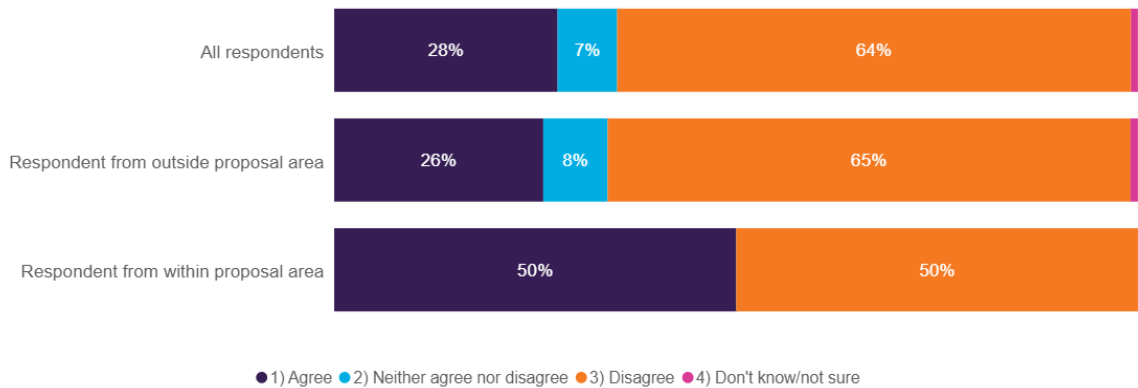
Bases: All respondents – 107; Respondents from outside proposal area – 99; Respondents within proposal area – 4.

Qc. To what extent do you agree or disagree that the name of the parish of Throop and Holdenhurst should not be altered?



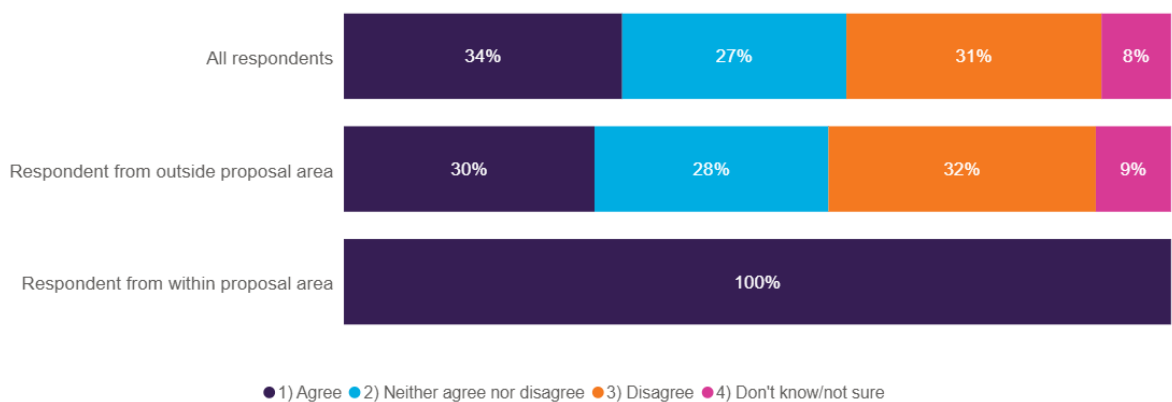
Bases: All respondents – 107; Respondents from outside proposal area – 99; Respondents within proposal area – 4.

Qd. To what extent do you agree or disagree that the parish should continue to have a parish council?



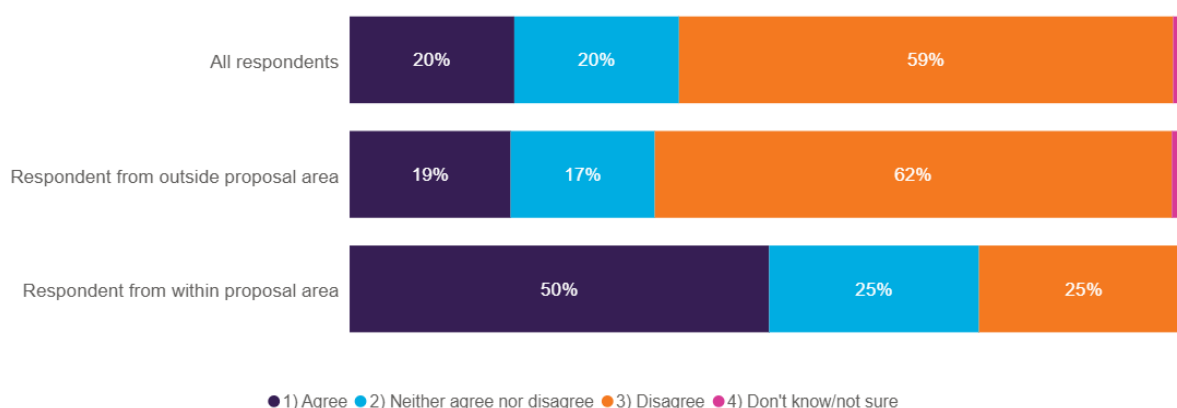
Bases: All respondents – 108; Respondents from outside proposal area – 100; Respondents within proposal area – 4.

Qe. To what extent do you agree or disagree that the name of the parish council should not be altered?



Bases: All respondents – 107; Respondents from outside proposal area – 99; Respondents within proposal area – 4.

Qf. To what extent do you agree or disagree that the parish council for Throop and Holdenhurst shall consist of 7 councillors?



Bases: All respondents – 107; Respondents from outside proposal area – 99; Respondents within proposal area – 4.

99. Finally, each respondent was asked to give reasons for their answers and provided an opportunity to add any other comments about the draft recommendations. There were a total of 118 comments in response and these are set out in full in Appendix 2(E1) to this report. A full analysis of these responses was undertaken and a report produced for the Task and Finish Group. A copy of the analysis report is set out in Appendix 2(E2) to this report.
100. Whilst there was a significant number of respondents from outside the parish boundary that felt the parish should be abolished, many of these respondents appeared to be against the principle of parish and town councils in general and did not appear to recognise that this parish already existed.
101. Arguments against the continuation of Throop and Holdenhurst parish included a belief that the existing parish council was ineffective, adding unnecessary bureaucracy and costs without providing tangible benefits to the community. They argued that the parish council did not communicate effectively with the community, failed to support local projects, and did not review local planning applications. Additionally, some respondents felt that the parish council was an unnecessary layer of governance that duplicated the efforts of the existing BCP councillors, leading to increased costs for residents without any added value. There were also concerns about the disproportionate number of councillors relative to the population size, which was seen as undemocratic and inefficient.
102. Conversely, the respondents from within Throop and Holdenhurst who expressed agreement with the draft recommendations felt that the parish should continue unchanged for several reasons. Many believed that the Parish Council had a good relationship with its parishioners and was active in promoting the good of the parish. They appreciated the quiet and lovely nature of Throop and wanted it to remain that way. Additionally, some respondents felt that the parish had historic significance and served the residents well. Overall, the sentiment was that the parish council was effective and provided value to the community, and there was no need for changes.

Task and Finish Group Conclusions

103. The Task and Finish group considered the above representations and concluded that the support for Throop and Holdenhurst Parish was sufficient to recommend that the parish continue unchanged. Finally, the Task and Finish Group considered the level of representation on the Parish Council. There was insufficient justification to reduce the elected representation. There are only seven councillors on Throop & Holdenhurst Parish Council and the minimum permitted number is five.

Final Recommendations

104. It is RECOMMENDED that the following community governance and electoral arrangements for the parish of Throop and Holdenhurst be approved:-

- (a) the parish of Throop and Holdenhurst should not be abolished**
- (b) no change be made to the boundary of the existing parish of Throop and Holdenhurst**
- (c) the name of the parish of Throop and Holdenhurst should not be altered**
- (d) the parish should continue to have a parish council**
- (e) the name of the parish council should not be altered**
- (f) the parish council for Throop and Holdenhurst shall consist of seven councillors**
- (g) the Local Government Boundary Commission for England be requested to make a related alteration order to alter the boundaries of the BCP Council Wards (Commons and Muscliff & Strouden Park) to be coterminous with the parish boundary between Hurn parish and Throop and Holdenhurst parish.**

F – BROADSTONE

Background

105. The background document advised that the existing area is unparished, has a total projected electorate of 8,960 and falls within the area covered by the existing precepting body of The Charter Trustees for Poole. The boundary of the proposed parish is coterminous with the existing BCP ward of Broadstone.

Draft Recommendations

106. The draft recommendations approved by Council were:-

- (a) To create a new parish of Broadstone with a total of 14 councillors.**
- (b) For the parish to be divided into four wards: Clump (4 councillors), Golf (3 councillors), Recreation (4 councillors) and Spring (3 councillors). The ratio for electoral equality being 640:1 on the projected electorate.**
- (c) For the style of the parish to be a Town Council.**

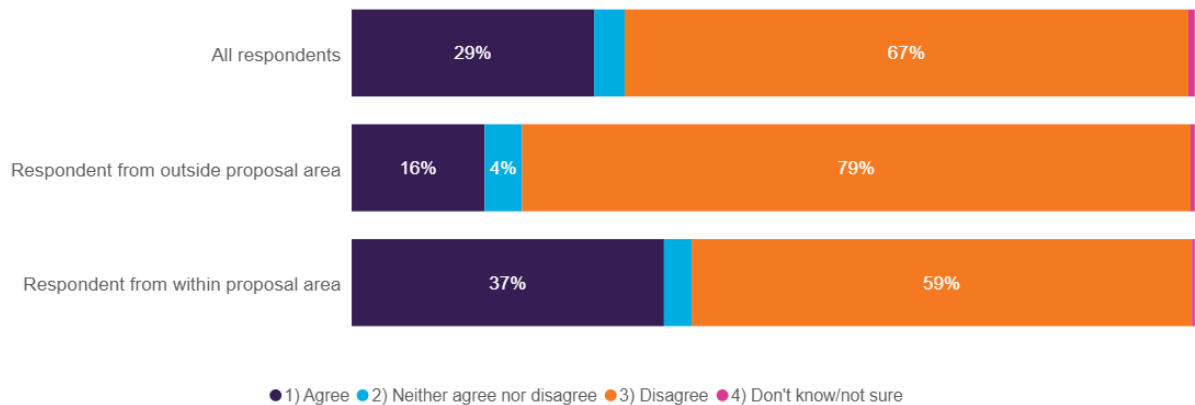
Summary of Representations Received

107. There was a total of 529 responses received in relation to the proposed parish of Broadstone although, of these, 206 were from respondents outside the proposed

parish boundary. The tables provided below show the responses to each question asked by all respondents, by BCP respondents but from outside the proposal area and by BCP respondents from within the proposal area.

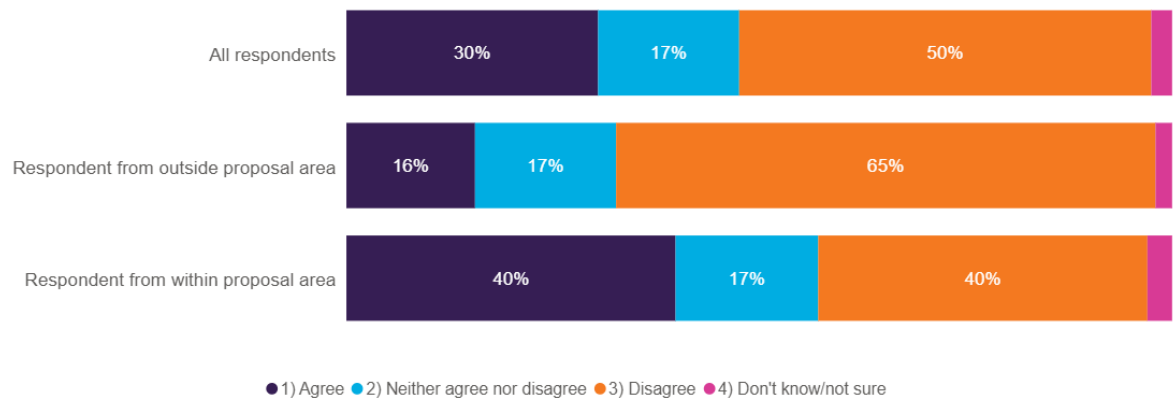
108. It can be seen from the data, that there was a variance between the views of those commenting from outside the proposed parish boundary when compared to those living within the boundary.

Qa. To what extent do you agree or disagree a parish of Broadstone be established?



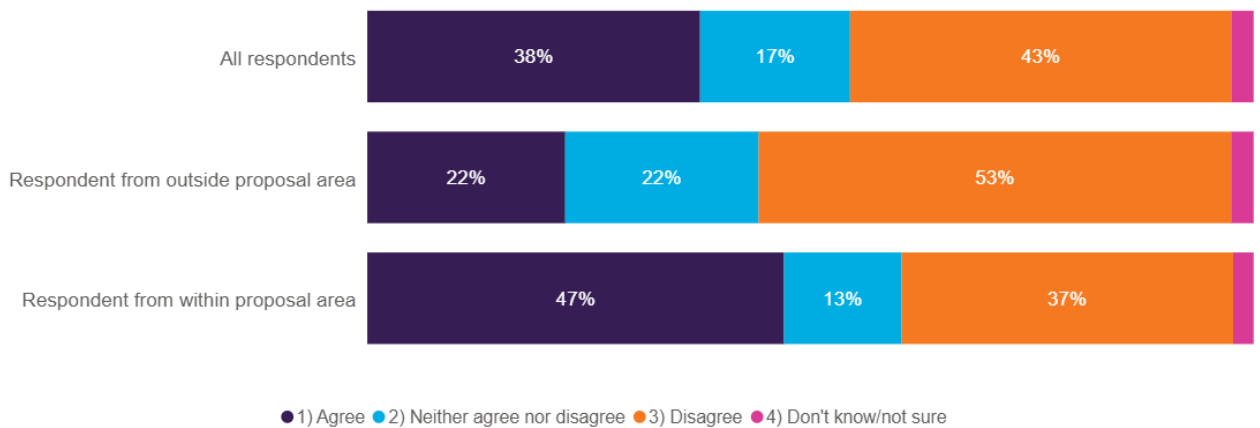
Bases: All respondents – 525; Respondents from outside proposal area – 203; Respondents within proposal area – 305.

Qb To what extent do you agree or disagree the boundary of the parish of Broadstone be drawn as outlined in red on the map above?



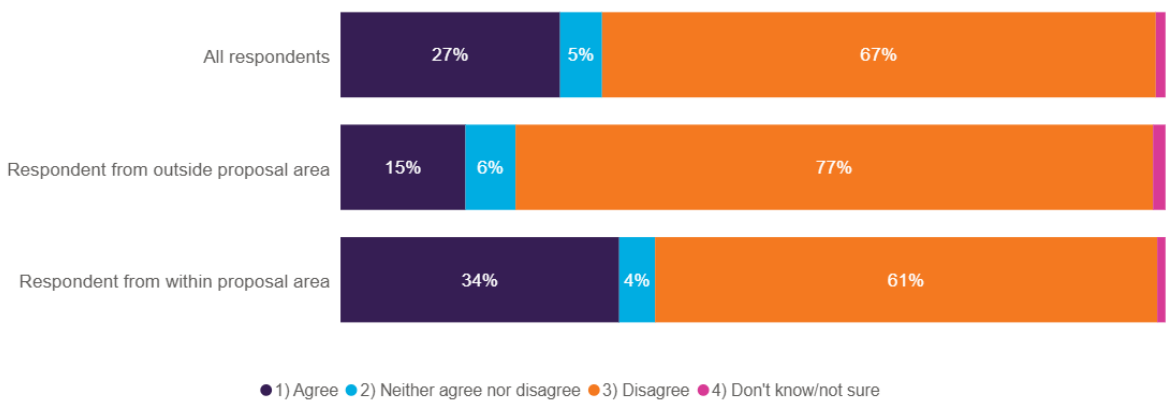
Bases: All respondents – 515; Respondents from outside proposal area – 199; Respondents within proposal area – 301.

Qc To what extent do you agree or disagree the name of the established parish be Broadstone



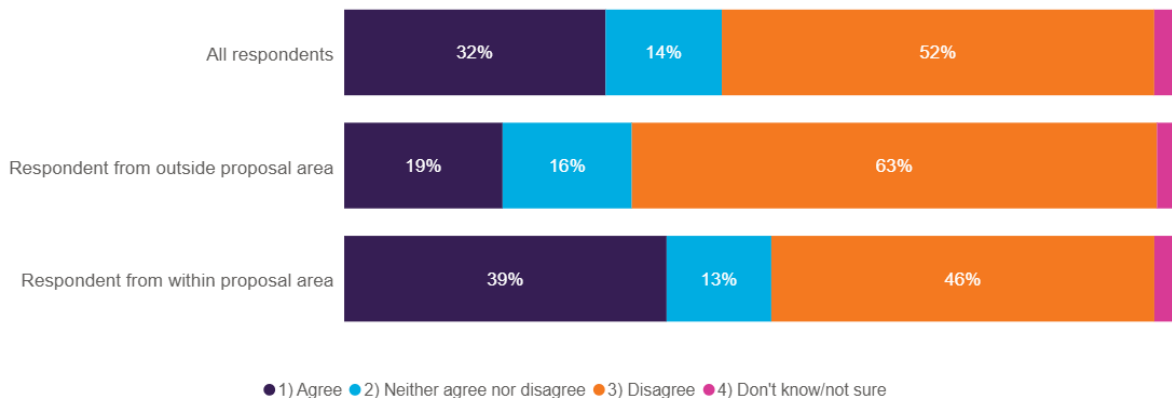
Bases: All respondents – 514; Respondents from outside proposal area – 197; Respondents within proposal area – 302.

Qd To what extent do you agree or disagree the parish should have a parish council in the style of town council



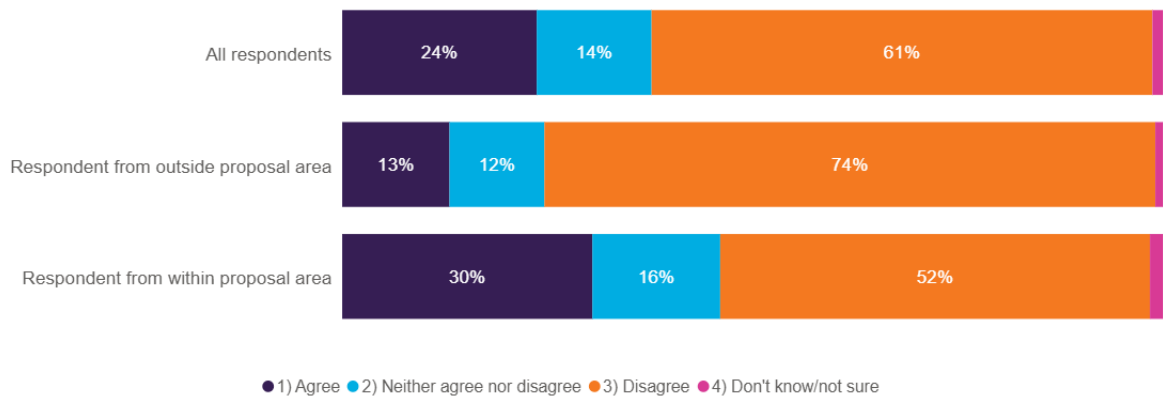
Bases: All respondents – 511; Respondents from outside proposal area – 198; Respondents within proposal area – 299.

Qe To what extent do you agree or disagree the name of the town council should be Broadstone Town Council



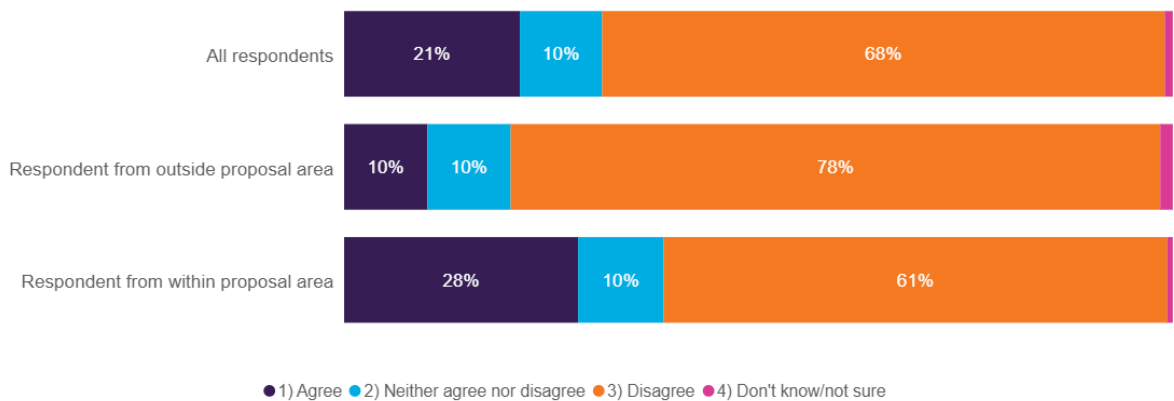
Bases: All respondents – 514; Respondents from outside proposal area – 199; Respondents within proposal area – 301.

Qf To what extent do you agree or disagree the parish of Broadstone be divided into four parish wards, comprising the area designated on the map above, and named respectively: Clump; Golf; Recreation; Spring



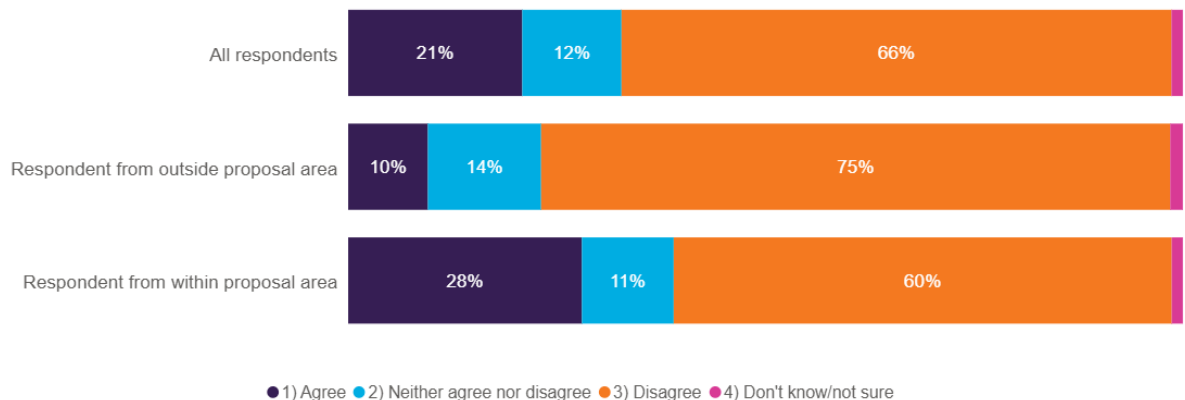
Bases: All respondents – 515; Respondents from outside proposal area – 199; Respondents within proposal area – 302.

Qg To what extent do you agree or disagree the town council shall consist of 14 councillors



Bases: All respondents – 514; Respondents from outside proposal area – 199; Respondents within proposal area – 301.

Qh To what extent do you agree or disagree the the number of councillors elected to each of the respective wards be as follows: Clump - 4 councillors; Golf - 3 councillors; Recreation - 4 councillors; Spring - 3 councillors

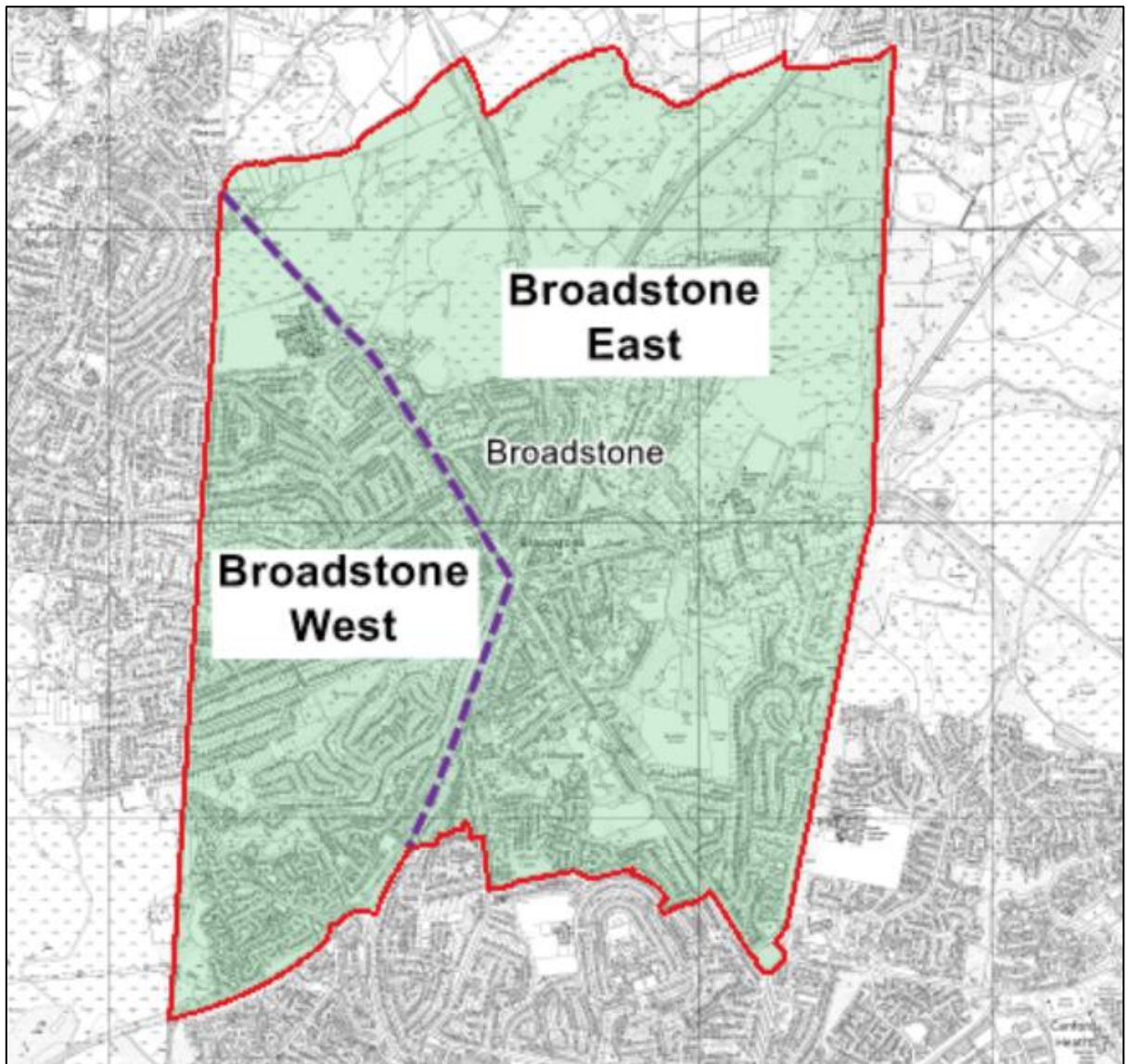


Bases: All respondents – 513; Respondents from outside proposal area – 199; Respondents within proposal area – 300

109. Finally, each respondent was asked to give reasons for their answers and provided an opportunity to add any other comments about the draft recommendations. There were a total of 690 comments in response and these are set out in full in Appendix 2(F1) to this report. A full analysis of these responses was undertaken and a report produced for the Task and Finish Group. A copy of the analysis report is set out in Appendix 2(F2) to this report.
110. Whilst there was a significant number of respondents from outside the proposed parish boundary that felt that a new parish council for Broadstone should not be established, many of these respondents appeared to be against the principle of parish and town councils in general.
111. Arguments against the establishment of a new parish council in Broadstone included views that establishing a parish of Broadstone would introduce unnecessary bureaucracy and additional costs without providing significant benefits. Respondents were concerned that this new layer of local government would lead to confusion over responsibilities, inefficiencies, and potential increases in council tax. Many believed that the existing BCP Council should be sufficient to manage local issues and that creating a parish council would only complicate governance and add financial burdens to residents. There was also scepticism about the effectiveness and necessity of having more councillors and the potential for political agendas to influence decisions. Overall, the sentiment was that the current system should be improved rather than adding another layer of administration.
112. Conversely, the respondents from within Broadstone who expressed agreement with the draft recommendations felt that establishing a new parish would give residents more control over local decisions and services. They believed that a parish council would better address the unique needs and identity of Broadstone, allowing for more tailored and effective management of community resources. Many supporters highlighted the potential for improved local amenities, such as parks and community events, and felt that a parish council would enhance community engagement and pride. They also saw it as a way to ensure that funds raised locally would be spent directly on local priorities, rather than being absorbed into broader council budgets. Overall, the sentiment was that a parish council would bring governance closer to the people, fostering a stronger sense of community and better addressing local issues.

Task and Finish Group Conclusions

113. The Task and Finish Group considered the level of representation on the proposed council. Respondents had mixed feelings about the number of wards, the names of the wards, and the number of councillors proposed. Many felt that having four wards was unnecessary and would add to bureaucracy, while others believed it would ensure fair representation. The names of the wards, particularly "Clump," were criticised for being unappealing. As for the number of councillors, there was a general consensus that 14 councillors were too many for the area.
114. As a consequence of the feedback and views expressed, the Task and Finish Group reviewed the warding arrangement and number of councillors and are now recommending dividing the parish into two wards with 4 councillors representing each ward. The map below shows the proposed arrangements.



115. As this proposal was seeking to establish a new council, it is important to ascertain whether there would be sufficient interest locally to fill the number of seats proposed and therefore support the viability of the council. Respondents were asked, without any obligation, if they would consider standing for election as a local councillor for Broadstone. 30 respondents who live within the proposal area said they would consider standing for election and as a consequence the Task and Finish Group were satisfied that the council would be viable in this regard.
116. The final recommendations below were not agreed unanimously at the Task and Finish Group but was supported by a vote of 6 in favour, 2 against and 1 abstention.

Final Recommendations

117. It is **RECOMMENDED** that the following community governance and electoral arrangements for the parish of Broadstone be approved:-
- (a) a parish of Broadstone be established
 - (b) the boundary of the parish of Broadstone be drawn to include the existing polling districts of BS1 - Broadstone 1, BS2 - Broadstone 2, BS3

- Broadstone 3 and BS4 - Broadstone 4, as outlined in red on the map in paragraph 114 above
- (c) the name of the established parish be Broadstone
- (d) the style of the parish of Broadstone be set as a town
- (e) the parish should have a parish council in the style of town council
- (f) the name of the town council should be Broadstone Town Council
- (g) the parish of Broadstone be divided into two parish wards, comprising the area designated on the map in paragraph 114 above, and named respectively:
 - (i) Broadstone East
 - (ii) Broadstone West
- (h) the town council for Broadstone shall consist of 8 councillors
- (i) the number of councillors elected to each of the respective wards be as follows:
 - (i) Broadstone East – four councillors
 - (ii) Broadstone West – four councillors
- (j) a Bournemouth, Christchurch and Poole Council (Reorganisation of Community Governance) Order be prepared in accordance with the above recommendations and that the Order be effective from 1st April 2026 save for those recommendations relating to parish electoral arrangements which shall come into force on the ordinary day of election of councillors in 2026.

G – REDHILL AND NORTHBOURNE

Background

118. The background document advised that the existing area is unparished, has a total projected electorate of 7,734 and falls within the area covered by the existing precepting body of The Charter Trustees for Bournemouth. The boundary of the proposed parish was largely coterminous with the existing BCP ward of Redhill & Northbourne but extended to the east of Redhill Avenue to include the non-residential woodland area.

Draft Recommendations

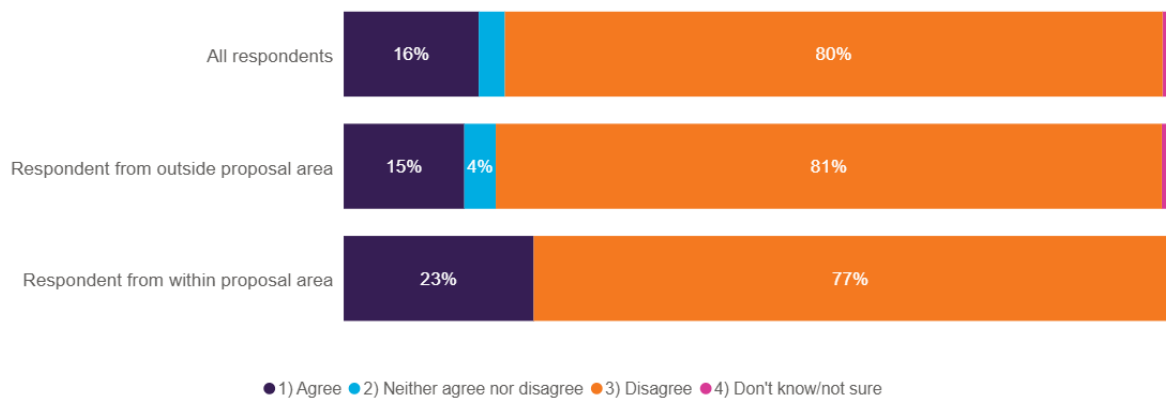
119. The draft recommendations approved by Council were:-

- (a) To create a new parish of Redhill and Northbourne with a total of nine councillors.
- (b) For the parish to be divided into three wards: Ensbury Park (3 councillors), Northbourne (3 councillors) and Redhill Park (3 councillors). The ratio for electoral equality being 859:1 on the projected electorate.
- (c) For the style of the parish to be a Community Council.

Summary of Representations Received

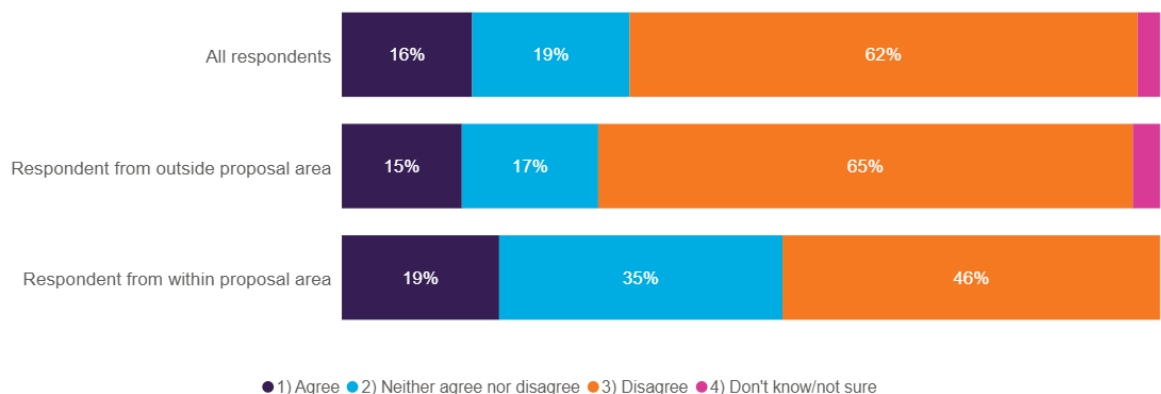
120. There was a total of 192 responses received in relation to the proposed parish of Redhill & Northbourne although, of these, only 26 were from respondents within the proposed parish boundary. The tables provided below show the responses to each question asked by all respondents, by BCP respondents but from outside the proposal area and by BCP respondents from within the proposal area.
121. It can be seen from the data, that there was a variance between the views of those commenting from outside the proposed parish boundary when compared to those living within the boundary.

Qa. To what extent do you agree or disagree a parish of Redhill and Northbourne be established?



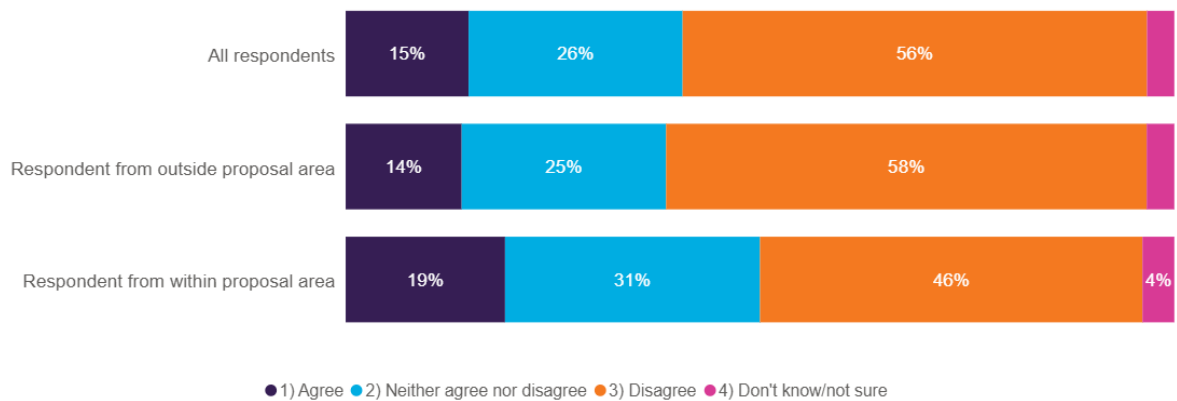
Bases: All respondents – 189; Respondents from outside proposal area – 157; Respondents within proposal area – 26

Qb To what extent do you agree or disagree the boundary of the parish of Redhill and Northbourne be drawn as outlined in red on the map above?



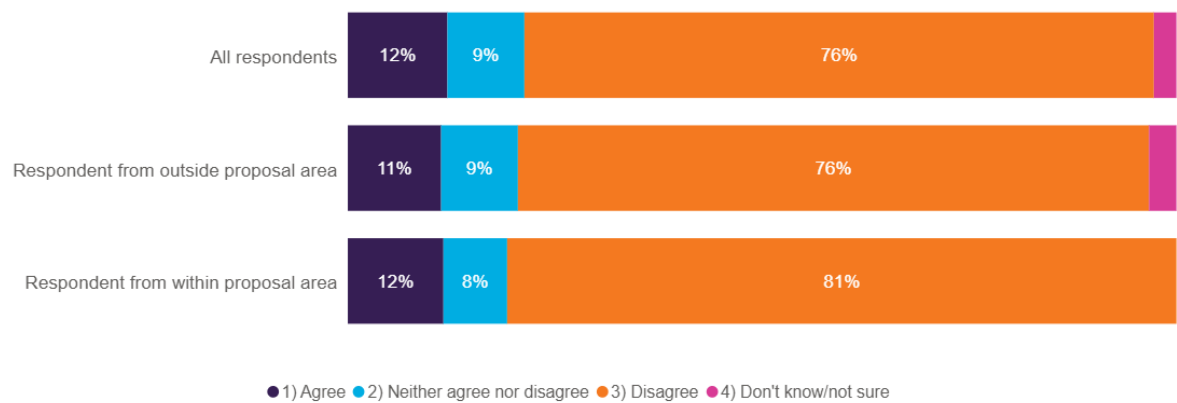
Bases: All respondents – 182; Respondents from outside proposal area – 150; Respondents within proposal area – 26

Qc To what extent do you agree or disagree the name of the established parish be Redhill and Northbourne



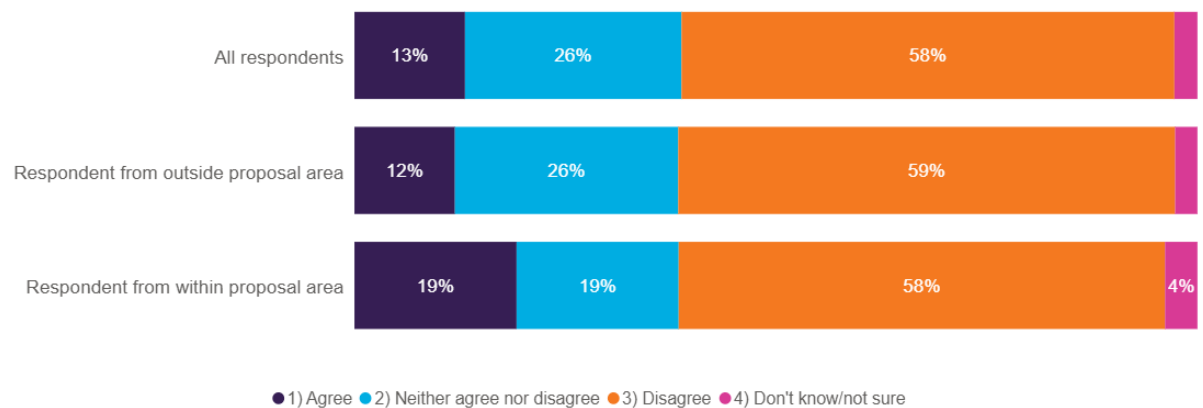
Bases: All respondents – 182; Respondents from outside proposal area – 150; Respondents within proposal area – 26

Qd To what extent do you agree or disagree the parish should have a parish council in the style of community council



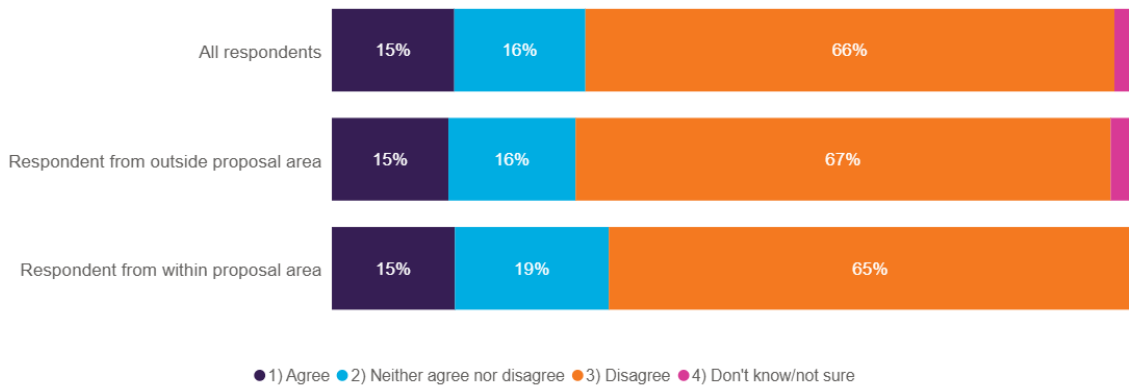
Bases: All respondents – 183; Respondents from outside proposal area – 151; Respondents within proposal area – 26

Qe To what extent do you agree or disagree the name of the community council should be Redhill and Northbourne Community Council



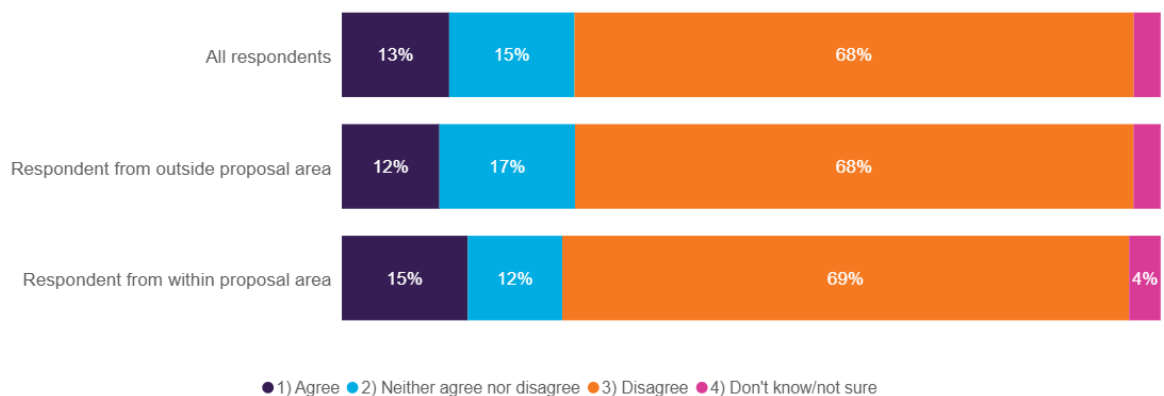
Bases: All respondents – 183; Respondents from outside proposal area – 151; Respondents within proposal area – 26

Qf To what extent do you agree or disagree the parish of Redhill and Northbourne be divided into three parish wards, comprising the area designated on the map above, and named respectively: Ensbury Park; Northbourne; Redhill Park



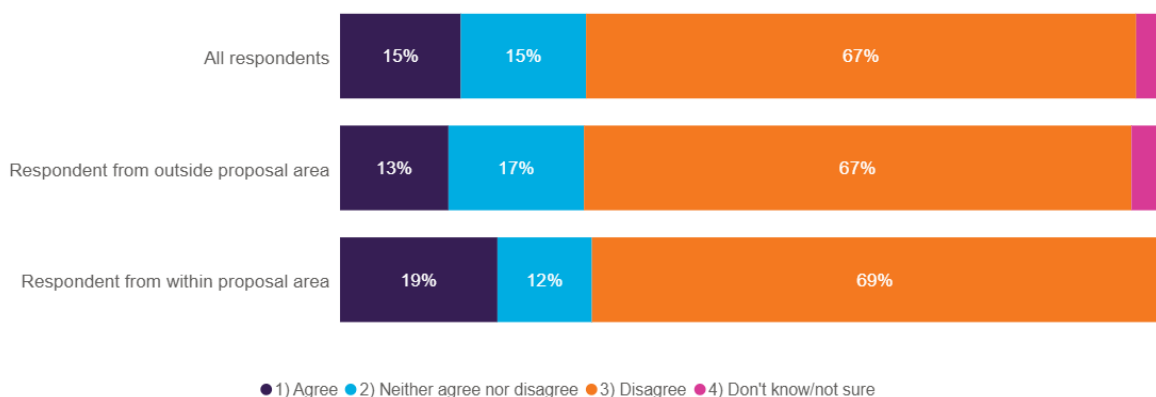
Bases: All respondents – 183; Respondents from outside proposal area – 151; Respondents within proposal area – 26

Qg To what extent do you agree or disagree the town council shall consist of 9 councillors



Bases: All respondents – 183; Respondents from outside proposal area – 151; Respondents within proposal area – 26

Qh To what extent do you agree or disagree the number of councillors elected to each of the respective wards be as follows: Ensbury Park - 3 councillors; Northbourne - 3 councillors; Redhill Park - 3 councillors



Bases: All respondents – 183; Respondents from outside proposal area – 151; Respondents within proposal area – 26

122. Finally, each respondent was asked to give reasons for their answers and provided an opportunity to add any other comments about the draft recommendations. There were a total of 237 comments in response and these are set out in full in Appendix 2(G1) to this report. A full analysis of these responses was undertaken and a report produced for the Task and Finish Group. A copy of the analysis report is set out in Appendix 2(G2) to this report.
123. Whilst there was a significant number of respondents from outside the proposed parish boundary that felt that a new parish council for Redhill and Northbourne should not be established, many of these respondents appeared to be against the principle of parish and town councils in general.
124. Arguments against the establishment of a new parish council in Redhill and Northbourne included views that establishing a parish for Redhill & Northbourne would add an unnecessary layer of bureaucracy and increase costs without providing clear benefits. They believed that the existing council structure was sufficient and that creating a new parish council would lead to confusion, inefficiency, and higher council tax for residents. Additionally, they felt that the proposal contradicted the original aim of unifying the area under BCP Council to streamline services and reduce administrative overhead. Many respondents expressed a view that this area should be merged with a Town Council for Bournemouth. Overall, they saw the move as a step backward that would complicate governance and place an additional financial burden on the community.
125. Conversely, the respondents from within Redhill & Northbourne who expressed agreement with the draft recommendations felt establishing a new parish would empower the local community by giving residents a greater say in local matters and decisions. They believed that a parish council would enhance the sense of community, improve local services, and address specific needs and priorities of the area. Some respondents also felt that a parish council would provide better representation and ensure that the unique identity and interests of Redhill & Northbourne were preserved and promoted.

Task and Finish Group Conclusions

126. The Task and Finish Group considered the level of representation on the proposed council. As this proposal was seeking to establish a new council, it is important to ascertain whether there would be sufficient interest locally to fill the number of seats proposed and therefore support the viability of the council. Respondents were asked, without any obligation, if they would consider standing for election as a local councillor for Redhill and Northbourne. Only three respondents who live within the proposal area said they would consider standing for election.
127. Whilst the rationale expressed by some respondents for the establishment of a local community council for Redhill and Northbourne was recognised, the concerns expressed regarding the potential impact of a small local council, the financial burden for the local area and the limited interest in standing as a councillor, the Task and Finish Group were of the view that the establishment of a new council for Redhill and Northbourne would not be viable and should not be progressed as a stand-alone council at this time.

Final Recommendations

128. It is **RECOMMENDED** that, in light of the above, the draft proposal to establish a new parish for Redhill and Northbourne is not supported.

H – BOSCOMBE AND POKESDOWN

Background

129. The background document advised that the existing area is unparished, has a total projected electorate of 16,471 and falls within the area covered by the existing precepting body of The Charter Trustees for Bournemouth. The boundary of the proposed parish was largely coterminous with the existing BCP wards of Boscombe West and Boscombe East & Pokesdown, but extended to the west to include Boscombe Chine Gardens, whilst excluded Fisherman's Walk to the east.

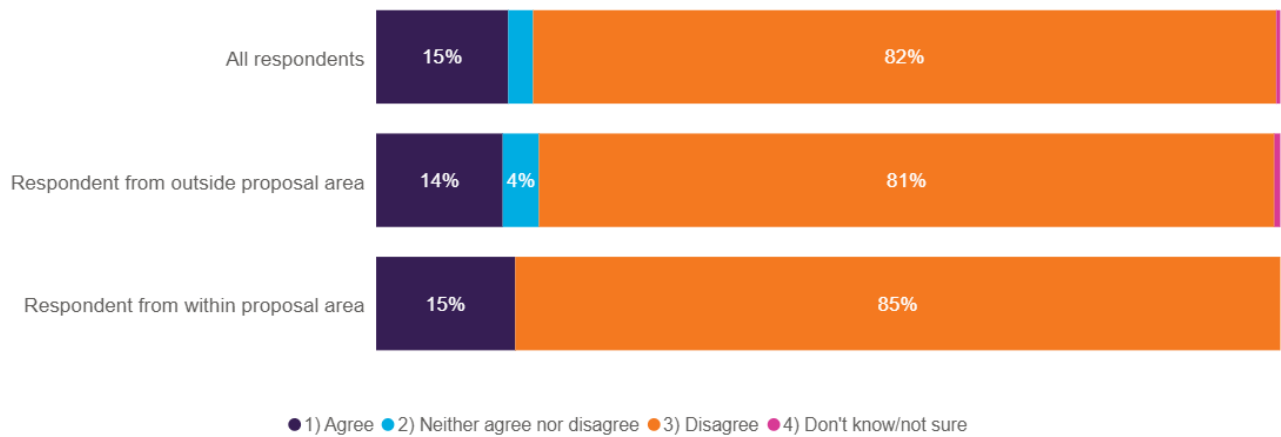
Draft Recommendations

130. The draft recommendations approved by Council were:-
- (a) To create a new parish of Boscombe & Pokesdown with a total of 14 councillors.
 - (b) For the parish to be divided into four wards: Boscombe Spa & Shelley Manor (4 councillors), St Clements & Boscombe Hospital (3 councillors), Portman Manor & Pokesdown Central (3 councillors) and Boscombe North & Pokesdown Hill (4 councillors). The ratio for electoral equality being 1,177:1 on the projected electorate.
 - (c) For the style of the parish to be a Community Council.

Summary of Representations Received

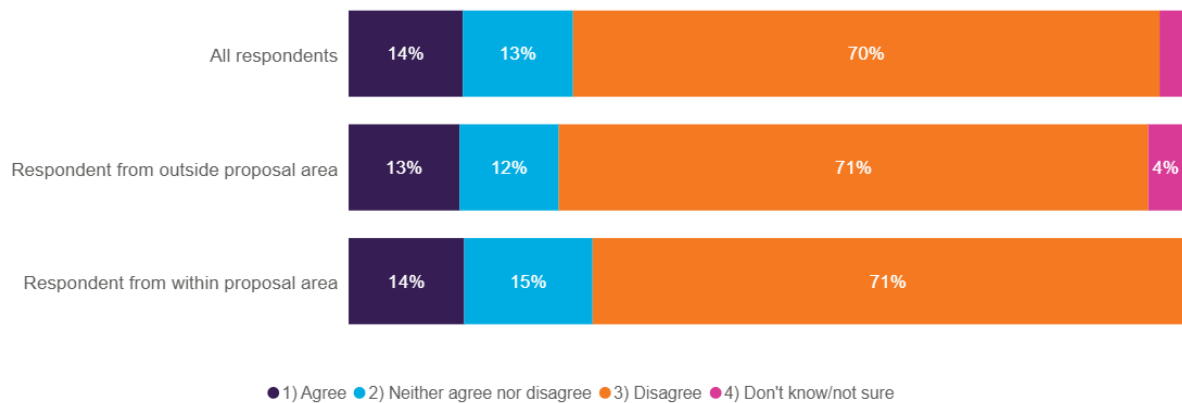
131. There was a total of 222 responses received in relation to the proposed parish of Boscombe & Pokesdown although, of these, only 65 were from respondents within the proposed parish boundary. The tables provided below show the responses to each question asked by all respondents, by BCP respondents but from outside the proposal area and by BCP respondents from within the proposal area.
132. In this instance there was very little variance between the views of those commenting from outside the proposed parish boundary when compared to those living within the boundary.

Qa. To what extent do you agree or disagree a parish of Boscombe and Pokesdown be established?



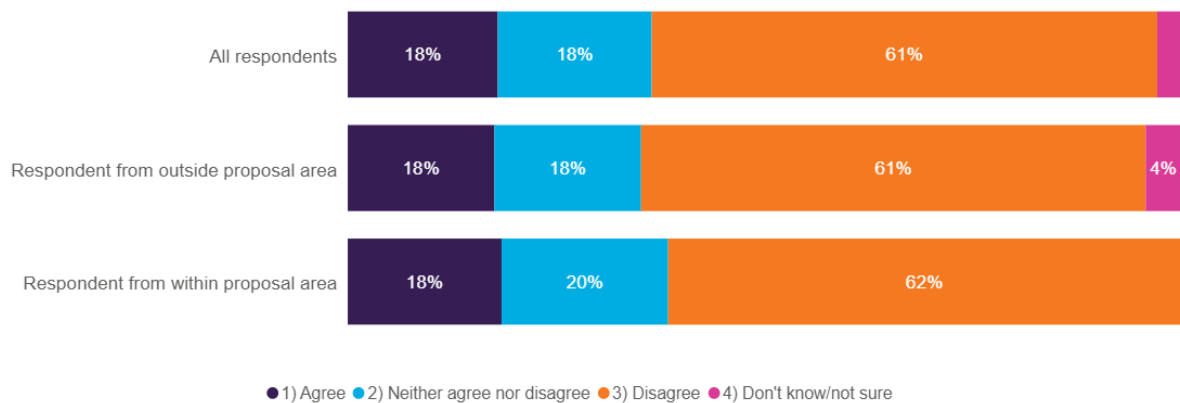
Bases: All respondents – 219; Respondents from outside proposal area – 150; Respondents within proposal area – 65.

Qb To what extent do you agree or disagree the boundary of the parish of Boscombe and Pokesdown be drawn as outlined in red on the map above?



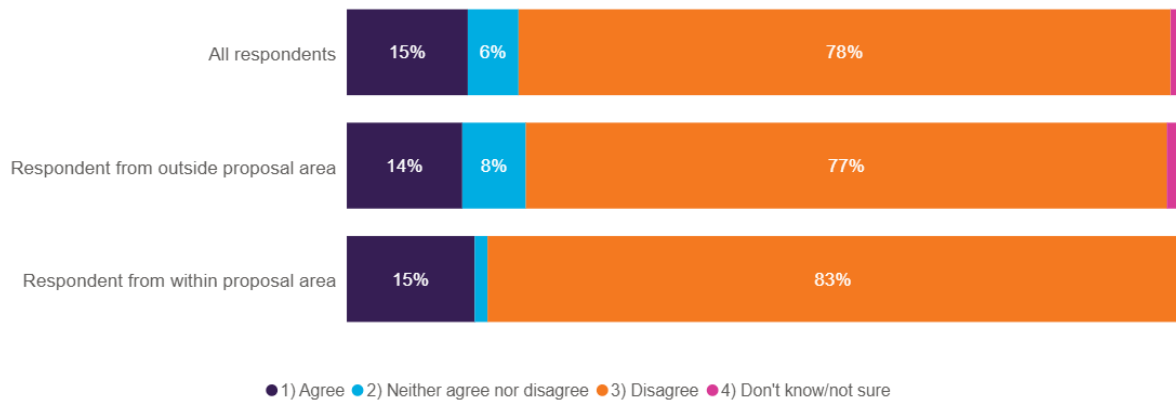
Bases: All respondents – 212; Respondents from outside proposal area – 143; Respondents within proposal area – 65.

Qc To what extent do you agree or disagree the name of the established parish be Boscombe and Pokesdown



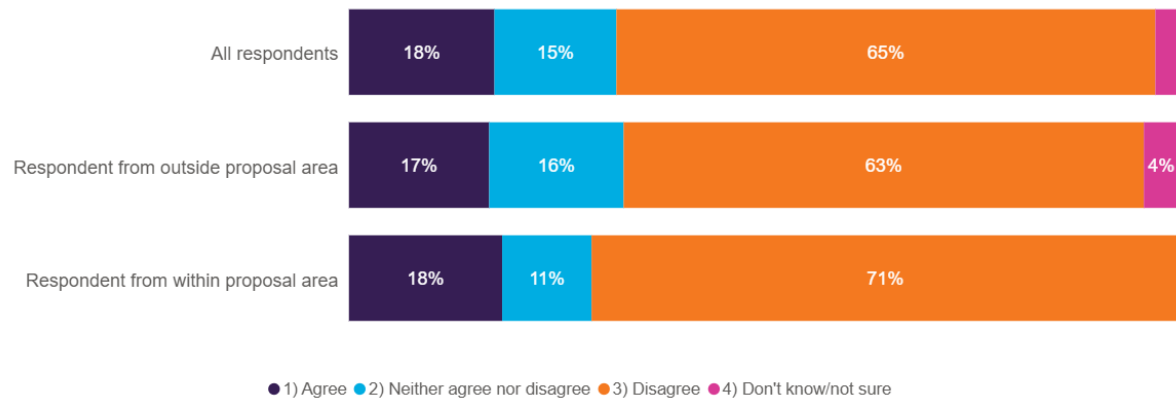
Bases: All respondents – 211; Respondents from outside proposal area – 142; Respondents within proposal area – 65.

Qd To what extent do you agree or disagree the parish should have a parish council in the style of community council



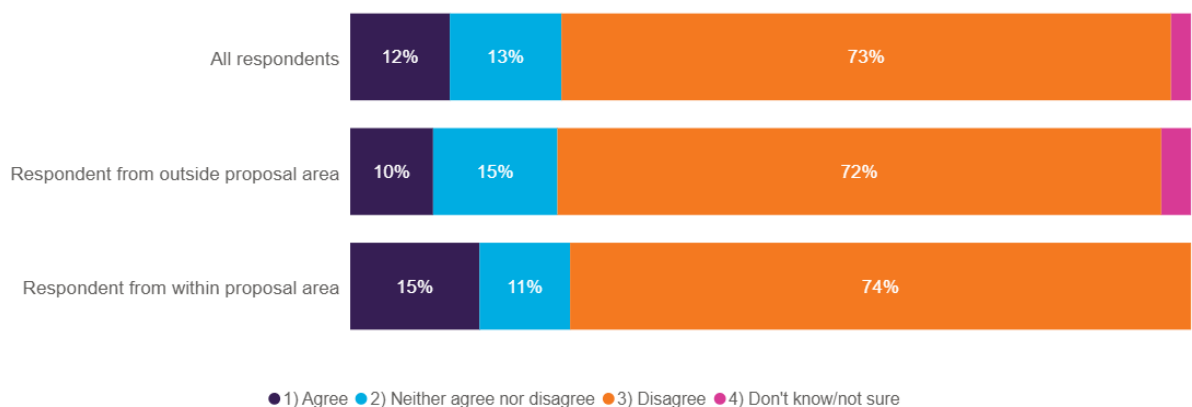
Bases: All respondents – 213; Respondents from outside proposal area – 144; Respondents within proposal area – 65.

Qe To what extent do you agree or disagree the name of the community council should be Boscombe and Pokesdown Community Council



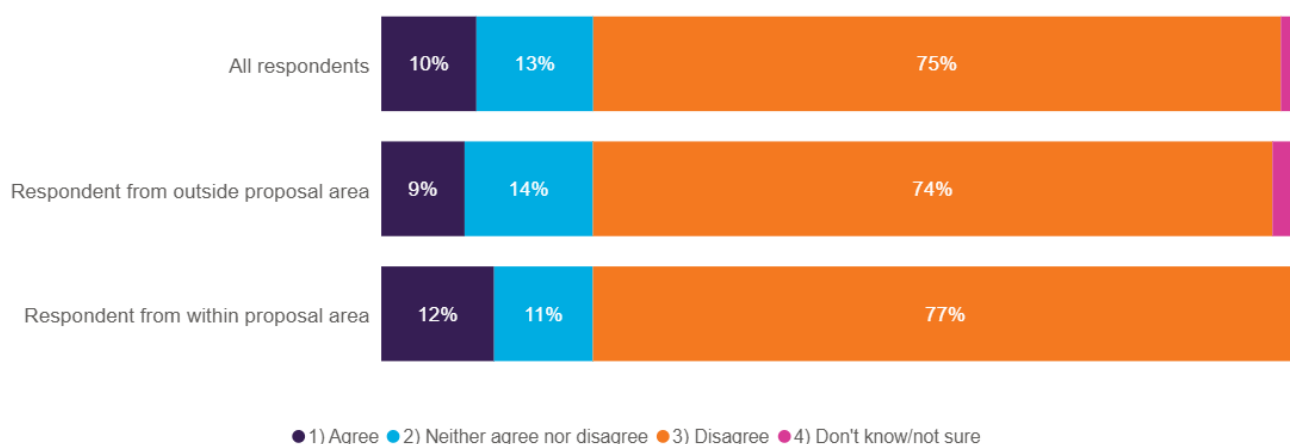
Bases: All respondents – 211; Respondents from outside proposal area – 142; Respondents within proposal area – 65.

Qf To what extent do you agree or disagree the parish of Boscombe & Pokesdown be divided into four parish wards, comprising the area designated on the map above, and named Boscombe Spa & Shelley Manor; St Clements & Boscombe Hospital; Portman Manor & Pokesdown Central; Boscombe North & Pokesdown Hill



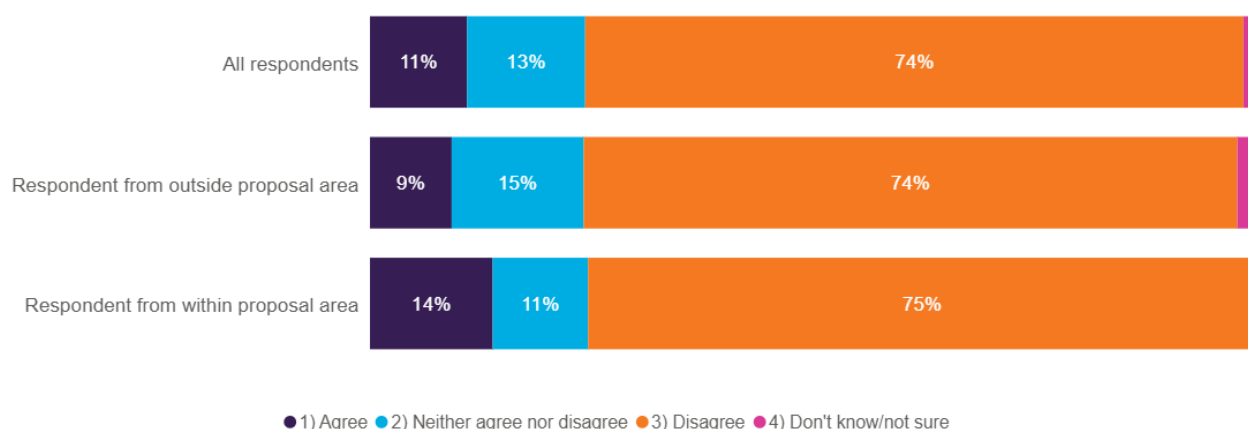
Bases: All respondents – 211; Respondents from outside proposal area – 142; Respondents within proposal area – 65.

Qg To what extent do you agree or disagree the community council shall consist of 14 councillors



Bases: All respondents – 212; Respondents from outside proposal area – 143; Respondents within proposal area – 65.

Qh To what extent do you agree or disagree the number of councillors elected to each of the respective wards be as follows: Boscombe Spa & Shelley Manor – 4 councillors; St Clements & Boscombe Hospital – 3 councillors; Portman Manor & Pokesdown Central – 3 councillors; Boscombe North & Pokesdown Hill – 4 councillors



Bases: All respondents – 210; Respondents from outside proposal area – 141; Respondents within proposal area – 65.

133. Finally, each respondent was asked to give reasons for their answers and provided an opportunity to add any other comments about the draft recommendations. There were a total of 297 comments in response and these are set out in full in Appendix 2(H1) to this report. A full analysis of these responses was undertaken and a report produced for the Task and Finish Group. A copy of the analysis report is set out in Appendix 2(H2) to this report.
134. Whilst there was a significant number of respondents from outside the proposed parish boundary that felt that a new parish council for Boscombe and Pokesdown should not be established, many of these respondents appeared to be against the principle of parish and town councils in general.
135. Arguments against the establishment of a new parish council in Boscombe and Pokesdown primarily revolve around concerns about increased bureaucracy and

costs. Many felt that creating an additional layer of local government would lead to unnecessary administrative expenses and confusion over responsibilities. There were also worries that the new parish council would impose higher council taxes on residents, which would be particularly burdensome for those already struggling with the cost of living. Additionally, some respondents believed that the existing BCP Council should focus on improving its services rather than creating new councils, which they felt would not add significant value. Others expressed concerns about the potential for increased inequality and division within the community, as well as the risk of creating a fragmented and less cohesive local governance structure. Overall, the sentiment was that the current system should be maintained and improved rather than adding another layer of governance.

136. Conversely, the respondents from within Boscombe and Pokesdown who expressed agreement with the draft recommendations felt that it would bring positive changes and benefits to the community. They believed that a community council could effectively manage local issues, provide better representation, and improve the area through targeted initiatives and funding. Many expressed hope that despite a slight increase in council tax, the benefits of having a dedicated local council would outweigh the costs. They also felt that the current BCP Council was overstretched and that a local council would be more responsive to the needs and aspirations of the residents. Overall, the sentiment was that a new parish council would empower the community, enhance local governance, and foster a sense of pride and ownership among the residents.
137. Respondents had mixed feelings about the boundary of the proposed area, with some agreeing that it was logical and well-defined, while many others felt it was arbitrary and did not reflect the true community boundaries. There were concerns that the boundary changes would create divisions within the community and lead to confusion over which council was responsible for certain areas. Regarding the number of wards, some respondents appreciated the division into smaller areas, believing it would allow for better representation and attention to local issues. However, others felt that the number of wards was excessive and would lead to unnecessary bureaucracy. The names of the wards were generally seen as appropriate, though a few respondents suggested changes to better reflect local landmarks and history. The proposed number of councillors was a point of contention, with some feeling that it was too high and would result in increased costs and inefficiency, while others believed it was necessary to ensure adequate representation for all areas. Overall, the feedback highlighted a desire for clear, logical boundaries and efficient governance that would not overburden residents with additional costs or complexity.

Task and Finish Group Conclusions

138. The Task and Finish Group considered the level of representation on the proposed council. As this proposal was seeking to establish a new council, it is important to ascertain whether there would be sufficient interest locally to fill the number of seats proposed and therefore support the viability of the council. Respondents were asked, without any obligation, if they would consider standing for election as a local councillor for Boscombe and Pokesdown. Only eight respondents who live within the proposal area said they would consider standing for election.

139. Whilst the rationale expressed by some respondents for the establishment of a local community council for Boscombe and Pokesdown was recognised, the concerns expressed regarding the boundary and potential impact on community cohesion with neighbouring areas, the number of councillors and the limited interest in standing as a councillor, the Task and Finish Group were of the view that the establishment of a new council for Boscombe and Pokesdown would not be viable and should not be progressed as a stand-alone council at this time.

Final Recommendations

140. It is **RECOMMENDED** that, in light of the above, the draft proposal to establish a new parish for Boscombe & Pokesdown is not supported.

I – SOUTHBOURNE

Background

141. The background document advised that the existing area is unparished, has a total projected electorate of 15,220 and falls within the area covered by the existing precepting body of The Charter Trustees for Bournemouth. The boundary of the proposed parish was largely coterminous with the existing BCP wards of East Southbourne & Tuckton and West Southbourne, but extended to the west to include Fisherman's Walk.

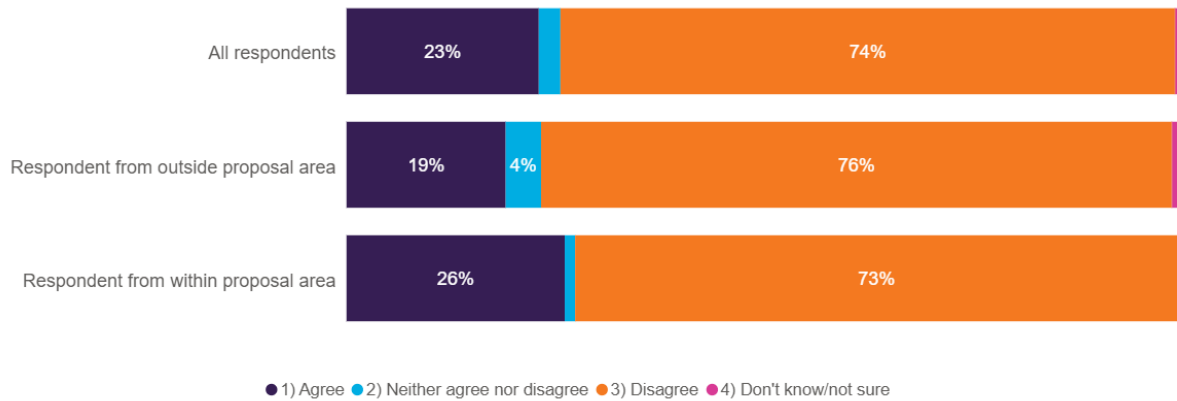
Draft Recommendations

142. The draft recommendations approved by Council were:-
- (a) To create a new parish of Southbourne with a total of 12 councillors.
 - (b) For the parish to be divided into three wards: Tuckton, Hengistbury Head and Wick (4 councillors), Beaufort (4 councillors) and Southbourne Overcliff (4 councillors). The ratio for electoral equality being 1,268:1 on the projected electorate.
 - (c) For the style of the parish to be a Community Council.

Summary of Representations Received

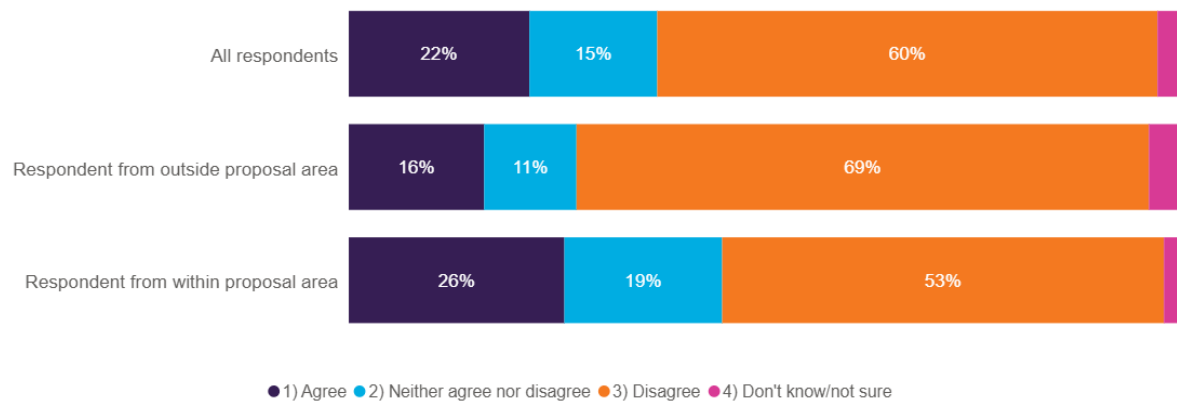
143. There was a total of 307 responses received in relation to the proposed parish of Southbourne, of which 160 were from respondents within the proposed parish boundary. The tables provided below show the responses to each question asked by all respondents, by BCP respondents but from outside the proposal area and by BCP respondents from within the proposal area.
144. It can be seen from the data, that there was a variance between the views of those commenting from outside the proposed parish boundary when compared to those living within the boundary.

Qa. To what extent do you agree or disagree a parish of Southbourne be established?



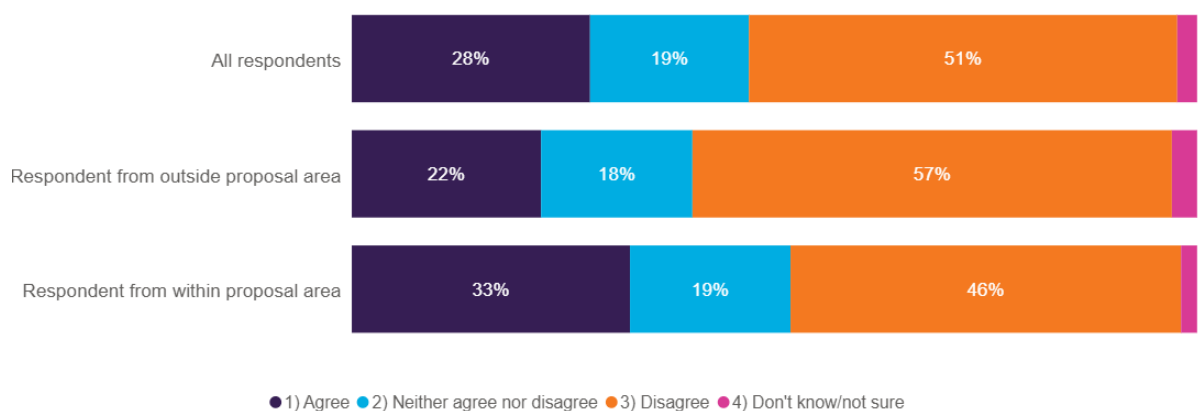
Bases: All respondents – 307; Respondents from outside proposal area – 141; Respondents within proposal area – 160

Qb To what extent do you agree or disagree the boundary of the parish of Southbourne be drawn as outlined in red on the map above?



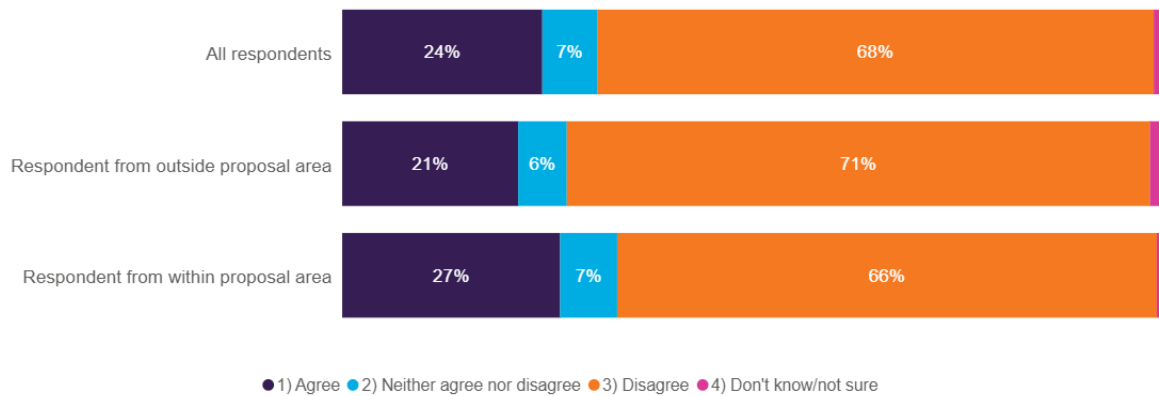
Bases: All respondents – 299; Respondents from outside proposal area – 135; Respondents within proposal area – 158

Qc To what extent do you agree or disagree the name of the established parish be Southbourne



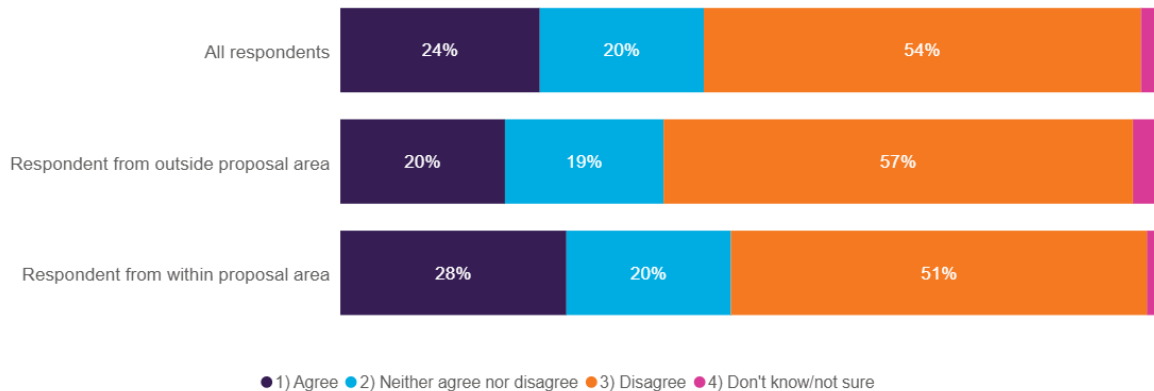
Bases: All respondents – 298; Respondents from outside proposal area – 134; Respondents within proposal area – 158

Qd To what extent do you agree or disagree the parish should have a parish council in the style of community council



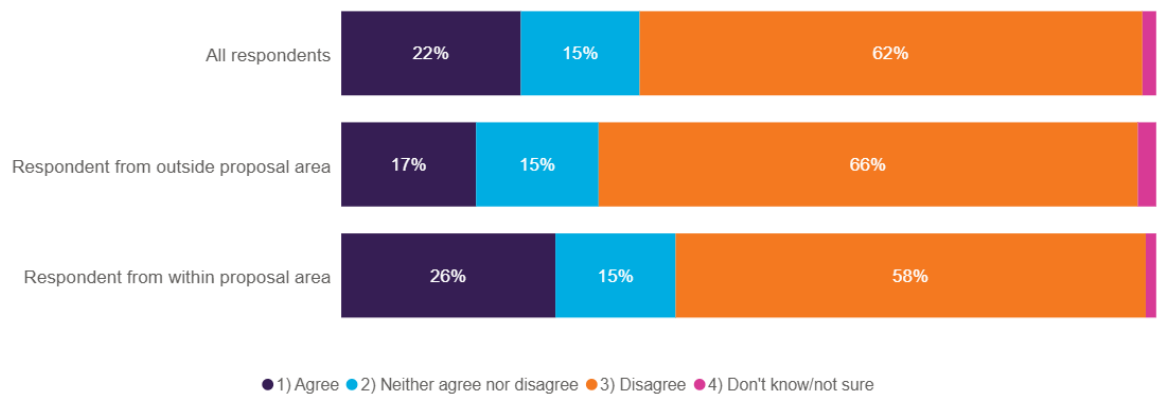
Bases: All respondents – 299; Respondents from outside proposal area – 135; Respondents within proposal area – 158

Qe To what extent do you agree or disagree the name of the community council should be Southbourne Community Council



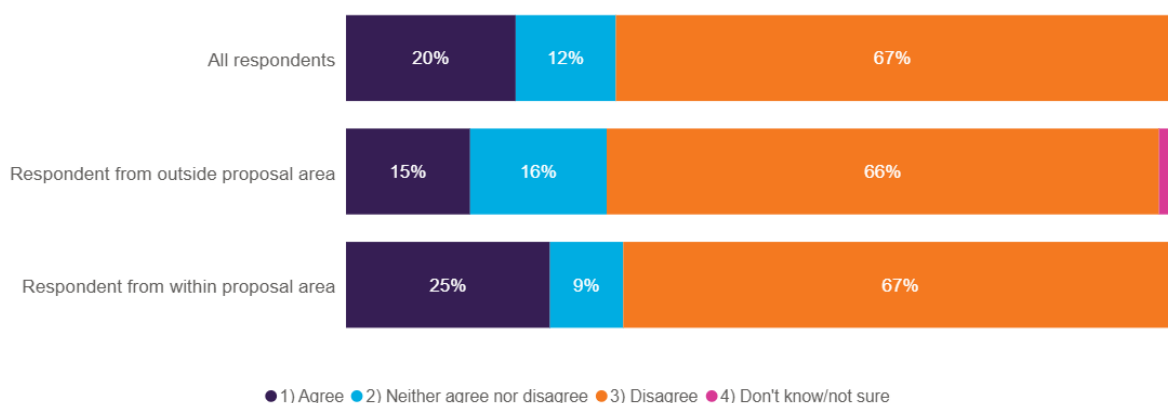
Bases: All respondents – 299; Respondents from outside proposal area – 134; Respondents within proposal area – 159

Qf To what extent do you agree or disagree the parish of Southbourne be divided into four parish wards, comprising the area designated on the map above, and named respectively: Tuckton, Hengistbury Head and Wick; Beaufort; Southbourne Overcliff



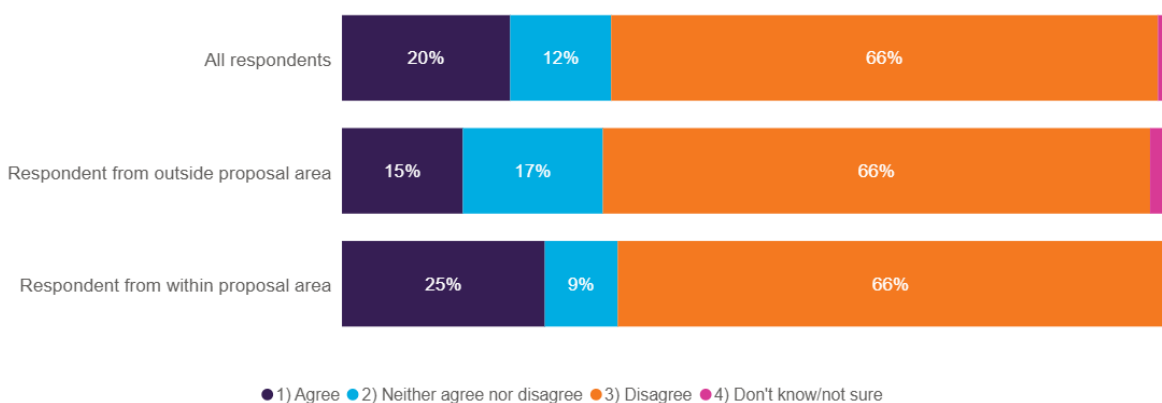
Bases: All respondents – 295; Respondents from outside proposal area – 133; Respondents within proposal area – 156

Qg To what extent do you agree or disagree the community council shall consist of 12 councillors



Bases: All respondents – 299; Respondents from outside proposal area – 134; Respondents within proposal area – 159

Qh To what extent do you agree or disagree the number of councillors elected to each of the respective wards be as follows: Tuckton, Hengistbury Head and Wick – 4 councillors; Beaufort – 4 councillors; Southbourne Overcliff – 4 councillors



Bases: All respondents – 295; Respondents from outside proposal area – 130; Respondents within proposal area – 159.

145. Finally, each respondent was asked to give reasons for their answers and provided an opportunity to add any other comments about the draft recommendations. There were a total of 407 comments in response and these are set out in full in Appendix 2(l1) to this report. A full analysis of these responses was undertaken and a report produced for the Task and Finish Group. A copy of the analysis report is set out in Appendix 2(l2) to this report.
146. Whilst there was a significant number of respondents from outside the proposed parish boundary that felt that a new parish council for Southbourne should not be established, many of these respondents appeared to be against the principle of parish and town councils in general.
147. Arguments against the establishment of a new parish council in Southbourne included views that creating a new parish council would add an unnecessary layer of bureaucracy, leading to increased administrative costs and potential confusion over responsibilities. They were worried about the financial burden on residents, particularly the impact of higher council tax bills. Additionally, they believed that the

existing local government structure was sufficient and that a new parish council would duplicate efforts and create inefficiencies. There were also concerns about the potential for unequal service provision, with more affluent areas benefiting more than less affluent ones. Overall, they felt that the current system worked well and that the proposed changes would not bring significant benefits.

148. Conversely, the respondents from within Southbourne who expressed agreement with the draft recommendations felt that it would enhance local governance and community engagement. They believed that a parish council would provide a more direct and accountable voice on local issues, allowing residents to have greater influence over decisions affecting their community. Many felt that the current local government structure was too remote and that a parish council would be more responsive to the specific needs and priorities of Southbourne residents. They also highlighted the strong sense of community and identity within Southbourne, which they felt would be better supported and preserved through a dedicated parish council. Additionally, they saw the potential for improved local services and amenities, as well as the ability to raise funds through a precept to address local issues more effectively. Overall, they believed that a parish council would empower residents and enhance the quality of life in Southbourne
149. Respondents had mixed feelings about the number of wards, the names of the wards, and the number of councillors proposed. There was a general consensus that the number of councillors proposed seemed excessive, with many suggesting that fewer councillors would be more appropriate for the area. The names of the wards were generally accepted, though some felt that they did not accurately reflect the distinct identities of the areas they represented.
150. Respondents had varied opinions about the boundary between Southbourne and Boscombe & Pokesdown. Some felt that the boundary was clear and logical, reflecting the distinct identities of the areas. However, others believed that the boundary did not accurately represent the community ties and shared amenities between the two areas. There were concerns that the proposed boundary would create confusion and potentially disrupt the cohesion of the community. Some respondents suggested that certain areas, such as Fisherman's Walk and the car park near the Brewhouse & Kitchen, should remain within Boscombe & Pokesdown due to their historical and social connections. Overall, while some supported the boundary as proposed, many felt that adjustments were needed to better reflect the community's needs and identities

Task and Finish Group Conclusions

151. The Task and Finish Group considered the level of representation on the proposed council. As this proposal was seeking to establish a new council, it is important to ascertain whether there would be sufficient interest locally to fill the number of seats proposed and therefore support the viability of the council. Respondents were asked, without any obligation, if they would consider standing for election as a local councillor for Southbourne. 16 respondents who live within the proposal area said they would consider standing for election. Although marginally above the proposed number of seats on the council, and whilst recognising the rationale expressed by some respondents for the establishment of a local community council for Southbourne, the concerns expressed regarding the boundary and the impact on community cohesion with neighbouring areas, the number of councillors

and warding arrangements, the Task and Finish Group were of the view that the establishment of a new council for Southbourne should not be progressed as a stand-alone council at this time.

Final Recommendations

- 152. It is RECOMMENDED that, in light of the above, the draft proposal to establish a new parish for Southbourne is not supported.**

J – POOLE

Background

153. The background document advised that the existing area is unparished, has a total projected electorate of 117,813 and falls largely within the area covered by the existing precepting body of The Charter Trustees for Poole. Due to the historic nature of the former council boundaries, areas to the east of the proposed area fall within the area covered by the existing precepting body of the Charter Trustees for Bournemouth.

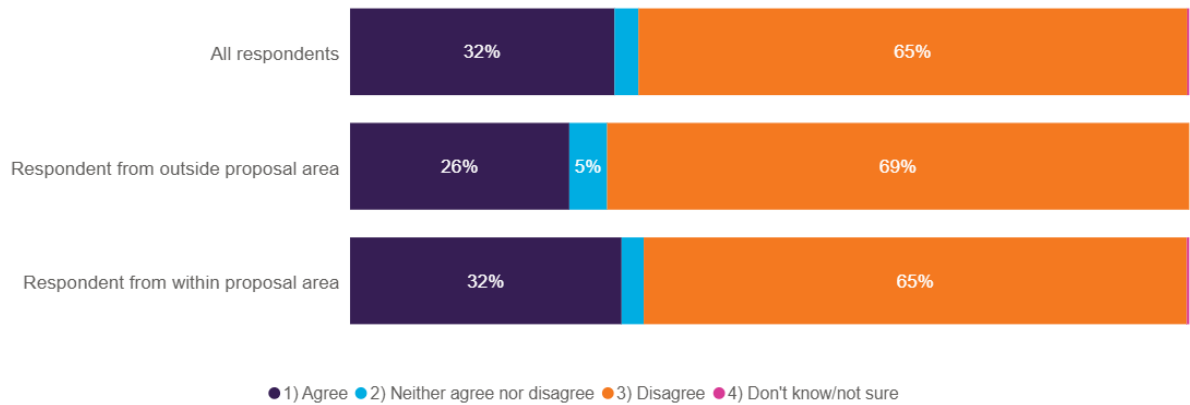
Draft Recommendations

154. The draft recommendations approved by Council were:-
- (a) To create a new parish of Poole with a total of 42 councillors.
 - (b) For the parish to be divided into 17 wards: Alderney (2 councillors), Bearwood (2 councillors), Bourne Valley & Branksome East (3 councillors), Branksome West (3 councillors), Canford Cliffs (3 councillors), Canford Heath East (2 councillors), Canford Heath West (2 councillors), Creekmoor (3 councillors), Hamworthy East (2 councillors), Hamworthy West & Turlin Moor (2 councillors), Longfleet & Sterte (2 councillors), Merley (2 councillors), Newtown (3 councillors), Oakdale (3 councillors), Old Town & Baiter (2 councillors), Parkstone (3 councillors) and Penn Hill (3 councillors). The ratio for electoral equality being 2,807:1 on the projected electorate.
 - (c) For the style of the parish to be a Town Council.

Summary of Representations Received

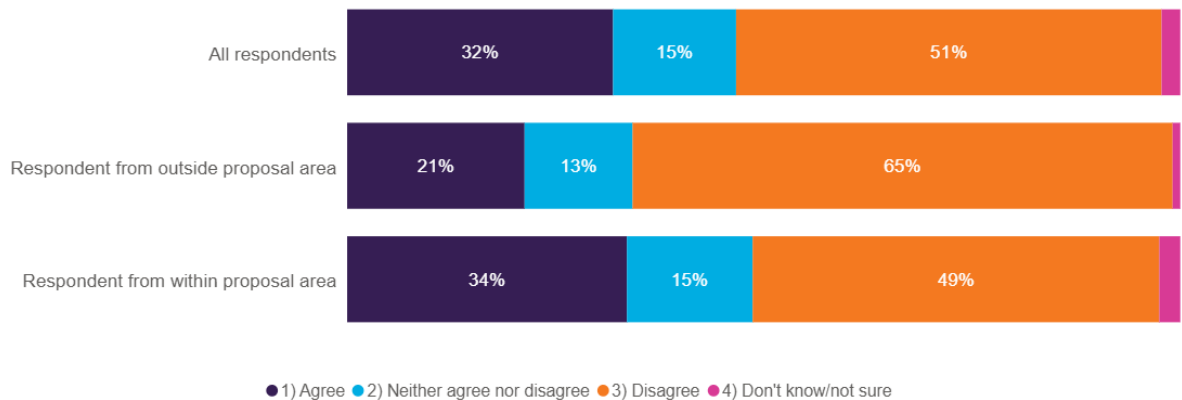
155. There was a total of 823 responses received in relation to the proposed parish of Poole, of which 693 were from respondents within the proposed parish boundary. The tables provided below show the responses to each question asked by all respondents, by BCP respondents but from outside the proposal area and by BCP respondents from within the proposal area.
156. It can be seen from the data, that there was some variance between the views of those commenting from outside the proposed parish boundary when compared to those living within the boundary.

Qa. To what extent do you agree or disagree a parish of Poole be established?



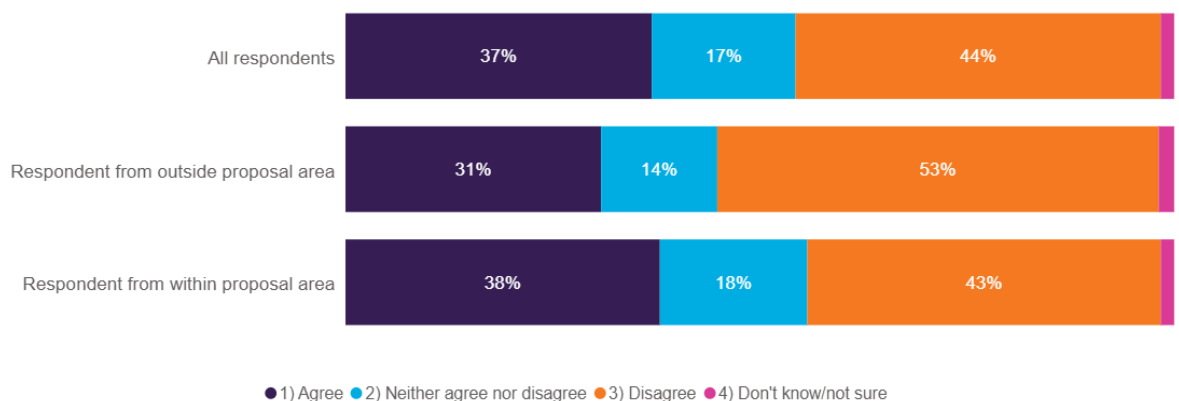
Bases: All respondents – 809; Respondents from outside proposal area – 111; Respondents within proposal area – 683

Qb To what extent do you agree or disagree the boundary of the parish of Poole be drawn as outlined in red on the map above?



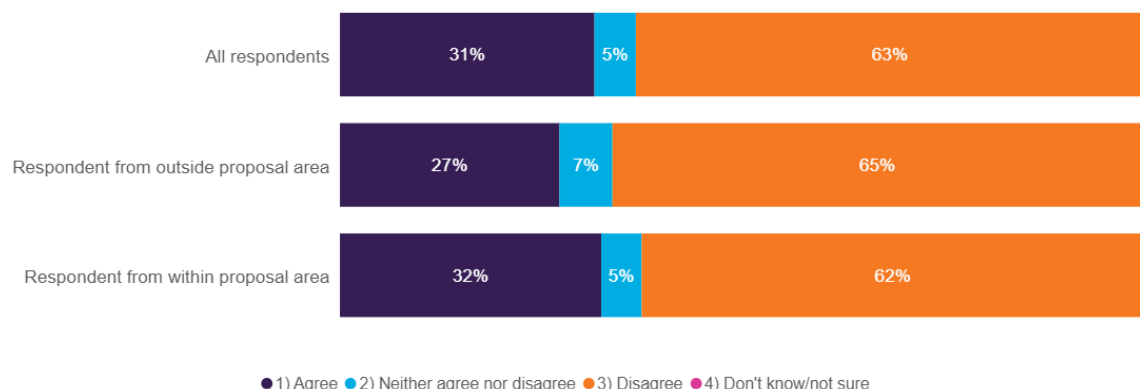
Bases: All respondents – 799; Respondents from outside proposal area – 108; Respondents within proposal area – 676

Qc To what extent do you agree or disagree the name of the established parish be Poole



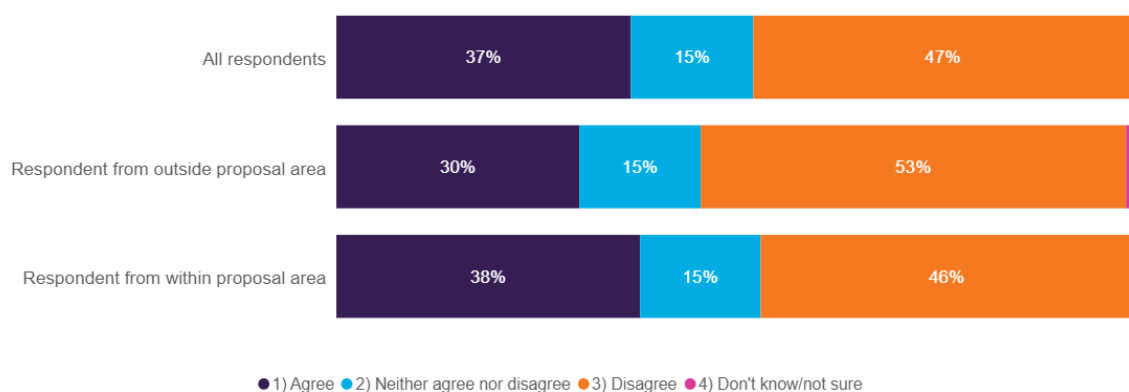
Bases: All respondents – 801; Respondents from outside proposal area – 107; Respondents within proposal area – 680

Qd To what extent do you agree or disagree the parish should have a parish council in the style of town council



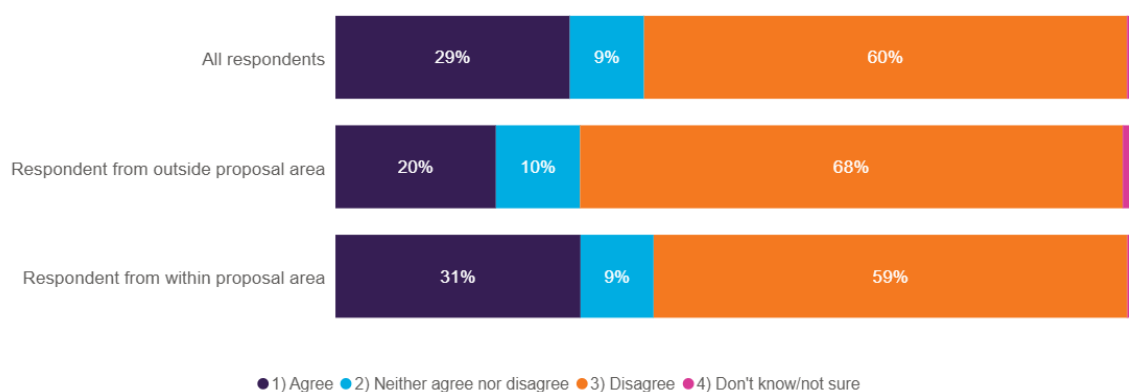
Bases: All respondents – 802; Respondents from outside proposal area – 107; Respondents within proposal area – 682

Qe To what extent do you agree or disagree the name of the town council should be Poole Town Council



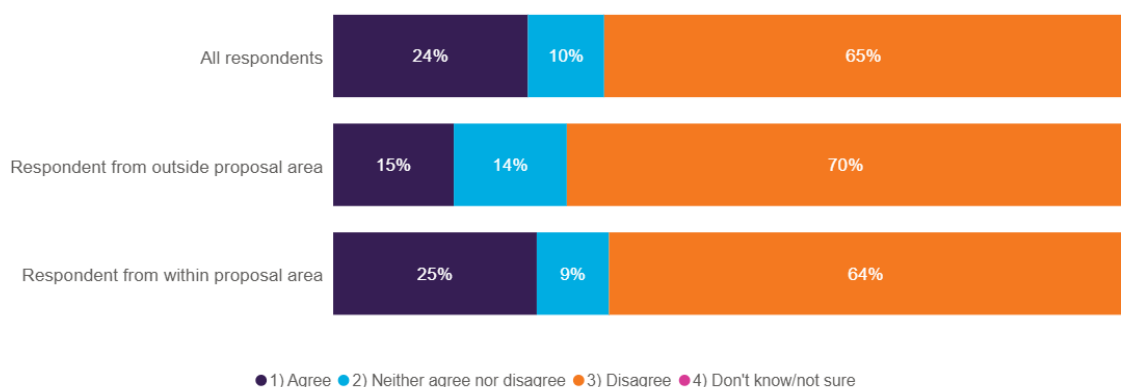
Bases: All respondents – 801; Respondents from outside proposal area – 106; Respondents within proposal area – 681

Qf To what extent do you agree or disagree the parish of Poole be divided into seventeen parish wards, comprising the area designated on the map above, and named respectively: Alderney; Bearwood; Bourne Valley & Branksome East; Branksome West; Canford Cliffs; Canford Heath East; Canford Heath West; Creekmoor; Hamworthy East; Hamworthy West & Turlin Moor; Longfleet & Sterte; Merley; Newtown; Oakdale; Old Town & Baiter; Parkstone; Penn Hill



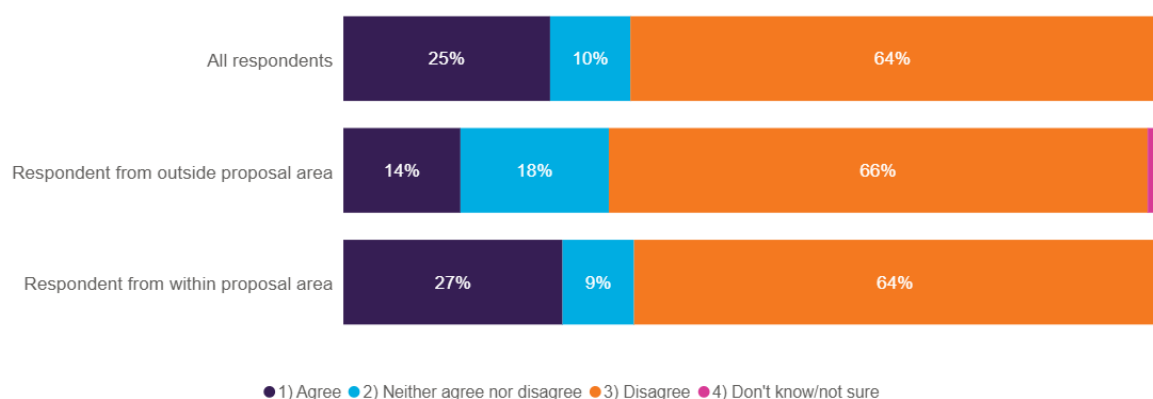
Bases: All respondents – 801; Respondents from outside proposal area – 105; Respondents within proposal area – 681

Qg To what extent do you agree or disagree the town council shall consist of 42 councillors



Bases: All respondents – 796; Respondents from outside proposal area – 106; Respondents within proposal area – 675

Qh To what extent do you agree or disagree the number of councillors elected to each of the respective wards be as follows: Alderney – 2 councillors; Bearwood – 2 councillors; Bourne Valley & Branksome East – 3 councillors; Branksome West – 3 councillors; Canford Cliffs – 3 councillors; Canford Heath East – 2 councillors; Canford Heath West – 2 councillors; Creekmoor – 3 councillors; Hamworthy East – 2 councillors; Hamworthy West & Turlin Moor – 2 councillors; Longfleet & Sterte – 2 councillors; Merley – 2 councillors; Newtown – 3 councillors; Oakdale – 3 councillors; Old Town & Baiter – 2 councillors; Parkstone – 3 councillors; Penn Hill – 3 councillors



Bases: All respondents – 797; Respondents from outside proposal area – 105; Respondents within proposal area – 677

157. Finally, each respondent was asked to give reasons for their answers and provided an opportunity to add any other comments about the draft recommendations. There were a total of 1,175 comments in response and these are set out in full in Appendix 2(J1) to this report. A full analysis of these responses was undertaken and a report produced for the Task and Finish Group. A copy of the analysis report is set out in Appendix 2(J2) to this report.
158. Whilst there was a significant number of respondents from outside the proposed parish boundary that felt that a new town council for Poole should not be established, many of these respondents appeared to be against the principle of parish and town councils in general.

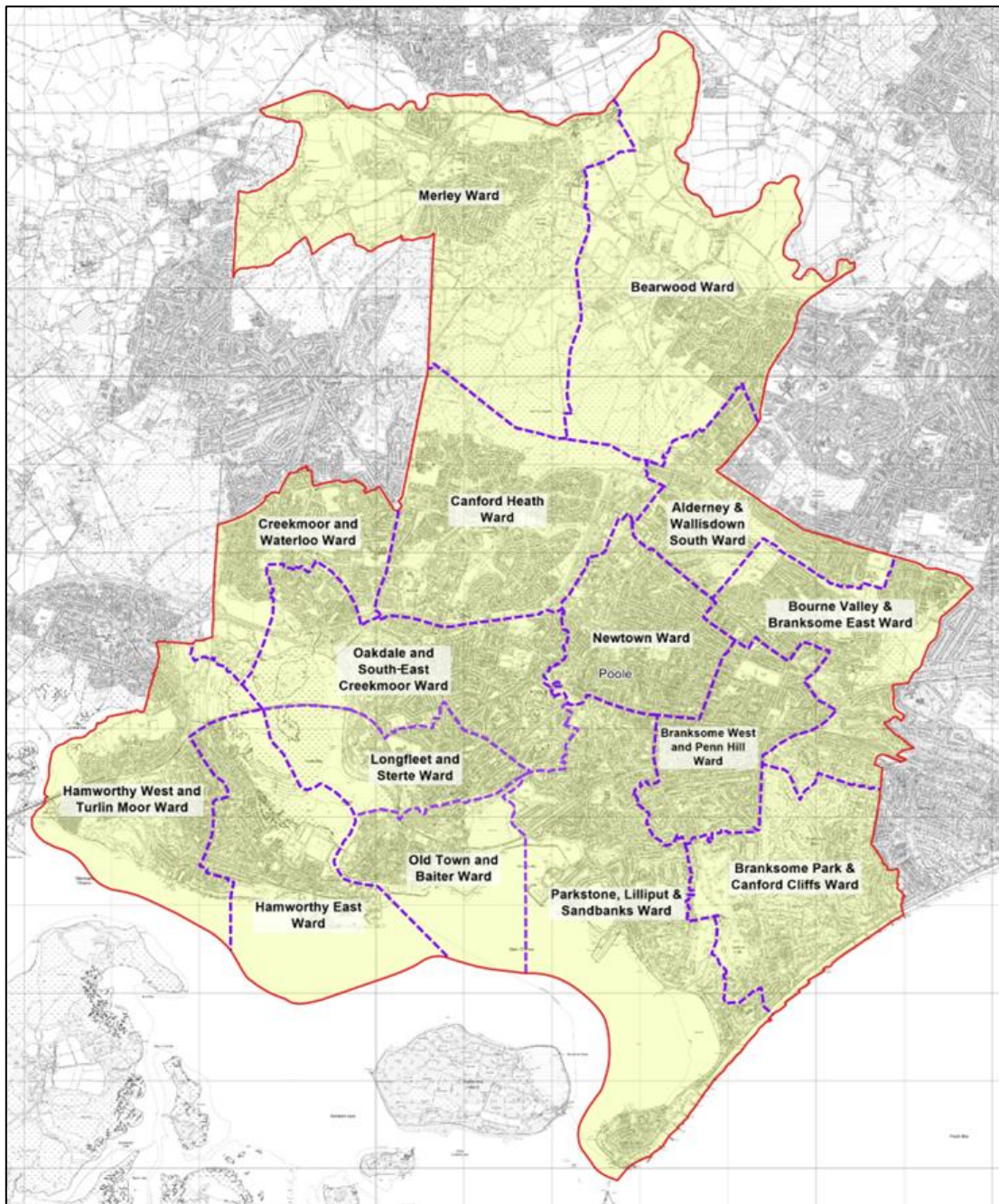
159. Arguments against the establishment of a new town council in Poole included views that it would create an unnecessary additional layer of governance, leading to increased bureaucracy and costs without providing significant benefits. They were concerned that the new Town Council would duplicate services already provided by the existing BCP Council, resulting in inefficiencies and potential confusion over responsibilities. Additionally, some felt that the proposed boundaries and the number of councillors were excessive and not reflective of the local community's needs, potentially leading to unequal representation and resource allocation. Overall, they believed that the current system was sufficient and that creating a new Town Council would not enhance local governance or community engagement.
160. Conversely, the respondents from within Poole who expressed agreement with the draft recommendations felt that it would help restore and maintain Poole's unique identity, which they believed had been lost since the creation of BCP Council. They felt that a local parish council would provide better representation and more effective decision-making tailored to the specific needs of Poole residents. Many believed that the new town council would enhance community engagement and involvement, allowing residents to have a greater say in local matters and services. They also felt that the new council would be better positioned to address local issues, organise community events, and manage local amenities, ultimately leading to improved quality of life for Poole residents. Overall, they saw the establishment of a new parish council as a way to ensure that Poole's historic and civic identity is preserved and that the town's unique needs are met more effectively.
161. Furthermore several respondents expressed concerns about the limited powers and effectiveness of the Charter Trustees, suggesting that a Poole Town Council would provide better local representation and governance. Some respondents felt that the Charter Trustees were not well understood and lacked the ability to administer services effectively at a local level. They believed that establishing a town council would offer a clearer identity for Poole, enhance community involvement, and ensure more local decision-making. Others mentioned that the current system of Charter Trustees was insufficient and that a town council would better represent Poole's historic and civic identity.

Task and Finish Group Conclusions

162. The Task and Finish Group considered the representations on the proposed council. Some respondents felt that the proposed number of 42 councillors was excessive and may lead to inefficiencies and difficulties in decision-making.
163. As a consequence of the feedback and views expressed, the Task and Finish Group reviewed the warding arrangements and the number of councillors seeking to address and mitigate many of the concerns raised. In doing so, the Task and Finish Group are now recommending dividing the parish into 15 wards with a total of 21 councillors. The table and map below show the proposed arrangements.

Parish ward	Electorate 2025	Projected Electorate 2030	Seats	Elector Ratio	Variance from average
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Parish ward	Electorate 2025	Projected Electorate 2030	Seats	Elector Ratio	Variance from average
Alderney and Wallisdown South	5,796	5,819	1	5,819	+3.8%
Bearwood	5,108	5,850	1	5,850	+4.4%
Bourne Valley and Branksome East	9,806	9,948	2	5,032	-11.3%
Branksome Park and Canford Cliffs	5,176	5,380	1	5,380	-4.4%
Branksome West and Penn Hill	11,556	11,830	2	5,915	+5.5%
Canford Heath	10,748	10,832	2	5,416	-3.4%
Creekmoor and Waterloo	5,733	5,952	1	5,952	+6.2%
Hamworthy East	5,139	5,332	1	5,332	-4.9%
Hamworthy West and Turlin Moor	5,385	5,431	1	5,431	-3.1%
Longfleet and Sterte	5,268	6,153	1	6,153	+9.8%
Merley	4,787	5,453	1	5,453	-2.7%
Newtown	10,962	11,331	2	5,666	+1.1%
Oakdale and South-East Creekmoor	11,551	11,960	2	5,980	+6.7%
Old Town and Baiter	4,825	5,324	1	5,324	-5.0%
Parkstone, Lilliput and Sandbanks	10,708	11,103	2	5,552	-0.9%
Total	112,548	117,698	21		



164. As this proposal was seeking to establish a new council, it is important to ascertain whether there would be sufficient interest locally to fill the number of seats proposed and therefore support the viability of the council. Respondents were asked, without any obligation, if they would consider standing for election as a local councillor for Poole. 90 respondents who live within the proposal area said they would consider standing for election and as a consequence the Task and Finish Group were satisfied that the council would be viable in this regard.
165. The final recommendations below were not agreed unanimously at the Task and Finish Group but was supported by a vote of 6 in favour, 3 against and no abstentions. Councillors Beesley and Wright wished for their vote against to be noted.

Final Recommendations

166. It is RECOMMENDED that the following community governance and electoral arrangements for the parish of Poole be approved:-

- (a) a parish of Poole be established**
- (b) the boundary of the parish of Poole be drawn to include the area as outlined in red on the map in paragraph 163 above**
- (c) the name of the established parish be Poole**
- (d) the style of the parish of Poole be set as a town**
- (e) the parish should have a parish council in the style of town council**
- (f) the name of the town council should be Poole Town Council**
- (g) the parish of Poole be divided into 15 parish wards, comprising the area designated on the map in paragraph 163 above, and named respectively:**
 - (i) Alderney and Wallisdown South**
 - (ii) Bearwood**
 - (iii) Bourne Valley and Branksome East**
 - (iv) Branksome West and Penn Hill**
 - (v) Branksome Park and Canford Cliffs**
 - (vi) Canford Heath**
 - (vii) Creekmoor and Waterloo**
 - (viii) Hamworthy East**
 - (ix) Hamworthy West and Turlin Moor**
 - (x) Longfleet and Sterte**
 - (xi) Merley**
 - (xii) Newtown**
 - (xiii) Oakdale and South-East Creekmoor**
 - (xiv) Old Town and Baiter**
 - (xv) Parkstone, Lilliput and Sandbanks**
- (h) the town council for Poole shall consist of 21 councillors**
- (i) the number of councillors elected to each of the respective wards be as follows:**
 - (i) Alderney and Wallisdown South – one councillor**
 - (ii) Bearwood – one councillor**
 - (iii) Bourne Valley and Branksome East – two councillors**
 - (iv) Branksome West and Penn Hill – two councillors**
 - (v) Branksome Park and Canford Cliffs – one councillor**
 - (vi) Canford Heath – two councillors**

- (vii) Creekmoor and Waterloo – one councillor
- (viii) Hamworthy East – one councillor
- (ix) Hamworthy West and Turlin Moor – one councillor
- (x) Longfleet and Sterte – one councillor
- (xi) Merley – one councillor
- (xii) Newtown – two councillors
- (xiii) Oakdale and South-East Creekmoor – two councillors
- (xiv) Old Town and Baiter – one councillor
- (xv) Parkstone, Lilliput and Sandbanks – two councillors
- (j) a Bournemouth, Christchurch and Poole Council (Reorganisation of Community Governance) Order be prepared in accordance with the above recommendations and that the Order be effective from 1st April 2026 save for those recommendations relating to parish electoral arrangements which shall come into force on the ordinary day of election of councillors in 2026.

K – BOURNEMOUTH

Background

167. The background document advised that the area proposed is unparished, had a total projected electorate of 103,164 and falls largely within the area covered by the existing precepting body of The Charter Trustees for Bournemouth. Due to the historic nature of the former council boundaries, areas to the west of the proposed area fall within the area covered by the existing precepting body of the Charter Trustees for Poole.

Draft Recommendations

168. The draft recommendations approved by Council were:-

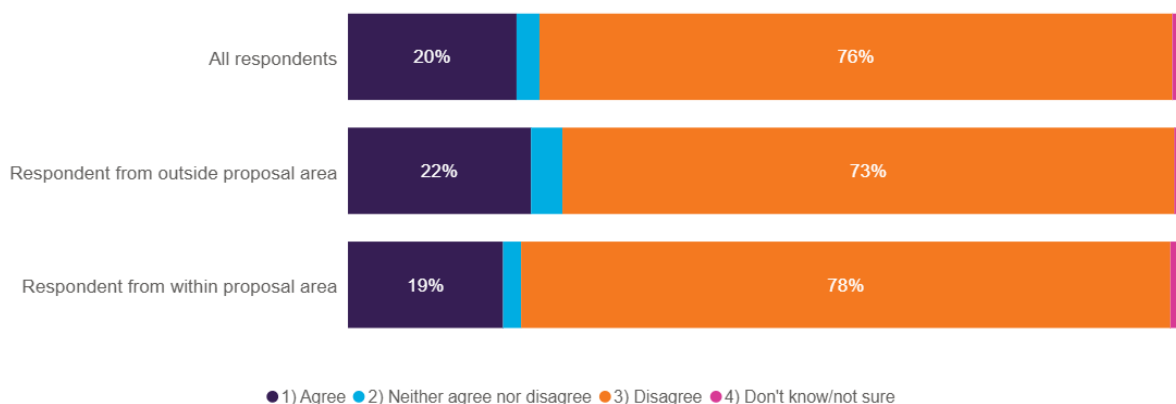
- (a) To create a new parish of Bournemouth with a total of 38 councillors.
- (b) For the parish to be divided into 11 wards: Bournemouth Central (4 councillors), East Cliff & Springbourne (4 councillors), Kinson (5 councillors), Littledown & Iford (3 councillors), Moordown (3 councillors), Muscliff & Strouden Park (4 councillors), Queen's Park (3 councillors), Talbot & Branksome Woods (3 councillors), Wallisdown & Winton West (3 councillors), Westbourne & West Cliff (3 councillors) and Winton East (3 councillors). The ratio for electoral equality being 2,715:1 on the projected electorate.
- (c) For the style of the parish to be a Town Council.

Summary of Representations Received

169. There was a total of 413 responses received in relation to the proposed parish of Bournemouth, of which 235 were from respondents within the proposed parish boundary. The tables provided below show the responses to each question asked by all respondents, by BCP respondents but from outside the proposal area and by BCP respondents from within the proposal area.

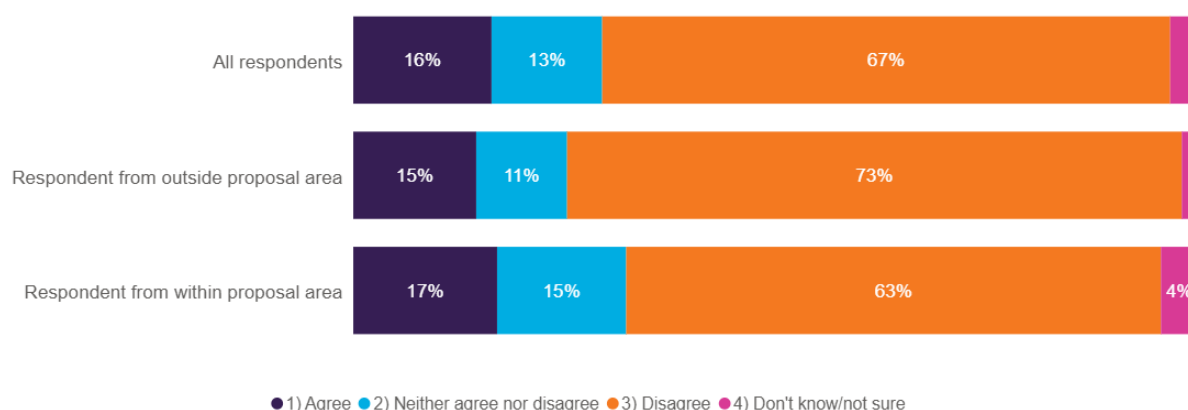
170. It can be seen from the data, that there only a small variance between the views of those commenting from outside the proposed parish boundary when compared to those living within the boundary.

Qa To what extent do you agree or disagree a parish of Bournemouth be established?



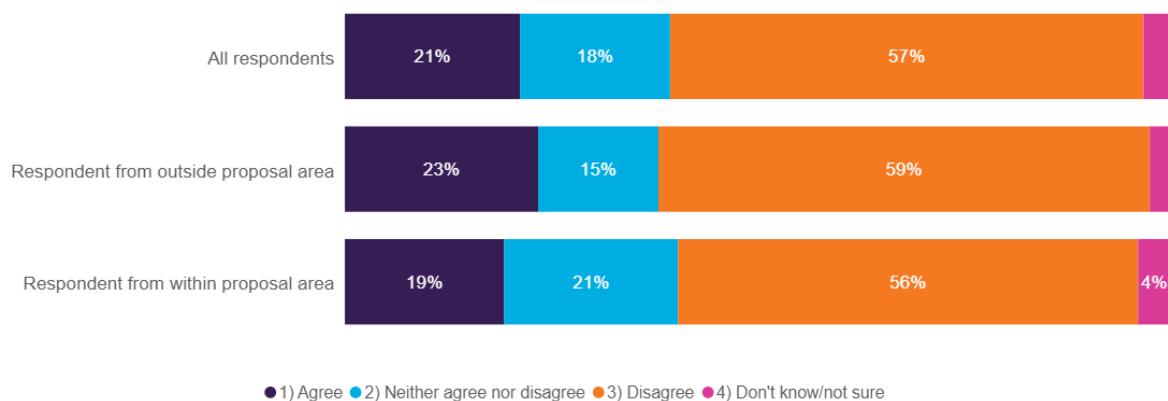
Bases: All respondents – 402; Respondents from outside proposal area – 160; Respondents within proposal area – 232

Qb To what extent do you agree or disagree the boundary of the parish of Bournemouth be drawn as outlined in red on the map above?



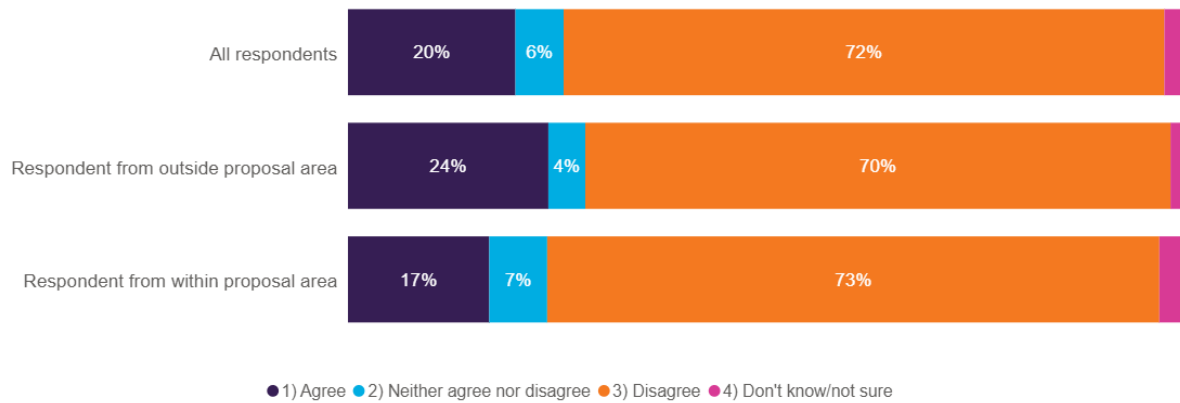
Bases: All respondents – 397; Respondents from outside proposal area – 158; Respondents within proposal area – 229

Qc To what extent do you agree or disagree the name of the established parish be Bournemouth



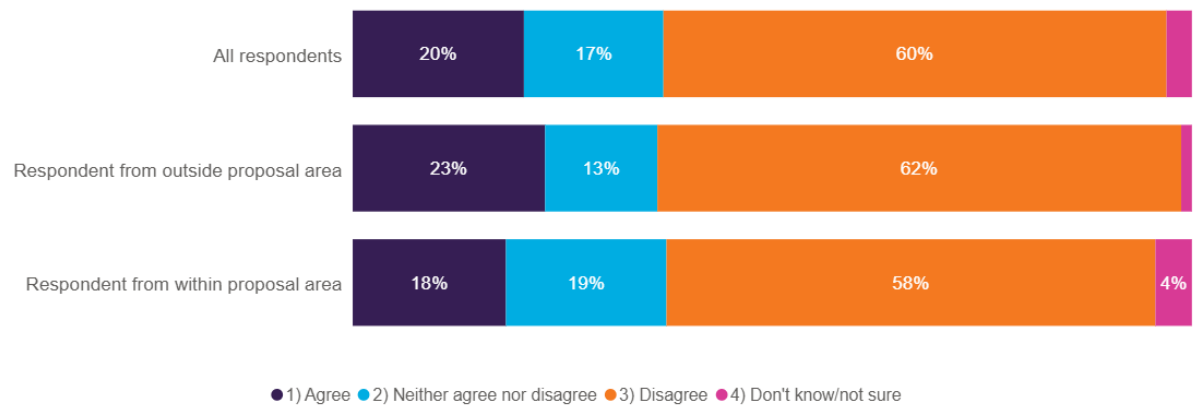
Bases: All respondents – 396; Respondents from outside proposal area – 158; Respondents within proposal area – 228

Qd To what extent do you agree or disagree the parish should have a parish council in the style of town council



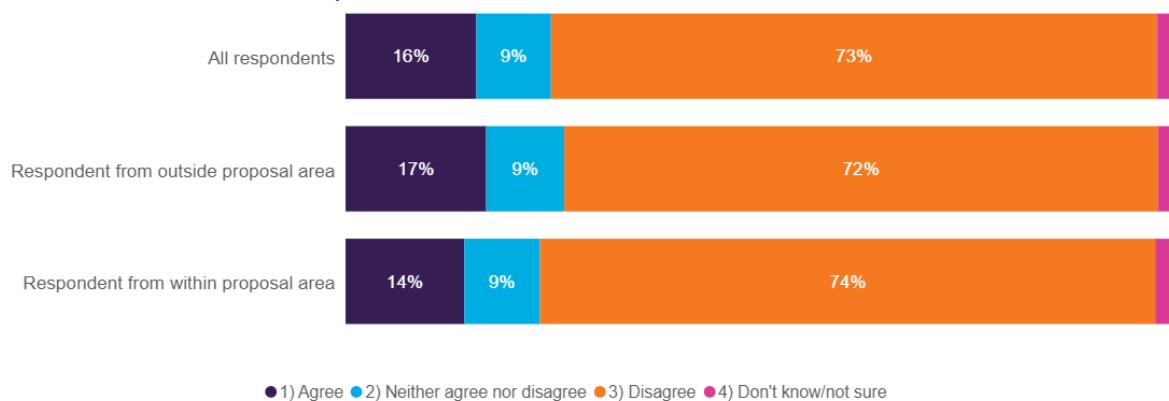
Bases: All respondents – 398; Respondents from outside proposal area – 158; Respondents within proposal area – 230

Qe To what extent do you agree or disagree the name of the town council should be Bournemouth Town Council



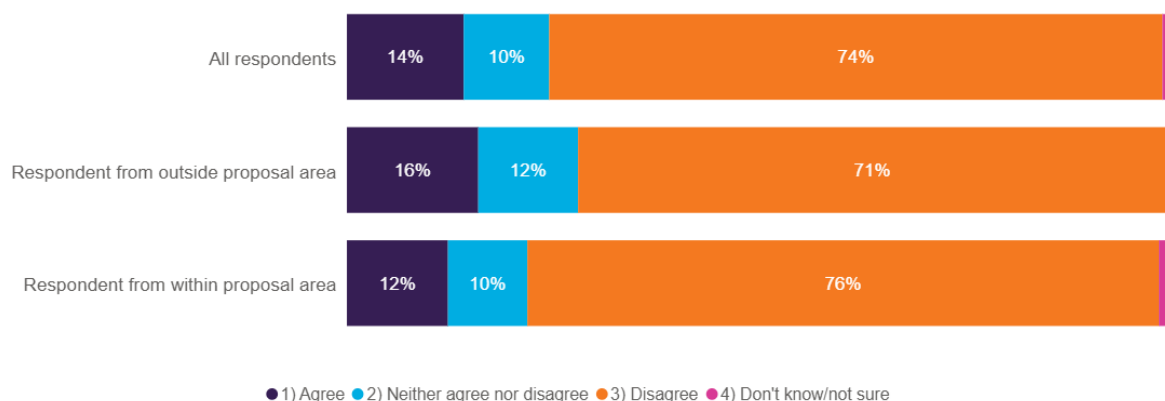
Bases: All respondents – 397; Respondents from outside proposal area – 157; Respondents within proposal area – 230

Qf To what extent do you agree or disagree the parish of Bournemouth be divided into 11 parish wards, comprising the area designated on the map above, and named respectively: Bournemouth Central; East Cliff & Springbourne; Kinson; Littledown & Iford; Moordown; Muscliff & Strouden Park; Queen's Park; Talbot & Branksome Woods; Wallisdown & Winton West; Westbourne & West Cliff; Winton East



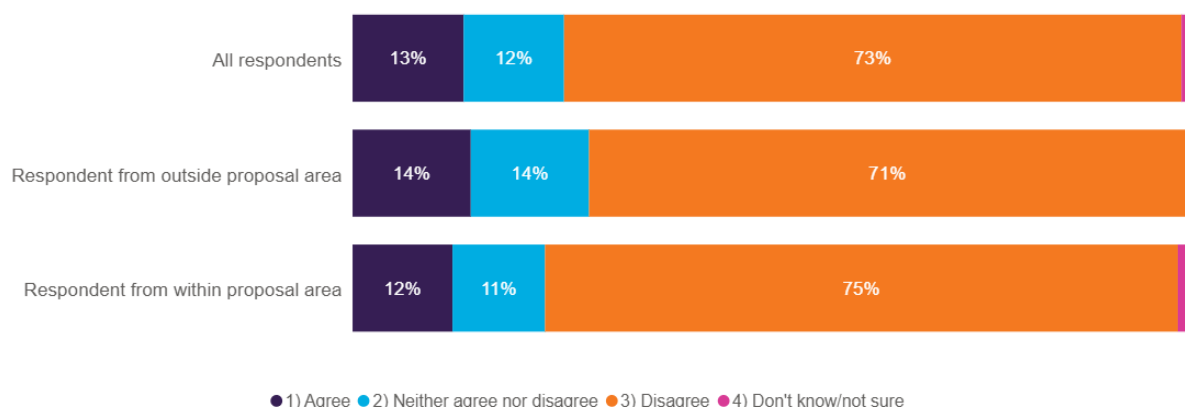
Bases: All respondents – 399; Respondents from outside proposal area – 159; Respondents within proposal area – 230

Qg To what extent do you agree or disagree the town council shall consist of 38 councillors



Bases: All respondents – 398; Respondents from outside proposal area – 158; Respondents within proposal area – 230

Qh To what extent do you agree or disagree the the number of councillors elected to each of the respective wards be as follows: Bournemouth Central – four councillors; East Cliff & Springbourne – four councillors; Kinson – five councillors; Littledown & Iford – three councillors; Moordown – three councillors; Muscliff & Strouden Park – four councillors; Queen's Park – three councillors; Talbot & Branksome Woods – three councillors; Wallisdown & Winton West – three councillors; Westbourne & West Cliff – three councillors



Bases: All respondents – 395; Respondents from outside proposal area – 157; Respondents within proposal area – 228

171. Finally, each respondent was asked to give reasons for their answers and provided an opportunity to add any other comments about the draft recommendations. There were a total of 550 comments in response and these are set out in full in Appendix 2(K1) to this report. A full analysis of these responses was undertaken and a report produced for the Task and Finish Group. A copy of the analysis report is set out in Appendix 2(K2) to this report.
172. Whilst there was a significant number of respondents from outside the proposed parish boundary that felt that a new town council for Bournemouth should not be established, many of these respondents appeared to be against the principle of parish and town councils in general.
173. Arguments against the establishment of a new town council in Bournemouth included views that it would introduce unnecessary bureaucracy and additional costs without providing significant benefits. They argued that the recent

amalgamation into BCP was intended to create efficiencies and cost savings, and establishing a new council would contradict this goal. Concerns were also raised about the potential for increased council tax, the duplication of responsibilities, and the confusion over which council would handle specific issues. Additionally, some respondents felt that the proposed council would not adequately represent the diverse needs of different areas within Bournemouth and that the existing ward system already provided sufficient local representation. Overall, the sentiment was that the creation of a Town Council would complicate governance and impose financial burdens on residents without delivering clear advantages.

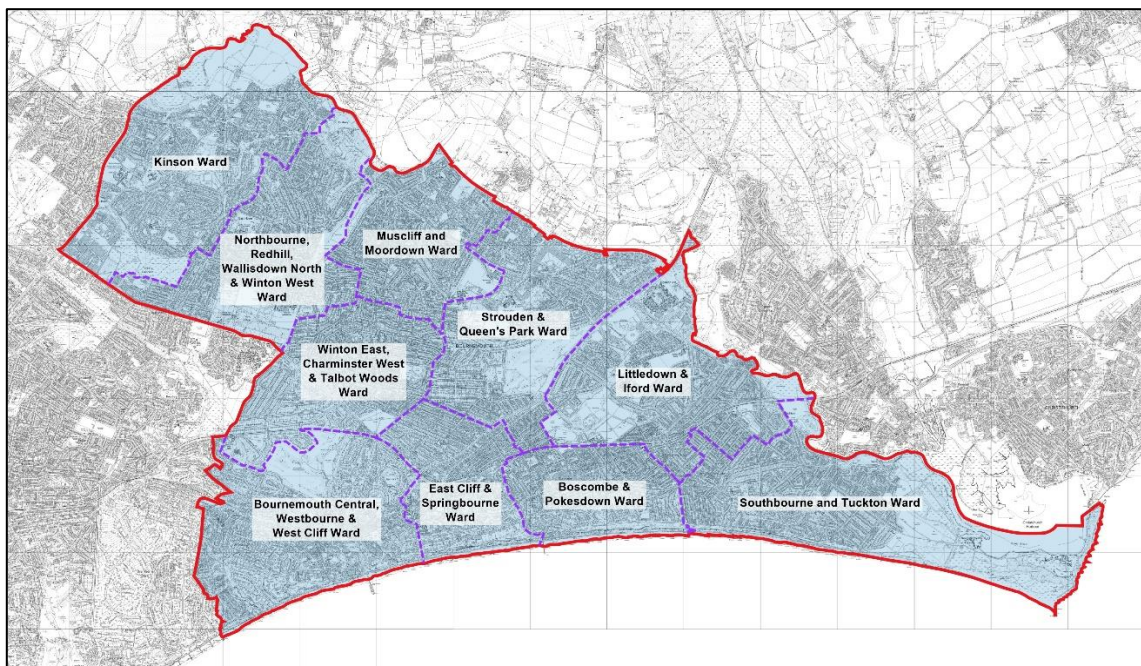
174. Although smaller in number, the respondents from within Bournemouth who expressed agreement with the draft recommendations felt that it would provide more localised and effective governance. They believed that a town council would allow for better representation of local interests and more direct accountability to residents. Supporters argued that a town council could focus on specific local issues, such as maintaining public amenities, improving community services, and addressing neighbourhood concerns more efficiently than the larger BCP Council. They also felt that having a dedicated local council would enhance community identity and cohesion, ensuring that the unique needs of different areas within Bournemouth Town were met. Overall, the sentiment was that a new town council would bring decision-making closer to the residents, leading to more responsive and tailored governance.

Task and Finish Group Conclusions

175. The Task and Finish Group considered the representations on the proposed council. Respondents felt that having 38 councillors would be excessive and lead to unnecessary costs, making it more difficult to reach decisions efficiently. They argued that the large number of councillors would complicate governance and increase expenses without providing significant benefits. Some suggested that reducing the number of councillors would save costs and make it easier to fill vacancies.
176. As outlined earlier in this report, whilst recognising the rationale expressed by some respondents, the Task and Finish Group are not recommending the establishment of new local community councils in Redhill & Northbourne, Boscombe & Pokesdown and Southbourne for the reasons stated. However, the thoughts of those members who supported the proposal were that it would be fair and equitable for all areas of Bournemouth, Christchurch and Poole to be served by local parish or town councils, and as a consequence are recommending the establishment of a town council for Bournemouth, including the areas of Redhill & Northbourne, Boscombe & Pokesdown and Southbourne.
177. The approval of the final recommendations in this report would abolish the existing Charter Trustees for Poole, allow the continuation of the historic civic and ceremonial traditions whilst providing potential scope for the town councils of Broadstone, Poole and Bournemouth to enhance community engagement and involvement, respond to local issues, organise community events, and manage local amenities, ultimately leading to improved quality of life for residents. These will be decisions for the respective town councils to determine.

178. As a consequence of the feedback and views expressed, the Task and Finish Group reviewed the warding arrangements and the number of councillors seeking to address and mitigate many of the concerns raised. In doing so, the Task and Finish Group are recommending dividing the parish into 10 wards but with fewer councillors. The proposed number of councillors is 21. The table and map below show the proposed arrangements.

Parish ward	Electorate 2025	Projected Electorate 2030	Seats	Elector Ratio	Variance from average
Boscombe & Pokesdown	13,396	13,771	2	6,886	+1.3%
Bournemouth Central, Westbourne and West Cliff	18,962	21,022	3	6,969	+3.1%
East Cliff & Springbourne	13,365	13,965	2	6,983	+2.8%
Kinson	12,880	13,011	2	6,506	-4.3%
Littledown & Iford	12,615	12,721	2	6,361	-6.4%
Muscliff and Moordown	13,168	13,305	2	6,653	-2.1%
Northbourne, Redhill, Wallisdown North & Winton West	13,782	13,946	2	6,973	+2.6%
Southbourne and Tuckton	12,607	12,822	2	6,411	-5.7%
Strouden & Queen's Park	14,219	14,388	2	7,194	+5.7%
Winton East, Charminster West & Talbot Woods	13,491	13,753	2	6,877	+1.2%
Total	138,485	142,704	21		



179. As this proposal was seeking to establish a new council, it is important to ascertain whether there would be sufficient interest locally to fill the number of seats proposed and therefore support the viability of the council. Respondents were asked, without any obligation, if they would consider standing for election as a local councillor for Bournemouth. 49 respondents who live within the proposal area said they would consider standing for election and as a consequence the Task and Finish Group were satisfied that the council would be viable in this regard.
180. The final recommendation to establish a town council for Bournemouth was not agreed unanimously at the Task and Finish Group, but was supported by a vote of 4 in favour, 4 against and the chair voted in favour using his casting vote.

Final Recommendations

181. It is **RECOMMENDED** that the following community governance and electoral arrangements for the parish of Bournemouth be approved:-
- (a) a parish of Bournemouth be established
 - (b) the boundary of the parish of Bournemouth be drawn to include the area as outlined in red on the map in paragraph 178 above
 - (c) the name of the established parish be Bournemouth
 - (d) the style of the parish of Bournemouth be set as a town
 - (e) the parish should have a parish council in the style of town council
 - (f) the name of the town council should be Bournemouth Town Council
 - (g) the parish of Bournemouth be divided into 10 parish wards, comprising the area designated on the map in paragraph 178 above, and named respectively:
 - (i) Boscombe & Pokesdown
 - (ii) Bournemouth Central, Westbourne and West Cliff
 - (iii) East Cliff & Springbourne

- (iv) Kinson
 - (v) Littledown & Iford
 - (vi) Muscliff and Moordown
 - (vii) Northbourne, Redhill, Wallisdown North & Winton West
 - (viii) Southbourne and Tuckton
 - (ix) Strouden & Queen's Park
 - (x) Winton East, Charminster West & Talbot Woods
- (h) the town council for Bournemouth shall consist of 21 councillors
- (i) the number of councillors elected to each of the respective wards be as follows:
- (i) Boscombe & Pokesdown – two councillors
 - (ii) Bournemouth Central, Westbourne and West Cliff – three councillors
 - (iii) East Cliff & Springbourne – two councillors
 - (iv) Kinson – two councillors
 - (v) Littledown & Iford – two councillors
 - (vi) Muscliff and Moordown – two councillors
 - (vii) Northbourne, Redhill, Wallisdown North & Winton West – two councillors
 - (viii) Southbourne and Tuckton – two councillors
 - (ix) Strouden & Queen's Park – two councillors
 - (x) Winton East, Charminster West & Talbot Woods – two councillors
- (j) a Bournemouth, Christchurch and Poole Council (Reorganisation of Community Governance) Order be prepared in accordance with the above recommendations and that the Order be effective from 1st April 2026 save for those recommendations relating to parish electoral arrangements which shall come into force on the ordinary day of election of councillors in 2026.

Summary of Final Proposals

182. The existing arrangements are illustrated below, but in summary comprises two existing layers of local authority for the whole of the BCP Council area with Charter Trustees for Poole and Bournemouth and five existing parish and town councils acting as the second tier.



183. The outcome of the decisions in this report are reflected in the chart below, with the two Charter Trustee bodies being replaced with three town councils. This will result in the same number of tiers in all areas.



Functions and Precept Requirements

184. If the Council approves the establishment of the proposed new local councils, it will be necessary to determine the schedule of historic and ceremonial assets and statutory services (which is limited to allotments) to be transferred to the respective councils. It will also be necessary to determine the anticipated budget requirement for each of the new councils for the first year. There is a clear message from the consultation responses that this should be kept to a minimum. It is proposed that the Task and Finish Group continue to work with officers to discuss these issues and to bring a report be brought back to full Council in due course.
185. If Council approves the recommendations contained in this report and the whole of the Bournemouth, Christchurch and Poole area is served by parish and town councils, the existing Charter Trustees for Bournemouth and Poole will be abolished on 31 March 2026. This will eliminate the risk of any double taxation which would apply if the Charter Trustees remain.
186. In the event that Poole is approved and either Bournemouth or Broadstone is not, or if Bournemouth is approved and Poole is not, it will be necessary to alter the boundary of the approved town council(s) to ensure the Charter Trustees for that area can be abolished.
187. For avoidance of doubt, if Broadstone Town Council is established and Poole Town Council is not, the Charter Trustees for Poole will continue to exist and the residents of Broadstone will be liable for two charges, one for Broadstone Town Council and one for Poole Charter Trustees.
188. Unless all areas are parished, there will be additional areas along the historic boundary between Bournemouth and Poole that will also be subject to a double council tax charge.

Options Appraisal

189. The Task and Finish Group have considered various options in developing these final recommendations. Ward councillors and representatives of the existing parish and town councils have been invited to submit written representations and to attend and address the group.
190. Council approved the terms of reference for the review which set out the timetable and included the whole of the BCP Council area within the scope of the review. Council must now consider the recommendations and may reject or approve the recommendations, with or without modification.

Summary of financial implications

191. A budget contingency has been set aside to undertake the community governance review process. The approval of these final recommendations will require system and service changes to recognise the new councils and will require internal organisational support to implement these changes. The budget underspend on this project to date is to be released. Any external costs required to support the implementation will need to be drawn down from the councils unearmarked reserves.
192. It will be necessary to determine the council tax precept requirements for each new town council by the end of January 2026 which will flow into the Council Tax calculations in February. It is envisaged that these requirements will be presented to Council at its meeting on 9 December 2025. If this is not possible, it may be necessary to convene an additional meeting of Council in January 2026.

Summary of legal implications

193. The Local Government and Public Involvement in Health Act 2007 (Part 4) devolved power from the Secretary of State to principal councils to carry out community governance reviews and put in place or make changes to local community governance arrangements. The Community Governance Review has been undertaken in accordance with this Act.
194. To implement the outcome of the Review, the Council will be required to draw up a series of Re-organisation Orders with accompanying maps, and widely publish these changes.

Summary of human resources implications

195. There are no direct human resource implications arising from this report, however, the outcome of the review will include the transfer of historic and ceremonial assets and allotment sites to new town councils. Depending upon the scale of any such changes, these may require the transfer of BCP Council staff under the TUPE regulations. If applicable, these will be considered in consultation with affected employees and will be conducted in accordance with applicable policies and procedures.

Summary of sustainability impact

196. There are no sustainability implications arising from this report.

Summary of public health implications

197. There are no public health implications arising from this report.

Summary of equality implications

198. There are no direct equality implications arising from this report. The consultation and engagement processes included appropriate accessible channels to ensure all interested parties could respond.

Summary of risk assessment

199. It is vital that the Governance Review is undertaken in accordance with the Local Government and Public Involvement in Health Act 2007 and the guidance

produced by the Ministry for Housing, Communities and Local Government and the Local Government Boundary Commission for England. Failure to adhere to these could result in the Review being open to challenge and judicial review.

200. If any new parish or town councils are established all operational costs will be borne by the relevant parish or town council through an appropriate precept.

Background papers

Published works

Appendices

- Appendix 1 – Research and Consultation Team – Summary Report
- Appendix 2(A1) – Individual Responses for Burton & Winkton
- Appendix 2(A2) – Analysis Report for Burton & Winkton
- Appendix 2(B1) – Individual Responses for Hurn
- Appendix 2(B2) – Analysis Report for Hurn
- Appendix 2(C1) – Individual Responses for Highcliffe & Walkford
- Appendix 2(C2) – Analysis Report for Highcliffe & Walkford
- Appendix 2(D1) – Individual Responses for Christchurch
- Appendix 2(D2) – Analysis Report for Christchurch
- Appendix 2(E1) – Individual Responses for Throop & Holdenhurst
- Appendix 2(E2) – Analysis Report for Throop & Holdenhurst
- Appendix 2(F1) – Individual Responses for Broadstone
- Appendix 2(F2) – Analysis Report for Broadstone
- Appendix 2(G1) – Individual Responses for Redhill & Northbourne
- Appendix 2(G2) – Analysis Report for Redhill & Northbourne
- Appendix 2(H1) – Individual Responses for Boscombe & Pokesdown
- Appendix 2(H2) – Analysis Report for Boscombe & Pokesdown
- Appendix 2(I1) – Individual Responses for Southbourne
- Appendix 2(I2) – Analysis Report for Southbourne
- Appendix 2(J1) – Individual Responses for Poole
- Appendix 2(J2) – Analysis Report for Poole
- Appendix 2(K1) – Individual Responses for Bournemouth
- Appendix 2(K2) – Analysis Report for Bournemouth
- Appendix 2(X1) – Individual Responses – General Comments
- Appendix 2(X2) – Analysis Report – General Comments
- Appendix 3 – Additional written responses to consultation
- Appendix 4 – Councillor Representations to Analysis

CABINET



Report subject	AFC Bournemouth stadium expansion. Land Requirements and Disposal
Meeting date	1 October 2025
Status	Public Report
Executive summary	AFC Bournemouth have approached BCP Council in relation to their plans to expand the Vitality Stadium. Whilst this requires planning permission, this report focuses on the opportunity for existing leases, management agreements/licences AFC Bournemouth has with the Council at Kings Park, to be regeared. This report recommends a preferred option to Cabinet, presents the alternatives, and requests authority to negotiate Heads of Terms for each section of land, which will be brought back to Cabinet and Council for decision.
Recommendations	It is RECOMMENDED that Cabinet recommends that Council: a. Notes the confidential minutes and the recommendations of the Cross-Party Asset Disposal Working Group meeting held on the 13 July 2025. b. Approves the negotiation and agreement in principle of Heads of Terms for the leasehold disposal of the two parcels of land at Kings Park to AFC Bournemouth shown in Option C. c. Requires officers to return to Cabinet and Council with the proposed Heads of Terms for decision as soon as possible.
Reason for recommendations	Obtaining approval to negotiate and agree in principle Heads of Terms for the leasehold disposal of land at Kings Park to AFC Bournemouth will ensure the Council receives best consideration and market value, which can then be considered by Cabinet and Council in line with BCP Council's constitution.

Portfolio Holder(s):	Councillor Mike Cox, Deputy Leader BCP Council and Portfolio Holder for Finance
Corporate Director	Aidan Dunn, Chief Executive
Report Authors	Gwilym Jones, Estates Manager Edward Alexander, Planning & Contract Manager Environment – Greenspace Chris Shephard, Head of Policy, Strategy & Partnerships
Wards	Boscombe East & Pokesdown; Boscombe West; East Cliff & Springbourne; Littledown & Iford; Queen's Park;
Classification	For Decision

Background

1. AFC Bournemouth (the Club) are a professional football club who compete in the top echelons of English Football, the Premier League, after gaining promotion at the end of the 2021-22 season.
2. The club stadium, the Vitality Stadium, is located at Dean Court in Kings Park, Boscombe, a suburb of the town of Bournemouth.
3. Vitality Stadium is one of the smallest stadiums in the Premier League with a capacity of 11,286 and parking for circa 200 domestic vehicles. There is an area of hardstanding used for fan coaches and media vehicles.
4. Kings Park was transferred to Local Authority ownership, for use as public open space, from two large landowner in the early 20th century. It is one of the largest green spaces within Bournemouth and in addition to the football stadium contains:
 - community football pitches
 - a cricket square
 - outdoor bowling green and pavilion
 - play parks, athletics stadium
 - Leisure and Learning Centre
 - sports pavilion with café
 - plant nursery (currently closed)
5. The Club's core objective is to bring stadium and parking land under Club control to:
 - Cost effectively increase capacity
 - Improve facilities: spectators, players, concessions, club facilities, media, back of house, flexible use/space
 - Review general admission and hospitality provision
 - UEFA and Premier League compliance
 - Minimise disruption to operations and income
 - Manage car parking and travel plans
6. After a lengthy consultation period, where several alternative sites were considered, expanding Vitality Stadium was deemed the most practical and viable to achieve these objectives.

7. The Club will seek to achieve these objectives by

- Demolishing the existing South Stand and building a new, larger stand
- Infilling all four corners to create additional capacity
- Renovating the East and West stands to provide improved player facilities and hospitality
- Vertically and horizontally expanding the North and East Stands to increase capacity

8. It is planned to occur over three principal phases: Enabling Works, Phase 1 and Phase 2. Additional capacity is desired for the start of the 2026/2027 Premier League season (August 2026). However, the project will be phased over a broadly 2-to-3-year period to minimise disruption to football matches during the football seasons. The project programme has been specifically constructed to avoid playing any home games at an alternative venue while construction is underway.

9. The project area comprises the Vitality Stadium, adjacent surface level car parking and the former training pitches. Denoted by the red line in photo 1 below.



Photo 1: project area

Figure 1: Project area plan

10. The Club have commissioned Savills as their planning consultants, and in May of this year, entered into a pre-planning performance agreement with the Local Planning Authority. Their aspiration is to submit a full planning application in October. If granted, this would give permission to expand the current stadium as outlined in 8.

11. To facilitate the expansion of the stadium, the Club approached Bournemouth, Christchurch and Poole Council (BCP) to discuss the existing agreements and opportunity of regearing these to obtain additional land.

12. Whilst the transfer is being discussed the BCP service units who manage the site have noted the following requirements of any deal:

- The return of the training pitches to public use along with public access to the 3G pitches.
- No additional car parking within Kings Park unless it is accommodated within the existing parking footprint.

Current Arrangement

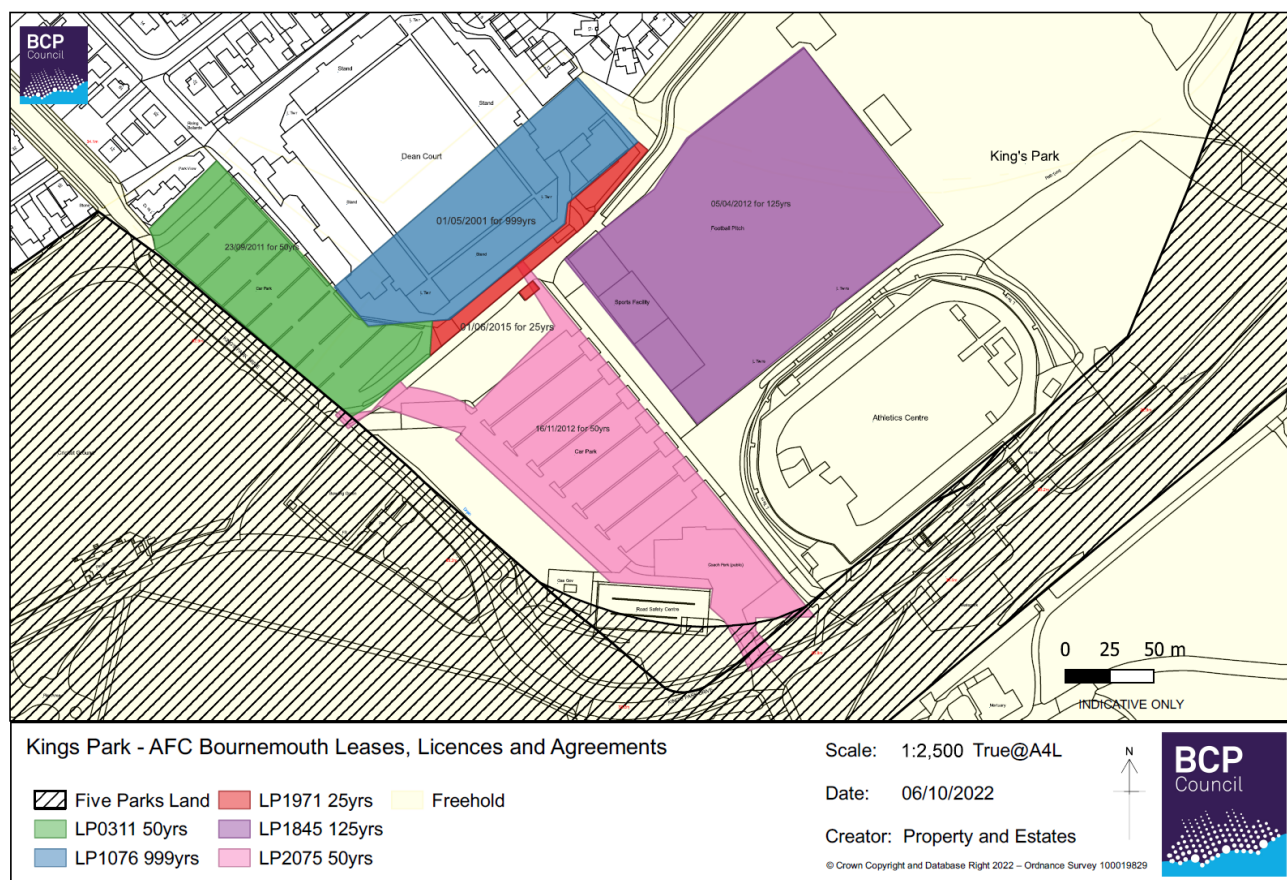
13. Summary Plan 1 below illustrates the current situation re BCP land leased/licensed to the Club.

14. Land leased in by the Club from BCP is shaded **blue** and **red**.

15. Long-term management agreement/license to the Club from BCP allowing use of the car park, shaded **green** and **pink**. The Club currently have rights over the 5 Parks land (where black shading crosses pink below).

16. Additional land conveyed to the Club for use as training pitches and high-level public use shaded **purple**. It was later agreed that for an additional fee the Club, could have exclusive use of these pitches subject to conditions.

Summary Plan 1: current leases and licences

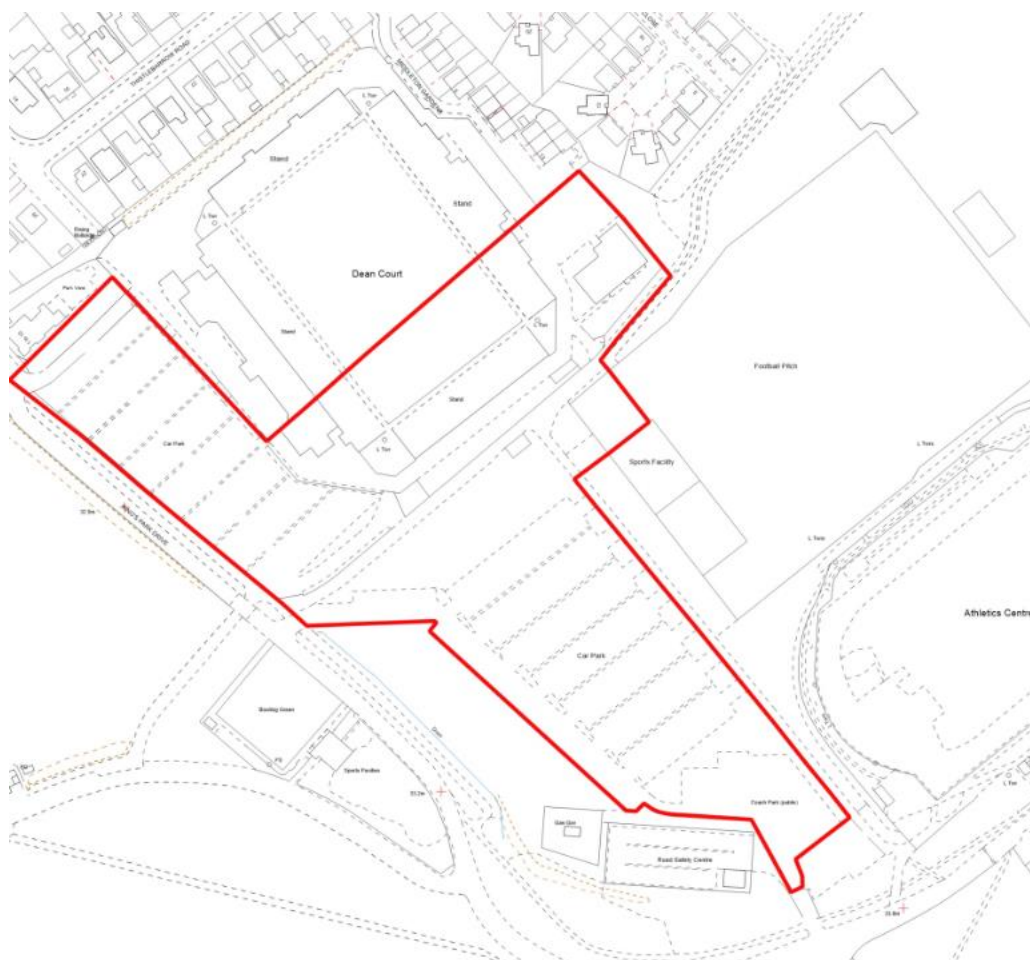


17. The current configuration of the two leases is a legacy from when the stadium was positioned 90 degrees to its initial location. It dates from when the Club was competing in the lower leagues, with lower stadium criteria required.
18. Under BCP's constitution authority to dispose of an asset is linked to its value.
19. Value is linked to the Local Government Act 1972 s.123 requirement to obtain "best consideration".
20. In this instance value is driven by the market value/market rent of the land being disposed of and an independent opinion of value has been sought in the form of an RICS compliant valuation report. This was achieved using BCP Council's valuation framework to appoint a specialist in stadium valuations from the firm Lambert Smith Hampton.
21. Given that the Club required the land, they have paid the associated fee. This has no bearing on the outcome of the report nor negotiations.

Options

A. Freehold Sale of BCPs interest to the Club

22. Demise plan 1 shows the extent of BCPs Freehold Interest.



Demise Plan 1. Not to scale, illustration only

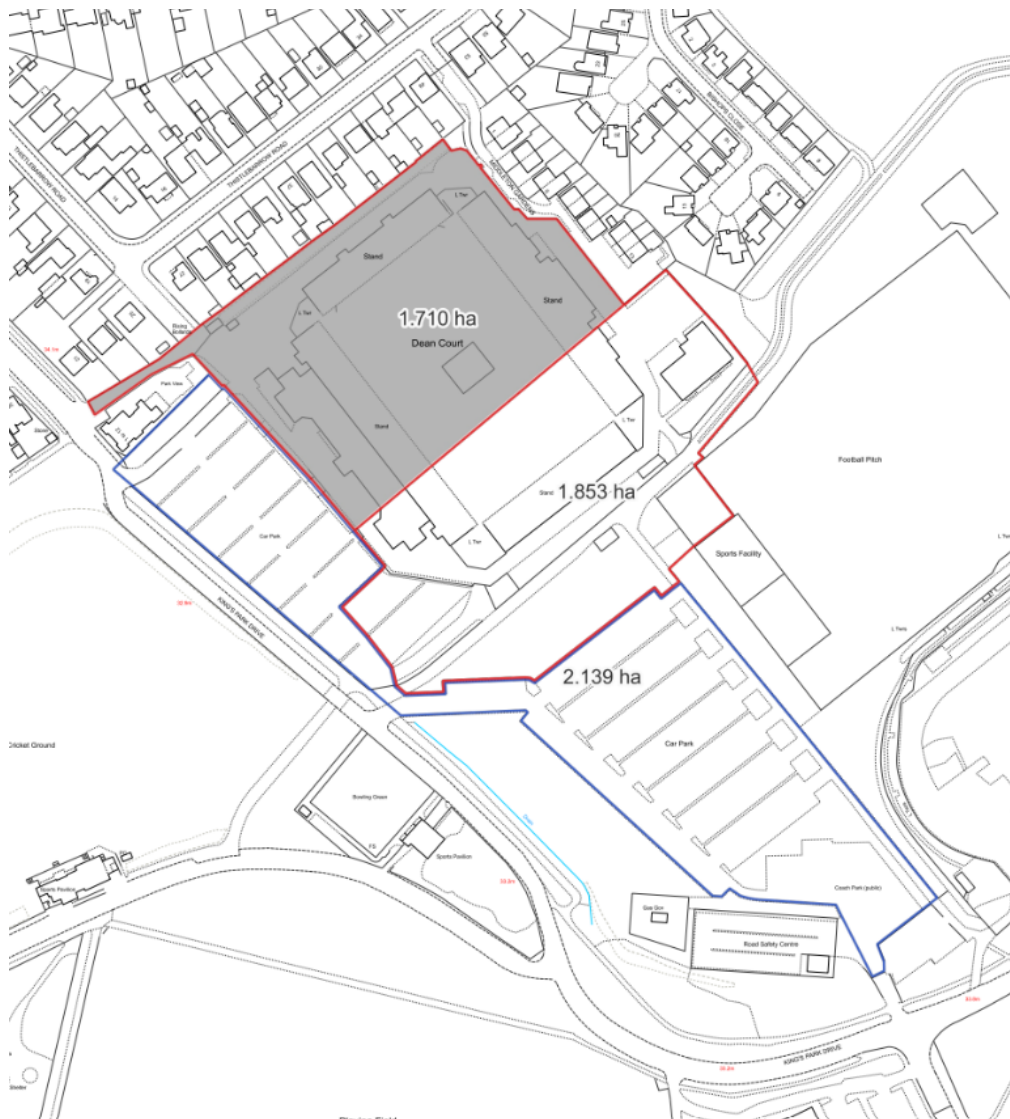
23. The following table (1) shows the Strengths, Weaknesses, Opportunities and Threats of Option A.

Table 1: SWOT Analysis Option A

Strengths	Capital receipt for the freehold land. Best consideration to include an uplift in value to reflect club as special purchaser i.e. higher value than the site is currently worth (with leases in place). The Club would take on outgoings for example (not limited to) maintenance, repairs, utilities and Non-Domestic Rates. The Club would manage matchday parking allowing the authority to redirect resourcing to surround, residential areas and other BCP Council car parks. Increased capacity will have a benefit to the BCP economy.
Weaknesses	Loss of control. Loss of direct use for events. Impact other users of the park (Athletics Stadium, BCP Leisure and Learning Centre, Amateur Football, Park Run etc).
Opportunities	Overage clause to claw back future value on the freehold element (if club leave and sell the land for development). Sale can be customized to meet BCPs requirements e.g. retained rights to use for events, emergency mortuary (lorry park), relocation of the cycle path.
Threats	Encroachment into a large part of the public park with significant impact on other users. Stopping up/re-routing of a well-used cycle way/footpath. Intensification of vehicular use (parking, trade vehicles etc) in a residential suburb and green space. Market Volatility and funding. The Club is currently able to invest in the Stadium and re gear their land ownership/occupation, but things can change. Timeframe Club are working to is very tight. The Club is currently in the Premier League but there is no guarantee they will stay there. Could end up with an unviable Stadium if performance drops and the Club moves down a league/leagues. Relocation. Conversely to performance dropping if the Club performs well and the expanded Stadium is not large enough, they could look to relocate. Relocation could result in attempts to sell on land resulting in development splitting this important public park. Customisation of the sales re BCP needs can impact value and time as they will need negotiating with the cub.

B. Freehold sale of BCPs interest in the land required for the new stadium, and a long lease of the car park and lorry park

24. Demise Plan 2 shows the land required for the new stadium outlined in **red**, and parking, outlined in **blue**.



Demise Plan 2. Not to scale, illustration only

25. The Club own the freehold of the area shaded **grey**. BCPs freehold Interest within the **red** outline has no shading.
26. The following table (2) shows the Strengths, Weaknesses, Opportunities and Threats of Option B.

Table 2: SWOT Analysis Option B

Strengths	Retained ownership of the car park land. Capital receipt for the freehold land. Steady income stream for car park service unit through annual rent Increased capacity will have a benefit to the BCP economy.
Weaknesses	Loss of control. Loss of direct use for events. Impact other users of the park (Athletics Stadium, BCP Leisure and Learning Centre, Amateur Football, Park Run etc). Market Value for the leased land lower than if vacant. Lease will require managing. This in turn can lead to disputes (and legal costs) if breaches need remedying.
Opportunities	Overage clause to claw back future value on the freehold element (if

	club leave and sell the land for development). Lease can be customized to meet BCPs requirements e.g. retained rights to use for events, emergency mortuary (lorry park) Retained ownership of the leased land whilst generating income via rent. Rent would be linked to review mechanisms. This would then enable BCP to benefit from the Clubs intensification of use through a larger stadium and more (non-football) events. The Club would take on outgoings for example (not limited to) maintenance, repairs, utilities and Non-Domestic Rates. The Club would manage matchday parking allowing the authority to redirect resourcing to surround, residential areas and other BCP Council car parks.
Threats	Encroachment into a large part of the public park with significant impact on other users Stopping up/re-routing of a well-used cycle way/footpath. Intensification of vehicular use (parking, trade vehicles etc) in a residential suburb and green space. Market Volatility and funding. The Club is currently able to invest in the Stadium and re gear their land ownership/occupation, but things can change. Timeframe Club are working to is very tight. The Club is currently in the Premier League but there is no guarantee they will stay there. Could end up with an unviable Stadium if performance drops and the Club moves down a league/leagues. Relocation. Conversely to performance dropping if the Club performs well and the expanded Stadium is not large enough, they could look to relocate. Relocation could result in attempts to sell on land resulting in development splitting this important public park. Customisation of the sales re BCP needs can impact value and time as they will need negotiating with the cub.

C. Surrender existing leases and grant a lease for stadium land and a separate lease for the car park land - RECOMMENDED OPTION.

27. Demise Plan 3 shows the existing lease area shaded **green**, additional land required within the area shaded **blue**.
28. Surrender the existing leases and grant a single lease to cover the **green** and **blue** areas.
29. Proposed land Lease Terms: Market Rent with a permitted use centred around provision of a football stadium and consenting to the new stadium works. Upward only Open Market Review at agreed intervals.
30. Market Rent for the stadium would be for the land only i.e. a ground rent.
31. Surrender the existing management agreement for the car park and grant a lease of the area outlined in **blue**.
32. Proposed Lease Terms for the car park include Open Market Review with permitted use centred on car parking linked to the stadium. Retained Rights for BCP to use the land.



Demise Plan 3. Not to scale, illustration only

33. The following table (3) shows the Strengths, Weaknesses, Opportunities and Threats of Option C

Table 3: SWOT Analysis Option C

Strengths	Quickest solution to meet AFCB's desired timeline. Retained land ownership. Loss of control on a small portion of additional and given the AFCB's existing lease. Increased capacity will have a benefit to the BCP economy.
Weaknesses	Loss of control of additional area only. AFCB already have long leases on the "green" space. Loss of direct use for events. Impact other users of the park (Athletics Stadium, BCP Leisure and Learning Centre, Amateur Football, Park Run etc). Market Value for the leased land lower than if vacant. Lease will require managing. This in turn can lead to disputes (and legal costs) if breaches need remedying.
Opportunities	Lease can be customized to meet BCPs requirements e.g. retained rights to use for events, emergency mortuary (lorry park) Steady income stream for car park service unit through annual rent Retained ownership of the leased land whilst generating income via rent. Rent would be linked to review mechanisms. This would then enable BCP to benefit from the AFCB's intensification of use through a larger stadium and more (non-football) events.

	The Club would take on outgoings for example (not limited to) maintenance, repairs, utilities and Non-Domestic Rates. The Club would manage matchday parking allowing the authority to redirect resourcing to surround, residential areas and other BCP Council car parks.
Threats	Encroachment into the Public Open Space. Stopping up/re-routing of a well-used cycle way/footpath. Intensification of vehicular use (parking, trade vehicles etc) in a residential suburb and green space. Market Volatility and funding. The Club is currently able to invest in the Stadium and re gear their land ownership/occupation, but things can change. Timeframe Club are working to are very tight The Club is currently in the Premier League but there is no guarantee they will stay there. Could end up with an unviable Stadium if performance drops and the Club moves down a league/leagues. Relocation. Conversely to performance dropping if the Club performs well and the expanded Stadium is not large enough, they could look to relocate. Customisation of the sales re BCP needs can impact Value and time as they will need negotiating with the club.

D. Work within the confines of the existing leases and car park license, lease the club the extra land required.

34. Consent could be granted by BCP for works on the stadium under the existing lease via deed of variation. However, the demise of the two existing leases does not cover the proposed stadium footprint so a third lease would be needed.
35. Lease the Club the additional land required, shaded **blue** in Demise Plan 4.
36. Proposed land Lease Terms. Market Rent with a permitted use centred around provision of a football stadium and consenting to the new stadium works. Upward only Open Market Review at agreed intervals.
37. Lease the car parking land on terms noted in C.



Demise Plan 4. Not to scale, illustration only

38. The following table (4) shows the Strengths, Weaknesses, Opportunities and Threats of Option D

Table 4: SWOT Analysis Option D

Strengths	Speed. Quicker to grant a single lease than actioning a surrender and re grant. Car park remains under a management agreement, control lies with BCP. Keep a “hard” border with the Public Open Space.
Weaknesses	Current rental income not market value, set some time ago and index, linked to RPI. Multiple leases and licenses to manage, not efficient. Each one will need looking at in relation to the works, increasing the time taken to grant consent to the Club (and associated costs). Impact other users of the park (Athletics Stadium, BCP Leisure and Learning Centre, Amateur Football, Park Run etc).
Opportunities	New lease can be customized to meet BCPs requirements.
Threats	Encroachment into the Public Open Space. Stopping up/re-routing of a well-used cycle way/footpath. Intensification of vehicular use (parking, trade vehicles etc) in a residential suburb and green space. Market Volatility and funding. The Club is currently able to invest in the Stadium and re gear their land ownership/occupation, but things

can change.

Timeframe Club are working to is very tight.

The Club is currently in the Premier League but there is no guarantee they will stay there. Could end up with an unviable Stadium if performance drops and the Club moves down a league/leagues.

Relocation. Conversely to performance dropping if the Club performs well and the expanded Stadium is not large enough, they could look to relocate.

Customisation of the sales re BCP needs can impact Value and time as they will need negotiating with the cub.

E. Sell the freehold interest to the club of their existing lease. Grant two leases, one for the additional land required and the other the car park



Demise Plan 5. Not to scale, illustration only

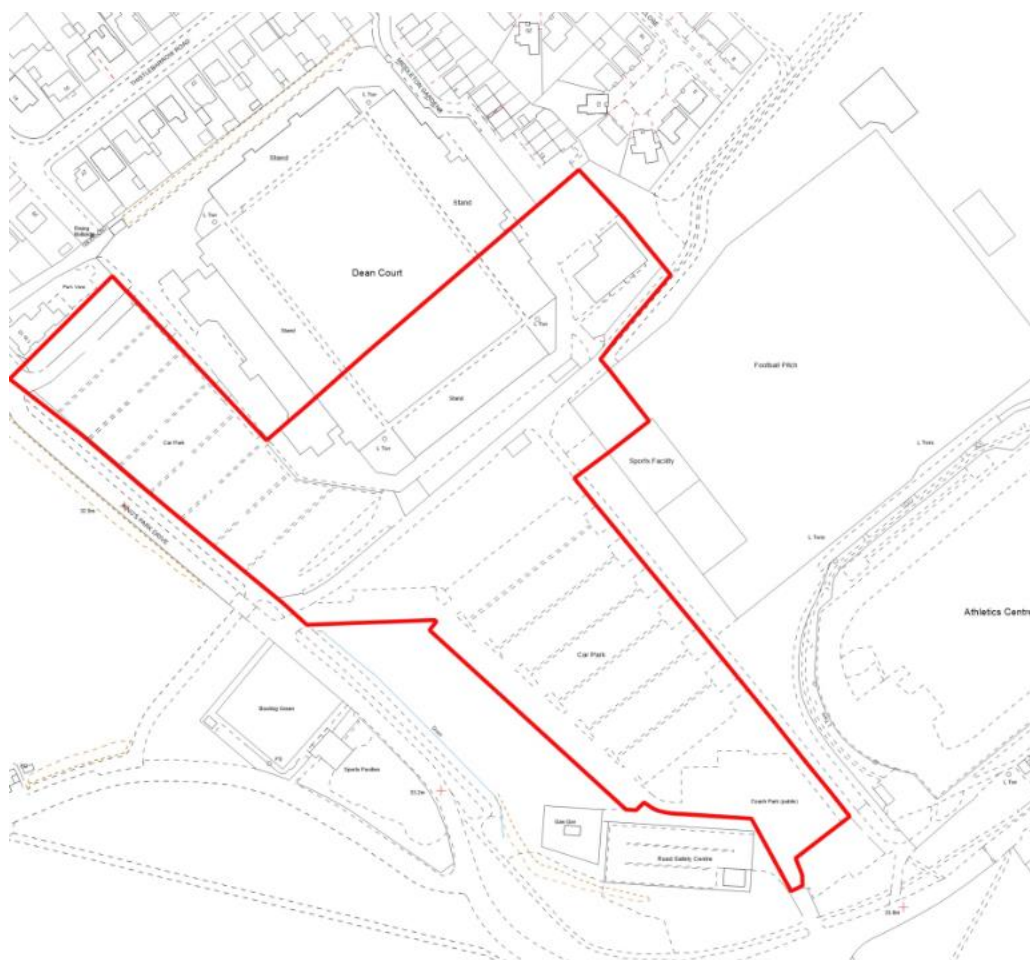
39. Sell the Club BCPs freehold interest in the land they currently lease, area shaded **green** on Demise plan 5.
40. Lease the Club the additional land required, shaded **blue** in Demise Plan 3.
41. Lease Terms, see Option D.
42. Lease the car parking land on terms noted in C, include retained rights for BCP Council.

43. The following table (5) shows the Strengths, Weaknesses, Opportunities and Threats of Option E

Table 5: SWOT Analysis Option E

Strengths	Retained ownership of the car park land and extra land required. Capital receipt for the freehold land. Steady income stream for service units through annual rents. Increased capacity will have a benefit to the BCP economy.
Weaknesses	Loss of control. Loss of direct use for events. Impact other users of the park (Athletics Stadium, BCP Leisure and Learning Centre, Amateur Football, Park Run etc). Market Value for the leased land lower than if vacant. Lease will require managing. This in turn can lead to disputes (and legal costs) if breaches need remedying.
Opportunities	Overage clause to claw back future value on the freehold element (if club leave and sell the land for development). Lease can be customized to meet BCPs requirements e.g. retained rights to use for events, emergency mortuary (lorry park). If the Club leaves Kings Park, the Council is not left with a ragged boundary into Kings Park as the lease land would require the leased land to be returned to public use (buildings removed). Retained ownership of the leased land whilst generating income via rent. Rent would be linked to review mechanisms. This would then enable BCP to benefit from the Clubs intensification of use through a larger stadium and more (non-football) events. The Club would take on outgoings for example (not limited to) maintenance, repairs, utilities and Non-Domestic Rates. The Club would manage matchday parking allowing the authority to redirect resourcing to surround, residential areas and other BCP Council car parks. .
Threats	Encroachment into the Public Open Space. Stopping up/re-routing of a well-used cycle way/footpath. Intensification of vehicular use (parking, trade vehicles etc) in a residential suburb and green space. Market Volatility and funding. The Club is currently able to invest in the Stadium and re gear their land ownership/occupation, but things can change. Timeframe Club are working to is very tight. The Club is currently in the Premier League but there is no guarantee they will stay there. Could end up with an unviable Stadium if performance drops and the Club moves down a league/leagues. Relocation. Conversely to performance dropping if the Club performs well and the expanded Stadium is not large enough, they could look to relocate. Customisation of the sales/lease re BCP needs can impact Value and time as they will need negotiating with the cub. Customisation of the sales re BCP needs can impact Value and time as they will need negotiating with the cub.

- F. Sell the freehold interest to the club of land up to the existing cycle path then lease the rest.



Demise Plan 6. Not to scale, illustration only

44. Freehold sale of land shaded red on Demise Plan 6.
45. Lease the land on terms noted in C, including retained rights for BCP Council
46. The following table (6) shows the Strengths, Weaknesses, Opportunities and Threats of Option F

Table 6: SWOT Analysis Option F

Strengths	Capital receipt for the land sold Steady income stream for car park service unit through annual rent Retained ownership of the leased land whilst generating income via rent. Increased capacity will have a benefit to the BCP economy.
Weaknesses	Loss of control of the additional area only. AFCB already have long leases on the “green” space. Loss of direct use for events. Impact other users of the park (Athletics Stadium, BCP Leisure and Learning Centre, Amateur Football, Park Run etc). Market Value for the leased land lower than if vacant. Lease will require managing. This in turn can lead to disputes (and

	legal costs) if breaches need remedying.
Opportunities	Overage clause to claw back future value on the freehold element (if club leave and sell the land for development). Lease can be customized to meet BCPs requirements e.g. retained rights to use for events, emergency mortuary (lorry park) Lease rent linked to open market review mechanisms. This would then enable BCP to benefit from the Clubs intensification of use through a larger stadium and more (non-football) events. The Club would manage matchday parking allowing the authority to redirect resourcing to surround, residential areas and other BCP Council car parks. The Club would take on outgoings for example (not limited to) maintenance, repairs, utilities and Non-Domestic Rates.
Threats	Stopping up/re-routing of a well-used cycle way/footpath. Intensification of vehicular use (parking, trade vehicles etc) in a residential suburb and green space. Market Volatility and funding. The Club is currently able to invest in the Stadium and re gear their land ownership/occupation, but things can change. Timeframe Club are working to is very tight. The Club is currently in the Premier League but there is no guarantee they will stay there. Could end up with an unviable Stadium if performance drops and the Club moves down a league/leagues. Relocation. Conversely to performance dropping if the Club performs well and the expanded Stadium is not large enough, they could look to relocate. Customisation of the sales re BCP needs can impact Value and time as they will need negotiating with the cub.

BCP Considerations

47. Whilst sale of the whole has been considered, option A, it would be prudent to deal with the site in two parts, land for the stadium and land for the car park. Splitting the site offers an initial capital receipt and income stream and has the chance to retain control over site use (present and future).
48. Options C, D, E and F allow for continued Council control of land currently leased and that of any additional land. They also allow for a combination of capital receipt or continued rental income.
49. Existing Lease and Licence Agreements. The Club has the benefit of four long standing legal agreements which will need to be considered, and reflected, in the price agreed with the club if one of the options is pursued.
50. Marriage Value. This is the additional value created by the combination of two or more assets. In this instance the Club has the benefit of long leases which drives BCP Council's freehold value down. The Market Value with Vacant Possession would be much higher but to achieve this the club would need to surrender their leases or BCP buy them out.
51. Price agreed for freehold sales (if adopted) would reflect the value that will be "unlocked" by the marriage of the tenant with the freehold options A, B and E.
52. BCP would require retained rights in any disposal for the following:

- Use of the lorry park as currently shown in the local plan as an emergency mortuary under the current BCP/Dorset Mass Fatality Plan
 - Parking for events
 - Car park to be public car park when not in use for stadium events and football to ensure public use, for example athletics stadium events
53. Retained rights would impact value, and price agreed, as they limit the Club's usage however these will ensure a wide use for the BCP area.
54. Overage. It is possible, in a freehold sale, to agree for a share of any increase in value of the land generated by future development through an overage clause. Such a clause would be included in any freehold sale.
55. Encroachment into Kings Park/greenspace. If in the future the Club leave the site, and the land is sold, the sale of BCP's freehold demise of the stadium footprint would create a 'ragged' boundary encroaching into the park. Options C-E would prevent this and see the land return to BCP in the event of a lease surrender.
56. Cycle Path/Walkway/Rights of Way. The land required by the Club on the South side of the site includes the recently constructed cycleway. This is a busy thoroughfare that BCP could not allow to be "lost". As part of the planning process, AFC Bournemouth are working with BCP Council to find an alternative route that can be agreed. If agreed BCP Council would manage the project and charge the Club for all associated costs. This is something that would be covered at the planning stage.
57. The 5 Parks Land is not part of the proposals other than existing rights over to access the car park. It is intended for this arrangement to remain in place.

Options Appraisal

58. Taking the options and considerations (discussed in this report) into account, **the recommended option is C**, surrender of existing leases and the grant of two new leases. One for the land required to extend the stadium (shaded **green** and **blue**, demise plan 3), another for the car park land (no shading, outlined in **blue**, demise plan 3).



59. Option C allows BCP to support the Club in its ambition to expand the stadium and provide upgrade facilities, whilst retaining long-term control of land within a public park and preventing future encroachment.
60. The approach offers the quickest route to meeting the Club's timeline, ensuring momentum is maintained on a project that could deliver economic and community benefits to the BCP area.
61. By retaining land ownership, the Council safeguards its strategic interests, while the lease terms can be tailored to protect public use, prevent future encroachment and ensure flexibility for future needs.
62. This arrangement would offer a financial return either as a significant capital sum (premium) at the start of each lease or an annual income stream (rent) with the potential for growth linked to the Club's increased activity and success (rent reviews).
63. Operationally, the Club would take on matchday parking management allowing BCP to redirect parking resources to other priorities, enhancing service delivery across the immediate area on match days.

Summary of financial implications

64. The price agreed in principle for the proposed disposal will reflect independent valuation advice.
65. The Council will offset any costs associated with the disposal from this capital receipt.
66. The Club have agreed to pay the surveyor fees with regards the independent valuation advice.

Summary of legal implications

67. The Council is empowered to sell land that it holds, and it may do so in any manner that it wishes. The Council is aware that the Secretary of State's consent is needed for any disposal which is considered not to be best value or is to be at an undervalue.
68. The council may therefore choose to sell the property freehold (unconditionally or subject to conditions) or may offer to grant a long leasehold (of sufficient duration to enable development).
69. The offer for sale of a leasehold interest or a freehold conditional on the grant of planning permission may enable greater control over the development if, for example, mechanisms are included to ensure approval of planning applications prior to submission to the council as Local Planning Authority.
70. Some land falls within the Council's Public Open Space which requires a separate disposal process with public consultation. Notice has been served and responses received. The summary is as follows:
 - 84 representations received prior to the deadline date, 1 after.
 - After removing duplicate emails 74 representations reviewed. Within this number, some are from multiple people in the same household.
 - All except 1 noted as objecting to the notice.
 - Over 60% of the representations state that a lack of information as to what is going to happen (design, highway control, local impact) as the main reason for objecting.
 - Approximately 20% support or suggest the idea of a long lease to the club to retain control and seek a commercial return.
 - Approximately 40% refer in one way or another to the Cooper Deane transfer and "trust" nature of Kings Park. It is assumed that by "trust" the respondents are referring to 5 Parks Land (refer to points 15 and 79).
71. In relation to the perceived lack of information provided, this is information that will be covered by forthcoming planning applications and is not necessary to the principal of 'disposing' of the land.
72. It is important to note that the area in the notice is already under some agreement with the club (see Summary Plan 1), so there is no additional Public Open Space required.
73. It is helpful to see that approximately 20% of respondents support a long lease, which is one of the recommendations of this report.
74. Members are reminded that this is the first formal stage of deciding whether to progress to the detailed discussions around formal land agreements.
75. The 5 Parks Land is not part of the proposals other than existing rights over to access the car park. It is intended for this arrangement to remain in place.
76. The offer of a sale of a leasehold interest will place obligations on the purchaser to undertake the development of the site.
77. However, it should be noted that the terms on which the land/interest in the land is offered for sale will affect the valuation of the land (which will be undertaken in accordance with the RICS Red Book).

78. Further it should be noted that steps will need to be taken to prepare the legal title for disposal.
79. The legal work can take at least 12 weeks from acceptance of an offer to reach contractual completion.

Summary of human resources implications

80. There are no direct human resources implications of this decision beyond officer time working on the case.
81. Where specific professional services are required (valuation, legal etc) these will be outsourced.

Summary of sustainability impact

82. Should planning be approved, the existing cycle way would be impacted by the plans.
83. The cycle lane is part of an existing, well utilised greenway route, with over 900 journeys per day linking Bournemouth and Boscombe Town Centres with Kings Park, JP Morgan, Littledown and Bournemouth Hospital.
84. As part of the project and planning application, the cycle lane is being rerouted at the Clubs expense, and to BCP Council's specifications

Summary of public health implications

85. Any issues relating to previous landfill of Kings Park will be dealt with through the planning process

Summary of equality implications

86. An EIA conversation/screening document has been completed. This decision will not have any direct equality implications. This report requests authority to agree Heads of Terms of both proposed leases. The proposed new leases would show a change of control rather than loss of space and therefore does not change the current situation. However, mitigation of any future implications will be controlled through the regeared lease arrangements.

Summary of risk assessment

87. By approving the recommendations in this report, which ensure appropriate steps and therefore mitigations are taken, the risk is assessed as being low.

Background papers

None

Appendices

Confidential Appendix A: Minutes from Cross Party Strategic Assets Disposal Group

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

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COUNCIL



Report subject	Review of the political balance of the Council, the allocation of seats on Committees to each political group and the appointment of Councillors to Committees and Outside Bodies
Meeting date	14 October 2025
Status	Public Report
Executive summary	The Council is asked to consider and approve the review of the political balance of the Council, the allocation of seats on Committees to each political group, the appointment of Councillors on Committees and appointments to outside bodies following the result of the by-election in the Talbot and Branksome Woods Ward on 11 September 2025 and other political group changes.
Recommendations	It is RECOMMENDED that: (a) the revised political balance of the Council, as set out in Table 1 to this report be noted; (b) the allocation of seats to each political group, as set out in Table 2 to this report, be approved; (c) the appointment of Councillors to Committees and Boards, taking into account the wishes of each political group, as detailed in Table 3 to this report, be approved; (d) the allocation of seats to each political group to the outside bodies, as detailed in Table 4 to this report, be approved; (e) the appointment of Councillors to the outside bodies, taking into account the wishes of each political group, as detailed in Table 5 to this report, be approved.
Reason for recommendations	To ensure compliance with the Local Government and Housing Act 1989 and associated Regulations in reviewing and approving the political balance of the Council and the allocation of seats together with any other associated issues.

Portfolio Holder(s):	Councillor Millie Earl, Leader of the Council
Corporate Director	Aidan Dunn, Chief Executive
Report Authors	Richard Jones, Head of Democratic Services and Deputy Monitoring Officer
Wards	Council-wide
Classification	For Decision

Background

1. The Council is asked to consider the political balance of the Council following notification of the resignation of Councillors Dower and G Martin from the Labour Group and the establishment of a new political group named BCP Independents comprising Councillors Bartlett, Edwards, Dower, G Martin and Rampton and the by-election for the vacancy in the Talbot and Branksome Woods Ward on 11 September.
2. Councillor Dawn Logan was duly elected as Councillor and the proper officer has received notice that Councillor Logan has joined the Liberal Democrat political group.
3. Set out in Table 1 below is the revised political balance of the Council reflecting these changes.

Table1	No of Seats	% of total seats	Seat entitlement
Liberal Democrat	29	38.16	42.74
Conservative	11	14.47	16.21
Christchurch Independents	8	10.53	11.79
Labour	8	10.53	11.79
Green	6	7.89	8.84
BCP Independents	5	6.58	7.37
Poole People	5	6.58	7.37
Independents	2	2.63	2.95
Poole Engage	2	2.63	2.95
Total	76		112

4. The following principles are contained within Section 15 of the Local Government and Housing Act 1989 and have been amended under the regulations to take account of the fact that not all the seats are necessarily held by members of political groups. They need to be applied in the following order and as far as practicably possible:
 - (a) Not all the seats on a committee are allocated to the same political group.
 - (b) Where a group has a majority of seats on the Authority it should have the majority of seats on each committee.
 - (c) The third rule provides that, without being inconsistent with the first two rules, the number of seats allocated to each political group on all the ordinary committees

taken together be as near as reasonably practicable proportionate to their proportion of seats as a proportion of the authority as a whole.

- (d) Finally, so far as is consistent with the above each group should be allocated seats on each committee to reflect their proportion of seats on the authority.
5. The allocation of seats other than in accordance with the above principles, requires approval without dissent.
 6. The Council is asked to consider the proposed allocation of seats to political groups as detailed in Table 2 below in accordance with the above principles. The last column in the table identifies there is no variance in the allocation of seats compared to calculations set out in Table 1.
 7. Seats on committees, which are allocated to political groups, are to be filled by councillors of the respective political group in accordance with the wishes of the relevant group.

Table 2 – Allocation of seats on Committees/Boards

Political Group	Western BCP Planning Committee	Eastern BCP Planning Committee	Licensing Committee	Standards Committee	Appeals Committee	Audit & Governance Committee	Overview and Scrutiny Board	Environment and Place O&S Committee	Health & Adult Social Care O&S Committee	Children's Services O&S Committee	Investigation and Disciplinary Committee	Total	Variance (+/-)
Liberal Democrat	4	4	5	3	3	4	5	4	4	4	3	43	+ 0
Conservative	2	2	2	1	1	1	2	1	1	2	1	16	+ 0
Christchurch Independents	1	2	2	1	1	1	1	1	1	1	-	12	+ 0
Labour	1	1	1	1	-	1	2	2	1	2	-	12	+ 0
Green	1	1	1	1	-	1	1	1	1	1	-	9	+ 0
BCP Independents	1	-	1	-	1	1	-	1	1	-	1	7	+ 0
Poole People	1	1	1	-	1	-	1	1	-	1	-	7	+ 0
Independents	-	-	-	-	-	-	1	-	1	-	1	3	+ 0
Poole Engage	-	-	1	-	-	-	-	-	1	-	1	3	+ 0
Total	11	11	14	7	7	9	13	11	11	11	7	112	

Appointment of Councillors to Committees

8. The following table (Table 3) therefore sets out the proposed membership of the Committees and Boards as advised by the respective political groups. Where a political group has not advised of their proposed members to serve on each committee or board at the time of publication, this will be shown as a vacancy.
9. The Political Groups may at any time alter their Group's membership of Committees and Boards, but any seats otherwise allocated including to the unaligned Members

must be approved by full Council. Members are asked to consider the following and any revised nominations submitted by the political groups.

Table 3 – Appointments to Committees/Boards

	Western BCP Planning Committee	Eastern BCP Planning Committee	Licensing Committee	Standards Committee	Appeals Committee	Audit & Governance Committee	Overview & Scrutiny Board	Environment & Place O&S Committee	Health & Adult Social Care O&S Committee	Children's Services O&S Committee	Investigation and Disciplinary Committee
Liberal Democrat	Chapmanlaw Clements Le Poidevin Sidaway	Clements Gillett Le Poidevin Tarling	Chapmanlaw Harman Matthews Richardson Sidaway	Chapmanlaw Nanovo Pattinson- West	Brown, O Le Poidevin Vacancy	Andrews Slade, V Tarling Weight	Goodall Mackrow Trent Walters Weight	Chick Clements Gillett Goodall	Logan Matthews Richardson Slade, P	Brown, O Harman Mackrow Walters	Earl * Cox ** Pattinson- West
Conservative	Adams Challinor	Slade, T Williams	Filer Williams	Wright	Dove	Beesley	Beesley Wright	d'Orton- Gibson	Allen	Farr Slade, T	Dove
Christchurch Independents	McCormack	Flagg Hilliard	Flagg Hilliard	Ricketts	Phipps	Phipps	Dedman	Ricketts	Dedman	Martin, D	-
Labour	Cooper	Canavan	Farquhar	Farquhar	-	Connolly	Aitkenhead Canavan	Martin, J Moriarty	Canavan	Cooper Carr- Brown	-
Green	Salmon, K	Salmon, J	Keddie	Armstrong	-	Armstrong	Salmon, K	Rigby	Salmon, J	Bull	-
BCP Independents	Martin, G	-	Bartlett	-	Rampton	Bartlett	-	Edwards	Dower	-	Bartlett
Poole People	Hitchcock	Rice	Howell	-	Miles	-	Rice	Rice	-	Hitchcock	-
Independents	-	-	-	-	-	-	Northover	-	Northover	-	Northover
Poole Engage	-	-	Vacancy	-	-	-	-	-	Bagwell	-	Butt

* Leader of the Council in accordance with the Constitution

** Portfolio Holder in accordance with the Constitution

Allocation of Outside Body Seats to Political Groups

10. The following tables (Tables 4 and 5) set out the allocation of seats and named appointments on outside bodies which are subject to the political balance requirements. The last column in Table 4 identifies there is a variance of one seat due to the current make-up of the council and rounding of seat entitlements. It is not possible to achieve overall balance and the proposals as outlined are compliant with the political balance principles.

Table 4 – Allocation of seats on Outside Bodies

	Entitlement based on 17 Seats	Dorset Police and Crime Panel	Dorset and Wiltshire Fire & Rescue Authority	Dorset Pension Fund Committee	Lower Central Gardens Trust Board *	Total	Variance (+/-)
Liberal Democrat	6	1	2	1	2	6	+ 0
Conservative	3	-	1	1	1	3	+ 0
Christchurch Independents	2	1	1	-	-	2	+ 0
Labour	2	1	-	-	1	2	+ 0
Green	1	1	-	-	-	1	+ 0
BCP Independents	2	1	-	-	-	1	- 1
Poole People	2	-	1	1	-	2	+ 0
Independents	0	-	-	-	-	0	+ 0
Poole Engage	0	-	-	-	-	0	+ 0
Total	18	5	5	3	4	17	

* Membership on Lower Central Gardens Trust Board must be not less than 4 and not more than 5.

Table 5 - Appointment of Councillors to Outside Bodies

	Dorset Police and Crime Panel	Dorset and Wiltshire Fire & Rescue Authority	Dorset Pension Fund Committee	Lower Central Gardens Trust Board *
Liberal Democrat	Sidaway	Brown, O Weight	Brown, D	Gillett Nanovo
Conservative	-	Adams	Beesley	Williams
Christchurch Independents	Flagg	Hilliard	-	-
Labour	Canavan	-	-	Martin, J
Green	Keddie	-	-	-
BCP Independents	Rampton	-	-	-
Poole People	-	Miles	Rice	-
Independents	-	-	-	-
Poole Engage	-	-	-	-

Summary of financial implications

11. There are no financial implications associated with this report.

Summary of legal implications

12. The Council is required to comply with the relevant legislation and regulations when considering and approving the political balance of the Council and the allocation of seats.

13. The Act and Regulations make provisions where a proposal is not as far as possible politically representative. This includes instances where a Group gives up a seat which they are entitled to hold in favour of another and distorts the political balance rules. In such an instance such a proposal can only be accepted if no member votes against them.

14. The proposals, as set out in this report, comply with the political balance principles and can be approved with a simple majority.

Summary of human resources implications

15. There are no human resources implications associated with this report.

Summary of sustainability impact

16. There are no sustainability implications associated with this report.

Summary of public health implications

17. There are no public health implications associated with this report

Summary of equality implications

18. There are no equality implications associated with this report. It would be a matter for the political groups to consider any equality issues through their own appointment process.

Summary of risk assessment

19. There are no risk implications associated with this report.

Background papers

None

Appendices

There are no appendices to this report.