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Date: 7th May 2013

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To: All Members of the Housing and Major Projects Policy Development and Scrutiny Panel

Councillor Eleanor Jackson

Councillor Steve Hedges

Councillor Les Kew

Councillor Brian Simmons

Councillor Will Sandry

Councillor Gerry Curran

Councillor June Player

Cabinet Member for Homes & Planning: Councillor Tim Ball

Cabinet Member for Sustainable Development: Councillor Cherry Beath

Chief Executive and other appropriate officers

Press and Public

Dear Member

Housing and Major Projects Policy Development and Scrutiny Panel: Tuesday, 14th May, 2013

You are invited to attend a meeting of the **Housing and Major Projects Policy Development and Scrutiny Panel**, to be held on **Tuesday, 14th May, 2013 at 5.30 pm** in the **Council Chamber - Guildhall, Bath**.

The agenda is set out overleaf.

Yours sincerely



Mark Durnford
for Chief Executive

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NOTES:

- 1. Inspection of Papers:** Any person wishing to inspect minutes, reports, or a list of the background papers relating to any item on this Agenda should contact Mark Durnford who is available by telephoning Bath 01225 394458 or by calling at The Guildhall, Bath (during normal office hours).
- 2. Public Speaking at Meetings:** The Council has a scheme to encourage the public to make their views known at meetings. They may make a statement relevant to what the meeting has power to do. They may also present a petition or a deputation on behalf of a group. Advance notice is required not less than two full working days before the meeting (this means that for meetings held on Wednesdays notice must be received in Democratic Services by 4.30pm the previous Friday)

The public may also ask a question to which a written answer will be given. Questions must be submitted in writing to Democratic Services at least two full working days in advance of the meeting (this means that for meetings held on Wednesdays, notice must be received in Democratic Services by 4.30pm the previous Friday). If an answer cannot be prepared in time for the meeting it will be sent out within five days afterwards. Further details of the scheme can be obtained by contacting Mark Durnford as above.

- 3. Details of Decisions taken at this meeting** can be found in the minutes which will be published as soon as possible after the meeting, and also circulated with the agenda for the next meeting. In the meantime details can be obtained by contacting Mark Durnford as above.

Appendices to reports are available for inspection as follows:-

Public Access points - Riverside - Keynsham, Guildhall - Bath, Hollies - Midsomer Norton, and Bath Central, Keynsham and Midsomer Norton public libraries.

For Councillors and Officers papers may be inspected via Political Group Research Assistants and Group Rooms/Members' Rooms.

- 4. Attendance Register:** Members should sign the Register which will be circulated at the meeting.
- 5. THE APPENDED SUPPORTING DOCUMENTS ARE IDENTIFIED BY AGENDA ITEM NUMBER.**
- 6. Emergency Evacuation Procedure**

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Housing and Major Projects Policy Development and Scrutiny Panel - Tuesday, 14th May, 2013

at 5.30 pm in the Council Chamber - Guildhall, Bath

A G E N D A

1. WELCOME AND INTRODUCTIONS

2. EMERGENCY EVACUATION PROCEDURE

The Chair will draw attention to the emergency evacuation procedure as set out under Note 6.

3. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

4. DECLARATIONS OF INTEREST

At this point in the meeting declarations of interest are received from Members in any of the agenda items under consideration at the meeting. Members are asked to indicate:

(a) The agenda item number in which they have an interest to declare.

(b) The nature of their interest.

(c) Whether their interest is **a disclosable pecuniary interest** or an **other interest**, (as defined in Part 2, A and B of the Code of Conduct and Rules for Registration of Interests)

Any Member who needs to clarify any matters relating to the declaration of interests is recommended to seek advice from the Council's Monitoring Officer before the meeting to expedite dealing with the item during the meeting.

5. TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIRMAN

6. ITEMS FROM THE PUBLIC OR COUNCILLORS - TO RECEIVE DEPUTATIONS, STATEMENTS, PETITIONS OR QUESTIONS RELATING TO THE BUSINESS OF THIS MEETING

At the time of publication no notifications had been received.

7. MINUTES - 19TH MARCH 2013 (Pages 7 - 16)

8. CABINET MEMBER UPDATE

The Cabinet Member will update the panel on any relevant issues. Panel members may ask questions

9. CORE STRATEGY UPDATE (Pages 17 - 30)

This report sets out an update on the Core Strategy. Following the Examination hearings last year the Inspector issued his preliminary conclusions. In response the Council has undertaken further work and proposed a number of changes to its Submitted Core Strategy agreed at the Council meeting on 4th March. The Proposed Changes to the Core Strategy are subject to public consultation between 26th March and 8th May.

10. GYPSIES, TRAVELLERS AND TRAVELLING SHOWPEOPLE SITE ALLOCATIONS DEVELOPMENT PLAN DOCUMENT (Pages 31 - 36)

Cabinet agreed at its meeting of 12 September 2012 to conduct a 'stock take' of progress on the preparation of the Gypsies, Travellers and Travelling Showpeople Site Allocations DPD. This report provides an update on the work and sets out the next steps.

11. MAJOR PROJECTS UPDATE (INC. MIDSOMER NORTON & WESTFIELD APPENDIX) (Pages 37 - 54)

This is a routine report for update on Major Projects, Project Delivery activity.

12. BOAT DWELLERS AND RIVER TRAVELLERS TASK AND FINISH GROUP REVIEW

The Chair of the Panel will provide an update on the progress of the review.

13. PANEL WORKPLAN (Pages 55 - 62)

This report presents the latest workplan for the Panel (Appendix 1).

The Committee Administrator for this meeting is Mark Durnford who can be contacted on 01225 394458.

BATH AND NORTH EAST SOMERSET COUNCIL

HOUSING AND MAJOR PROJECTS POLICY DEVELOPMENT AND SCRUTINY PANEL

Tuesday, 19th March, 2013

Present:- Councillors Eleanor Jackson (Chair), Steve Hedges (Vice-Chair), Brian Simmons, Will Sandry, Gerry Curran and June Player

Also in attendance: Graham Sabourn (Associate Director for Housing), Jeremy Manners (Environmental Health Officer), Cleo Newcombe-Jones (Planning Policy Officer), Simon Martin (Operations Manager) and Ann Robins (Planning and Partnership / Supporting People Manager)

68 WELCOME AND INTRODUCTIONS

The Chair welcomed everyone to the meeting.

69 EMERGENCY EVACUATION PROCEDURE

The Chair drew attention to the emergency evacuation procedure. She apologised for not closing the previous meeting sooner in view of the adverse weather conditions which set in. The meeting would end if a similar situation arose again.

70 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Councillors Les Kew and Tim Ball, Cabinet Member for Homes & Planning had sent their apologies to the Panel. Councillor David Veale was present for the duration of the meeting as a substitute for Councillor Les Kew.

71 DECLARATIONS OF INTEREST

The Chair declared a non-pecuniary interest as she is the secretary for the Meadow View Action Group.

Councillor Steve Hedges declared a non-pecuniary interest in Item 9 (Sheltered Housing) as he works for Methodist Homes for the Aged (MHA).

72 TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIRMAN

There was none.

73 ITEMS FROM THE PUBLIC OR COUNCILLORS - TO RECEIVE DEPUTATIONS, STATEMENTS, PETITIONS OR QUESTIONS RELATING TO THE BUSINESS OF THIS MEETING

The Chair announced that Mr George Bailey would address the Panel on behalf of Mr David Redgewell prior to the Major Projects Update report.

Cllr Lesley Mansell (Radstock Town Council) had submitted two questions to the Panel that had been given a written response, a copy of these can be found on the Panel's Minute Book.

She also made a brief statement. She explained that the Radstock & Westfield Economic Forum was formed in the summer of 2011 and that members of the Forum had met with Councillor Cherry Beath soon after its establishment. She said that the Council had agreed to carry out some publicity on behalf of the Forum, but that this has yet to happen.

She stated that she would like to see the results of the public consultation exercise into how the agreed funding for the area will be spent.

She added that she felt the area needed more small business units, further job creation and support to those people who claim benefits.

Councillor Gerry Curran asked who the members of the Radstock & Westfield Economic Forum were.

Councillor Cherry Beath, Cabinet Member for Sustainable Development replied that there was not an Economic Development Officer present to answer that question. She added that a report will be taken to April's Cabinet meeting setting out how the Council proposes to allocate the capital funding.

Councillor Gerry Curran commented that a recent planning application by a supermarket for Westfield had received differing views from representatives of Midsomer Norton, Radstock and Westfield. He therefore suggested that further cohesion for the area was required.

Cllr Lesley Mansell agreed that a cohesive plan / a vision for the area were needed.

74 MINUTES - 22ND JANUARY 2013

The Panel confirmed the minutes of the previous meeting as a true record and they were duly signed by the Chair.

75 CABINET MEMBER UPDATE

Councillor Cherry Beath, Cabinet Member for Sustainable Development addressed the Panel, she highlighted some of the recent actions from within her portfolio.

Public Realm

• High Street

- Planned completion date – 22nd April 2013

Guildhall Tech/Creative Hub

- Decorations to interior commenced
- Completion anticipated early April 2013

BWR Future Phases

- Crest is progressing terms with Wales and West (WWU) to decommission the gas holders. B&NES have applied to the Local Enterprise Partnership for RIF (Revolving Infrastructure Funding) to bring this forward.
- Cabinet decision upon use of RIF is on the forward plan for an April 2013 decision
- Decommissioning is expected to take up to 2 years from the point WWU contract with Crest.

MOD Sites

- It is understood that the purchasers of the three sites have been identified. No formal announcements concerning their identity have yet been made, but it is anticipated that announcements may be made shortly.
- Once the announcements regarding the successful purchasers are made, it is expected that the timeframes around the prospective development programme should become more apparent.

South Road Car Park, Midsomer Norton

- Marketing of the site will commence in April 2013 to dispose of a long leasehold interest for food retail use.
- Envisaged that this will promote increased footfall & improved links with the High Street to promote private investment / regeneration opportunities for the town.

Councillor Brian Simmons asked for any further information on Somerdale and K2.

Councillor Cherry Beath replied that she would like to see a better employment plan for the Somerdale site and that the Council is currently considering bids received for the sale of the K2 site.

Councillor Gerry Curran asked why the red and white barriers were still in place on Dorchester Street. He also mentioned that he had heard of the possibility that Multi were thinking of installing a further crossing facility in the area and he asked if that was necessary.

Councillor Cherry Beath replied that this was a Highways matter and that Councillor Roger Symonds, Cabinet Member for Transport shared these concerns.

The Operations Manager added that following protracted discussion an agreement had been reached to remove the barriers next month. He added that they remain in place because the bus shelter is situated too close to the road. On the matter of the additional crossing he said that it was a Highway Authority ruling, not Multi's to ask for six months of monitoring of the new crossing in St. Lawrence Street.

Councillor Will Sandry commented that he was concerned as to how utilities companies would replace the new paving on the High Street if any work was required in the future.

Councillor Cherry Beath replied that extra stone sets were available for such circumstances

The Operations Manager added that the Council has the power to specify the replacement materials to utilities companies.

The Chair asked at this point if the Associate Director for Housing could answer some questions in the absence of Councillor Tim Ball, Cabinet Member for Homes & Planning.

The Associate Director for Housing agreed.

On the subject of Curo Rents, Councillor Steve Hedges commented that he felt the Council was in danger of a large rise in homelessness if more properties were charged a market rent. He asked for Curo to be invited to a future meeting of the Panel.

The Associate Director for Housing replied that Curo were acting in the same way currently as most other Registered Providers. He added that the Government introduced ART (Affordable Rent Tenancy) to mitigate against the capital funding reduction to the HCA (Homes & Communities Agency). He said that in theory this was to be achieved by the Housing Associations being able to increase their capital borrowing for new housing development by utilising the higher revenue stream generated under ART.

76 SHELTERED HOUSING

The Planning and Partnership / Supporting People Manager introduced this item to the Panel. She explained that sheltered housing with an on-site warden had been the traditional response to the support and accommodation needs of older people since the 1960's. She added that during the last decade, most local sheltered housing providers had removed the on-site wardens and replaced them with peripatetic sheltered housing officers.

She informed them that the Council's Homesearch Register processes applications from people requiring housing from both within and outside of the Bath & North East Somerset area.

She explained that the costs associated with sheltered housing were met through a mixture of rents charged to the tenant (which are met either through Housing Benefit or the tenant's income) and Supporting People Charges (met either through subsidy from the Supporting People Team or from the tenants own income). She added that the allocation from the Supporting People & Communities budget for sheltered accommodation, Extra Care and cross-tenure floating support services in 2012/13 was total of £1,052,085.

The development of schemes which offer Extra Care or 'housing with care' (previously known as 'very sheltered' housing) provides options to older people who have higher support needs but who still want to maintain their own tenancy. The

Council has seen a significant expansion in the provision of extra care in recent years, with several new builds / redevelopments in partnership with local housing providers.

She spoke of how the Joint Strategic Needs Assessment carried out in 2012 highlighted significant increases in the numbers of older people in Bath & North East Somerset. In particular, the number of people aged 80+ is projected to increase by 40% from 9,900 in 2010 to 13,900 in 2026. This increase will present the local authority with strategic challenges, not least because of the sheer volume of demand, but also due to changing expectations and aspirations. In order to achieve the best possible outcomes for this growing cohort of people, a range of options is needed to ensure a diversity of service provision across Bath & North East Somerset.

Councillor Brian Simmons commented that within his ward there were a great number of single bed sheltered flats and that people who were not particularly appropriate were moving into them. He added that this was making the long term residents unhappy.

The Planning and Partnership / Supporting People Manager replied that it was a balancing act to get communities right and was aware that the warden system was missed by a range of people.

Councillor Will Sandry commented on the need to get the right mix in the community.

The Chair thanked the Planning and Partnership / Supporting People Manager for the excellent report and commented that she would be interested in receiving further reports of this nature.

77 UPDATE ON PROPOSED PLANNING CONTROLS FOR HOUSES IN MULTIPLE OCCUPATION IN BATH (ARTICLE 4)

The Planning Policy Officer gave a presentation to the Panel regarding this item. She informed them that around 30 Local Authorities were seeking to make an Article 4 Direction in relation to HMOs. She added that following a consultation exercise regarding the Article 4 proposal the Council received 359 responses, with only 6 of those in objection.

She showed the Panel two maps to explain how the areas would be controlled.

She explained that a Cabinet decision was anticipated in June 2013 to “confirm” an Article 4 Direction on 1st July and to adopt the Supplementary Planning Document (with amendments).

She added that the Article 4 Direction was completely separate to additional HMO licensing although the two pieces of legislation do complement each other. Therefore, the Planning and Housing departments would share data to inform planning decisions and act as a trigger if planning permission is applied for as in many cases an HMO will need a licence and vice versa.

Councillor David Veale asked what percentage of HMO's were student homes.

The Planning Policy Officer replied that it was around a 60% / 40% split with 60% being student homes.

Councillor June Player commented that residents in Westmoreland were unhappy with the proposed figure of 25% for the area and would prefer it to be 20%.

The Planning Policy Officer replied that this would be discussed further with the Local Development Framework (LDF) Steering Group.

Councillor Will Sandry commented on the need to have a balanced community and welcomed its introduction.

Councillor June Player informed the Panel that of the 28 houses in Triangle North, 26 of them were HMO's.

The Chair thanked the Planning Policy Officer for the presentation. The issues raised were duly noted.

78 ADDITIONAL LICENSING OF HOUSES IN MULTIPLE OCCUPATION

The Associate Director for Housing introduced this item to the Panel. He explained that the primary purpose of HMO licensing is to improve housing standards. He added that it allows the Local Housing Authority (LHA) to ensure that conditions, amenity & fire safety standards comply with current legislative standards, as such the principal beneficiaries of licensing are the tenants.

He informed them that In order to ensure that the Council takes a lawful decision and therefore one that is resistant to a legal challenge by way of judicial review, it must be satisfied that the legislative test for the designation is met. An evidence base has been gathered for the introduction of additional licensing.

Councillor June Player asked if bullet point 10 on page 12 of Appendix 3 was a reference to garages.

The Environmental Health Officer replied that it was.

Councillor June Player suggested that a stronger term be used in bullet point 12 to replace 'All reasonable steps'. She also asked how the Licence Holder would monitor garden maintenance.

The Environmental Health Officer replied that it would be dependent on the nature of the property. He added that the onus would be on the landlord to monitor the property and that the Council would act upon any concerns.

Councillor June Player commented regarding bullet point 20 that tenants should be asked to sign an agreement rather than simply being 'made aware' of the 'Bath and North East Somerset undertaking of good practice'.

The Environmental Health Officer replied that the wording of this bullet point was amended after consultation. He added that a copy of the recycling and rubbish collection notice must be displayed in the property.

Councillor Will Sandry commented that he great sympathy for the situation Councillor Player has in her ward. He added that the reality was that houses were not intended for this use. He said that he hoped this legislation would help the Council deal with amateur landlords and improve the standards of many of the properties. He asked if the evidence that had been gathered would be robust enough against a legal challenge.

The Associate Director for Housing replied that officers had worked hard with our own lawyers and a housing barrister to make it as robust as possible.

Councillor Brian Simmons asked if the Fire Authority were required to investigate properties as part of the process.

The Environmental Health Officer replied that no reference had been made to it within the legislation. He added that the Council are the lead authority for fire safety in houses of this nature and officers do have a close working relationship with the Fire Authority.

Councillor Gerry Curran commented that he felt the Council had a duty to its tenants to ask to see all such safety certificates.

The Associate Director for Housing replied that certificates would be asked for as part of the Licensing process.

Councillor Steve Hedges commented that he felt there should be a way to amend the scheme after it becomes adopted.

The Environmental Health Officer sought clarification on this point raised by Councillor Hedges following the conclusion of the meeting and has issued the following response - After taking legal advice it is felt that the scheme cannot be changed following a designation by Cabinet. A legislative process was followed based on evidence and consultation and changes to the designation would have to go through a similar process again. However, amendments to add clarity are possible.

Mr Anthony Masters asked the Chair if he could address the Panel.

The Chair agreed that he could.

He said that he would like to extend his thanks to the officers for their thorough report, and to the councillors for the chance to speak. He said his speech would focus on the nature of the problem with HMOs and the efficacy of the proposed solution.

He commented that the Council is unsure about how many HMOs there are in Bath, and believes their previous estimates may be understating the total amount by 50%. The original evidence report has a graph showing a correlation between a ward's

supposed number of HMOs and the number of domestic waste complaints and street sweeping requests. However, the Housing Act 2004 demands local councils must collect evidence on the “HMOs of that description”, that is, what type of HMO the council wishes to license - HMOs with shared facilities. It is noted “no correlation was found between HMOs with shared facilities and service requests.”

Ultimately, licensing is a trade-off: the increase of both accommodation quality and management, in exchange for higher rents and less competition between landlords. Given that Bath has some of the highest rents in the country, this balance should be carefully considered. The problems with HMO management in these wards appear to be quite particular and isolated. There are major problems with infant licensing systems, as they fail to cover the licensed area and the new rules are weakly enforced: only the future will reveal if these serious issues are ameliorated. For now, the local council should continue to use their accreditation scheme to raise housing standards.

A full copy of this speech can be found on the Panel’s Minute Book.

The Chair on behalf of the Panel thanked the officers for their report, the contents of which were duly noted.

79 MAJOR PROJECTS UPDATE

Mr George Bailey addressed the Panel on behalf of David Redgewell as he was unable attend the meeting. A copy of the statement can be found on the Panel’s Minute Book.

He stated that there was still a need to make progress on the Bath Spa interchange where new bus stops outside the station have still not been brought into operation. He added that there was also the issue of the redesign of the station ticket office and booking hall which has been seriously delayed through Planning.

He then addressed the Panel on the three components to the planning exercise for the Radstock Railway Lands. Firstly, the drafting of an Outline Planning application – he said that he hoped that the quality of this will be much better than the previous one.

Secondly, the inclusion of the Road – he said that the Council consistently claims that it is needed to cope with the increased traffic from the new development even though it will destroy the heart of what is the “best preserved mining town in England”. He added that there was also a question as to whether or not the road is part of the Application.

Finally, the planning of the development itself – he said that If it bears any resemblance to the previous plans, there will be too many dwellings, there will be insufficient consideration for climate change and no allowance for a future re-opened Radstock- Frome railway.

Councillor Gerry Curran commented that he was not aware of any planning issues in relation to the Bath Spa train station, but said he would check with the department.

Councillor Will Sandry asked if any additional infrastructure would be required around the City due to the decommissioning of the gas holders.

The Operations Manager replied that valve pressure on the network was due to be modified, but no additional units were planned at this stage.

80 PANEL WORKPLAN

The Chair introduced this item to the Panel. She proposed that as part of the Major Projects Update report to the May meeting an appendix with reference to project work within Midsomer Norton and Westfield is included.

She suggested that representatives of Curo be invited to attend a future meeting so that the Panel may ask them questions. She proposed that the Panel set aside some time during their July meeting to do some preparatory work and then for representatives to be invited to the September meeting.

She also asked for an update on the Core Strategy and the Gypsy & Traveller Needs Assessment to come to a future meeting of the Panel.

The members of the Panel agreed with all of the above proposals.

The meeting ended at 8.20 pm

Chair(person)

Date Confirmed and Signed

Prepared by Democratic Services

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Bath & North East Somerset Council	
MEETING:	Housing & Major Projects Policy Development and Scrutiny Panel
MEETING DATE:	14 th May 2013
TITLE:	Bath & North East Somerset Core Strategy: Update on Proposed Changes and public consultation
WARD:	ALL
AN OPEN PUBLIC ITEM	
List of attachments to this report:	

1 THE ISSUE

- 1.1 This report sets out an update on the Core Strategy. Following the Examination hearings last year the Inspector issued his preliminary conclusions. In response the Council has undertaken further work and proposed a number of changes to its Submitted Core Strategy agreed at the Council meeting on 4th March. The Proposed Changes to the Core Strategy are subject to public consultation between 26th March and 8th May. The key changes proposed to the Core Strategy, as well as information on the public consultation and some of the issues raised are outlined in the report.

2 RECOMMENDATION

- 2.1 The Housing & Major Projects Policy Development and Scrutiny Panel is asked to note and comment on the:
- 2.2 proposed changes to the Core Strategy; and
- 2.3 the consultation being undertaken and the emerging public response

3. FINANCIAL IMPLICATIONS

- 3.1 The work to date on the Core Strategy has been funded out of the LDF budget. The costs of additional work required to support the Proposed Changes to the Core Strategy approved by Council on 4th March also necessitated drawing down on reserves identified for that purpose by Cabinet. As set out in the next steps (paragraph 4.16 of this Report) the Core Strategy Examination Hearings are anticipated to resume in summer of 2013. The costs associated with the resumed Examination will be significant and will be met out of the LDF budget. The Core

Strategy is a key priority of the Planning Policy team and therefore, significant staff time during the first half of 2013/14 will be devoted to it.

4.0 THE REPORT

4.1 The Council submitted its Core Strategy for Examination in 2011. The Core Strategy examination hearings were held in January and March 2012. In June 2012 the Inspector issued his preliminary conclusions ([ID/28](#) and [ID/30](#)). In responding to the Inspector's preliminary conclusions the Council has undertaken significant further work and is proposing changes to the Core Strategy. These changes were agreed for consultation by Council on 4th March.

Inspector's Preliminary Conclusions

4.2 The Inspector's key conclusions in respect of housing were the need for:

- a NPPF compliant assessment of the housing requirement (he was concerned that the Submitted Core Strategy may not be planning for sufficient housing)
- inclusion of the shortfall from the B&NES Local Plan in the housing figure
- a 20% buffer to the 5 year housing land supply
- flexibility needed in the event of delay in bringing forward complex, brownfield sites
- further work on the sequential and exception flood risk tests
- a 15 year plan period following adoption
- greater consideration of affordable housing requirements

4.3 There were also a limited number of other policies on which the Inspector expressed concerns. These included:

- the blanket requirement for all housing sites to provide 35% affordable housing doesn't reflect the evidence of variations in viability across the district
- the requirements of the District Heating policy are too onerous
- the accommodation needs assessment for the Travelling Community should be updated
- the need to ensure sufficient flexibility is available in Bath & Keynsham to facilitate economic growth
- Clarification on the Council's policy on the future of the Recreation Ground in Bath

4.4 The Council has undertaken significant further work to address these issues which is briefly summarised below.

Council Work to Address Housing/Strategy Related Issues

Review of Housing Requirement (NPPF compliant) and Housing Land Supply

4.5 The Council has reviewed its housing requirement and housing land supply through two studies, and as a result of this work a number of changes are proposed to the Plan:

- The **Strategic Housing Market Assessment (SHMA)** was undertaken in accordance with the NPPF/national guidance and the latest best practice. It assesses demographics, market trends and other statistics, and identifies the housing requirement for B&NES. This updates the 2010 SHMA for B&NES.
- An assessment of the District's potential housing land supply has been undertaken through the **Strategic Housing Land Availability Study (SHLAA)**. It assesses the potential of sites to be suitable, deliverable and developable during the plan period and is part of the evidence base. Before development can proceed on sites assessed in SHLAA some will be allocated for development in the Placemaking Plan and for all planning permission needs to be granted.

4.6 Briefly the results of this work are set out below.

Housing Land Supply: SHLAA confirms existing supply as set out below.

Table: Existing housing supply

Location	Total	%*
Bath	6,285	58%
Keynsham	1,641	15%
Somer Valley	2,095	19%
Rural Areas	831	8%
Total	10,852	100%

**NB totals rounded*

Housing Requirement: the table below summarises the results of considering the requirement for additional housing emerging from the SHMA and making provision for meeting the backlog of housing supply from the Local Plan and ensuring a five year land supply plus a 20% buffer. The overall requirement is around 12,700 dwellings.

Table: Summary of the assessment of the housing requirement for B&NES

	Plan Period (18 yrs)	plus backlog	SHLAA Supply	Additional for Affordable Housing	Total
Homes	7,470	8,637	10,852	1,870	12,722

4.7 The above shows that around an additional 1,870 dwellings need to be provided over and above the existing supply. Having already maximised opportunities on brownfield sites and in order to meet the housing need in the most sustainable way, the identification of additional locations, including the release of land from the Green Belt, is necessary.

Spatial Strategy Changes to Provide Additional Housing

- 4.8 The NPPF (para 182) requires that the Council will need to demonstrate that it has chosen the most appropriate strategy when considered against reasonable alternatives based on a proportionate evidence base. Locations were assessed against the requirements of the NPPF and the seven Core Strategy objectives. Sustainability Appraisal was at the heart of this process and is the key tool in comparing the options. A number of other key areas of work have informed the determination of the locations to be taken forward including a Green Belt Review; Infrastructure assessment (to ensure that development is aligned with the provision of necessary infrastructure); and Deliverability (to ensure the individual locations/sites are deliverable and there is sufficient flexibility in the overall strategy).

Changes to the Core Strategy

- 4.9 As a result of the work outlined above a range of locations have been identified in order to accommodate additional development (primarily housing). The proposed changes to the Core Strategy include the proposal to remove land from the Green Belt on the edge of Bath, Keynsham and SE Bristol. The additional housing (1,870 homes) required is proposed to be provided as follows:

Location/Area	New homes
Adjoining Bath (Odd Down, Weston and Lansdown)	720
Adjoining Keynsham (east and south western sides of town)	450
Adjoining SE Bristol (Whitchurch)	200
Somer Valley (locations not specified)	300
Rural Areas (some additional housing in villages meeting Policies RA1 and RA2 criteria)	200
Total	1,870

- 4.10 Land on the eastern side of Keynsham is proposed to be removed from the Green Belt not only to provide around 250 homes but also to provide a significant amount of new employment floorspace. This is necessary to help meet Keynsham's economic needs and to help maintain the strategy of balanced homes and jobs provision within the town, as well as providing flexibility within the strategy to facilitate job growth in both Keynsham and Bath as required by the Inspector.
- 4.11 The resultant changes proposed to the Core Strategy are set out in the Schedule of Proposed Changes and are summarised in a Core Strategy Update newspaper produced for public consultation which is a background paper to this Report and can be found at: http://www.bathnes.gov.uk/sites/default/files/sitedocuments/Planning-and-Building-Control/Planning-Policy/Core-Strategy/ProposedChanges/scspc_consultation_newspaper.pdf
- 4.12 Other key changes proposed to the Core Strategy to meet the Inspector's preliminary conclusions include:
- Change to the Affordable Housing Policy (CP9) to take a split target approach seeking 30% affordable housing in some parts of the District and 40% in other areas. This approach reflects updated viability evidence.

- Amendment to the District Heating Policy (CP4) to focus only on the 3 most promising locations (priority areas) in expecting development to incorporate district heating infrastructure
- Policy CP11 on Gypsy & Traveller accommodation amended to reflect more up to date evidence on pitch requirements
- Policy relating to Bath Recreation Ground amended to provide greater clarity in supporting its redevelopment to provide a sporting/leisure stadium

Consultation on the Core Strategy Changes

- 4.13 The proposed changes to the Core Strategy are being consulted on for a 6 week period from 26th March to 8th May 2013. The consultation has been widely publicised using a variety of media, including Council website; mail out to all parties on the LDF mailing list; social media e.g. twitter; and press release published in local newspapers. The Council also held a number of public consultation events in each of the locations most affected by the Core Strategy changes.
- 4.14 The public events were attended by significant numbers of interested and concerned residents and businesses. A wide range of issues were raised at these events. The key/most frequently raised issues included the following:

All Locations

- Queried whether the Council is planning for the right level of growth and whether projected demographic/household growth will really come forward
- Council must seek to maximise development on brownfield sites and phase brownfield sites to be delivered before greenfield locations released

Locations at Bath

- Concern as to whether exceptional circumstances to justify release of land from the Green Belt on the edge of Bath can be shown
- Impact of development on the Cotswolds AONB and concern that development in the AONB (Weston and Odd Down) cannot be justified against NPPF tests
- Surface water/drainage impacts of development at Weston cannot be solved/mitigated
- Concerns around availability of land for development at Weston
- Impact of development on ecological interests at Weston and Odd Down (e.g. bats)
- Questioned whether adequate vehicular access can be provided at Weston (e.g. close to Primrose Hill) and Odd Down (e.g. from South Stoke Lane)
- Objection to a bus route passing through Sulis Meadows area of existing housing in order to serve new development adjoining Odd Down
- Concerns around transport impact of development (local and city-wide)
- Impact of development on Heritage Assets e.g. World Heritage Site and its setting; Bath Conservation Area (especially Primrose Hill); and the Wansdyke and South Stoke Conservation Area (land adjoining Odd Down)
- Need to maintain current separation of Bath and South Stoke village
- Objection to development of various fields within both Weston and Odd Down locations

Land at Whitchurch

- Concern regarding the amount of housing proposed – need to consider the proposal for 200 additional homes in the context of the current size of the village
- Questioned whether there is local demand or need for 200+ new homes over the next 20 years in Whitchurch
- Pressure of new development on existing local services, such as schools
- Significant concern regarding the impact on the local and wider road network given significant current congestion on A37
- Impact of new development on the character of the village
- Clarification sought on how the 200 homes proposed in the Core Strategy relates to current or publicly known future planning applications (i.e. Orchard Park, Staunton Lane and Horseworld proposal)

Somer Valley

- Clarification needed regarding where and how the additional 300 dwellings will be accommodated – views expressed that it should be shared equally between the larger settlements in the Somer Valley and not all directed towards Midsomer Norton
- Objections to the existing planning applications for housing sites adjoining Midsomer Norton/Westfield (Monger Lane and Fosseyway South)
- Greater clarity needed on existing housing commitments e.g. deliverability of the NRR development is uncertain and cannot be relied on.
- Need for a clear plan to facilitate 900 jobs net increase.
- No housing should be allowed without contributing to economic development in the SV.
- Need transport impact assessment for the total housing and economic development for the SV. New development will significantly worsen the traffic congestion

Keynsham

- Some understanding that additional housing is needed at Keynsham – town is in a relatively sustainable location and additional housing will help to alter the population profile and keep local services viable
- Concern about cumulative impact of additional development adjoining Keynsham and within the town (especially Somerdale) on the highway network
- Specifically with regard to SW Keynsham concern that further development could lead to greater use of minor roads/'rat run' through Chewton Keynsham (Redlynch Lane) – need for the Council to look at potential solutions
- East of Keynsham – general acceptance of some development here as long as a green corridor/separation between Keynsham and Saltford is retained and Community Woodland is retained and, if possible, enhanced
- Some support for development east of Keynsham as it will provide additional job creation opportunities and will also help to facilitate aspirations for river to play a more prominent role
- Most important Green Belt gap to retain is that between Keynsham and Bristol
- Concern around Manor Road application in Saltford

- Support that the Council is not proposing development in the Uplands area – although acceptance that the landowner may continue to promote development here

4.15 As public consultation lasts until 8th May written comments are still being received and analysed. It is anticipated that these comments will reflect many of the issues raised above. It may be possible to give a verbal update on the overall number and content of the comments received at the meeting.

Next Steps

4.16 The comments received on the Proposed Changes to the Core Strategy will be analysed by the Council and supplied to the Inspector. It is anticipated the Inspector will resume the Examination hearings later this year. Following the resumed hearings the Council should receive the Inspector's Report in the autumn and should be able to adopt the Core Strategy before the end of 2013.

5 RISK MANAGEMENT

5.1 A risk assessment related to the issue and recommendations has been undertaken, in compliance with the Council's decision making risk management guidance.

6 EQUALITIES

6.1 An EqIA has been completed. No adverse or other significant issues were found.

7 CONSULTATION

7.1 *Cabinet Member; Overview & Scrutiny Panel; Section 151 Finance Officer; Chief Executive; Monitoring Officer*

7.2 No consultation is required on the revisions to the LDS. The revised consultation periods for the LDF documents will be set out in the revised Local Development Scheme.

8 ISSUES TO CONSIDER IN REACHING THE DECISION

- a. *Social Inclusion; Customer Focus; Sustainability; Human Resources; Property; Young People; Corporate; Health & Safety; Other Legal Considerations*

9 ADVICE SOUGHT

- a. The Council's Monitoring Officer (Divisional Director – Legal and Democratic Services), Section 151 Officer (Divisional Director - Finance) and Strategic Director (Place) have had the opportunity to input to this report and have cleared it for publication.

Contact person	<i>David Trigwell (Divisional Director - Planning and Transport, Planning and Transport Development 01225 394125)</i>
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Background papers	<p><i>Inspector's Preliminary Conclusions (Refs ID/28 and ID/30)</i></p> <p><i>Schedule of Proposed Changes to the Submitted Core Strategy</i></p> <p><i>Core Strategy Update (summary newspaper produced for public consultation)</i></p> <p><i>National Planning Policy Framework March 2012</i></p>
<p>Please contact the report author if you need to access this report in an alternative format</p>	

APPENDIX 1: OPTIONS FOR LOCAL DEVELOPMENT SCHEME REVIEW

Plan	Existing Programme	Implications of CS suspension	Cost implications 2012/13	Conclusion
Core Strategy (DPD)	<ul style="list-style-type: none"> • Inspector's report March 2012 • Adoption June 2012 	<p>The re-assessment of housing need and the review of the strategy will take around 6 months. The Council will then need to formally agree changes to the CS and then consult. The hearings are therefore likely to resume by July 2013.</p>	<p>The further work generated by the suspension will generate additional LDF costs which will need to be found through a review of the LDS priorities</p>	<p>Completion & adoption of the CS is the first priority and this will be the focus of the LDF budget & staff resources during 2012/13 and early 2013/14. This will have implications for other LDF plans, the programmes of which will need to be reviewed (Report due for Cabinet 12/9/12)</p>
G&T Plan (DPD)	<ul style="list-style-type: none"> • Draft Plan due December 2012 • Hearings June 2013 • Inspector's report Sept 2013 • Adoption Dec 2013 	<p>Review of Core Strategy necessitates a review of opportunities for sites outside the Green Belt</p> <p>Also need to review the needs assessment.</p> <p>The post consultation 'stock take' will entail a delay of around 6 months</p>	<p>Additional cost arising from stocktake includes a new needs assessment</p>	<p>See separate item on the PTE agenda which sets out the next steps for the G&T Plan</p>
Place-making Plan (DPD)	<ul style="list-style-type: none"> • Options consultation Jan 2013 • Draft Pan Sept 2013 • Submit Dec 2013 • Hearings March 2014 • Report June 2014 • Adoption July 2014 	<p>Publication of options will need to be delayed by 3 months because it must wait for the review of the CS may lead to a review of locational options. In addition, the Inspector's concerns about the need for flexibility in site delivery will require a review of the SHLAA. However there are savings in</p>	<p>There is insufficient staff & financial resources in LDF budget to undertake all 3 DPDs.</p>	<p>Options for progressing the PMP will be considered by Cabinet 12/9/12</p>

		undertaking a combined consultation		
MoD Concept Statements	<ul style="list-style-type: none"> • Due for endorsement Sept 2012 	None (other than to be absorbed into the Placemaking Plan)	None	No change - Endorse as planned in Sept 2012
CIL	<ul style="list-style-type: none"> • Consult on Draft Charging Schedule (DCS) Sep 2012 • Exam March 2013 • Report June 2013 • Adopt Sep 2013 	<p>DCS cannot be agreed until the changes to the Core Strategy have been agreed and cannot be submitted until the Core Strategy Inspector has issued his report ie the CIL must be based on an up-to-date Local Plan. Revised programme;</p> <ul style="list-style-type: none"> • Consult on DCS June 2013 • Submit Oct 2013 • Hearings Jan 2014 • Report March 2014 • Adopt April 2014 	<p>No further spend during 2012/13 as costs delayed to 2013/14.</p> <p>Loss of revenue arising from the delay in the programme is limited because there is contingency in the current programme (depending on the transitional arrangements)</p>	Progress preparation of CIL alongside Core Strategy. This will entail a delay of around 6 months but will still enable adoption of CIL in April 20124 in time to limit the loss of CIL income
S106 SPD	Due to be revised alongside publication of CIL Draft Charging Schedule	This is linked to CIL work therefore the review will be delayed to 2013/14 alongside the revised date for the CIL DCS publication. In the meantime, undertake a limited interim update in 2012/12 to ensure it is up-to-date	Cost of full review delayed from 2012/13 to 2013/14.	Full review 2013/14 aligned with CIL work
Article 4 Direction	Confirm Direction March 2013	No implications	'Ring -fenced' budget provided over & above LDF budget. No changes for 2012/13.	Could abandon but significant progress has been made and there is significant public support for the proposal

				No change to programme No change This is integral to the Article 4 Direction work
SPD on Housing in Multiple Occupation	Consult Oct 2012 Adopt March 2013	No implications	Limited LDF budget is needed for consultation on SPD	
Sustainable Construction & retrofitting SPD	Due to be adopted Sep 2012 (now delayed to Nov 2012)	None other than it will supplement the Local Plan pending adoption of the Core Strategy	No change 2012/13. Budget in LDF already committed and bulk of the work completed.	No change to programme
World Heritage Site Setting SPD	Due to be adopted Sep 2012 (now delayed to Nov 2012)	None other than it will supplement the Local Plan until the CS is finalised	No change 2012/13. Budget in LDF already committed and bulk of the work completed.	No change to programme
Neighbourhood Planning Protocol	Adopt in Sep 2012	None – adopt as scheduled	No change 2012/13. Budget in LDF already committed and bulk of the work completed.	No change to programme
Neighbourhood Plans	The Council has the duty to support communities who want to prepare NPs etc.	None	No additional financial costs are expected during 2012/13 and no additional budgetary provision has been made (other than £20k grant for Freshford & Limpley Stoke pilot). In future years Council may have to make financial provision to meet its obligations ie pay for referenda & exams. Costs will be dependent on the local demand. However the NPP & the PMP will be tools to prevent the work escalating too significantly	Preparation of NPs will therefore be curbed if there is significant demand.
Visitor Accommodation SPD	No timetable has yet been formally agreed although a draft SPD was anticipated in late	Review programme in light of the work on CS.	Provision was made by Cabinet for this work over & above the LDF budget	Programme to be considered by Cabinet on 12/9/12

	2012			
“Advertise ments & Banners” in Bath	No timetable has yet been formally agreed although a proposal was anticipated in late 2012	Review programme in light of the work on CS.	Provision was made by Cabinet for this work over & above the LDF budget	Programme to be considered by Cabinet on 12/9/12

APPENDIX 2: SUMMARY OF REVISED LOCAL DEVELOPMENT SCHEME TIMETABLE 2012

	2012						2013						2014						2015																	
	July	Aug	Sep	oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Core Strategy	18									C			H				R			A																
<i>Infrastructure Delivery Plan</i>	Update																																			
Placemaking Plan	18																		D			S				H										
> MoD Concept Statements			"A"																																	
Gypsy & Travellers Site Allocations Plan	18						C					D				S			H	R		A														
Article 4 Direction	C				C								A																							
>HMO SPD				C									A																							
Community Infrastructure Levy												D					S		H		R	A														
Planning Obligations SPD update				C			A																													
Planning Obligations SPD review												C										A														
Neighbourhood Planning Protocol			A																																	
Neighbourhood Plans support	Work with local communities																																			
Sustainable Construction & Retrofitting SPD				A																																
World Heritage Site Setting SPD				A																																
"Dressing the city"																																				
Visitor Accomodation SPD																	C																			
Green Infrastructure Strategy					A																															

18 Regulation 18 ie Update evidence base, develop policy options, Community engagement,

D CIL Draft Charging Schedule consultation

D Publish Draft Plan & formal consultation

C Informal consultation

S Submit for examination

H Hearings

R Inspector's Report

A Adopt

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Bath & North East Somerset Council	
MEETING:	Housing and Major Projects Policy Development and Scrutiny Panel
MEETING DATE:	14 May 2013
TITLE:	Gypsies, Travellers and Travelling Showpeople Site Allocations Plan Update
WARD:	ALL
AN OPEN PUBLIC ITEM	

1 THE ISSUE

- 1.1 Cabinet agreed at its meeting of 12 September 2012 to conduct a 'stock take' of progress on the preparation of the Gypsies, Travellers and Travelling Showpeople Site Allocations DPD. This report provides an update on the work and sets out the next steps.

2 RECOMMENDATION

That the Housing and Major Projects Panel:

- 2.1 Note the progress and further work on the preparation of the Gypsies, Travellers & Travelling Showpeople Site Allocations Plan.

3 FINANCIAL IMPLICATIONS

- 3.1 Preparation of this Plan is funded from the Local Development Framework budget.
- 3.2 The progression and eventual adoption of the Gypsies, Travellers and Travelling Showpeople Site Allocations DPD will demonstrate the Council's commitment to the provision of sites to meet identified need. The allocation and development of sufficient pitches to meet local need will also enable the Council to redirect households travelling through the District to legal site(s). This will limit the need for enforcement action by the Council and its associated costs.
- 3.3 It is recognised that there will always be Gypsies and Travellers who cannot provide their own sites and as such it is considered that socially rented pitches should be provided as part of the overall pitch requirement for the District. As two of the sites still under assessment are publicly owned the Council has the option to ultimately offer that land for sale to private individuals or Registered Providers who may wish to develop and manage those sites. The Council also has the potential to develop and run sites itself which would have ongoing resource and financial implications. These financial implications will be modelled when firm options around potential sites are available.
- 3.4 The Council does not at this stage need to determine which, if any, sites it would wish to make a commitment to developing itself. At its 14 February 2012 meeting the Council agreed to make a £1.8m capital budget provision towards provision of

pitches for Gypsies and Travellers, a budget that was recently augmented by a successful bid for HCA Traveller Pitch Funding of £750,000. This grant funding is conditional on site completion by March 2015, a PID will be taken forward detailing timing and application of this funding. Pitch provision will be eligible for New Homes Bonus and the future use of any New Homes Bonus receipts arising will be considered by the Council as part of the medium term service and resource planning process in the appropriate financial year. The cost of developing individual sites forms part of the ongoing DPD assessment work.

4 THE REPORT

Update on progress

4.1 The purpose of the Site Allocations DPD is to identify land for the development of residential accommodation for Gypsies, Travellers and Travelling Showpeople, and also transit pitches, to meet local need in Bath and North East Somerset. The District does not currently have a permanent site for Travellers.

4.2 The Plan is still in its preparatory stages (Regulation 18 under the Town and Country Planning (Local Planning) Regulations 2012/767). At its meeting in September 2012, the Cabinet confirmed the need for a review of the process which included the following tasks:

- to update the assessment of need for pitches to establish the level of need for 5 and 10 year supply of sites in accordance with Planning for Traveller Sites;
- to review the site selection criteria;
- to review the scope for major development sites to include provision for Gypsy and Traveller sites;
- to review capacity to accommodate the travelling communities outside the Green Belt, including opportunities for provision in neighbouring local authorities in accordance with the duty to cooperate;
- to consider the results of the 2012 options consultation and assess the suitability of the 3 remaining sites; and
- to assess the additional sites suggested through the Call for Sites, including a review of the District's existing unauthorised Gypsy and Traveller sites.

Further work required

4.3 An update on these tasks is provided below.

Updating the assessment of need: GTAA

4.4 The assessment of need (the GTAA or Gypsy & Travellers Accommodation Assessment) was updated in 2012 and the report was published in March 2013. The previous West of England GTAA (2007) identified need for 21 permanent pitches, 1 Travelling Showpeople's yard and 20 transit pitches in B&NES. The updated GTAA (2012) identifies the following need:

Need	Time Period	2012-2017	2018-2022	2023-2027	TOTAL (2012-2027)
Gypsy and Traveller		24	1	3	28

Travelling Showpeople	40	0	0	40
Transit	5	0	0	5

- 4.5 The most significant change has been identified for Travelling Showpeople in the District, as the survey identified a large number of households either already living on unauthorised sites or seeking sites in B&NES. Though a large number of Travelling Showpeople were identified in the West of England area at the time of the previous assessment, just 2 of those households were identified as residing in B&NES. The higher demand for Travelling Showpeople sites is a result of a much more rigorous assessment process.

Review the site selection criteria

- 4.6 As indicated at Cabinet in September 2012, the method of site assessment has been amended to take account of concerns regarding how well this relates to the key issues set out in national policy in both the National Planning Policy Framework (NPPF) and Planning Policy for Traveller Sites (PPfTS). The draft revised criteria were reported to the September Cabinet report and have been taken forward as an appropriate mechanism to assess site suitability for allocation.

Scope to include provision for the travelling communities on major development sites

- 4.7 Initial investigations with the housing development industry has highlighted the complexities of seeking to require provision for Traveller needs on major development sites. However, this issue will need to be pursued in the Placemaking Plan.

Engagement with Neighbouring Local Authorities

- 4.8 As part of the preparation of Local Plans the Council has a legal duty to cooperate with other local planning authorities and public bodies, engaging “*constructively, actively and on an ongoing basis*” when planning for strategic cross-boundary matters. The Council has ongoing engagement with neighbouring local authorities and other public bodies on the issue of assessing and responding to the accommodation needs of travelling communities. This includes the West of England Authorities as well as other adjoining authorities.

- 4.9 Prior to commissioning the GTAA update, the Council discussed with the other West of England Authorities the possibility of joint working to update the evidence base. North Somerset Council had already completed such an update in 2011, and Bristol City and South Gloucestershire Councils were not then in a position to update their evidence base at the same time as B&NES. Since that time however Bristol City and South Gloucestershire have commissioned a joint update, with the methodology used by consultants for the B&NES assessment being shared to ensure a coordinated approach. Those consultants have now been commissioned to undertake the joint update; this will further ensure that the study is robust by removing the potential for double-counting of the local population.

- 4.10 The Council also continues to engage with neighbouring authorities to discuss the strategic approach to responding to need across each local authority area. The option of undertaking a joint plan of provision was considered and rejected

because the Local Authorities were at different stages. The need for strategic co-operation is particularly relevant given the accommodation characteristics of the travelling communities across local authorities. Neighbouring authorities have indicated in recent discussions that there is no capacity for need arising in B&NES to be met in their areas. However until Bristol and South Gloucestershire have finalised their needs assessment, proper consideration cannot be given to a co-ordinated approach to provision. That assessment is due to be completed over the next few months.

Results of the 2012 Options Consultation

- 4.11 Key issues arising from the options consultation were reported to Cabinet on 12 September 2012. A Consultation Statement has since been published, responding to the issues raised during the options consultation. Three sites (at Keynsham, Radstock and Stanton Wick) were removed from the process by Cabinet leaving 3 sites for further assessment. The sites at Woollard Lane, Whitchurch; Station Road, Newbridge and Lower Bristol Road, Twerton remain under consideration. The public consultation comments received relating to these sites have been taken into account in informing the ongoing site assessment.

Assessment of additional sites

- 4.12 The second Call for Sites undertaken during 2012 yielded 27 additional site suggestions for assessment; a further 2 sites (one an unauthorised encampment at Green Patch Lane, Farmborough, and another at Ashmead Road, Keynsham, suggested through the LDF Steering Group) have since been added to the list of new site suggestions.
- 4.13 Specialist work, including archaeological assessment and land contamination investigations, are still being undertaken. This specialist work will be incorporated into the overarching site assessment, providing the Council with a comprehensive understanding of constraints, and also the potential cost to develop individual sites. This is necessary to understand development viability and deliverability.
- 4.14 **It must be emphasized that the assessment of sites mentioned in 4.12 is still underway and it is not appropriate to give an indication of site suitability in advance of completing that work, therefore no final determination or recommendation can be made.**

Conclusions

- 4.15 The progress made and further work required is summarised as;
- The revised needs assessment has been completed and it reveals a significantly greater accommodation need for Travelling Showpeople than revealed by the previous assessment;
 - The approach to site selection has been revised;
 - Further work is required with adjoining authorities to ensure a joint strategic approach to provision has properly been undertaken;
 - Further work is required to ascertain the scope of major development sites to make a contribution to accommodating the travelling communities;

- Sites are still under investigation for the potential to contribute towards meeting the accommodation needs of the travelling communities.

Programme

- 4.16 The current programme for the Plan entails public consultation on a draft Plan in June / July 2013. However given that progress on the Plan is dependent on other work being completed, primarily co-operation with adjoining authorities, the assessment of the scope to accommodate the travelling communities on large development sites, and individual specialist site assessments, that programme is currently under review.

5 RISK MANAGEMENT

- 5.1 A risk assessment related to the issue and recommendations has been undertaken, in compliance with the Council's decision making risk management guidance.
- 5.2 There is a risk that if the Council completes the stock take and fails to identify sufficient sites through the Development Plan process to meet need that there will be pressure for sites to be granted planning permission on an ad hoc basis or by appeal. Unauthorised encampment is also likely to continue; this has associated enforcement action costs. Each of these outcomes are likely to have a detrimental effect on relationships between the settled and travelling communities. A lack of authorised accommodation also has negative effects on the welfare and social integration of Gypsy, Traveller and Travelling Showpeople families with the settled community which puts the Council at risk of failing to meet its Public Sector Equality Duty.

6 EQUALITIES

- 6.1 The statutory duties of the Council include the Public Sector Equality Duty which requires the Council to pay due regard to the need to eliminate unlawful discrimination, advance equality of opportunity and foster good relations between different groups in the course of developing policies and delivering services. Gypsies and Travellers are recognised as distinct ethnic groups and are protected from discrimination by the Equality Act 2010.
- 6.2 An Equality Impact Assessment (EqIA) has been completed. Adverse impacts arising from delay to the identification and allocation of sites for development have been identified but are considered to be justified by the need for rigorous assessment of sites. A comprehensive assessment should ensure that the DPD is taken through Examination and adoption in a more timely fashion.

7 CONSULTATION

- 7.1 *Cabinet members; Policy Development and Scrutiny Panel; Section 151 Finance Officer; Chief Executive; Monitoring Officer*

8 ISSUES TO CONSIDER IN REACHING THE DECISION

- 8.1 *Social Inclusion; Customer Focus; Sustainability; Property; Young People; Human Rights; Corporate; Health & Safety; Other Legal Consideration*

9 ADVICE SOUGHT

9.1 The Council's Monitoring Officer (Divisional Director – Legal and Democratic Services) and Section 151 Officer (Divisional Director - Finance) have had the opportunity to input to this report and have cleared it for publication.

Contact person	<i>David Trigwell 01225 394125</i> <i>Simon de Beer 01225 477616</i>
Background papers	<i>Gypsy and Traveller Accommodation Assessment (ORS, 2012)</i> <i>Consultation Statement: Preferred Options</i> <i>Cabinet Report September 2012</i>
Please contact the report author if you need to access this report in an alternative format	

**Bath & North East
Somerset Council**

Development & Major Projects – Project Delivery

Policy, Development & Scrutiny report

14th May 2013

Development & Major Projects update- Derek Quilter

Document: Housing & Major Projects Report
Page: Page 1 of 7
Meeting Date: 14th May 2013

Council Direct Projects

High Street

- North Midland temporary offices cleared from High Street week commencing 22nd April 2013
- Planned completion date – beginning of May 2013 due to additional works

Guildhall Tech/Creative Hub

- Decorations to interior nearing completion
- Final electrical fittings being installed
- Floor finishes being laid
- Grant awarded to new CIC (£120k) for IT and FF&E
- Completion anticipated early May 2013

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Children's Services

- **Ralph Allen School Applied Learning Centre and all weather pitch**
 - New build programme on schedule and on budget
 - AWP (All Weather Pitch) handed over to school and operational
 - New build is watertight and external cladding nearing completion
 - Mechanical & electrical trades commenced
 - Project completion scheduled for end July 2013
 - School to occupy from September 2013
- **St Gregory's & St Mark's Joint 6th Form Centre**
 - Project remains on budget and on programme
 - Cross Laminated Timber frame works completed
 - Works commenced on roofing
 - Mechanical & Electrical work has commenced

Bath Western Riverside

- **Residential occupations**
 - First 75 private residential units now occupied or sold.
 - First 100 affordable units now occupied
 - All shared ownership units are sold
- **Phase 1**
 - Complete
- **Phase 2**
 - 115 Units complete
 - 125 under construction for completions in 2013
- **Phase 3**
 - Reserve Matters consent granted for Buildings B1 & B17
 - Destructor Bridge Reserve Matters Application submitted to close out the planning process
- **BWR Future Phases**
 - Crest are progressing terms with Wales and West Utilities (WU) to decommission the gas holders. B&NES have received RIF (Revolving Infrastructure Funding) from the Local Enterprise Partnership to bring this forward.
 - Cabinet approved the use of RIF at the April 2013 Cabinet
 - Decommissioning is expected to take up to 2 years from the point of contract with Wales and West Utilities & Crest.

Victoria Bridge

- **Temporary works (Phase 2)**
 - Temporary crossing will need to be closed when phase 3 works commence, in Summer 2013.
 - Periodic monitoring of temporary works is ongoing.
- **Permanent works (Phase 3)**
 - Design work by AECOM ongoing. Scheme design now complete.
 - Listed Building Consent application was submitted in April 2013.
 - Victoria Bridge exhibition remains open to end of May 2013 at the Museum of Bath at Work.
 - Invitations to tender for role of Principal Contractor now issued. Principal Contractor appointment envisaged June 2013.
 - Works commencement envisaged in summer 2013.
 - Works completion anticipated mid 2014.

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Bath Transport Package

- **Park & Ride expansion**
 - **Lansdown**
 - Bus shelter planning application granted 12th April 2013
 - Landscaping works to Sports pitch- fertilisation and seeding on-going
 - Sports pitch expected completion September 2013
 - **Newbridge**
 - Planning application expected for submission June 2013
- **CCTV**
 - Installation of CCTV equipment to Odd Down and Lansdown park & ride has been completed.

Keynsham Regeneration Project

- Project is on-time and on-budget
- Demolition works are now complete
- Archaeology investigations are nearly completed
- Storm and foul sewers have been diverted
- Foundation construction works have started for the new offices
- Willis Newson has been appointed as Public Art Consultant
- Retail signage to promote business along Temple Street has been completed

Odd Down Playing Fields

- **3G Pitch**
 - Consultations with FA/RFU regarding shared use, size and specification on-going.
 - Pre-application planning submission issued 10th April 2013
- **Changing Rooms**
 - Pre-application planning submission issued 10th April 2013
 - Design based upon a functional 6 changing room single storey design option, with options for an 8 room changing facility and enhanced community space.
 - Final design solution will depend on funding availability from governing bodies namely FA/RFU/ECB.
- **Cycle Track**
 - Works completed on 8th April 2013
 - Delivered under budget and on time
 - Surplus British Cycling funding to be utilised on cycle related works (probably storage) within the Changing Rooms

Development

- **South Road Car Park, Midsomer Norton**
 - Marketing consultants have been appointed to market the site as a supermarket.
 - Site investigations underway to examine the ground conditions.
 - In parallel the Council's planning consultants are currently investigating the key planning issues that will apply to development.

- **Former Railway Land, Radstock**
 - BANES and NRR (Norton Radstock Regeneration) are continuing to work up an outline planning application for the NRR site
 - Consultation is expected in May with an outline planning application to follow thereafter
 - The current draft scheme proposes a comparable level of housing and commercial/retail space
 - The scheme also includes an amended Highway arrangement in line with the highways scheme previously consulted on.

- **Keynsham K2**
 - Barratt Homes have been selected as preferred developer.
 - They are currently carrying out site investigations with a view to finalising a design before starting the planning process.

- **Somerdale**
 - Taylor Wimpey have recently hosted community consultation, and are using the feedback from this and the pre-application process to develop plans for submission
 - A hybrid planning application for the site is expected very soon (part detail, part outline) and engagement with Taylor Wimpey will continue through this process.

- **MOD Sites**
 - The purchasers of the sites were announced at the end of March.
 - Warminster Road has been acquired by Warminster Road Developments a consortium comprised of Square Bay, Firmstone Developments and Edward Ware Homes. Robert Adam Architects have been instructed as the Architects.
 - Ensleigh has been bought by Spitfire Developments who will identify a development partner.
 - Foxhill has been acquired by Curo.
 - Now the purchasers have been announced the detailed timeframes around the prospective development programmes will emerge through early discussions and advice with the developers.

- **Victoria Hall, Radstock**
 - Options for its ongoing sustainable future are being prepared for consideration by the cabinet
 - A budget for the refurbishment of the building has been secured
 - Instruction for the removal of the asbestos have been given, work is due to commence in May 2013

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Housing & Major Projects Scrutiny Panel

May 2013

Midsomer Norton, Radstock and Westfield Update

Introduction

The Southern part of the District has a range of distinctive characteristics, identities, communities and history. It makes a strong contribution to the overall character of Bath and North East Somerset. The area was transformed during the industrial revolution to exploit its mineral resources. Life in the area was dominated by coal mining, leading to a proud heritage of energy production. The strength of community and identity borne out of this heritage remains, as do the towns and villages which developed.

Midsomer Norton became an important coal-mining town in the nineteenth century and continues to cater for key services, employment, shopping and leisure facilities to the wider communities. Its historic core runs along the River Somer which remains an attractive feature in the High Street. It is located approximately 10 miles south west of Bath and 16 miles south east of Bristol in the Mendip Hills. The neighbouring towns present competition to Midsomer Norton as a market town destination.

The town is the principal market town for the Somer Valley, serving a number of rural settlements. The town centre provides a range of retail outlets, a library, and leisure facilities. Reinforcing the town as the service destination for the rural hinterland is a key priority.

Radstock is located on the northern edge of the Mendip Hills in the Wellow Brook Valley. The town has been settled since the Iron Age and is one of the best preserved former coal-mining towns in England. This forms the basis of its Conservation Area status. The Great Western Railway, and the Somerset and Dorset Railway established stations and marshalling yards in the town. Radstock was at the heart of the Somerset Coalfield and became a central point for railway development.

Strong and thriving town centres are crucial to retaining and attracting employers to the Somer Valley area. The town centres have suffered from a lack of investment. Job and GVA increases are an important indicator of success. Midsomer Norton and Radstock should play complementary roles. The focus for Midsomer Norton town centre is to strengthen the retail offer, encouraging more support for local shops and services.

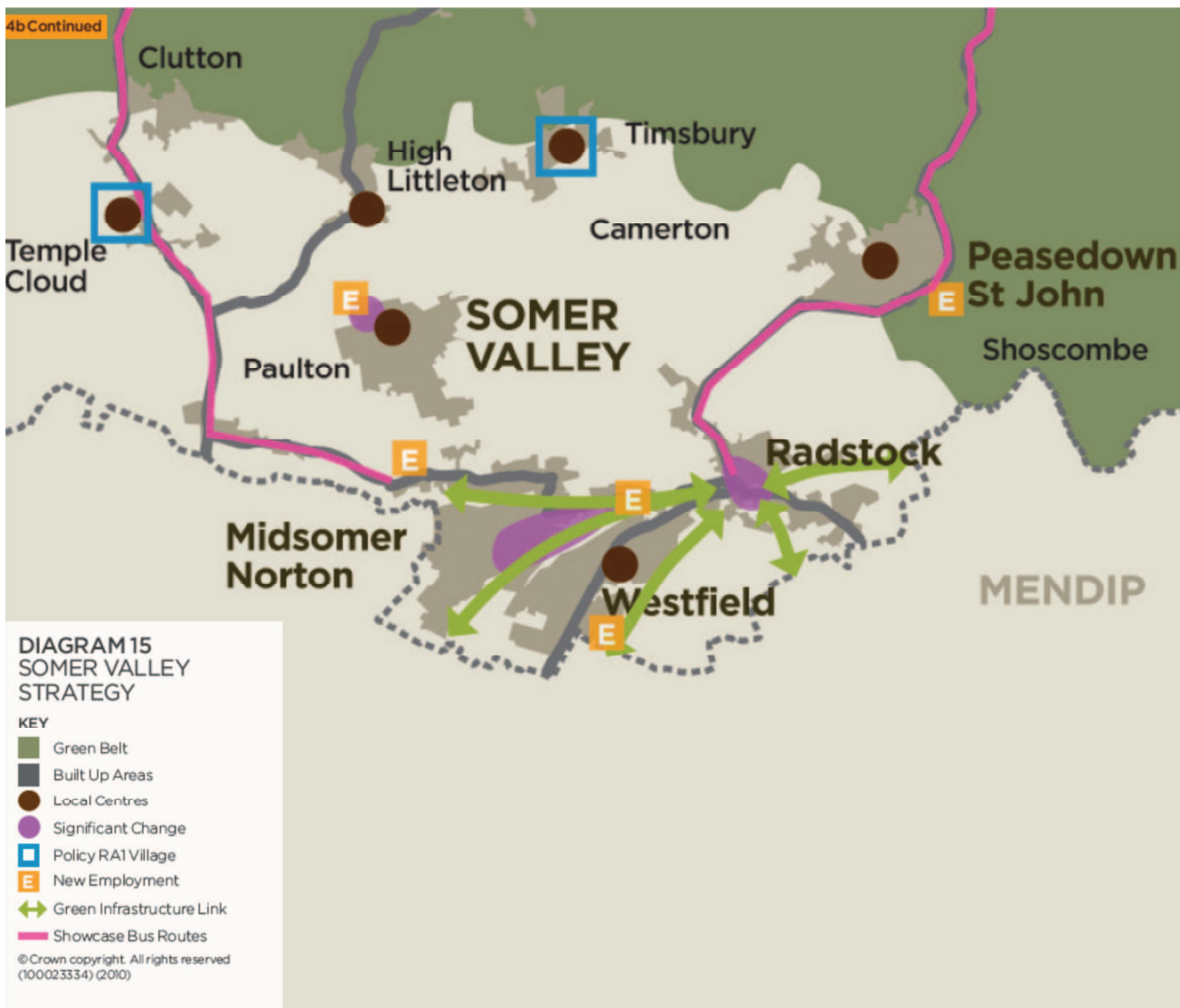


Figure 1: Somer Valley (Draft Core Strategy – note Policy RA1 Village designations have been removed in the recent consultation).

Policy Context

The draft Core Strategy sets out the Council’s vision for the wider Somer Valley Area, and for Midsomer Norton and Radstock Town Centres. This incorporates evidence from the Economic Regeneration Delivery Plan (ERDP). For the Somer Valley Area the ambition is to:

“create a thriving and vibrant area with a sense of wellbeing, its own identity and promoted as a whole, with Midsomer Norton and Radstock as the focus. Facilities in Midsomer Norton and Radstock will be available and accessible for the communities in the surrounding villages.”

The southern part of the District will become more self-reliant, facilitated by economic-led revitalisation alongside local energy generation, building on its industrial expertise and improving skill levels. Transport connections to other centres, as well as connections between settlements within the Somer Valley area will continue to be improved.

Midsomer Norton and Radstock Town Centres should provide key employment opportunities, services and leisure provision to the communities. Midsomer Norton Town Centre will continue to be the principal centre with improved public realm and enhanced townscape and a Town Park.

Policy SV2 of the draft Core Strategy envisages Midsomer Norton as a key link within the network of settlements. This helps to make the area more self-reliant. It identifies the key priorities as:

- Unlocking redevelopment sites in the town centre to avoid the need for out of centre retail development, particularly in respect of vacant/ underused buildings such as the former Palladium cinema and former brewery.
- Enhancing the public realm.
- Enhancement of leisure provision including the Town Park.
- Focus on the southern end of the High Street as the retail core.

Principles for future development include the following:

- Strengthen the shopping offer in the southern end of the High Street. Provide better pedestrian connections from the main car parks to the core retail area, creating a stronger frontage to South Road.
- Enable more intensive use of the South Road car park providing the opportunity to accommodate a modern food store. Any development here should retain public car parking for the town centre.
- Conserve the town centre's heritage and unique townscape character.
- Enhance the positive feature of the River Somer.
- Reduce the amount of traffic using the retail core of the High Street and improve the environment for pedestrians.
- Improve routes and major entrances into the centre. Improve access to green infrastructure including the proposed Town Park. Improve linkage to Sustainable Transport Routes. Improve the range of leisure and visitor attractions as part of the total town centre offer.

Policy SV3 provides the strategic policy framework for Radstock Town Centre. This seizes on key regeneration opportunities to:

- Bring into use the under-used and vacant sites within the town centre.
- Enhance the public realm.

The principles for future development in Radstock include:

- Protect and enhance heritage assets: The built form should retain its historical and architectural value and development should attempt to integrate these features and carefully consider materials appropriate to the locality and building style.
- Ensure that linkages to green spaces and sustainable transport routes are prioritised.
- Protect and enhance areas of visual significance and views to open landscape, in light of their close relationship with the history of the town.

Annexes 1 and 2 illustrate the Core Strategy spatial strategy for the Town Centres.

Economic Regeneration Delivery Plan

The ERDP aims to counter the local economy vulnerability to global change and move towards a modern local economy, with proactive promotion of the area. The town centres are a focus for employment - Midsomer Norton's supports nearly 800 jobs, almost half of which are in retail. Overall the Midsomer Norton and Radstock area rely heavily on manufacturing jobs, which account for a quarter of the local employment and twice as high as the district average. Over half of the residents in the area travel to work elsewhere.

The ERDP identifies some key measures required to achieve the ambition. Midsomer Norton town centre needs to:

- Strengthen the shopping heart – provide larger shops in the core area of the High Street to attract national retailers, in particular an anchor food store.
- Create a mixed use centre – create the opportunity for redeveloping outdated units to provide a mix of new shops, office and housing.
- Improve local attractions – planting and public realm improvements to strengthen the arrival points in the shopping, park and leisure areas.
- Surrounding the town centre, we need to maximise the potential of nearby development sites to complement and support the High Street.

Challenges and Opportunities

A number of challenges are identified as key risks to achieving the ambitions for the Somer Valley area generally. The local economy is vulnerable, and dependent on a narrow range of industries and a few large employers. There is a perceived difficulty in attracting economic investment in the area.

Conversely, the area has a good number of opportunities and strengths to inspire and influence new development, and achieve the ambitions. There is a high quality natural environment within and surrounding the towns. The critical mass of a combined Somer Valley area offers potential and there are active local communities and existing community networks.

The identified challenges and opportunities that relate to the Town Centres are set out below:

Midsomer Norton

Challenges:

- Increasingly strong competition from nearby market towns in surrounding districts.
- Lack of medium and large sized shopping units.
- The dominance of parking in the street scene, poor pedestrian links, busy roads and a lack of public space.
- Lack of evening economy to contribute to sense of vibrancy and community.
- Perceived fear of crime in some parts of the town centre.

Opportunities:

- Distinctive and appealing townscape with historic buildings, the River Somer flowing through the High Street and the conservation area.
- Distinctive views from the town to green skylines.
- Enhanced leisure facilities on the edge of the centre including a skate board park.
- Accessible parking.
- Improvement of the existing cycle network and use of the sustainable transport links.
- Strong community support that will benefit implementation.

Radstock

Challenges:

- The highway network and meeting of a number of busy roads. This compromises the pedestrian environment and creation of a strong sense of place in the Centre.

Opportunities:

- Rich heritage: The most significant element is the Radstock Conservation Area and its well preserved mining past. The conservation area is relatively extensive. Particular assets include; the museum, historic buildings such as the Brunel Shed and other former railway routes. Victoria Hall, the key municipal

- Potential flood risk.
 - Limited development opportunity sites to achieve overall ambitions for the town.
- building reflects the height of Radstock's industrial past and continues in community use to this day.
- An outstanding natural environment within and around the town, boasting prominent hills and valleys, woodlands, rivers and streams, and important biodiversity.
 - Strong network of established community groups.
 - Diverse range of services and a varied retail offer.
 - A strong, high quality education sector across the age ranges including Norton Radstock College.

Recent Projects

Recently completed projects in **Midsomer Norton** include the delivery of the Somer Valley Adventure Play Park and Skate Park. The project was part of the successful Play Pathfinder scheme.

Improvements to Midsomer Norton Primary School have been carried out in the last year. This has provided replacement of temporary buildings and a new entrance to the school, new hall, classrooms and nursery, and administrative suite.

Work to improve the facilities and services available at the Hollies was undertaken during 2011-12. This has resulted in improved access, additional meeting rooms and enhanced community space.

Recent projects in **Radstock** include design, construction and development of new education facilities at Writhlington School. The school was completed in 2011. During construction the existing school buildings remained operational.

In **Westfield** an application for a 93,000 sq ft Sainsbury's store was refused in March. The scheme, which would be built on the site of CFH Total Document Management's premises, would have a detrimental impact on nearby Midsomer Norton and Radstock town centres.

Planned and Future Projects

In **Midsomer Norton**, work is progressing on bringing forward a regeneration strategy in line with the draft Core Strategy and the ERDP. Particular attention is being given to the opportunity of South Road car park. It is a key site that is central to the wider regeneration of the town. The strategy will need to be wider than the town centre, and will flow from the work undertaken for the ERDP.

Through the ERDP, seven packages of investment were identified. These are the key sites and projects for Midsomer Norton. They draw on the existing spatial and economic strategies for Bath and North East Somerset. South Road, The Hollies and the High Street Core are shown in the plan below. An update is provided on each in the following sections. A brief update on Town Park, Welton Bibby & Baron site in Midsomer Norton, and the Alcan site in Westfield is also provided.

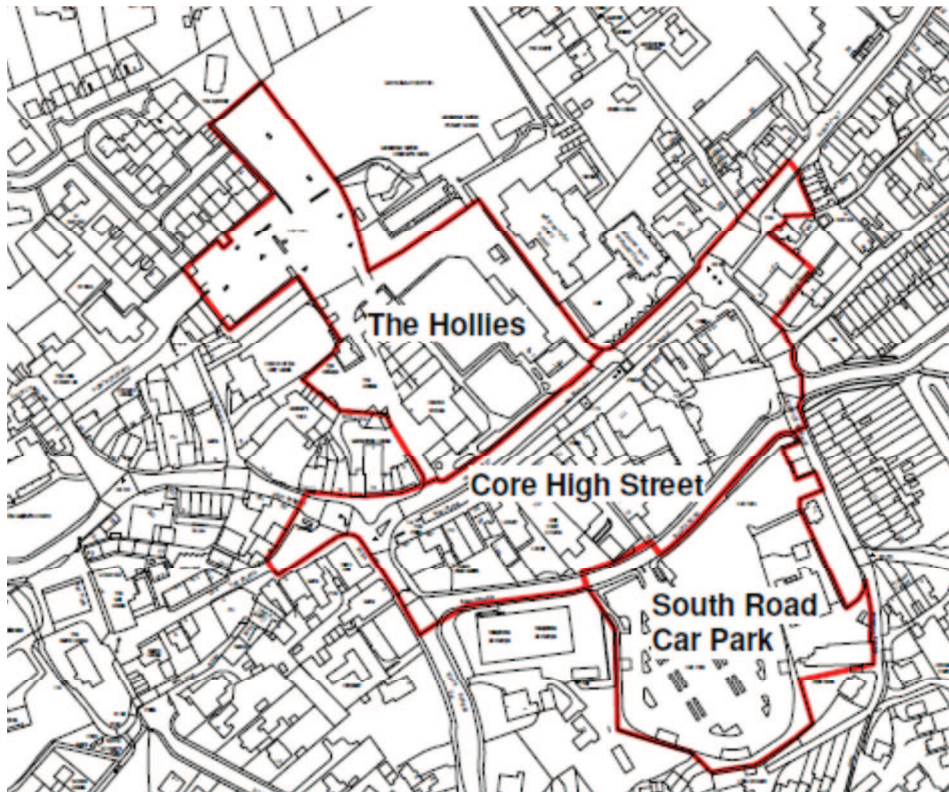


Figure 2: Plan of development sites in Midsomer Norton (Town Centre)

South Road

A food retail unit of around 45,000 sq ft gross would be feasible to site on South Road Car Park with undercroft parking. The site is designated for food retail within both the draft Core Strategy and Midsomer Norton's ERDP.

Site investigation works are currently being undertaken. The findings contained within the report, with estimated costs of remediation, will be shared with agents and prospective purchasers. This report will be capable of being novated to the successful party and their contractors. The concept design produced by a specialist food retail architect shows plans, artists impressions together with a scale and massing exercise which will be taken forward for pre-application advice by appointed planning consultants. The information will be shared with the marketing agent, to share with any interested parties to demonstrate what is preferred in terms of size and design on South Road.

The marketing of the site is through a design commercial tender and will dispose of a long leasehold interest. B&NES will retain the freehold to manage the restriction of 10% non-food (comparative goods) and other restrictions such as no pharmacy or optician.

Close liaison with the Town Council and the Chamber of Commerce resulted in alternative parking solutions for the town's retailers and business people to utilise during the temporary closure. This helped to free up the balance of car parking spaces for customers and visitors to the town.

The Mayor and the Chamber have been intrinsic in identifying spaces, allocation of permits and managing parking during this time.

Regular update meetings with the Town Council and the Chamber of Commerce will continue to be led by Property Services. These parties all understand that this will be a useful exercise in managing parking during the food retail store's development period, which may be up to 20 months in total.

The Hollies

Further discussions with the owners of the site are on-going. The expectations for this site come from the ERDP and from the draft Core Strategy. Retail expansion, to assist the town centre may be pursued pending the outcome of recent proposals for an out-of-town retail store. This will be progressed through the formal pre-application process.

The owners of The Hollies supermarket wish to expand their store to encourage the existing retailer, Sainsbury, to remain rather than pursue a planning appeal for a store at Westfield. They have appointed Mountford Piggott architects to increase the existing 28,000 sq. ft gross store to one closer to 40,000 sq. ft gross. The agent, Hartnell Taylor Cook, have confirmed their support for a supermarket on South Road. They are concerned that the ERDP reference to housing development at The Hollies could hinder their proposals for expansion.

Evidence of retail need indicates that two supermarkets (at Hollies and South Road) would take up the demand for food sales and also contribute to increased footfall within the core High Street area. The resultant aim is to act as a catalyst to regenerate the area around the Palladium / Brewery through private sector investment.

High Street Core

Regeneration of the Retail Core, either as a whole or in phases, will enhance retail offer. It is possible to provide larger retail units for which there is an identified need. The historic features of the Palladium and the Brewery would be retained and the scheme could provide a business hub.

In 2012 Midsomer Norton Town Council commissioned a retail core feasibility study to explore proposals and examine the types of retailers who may locate within the Town Centre. This demonstrates the options for connectivity between the supermarket on the South Road car park, and the High Street. It examined land ownership, the scope for development, and the extent of land assembly required. It concludes that redevelopment could provide a significant link which could be achieved through a range of alternative routes.

The study also identifies national operators seeking wider representation in similar towns to Midsomer Norton, and provides their space requirements. Operators such as Costa, Greggs, Poundland and QS could all be interested if their space requirements could be accommodated.

A fundamental need for the town centre is the attractive link between the new supermarket and the High Street. Therefore, in order to progress the regeneration here, it is vital that steps are taken to bring the South Road site to market as soon as possible. This will act as a catalyst and will enhance the value and attraction of the Retail Core.

Sources of funds to assist the projects are being investigated including commercial investment, Section 106 funds and the Revolving Infrastructure Fund (RIF).

There are also a series of projects which would increase the vibrancy of the town centre. These need to be addressed in addition to those above, including the additional priorities identified by the Midsomer Norton Economic Development Partnership, such as redesign of the Hollies Gardens, and the inclusion of market space.

Town Park, Welton Bibby & Baron and Alcan

The **Town Park** has been included in the draft Core Strategy (see Figure 2). It is likely to progress as part of a future planning application, and will be subject to pre-application advice. Its status within the Core Strategy will support delivery through this process.

Terrace Hill has signed up to a conditional purchase of the whole **Welton Bibby Baron** site. They are currently consulting locally to gauge views on their proposals. This would be likely to include redevelopment for a supermarket and housing, the details are as yet unknown. It is likely that the scheme will progress through to a formal pre-application stage during 2013. For retail purposes, the site is considered edge-of-centre. Town centre sites such as South Road and the Hollies will be preferred. It will be necessary to integrate any development here with the wider vision for the town.

The former **Alcan** factory in Westfield is providing residential-led mixed use development, including community facilities. The scheme includes re-provision of employment uses and a town centre link.

Economic Development

Midsomer Norton Town Council have an established Economic Development Partnership. The focus of the group is supporting job creation and the wider economic development of the town. Membership comprises representatives from MSN Town Council, B&NES Council, businesses and traders, and local developers.

The Radstock & Westfield Economic Development Forum oversees and manages the delivery of an economic development action plan of interventions, aimed at increasing economic and social/ community growth in Radstock and Westfield. The forum is made up of local and B&NES Councillors, business representatives, Radstock Town Team, Writhlington School and Norton Radstock College.

Indicative Development Programme

The following table provides an indicative development programme highlighting the development sites described above.

Project	2013	2014	2015	2016-2020
South Road Car Park				OPEN 2016
The Hollies				
High Street Core				
Alcan				
Town Park				
Radstock – Railway Land				
Assumptions				
Viability & land ownership				
Planning (pre-planning & application)				
Build/ implement				

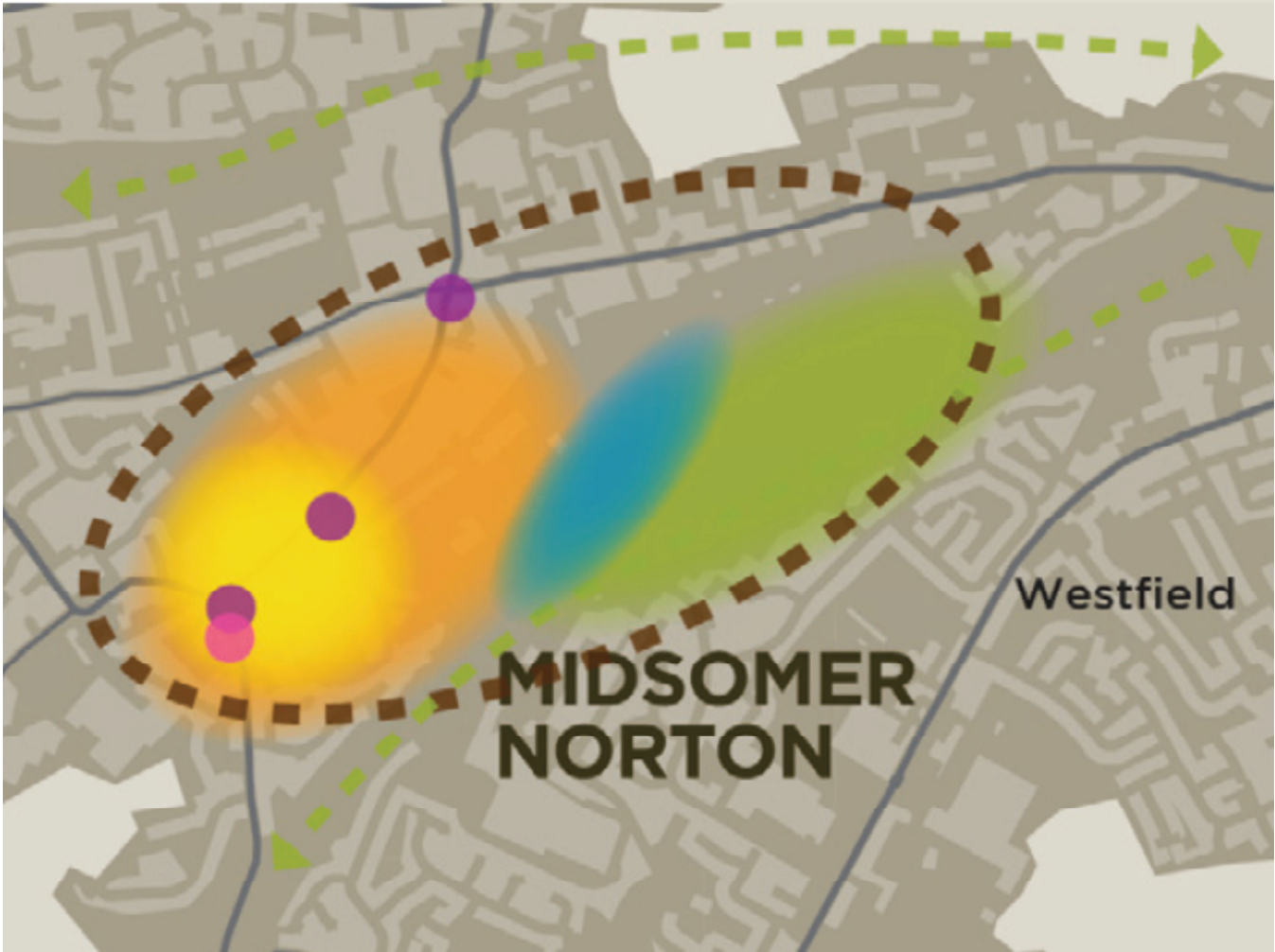
Annex 1:
Midsomer Norton Town centre (Source: Core Strategy)

▼ DIAGRAM 16
MIDSOMER NORTON
TOWN CENTRE

KEY

- The Policy Area
- Town Centre
- High Street Core
- Gateway Improvement
- Leisure & Community Area
- Town Park
- Key Community Landmarks
- ↔ Sustainable Transport/ Green Infrastructure Corridors

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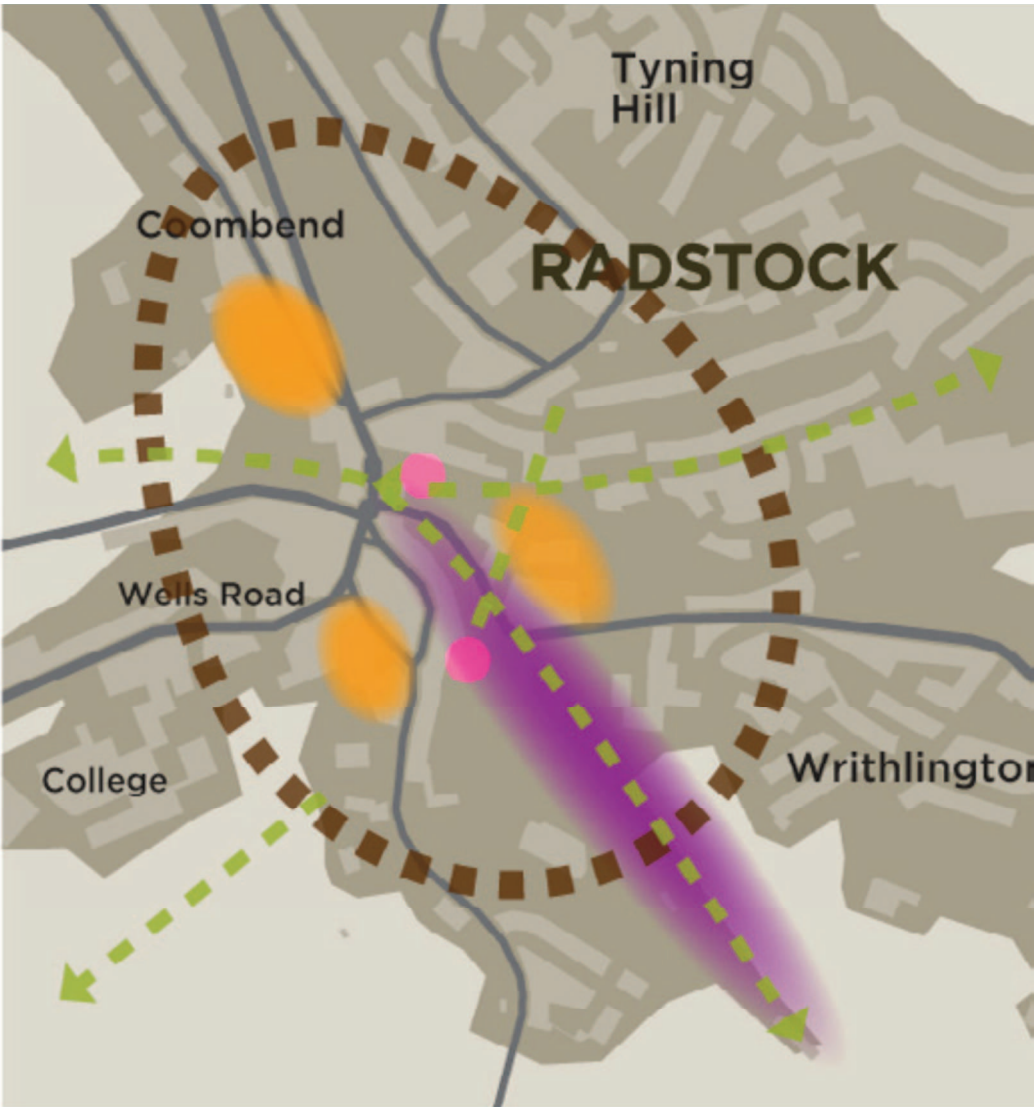
Annex 2: Radstock Town Centre (Source: Core Strategy)

DIAGRAM 17 ►
RADSTOCK CENTRE

KEY

- The Policy Area
- Potential Areas for Change
- Key Community Landmarks
- Radstock Railway Land (Local Plan Allocation)
- ↔ Sustainable Transport/ Green Infrastructure

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Bath & North East Somerset Council	
MEETING: HOUSING AND MAJOR PROJECTS POLICY DEVELOPMENT & SCRUTINY PANEL	
MEETING DATE:	14th May 2013
TITLE:	WORKPLAN FOR 2013/14
WARD:	All
AN OPEN PUBLIC ITEM	
List of attachments to this report:	
Appendix 1 – Panel Workplan	

1 THE ISSUE

- 1.1 This report presents the latest workplan for the Panel (Appendix 1).
- 1.2 The Panel is required to set out its thoughts/plans for their future workload, in order to feed into cross-Panel discussions between Chairs and Vice-chairs - to ensure there is no duplication, and to share resources appropriately where required.

2 RECOMMENDATION

- 2.1 The Panel is recommended to
 - (a) consider the range of items that could be part of their Workplan for 2013/14

3 FINANCIAL IMPLICATIONS

- 3.1 All workplan items, including issues identified for in-depth reviews and investigations, will be managed within the budget and resources available to the Panel (including the designated Policy Development and Scrutiny Team and Panel budgets, as well as resources provided by Cabinet Members/Directorates).

4 THE REPORT

4.1 The purpose of the workplan is to ensure that the Panel's work is properly focused on its agreed key areas, within the Panel's remit. It enables planning over the short-to-medium term (ie: 12 – 24 months) so there is appropriate and timely involvement of the Panel in:

- a) Holding the executive (Cabinet) to account
- b) Policy review
- c) Policy development
- d) External scrutiny.

4.2 The workplan helps the Panel

- a) prioritise the wide range of possible work activities they could engage in
- b) retain flexibility to respond to changing circumstances, and issues arising,
- c) ensure that Councillors and officers can plan for and access appropriate resources needed to carry out the work
- d) engage the public and interested organisations, helping them to find out about the Panel's activities, and encouraging their suggestions and involvement.

4.3 The Panel should take into account all suggestions for work plan items in its discussions, and assess these for inclusion into the workplan. Councillors may find it helpful to consider the following criteria to identify items for inclusion in the workplan, or for ruling out items, during their deliberations:-

- (1) public interest/involvement
- (2) time (deadlines and available Panel meeting time)
- (3) resources (Councillor, officer and financial)
- (4) regular items/"must do" requirements (eg: statutory, budget scrutiny, etc)?
- (5) connection to corporate priorities, or vision or values
- (6) has the work already been done/is underway elsewhere?
- (7) does it need to be considered at a formal Panel meeting, or by a different approach?

The key question for the Panel to ask itself is - can we "add value", or make a difference through our involvement?

- 4.4 There are a wide range of people and sources of potential work plan items that Panel members can use. The Panel can also use several different ways of working to deal with the items on the workplan. Some issues may be sufficiently substantial to require a more in-depth form of investigation.
- 4.5 Suggestions for more in-depth types of investigations, such as a project/review or a scrutiny inquiry day, may benefit from being presented to the Panel in more detail.
- 4.6 When considering the workplan on a meeting-by-meeting level, Councillors should also bear in mind the management of the meetings - the issues to be addressed will partially determine the timetabling and format of the meetings, and whether, for example, any contributors or additional information is required.

5 RISK MANAGEMENT

- 5.1 A risk assessment related to the issue and recommendations has been undertaken, in compliance with the Council's decision making risk management guidance.

6 EQUALITIES

- 6.1 Equalities will be considered during the selection of items for the workplan, and in particular, when discussing individual agenda items at future meetings.

7 CONSULTATION

- 7.1 The Workplan is reviewed and updated regularly in public at each Panel meeting. Any Councillor, or other local organisation or resident, can suggest items for the Panel to consider via the Chair (both during Panel meeting debates, or outside of Panel meetings).

8 ADVICE SOUGHT

- 8.1 The Council's Monitoring Officer (Divisional Director – Legal and Democratic Services) and Section 151 Officer (Divisional Director - Finance) have had the opportunity to input to this report and have cleared it for publication.

Contact person	Michaela Gay, Democratic Services Officer. Tel 01225 394411
Background papers	None
Please contact the report author if you need to access this report in an alternative format	

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HOUSING AND MAJOR PROJECTS PDS FORWARD PLAN

This Forward Plan lists all the items coming to the Panel over the next few months.

Inevitably, some of the published information may change; Government guidance recognises that the plan is a best assessment, at the time of publication, of anticipated decision making. The online Forward Plan is updated regularly and can be seen on the Council's website at:

<http://democracy.bathnes.gov.uk/mgPlansHome.aspx?bcr=1>

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The Forward Plan demonstrates the Council's commitment to openness and participation in decision making. It assists the Panel in planning their input to policy formulation and development, and in reviewing the work of the Cabinet.

Should you wish to make representations, please contact the report author or Mark Dumford, Democratic Services (01225 394458). A formal agenda will be issued 5 clear working days before the meeting.

Agenda papers can be inspected on the Council's website and at the Guildhall (Bath), Hollies (Midsomer Norton), Riverside (Keynsham) and at Bath Central, Keynsham and Midsomer Norton public libraries.

Housing and Major Projects PDS Forward Plan

Bath & North East Somerset Council

Anticipated business at future Panel meetings

Ref Date	Decision Maker/s	Title	Report Author Contact	Strategic Director Lead
HOUSING & MAJOR PROJECTS POLICY DEVELOPMENT AND SCRUTINY PANEL - 14TH MAY 2013				
14 May 2013	HMP PDS			
12 Jun 2013	Cabinet	Gypsies, Travellers and Travelling Showpeople Site Allocations development Plan Document	David Trigwell Simon De Beer Tel: 01225 477616	Louise Fradd
16 Jul 2013	PTE PDS			
E2412				
14 May 2013	HMP PDS			
Not before 1st Jul 2013	PTE PDS	Core Strategy Update	Simon De Beer, David Trigwell Tel: 01225 477616, Tel: 01225 394125	Louise Fradd
14 May 2013	HMP PDS	Major Projects Update (inc. Midsomer Norton & Westfield Appendix)	John Wilkinson, Derek Quilter Tel: 01225 396593, Tel: 01225 477739	Andrew Pate

Ref Date	Decision Maker/s	Title	Report Author Contact	Strategic Director Lead
14 May 2013	HMP PDS			
June 2013	Cllr Tim Ball, Cllr David Dixon, Cllr Simon Allen	Boat Dwellers and River Travellers Task and Finish Group Review	Cllr Eleanor Jackson (Chair, HMP PDS Panel) Donna Vercoe Tel: 01225 396053	Ashley Ayre
23 Jul 2013	HMP PDS			
17 Sep 2013	HMP PDS			
E2554				
HOUSING & MAJOR PROJECTS POLICY DEVELOPMENT AND SCRUTINY PANEL - 23RD JULY 2013				
23 Jul 2013	HMP PDS	Major Projects Update	John Wilkinson, Derek Quilter Tel: 01225 396593, Tel: 01225 477739	Andrew Pate
23 Jul 2013	HMP PDS	Curo Q&A - Preparatory Work	Graham Sabourn Tel: 01225 477949	Ashley Ayre
HOUSING & MAJOR PROJECTS POLICY DEVELOPMENT AND SCRUTINY PANEL - 17TH SEPTEMBER 2013				
17 Sep 2013	HMP PDS	Major Projects Update	Derek Quilter, John Wilkinson Tel: 01225 477739, Tel: 01225 396593	Andrew Pate
19 Nov 2013	HMP PDS	Curo Q&A Session	Graham Sabourn Tel: 01225 477949	Ashley Ayre
HOUSING & MAJOR PROJECTS POLICY DEVELOPMENT AND SCRUTINY PANEL - 19TH NOVEMBER 2013				

Ref Date	Decision Maker/s	Title	Report Author Contact	Strategic Director Lead
19 Nov 2013	HMP PDS	Major Projects Update	John Wilkinson, Derek Quilter Tel: 01225 396593, Tel: 01225 477739	Andrew Pate
The Forward Plan is administered by DEMOCRATIC SERVICES : Mark Durnford 01225 394458 Democratic_Services@bathnes.gov.uk				