

CABINET MEMBER DECISION RECORD Decision Ref. No:

Responsible Officer:

Andy England, Head of Planning and Regulation Services

Subject:

Designation of Boscombe and Pokesdown Neighbourhood Plan Forum and Area Boundary

Decision taken:

- Designate Boscombe and Pokesdown Neighbourhood Plan Forum
- Designate the proposed area as set out in the link below which comprises the wards of Boscombe East and West as a Neighbourhood Area

<http://www.bournemouth.gov.uk/PlanningBuilding/PlanningPolicy/Other-Planning-Documents/boscombe-and-pokesdown-neighbourhood-docs/proposed-boundary.pdf>

Reasons for the decision:

The Council as Local Planning Authority is required to determine an application for designation as a Neighbourhood Forum for the purposes of specific planning powers; and required to consider and determine whether the proposed Neighbourhood Area should be designated as such. Following public consultation and due consideration, it is considered that taking into account the relevant factors set out in the legislation there are no reasons to refuse the application. Designation will enable the community to start preparing a neighbourhood plan for the area. It will also enable the Forum to access funding from central government for this purpose.

Call-in and Urgency:

This Decision has to come into effect by the 16th May 2016. As a result consideration has been given in accordance with the Constitution to the urgency requirement, and in accordance with the Constitution the Mayor has agreed that this decision will not be subject to call in due to the urgency requirement.

The Neighbourhood Planning (General) (Amendment) Regulations 2015 introduced prescribed timeframes within which LPAs must determine applications for neighbourhood areas, in this case 13 weeks from when the application was publicised.

The deadline for determination is 16th May 2016.

Background:

A Neighbourhood Plan is a framework for guiding the future development, regeneration and conservation of an area. It is different from other planning documents because it is prepared by the local community. Once it has been completed through a statutory process and adopted by the Council, the policies in the plan will be used, alongside the Council's planning policy documents, to make decisions on planning applications in the area. Further details can be found in a Quick Guide to Neighbourhood Plans.

Boscombe and Pokesdown is the first neighbourhood in Bournemouth to embark on preparing a neighbourhood plan. This is the first application that the Council has received for the designation of a forum and boundary.

The proposed Neighbourhood Plan Forum grew out of Boscombe Forum and Pokesdown Community Forum. It is additional to the existing forums and residents groups that exist in the area and has been specifically set up to produce the Neighbourhood Plan in accordance with Neighbourhood Planning (General) Regulations 2012.

The Neighbourhood Plan Forum has proposed using Boscombe East and West as the boundary for their Plan. This is because the two wards share a number of challenges. In addition the policies in the plan will need to be supported by data and evidence which tends to be available at the ward level.

Options - and reasons for rejection:

Option 1: Refuse to designate the proposed Forum

Reasons for rejection

It would only be appropriate to refuse the designation of the Forum if it was felt that it was not supported by the community, the constitution was flawed or that the Forum did not represent the interests of the local community.

This is not the case as there were a limited number of objections and these have been largely overcome - see consultation below.

There are no clear reasons to reject the forum. It has been set up in a reasonable way, following advice from Bournemouth Council for Voluntary Services, Bournemouth Council planning officers and the Dorset Race Equality Council. The forum membership is reasonably diverse and the Forum's application states that further efforts will be made to engage hard to reach groups as the process goes forward.

Option 2: Modify or refuse the proposed boundary

Reasons for rejection

The process is community led. The Local Planning Authority has a duty to support the community in neighbourhood planning.

Government guidance states that "The local planning authority should aim to designate the area applied for. However, a local planning authority can refuse to designate the area applied for if it considers the area is not appropriate. Where it does so, the local planning authority must give reasons."

There are not considered to be any overriding reasons to reject or modify the proposed boundary. Residents of both Boscombe and Pokesdown are keen to work together on a neighbourhood plan. While some objections have been raised it is felt that any boundary will require compromise and this has been achieved and agreed by the community.

Option 3: Designate the boundary and forum as proposed

This is the preferred option as the Council has a legal duty to support neighbourhood planning and the community has submitted an application which is considered appropriate.

Consultations undertaken:

The process is community led and the majority of public engagement has been undertaken by the emerging Neighbourhood Plan Forum.

The Neighbourhood planning (General) Regulations 2012 set out the responsibilities of the local planning authority when publicising an application for a neighbourhood plan forum or boundary. These regulations state that a local planning authority must publish the relevant documents "on their website and in such other manner as they consider is likely to bring the application to the attention of people who live, work or carry on business in the area to which the application relates"

The proposed boundaries and Forum have therefore been publicised and comments have been invited in the following ways:

- details of the application have been put on the Council's web site
<http://www.bournemouth.gov.uk/PlanningBuilding/PlanningPolicy/Other-Planning-Documents/boscombe-and-pokesdown-neighbourhood-plan.aspx>
- hard copy details were put in Boscombe and Southbourne Libraries

- 15 site notices were put up around the proposed area in key locations e.g. outside schools, by entrances to parks, on busy shopping streets.
- community groups and organisations and individuals in the area already know to us and the Boscombe Regeneration Team were emailed
- An update was given to the Local Development Framework Steering Group during the consultation
- The relevant ward councillors and the portfolio holder for Planning and Environment were informed of the proposal by email
- Two Ward Councillors are members of the proposed Forum - one for Boscombe East and one for Boscombe West. This includes the portfolio holder for Regeneration and Public Health.

The initial consultation was six weeks. This was extended by a month in response to comments received as explained below.

Comments:

- Eleven responses were received. The low level of responses probably reflects the fact that the designation of the boundary and forum is a very technical, procedural matter. This does not reflect the level of engagement in the emerging forum itself, which has been good.
- Historic England raised no objection and offered their support to the Forum
- Three further respondents wrote in support of the proposal
- One respondent suggested a number of technical amendments to the constitution which were forwarded to the chair of the Forum for consideration
- An objection was raised by Southbourne Community Forum who felt that the proposed boundaries encroached on their patch and disagreed with the area being called Boscombe and Pokesdown. Five additional residents also raised the same issue.
- In response to this we extended the consultation period by a month and helped the forum organise a public meeting in their area. At the meeting the proposals were explained to the residents by the Chair of the proposed Boscombe and Pokesdown Neighbourhood Plan Forum and a vote was taken. Although they were not completely happy with the proposals the residents understood the logic and agreed to the proposed name and boundaries provided that a champion would be identified to represent their area.

A Consultation Plan was also prepared in support of the consultation process.

Finance/Resource Implications:

Staff time

- As part of its duty to support the community in neighbourhood planning there will be implications for officer time within Planning & Regulation Services. This will include, for example, attending meetings, providing mapping and giving advice on Local Plan policies and the neighbourhood planning process. This is covered within existing budgets.

Costs

- The biggest costs to the Local Planning Authority (LPA) will be towards the end of the neighbourhood planning process when it is required to pay for an examination and referendum
- In 2011 government estimates on additional costs to LPAs were £10,000 for the examination: https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6041/1829678.pdf
- The proposed area has a relatively dense population of 22,000. It currently has 15,000 registered electors. It is estimated that the cost of running a referendum will be between £20,000 and £25,000 in this area, although this may change by the time such a referendum actually takes place. It may be possible for the cost to be reduced if the referendum coincides with an election.

Funding available from central government

- LPAs can claim funding from central government to help towards the additional costs.
- LPAs can claim £5,000 for the first five neighbourhood forums they designate and a further

£5,000 for the first five neighbourhood areas designated

- LPAs can claim an additional £20,000 once they have set a date for a referendum following a successful examination.
- The following link provides further details of the funding which the LPA can access:
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/506423/160309_LA_Funding_neighbourhood_planning_16-17_-_Chief_Planner_letter.pdf

Name: *A Richards*

Signature: *(of Chief Finance Officer)*

Date: *9/5/16*

Legal implications:

- The Localism Act 2011 provides that local planning authorities should support and advise groups that want to undertake the development of neighbourhood plans.
- The Council has to consider the application and results of consultation undertaken, and it has so considered in accordance with the statutory framework in this case and there are no reasons to refuse the application as made.
- By designating the proposed Forum and boundary the Council is enabling the community to prepare a neighbourhood plan in accordance with the Localism Act 2011 and the Neighbourhood Planning (General) Regulations 2012.
- There is a requirement that the decision takes effect by the 16th May 2016 and in light of this the decision has been made by the Mayor in accordance with the Constitution that this decision is not subject to call in and will take effect when signed by the Portfolio Holder.

Name: *Tanya Connor*

Signature: *(of Monitoring Officer)*

Date: *9/5/16*

Risk assessment:

- The Neighbourhood Plan may fail to be completed and adopted so there is a risk that officer time spent supporting the community will be abortive
- The intention of neighbourhood planning is to give local people a greater say over development in their area. This may sometimes differ from the Council's plans or priorities
- The community may have unrealistic expectations regarding the amount of officer time/ Council support available which could lead to negative publicity

Name: Sophie Leon

Signature: *(of Officer completing assessment)*

Date: 05/05/2016

Impact Assessments:

Note:

- Environmental Impact Assessment attached
- Equality Impact and Needs Analysis Screening attached

Information for/not for publication:

For publication

Background papers:

- Application form
<http://www.bournemouth.gov.uk/PlanningBuilding/PlanningPolicy/Other-Planning-Documents/boscombe-and-pokesdown-neighbourhood-docs/application-form-to-bmth-council.pdf>
- Proposed boundary
<http://www.bournemouth.gov.uk/PlanningBuilding/PlanningPolicy/Other-Planning-Documents/boscombe-and-pokesdown-neighbourhood-docs/proposed-boundary.pdf>
- Constitution <http://www.bournemouth.gov.uk/PlanningBuilding/PlanningPolicy/Other-Planning-Documents/boscombe-and-pokesdown-neighbourhood-docs/final-draft-boscombe-and-pokesdown-neighbourhood-plan-forum's-constitution.pdf>

Any conflict of interest declared by a Cabinet Member who is consulted by the Member taking the decision	Name of Cabinet Member	Nature of interest	Details of any dispensation granted by the Monitoring Officer
Yes/No* (*Delete as appropriate)			

Decision taken by:

Councillor David Smith

Cabinet Portfolio:

Planning and Environment

Signed:



Date of decision:

12th May 2016

Date of publication of record of decision: (to be inserted by Democratic Services)

Date decision effective -



13 May 2016 -insert date-

Note - See separate guidance on recording decisions at Appendix 1.

PART ONE – PLANNING OF CONSULTATION ACTIVITY

TITLE OF THIS EXERCISE	Designation of Boscombe and Pokesdown Neighbourhood Plan Forum and Boundary
CONTACT NAME AND NUMBER	Sophie Leon 01202 451323

	RESPONSE
STAGE ONE - WHAT ARE YOU CONSULTING ABOUT?	
<p>What specifically are your objectives – what are you trying to achieve through this consultation?</p> <p>Checklist 1A – What is the purpose of this consultation exercise?</p>	<p>The Council is required to determine an application for designation of a Neighbourhood Plan Forum and a proposed boundary for the preparation of a Neighbourhood Plan.</p> <p>This will enable the local community to prepare a neighbourhood plan in order to guide the use and development of land in the area.</p> <p>Feedback is needed from the local community on the details of the proposed Forum and boundary which have been submitted.</p>
<p>What is not open to change ie what has already been decided / what other factors will constrain your decision?</p> <p>This also needs to be clearly set out in your consultation material.</p> <p>Checklist 1B – Setting out your objectives to consultees provides a format for this.</p>	<p>The Local Planning Authority has a legal duty to support communities in preparing neighbourhood plans.</p> <p>If it were found through the consultation that the community did not support the proposed boundary or forum that LPA could refuse to designate them or suggest an amendment, but the process is community led.</p>

Completed forms should be forwarded to marie.fox@bournemouth.gov.uk for inclusion on the Council's online Consultation Tracker. Please submit PART ONE as early as possible to give local people and colleagues as much advance notice as possible of your consultation plans. Then remember to complete and submit PART TWO after the consultation so that we can update Consultation Tracker to let people know the outcomes of the consultation.

	RESPONSE
<p>Is there any existing research or consultation which may be of use on this issue? Or any opportunities for joining up with other consultations?</p> <p>Check the Bournemouth 2026 online Consultation Tracker. See also the Research and Information pages on our website for links to other regional and national research which may be of use.</p>	<p>There is a considerable amount of guidance on the neighbourhood planning process available from government, Locality and the Planning Advisory Service and this has been referred to extensively.</p> <p>This is a very specific procedural consultation which cannot be readily combined with others.</p>
STAGE TWO - DECIDING WHO TO CONSULT	
<p>Which wards will be affected by the issue you are consulting about?</p>	<p>Boscombe East and Boscombe West</p>
<p>Who are your stakeholders? Who needs to be involved in your consultation?</p> <p>Checklist 2A – Identifying Your Stakeholders. Consider whether you need to include any under represented / seldom heard groups.</p> <p>Remember you may need to consult with groups representing the 6 strands of Equality in order to provide evidence for your Equality Impact Needs Assessment (EINA).</p>	<p>Members and Senior Council staff Ward Councillors – Boscombe East and Boscombe West Regeneration & Public Health Portfolio Holder (Councillor Jane Kelly) Planning & Environment Portfolio Holder (Councillor David Smith)</p> <p>Council staff Head of Planning & Regulation Service (Andy England) Planning Policy (Mark Axford and Julia Mitchell) Design & Heritage Manager, Planning (Caroline Peach) Boscombe Regeneration (Cat McMillan) Head of Community Regeneration (Sue Bickler) Principle Community Development Officer (Linda Maguire)</p>

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	RESPONSE
<p>Do you plan to consult specifically with social services users?</p> <p>If yes, you will need to gain approval from the Research Governance Co-ordinator in Adult and Community Support. Go to http://www.bournemouth.gov.uk/SocialCareHealth/AdultSocialCare/DevelopingCommunityCareServices/ResearchinSocialCare.aspx for more information.</p>	<p>Community People who live or work in Boscombe</p> <p>Statutory organisations Historic England</p> <p>I do not need to consult specifically with social service users</p> <p>NB. As the initiative is community led, the emerging Forum has been engaging the community extensively, working with a number of local organisations including local businesses, Boscombe Forum, Pokesdown Forum, Southbourne Forum, the Dorset Race Equality Council and Bournemouth Council for Voluntary Services.</p>

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STAGE 3 - HOW TO CARRY OUT YOUR CONSULTATION

What methods will you use to carry out your consultation?

For help with selecting a method see [Checklist 3A - Methods](#). Remember you may need to use different methods to reach specific communities. You may find it useful to seek advice from colleagues in the Council who are used to engaging with the specific communities you are trying to reach. See [Checklist 3C - Advisors](#) for potential contacts.

Do you require a representative sample of opinion? – if so choose a method that supports this.

- Email
- Website
- Site notices
- Information in libraries

How will you raise awareness of / encourage participation in this exercise?

For consultations on controversial issues you will need to complete a separate communications plan. Contact the [Corporate Communications team](#) for help or visit their pages on BIZ.

- Six week consultation in line with statutory requirements
- Prepare and display a clear site notice showing boundaries in 15 key locations including outside schools, in shopping streets, by entrances to parks etc
- Information on Council website
- Information in the two libraries in the area – Boscombe and Southbourne
- Email including flyer to key members of staff, councillors and contacts through the Boscombe Regeneration Partnership

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STAGE 4 - WHEN TO CONSULT

When do the results of your consultation need to be available in order to inform a decision? (You will need to work the timetabling of your consultation back from this point) [Checklist 4.A Preparing your timetable.](#)

When will you start consulting?

When will you finish consulting?

Consultation closed on 30th April 2016 (extended from 31st March)
Results available from this date.

Start date: 15th Feb 2016

End date: 30th April 2016

NB. The initial consultation was six weeks. This was extended by a month in response to comments received as explained below.

Please indicate in the appropriate box whether your consultation plans are:

- draft i.e. provisional plans which might yet be subject to significant change
- OR
- confirmed i.e. you are committed to these plans and ready to make them public

This will allow us to accurately display your consultation in the [Consultation Tracker](#) as either a 'planned' consultation (visible to everyone including the public) or a 'draft' consultation (visible only to signed-in Council employees or public sector partners).

Confirmed public consultation

Final

The proposed boundary and details of the Forum are subject to sign off by Portfolio holder

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PART TWO – AFTER THE CONSULTATION HAS BEEN CARRIED OUT

TITLE OF THIS EXERCISE	Designation of Boscombe and Pokesdown Neighbourhood Plan Forum and Boundary
CONTACT NAME AND NUMBER	Sophie Leon 01202 451323

	RESPONSE
STAGE 5 - ANALYSING THE RESULTS	
<p>How will the findings be used? What are the key actions and / or recommendations resulting from this consultation?</p> <p>Checklist 5E – Identifying priorities and actions from your results</p>	<p>The comments were forwarded to the Chair of the emerging forum and the Forum's planning consultant to inform the process going forward.</p> <p>All of the objections raised related to the same boundary/ name issue and this has been resolved following a public meeting.</p> <p>There were no overriding reasons to amend or reject the boundary and there were no objections relating to the Forum's constitution.</p> <p>It is therefore considered appropriate to designate the Forum and boundary as proposed.</p>
STAGE 6 - PROVIDING FEEDBACK	
<p>How and when will you provide feedback to participants and key stakeholders?</p>	<ul style="list-style-type: none"> • Council staff and ward Councillors will be informed by email • The decision will be published on the Council website • Use of the Council's social media/press release <p>Date from which feedback will be made available: 16th May 2016</p>

Completed forms should be forwarded to marie.fox@bournemouth.gov.uk for inclusion on the Council's online Consultation Tracker. Please submit PART ONE as early as possible to give local people and colleagues as much advance notice as possible of your consultation plans. Then remember to complete and submit PART TWO after the consultation so that we can update Consultation Tracker to let people know the outcomes of the consultation.

	RESPONSE
Refer to the list in paragraph 6.3 of the Consultation Handbook for some ideas.	

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Title of Policy/Service/Project	Designation of Forum and boundary for Boscombe and Pokesdown Neighbourhood Plan
Date of screening	05/05/16
Service Unit	Planning, Transport and Regulation
Lead Responsible Officer	Sophie Leon
Job Title	Design & Heritage Manager
Members of the Assessment Team	Sophie Leon and Caroline Peach

If the answers to the following questions are Yes or Don't know, then a full EINA will need to be carried out.

Is there likely to be a positive or negative impact in terms of equalities?	No
Does it involve a significant commitment of resources?	No

It is not necessary at the screening stage to identify adverse or differential impact

It is important to remember that even when it is decided that a policy/service/project does not require an EINA, it remains subject to the general duties. Not carrying out a full EINA places our council at greater risk of legal challenge because it cannot use the EINA process to meet our [Public Duties](#) around equality. It also means, more importantly, that opportunities may have been missed to promote equality.

If you have answered no to the questions above and do not intend to carry out an EINA, please explain why?

Neighbourhood planning is a community led process which the Council has a duty to support. The Council is simply required to determine the proposal put forward by the community.

The designation of the proposed Forum and boundary is the first step to enable the community to prepare a neighbourhood plan. It is different from other planning documents because it is prepared by the local community.

The neighbourhood Plan will be a framework for guiding the future development, regeneration and conservation of an area. Neighbourhood planning is primarily concerned with the use and development and land -

streets, spaces and buildings. This will be for the social and economic benefit of the whole community.

Neighbourhood Plans must meet five basic conditions before they can come into force. One of these is to be compatible with human rights requirements.

The proposed Forum recognises that it is important for its membership to reflect the diversity of the Boscombe and Pokesdown community. One of the aims set out in the Forum's constitution is to "celebrate and support the cultural diversity of the area and promote an inclusive community". In addition the constitution states that "The Forum is enthusiastically committed to supporting protected characteristics communities in its area, and to furthering opportunities for their involvement in the social, cultural and economic development of the area, and will reflect this in its activities and planning considerations."

The Forum has attracted a membership of 41 people and it is intended that this will continue to grow once the neighbourhood planning process gets underway. As part of the application the Forum was asked to provide certain details of members including where they live, age, gender, nationality/ ethnicity, their employment status and whether they are a home owner or tenant. This information shows that the membership is reasonably diverse. Given the character of the two wards there is scope for this diversity to increase further, including the involvement of more young people and more Polish and Portuguese residents.

The application which the Forum has submitted states that "A working group led by Alan Mercel-Sanc from the [Dorset Race Equality Council](#) has been set up to form an engagement strategy going forward to reach into some of the harder to reach sections of the community, as well as the community as a whole."

In conclusion

- The proposal is by the community, not the Council.
- Designating the forum and boundary will enable preparation of a Plan which will be primarily concerned with the use and development of land for the benefit of the community as a whole.
- It is considered that any impact on equalities is likely to be positive.
- The Forum has taken reasonable steps to ensure that the diversity of the community is reflected in its membership and has stated that a working group has been set up to engage harder to reach groups.

Issue: Designation of Boscombe and Pokesdown Neighbourhood Plan Forum and boundary
 Meeting Date: N/A
 Accountable Manager: Andy England
 Impact Assessor: Sophie Leon 01202 451323 sophie.leon@bournemouth.gov.uk

Key	
+	Balance of positive Impacts
?	Balanced or unclear impacts
-	Balance of negative impacts
n/a	Not applicable

Impact Criteria	Impact	Comments
Natural resources impact on use of natural resources - for example energy, water, raw materials	+	<p>This is the first step for the local community to prepare a neighbourhood plan. The aims of the plan will emerge over the coming months.</p> <p>However The Forum's aims as set out in the constitution include promoting environmental improvement and conservation.</p> <p>The Forum's application refers to the importance of conserving the area's historic buildings which means making good use of existing resources. It also makes reference to promoting renewable energy.</p> <p>In addition, in order to come into force, any neighbourhood plan must meet five basic conditions. One of these is that it must contribute to the achievement of sustainable development.</p>
Quality of environment contribution to safe and supportive environments for living, recreation and working	+	<p>The Forum's aims as set out in the constitution include:</p> <ul style="list-style-type: none"> • to further the social, economic, and environmental wellbeing of the area • To promote environmental improvement and conservation by educating, encouraging and assisting the local population in environmental practice, working in partnership with similar groups and organisations.

<p>Bio-diversity protects and improves wildlife and habitats</p>	<p>+</p>	<ul style="list-style-type: none"> • It is too early to say what policies the plan may include which could affect biodiversity but as the forum aims to further the environmental well being of the area this is likely to be positive. • The plan is required to be compatible with EU obligations. • The area includes protected habitats on the cliff top • The plan should be in general conformity with Core Strategy policy CS30 green infrastructure which supports biodiversity • The plan will need to have appropriate regard to national policy. The National Planning Policy Framework refers to <i>“minimising impacts on biodiversity and providing net gains in biodiversity where possible, contributing to the Government’s commitment to halt the overall decline in biodiversity, including by establishing coherent ecological networks that are more resilient to current and future pressures”</i>
<p>Waste and pollution effects on air, land and water from waste and emissions</p>	<p>?</p>	<p>It is too early to say what policies the plan may include which could affect waste and pollution, if any.</p> <p>However the plan will need to have appropriate regard to national policy. The twelve core principles of the National Planning Policy Framework include:</p> <ul style="list-style-type: none"> • <i>support the transition to a low carbon future in a changing climate, taking full account of flood risk and coastal change, and encourage the reuse of existing resources, including conversion of existing buildings, and encourage the use of renewable resources (for example, by the development of renewable energy);</i> • contribute to conserving and enhancing the natural environment and reducing pollution...

<p>Council Priority and Objectives for Improving our Environment:</p> <ul style="list-style-type: none"> • Building a world-class seafront • Working with others to meet Bournemouth's housing needs • Promoting sustainable travel • Improving the quality of Bournemouth's built environment • Protecting Bournemouth's parks and natural open spaces 	<p style="text-align: center;">+</p>	<p>The plan will give the community greater influence over their area and their priorities may differ or have a different emphasis from the Council's. However the aims of the Forum as set out in their constitution are compatible with the Council's objectives</p> <p>The Forum's application also outlines some of its emerging ideas and these are compatible with Council objectives:</p> <p><i>"In the early stages of discussion, various general ideas on how the plan might promote the social, economic, and environmental wellbeing of Boscombe include provision of good size family housing with gardens, protecting the historic shop fronts particularly in Pokesdown, promoting the history and heritage of the area with its grand buildings ...promoting the tourist trade who visit the beach and the pier but not the town centre, provision of community facilities (Boscombe is the only ward without a community centre), provision of youth facilities, promoting creative industries in the area, encouragement to turn problem HMO's into good size family flats with gardens where possible, and to look at environmental benefits including electric charging stations in car parks, solar panels etc. and encouraging an awareness of the importance and value of a sustainable environment in the public."</i></p> <p>The Neighbourhood Plan must be in general conformity with the strategic policies of the development plan. The Forum has been advised which are the relevant policies, and these support the Council's objectives.</p>
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Please complete and save your checklist, and email a copy to Lee Green, Environment Strategy & Sustainability Manager @ lee.green@bournemouth.gov.uk

If you would like help in completing this checklist or would like to request a change, again contact Lee Green by email or call on 01202 451144.

Activity :

No	What Risks Exist?	Details and Considerations (i.e. what could trigger the risk? What would be the consequences? Etc)	What precautions have already been taken to control the risk?	Current Risk Level			What measures can be implemented to reduce the risk to an acceptable level?	By Whom	Target Date	Target Risk Level		
				Impact	Likelihood	Risk Rating (Impact x Likelihood)				Impact	Likelihood	Risk Rating (Impact x Likelihood)
2	their area. This may sometimes differ from the Council's plans, strategies or priorities			2	2	4				2	2	4
	Category	Consequences										
3	Description	Who is affected?										
	The community may have unrealistic expectations regarding the amount of officer time/ Council support available which could lead to negative publicity	Planning officers	Planning officers have outlined the sort of support which can be provided and explained that any additional work would need to be charged for. The Forum's planning consultant is experienced in neighbourhood planning procedures.	Medium	Could Happen	MEDIUM	Planning officers will maintain good communications with the Forum and their Planning Consultant to manage expectations	Planning officers	On-going	Medium	Could Happen	MEDIUM
	Triggers			2	2	4				2	2	4
	Category	Consequences										
4	Description	Who is affected?				None						None
		Triggers										
	Category	Consequences										
	Description	Who is affected?				None						None