

Democratic Services

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Date: 1st September 2015

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To: All Members of the Cabinet

Councillor Tim Warren	Leader of the Council and Conservative Group Leader
Councillor Patrick Anketell-Jones	Cabinet Member for Economic Development, Conservative Deputy Group Leader Bath
Councillor Charles Gerrish	Cabinet Member for Finance and Efficiency, Conservative Deputy Group Leader North East Somerset
Councillor Marie Longstaff	Cabinet Member for Homes and Planning
Councillor Vic Pritchard	Cabinet Member for Adult Social Care and Health
Councillor Anthony Clarke	Cabinet Member for Transport
Councillor Martin Veal	Cabinet Member for Community Services
Councillor Michael Evans	Cabinet Member for Children's Services

Chief Executive and other appropriate officers
Press and Public

Dear Member

Cabinet: Wednesday, 9th September, 2015

You are invited to attend a meeting of the **Cabinet**, to be held on **Wednesday, 9th September, 2015 at 4.00 pm** in the **Community Space, Keynsham - Market Walk, Keynsham**.

The agenda is set out overleaf.

Yours sincerely

Jack Latkovic
for Chief Executive

The decisions taken at this meeting of the Cabinet are subject to the Council's call-in procedures. Within 5 clear working days of publication of decisions, at least 10 Councillors may signify in writing to the Chief Executive their wish for a decision to be called-in for review. If a decision is not called-in, it will be implemented after the expiry of the 5 clear working day period.

If you need to access this agenda or any of the supporting reports in an alternative accessible format please contact Democratic Services or the relevant report author whose details are listed at the end of each report.

This Agenda and all accompanying reports are printed on recycled paper

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 Jack Latkovic who is available by telephoning Bath 01225 394452 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 normally be received in Democratic Services by 4.30pm the previous Friday but Bank Holidays will cause this to be brought forward).

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 normally be received in Democratic Services by 4.30pm the previous Friday but Bank Holidays will cause this to be brought forward). 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 Jack Latkovic 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 Jack Latkovic as above.

Appendices to reports are available for inspection as follows:-

Public Access points - Reception: Civic Centre - Keynsham, Guildhall - Bath, The Hollies - Midsomer Norton. Bath Central and Midsomer Norton public libraries.

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

- 4. Recording at Meetings:-**

The Openness of Local Government Bodies Regulations 2014 now allows filming and recording by anyone attending a meeting. This is not within the Council's control.

Some of our meetings are webcast. At the start of the meeting, the Chair will confirm if all or part of the meeting is to be filmed. If you would prefer not to be filmed for the webcast, please make yourself known to the camera operators.

To comply with the Data Protection Act 1998, we require the consent of parents or guardians before filming children or young people. For more information, please speak to the camera operator

The Council will broadcast the images and sound live via the internet www.bathnes.gov.uk/webcast An archived recording of the proceedings will also be available for viewing after the meeting. The Council may also use the images/sound recordings on its social media site or share with other organisations, such as broadcasters.

- 5. Attendance Register:** Members should sign the Register which will be circulated at the meeting.

6. THE APPENDED SUPPORTING DOCUMENTS ARE IDENTIFIED BY AGENDA ITEM NUMBER.

7. Emergency Evacuation Procedure

When the continuous alarm sounds, you must evacuate the building by one of the designated exits and proceed to the named assembly point. The designated exits are sign-posted.

Arrangements are in place for the safe evacuation of disabled people.

8. Officer Support to the Cabinet

Cabinet meetings will be supported by the Senior Management Team.

9. Recorded votes

A recorded vote will be taken only when requested by a member of Cabinet.

Cabinet - Wednesday, 9th September, 2015

in the Community Space, Keynsham - Market Walk, Keynsham

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 in the Notes

3. APOLOGIES FOR ABSENCE

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 or a member of his staff before the meeting to expedite dealing with the item during the meeting.

5. TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR

6. QUESTIONS FROM PUBLIC AND COUNCILLORS

Questions submitted before the deadline will receive a reply from an appropriate Cabinet member or a promise to respond within 5 days of the meeting. Councillors may ask one supplementary question for each question they submitted, up to a maximum of two per Councillor.

7. STATEMENTS, DEPUTATIONS OR PETITIONS FROM PUBLIC OR COUNCILLORS

Councillors and members of the public may register their intention to make a statement if they notify the subject matter of their statement before the deadline. Statements are limited to 3 minutes each. The speaker may then be asked by Cabinet members to answer factual questions arising out of their statement.

8. MINUTES OF PREVIOUS CABINET MEETING (Pages 11 - 22)

To be confirmed as a correct record and signed by the Chair

9. CONSIDERATION OF SINGLE MEMBER ITEMS REQUISITIONED TO CABINET

This is a standard agenda item, to cover any reports originally placed on the Weekly list for single Member decision making, which have subsequently been the subject of a Cabinet Member requisition to the full Cabinet, under the Council's procedural rules

10. MATTERS REFERRED BY POLICY DEVELOPMENT AND SCRUTINY BODIES

This is a standing agenda item (Constitution rule 14, part 4D – Executive Procedure Rules) for matters referred by Policy Development and Scrutiny bodies. The Chair of the relevant PDS Panel will have the right to attend and to introduce the Panel's recommendations to Cabinet.

11. MAKING NEIGHBOURHOOD PLANS: AMENDMENT TO COUNCIL'S NEIGHBOURHOOD PLANNING PROTOCOL (Pages 23 - 36)

The Neighbourhood Planning Protocol (NPP) needs to be amended primarily with regard to the process of the Council making (bringing into force) Neighbourhood Plans once they have passed their referendum to make it clear that this is a Cabinet decision.

The Cabinet are asked to approve the amendments to My Neighbourhood: A Neighbourhood Planning Protocol for Bath & North East Somerset as set out to:

- a) clarify that the decision to make (bring into force) a Neighbourhood Plan once it has passed its referendum should be made by Cabinet;
- b) clarify the process of issuing a Decision Statement following Independent Examination; and
- c) delegate authority to the Divisional Director – Development to issue a Decision Statement once a Neighbourhood Plan has been made; and
- d) clarify the process of approving Neighbourhood Area applications for Parish & Town Councils, where the boundary of the proposed Neighbourhood Area is different to the Parish/Town Council boundary; and
- e) make minor factual alterations.

12. STOWEY SUTTON NEIGHBOURHOOD PLAN (Pages 37 - 330)

Following the successful examination and referendum, this report seeks to make and bring into force the Stowey Sutton Neighbourhood Plan, so that it will be used by the Local Planning Authority to help determine planning applications within the Neighbourhood Area.

The Cabinet are asked to make and bring into force the Stowey Sutton Neighbourhood Development Plan as part of the Development Plan for the Stowey Sutton Neighbourhood Area, in accordance with Section 38A(4) of the Planning and Compulsory Purchase Act 2004 ("the 2004 Act") (as amended by the Localism Act, 2011).

13. REVENUE & CAPITAL BUDGET MONITORING, CASH LIMITS AND VIREMENTS – APRIL TO JULY 2015 (Pages 331 - 358)

This report presents the financial monitoring information for the Authority as a whole for the financial year 2015/16 to the end of July 2015.

The Cabinet are asked to agree that:

- a) Strategic Directors should continue to work towards managing within budget in the current year for their respective service areas, and to manage below budget where possible by not committing unnecessary expenditure, through tight budgetary control.

- b) This year's revenue budget position is noted.
- c) The capital expenditure position for the Council in the financial year to the end of July and the year-end projections are noted.
- d) The revenue virements listed for approval are agreed.
- f) The changes in the capital programme are noted.

14. TREASURY MANAGEMENT MONITORING REPORT TO 30TH JUNE 2015 (Pages 359 - 372)

In February 2012 the Council adopted the 2011 edition of the CIPFA Treasury Management in the Public Services: Code of Practice, which requires the Council to approve a Treasury Management Strategy before the start of each financial year, review performance during the year, and approve an annual report after the end of each financial year. This report gives details of performance against the Council's Treasury Management Strategy and Annual Investment Plan 2015/16 for the first three months of 2015/16.

The Cabinet are asked to agree that:

- a) The Treasury Management Report to 30th June 2015, prepared in accordance with the CIPFA Treasury Code of Practice, is noted.
- b) The Treasury Management Indicators to 30th June 2015 are noted.

15. 97/101 WALCOT STREET (Pages 373 - 398)

An update to Cabinet on the proposed Community Asset Transfer of the above premises and in particular note work to establish agreed social objectives to be delivered by the proposed occupier as part of the transfer terms.

Cabinet is requested to:

- a) Note that the transfer was approved under the Community Asset Transfer policy by the previous Administration
- b) Note the transfer facilitated the release of 1-3 James Street West for development generating both a capital and revenue income
- c) Note the community benefits as currently assessed under the transfer
- d) Note the range of uses that are considered inappropriate for the environment
- e) Note that the transfer is subject to Genesis obtaining planning permission.

16. YOUR CARE, YOUR WAY: DRAFT COMMISSIONING INTENTIONS & MARKET ENGAGEMENT APPROACH (Pages 399 - 470)

The Your Care, Your Way community health and care services review programme has four key phases. Phase 1 "Analyse and Plan", included extensive engagement, which ran from January to May 2015. The focus was on engaging key stakeholder groups to elicit feedback to help to better understand current service provision, identify needs and aspirations and consider some of the findings and key challenges and opportunities identified as a pointer towards priorities and strategies for the future. The focus of Phase 2 is on developing the commissioning intentions document that will set out the overarching strategy, outcome framework and potential models on which consultation will be based during the latter part of this Phase. A further consultation period is planned during Phase 3.

The Cabinet are asked to:

a) Approve, for consultation, the document attached as Appendix 1: 'Proposals to Review Community Services Consultation Document NHS Bath and North East Somerset CCG and Bath & North East Somerset Council'.

b) Approve the Market Engagement Approach set out in the report.

17. TRANSFORMING FIRS FIELD INTO A CENTENARY PARK (Pages 471 - 474)

Fields in Trust has launched a new initiative called Centenary Fields, to protect and preserve the UK's war memorial fields, parks and green spaces that include war memorials and other valued green space with significance to World War I.

Designated sites would be protected in perpetuity through a legal deed of dedication between the Council and Fields in Trust.

Following discussions with officers and local consultation with the Friends of Firs Field, it is proposed that Firs Field would be ideal for this programme

Subject to discussion with the Charities Commission, that Cabinet recommends to the Council that it enter into a legal deed of dedication giving Centenary Field designation to Firs Field; that Cabinet recommends to the Council that the Leader of the Council agrees, on behalf of the Council as corporate trustee, to include the land held on trust within this designation, on the basis that Centenary Field designation will appropriately serve the aims of the trust created.

18. LEISURE CONTRACT - CAPITAL APPROVALS AND RESERVE USE (Pages 475 - 480)

The Leisure Contract preferred bidder has been announced and the Council is now in a position to fully approve:

- the capital budgets for Bath Leisure Centre refurbishment works;
- Council costs associated with the delivery of the contract; and
- Bath Recreation Ground Trust capital works.

The Cabinet are asked:

- 1) To fully approve the element of current capital budget of £7.635m for Bath Leisure Centre Refurbishment.
- 2) To fully approve the capital budget of £2.0m for potential Council costs associated with the delivery of the contract.
- 3) To fully approve the capital budget of £2.0m for Bath Recreation Ground Trust capital works.
- 4) To extend the use of the Invest to Save reserve to up to 6 years (rather than the previously approved 4 years) to optimise the smoothing of Council and Leisure Operator costs, and that this be repaid over a period of up to 10 years.
- 5) To increase the Leisure base budget by £175kpa to cover the ongoing cost of the annual payment to the Bath Recreation Ground Trust thus increasing the financial pressure on the Council which will need to be considered as a commitment as part of the 2016/17 budget.

19. CONSIDERATION OF THE INTRODUCTION OF A PUBLIC SPACE PROTECTION ORDER TO BAN THE AMPLIFICATION OF BUSKING IN ABBEY GREEN, ABBEY CHURCHYARD AND KINGSTON PARADE (Pages 481 - 506)

This report brings the findings of the consultation exercise carried out on the proposal to introduce a Public Spaces Protection Order (PSPO), prohibiting the use of amplifiers by street entertainers in specific areas of Bath city centre; Abbey Church Yard, Kingston Parade and Abbey Green. A consultation exercise has been undertaken to hear the public's views and consider the various options available to reduce noise nuisance. There were 1429 responses to the consultation.

A Local Authority can make a PSPO under Section 59 of the Anti-social Behaviour, Crime and Policing Act 2014 (the Act).

The Cabinet are asked to:

- 1) Consider the results of the consultation and, in the light of the very close response numbers for and against, it is recommended not to introduce a PSPO to ban amplification of busking at this stage.
- 2) Endorse the continued use of Community Protection Notices (CPNs) and engagement with the Busker Stakeholder Group.
- 3) Review this decision in December 2015.

The Committee Administrator for this meeting is Jack Latkovic who can be contacted on 01225 394452.

(a)

(b)

Protocol for Decision-making

Guidance for Members when making decisions

When making decisions, the Cabinet/Committee must ensure it has regard only to relevant considerations and disregards those that are not material.

The Cabinet/Committee must ensure that it bears in mind the following legal duties when making its decisions:

- Equalities considerations
- Risk Management considerations
- Crime and Disorder considerations
- Sustainability considerations
- Natural Environment considerations

- Planning Act 2008 considerations
- Human Rights Act 1998 considerations
- Children Act 2004 considerations
- Public Health & Inequalities considerations

Whilst it is the responsibility of the report author and the Council's Monitoring Officer and Chief Financial Officer to assess the applicability of the legal requirements, decision makers should ensure they are satisfied that the information presented to them is consistent with and takes due regard of them.

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BATH AND NORTH EAST SOMERSET

CABINET

These minutes are draft until confirmed as a correct record at the next meeting.

Wednesday, 8th July, 2015

Present:

Councillor Tim Warren	Leader of the Council
Councillor Patrick Anketell-Jones	Cabinet Member for Economic Development
Councillor Charles Gerrish	Cabinet Member for Finance and Efficiency
Councillor Marie Longstaff	Cabinet Member for Homes and Planning
Councillor Vic Pritchard	Cabinet Member for Adult Social Care and Health
Councillor Anthony Clarke	Cabinet Member for Transport
Councillor Martin Veal	Cabinet Members for Community Services
Councillor Michael Evans	Cabinet Member for Children's Services

1 WELCOME AND INTRODUCTIONS

The Chair was taken by Councillor Tim Warren, Leader of the Council.
The Chair welcomed everyone to the meeting.

2 EMERGENCY EVACUATION PROCEDURE

Senior Democratic Services Officer drew attention to the evacuation procedure as set out in the Agenda.

3 APOLOGIES FOR ABSENCE

There were no apologies for absence.

4 DECLARATIONS OF INTEREST

There were none.

5 TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR

There was none.

6 QUESTIONS FROM PUBLIC AND COUNCILLORS

There were 12 questions from Councillors.

[Copies of the questions and responses, including supplementary questions, have been placed on the Minute book as an attachment to these minutes and are available on the Council's website.]

7 STATEMENTS, DEPUTATIONS OR PETITIONS FROM PUBLIC OR COUNCILLORS

Councillor Eleanor Jackson complimented the Leader and the Cabinet Members on their election success. Councillor Jackson drew attention to the problems of traffic flow through Radstock, and the congestion (at times gridlock) which has been affecting Westfield residents particularly badly because they had no options other than the A367, whereas Radstock residents could use back lanes to get to Bath. Councillor Jackson suggested that there is a pattern in the mismanagement of traffic schemes, citing the Silver Street/Charlton Road pavement build out in West field, the Paulton chicane and the Combe Down roundabout as examples where taxpayers' money had been wasted through poor highways management. Councillor Jackson asked the Cabinet Member for Transport to investigate whether there was not a B&NES wide pattern here, and an area for saving money by preventing mistakes in the first place. Councillor Jackson said that the Radstock Traders' Association Town Team had asked for her to raise the question of financial alleviation for their business lost due to the roadworks, and said they were also affected by the 184 bus service which brought in shoppers to the Somer Valley from Mendip. What would the administration's attitude to rural transport be?

Councillor Jackson had asked the Cabinet to note that she was not speaking on an agenda item because unlike Bath and Keynsham which had travel strategy documents on the agenda, nothing had been done for the Somer Valley, and this was not right.

David Redgewell (South West Transport Network) made a statement (a copy of which is available on the Minute Book and on the Council's website) by saying that things have been moving on in terms of transport in South West area. David Redgewell highlighted the importance of rural bus transport.

8 MINUTES OF PREVIOUS CABINET MEETING

The Chair informed the meeting that the minutes have been included for information only; they have been signed and approved by the previous Leader of the Council on behalf of the previous Cabinet.

9 CONSIDERATION OF SINGLE MEMBER ITEMS REQUISITIONED TO CABINET

There were none.

10 MATTERS REFERRED BY POLICY DEVELOPMENT AND SCRUTINY BODIES

There were none.

11 CABINET PRIORITIES

The Chair invited Councillor Robin Moss to address the Cabinet.

Councillor Moss commented that it was very much work in progress. He said that there were vacant office spaces in Somer Valley which could be used. Up until last

year, there had been an Economic Forum in Radstock area, comprised of Councillors, officers and business community, and that was abolished by previous administration, and replaced by the Development Advisory Group, with only Councillors and officers on board.

He also said that paragraph 5.7 of the report, Children and Young People, said that fostering should be included alongside adoption. Councillor Moss concluded his statement by inviting the Cabinet to support the Labour initiative in opposing metro mayors and build on the existing democratic structure.

The Chair invited the other Members of the Council and public to address the Cabinet with their ad-hoc statements.

Councillor Dine Romero said that the aims and priorities of the new Cabinet seem to be built on proposals and plans from the previous administration and she supported the new Cabinet in their intention to continue with provision of early support and asked that there should be no more cuts to children centres or indeed youth services. Councillor Romero also commented that people in Bath and North East Somerset were generally healthy, though there were still challenges in this area.

Councillor Tim Ball asked if the Cabinet had taken into consideration, and taken measure to prevent new homes being forced to be built in Keynsham because Bristol was not able to deliver on housing.

The Chair responded that the Cabinet would be looking into that matter.

Councillor Lisa Brett asked the Cabinet to expand on what frontline services they saw as non-essential, which were likely to have an impact during the budget cuts. Councillor Brett also asked if the Cabinet Member for Children and Young People would confirm that £6.6 million investment for capital school programme solely comprised of basic need funding and capital maintenance funding (both coming from the Central Government).

The Chair commented that these issues would be covered during the discussion on specific items.

Councillor Tim Warren, in moving this item, said that the Cabinet the aims and priorities in this paper had been closely aligned to those set out prior to the local elections, and demonstrate Cabinet's commitment to delivering on the promises we made before May.

This paper sets out three core aims of our administration:

- A Council which is efficient and well-run;
- A Council which invests in the future of our area; and
- A Council which puts the interests of residents first.

Beyond these three core aims, the Cabinet had also set six more specific main priorities, which would guide their policies in the years ahead.

- Tackle waste and increasing efficiency
- Deliver new Homes and Jobs
- Improving transportInvest in young people

- To create cleaner, greener and healthier local communities
- To ensure choice and independence for Older People

Councillor Warren summarised his statement by saying that the Cabinet would ensure that this Council would be efficient and well-run, and that the residents would be always put first.

A full copy of the statement from Councillor Warren is available at the Minute Book in Democratic Services .

Councillor Tim Warren moved the recommendations.

Councillor Charles Gerrish seconded the proposals.

Councillor Michael Evans emphasised the Cabinet's commitment to build on the 5 Year Better Care Fund and also on the Youth Justice Plan, both of which were seen as examples of best practice in the country.

Councillor Vic Pritchard said that he has taken on board comments from Councillor Brett about health and highlighted the importance of the Joint Health and Wellbeing Strategy.

On a motion from Councillor Tim Warren, seconded by Councillor Charles Gerrish it was:

RESOLVED (unanimously):

- 1) To AGREE the aims and priorities set out in section 5 of the report and to;
- 2) To further develop these into the Council's Corporate Strategy for 2015 - 2020 to be brought to Cabinet in September.

12 SPENDING REVIEW AND CAPITAL PROGRAMME REVIEW UPDATE

The Chair invited Councillor Robin Moss to address the Cabinet.

Councillor Moss highlighted the fact that £38m of savings would be needed across the lifetime of the new administration. He asked if the Cabinet could outline which services would be priorities of the new administration so it could go through the usual scrutiny process before the final budget is agreed. Councillor Moss had asked Jo Farrar (Chief Executive) if she had any indications on the financial implications for the Council.

The Chair assured Councillor Moss that the budget would be going through the usual scrutiny process before final agreement.

Jo Farrar responded that, according to early indications, there would be an impact on the Council although this appeared to be as expected. Nevertheless, the officers would be looking carefully at the budget statement to get a clear understanding of all details of the financial implications.

Councillor Furse said that he would also be waiting to see details of the financial implications and what services would be prioritised by the Cabinet. He also said that the Cabinet had already taken £1.5m from reserves and asked for an assurance that reserves should be protected as far as possible.

Councillor Tim Ball asked if the reports would be properly scrutinised before they are submitted to the Full Council.

Councillor Lisa Brett asked for a rigorous process to be put in place to support the development of the Council budget and medium term financial planning process going forwards, including a review of both the Council's revenue budgets and the current Approved Capital Programme.

Councillor Joe Rayment asked how the new administration would make sure that these cuts would be made fairly and made a point about not being able to leave work in order to attend meetings.

The Chair assured everyone that the budget would be scrutinised through the usual budget process.

Councillor Michael Evans commented that the Government requires employers to give Councillors time off for meetings and other Council duties.

Councillor Charles Gerrish said that it would be appropriate for the new Cabinet to conduct a full review in the light of the size of savings required to be achieved over the next four years. The review would be conducted by Councillor Paul May (Cabinet Assistant – Finance and Efficiency) and it would be looking into opportunities for savings, efficiencies, ways of service delivery and additional sources of income (how this Council can attract additional revenue). Councillor Gerrish added that the review had just started and it would be too early to give any details about it. The Cabinet does not have pre-conceived plans to what they would want, or not, to continue – in order to be prioritised, services would need to meet aims and objectives of this Cabinet.

Councillor Gerrish moved the recommendations.

Councillor Martin Veal seconded the proposal by saying that it was essential to tackle waste and increase efficiency. The Council would need a long-term plan to prepare for the challenges in the years ahead. The Cabinet would prioritise essential frontline services, particularly for those most in need, by maximising efficiency savings.

On a motion from Councillor Charles Gerrish, seconded by Councillor Martin Veal it was:

RESOLVED (unanimously) that:

- 1) Work should be undertaken to produce a 4-year Medium Term Financial Plan covering the financial years 2016/17 to 2019/20.
- 2) Work that has already commenced to review the Council budgets and spending as part of the Strategic Review to support the development of this Medium Term Financial Plan is noted and should continue to be progressed.

13 YOUTH JUSTICE PLAN

The Chair invited Councillor Lisa Brett to read out an ad-hoc statement.

Councillor Brett read out the statement where she welcomed the decrease in the level of first time entrants into the youth justice system. She also commended the collaboration between the Youth Justice Board, the youth offending teams and the judiciary to bring about a significant reduction in the numbers of young people in custody. Councillor Brett concluded her statement by calling for reassurance that spending on youth offending would not be reduced below its current level and is retained at 45% or above of the total youth offending budget.

A full copy of the statement from Councillor Brett is available at the Minute Book in Democratic Services.

Councillor Evans said that the cuts had been made to children's services and that he would hope not to make any more cuts. He also confirmed that £6.6m funding for spending on new school would indeed come from the Central Government, as all education capital and revenue spending would come, and it would be wrong from the Council to insert more money from the Council Tax. He added that Restorative Justice was a statutory area of work and it would be unlikely to suffer any cuts. He also said that one of the initiatives of the Plan would be to tackle cannabis consumption, re-offending and first offending.

Councillor Evans moved the recommendations.

Councillor Vic Pritchard seconded the proposals.

Councillor Pritchard said that the Plan sets out clear plans for the future of youth justice and how this Council would work with its partners to help prevent youth offending and re-offending across Bath and North East Somerset. Early intervention would be a priority for all work with children, young people and families.

On a motion from Councillor Michael Evans, seconded by Councillor Vic Pritchard it was:

RESOLVED (unanimously):

- 1) The Cabinet recommends adoption of the Youth Justice Plan as part of the Council's Policy and Budget Framework and notes this can be accommodated within the Council budget;
- 2) Cabinet recommends the Youth Justice Plan to Council as fulfilling the requirements of the Crime and Disorder Act 1998 and can be submitted to the Youth Justice Board for England and Wales.

14 JOINT HEALTH AND WELLBEING STRATEGY

The Chair invited Councillor Tim Ball to make an ad-hoc statement.

Councillor Ball welcomed the report and asked that all budget related issues should be properly scrutinised before they are adopted by the Full Council. Councillor Ball welcomed the 3 themes and 11 priorities of the Joint Health and Wellbeing Strategy.

Councillor Vic Pritchard welcomed Councillor Ball's support for the paper and said that it would be far too early to respond now on any budget implications. He said that the Health and Social Care Act 2012 requires that local authorities, through the Health and Wellbeing Board, develop a Joint Health and Wellbeing Strategy which meets the needs identified in the Joint Strategic Needs Assessment. The 3 themes and 11 priorities of the Joint Health and Wellbeing Strategy were still considered to be relevant; the Health and Wellbeing Board remains confident that the 3 themes and 11 priorities were the right ones to reduce health inequality and improve health and wellbeing in Bath and North East Somerset. He praised strong partnership between the Council and the NHS, in particular with the B&NES CCG.

Councillor Pritchard moved the recommendations.

Councillor Tim Warren seconded the proposal.

Councillor Warren said that the Strategy reflects changes that have taken place since it was first put together in November 2013. The Council are committed to work with partners in the NHS towards these three core themes: Preventing ill health by helping people to stay healthy; Improving the quality of people's lives; and, Tackling health inequality by creating fairer life chances.

On a motion from Councillor Vic Pritchard, seconded by Councillor Tim Warren it was:

RESOLVED (unanimously):

- 1) To adopt the refreshed Bath and North East Somerset Joint Health and Wellbeing Strategy.
- 2) To note that a final Joint Health and Wellbeing Strategy will be submitted to Council for approval as forms part of our policy and budget framework.

NOTE: Councillor Anthony Clarke did not vote as he was out of the room during the discussion and voting on this item.

15 REVENUE & CAPITAL OUTTURN 2014/15

The Chair invited Councillor Robin Moss to make a statement.

Councillor Moss commented suggested that the Cabinet should resist calls from the Central Government in selling assets as the Council has been well served in income from heritage services. He also said that the report had indicated that housing benefit subsidy is underspent by £387k and hoped that this was not an indication that subsidy had not been advertised properly.

The Chair invited Councillor Andy Furse to make an ad-hoc statement.

Councillor Furse pointed to bullet points 1.6, 1.12, 1.20 of the appendix in the report and asked for updates on issues highlighted in those bullet points.

Councillor Charles Gerrish paid a tribute to the late Councillor David Bellotti for his work over the past four years as previous Cabinet Member for Finances. This report provides information about the Council's financial performance against its revenue and capital budgets in 2014/15.

This report enables Cabinet to review:

- Requests for write-off of overspends
- Requests for carry forward of underspends
- Suggested transfers to earmarked reserves

The report identifies that after carry forwards and transfers to reserves, the Council underspent by £54,000. He highlighted the main areas contributing to the underspend and over achievement of income position, such as Heritage Services' overachievement of income of £512,000 and IT Service underspend of £476,000.

Councillor Gerrish moved the recommendations.

Councillor Patrick Anketell-Jones seconded the proposal.

Councillor Anketell-Jones said that the Council would continue to meet its reserves strategy as outlined in the budget report to the Council in February. He was pleased to see that the Heritage income had increased due to higher visitor numbers and their additional retail spend, and suggested that the Council should continue to look at ways of generating new income in this way.

On a motion from Councillor Charles Gerrish, seconded by Councillor Patrick Anketell-Jones it was:

RESOLVED (unanimously) that:

- 1) The revenue budget outturn underspend of £54,000 for 2014/15 is noted.
- 2) The revenue carry forward proposals and write-off requests listed in the report are approved.
- 3) Transfers to Earmarked Reserves are agreed as set out.
- 4) The revenue virements for 2014/15 are approved.
- 5) The resulting reserves position shown in the report is noted and that unearmarked reserves remain at the target level of £10.5m (excluding Invest to Save drawdowns).
- 6) The provisional outturn of the 2014/15 capital programme, and the funding as laid out in the report, are noted.
- 7) The capital re-phasing and write-off of net underspends are approved.
- 8) The adjustments to the 2014/15 to 2019/20 capital programme, and the final capital programme for 2014/15 are noted.

16 2014/15 TREASURY MANAGEMENT OUTTURN REPORT

The Chair invited Councillor Andy Furse to make an ad-hoc statement.

Councillor Furse asked for an assurance that the Council would not include any banks from Portugal, Ireland, Italy, Greece and Spain. He also said that the Council should monitor what would be happening in the Eurozone in the next 48 hours and what impact that would have on our investment in that market.

Councillor Charles Gerrish said that in February 2012 the Council adopted the 2011 edition of the CIPFA Treasury Management in the Public Services: Code of Practice, which requires the Council to approve a Treasury Management Strategy before the start of each financial year, review performance during the year, and approve an annual report after the end of each financial year.

This report gives details of performance against the Council's Treasury Management Strategy and Annual Investment Plan for 2014/15. Councillor Gerrish replied to points raised by Councillor Furse by saying that the Council would be kept abreast of all those issues raised.

Councillor Gerrish moved the recommendations.

Councillor Marie Longstaff seconded the proposal.

Councillor Longstaff said that the report shows that the Council would continue to be prudent in their investment strategy, with most investments on main UK banks, AAA rated Money Market Funds and highly rated foreign banks with emphasis on security and liquidity.

On a motion from Councillor Charles Gerrish, seconded by Councillor Marie Longstaff it was:

RESOLVED (unanimously) that:

- 1) The 2014/15 Treasury Management Report to 31st March 2015, prepared in accordance with the CIPFA Treasury Code of Practice, is noted.
- 2) The 2014/15 Treasury Management Indicators are noted.

17 UPDATE ON THE GETTING AROUND BATH TRANSPORT STRATEGY

The Chair invited Councillor Alison Millar to read out her statement.

Councillor Millar read out her statement and said that the Cabinet should conduct a thorough consultation with the residents of Bathavon North Ward in terms of the long term solution.

A full copy of the statement from Councillor Millar is available at the Minute Book in Democratic Services.

Councillor Anthony Clarke introduced the paper as printed by highlighting the five key areas where this report expands upon the policies contained within the Getting Around Bath Transport Strategy, and which the Cabinet view as priority areas for the years ahead:

- Supporting sustainable transport
- Investing in infrastructure
- Cutting congestion and pollution
- Promoting local rail
- Improving parking provision

The Getting Around Bath Transport Strategy recommended that the need for a P&R to the East of Bath should be established in the light of a wider review of parking within the city. In selecting any site for this new facility a number of factors would have to be considered, for example: capacity, safe access, usage, environmental, distance, number of buses, bus priority, frequency of service, pricing, site cost and ownership.

These and other factors would provide guidance on the selection of the preferred or optimum site and public consultation would involve residents, Councillors and Parish Councils particularly to the east of the City.

Once a preferred site has been selected by the Cabinet, it would be included in the Placemaking Plan later this year.

Councillor Clarke moved the recommendations.

Councillor Tim Warren seconded the proposals.

Councillor Warren said that transport is a key priority for this administration. The Cabinet would take forward the Getting Around Bath Transport Strategy. A key to good transport in Bath is in keeping traffic on the move, not only to reduce congestion. The Cabinet believes an East of Bath Park and Ride would be critical for the future economic success of Bath. The Cabinet would consult with the local communities on options they think should be taken forward.

Councillor Martin Veal supported the report by saying that residents of the Bathavon Ward, and also from West Wiltshire would be fully consulted on the proposed sites.

Councillor Patrick Anketell-Jones also supported the report by saying that this has been a long outstanding issue and that he would be looking forward to an East of Bath Park and Ride.

On a motion from Councillor Anthony Clarke, seconded by Councillor Tim Warren it was:

RESOLVED (unanimously) that:

- 1) The Cabinet noted the progress being made on the Getting Around Bath Transport Strategy, and agrees the additional measures proposed within paragraphs 5.3 to 5.7 to support the delivery of this Strategy.
- 2) The Cabinet agreed to undertake a public consultation on the options to help identify a preferred location for a new P&R east of Bath.

18 DEVELOPING A TRANSPORT STRATEGY FOR KEYNSHAM

The Chair invited Councillor Neil Butters to make an ad-hoc statement.

Councillor Butters said that the previous administration has set this strategy up and that he was pleased that this Cabinet would be pursuing this matter.

The Chair invited Councillor Alan Hale to make an ad-hoc statement.

Councillor Hale asked the Cabinet to look closely into policing parking on the road, marked with yellow lines, in Keynsham. Councillor Hale said that the Council should have a much firmer approach on this matter, including communicating with the police on what their role should be in this issue.

The Chair invited Councillor Brian Simmons to make an ad-hoc statement.

Councillor Simmons made an ad-hoc statement in which he highlighted issue of lack of parking in Keynsham.

A full statement from Councillor Simmons is available at the Minute Book in Democratic Services.

Councillor Anthony Clarke welcomed the comments from Keynsham Ward Councillors and assured them that a point on increasing parking enforcement officers would be looked at. He said that the Strategy would be for the benefit of Keynsham and the Council would be looking to developing transport strategies for the Somer Valley and Chew Valley.

Councillor Clarke moved the recommendations.

Councillor Marie Longstaff seconded the proposals.

Councillor Longstaff said that Getting Around Keynsham Strategy would be essential to the economy and wellbeing of the town, its residents and employees. The Cabinet would be committed to reducing traffic congestion in and around Keynsham and wanted to ensure the town retains its independence and its separate identity as a sustainable, desirable and well-connected place in which to live and work.

Councillor Charles Gerrish praised the work of officers for working closely with local Councillors when developing this Strategy and highlighted a need for more parking spaces in Keynsham. He also said that the Council would need to co-operate with Bristol and South Gloucestershire area.

On a motion from Councillor Anthony Clarke, seconded by Councillor Marie Longstaff it was:

RESOLVED (unanimously) that:

- 1) The Cabinet noted the responses to the consultation process and the amendments made and approve the adoption of the 'Getting around Keynsham Transport Strategy'.
- 2) The Cabinet agreed the Strategy be subject to a period of engagement within Keynsham to allow the public a further opportunity to understand the proposals within the Strategy.
- 3) The Cabinet delegated any further minor changes to the Getting Around Keynsham Transport Strategy to the Divisional Director Environmental Services, or the Strategic Director Place, in consultation with the Cabinet Member for Transport.

19 PROCESS FOR AGREEING THE SPEND OF INCOME GENERATED THROUGH THE COMMUNITY INFRASTRUCTURE LEVY

Councillor Marie Longstaff introduced the Community Infrastructure Levy (CIL) Charging Schedule and said that a charging authority must apply CIL to funding the provision, improvement, replacement, operation or maintenance of infrastructure to support the development of its area. It would also allow the Council to pass money to bodies outside their area to deliver infrastructure that will benefit the development of the area.

Councillor Longstaff moved the recommendations.

Councillor Charles Gerrish seconded the proposal.

Councillor Gerrish said that this was an important report because the CIL would contribute to funding infrastructure needed to support the district's growth aspirations and that an estimated £6.8m could be raised in the next five years and that a proportion of this levy would be passed on to local communities.

On a motion from Councillor Michael Evans, seconded by Councillor Vic Pritchard it was:

RESOLVED (unanimously) that:

- 1) The B&NES Community Infrastructure Levy (CIL) Strategic Spend Protocol is approved;
- 2) Responsibility is delegated to the Divisional Director for Development, in consultation with the Cabinet Member for Homes and Planning, to make any minor amendments and to correct any errors to the documentation.

The meeting ended at 6.10 pm

Chair _____

Date Confirmed and Signed _____

Prepared by Democratic Services

Bath & North East Somerset Council		
MEETING/ DECISION MAKER:	Cabinet	
MEETING/ DECISION DATE:	9th September 2015	EXECUTIVE FORWARD PLAN REFERENCE:
		E 2788
TITLE:	"Making" Neighbourhood Plans: amendment to Council's Neighbourhood Planning Protocol	
WARD:	ALL	
AN OPEN PUBLIC ITEM		
<p>List of attachments to this report:</p> <p>Appendix 1: Amendments to <i>My Neighbourhood: A Neighbourhood Planning Protocol for Bath & North East Somerset</i></p>		

1 THE ISSUE

- 1.1 The *Neighbourhood Planning Protocol* (NPP) needs to be amended primarily with regard to the process of the Council making (bringing into force) Neighbourhood Plans once they have passed their referendum to make it clear that this is a Cabinet decision.

2 RECOMMENDATION

- 2.1 That Cabinet approves the amendments to *My Neighbourhood: A Neighbourhood Planning Protocol for Bath & North East Somerset* as set out in Appendix 1 to this Report to:
- a) clarify that the decision to make (bring into force) a Neighbourhood Plan once it has passed its referendum should be made by Cabinet;
 - b) clarify the process of issuing a Decision Statement following Independent Examination; and
 - c) delegate authority to the Divisional Director – Development to issue a Decision Statement once a Neighbourhood Plan has been made; and
 - d) clarify the process of approving Neighbourhood Area applications for Parish & Town Councils, where the boundary of the proposed Neighbourhood Area is different to the Parish/Town Council boundary; and
 - e) make minor factual alterations.

3 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

- 3.1 The proposed amendments to *My Neighbourhood: A Neighbourhood Planning Protocol for Bath & North East Somerset* has no financial costs to the Council. The funding of costs associated with preparing individual Neighbourhood Plans, taking them through examination and referendum will be reported at the time of decision to make and bring into force that Neighbourhood Plan.

4 STATUTORY CONSIDERATIONS AND BASIS FOR PROPOSAL

- 4.1 The Localism Act 2011 has reformed the planning system to give local people new rights to shape the development of the communities in which they live.
- 4.2 The Act provides for a new type of community-led initiative known as a Neighbourhood Development Plan which sets out the policies on the development and use of land in a parish or 'neighbourhood area'.
- 4.3 The Council has a duty to assist communities in the preparation of Neighbourhood Development Plans and Orders and to take plans through a process of examination and referendum and to then bring Neighbourhood Development Plans into force.
- 4.4 Implementation of the Council's duty to assist communities in preparing Neighbourhood Plans is set out in the NPP. The NPP outlines how the Council will support communities and also sets out the process of the Council making (bringing into force) the Neighbourhood Plan once it has passed its community referendum. The NPP currently states that this requires ratification by full Council, which was based on an early interpretation of the legislation.
- 4.5 Since the drafting of the NPP it has become clear that neighbourhood planning is a matter for the Council's Executive. This means that the making (bringing into force) of a Neighbourhood Plan should be a Cabinet decision and the NPP should be amended accordingly.
- 4.6 The decision making process relating to the issuing of a Decision Statement on a Draft Neighbourhood Plan following consideration of the Examiner's Report should be clarified so that it is clear that Cabinet has delegated this to the Divisional Director - Development.
- 4.7 In addition, it is recommended that authority is delegated to the Divisional Director- Development to issue a Decision Statement pursuant to section 38A (9) of The Planning & Compulsory Purchase Act 2004 ("the 2004 Act") (as amended by the Localism Act) and Regulation 19 of the Neighbourhood Planning (General) Regulations 2012 ("the 2012 Regulations") once a Neighbourhood Plan has been made.
- 4.8 There is also an opportunity to approve minor typographical and factual changes to the NPP and to clarify the process for designating a Neighbourhood Area, in Town/Parish Council areas, where the proposed boundary differs from the Town/Parish Council administrative boundary.

5 THE REPORT

- 5.1 It is recommended that changes to the NPP are made in order to clarify the decision making process in respect of designating a Neighbourhood Area, issuing a Decision Statement following Independent Examination; the making of a Neighbourhood Plan or Order, issuing a Decision Statement following a plan being made, as well as minor factual and typographical amendments as set out in Appendix 1

Designating a Neighbourhood Area

- 5.2 It is recommended that the NPP is amended in order to make it clear that in Neighbourhood Area applications where the boundary of a proposed Neighbourhood Area is different to the Parish/Town Council boundary in question, this decision will be taken by Cabinet.

Decision Statement following Independent Examination

- 5.3 Following Examination of a Draft Neighbourhood Plan by an independent examiner and receipt of the examiner's report, the Council is required to issue a Decision Statement confirming that the LPA is satisfied that the Neighbourhood Plan meets the statutory criteria, subject to any amendments recommended by the Examiner. It is proposed that the NPP be amended to make it clear that this is a Cabinet decision, delegated to the Divisional Director - Development. A minor wording change to the NPP to clarify this is set out in Appendix 1.

Making a Neighbourhood Plan or Order

- 5.4 The NPP is also recommended to be changed to make it clear that the making (bringing into force) of a Neighbourhood Plan or Order is a Cabinet decision, rather than requiring ratification by full Council.

Decision Statement following a Plan or Order being made

- 5.5 It is recommended that Cabinet delegate authority to the Divisional Director – Development to issue a Decision Statement pursuant to section 38A(9) of the 2004 Act and Regulation 19 of the 2012 Regulations once Cabinet has decided to make a plan. In addition, it is recommended that the NPP is clarified in relation to this part of the decision making process as set out in Appendix 1.

Minor typographical and factual changes

- 5.6 It is recommended that Cabinet approve these minor changes as set out in Appendix 1, although these amendments have already been agreed via a single member decision in September 2014, the opportunity has been taken to formally request that Cabinet agrees these amendments.

6 OTHER OPTIONS CONSIDERED

- 6.1 No other options were considered given the conclusion that neighbourhood planning is an Executive power.

CALL IN

- 6.2 The Stowey Sutton Neighbourhood Development Plan passed its referendum on 7th August 2015 and the Council has a legal duty to make the plan as soon as reasonably practicable after the referendum. This is the subject of a later report. The changes to the NPP with regard to the making of Neighbourhood Plans and issuing of a Decision Statement thereafter are required to take effect immediately so that the Council can comply with this statutory duty. It is therefore considered that this decision falls within the exceptions to call in contained in rule 5 of the Call in Procedure Rules, namely, that the effect of call in would be to cause the Council to miss a statutory deadline.
- 6.3 For clarity, it is considered that the other recommended changes to the NPP in this report (designating a Neighbourhood Area, the issuing of decision statements following an Examiners Report and minor factual changes) do not fall within rule 5.

7 CONSULTATION

- 7.1 The Monitoring officer, Section 151 officer and Strategic Director Place have been given the opportunity to review this report.
- 7.2 No additional consultation has taken place or is necessary with regard to the recommendations of this Report.

8 RISK MANAGEMENT

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

Contact person	<i>Richard Daone 01225 477546</i>
Background papers	<i>My Neighbourhood: A Neighbourhood Planning Protocol for Bath & North East Somerset</i> http://www.bathnes.gov.uk/sites/default/files/sitedocuments/Planning-and-Building-Control/Planning-Policy/NPP/npp_my_neighbourhood_adopted_2014.pdf
Please contact the report author if you need to access this report in an alternative format	

APPENDIX 1: Amendments to My Neighbourhood: A Neighbourhood Planning Protocol for Bath & North East Somerset

CLARIFICATION OF DECISION MAKING AND DELEGATION ARRANGEMENTS FOR NEIGHBOURHOOD PLANS

Page 27

Part	Amend
P34	<p>Amend “Council Role: Approving Neighbourhood Area Applications for Parish and Town Councils</p> <p>Where there is no change to the Parish or Town Councils’ administrative boundary this will be a delegated decision undertaken by the Divisional Director of Planning and Transport. Where there is a different boundary being proposed a decision will need to be made by Council/Cabinet.”</p>
P34 & P40	<p>Amend “Divisional Director for Planning & Transport” to <u>“Divisional Director – Development”</u> (factual update).</p>
P42 column #2	<p>Amend “Council Role: Independent Examination</p> <p>The local planning authority will publish the draft plan on their website.</p> <p>The local planning authority must publicise the Neighbourhood Plan/ Development Order with details of how to respond to it in advance of the Independent Examination in line with Neighbourhood Planning Regulations 2012.</p> <p>The Council recommends that a Planning Inspector from the Planning Inspectorate is the preferred independent examiner. However, they will support the Neighbourhood Planning body if it seeks to find an alternative person to undertake this role in line with the requirements in the regulations.</p> <p>The local planning authority will fund the Inspectors costs and will provide a Council venue for the examination as needed.</p> <p>The local planning authority will consider the Inspector’s recommendations, <u>and will issue a decision statement (for clarification, as for step 3 this will be undertaken under delegated authority by the Divisional Director - Development).</u>”</p>
P43	<p>Amend “Council’s Role: Adoption Making and bringing into force Neighbourhood Plans”</p>

	<p><u>Adoption of Making and bringing into force a Neighbourhood Plan/ Development Order will require ratification by full Council be undertaken through Cabinet decision.</u></p> <p><u>Authority is delegated to the Divisional Director- Development to issue a Decision Statement.</u></p> <p>Once adopted the Neighbourhood Plan/Neighbourhood Development Order will be published on the Council's website and hard copies will be available for inspection at the One-Stop-Shop, Manvers Street in Bath, the Hollies and Riverside offices <u>One-Stop-Shop, Keynsham Civic Centre</u> as well as at public libraries.</p> <p>Once adopted the Neighbourhood Plan will form part of the Development Plan and will be used to determine planning applications within your Neighbourhood Area.</p>
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OTHER MINOR AMENDMENTS & FACTUAL UPDATES

The following minor amendments are also proposed to be agreed by Cabinet (previously included in an interim Single Member Decision in September 2014 - decision reference E 2690):

Page	Proposed amendment
Have your say on planning applications - Introduction	
5	The majority of planning applications considered by the Council are small scale e.g. householder applications or applications for development which will affect a relatively small area. Figure 1 is a summary diagram outlining the process of determining a planning application. The Council aims to determine <u>these small</u> planning applications within 8 weeks of validation.
Figure 1 'Summary diagram to show how a planning application is decided'	
6	<p><i>Second text bubble in the sequence</i></p> <p><u>Submission of planning application</u></p> <p>Applicant submits the following</p> <ul style="list-style-type: none"> • Application Forms • Drawings • Fee

Page	Proposed amendment
	<ul style="list-style-type: none"> Supporting information
7	<p><i>Text bubble stating:</i></p> <p>Re-consult <u>residents and consultees on changes to application</u> where necessary</p> <p><i>Insert an arrow from the circle above "Negotiate with.."</i></p>
Pre-application	
9	<p>Pre-application dialogue in relation to proposals for major development is also undertaken by the Council. A productive dialogue at this stage can resolve issues and help ensure that the application submitted is well presented and includes the appropriate information to enable the proposal to be assessed and understood by the Local Authority, consultees and stakeholders. This dialogue should take place through the Council's multi-disciplinary development team approach. More detail about this service can be found on the Council's website at live.bathnes.gov.uk/services/planning-and-building-control/apply-planning-permission/you-apply</p> <p><u>As a trial, the Council is amending its Development Team procedure so as to seek the views of elected members on the most significant Development Team proposals at pre-application stage.</u></p>
Submission of Application	
11	<p>After a planning application has been submitted and validated, details of the application are publicly available and details of the application are publicised. Planning applications are available to view on the Council's website 2–3 days after validation. The Council's website can also be accessed at Council Connect offices. Council Connect Officers are available to assist those wishing to use this service. For large scale major applications a hard copy summary document may also be requested at Council Connect offices.</p>
Considering an application	
12	<p>Comments on planning applications must be made within a minimum of 21 days (for first consultation) and 14 days for re-consultation. Due to the high volume of comments received, letters will not be acknowledged. Comments received after the deadlines are not required to be considered by the Council <u>but will be considered by officers where possible</u> when determining the application. However, bodies such as Natural England will be allowed a longer period of time to comment on applications where this is prescribed by legislation.</p>
Figure 4	
15	<p>Applications of special interest <u>particular significance or importance</u> are also highlighted on the "Specials Interests" page during their consultation period.</p>
Heritage Assets - Introduction	

Page	Proposed amendment
17	The significance of locally important, undesignated heritage assets is specifically noted in the Local Planning Authority's policies and they are included in the Historic Environment Record. The impact of development proposals on undesignated historic <u>heritage</u> assets are a material consideration in the determination of planning applications.
Getting involved in Planning Policy	
20	City of Bath World Heritage Site Setting Study SPD
Figure 5: Target groups we need to involve in the preparation of the LDF	
22	Information might also be disseminated through community newsletters or at community events. Work undertaken by other initiatives within the Council will also be taken on board e.g. the Local Strategic Partnership (LSP) is currently considering <u>and</u> how best to engage faith communities in the district in the Community Strategy.
22	Small businesses have an important role in the local economy. However, there is evidence that small business owners often do not have the time or resources to spare to become involved in planning issues. To overcome this, organisations representing small businesses will be consulted. The Economic Development Partnership currently links to the LSP and contains business representation, whilst Business West is directly represented on the LSP – links to the LSP will therefore be important. The four West of England councils <u>and the Local Enterprise Partnership (LEP) published a Planning Toolkit in 2012 which aims for a more positive and consistent planning system based on collaboration and engagement including with business.</u> In addition, direct links will be made with local Chambers <u>of Commerce</u> and with the local representatives of the Federation of Small Businesses.
How will we engage you?	
23	Appendix B presents a toolbox of methods which the Council will use <u>can use as appropriate</u> to encourage community involvement in the creation of the LDF and go beyond the statutory minimum requirements.
What will happen to your views and comments?	
26	A schedule of comments made during the consultation will be available for public inspection, together with the Council's response to the issues raised. The comments and responses will be agreed by the Council, Cabinet or Cabinet member as appropriate. Please note we cannot treat any comments made as confidential.
26	A statement of compliance to the Neighbourhood Planning Protocol will be produced. This statement will outline how the Local Authority has complied with the Neighbourhood Planning Protocol. <u>This statement will often form part of the consultation report.</u> For Development Plan Documents this will be submitted to the Secretary of State. For Supplementary Planning Documents this will be presented to the Council, Cabinet or Cabinet member as appropriate.

Page	Proposed amendment
34	Council Role: Approving Neighbourhoods Area Applications <u>Applications</u> for Parish and Town Councils
Figure 11: Process for Processing Applications for Neighbourhood Forum Designation in Bath	
36	<p><i>Orange comment bubble:</i></p> <p>If you already have a Parish or Town Plan that you still think is up to date you could skip to step 3 (see page 40). However, you will still need to formally apply to designate your Neighbourhood Area, although where no change to your parish area this will be undertaken quickly via a delegated decision.</p> <p><u>The Neighbourhood Planning Roadmap Guide produced by Locality, is a useful resource. It includes a series of worksheets and helpful lists of tasks and checklists.</u></p> <p><u>http://locality.org.uk/resources/neighbourhood-planning-roadmap-</u></p>
The importance of trees - Introduction	
48	The importance of our trees is embedded in the Council's policy documents such as the Bath and North East Somerset Local Plan, Core Strategy, Green Infrastructure Strategy, Landscape Character Assessment and the City of Bath World Heritage site setting study <u>Site Setting SPD</u> .
Figure 14: How is an application for tree works for trees protected by a Tree Preservation Order decided by the Council?	
49	<p>Pre-application advice: owner advised to seek professional advice from an a tree specialist (known as an Arborist)</p> <p>Application checked for completeness (validation) – applicant contacted if incomplete or vague, <u>for instance, the use of percentages to describe crown reductions is not acceptable.</u></p> <p>Acknowledgement sent, application <u>and all accompanying details and documents</u> 'placed on weekly list and public web site, tree owners notified if application is made by a neighbour.</p>
49/50	<p><i>Publicity</i></p> <p>The Council publicises <u>all details provided with</u> Tree Protection Order applications notifications to undertake work to protected trees in the following ways:</p> <ul style="list-style-type: none"> • All applications and notices <u>and accompanying details and documents</u> are recorded on the public planning database and on the Council website. A decision will not be made within 21 days of the registration of an application or notification unless there are exceptional circumstances for doing so. • Notify Town and Parish Councils <u>are notified</u> of applications and notices within their area.

Page	Proposed amendment
	<ul style="list-style-type: none"> • Placing Applications and notices <u>are placed</u> on the weekly lists – available to Ward Members and the public. • Advising Applicants <u>are advised</u> to contact their neighbours prior to carrying out any work. • Advising Applicants <u>are advised</u> to contact tree owners if the applications or notices relate to neighbouring trees and seek their consent if the work extends beyond the boundary.
50	<p><i>Exceptions</i></p> <p>There are instances where work is exempt from the normal tree application or notification process. The Councils' <u>Council's</u> permission is not required for cutting down or carrying out work on trees which are dead, dying or have become dangerous.</p>
50	Arboricultural association <u>Association</u>
Figure 15: How is a tree works notification for trees protected by a conservation area processed?	
51	<p>Pre notification advice: owner advised to seek professional advice from an Arborist</p> <p>Owner or agent submits the notification (<u>often</u> known as a 'six week notice')</p> <p>Validation (notification checked for completeness) – applicant contacted if incomplete or vague. <u>The use of percentages to describe tree crown reductions is not recommended.</u></p> <p>Acknowledgement sent, notification <u>and all accompanying details and documents</u> placed registered on weekly list and public web site, tree owners notified if notification is made by a neighbour.</p>
FIGURE 16: How is proposed tree felling to trees protected by landscape conditions or a section 106 agreement processed?	
51	Owner advised to seek professional advice from a tree specialist (known as an Arborist)
51	<p><i>Footnote</i></p> <p>A site visit may reveal that major works which would have a significant impact on the visual amenity or health of a tree (such as a crown reduction greater than 30% or felling <u>such as a crown reduction which does not follow the recommendations within the current BS 3998)</u> relates to an important tree which is highly visible. Where sound arboricultural reasons support the proposal immediate neighbours will be notified by <u>letter and/or</u> either cards or site notice and Ward Councillors or Parish and Town Councils notified.</p>
Other tools and tips for communities	

Page	Proposed amendment
55	<i>Pink text bubble</i> The Council is progressing As part of the preparation of its first Green Infrastructure Strategy, it, the Council held a consultation launch event for stakeholders, . This provided the opportunity a chance to find out more and to encourage networking between the wide range of stakeholders with an impact on green infrastructure. <u>The Green Infrastructure Strategy is now adopted.</u>
56	Green Infrastructure is the term used to describe the networks of natural spaces and corridors within our urban and rural areas which support the health and wellbeing of local communities. The Council is developing <u>has adopted</u> a Strategy to make better use of these natural assets. The strategy should <u>provides</u> a valuable resources for developing neighbourhood plans.
Appendix A: community involvement toolkit	
58	<u>Please note this list is not exhaustive but is intended as a guide. The methods of engagement employed should be reasonable, appropriate and proportionate to the intended aims of the consultation.</u>
58	<i>Orange text bubble</i> These pages list a number of tried and tested methods of consultation and engagement <u>which can be used as appropriate</u> . Creativity is an important element of a stimulating and successful engagement strategy, be it through an unusual venue or quirky approach or with a more social event.
58	<i>Notification of consultation periods in local newspapers</i> Statutory Requirement. <u>Consultation periods will be publicised using local media.</u> Likely to make use of The Bath Chronicle, The Somerset Guardian, the Western Daily Press, Norton Radstock Journal, Bristol Evening Post as well as free newspapers. This is a statutory requirement. Notifications are usually published on Thursdays.
59	<i>Area notification where site allocations proposed</i> Notification by letter of development proposals under consultation in local area. Letters sent to addresses in the vicinity of a proposed site allocation. The size and parameters of the area are to be determined by the size and nature of the site allocation proposed. <u>Notification of development proposals subject to consultation can be achieved in a number of ways (see also Local Publicity). Direct notification to properties adjoining a proposed site allocation is a quick and effective method of notifying those who will be affected. General notification to other properties in the vicinity of a proposed site allocation is useful in raising awareness.</u>
Appendix B: Statutory consultees	
64	<i>Specific Consultation Bodies</i> The Town & Country Planning (Local Development Planning) (England) Regulations 2004 <u>2012</u> specify that the following bodies must be consulted if the

Page	Proposed amendment
	<p>council Council considers that body will be affected by what is proposed to be covered in a Local Development Document.</p> <ul style="list-style-type: none"> • Local Authorities adjoining Bath & North East Somerset: <ul style="list-style-type: none"> – Bristol City Council – Mendip District Council – North Somerset Council – North Wiltshire District Council – Somerset County Council – South Gloucestershire Council – West Wiltshire District Council – Wiltshire County Council • Natural England (formerly Countryside Agency & English Nature) • Environment Agency • English Heritage (HBMC) • Historic Buildings and Monuments Commission for England
64	<p><i>Wiltshire Parish Councils</i></p> <p>Box</p> <p>Colerne</p> <p>Limpley Stoke</p> <p>Monkton Farleigh</p> <p>Westwood</p> <p>Winsley</p> <p><u>Marshfield</u></p> <p><u>Limpley Stoke</u></p> <p><u>Monkton Farleigh</u></p> <p><u>Westwood</u></p>

Page	Proposed amendment
	<p><i>South Gloucestershire</i></p> <p>Parish Councils</p> <p>Bitton</p> <p>Cold Ashton</p> <p>Hanham Abbots</p> <p>Marshfield</p> <p>Limpley Stoke</p> <p>Monkton Farleigh</p> <p>Westwood</p>
65	<p><i>Relevant Government Departments</i></p> <p>The Government Office for the South West (GOSW) will be the first point of contact for consultation with central government departments.</p> <p>We will consult any government departments or agencies where they have large landholdings in the area covered by a LDD. This will ensure that we are fully aware of the possible need for expansion of existing facilities or the likelihood of large scale land disposals taking place within the period of time covered by the LDD.</p> <ul style="list-style-type: none"> • Home Office • Department for Education and Skills (through GOSW) • Department for Environment, Food and Rural Affairs • Department for Transport (through GOSW) • Department of Health (through relevant Regional Public Health Group) • Department of Trade and Industry (through GOSW)
65	<p><i>Other Consultees</i></p> <p>Environmental Groups at national, regional and local level including:</p> <p>National Forest Company; Council for the Protection of Rural England; Cotswolds Conservation Board; Friends of the Earth; Royal Society for the Protection of Birds; <u>West of England Nature Partnership</u>; Wildlife Trusts & Woodland Trust.</p>

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Bath & North East Somerset Council		
MEETING/ DECISION MAKER:	Cabinet	
MEETING/ DECISION DATE:	9th September 2015	EXECUTIVE FORWARD PLAN REFERENCE:
		E 2781
TITLE:	Stowey Sutton Neighbourhood Plan	
WARD:	Chew Valley South	
AN OPEN PUBLIC ITEM		
List of attachments to this report:		
Appendix 1: Stowey Sutton Neighbourhood Plan		

1 THE ISSUE

- 1.1 Following the successful examination and referendum, this report seeks to make and bring into force the Stowey Sutton Neighbourhood Plan (Appendix 1), so that it will be used by the Local Planning Authority to help determine planning applications within the Neighbourhood Area.

2 RECOMMENDATION

Cabinet:

- 2.1 Makes and brings into force the Stowey Sutton Neighbourhood Development Plan, as set out in Appendix 1, as part of the Development Plan for the Stowey Sutton Neighbourhood Area, in accordance with Section 38A(4) of the Planning and Compulsory Purchase Act 2004 (“the 2004 Act”) (as amended by the Localism Act, 2011).

3 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

- 3.1 The main costs of producing the Stowey Sutton Neighbourhood Plan related to in-kind technical support provided, plus the costs of the external examination, referendum and associated printing costs. These costs have been met through the Government Neighbourhood Planning Grant (2014/2015) received by the Local Planning Authority. All other costs associated with supporting the preparation of the Neighbourhood Development Plan have been covered within the existing LDF budget.

- 3.2 Significant community resources have been input into the Stowey Sutton Neighbourhood Plan preparation, including substantial volunteer time.
- 3.3 Once the Neighbourhood Plan is made, Stowey Sutton Parish Council will receive 25% of CIL payments for development within their Neighbourhood Area, rather than the typical 15%.

4 STATUTORY CONSIDERATIONS AND BASIS FOR PROPOSAL

- 4.1 The Localism Act 2011 has reformed the planning system to give local people new rights to shape the development of the communities in which they live.
- 4.2 The Act provides for a new type of community-led initiative known as a Neighbourhood Plan which sets out the policies on the development and use of land in a parish or 'Neighbourhood Area'.
- 4.3 The Council has a duty to assist communities in the preparation of Neighbourhood Development Plans and orders and to take plans through a process of examination and referendum and to bring Neighbourhood Plans into force.
- 4.4 It is considered that the Stowey Sutton Neighbourhood Plan can be made by Cabinet, following the earlier decision (Executive Forward Plan Reference E2788) to amend the Neighbourhood Planning Protocol to clarify that this is a decision for Cabinet, not full Council.

5 THE REPORT

Background

- 5.1 Stowey Parish Council indicated that they would like to undertake a Neighbourhood Development Plan (NDP) in October 2013 and the Neighbourhood Area, the first formal stage in the process, was designated by the Council on 13th December 2013. The Plan was considered by an Independent Examiner in May 2015, who recommended that it should proceed, with modifications, to the final stage, the referendum.
- 5.2 In June 2015, it was agreed to modify the Stowey Sutton NDP in line with the Examiner's recommendations, to publicise the decision and to undertake a referendum. The modified referendum version of the Stowey Sutton NDP is included as Appendix 1.

Referendum

- 5.3 The referendum took place on the 7th August 2015. In accordance with the regulations, the question posed in the referendum was: *Do you want Bath & North East Somerset Council to use the neighbourhood plan for Stowey Sutton to help it decide planning applications in the neighbourhood area?*
- 5.4 There was a 36% turnout of the overall Neighbourhood Area electorate. Of those that voted a majority (95%) were in favour of using the Stowey Sutton NDP to help decide planning applications in the Neighbourhood Area.

Compatibility with EU Legal Obligations & Human Rights

- 5.5 The Council does not have to bring the Plan into force if it is considered that the making of the Plan would breach, or be incompatible, with any EU obligations or the European Convention on Human Rights (section 38A (6) of the 2004 Act).
- 5.6 The Independent Examiner considered this issue and concluded that, subject to the recommended modifications (all of which have been incorporated into the final draft of the Plan), the Plan would not breach or be incompatible with any EU laws or the European Convention on Human Rights. The Council's Legal Services have reviewed the Plan and concur with the examiner's view. As such, it is considered that the legal duty under section 38A (4) of the 2004 Act (to make the plan as soon as is reasonably practicable after the referendum) applies in this case.

Making the Neighbourhood Plan and bringing it into force

- 5.7 In accordance with section 38A(4) of the 2004 Act, following the positive referendum, the Council has a duty to make the Stowey Sutton Neighbourhood Plan part of the Development Plan. The Development Plan is the framework for determining planning applications in B&NES (which currently includes the adopted Core Strategy 2014, saved policies in the B&NES Local Plan 2007 and, when adopted, the Placemaking Plan). This will mean that the Stowey Sutton Neighbourhood Plan has weight in decision making and planning applications should be determined in accordance with the Neighbourhood Plan, and other policies in the Development Plan, unless material considerations indicate otherwise.
- 5.8 It is recommended that the Cabinet makes the Plan and brings it into force.
- 5.9 The Council must also publicise (on the web site or in any other manner to bring it to the attention of those who live, work or carry on business in the Neighbourhood Area) their decision on the NDP and the reasons for that decision in a 'Decision Statement' (s38A (9) of the 2004 Act and Regulation 19 of the Neighbourhood Planning (General) Regulations 2012). Under delegated authority the Divisional Director – Development will issue a Decision Statement. The Council must also publish where and when the Decision Statement can be inspected and send a copy to Stowey Sutton Parish Council. The Decision Statement will be published on the B&NES website and will be made available for inspection in the following locations:

- One Stop Shop's Reception
- Bath Central Library
- Chew Valley Caravan Site in Bishop Sutton

CALL IN

- 5.10 The Council has a legal duty to make the Plan and bring it into force as soon as reasonably practicable after the referendum. It is therefore considered that this decision falls within the exceptions to call in contained in rule 5 of the Call in Procedure Rules, namely, that the effect of call in would be to cause the Council to miss this statutory deadline.

6 OTHER OPTIONS CONSIDERED

6.1 No other options were considered given that the Council has a duty to make the Plan and bring it into force.

7 CONSULTATION

7.1 The Monitoring Officer, Section 151 officer and Strategic Director Place have been given opportunity to review this report.

7.2 Considerable consultation has been undertaken alongside the preparation of the Plan:

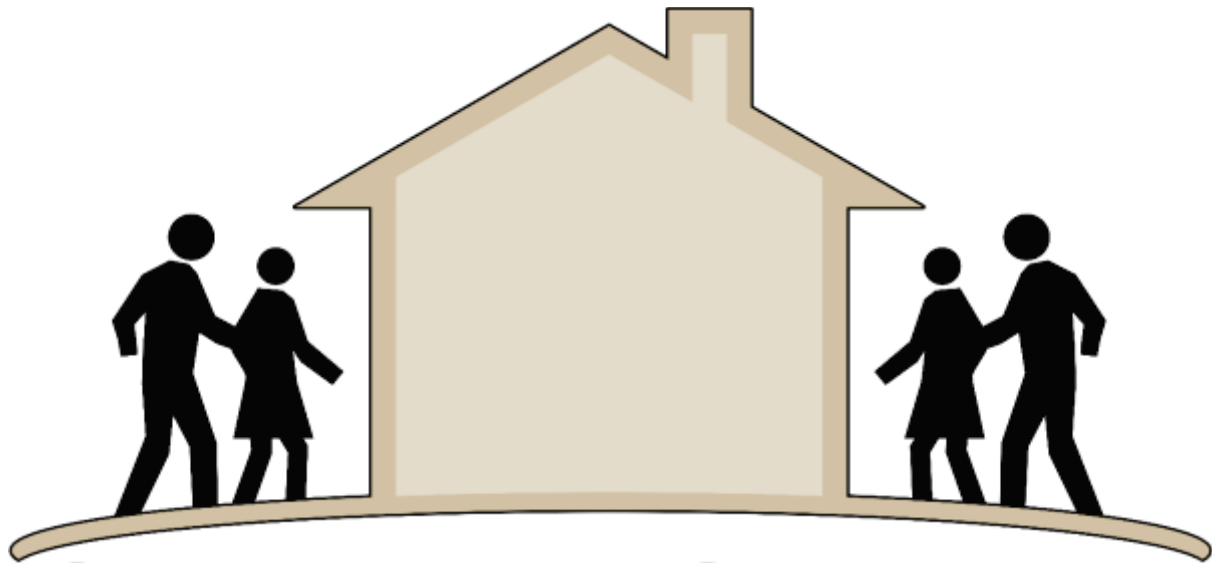
- Representations were invited with regard to the designation of a Neighbourhood Area covering Stowey Sutton Parish for a 6 week period between 24 October 2013 and 5th December 2013.
- Representations were also invited with regard to the Draft Neighbourhood Plan for a six week period from 29th January -12th March 2015.
- On 7th August 2015 the Neighbourhood Plan was the subject of a community Referendum. Everyone who was registered to vote within the Parish was given the opportunity to vote on whether the Plan should be 'made' by the Council.

7.3 No additional consultation has taken place or is necessary with regard to the recommendation of this Report; at this stage only publicity is required in line with paragraph 5.9 above.

8 RISK MANAGEMENT

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

Contact person	<i>Richard Daone 01225 477546</i>
Background papers	<i>My Neighbourhood: A Neighbourhood Planning Protocol for Bath & North East Somerset</i> http://www.bathnes.gov.uk/sites/default/files/sitedocuments/Planning-and-Building-Control/Planning-Policy/NPP/npp_my_neighbourhood_adopted_2014.pdf <i>Stowey Sutton: Neighbourhood Plan Evidence Base and other Background documents</i> http://www.bathnes.gov.uk/services/planning-and-building-control/planning-policy/neighbourhood-planning-protocol-my-1
Please contact the report author if you need to access this report in an alternative format	



Stowey Sutton Neighbourhood Plan

Neighbourhood Plan
2015 to 2029
Referendum Version

19/05/2015 18.43



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Foreword

The Localism Act introduced Neighbourhood Planning into the hierarchy of spatial planning in England, giving communities the right to shape their future development at a local level.

In March 2014, Stowey Sutton Parish Council was successful with its application to become a Neighbourhood Planning area.

The Stowey Sutton Neighbourhood Plan reflects community-wide comments, observations and concerns about its future, bringing them together with census information, strategic and statistical evidence into a “living promise” that mirrors the community’s overwhelming desire to make Stowey Sutton an even better place to live and work, both now and for future generations.

The Plan has been produced by a Neighbourhood Planning Steering Group including Parish Council members and community volunteers. Once the Plan has been completed, following a favourable local referendum, the Stowey Sutton Neighbourhood Plan will form part of the Bath and North East Somerset (B&NES) development plan and will sit alongside the Core Strategy and Placemaking Plan.

This Neighbourhood Plan includes policies for deciding where development should take place and the type and quality of that development, together with policies influencing social and community growth.

Stowey Sutton Parish

The Stowey Sutton neighbourhood plan encompasses the civil parish of Stowey Sutton, which comprises of the villages of Bishop Sutton and Stowey, together with the surrounding rural landscape.



Figure 1: Map of Stowey Sutton Parish & Neighbourhood Plan Area Boundary

The Neighbourhood Plan Policies

The following suite of policies has been developed to manage the future development of Stowey Sutton in order to achieve the vision, objectives and strategy of the Neighbourhood Plan.

To reflect the results of the consultation events undertaken during the Plan's preparation and evidence of local issues and characteristics, the policies are separated into several themes – Housing and Development, Roads and Transport, Business and Employment and Community and Recreation.

To aid interpretation for decision makers and applicants, each policy is accompanied by supporting text setting out the context for the theme, the local community's views on that subject and the evidence, plans and strategies that offer support and evidence for its approach. All policies have been framed in the context of the National Planning Policy Framework and the B&NES Core Strategy.

Whilst the Neighbourhood Plan is first and foremost a land-use document, a number of issues falling outside of the planning system's remit were identified by the local community during consultation events. Alongside its core policies the Plan therefore includes a number of aspirations to encourage interventions by wider stakeholders. These are included within each topic where relevant, as Action Policies.

Introduction and Background

The area of our Neighbourhood Plan encompasses the civil parish of Stowey Sutton, which comprises of the villages of Bishop Sutton and Stowey, together with the surrounding rural landscape.

Bishop Sutton (grid reference ST587597) is a small village within the Chew Valley in Bath and North East Somerset. It lies south of Chew Valley Lake and north of the Mendip Hills, approximately ten miles south of Bristol on the A368, Weston-super-Mare to Bath road.

Historically the main industry in the village was a coal mine owned by J. Lovell and Sons from 1835 to 1929, which was part of the Somerset coalfield. There was also a large flour mill, part of which was converted for residential use.

History of Bishop Sutton

Lying within the Chew Valley Bishop Sutton was originally predominately an agricultural community, prior to the development of coal mining in the 18th century.

The Pensford coal basin lies in the northern area of the Somerset coalfield around Bishop Sutton, Pensford, Stanton Drew, Farmborough and Hunstrete. The date for the first pits around Bishop Sutton are uncertain but there was at least one before 1719. By 1824 a collection of four bell pits were identified

in field tithe No 1409, and four shaft pits in field tithe No 1428, but they were no longer working. The Old Pit (ST587597), which was also known as Sutton Top Pit or Upper Sutton Pit, was dug before 1799 and owned by Lieutenant Henry Fisher, who sold it in 1821 to Robert Blinman Dowling and several seams of coal were identified and exploited. After Dowling's death the Old Pit was sold to Mr. T.T. Hawkes in 1852, but he defaulted on the payments and it was sold in 1853 to William Rees-Mogg (an ancestor of Jacob Rees-Mogg, the well-known conservative MP) and his associates.

History of Stowey

There is some evidence of a possible wooden enclosure from the Iron Age known as Stowey Castle. There is also some evidence of an ochre crushing mill used for making pigment for marking sheep.

The early Lords of the Manor were the Fitz Richard family. In the early 17th century it was held by the Jones family, who held it until 1840 when it was sold to Sir Edward Strachey.

Local Governance

Bishop Sutton, along with Stowey, are within the area of Stowey Sutton Parish Council, which has responsibility for local issues.

The parish is part of the Chew Valley South Ward and falls within the unitary authority of Bath and North East

Somerset which was created in 1996, as established by the Local Government Act 1992. It provides a single tier of local government with responsibility for almost all local government functions within its area including local planning and building control, local roads, council housing, environmental health, markets and fairs, refuse collection, recycling, cemeteries, crematoria, leisure services, parks, and tourism.

The parish is represented in the House of Commons as part of North East Somerset. It elects one Member of Parliament (MP) by the first past the post system of election. It is also part of the South West England constituency of the European Parliament which elects seven MEPs using the d'Hondt method of party-list proportional representation.

How the Neighbourhood Plan was prepared

The Stowey Sutton Neighbourhood Plan has been prepared by residents and members of Stowey Sutton Parish Council working as part of a Neighbourhood Planning Steering Group with support from Bath and North East Somerset Council.

All policies are based on robust evidence and community consultation. A wide range of evidence bases were used including census materials, surveys, and widespread community consultation, including delivering draft policy

consultation leaflets to every home within the plan area twice during the plans preparation, ensuring the widest possible awareness across all age and social groups. The full evidence base is listed in appendix P

The process has involved a number of key steps:

Initial Work

Stowey Sutton Parish Council were at the forefront of parishes considering development of a Neighbourhood Plan, with the creation in February 2012 of a parish council working party to investigate and enable the structures needed to prepare a plan, throughout 2012 the parish council working party met, ultimately distributing a high level survey to all homes within the parish in September 2012.

This high level survey was designed to identify areas of interest and concern within the community and was used in deciding the areas of responsibility for the working parties in the second, community led phase of the Neighbourhood Plan.

In December 2013 Stowey Sutton was formally designated as a Neighbourhood Planning area.

A launch meeting for this phase was held in November 2013, where the plan process and broad objectives were discussed with the community and applications for members of the various

working parties and steering group were invited.

Area Designation and Raising Awareness

A steering group was formed to discuss the creation and scope of the Neighbourhood Plan process. During 2012 and 2013 parish councillors and steering group members attended several village events informing residents of the forthcoming Neighbourhood Plan.

In December 2013 Stowey Sutton was formally designated as a Neighbourhood Planning area.

Consultation and Evidence Gathering

An initial high level survey was carried out by the Parish Council in September 2012 to identify the broad areas of interest and concern within the parish, copies of the survey were distributed to every household by parish councillors, the results were analysed and used to designate the broad areas of responsibility for each of the working parties in the second community led phase of the project.

In February 2014 drop-in events were held for two key stakeholder groups, local businesses and employers and local land owners. These groups were identified by the research of the relevant working parties and letters of invitation were sent to each person by the parish council.

Leaflets describing the Neighbourhood Plan process, key aims and objectives were distributed throughout the winter of 2013/14 to community groups as well as via the local school. Regular reports were presented to the parish council and updates circulated in the parish councils monthly electronic newsletter.

In February 2014 a detailed housing needs survey was distributed to every household in the parish by members of the Neighbourhood Plan team, with the results collected by reply paid envelopes included with each survey. The results were analysed by Worcester Research. Almost 40% of homes responded to the survey. Copies of this survey were also made available in neighbouring parishes via leaflet stands in the village shops, to ensure that the wider community needs were included when considering the survey responses.

In March 2014 a second survey was distributed to every household within the parish by members of the Neighbourhood Plan team and volunteers. This survey covered more general topics, such as Roads and Transport, Business and Employment and Community and Recreation, the responses were again collected by reply paid envelopes included with the survey forms, with a response of almost 30%.

The responses to these two surveys were analysed, collated and used by the working parties in the development of the initial draft policy document, which also incorporated reference to key national and local statistics and policy

documents. The steering group produced a Sustainability Appraisal, Scoping report and Equality impact analysis, which contains a broad range of statistics and information that helped to identify issues for the Parish. This information is provided in separate supporting documents.

Consultation on initial draft and the steps to the final plan

During May 2014 two further drop-in sessions were held to present the initial draft policies and consult the community on their views, the feedback received was very positive. The steering group also consulted both the parish and B&NES council on the initial draft and the combined feedback from the drop in events, parish and B&NES council's was fed back to the working parties and a second draft of the policies was produced.

This draft was validated, checked for robustness and compliance with the Core Strategy by B&NES in September 2014, before being distributed to every household in the parish in November 2014 for formal consultation, when feedback was invited, both at public engagement events held within the plan area, by email and by written submission, the full Neighbourhood Plan was made available for inspection at Chew Valley Caravan Park and members of the steering group were available to visit people in their own homes by appointment.

The Neighbourhood Plan Vision

As detailed in the Stowey Sutton Parish Council policies and Stowey Sutton Character Assessment (2013) the community wants Stowey Sutton to continue to thrive as vibrant and distinctive village's, to continue to respect and reflect the views of its community, to evolve and expand whilst retaining their unique and distinctive character, and to provide an outstanding quality of life for current and future generations of residents.

Structure of the Plan

The Neighbourhood Plan sets out:

- The Vision and Objectives for the future of Stowey Sutton
- The Neighbourhood Plan Strategy – Sustainable Development for the Whole Community – setting out the broader aims of the Plan's approach.
- The Neighbourhood Plan Policies – Providing the local policy framework for managing new development so that it contributes to the vision, aims and strategy for the District.

Objectives

- Delivery of a housing growth strategy tailored to the needs and context of Stowey Sutton
- Sensitive development which protects and enriches the landscape and built environment

- Sustaining and improving local facilities for existing and new residents
- Strengthening and supporting economic activity
- Seek on-going improvements to transport, to utility infrastructure and to digital connectivity
- Prioritise local distinctiveness in every element of change and growth
- Protect green spaces, the landscape and support nature conservation
- Involve local people in an ongoing basis in the process of plan-making, monitoring and delivery of development.

The Parish Council and community will deliver this by:

- Encouraging a thriving and prosperous community that delivers a high quality of life for all its residents
- Promoting a distinctive and flourishing local economy that exhibits vitality and dynamism
- Supporting measured, proportionate, timely and sustainable development to meet local requirement
- Endorsing policies that have a positive effect on the environment, including those that remove or minimise flood risk, mitigate climate change and reduce our carbon footprint

- Maintaining the high quality natural environment with its protected wildlife interests

Sustainable Development for the Whole Community

Sustainable development is about positive growth – making economic, environmental and social progress for this and future generations. These three dimensions constitute what is sustainable in planning terms.

- Economic – contributing to building a strong, responsive and competitive economy
- Social – supporting strong, vibrant and healthy communities
- Environmental – contributing to protecting and enhancing our natural, built and historic environment

To achieve this, a thoughtful and innovative approach is required, which works more positively; with residents, landowners and developers taking a continuing interest in the future of the villages. This is the approach adopted in the Plan and on the basis of this the Parish will look to engage positively with the statutory planning process to guide future development, within the context defined by the B&NES Core Strategy for an RA1 settlement.

People living in Stowey Sutton appreciate the special qualities the villages

possesses. It is a great place to live and in accommodating housing growth it will be vital that the qualities which make Stowey Sutton so successful are protected. Current residents accept that more people will want to come and live in Stowey Sutton and this is important to any thriving and evolving community.

This Neighbourhood Plan supports sustainable development which is in accordance with the B&NES RA1 criteria and any new build in Stowey Sutton needs to be carefully managed in terms of scale, design and character to protect the qualities of Stowey Sutton which make it special.

This next layer of growth for the villages must create developments of quality which contribute to the character of the village and which provide local benefit.

Strategy

The heart of the villages will be prioritised as a thriving centre for local shops services and community infrastructure. Sustaining local businesses and improving local facilities is a key plan priority. Local community facilities will be supported.

Housing growth is to be accommodated in a sensitive way and the strategy for housing growth is explained later in this document (See Housing and Development policies).

Important green spaces are to be protected as are strategic views within the Parish and into and out of the villages

of Stowey and Bishop Sutton (Important views are referenced in the Character Assessment Appendix E). Green wildlife corridors are promoted around the parish.

The Plan is also positive about new employment development of an appropriate scale, within the parish.

Improved walking and cycling connections are promoted, linking the villages of Stowey and Bishop Sutton to local facilities, as well as to Chew Valley Lake via new footways.

As a longer term aspiration improvement to public transport within the parish and wider Chew Valley is highlighted as an opportunity to provide a sustainable link to Bath and Bristol, particularly to improve employment opportunities.

Neighbourhood Plan Delivery and Implementation

The Neighbourhood Plan will be delivered and implemented over a long period by the Parish Council and other stakeholders and partners. It is not a rigid “blue-print” and provides instead a “direction for change” through its vision, objectives and strategy. Flexibility will also be needed as new challenges and opportunities arise over the plan period. In this respect reviewing the Neighbourhood Plan periodically will be crucial.

There will be three strands of activity which will direct delivery and each is important in shaping Stowey Sutton in the months and years ahead.

These comprise:

- The statutory planning process, will direct and manage private developer and investor interest in the Parish in the context of the Neighbourhood Plan and the wider Local Authority and National Planning Policy Framework.
- Investment in, and management of, public services, assets and other measures to support local services and vitality and viability for the village. In the context of the prevailing economic climate and public funding there is a recognition that public investment in the village will be challenging to secure.
- The voluntary and community (third) sector will have a strong role to play particularly in terms of local community infrastructure, events and village life. This sector will play a stronger role in the future.

In terms of the key areas of action the following summarises the Parish Councils approach to delivery and implementation.

Housing Growth:

The Parish Council will work with landowners and the Local Authority to deliver infill growth over the B&NES Core Strategy Plan period.

Local Character:

The Parish Council will work with residents, owners of land and buildings, and other stakeholders to bring back into economic use vacant properties, especially those which make a positive contribution to the character of the area.

Local Facilities:

The Parish Council will work with local organisations and the B&NES Council to improve facilities and services for local people.

Local Economy:

The Parish Council will encourage businesses to improve local employment opportunities. The creation of more individual retail units within the Parish will be encouraged.

Transport and Communication:

The Parish Council will work to find ways to improve road safety, and address speed and parking issues. Investigate with stakeholders the possibility of bringing High speed Broadband to the community.

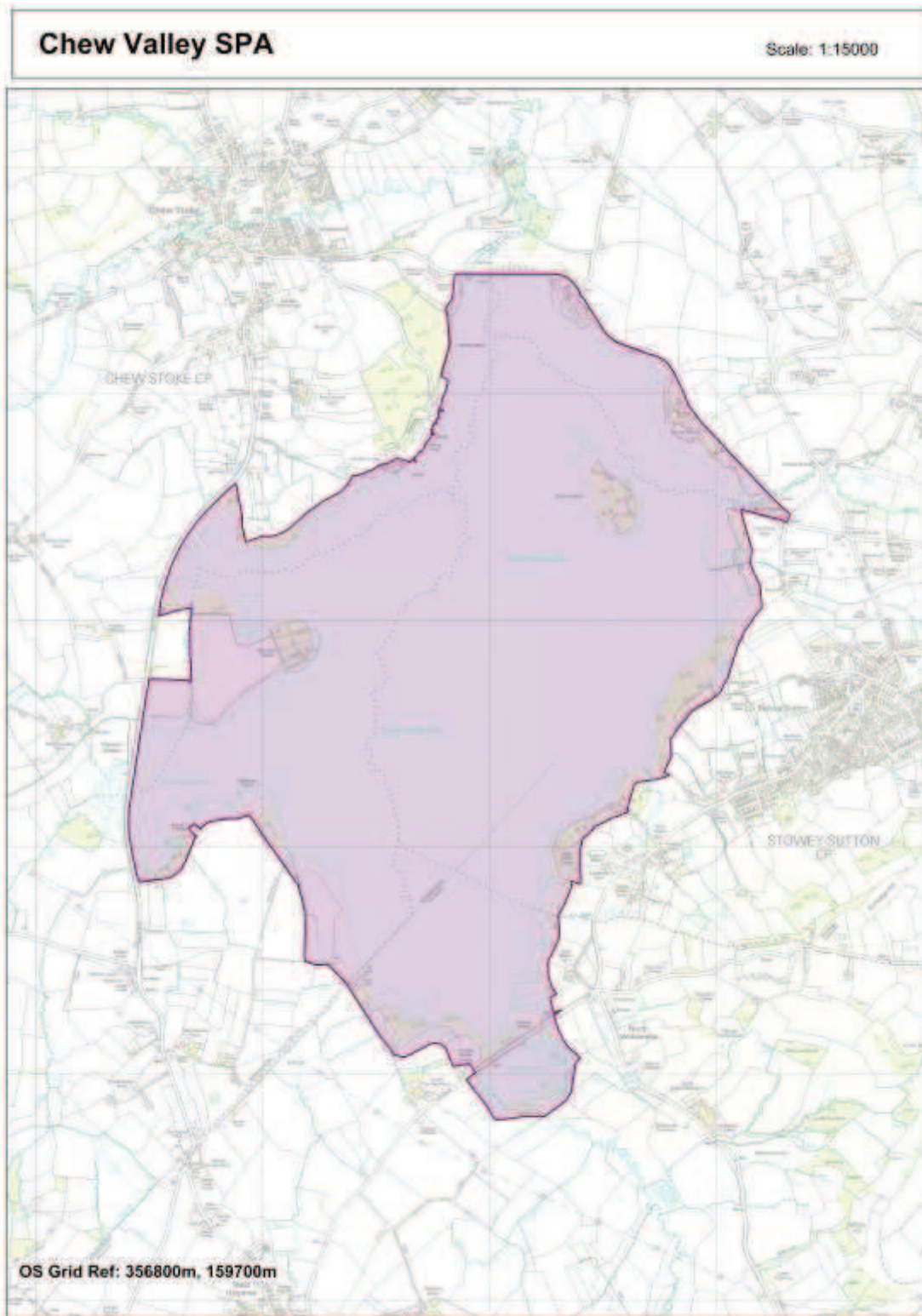
Landscape and Environment:

Development likely to have a significant effect on a European site either alone or in combination with other plans or projects, and which cannot be adequately mitigated would not be in accordance with the neighbourhood development plan.

The Parish Council will work with stakeholders to ensure that wildlife and

the countryside surrounding the parish is protected.

The Stowey Sutton Neighbourhood Plan is a “living” document and as such will be reviewed in line with the evolving B&NES Core Strategy, in a community led approach, supported and enabled by the parish council.



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Figure 2: Chew Valley SPA

North Somerset and Mendip Bats SAC

Bath & North East Somerset Council
Trimbridge House
Trim Street
Bath BA1 2DP
Tel 01225 477000

Map showing one of the component sub-sites that is within B&NES

Compiled by LC on 3 September 2009

Scale 1:10000



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Figure 3: North Somerset & Mendip Bats SAC

The Neighbourhood Plan Policies

The Neighbourhood Plan includes two distinct groups of policies, the first simply called Policies are to advise planners and affect the design, size, location and identify necessary mitigation for future housing development within the Parish. For clarity these policies have been highlighted with a border in this document.

The second group are called Action Policies and have been designed to direct decisions for both the Parish Council and B&NES about social and economic developments that the community has requested through the Neighbourhood Plan process. These policies are not intended to be delivered through the planning system, but through other funding streams.

To aid interpretation for decision makers and applicants, each policy is accompanied by supporting text setting out the context for the theme, the local community's views on that subject and the evidence, plans and strategies that offer support and evidence for its approach. All policies have been framed in the context of the National Planning Policy Framework and the B&NES Core Strategy.

Whilst the Neighbourhood Plan is first and foremost a land-use document a number of issues falling outside of the planning system's remit were identified by the local community during

consultation events. Alongside its core policies the Plan therefore includes a number of aspirations to encourage interventions by wider stakeholders. These are included within each topic where relevant.

Housing and Development

Stowey Sutton is a rural parish with approximately 450 houses in the village of Bishop Sutton and 50 houses in the smaller village of Stowey. The housing dates back to the early 19th century with a history of agriculture and mining. The character of the Parish is therefore of individual houses many built from locally quarried limestone dating back to housing to support farming and large estates such as Sutton Court, this is more obvious in Stowey, to cottages in Bishop Sutton associated with coal mining. There is therefore no one predominant character of housing across the Parish but more a mixed 'palette' of different designs, age and building materials. There were some small developments built in the 1950's, 1960's 1980's and 1990's which in turn add to the mixture.

The Parish undertook a detailed Character Assessment in 2014 and this supports the findings as summarized in this paragraph, i.e. that of a Parish made up of individual character houses, the houses have a sense of space and informality with open views, mature vegetation and trees and a sense of space and openness, they are built of different materials and styles.

The full Character Assessment and Community Asset document can be found at Appendix E and Appendix F It is noteworthy the recent Edward Ware and Barrett developments when completed,

along with previous Edward Ware developments, increasingly account for housing of a single design. Any similar large scale developments will severely challenge and change the character of the Parish.

Stowey Sutton is classed by B&NES as a Rural Allocation 1 village (Policy RA1) having a local shop, a primary school, a public house and public transport connections although the latter are less than adequate as evidenced through the bus timetables.

B&NES calculations for new houses in an RA1 village is based on a ratio to population carried out by officers in the development stages of the Core Strategy.

This identified the need in Bishop Sutton for around 50 houses of which 35% should be affordable. It should be noted that the B&NES definition of 'affordable' is housing available through social housing rental and the Council wide housing needs register.

For Bishop Sutton this figure of 'around 50 houses' has already (Feb 2014) been approved and exceeded as planning permission has already been given for a total of 76 houses a number which exceeds the B&NES building target for the Parish for 2029.

All of these houses have been built as part of two housing developments and are outside the HDB. Evidence shows that on average 3 new properties have been built within the Parish HDB every year since 2011. This accords with, and is incorporated with, the Parish Residential

housing policy which has been used to inform the development of this Neighbourhood Plan and can be viewed at <http://stoweysuttonpc.org/parish-policy.asp>.

The Parish Policy on Residential Planning as adopted in in March 2012 and reviewed and updated by the Parish Council in June 2014. The policy states:

“This Parish Council recognises the duty placed on the district authority by central government to provide a significant number of additional dwellings in the B&NES area over the period to 2029. The Parish is defined by the District Council as a “rural allocation 1 settlement” and as such is expected to provide for “around 50” new houses within the Core Strategy in the period to 2029, this number has already been exceeded.

We believe that for the rural economy to remain sustainable and self-supporting, development should be organic, with each community growing by a smaller number of dwellings, these should be within the Housing Development Boundary, of an individual character in keeping with the character and build materials of the immediate area and in keeping with the findings of the Character Assessment.

Dwellings need to be of mixed size including one and two bedroom dwellings as well as provision for single occupancy, rather than by the development of a small number of large urban extensions.”

The view of the community in the housing and development questionnaire (March 2014) clearly identified that 49.8% did not want further large scale housing developments.

Footfall questioning of Parish residents supported small scale infill housing development of one to two bedrooms.

In the questionnaire where more housing was supported this was for 1 and 2 bedroomed houses. The results of the questionnaire have been set against other data including housing needs register, rental costs and availability, properties on the market and the cost/resale time of these, all the data informs the draft housing policies as set out below.

Housing and Development Policy SSHP01 Housing Boundary

The housing development boundary (HDB) for Bishop Sutton should be re-defined to strictly follow the existing HDB but with the addition of the strict boundary of the two already approved housing developments of Cappards and Oak Park which together total 76 houses.

See Figure 8

Reason: As the number of new houses already approved by B&NES has already exceeded the ‘around 50’ allocated to the Parish as an RA1 village within the Core Strategy for the period to 2028, further

large scale development would be in contravention of the Core Strategy.

Redefining the housing development boundary so that it matches the existing, with tight extensions around the recently approved developments, in accordance with the B&NES Placemaking plan HDB Criterion.



Figure 4 In 2014 Barratts began building 41 additional homes in Bishop Sutton

Housing and Development Policy SSHP02 Development Scale

The Neighbourhood Plan will support infill housing, within the housing development boundary, this is likely to be small scale development and will be of an individual character in keeping with the Character Assessment, the exception to such development will be if it is deemed to be harmful to the Green Belt, or threaten the AONB which has the highest level of protection in the NPPF (National Planning Policy Framework).

Reason: In accordance with NPPF para 79 which states – “The Government attaches great importance to Green Belts.....the essential characteristics of Green Belts are their openness and their permanence”.

Furthermore, at paragraph 87 the Framework states “inappropriate development is, by definition, harmful to the Green Belt and should not be approved except in very special circumstances”

In respect of AONB the NPPF at para 115 states “Great weight should be given to conserving landscape and scenic beauty in Areas of Outstanding Natural Beauty, which have the highest status of protection in relation to landscape and scenic beauty. The conservation of wildlife and cultural heritage are important considerations...”

The Character Assessment identifies areas of SSSI within the Parish. The NPPF at para 118 makes reference to “development of land within or outside a SSSI (either individually or in combination with other developments) should not normally be permitted”.

Housing and Development Policy SSHP03 Development Character

The Neighbourhood Plan will support future housing development which will reflect the character, varied materials and varied build design as identified through the Character Assessment and should be limited to infill within the amended HDB.

Reason: The already permitted development of 76 homes within Bishop Sutton exceeds the target to 2029 (in the Core Strategy) and equates to 14% of the village of Bishop Sutton this strongly

suggests that the village has reached and exceeded its 'critical mass' and the infrastructure cannot support additional housing beyond infill.

A survey of the Parish has identified a future potential supply of future housing build sites within the HDB.

During the preparation of the Character Assessment the Parish was divided into distinct areas with an assessment made of the character for each defined area, in considering infill reference should be made to and followed in respect of design and build materials. See Appendix E Character Assessment and sites boundaries.

Any development outside the HDB and within the Green Belt should be limited to the exceptions as listed in the NPPF at paragraph 89 and 90.



Figure 5 Typical Bishop Sutton House

Housing and Development Policy SSHP04 Property Size

In accordance with the 2014 housing needs survey the Neighbourhood Plan supports infill development which

proposes to build small (1 and 2 bedroom) low cost open market houses.

Other types and sizes of dwellings on infill sites will be supported if they reflect identified housing needs.

Reason: The 2014 Housing Needs Survey identified and quantified a local need for small, low cost open market housing.

This policy is designed to address the shortfall in smaller low cost open market properties, Demand for larger 3, 4 and 5 bedroomed open market houses and 1, 2 and 3 bedroom affordable houses for rental has been met by the recently approved developments of 76 houses within the Parish.

There was a small demand from existing residents wishing to move within the Parish to larger houses. This demand could be met from sales of this type of house being sold within the Parish.

There was a demand from existing residents wishing to move to smaller houses within the village this demand could be met from sales of this type of house being sold within the Parish.

The demand from local residents wishing to move to affordable homes for rental was very low.

The gap in the supply of homes within the Parish as currently presented by developers is for low cost open market housing usually identified as "starter homes". This is not provided for in the recent large housing developments.

The Housing Needs Survey identified that a significant proportion (25%) of existing residents of the Parish had a family member who had been forced to leave the Parish due to the lack of any low cost open market housing, this was further evidenced by residents at the community event where local families currently renting could not afford to buy a home in the Parish.

Demand for larger 3, 4 and 5 bed roomed open market houses and 1, 2 and 3 bedroom affordable houses for rental has been met by the recently approved developments of 76 houses within the Parish. This policy seeks to reflect local representation to enable family members of existing residents to remain close to their wider family



Figure 6 Mountain Ash Farm

Housing and Development Policy SSHP05

Sustainability Impact

All planning applications must address the sustainability of each proposal and the impact on the whole community, in order to assess the mitigation necessary to balance the impact on the existing infrastructure and community.

Specific reviews must cover:

- Surface water drainage and flooding risk
- Electricity supply
- Mains gas supply
- Sewage capacity
- Parking provision
- Telephone capacity
- Broadband connections and performance for the whole community

The sustainability review must also include the impact of the proposed development on:

- Primary schooling
- Secondary schooling
- Pre-school provision
- Recreational facilities

The developer will be expected to propose how any deficiency or risk identified in the reviews will be addressed, this may be through Community Infrastructure Levy or via a Section 106 Agreement where possible. (See Appendix B Sustainability and infrastructure).

Reason: In the recent surveys carried out by the Parish Council the quality of the local broadband service was rated as poor and in particular was quoted as the reason why 3 local businesses had left the Parish. The impact of the additional 76 houses on the phone and broadband service is unknown but is unlikely to improve matters.

Many aspects of local infrastructure are currently poor or just acceptable, the addition of additional housing without a meaningful review of its impact and where necessary improvement is not a sustainable way forward.



Figure 7 The Old Vicarage Stowey

Conservation. There are also areas of the Parish that lie within the Mendip Hills Areas of Outstanding Beauty, an objective of this plan is to minimise light pollution sources wherever possible.

Housing and Development Policy SSHP06 Lighting

Where lighting is proposed, it should be designed to avoid intruding into areas where darkness is a characteristic of the village. Any lighting scheme must not impact negatively near woodland edges or near hedgerows used by bats for foraging.

Reason: This Neighbourhood Plan seeks to protect and enhance the conservation interests of the North Somerset and Mendips Bat Special Area of



Figure 8: Stovey Sutton housing development boundary within black border, with revised housing development areas 1 & 2 boundaries shown with blue border.

Business and Employment

Our Business and Employment policies are derived from consultation with the business community balanced with the preferences of the residents of the parish and set out to accord with the overall aims of making our community more sustainable and vibrant, whilst remaining compliant with both the B&NES Core Strategy and national policy.

In particular, the policies seek to encourage and facilitate the establishment and growth of sustainable businesses to create local employment opportunities where possible.

Community preferences were garnered using several consultation methods including informal gatherings as well as formally conducted and collated community surveys.

The headline issues raised were:

- The lack of local employment opportunities and currently limited support and infrastructure for homeworking
- Improved access to and parking for village retail and catering businesses is also necessary to encourage their use and to make them sustainable
- Improvements are desperately required to the broadband currently on offer to businesses in the parish, with several people identifying lost opportunities directly related to this poor performance.

This concern was echoed by the majority of respondents in the community as well because the inadequate broadband limits its use for social, recreational and retail purposes.

Background

Many of the issues highlighted in the community consultation process derive from the fact that the District Council has permitted several residential developments, which are large by rural standards, over the last 20 years, each of which has been a self-contained dormitory development, with few links to the existing community and no associated commercial development, causing the new residents to commute to larger local centres, such as Bath and Bristol in search of work.

This is not a sustainable approach and although the lack of adequate rural public transport means that private cars are needed to access any commercial development.



Figure 9 Westway Business Units

Business and Employment Policy SSBE01 Business Conservation and Preservation

THE Neighbourhood Plan supports the continued usage of business or office units in preference to converting such properties to domestic housing wherever planning permission is required.

Reason: To ensure economic sustainability of the Parish through avoiding a reduction in business premises and to maintain local employment opportunities.

Business and Employment Policy SSBE002 Business Type

The Neighbourhood Plan will encourage and support new retail, catering, small office and business units or the expansion of existing businesses, providing they can be shown to be viable, sustainable, benefit the local economy and the wellbeing of the parish.

They should be sensitive to the local setting and not have a detrimental impact on the surrounding environment.

Reason: The Neighbourhood Plan questionnaire identified some types of business which would be welcomed and therefore sustainable within the Parish we will encourage an appropriate mix of business leading to a more sustainable community which will also improve and

enhance facilities available to residents and provide employment opportunities.

Business and Employment Policy SSBE03 Employee



Figure 10 Cut Above Hairdresser's

Parking

The Neighbourhood Plan recognises the importance that new businesses provide adequate parking for both staff and customers.

Reason: Retained B&NES local plan policies require access to commercial developments by public transport, however the lack of adequate rural public transport means that private cars are needed to access any commercial development

Business and Employment Policy SSBE04 Homeworking

Building alterations that support homeworking for residents will be supported in principle by this Neighbourhood Plan.

Reason: The Parish has experienced a reduction in small businesses during recent years which has reduced local employment opportunities, home working will help to prevent the parish becoming a dormitory, encouraging a better work life balance for residents.



Figure 11 F E Brent and Sons Garage

Homeworking is defined as a householder and one or two other people working in a way which does not intrude on neighbouring properties adversely, for instance by increasing traffic, receiving large vehicles, generating noise or odours, or by working anti-social hours.

Business and Employment Action Policy SSBE05 Broadband

The Neighbourhood Plan strongly supports the need for faster Broadband speed, through development of fibre optic networks, to slow the movement out of the Parish of existing small businesses and to encourage new business to relocate or set up within the Parish.

The community supports developments to improve broadband speed across the parish through community investment.

Reason: this will bring long term sustainability through the provision of employment opportunities as well as enabling working from home to support business enterprises and social communication. Businesses once established will be able to compete openly on a national basis.

Transport and Communications

Our roads and transports policies are derived from the preferences of the residents of the parish and set out to accord with the overall aims of making our transport infrastructure more sustainable, more accessible for both work and social use and safer for all, whilst remaining compliant with the B&NES Core Strategy as well as national policy. In particular, the policies seek to encourage and facilitate the use of public and non-motorised transport where possible.

Community preferences were garnered using several consultation methods including informal gatherings as well as

formally conducted and collated community surveys.

The headline issues raised were:

- It is only feasible to reduce the carbon footprint of transport in the parish by improving access to public transport and by encouraging cycling and walking through improved facilities and safety
- Improved access to and parking for village retail businesses is also necessary to encourage their use and to make them sustainable
- Safer parking and access to other facilities such as the school also featured highly, with significant support for traffic calming measures, in particular, a specific survey on the subject of safe road crossings highlighted the fact that a high



Figure 12 Map of Bishop Sutton showing community and commercial premises

proportion of pedestrians do not feel safe when crossing the main through road in Bishop Sutton.

Background

Many of the issues highlighted in the community consultation process derive from the fact that the parish's main thoroughfare is the busy A368, and particularly the fact that virtually all of Bishop Sutton's public and commercial buildings are on that road. This gives rise to safety concerns regarding crossings, parking and general access to premises.

In addition the settlement at Stowey is bisected by another busy road "The Street" which is currently frequently used by a significant volume of through traffic and heavy goods vehicles, which are unsuitable for the design, width, route and classification of the road, as can be evidenced by the frequent damage to walls and pavements.

Map of Bishop Sutton showing A368 and public / commercial premises

Road and Transport Action Policy SSRT01 Public Transport

The Neighbourhood Plan supports improving the availability of public transport both for the purpose of commuting to work outside of the parish and for general social use such as for journeys between local villages

Specifically, a viable link to services facilitating commuting to local urban centres to be developed using funding from CIL and grants where available.

Reason: Current bus services are limited both in terms of number of journeys and the times of those journeys, making commuting to Bristol, Bath and other likely places of employment impractical if not impossible. For instance, the current timetable for buses to Bristol from Bishop Sutton shows one departure suitable for commuting to work (assuming normal office hours), departing as it does at 07.15 and arriving at 08.17.

Only weekly services are available to centres such as Bath, Keynsham, Midsomer Norton or Weston-Super-Mare so commuting by public transport is not possible.

Additionally, the current services do not facilitate local journeys in any practical way and are thus making no contribution to the reduction of private car use or to the social and community life in the parish and wider Chew Valley.

Road and Transport Action Policy SSRT02 Parking

The Neighbourhood Plan supports improving access to local retail facilities by the provision of additional parking spaces, particularly in the area of the junction of the A368 and Sutton Hill Road, where a local retail store, a hairdresser and a pub/restaurant are located.

While the pub/restaurant has adequate parking facilities, the shop/post office and the hairdresser are limited to three and four parking spaces respectively.

This policy will be promoted using funding from CIL and grants where available.

Reason: From the community consultation survey, 72% of respondents stated the need to facilitate and make safer the use of the existing retail facilities by residents of the parish. Further, the alternative being journeys by private transport to facilities further afield, it is crucial to the general reduction of the carbon footprint of the area that use of these facilities be encouraged. It is also essential to accommodate the additional 'user traffic' for the above facilities likely to derive from current housing developments and to encourage the development of other, similar businesses for the same reasons.



Figure 13 The village hairdresser has four spaces to accommodate customers and staff

Road and Transport Action Policy SSRT03 Footpaths

The Neighbourhood Plan supports improvements to existing footpaths and

the provision of safer and more extensive footpaths throughout the village and parish, including pedestrian friendly access to:

- The Herriotts Mill area which contains a farm shop, restaurant and children's leisure area
- Bishop Sutton village, site of a Church and an extensive retail outlet
- Chew Valley Lake area, providing extensive leisure facilities, a tea room and a farmers market. This will be promoted through the use of funding from CIL and grants where available and will need to safeguard the Chew Valley SPA and North Somerset and Mendips Bat SAC.
- Extend and upgrade the footpath along the A368 linking the villages of Stowey & Bishop Sutton

Reason: Current footpaths are inadequate, too narrow and unsafe in places. Considerable improvement as well as development of new access paths is essential to improve safety and to provide access for the general population as a whole but particularly for wheelchair or mobility scooter users together with people with children or using a pushchair.

Road and Transport Action Policy SSRT04 Safe Road Crossing

The Neighbourhood Plan supports provision of safe road crossing facilities at relevant points throughout the village and parish.

This is essential given the likely increase in both vehicular and pedestrian traffic arising from the newer housing developments.

Sites with a high footfall together with busy junctions like the junction of the A368 and Sutton Hill road, the junction of A368 and Bonhill Road and popular crossing points such as the area around the School entrance(s), as well as social and meeting places like the Bishop Sutton Village and Methodist halls, should be considered for the provision of safe pedestrian crossings. To be promoted using funding from CIL and grants where available.

Reason: Despite being on the busy A368, the village is very poorly served for safe pedestrian crossing opportunities. This is to be remedied for both safety reasons and for the more general purpose of facilitating use of village facilities rather than undertaking journeys to other centres. In particular, consideration must be given to making crossing the A368 safer for wheelchair users, riders of mobility scooters and the elderly together with people with children or using a pushchair.

In particular, on the 15th July 2014 a specific survey (*page 195*) asking whether pedestrians felt safe in crossing the roads in the area highlighted the fact that a very high proportion do not always do so.

The areas of main concern were at the junction of the A368 and Sutton Hill Road and by the village school.



Figure 14 The village shop and post office is limited to three parking spaces for its customers

Road and Transport Action Policy SSRT05 Cycle and Walk for Recreation

The Neighbourhood Plan supports provision of safe and accessible walking and cycling facilities for leisure purposes. For example the leisure opportunities already available at Chew Valley Lake need to be optimised by the provision of a safe cycle and footpath route that provides improved access to the lake. Any provision for cycling and walking access around the entire lake will only be supported and promoted where the route has been designed in partnership with Natural England and Bristol Water and where it adopts a sensitive route that will avoid any detrimental impacts of the special interests of the designated Special Protection Area and in accordance with Policy SSRT03.

Reason: The parish is at the heart of an AONB and lies on the bank of one of the AONB's best features; Chew Valley Lake. However, the lake area is not accessible from Bishop Sutton or Stowey villages other than by road. Footpath and cycle path access is essential to reduce the need for car journeys to this local facility, to provide safer use of this leisure area for

both pedestrians and cyclists and to increase the overall appeal of the parish as a tourist destination In partnership with Natural England.

Road and Transport Action Policy SSRT06 Stowey Weight Restriction

The Neighbourhood Plan supports restrictions on the size and volume of traffic using "The Street" in Stowey, by the implementation of a 7.5 ton weight limit, except for access to properties within the restricted zone, from the junction at the top of Stowey Hill to the junction with the A368. This will require further restrictions to prevent users diverting via Sutton Hill Road and other unsuitable routes. This will be promoted using funding from CIL and grants where available.

Reason: The road that climbs Stowey Hill from the village is suffering from subsidence, caused in part by the volume of traffic and heavy goods vehicles using this road, there is regular damage to walls and kerbs within Stowey caused by drivers of large vehicles who mis-judge the available space.

A decision to impose this restriction was taken by B&NES Transportation sub-committee on the 3rd October 2000 but has never been implemented.

Community and Recreation

The survey of the parish showed nearly all respondents consider the parish to be a comfortable and safe place to live with basic recreational and community facilities.



Figure 15 School is at the heart of the community

However, the playground facilities are quite limited and the problem of anti-social behaviour from young people (as evidenced by local police reports) in the vicinity of the Village Hall and bus shelter affects Bishop Sutton on a regular cycle.

There is a strong call for better public transport from the village, not only to more destinations, but with greater frequency, particularly for commuters.

The survey shows strong support for safe crossing points along the A368 in Bishop Sutton.

Many respondents expressed the view that there is insufficient parking spaces for the shop, hairdressers and Red Lion.

Pavements in Bishop Sutton are in need of improvement along with pedestrian access to Manor Farm Shop and Chew Valley Lake. Additional retail and café / restaurant facilities within the parish are also to be encouraged.

The broadband service in the parish is notoriously slow and does not effectively support many of the facilities that should be available. There are concerns that further housing development will exacerbate the situation.

There is concern that the pre-school will not be able to meet the increased demand for places with the current housing development taking place within the parish. There is also a lack of after school child care that is resulting in children being taken by taxi to neighbouring parishes for these facilities.



Figure 16 Bishop Sutton Primary School

Improvements in recreational facilities including existing play areas are needed including more recreation space and leisure facilities with facilities for older children and teenagers.

More recent housing development in the parish has small gardens with insufficient space for growing fruit and vegetables

such that there may be demand for allotments within the parish.

Community and Recreational Action Policy

SSCR01 Recreation Ground

The Neighbourhood Plan will promote greater use of the recreation ground and play areas within the parish, improving facilities to meet the needs of users of all age groups, including access to toilet facilities at the recreation ground when the village hall is closed. To be promoted using funding from CIL and grants where available.

Reason: Several community groups have identified inadequacies in the current recreational facilities in the parish, causing many residents to travel to other facilities outside the village.

A group of residents is already working towards improvements to some of the play facilities for younger children, whilst another group have identified the problem with the lack of toilet facilities when the village hall is not available.



Figure 17 Bishop Sutton Village Hall



Figure 18 Bishop Sutton recreation ground

Community and Recreational Action Policy

SSCR02 Allotments

The Neighbourhood Plan will support the provision of allotments for community use where there is an identified need. To be promoted using funding from CIL and grants where available.

Reason: To encourage recreational activities and provide a healthy and sustainable food supply, together with developing a better understanding of the food chain in younger residents.

Appendices

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Appendix A

Formal Neighbourhood Plan Area Designation



Notification of Decision Regarding the Application for Designation of Stowey Sutton Neighbourhood Area under section 61G of the Town and Country Planning Act 1990 as amended.

Applicant:
Stowey Sutton Parish Council

Application:
Application for the Designation of Stowey Sutton Neighbourhood Area

Pursuant to the Bath & North East Somerset Council's *My Neighbourhood: A Neighbourhood Planning Protocol for B&NES*, the Divisional Director: Planning and Transport is authorised to consider area designation applications for Neighbourhood Planning and if appropriate approve applications.

Decision:
The Designation of the Stowey Sutton Neighbourhood Area is approved in accordance with section 61G of the Town and Country Planning Act 1990 as amended for the purposes of Neighbourhood Planning. The reasons for this decision are set out in the accompanying 'Neighbourhood Area Designation Application Report'.

Signed:

A handwritten signature in blue ink, appearing to read "David Trigwell".

David Trigwell
Divisional Director Planning & Transport Development

Dated: 13th December 2013

Bath & North East Somerset Council

Neighbourhood Area Designation Application Report – Officers Decision acting under delegated powers

Date of application advertisement	21 st October 2013
Date of decision	5 th December 2013
Name of proposed Neighbourhood Area	Stowey Sutton

1. Introduction

1.1 Pursuant to the Bath & North East Somerset Council's My Neighbourhood: Neighbourhood Planning Protocol, the Director for Planning and Transport is authorised to consider area designation applications for Neighbourhood Planning and if appropriate approve applications.

2. Background

2.1 The power to designate a Neighbourhood Area is exercisable under section 61G of the Town and Country Planning Act 1990. Under Regulation 5(1) of The Neighbourhood Planning (General) Regulations 2012 (which came into force on 6 April 2012) an area application has to include a map which identifies the area to which the application relates, a statement explaining why this area is considered appropriate to be designated as a neighbourhood area and a statement that the body making the application is a relevant body for the purposes of section 61G(2) of the 1990 Act.

2.2 Stowey Sutton Parish Council is the 'relevant body' (for the purposes of section 61G (2) of the Town and Country Planning Act 1990) and submitted an application for the designation of Stowey Sutton Neighbourhood Area. The application is for the whole parish area to be designated as a Neighbourhood Area for the purposes of Neighbourhood Planning and so satisfies section 61G(3) of the Act. The submission of the application complied with the regulations.

3. Procedure

3.1 Under section 61H of the 1990 Act whenever a local planning authority exercises powers under section 61G to designate an area as a neighbourhood area, consideration must be given to whether the authority should designate the area concerned as a business area. The designation of the specified area can only occur if the authority considers that the area is wholly or predominately business in nature [Section 61H (3)].

3.2 If the application for the Designation of this Neighbourhood Area is approved, then Regulation 7(1) of the Neighbourhood Planning (General) Regulation 2012 requires the designation to be publicised. If the application is refused, reasons must be given under 61G(9) of the 1990 Act and Regulation 7(2) of the Regulations requires the decision to be publicised.

4. Consideration as to whether or not to designate

4.1 In determining the application for the designation as a Neighbourhood Area. Regard must be had to the desirability of designating the whole area.

4.2 The issue is whether or not the specified area is an 'appropriate area to be designated as a Neighbourhood Area'.

4.3 The fact that the designation of the Stowey Sutton Neighbourhood Area would allow a Neighbourhood Plan to be prepared does not form part of the determination of this application.

5. Reasoning for Designation

5.1 The proposed area for designation which includes the whole parish is considered appropriate, as it will enable a Neighbourhood Plan to allocate and identify non-strategic development sites across the plan area and to provide a locally distinctive policy framework to complement that provided by the emerging B&NES Core Strategy.

5.2 The specified area falls completely within the Council's area.

5.3 The application for designation as a Neighbourhood Area was publicised for over six weeks between 24th October and 5th December 2013.

5.4 Three responses were received within the consultation period and are attached as appendix 1.

6. Conclusion

6.1 It is considered that the specified area is coherent, consistent and appropriate in planning terms and is an 'appropriate area to be designated as a neighbourhood area'.

6.2 The specified area is not wholly or predominantly business in nature and so it is inappropriate to designate it as a business area.

6.3 It is also considered that it is not desirable that only part of the parish area be designated.

6.4 The specified area without modification should be designated as a Neighbourhood Area for the reasons set out in the application. The area represents the built area which is being planned for with the objective of identifying and allocating development sites within the identified neighbourhood area and is appropriate in planning terms.

6.6 A copy of this report will be sent to Stowey Sutton Parish Council.

7. DECISION

7.1 The Designation of Stowey Sutton Neighbourhood Area is approved in accordance with section 61G of the Town and Country Planning Act 1990 as amended for the purposes of Neighbourhood Planning.

David Trigwell
Divisional Director: Planning & Transport
Dated: 13th December 2013

Decision Regarding the Application for Designation of Stowey Sutton Neighbourhood Area under section 61 (G) of the Town and Country Planning Act (as amended)

1. I have no private interests to declare in respect of this matter which would prevent me from determining this application.

2. I hereby exercise power under section 61G of the Town and Country Planning Act 1990 (as amended) ('the Act') and all other powers delegated to me to designate the area identified on the map below as the Stowey Sutton Neighbourhood Area for the purposes of section 61G (1) of the Act) as I am satisfied that the area is an appropriate area to be designated as a neighbourhood area. I do not designate it as a business area for the purposes of section 61H (1) of the Act as it is not wholly or predominately business in nature.

a) Name of neighbourhood area: Stowey Sutton

b) Map of neighbourhood area:




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c) Relevant body: Stowey Sutton Town Council, form the 'relevant body' (for the purposes of 61G(2) of the Town and Country Planning Act 1990)

3. I have made this decision in line with the information set out in the 'Neighbourhood Area Designation Application Report'.

Signed:



David Trigwell
Divisional Director: Planning & Transport
Decision published: 13th December 2013

Appendix 1: Responses submitted to Bath & North East Somerset Council during the consultation on the application for designation of Stowey Sutton Neighbourhood Area.

<p>David Stuart Historic Places Adviser</p>	<p>Dear Sir/Madam</p> <p>NEIGHBOURHOOD AREA CONSULTATION – STOWEY SUTTON</p> <p>Thank you for giving notice that Stowey Sutton Parish Council has applied to designate Stowey Sutton Parish as a Neighbourhood Area under Part 2 of the Neighbourhood Planning (General) Regulations 2012.</p> <p>English Heritage has no objection to this proposal.</p> <p>We would like to take the opportunity of the consultation to outline the range of support English Heritage is able to offer in relation to Neighbourhood Plans. It would be helpful if this response can be copied to the Parish Council for their information.</p> <p>Research has clearly demonstrated that local people value their heritage¹ and Neighbourhood Plans are a positive way to help communities care for and enjoy the historic environment.</p> <p>English Heritage is expecting that as Neighbourhood Planning Forums come to you to seek advice on preparing Neighbourhood Plans they will value guidance on how best to understand what heritage they have, as well as assistance on preparing appropriate policies to secure the conservation and enhancement of this local heritage resource.</p> <p>Information held by the Council and used in the preparation of your Core Strategy/Local Plan is often the starting point for Neighbourhood Plans. Other useful information may be available from the Historic Environment Record Centre or local environmental and amenity groups. English Heritage also publishes a wide range of relevant guidance. Links</p>
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¹ English Heritage, *Heritage Counts*, 2008

	<p>to these can be found in the appendix to this letter.</p> <p>Plan preparation also offers the opportunity to harness a community's interest in the historic environment by getting them to help add to the evidence base, perhaps by creating and or reviewing a local heritage list, inputting to the preparation of conservation area appraisals and undertaking or further deepening historic characterisation studies.</p> <p>English Heritage has a statutory role in the development plan process and there is a duty on either you as the Local Planning Authority or the Neighbourhood Planning Forum to consult English Heritage on any Neighbourhood Plan where our interests are considered to be affected as well as a duty to consult us on all Neighbourhood Development Orders and Community Right to Build Orders.</p> <p>English Heritage will target its limited resources efficiently. We will directly advise on proposals with the potential for major change to significant, nationally important heritage assets and their settings. Our local offices may also advise communities where they wish to engage directly with us, subject to local priorities and capacity.</p> <p>English Heritage fully recognises that the neighbourhood planning process is a locally-led initiative and communities will shape their own neighbourhood plan as informed by the issues and opportunities they are most concerned about and relevant to the local area. As a national organisation we are able to draw upon our experiences of neighbourhood planning across the country and information on our website might be of initial assistance http://www.english-heritage.org.uk/caring/get-involved/improving-your-neighbourhood/. It is envisaged that the website will be progressively updated to share good practice in the management of the historic environment through neighbourhood planning.</p>
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	<p>Should you wish to discuss any points within this letter, or if there are issues about this Neighbourhood Plan Area where the historic environment is likely to be of particular interest, please do not hesitate to contact me.</p> <p>Yours faithfully David Stuart Historic Places Adviser</p>
Jacqui Ashman, Asset Manager	<p>Dear Sirs</p> <p>Thank you for consulting the Highways Agency on the application from Stowey Sutton Parish Council seeking designation as a Neighbourhood Area. As the parish of Stowey Sutton is some miles from the strategic road network we have no comments to make on the designation application.</p> <p>Regards</p> <p>Jacqui</p>
Claire Hall Land Use Development Plan Network	<p>Dear Sir/Madam</p> <p>Designation of Neighbourhood Planning Area by Stowey Sutton Parish Council</p> <p>Thank you for notifying Natural England of your Neighbourhood Planning Area dated 24/10/2013</p> <p>Natural England is a non-departmental public body. Our statutory purpose is to ensure that the natural environment is conserved, enhanced, and managed for the benefit of present and future generations, thereby contributing to sustainable development.</p> <p>Natural England is a statutory consultee in neighbourhood planning. We must be consulted on draft Neighbourhood Development Plans where the Town/Parish Council or Neighbourhood Forum considers our interests would be affected by the proposals. We must be consulted on draft Neighbourhood Development Orders and Community Right to Build Orders where proposals are likely to affect a Site of Special Scientific Interest or 20 hectares or more of Best and Most Versatile agricultural land. We must also be consulted on</p>

	<p>Strategic Environmental Assessments, Habitats Regulations Assessment screening and Environmental Impact Assessments, where these are required. Your local planning authority will be able to advise you further on environmental requirements.</p> <p>The following is offered as general advice which may be of use in the preparation of your plan.</p> <p>Natural England, together with the Environment Agency, English Heritage and Forestry Commission has published joint advice on neighbourhood planning which sets out sources of environmental information and ideas on incorporating the environment into plans and development proposals. This is available at: http://publications.environment-agency.gov.uk/PDF/GEHO0212BWAZ-E-E.pdf</p> <p>Local environmental record centres hold a range of information on the natural environment. A list of local records centre is available at: http://www.nbr-nfbr.org.uk/nfbr.php</p> <p>Protected landscapes</p> <p>If your neighbourhood planning area is within or adjacent to a National Park or Area of Outstanding Natural Beauty (AONB), we advise that you take account of the relevant National Park/AONB Management Plan for the area. For Areas of Outstanding Natural Beauty, you should seek the views of the AONB Partnership.</p> <p>Protected species</p> <p>You should consider whether your plan or proposal has any impacts on protected species. To help you do this, Natural England has produced standing advice to help understand the impact of particular developments on protected or Biodiversity Action Plan species should they be identified as an issue. The standing advice also sets out when, following receipt of survey information, you should undertake further consultation with Natural England.</p> <p>Natural England Standing Advice Page 2 of 2</p> <p>Opportunities for enhancing the natural environment</p> <p>Neighbourhood plans and proposals may</p>
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	<p>provide opportunities to enhance the character and local distinctiveness of the surrounding natural and built environment, use natural resources more sustainably and bring benefits for the local community, for example through green space provision and access to and contact with nature.</p> <p>Opportunities to incorporate features into new build or retro fitted buildings which are beneficial to wildlife, such as the incorporation of roosting opportunities for bats or the installation of bird nest boxes should also be considered as part of any new development proposal.</p> <p>If, as you develop your plan or order, you consider it will affect Natural England's interests, you should consult Natural England at consultations@naturalengland.org.uk.</p> <p>For clarification of any points in this letter, please contact Amanda Grundy on 0300 060 1454.</p> <p>We really value your feedback to help us improve the service we offer. We have attached a feedback form to this letter and welcome any comments you might have about our service.</p> <p>Yours sincerely Claire Hall Land Use Development Plan Network</p>
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Appendix B

Sustainability

Introduction and Methodology

About this Report

The purpose of this scoping report is to identify the sustainability issues within the Stowey Sutton Parish and to set objectives for the Sustainability Appraisal of the Neighbourhood Plan that can be used to determine how the Neighbourhood Plan will address these issues.

Legislation at both a European and national level sets out the requirement to achieve sustainable development. In 2004 the European Directive on Strategic Environmental Assessment (SEA) set out the requirement for SEA, which has been incorporated into the

Sustainability Appraisal process in the UK. UK planning law also places a requirement on local development plan documents to ensure a contribution to sustainable development through Sustainability Appraisal.

This report will be the subject of consultation with Bath and North East Somerset (B&NES) Council, Wiltshire Council, the Environment Agency, Natural England, and English Heritage.

Sustainable Development

Sustainable Development has been defined by the Government as 'a better quality of life for everyone, now and for generations to come'. It is about considering the long-term environmental, social and economic issues and impacts. A set of shared UK principles provide the guidance to achieve the purposes of sustainable development. These principles form the basis for policy in the UK:

- Living within environmental limits
- Ensuring a strong, healthy and just society
- Building a strong, stable and sustainable economy
- Promoting good governance
- Using sound science responsibly

The land use planning process is a key tool in the delivery of sustainable development. The Stowey Sutton Neighbourhood Plan, which is currently being prepared, will need to be in conformity with the Local Development Plan of B&NES, as it will (if passing examination and referendum) comprise part of a hierarchy of the development plan documents that make up

the planning policy framework for the council area. The Neighbourhood Plan can help to achieve sustainable development in the parish, whilst at the same time helping to ensure that any adverse environmental impact is minimised.

Stowey Sutton Parish

The Stowey Sutton neighbourhood plan encompasses the civil parish of Stowey Sutton, which comprises of the villages of Bishop Sutton and Stowey, together with the surrounding rural landscape.



Figure 19 Map of Stowey Sutton Parish & Neighbourhood Plan Area Boundary

Neighbourhood Plan Scope and Main Objectives

The Localism Act introduced Neighbourhood Planning into the hierarchy of spatial planning in England, giving communities the right to shape their future development at a local level. In March 2014, Stowey Sutton Parish Council was successful with its application to become a Neighbourhood Planning area. The Stowey Sutton Neighbourhood Plan reflects community-wide comments, observations and concerns about its future, bringing them together with census information, strategic and statistical evidence into a “living promise” that mirrors the community’s overwhelming desire to make Stowey Sutton an even better place to live and work, both now and for future generations.

The plan has been produced by a Neighbourhood Planning Steering Group including Parish Council members and community volunteers. The Neighbourhood Plan includes policies for deciding where development should take place and the type and quality of that development, together with policies influencing social and community growth

Four key areas are being explored in the preparation of the plan:

- Housing and Development
- Roads and Transport
- Business and Employment
- Community and Recreation

Methodology

This report has been produced by Stowey Sutton Parish Council and the Stowey Sutton Neighbourhood Plan Steering Group. This sustainability appraisal has been based on the parish gathering baseline environmental evidence, identifying key issues and problems and engaged with B&NES Council.

The methodology for this initial scoping stage of the sustainability appraisal was developed in accordance with the following guidance:

- A Practical Guide to the Strategic Environmental Assessment (SEA) Directive (ODPM, 2005)
- Planning Advisory Service (PAS) Sustainability Appraisal online guidance at: <http://www.pas.gov.uk/pas/core/page.do?pagelId=152450>

This report meets the scoping requirements of the SEA Directive. See attached appendices for an overview of how SEA requirements incorporated in this report.

Government guidance outlines a five stage process for undertaking a SA:

- Stage A: Setting the context and objectives, establishing the baseline and deciding on the scope
- Stage B: Developing and refining alternatives and assessing effects
- Stage C: Preparing the SA
- Stage D: Consulting on the draft plan and the SA
- Stage E: Monitoring implementation of the plan

This scoping report is Stage D in above process and consists of five tasks:

Task A1: Identifying other relevant policies, plans and programmes and sustainable development objectives. The development of the Neighbourhood Plan (NDP) may be influenced by other plans or programmes and by external environmental objectives such as

those laid down in policies or legislation. This stage outlines that policy context, ensuring compliance and highlighting any issues or constraints that may apply to Stowey Sutton NDP.

Task A2: Collecting baseline information.

The description of the baseline environment and elements within it establishes information on the current context and highlights sensitive elements within the plan area. The information that has been collected is relevant to SEA objectives and is relevant to the characteristics of the plan to provide the evidence base against which its potential effects can be measured and assessed.

Task A3: Identifying sustainability issues and problems

Within the parish, certain sustainability issues are more significant than others, e.g. flooding. These issues will need to be highlighted as areas of concern within the sustainability appraisal. Issues are identified through:

- The review of relevant regional and local plans and programmes.
- Identification of baseline characteristics.
- Sustainability issues known locally.

The key sustainability issues have been divided into environmental, social and economic and set out in a table.

Task A4: Developing the SA framework.

The sustainability framework will be used during the next stage to test options and the draft Plan. The starting point for identifying a set of draft objectives specific to the two parishes are those objectives considered in the Sustainability Appraisal of the B&NES Core Strategy.

Task A5: Consulting on the scope of the Sustainability Appraisal.

This report will be sent to statutory consultees and others with an interest in sustainability issues. Feedback from the consultation will be considered and – where appropriate – taken on board in the ongoing SA process.

Policy Context (task A1)

This section provides a summary of key relevant plans and programmes which could influence the Stowey Sutton Neighbourhood Plan.

The purpose of sustainability appraisal is to ensure that the principles of sustainable development are incorporated into all levels of planning policy. The Stowey Sutton Neighbourhood Plan will sit within a hierarchy of national and local planning policies and will need to be in 'general conformity' with the local development plans. It is therefore, this scoping

report does not propose to review all international, national and regional policies other than the National Planning Policy Framework (NPPF), as the Sustainability Appraisal of the B&NES Core Strategy reviewed all programme, policies, strategies and guidance that were taken into account in drafting these documents.

National Planning Policy Framework (NPPF)

The NPPF sets out a presumption in favour of sustainable development, so that it is clear that development which is sustainable can be approved without delay. Local and Neighbourhood Plans policies guide how this presumption will be applied at a local level, in line with 12 core planning principles. Of particular relevance to the parishes are direct references to rural economies and communities, and also the continued importance placed on the protection of the Green Belt and AONB.

B&NES Local Plan 2007 - 2011

The Local Plan contains “saved policies” applicable to Stowey Sutton.

B&NES Core Strategy

The Core Strategy sets out the policy framework for the location and level of new housing and other development and is the key development plan document for the next 15-20 years. The B&NES Core Strategy was adopted in July 2014 and contains policies applicable to Stowey Sutton. For example, Stowey Sutton has been identified as a RA1 settlement and was allocated about 50 dwellings over the plan period of 2011-2029. This has now been met through recent housing developments.

Biodiversity Action Plan (BAP)

- WILDthings Biodiversity Action Plan for Bath and North East Somerset (2006)

The BAP is a strategic framework for the conservation and enhancement of habitats and species. The BAP includes a series of Habitat Action Plans each covering a priority habitat and species. There a number of sensitive habitats within the neighbourhood plan area including the Chew Valley Lake.

Flood Risk Assessment

- Bath and North East Somerset Level 1 Strategic Flood Risk Assessment 2008 evidence base document used to inform the production of the local authority’s Local Development Framework. The study provide a summary of flood risk in the local

authority area, along with how development and allocations may be affected by flooding.

- Regard has been had to the Bristol Avon Catchment Flood Management Plan, Summary Report – June 2012. http://www.environmentagency.gov.uk/static/documents/Leisure/_CFMP_Bristol_Avon_2012.pdf Any application site within Flood Zone 3 & 2 (see EA Stowey Sutton Flood Plane map below) as defined by NPPF will require applicants for planning permission to submit a Flood Risk Assessment when development is proposed in such locations.
- Further, sustainable drainage systems should be used for any development to reduce run off, improve water quality and benefit biodiversity and aesthetics.

Refer to the Environment Agency Flood map for the Parish and plan area Page 116

Landscape Character Assessment (LCA)

- Rural Landscapes of Bath North East Somerset LCA Supplementary Planning Document (2003).

The assessments identify and describe the component features and characteristics of the landscape, and guide the maintenance and enhancement of landscape character and local distinctiveness. The neighbourhood plan area is set within a sensitive rural landscape.

Information included in the assessments should be used to inform the location of sites of development and the type of development along with a reference for conservation and enhancement activities.

Landscape character map and key see Appendix H, Map of Green Belt page 111 & Map of the AONB page 112

Mendip Hills AONB Management Plan (2014-2019)

The parish is set within the Mendip Hills Area of Outstanding Natural Beauty. The action plan operates alongside other statutory plans and programmes, especially community strategies, and development plans. The plan provides the vision for a 20-25 year period. The plan has two main statutory purposes:

1. To conserve and enhance the natural beauty of the AONB
2. To increase the understanding and enjoyment of the special qualities of the AONB.

http://www.mendiphillsaonb.org.uk/wp-content/uploads/2010/11/up_161122_management_plan_final_word_version_nov_08.pdf

Next Steps

Appendix A at the end of this report provides a summary of the local programmes, plans and other documents which influence the Neighbourhood Plan. Key objectives and indicators have been identified from the emerging local authority plans and other key plans.

These have been incorporated into the sustainability framework and used to inform baseline data and the identification of key issues. Note that the policy context for the Stowey Sutton Neighbourhood Plan Sustainability Appraisal is not static. Therefore, as further relevant plans or programmes are developed, they should be reviewed and incorporated within the assessment at future stages of publication of this Sustainability Appraisal report.

Sustainability Context (task A2)

A collection of information on environmental, social and economic characteristics of the parishes is required to provide a basis for predicting and monitoring the effects of the policies of the Neighbourhood Plan. The topic areas considered by this scoping report encompass those required by sustainability appraisal guidance and SEA Regulations, and have been informed by the topics included in the Core Strategy Sustainability appraisals of the local authority.

Table: Baseline Information Topics

Topic	SEA Regulation Topic	Sustainability Theme
Biodiversity	Biodiversity	Environmental
	Fauna	
	Flora	
Landscape	Landscape	
Heritage and Character	Cultural Heritage including architectural and archaeological heritage	
Water	Water	

Soil	Soil	
Climatic Factors	Climatic Factors	
Roads, Transport and Movement		Economic
The Local Population	Education and Employment	Social
	Health	
	Housing	
Air Quality	Transport	Environmental
Material Assets	Housing and Facilities	Social/Economic

Biodiversity

The Plan area supports a wide range of habitats and a diverse flora and fauna. Designations along with plans and programme that cover the area aim to provide protection and management to protect habitats.

International Designations- North Somerset and Mendip Bats Special Area of Conservation (SAC)

Natura 2000 sites are Special Areas of Conservation (SACs) designated under the Habitats Directive. Stowey Sutton falls partly within the 5km buffer around components of the North Somerset & Mendips Bats SAC. *Component Sites of Special Scientific Interest (SSSIs)*: Banwell Ochre Caves, Brockley Hall Stables, Compton Martin Ochre Mine, King's Wood and Urchin Wood, The Cheddar Complex and Wookey Hole provide habitats for a number of bat species including the Greater horseshoe bat (*Rhinolophus ferrumequinum*) and the Lesser horseshoe bat (*Rhinolophus hipposideros*).

International Designations- Chew Valley Lake (SPA)

The Parish encompasses almost half of Chew Valley Lake and lies entirely within a 5km buffer zone around the lake. The Chew Valley Lake is designated as such under the European Birds Directive because of importance to birds.

NOTE: The proximity of the SAC may trigger the need for an Appropriate Assessment, (Habitat Regulation Assessment HRA).

The Draft Stowey Sutton Neighbourhood Plan has been subject to an HRA Screening and all recommendations have been incorporated into the Draft Plan.

National Designations- Site of Special Scientific Interest (SSSI)

- Chew Valley Lake is a SSSI and makes a full contribution to achieving the aims of the Birds Directive by supporting migrating populations of Shoveler *Anas clypeata* (Source: English Nature).
- Burlledge Hill is the site of a SSSI and a univallate Iron Age hillfort (Source: English Nature).
- Folly farm SSSI is owned by Avon Wildlife Trust and supports living landscapes which aims to restore, recreate and reconnect habitats to enable wildlife to move through the landscape.

Regional and Local Priority Habitats

At regional and local levels Biodiversity Action Plans (BAPs) provide a strategic framework for the conservation and enhancement of habitats and species. Strategic Nature Areas (SNAs) and priority habitats are identified to improve habitat networks and to sustain wildlife within them.

Stowey Sutton contains a number of protected species including a colony of white clawed crayfish. During the mid-1990's reference was made to greater crested newts in the pond within Stowey quarry. Other species include owls (barn owl), bats namely the greater horseshoe and pipistrelle, birds of prey and kingfishers are also in evidence throughout the Parish, many species of water birds pass through Chew Valley Lake on migration paths. A wide range of habitats and a diverse range of flora and fauna are in evidence across the Parish. Meadowlands are encouraged and promoted by Avon Wildlife Trust as these support many species including butterflies and moths. Grasslands are important such as Burlledge and Folly Farm as these provide a habitat for species which in turn support other endangered animals such as Barn Owls.

Landscape

Designations

The plan area sits with the Mendip Hills Area of Outstanding Natural Beauty (AONB) and also falls within Bristol and Bath Green Belt. Both designations highlight the sensitive and outstanding nature of the setting of the parish. The AONB Management plan (and accompanying topic papers) highlights fundamental principles that should inform approaches to development in this sensitive landscape.

Character

The character of the Parish is that of lowland around the Chew Valley Lake and then rising land to the south to the area of Burlledge and higher level plain area. A number of valleys cut through the escarpments which are water created and contain streams which feed the Lake. This area is carboniferous

Landscape Character Assessments (LCA) has been prepared by B&NES. B&NES identifies the area as the “Chew valley character area”. A Landscape Assessment has been completed by local residents and presented to the Parish Council and B&NES see Appendix E, Character Assessment.

Dark Skies

The Mendip Hills AONB is important as the character and landscape contribute to the tranquillity of the area and the ‘dark skies’. The CPRE has developed maps to show comparative levels of both across England and are available to inform planning policy development and planning applications. CPRE <http://www.cpre.org.uk/wht-we-do/countryside/tranquil-places>

Heritage and Character

The housing dates back to the early 19th century with a history of agriculture and mining. The character of the Parish is therefore of individual houses many built from locally quarried limestone dating back to housing to support farming and large estates such as Sutton Court, this is more obvious in Stowey, to cottages in Bishop Sutton associated with coal mining. There is therefore no one predominant character of housing across the Parish but more a mixed ‘pallet’ of different designs, age and building materials. There were some small developments built in the 1950’s, 1960’s 1980’s and 1990’s which in turn add to the mixture.

Listed Buildings and Structures

There are 11 listed buildings within the Plan area, a full list can be found at Appendix F of the Neighbourhood Plan. The Church of St Nicholas and St Mary, Stowey is a grade II listed building and dates back to 13th century, and there is reference to Stowey Castle to the south of the Church dating back to a similar date.

Scheduled Ancient Monuments and Archaeology

Burledge camp is a Scheduled Ancient Monument.

Flooding

The Parish is within a Flood Zone 1 area (EA designation) which means a one in one hundred years event will lead to flooding. Climate change has impacted on this and many experts now claim that the one in a hundred year event can now be expected to occur in one in five years. Rainfall on the plateau to the south of Bishop Sutton and Burledge flows to the north into Chew Valley Lake cutting a series of small gullies (drings). In the last three years heavy rainfall has reduced the ability of drains to cope with the water and there has been both road and properties flooded.

Soils

The rocks of region are all of sedimentary origin and range in rock type through limestone, sandstones, clays (marl) to coals. Limestone being hardest form Burledge whilst the softer clays and marls can be found underlying limestone and in the lower areas of the Parish especially around the Chew Valley area. Limestone has over the years been quarried and used for local building. Evidence of this is particularly apparent with cottages built in the latter half of the 19th century and the earlier cottages built notably in Stowey. (Source: B&NES LCA & Magic.gov.uk).

Climatic factors

It is now widely recognised that climate change is an inescapable fact and that its causes and consequences must be addressed. Climate change measures are planned for at a local, national and international level. B&NES have highlighted the need to encourage lower electricity and gas consumption in light of evidence to indicate that national and international carbon reduction targets are not being met at a local level.

Roads, Transport and Movement

Road Network

Bishop Sutton has developed as a linear village along the A368 (Weston super Mare to Bath). This is the main access route to Bath. Access to Bristol is through narrow roads to Chew Magna and then over Dundry Hill or else along the A368 to the A37 and then into Bristol.

The questionnaire (April 2014) identified insufficient parking at the shop and primary school as a concern; both are located on the main road. Residents also raised concerns in respect of insufficient pavement width along the main road and no pavement to the east of the village connecting Stowey, Redland and the village of Bishop Sutton.

Public Transport

Current bus services are limited both in terms of journeys and the times of services making commuting to Bristol, Bath and other potential employment places impractical if not impossible. Examples of the available public transport timetable can be found in Appendix J (see page 121).

Cycle

The parish does not have any designated car free cycle ways. Some roads are designated as part of national cycle routes. A reoccurring aspiration of residents is to have a safe car free footpath/cycle route available around Chew Valley Lake providing safe leisure access for walkers, bird watchers etc.

Walking

There are a number of public footpaths in the area along with a number of long distance walking routes including the Three Peaks Walk. The footpaths are well used by locals and tourists. Within the villages, narrow roads and, in places, a lack of pavements contribute to concerns about the safety of pedestrians. Improvements are needed to crossing the road on foot both by the school.

The Local Population – facts and characteristics

- Stowey Sutton has a total population of 1,361 (2011 census) comprising of 546 households.
- 70% of the population are in socio-economic groups 1 to 5 inclusive.

- When the parish is measured against national statistics is not within a deprived area. However not all residents necessarily enjoy the same levels of prosperity and health.

Health

The Parish has access to two surgeries which both necessitating travel, one in West Harptree and the other in Chew Stoke. Both have a pharmacy and the Parish Council provides a weekly bus link to the Chew Stoke Surgery.

The 2011 census identified 1,361 people living in the Parish. The Parish has a lower proportion of people whose day to day activities are limited a lot at 5.25 compared to all of B&NES (7%) and the national average (8.3%) and a slightly lower proportion of people whose day to day activities are limited a little at 8.5% compared to B&NES (9.1%) and national average (9.3%).

Economic well -being in the Parish is above that for the national average with 66 median income more than double the average for the UK. A large number of residents own their own home outright (45 – 50%) and the majority of residents either own or are buying their own home with a smaller proportion renting. Well-being and contentment is further evidenced as residents stay in the Parish for a long time with over 65% of residents living in Stowey Sutton for over 10 years and 45% having lived in the Parish for over 20 years. Healthy Lives, Healthy People 2010 supports incentives to promote more healthy living.

Housing

Of the 565 dwellings in Stowey Sutton at the time of 2011 census 546 were occupied and 19 not occupied.

300 of the properties are detached, 186 semi-detached and 57 terraced.

45.2% properties are owned outright, 35% owned with a mortgage and 8.2% socially rented incorporating Local Authority housing.

The average household composition is 2.5.

Education and Employment

There is a pre-school which runs from the Methodist Hall three full days and one morning a week plus a half day Forest School session. OfSTED inspected the Pre-School in Sept 2011 and judged it to be 'outstanding'. Bishop Sutton Primary school has a total school number of 147 with a pupil admission number (PAN) of 2.1. A predicted population peak means that the pupil admission number for September 2014 will be 24 which is above the PAN. Currently the school has five classrooms which means classes are mixed year groups.

Three classrooms are in the original Victorian school building with the other two in temporary classrooms. The additional housing in Bishop Sutton has led B&NES to prioritise and agree a Capital fund programme for two additional classrooms and the replacement of the temporary classrooms, this would bring the total PAN to a max of 30 and a total school pupil number ultimately of 210.

As part of the school build project a 'Travel Plan' will be required which looks to reduce car usage and should cross refer to transport policies and aspirations within the Neighbourhood Plan. As the current time early years nursery and after school provision is not available in the Parish although is accessible in other villages within the Chew Valley area.

Secondary schooling is provided at Chew Valley School which is approximately 5 miles away in a neighbouring village, this necessitates transport by coach.

Key Neighbourhood Facilities

- The Parish's key facilities including:
- Pre-school in Bishop Sutton
- Primary school in Bishop Sutton
- Bishop Sutton recreation field
- Bishop Sutton Tennis Club
- Bishop Sutton Football Club
- Bishop Sutton Methodist Church and hall
- Bishop Sutton Village Hall
- Bishop Sutton Shop and Post Office
- Bishop Sutton Holy Trinity Parish Church

Key Environmental and Sustainability Issues (task A3)

Within the parish, certain sustainability issues are more significant than others, e.g. flooding or limited broadband which has an impact on the business in Stowey Sutton. These issues will need to be highlighted as areas of concern within the sustainability appraisal. Issues are identified through:

- The review of relevant regional and local plans and programmes.
- Identification of baseline characteristics.
- Local knowledge.

Strengths Weaknesses Opportunities and Threats (SWOT Analysis)

The table below gives a SWOT overview of the plan area. It has been informed by baseline information collected in chapter three and neighbourhood plan workshops and consultation.

<p>Strengths</p> <p>Greenbelt, AONB, Chew Valley Lake, Folly Farm and Burlledge , rural walks and views of the Chew Valley Lake , two halls for social use , Caravan Park and tourists adding revenue, recreation ground, community strength, primary school, Landscape setting – good condition & high quality, Extensive footpath network</p>	<p>Weakness</p> <p>Bishop Sutton Village split by main road, Stowey by cut through route, all Bishop Sutton village amenities are on the main road, limited safe parking, limited pedestrian links, poor public transport links, limited children’s play area, no skateboard/scooter provision, limited youth provision, Poor Broadband connectivity, no drop off or school parking, travel to GP practice in other villages , inadequate pavement width , crossover single pavement on A368 requiring frequent main road crossing with no safe crossing points for pedestrians</p>
<p>Opportunities</p> <p>Improving the broadband, providing affordable housing, improving the recreational facilities, improving the sewage and flooding in the parish all of which contribute to improving the infrastructure and sustainability</p>	<p>Threats</p> <p>Urbanisation of village with little or no improvement to infrastructure, high house prices pushing out families with local links, water pollution from landfill at quarry, loss or damage to biodiversity / loss of rural character /adverse impact on AONB setting / erosion of heritage assets, more traffic, lack of small (1-2 bed) houses</p>



Key Issues

There are a number of sustainability issues and challenges facing the parish. While the plan area offers a high quality environment for those who live, work and visit the area, the Neighbourhood Plan will need to manage and seek to resolve a series of issues over its lifetime to achieve sensitive development that meets environmental, social and economic needs of the parish. The absence of a Neighbourhood Plan (and as a consequence a lack of vision and strategy for land use in the parishes), will result in fewer opportunities to address the issues and challenges facing the parishes in a coordinated way.

Sustainability framework

The list of sustainability issues and baseline environmental information set out in this report, along with the framework from the Core Strategy from the local authority, together with other plans, has been used to formulate the sustainability objectives which form the basis of the Sustainability Framework. The draft framework for Stowey Sutton Neighbourhood Plan is set out below.

Objectives are listed on the left and in a right hand column will be expanded on to further explain how the objective may be applied to the Neighbourhood Plan.

Objectives	X	X X	0	✓	✓✓	Supporting Evidence
Objective1: Improve the health and well-being of all communities					✓	<p>Yes.</p> <p>Action Policies SSRT03 & SSRT05 will make it easy to reach everyday destinations (e.g. schools, workplaces, homes, shops, community facilities) by “active” travel e.g. through high quality cycling and walking infrastructure.</p> <p>Increasing the opportunities to engage in play, leisure and informal recreation which are promoted by Policy SSCR01.</p> <p>Action Policy SSCR02 supports local sustainable food production, including the provision of allotments and community gardening, supported by.</p> <p>Action Policy SSCR02 seeks to maintain or increasing access to existing open space.</p>

Objectives	X	X X	0	✓	✓ ✓	Supporting Evidence
Objective 2: Meet identified needs for sufficient, high quality and affordable housing					✓ ✓	Yes. Policies SSHP01, SSHP02, SSHP03, SSHP04 and SSHP05 all seek to provide viable and deliverable good quality housing and affordable housing to meet identified needs identified in the parishes Housing Needs Survey.
Objective 3: Promote stronger more vibrant and cohesive communities and reduce anti-social behaviour, crime and the fear of crime				✓		Yes. Action Policies SSRT03, SSRT04, SSRT05, SSCR01 and SSCR02 promote public spaces together with safe pedestrian access that might support civic, cultural, recreational and community functions.
Objective 4: Build a strong, competitive economy and enable local businesses to prosper					✓	Policies SSBE01, SSBE02, SSBE04 and SSBE05 seek to encourage and facilitate the establishment and growth of sustainable businesses to create local employment opportunities. Policies SSRT01, SSBE01 and SSBE03 seek to correct imbalances between residential and employment development to help reduce travel distances to work.
Objective 5: Ensure everyone has access to high quality and affordable				✓		Policy SSHP06 and Action Policies SSRT01, SSRT03 and SSRT05 prioritise access to good public transport and safe walking and cycling infrastructure (including

Objectives	X	X X	0	✓	✓ ✓	Supporting Evidence
public transport and promote cycling and walking						segregated cycle lanes), avoiding any detrimental impacts of the special interests of the SAC.
Objective 6: Protect and enhance local distinctiveness					✓	Placemaking Plan Character assessment. The neighbourhood plan will support future housing development which will reflect the character, varied materials and varied build design as identified through the Character Assessment through Policy SSHP03.
Objective 7: Protect and enhance the district's historic, environmental and cultural assets					✓	Yes. Policy SSHP02 provides added layers of protection for the Green Belt and to the Mendip Hills AONB. Placemaking Plan character assessment Development in accordance with policies in this Plan that affects cultural and historic assets and this is supported by SSHP03. Policies SSHP02, SSHP03 and SSHP06 support well-designed development in accordance with other policies in this Plan that is well related to the surrounding villagescape.

Objectives	X	X X	0	✓	✓✓	Supporting Evidence
Objective 8: Encourage and protect habitats and biodiversity (taking account of climate change)					✓	<p>Avoidance of potential impacts of development on designated sites which is supported by Policies SSHP02, SSHP05 and SSHP06.</p> <p>Avoidance of net loss, damage to, or fragmentation and positive enhancement of designated and undesignated wildlife sites protected species and priority species which is supported by Policies SSHP02, SSHP05 and SSHP06.</p> <p>Development in accordance with policies in this Plan which incorporates biodiversity into the design e.g. green corridors, linking open space etc. which is supported by Policies SSHP02, SSHP05, SSHP06.</p>
Objective 9: Reduce land, water, air, light, noise pollution				✓		<p>Minimise increase in traffic congestion which will help to improve air pollution which is supported by Policies SSHP05 and Action Policies SSRT01, SSRT03, SSRT05, SSBE03.</p>
Objective 10: Increase resilience to climate change including flood risk					✓	<p>Development in accordance with policies in this Plan which supports and corresponds with appropriate flood risk management guidance including applying a sequential approach and policies for any form of flooding including surface water flooding. Supported by Policy SSHP05 in the draft Plan.</p>

The relationship between the policies of the National Planning Policy Framework, the Bath and North East Somerset District Council Core Strategy and the Stowey Sutton Neighbourhood Plan

Policy No.	Subject Area	Objective	B&NES Core Strategy Policy/Placemaking Plan/Saved Polices of the Local Plan (2007)	National Planning policy Framework (2012)
SSHPO1	Housing Development Boundary Review	To review the existing Housing development boundary and ensure it incorporate two new developments outside the housing development boundary.	Policy RA1: Housing in rural areas	Delivering a wide choice of high quality homes
SSHPO2	Development Scale	The neighbourhood plan will support infill housing and not support inappropriate development in the Green Belt or in the AONB.	Policy RA1: Housing in Rural Areas Saved Policy: HG.4 of the Local Plan (2007) Policy CP8: Green Belt	Delivering a wide choice of high quality homes Conserving and enhancing the natural environment

Policy No.	Subject Area	Objective	B&NES Core Strategy Policy/Placemaking Plan/Saved Polices of the Local Plan (2007)	National Planning policy Framework (2012)
SSHP03	Development Character	The neighbourhood plan will support future housing development which will reflect the character, varied materials and varied build design as identified through the Character Assessment	Policy DW1: District Wide Spatial Strategy Policy CP10: Housing Mix	Conserving and enhancing the historic environment Protecting Green Belt Land
			Objective 2 of the Core Strategy: maintaining an outstanding built and natural environment by ensuring that new development responds appropriately to the locally distinctive context and meets high standards of design	Delivering a wide choice of high quality homes Requiring good design

Policy No.	Subject Area	Objective	B&NES Core Strategy Policy/Placemaking Plan/Saved Polices of the Local Plan (2007)	National Planning policy Framework (2012)
		and should be limited to infill within the amended HDB.	Objective 5 of the core Strategy: ensuring that the new homes provided are of high quality design and reflect and cater for a range of incomes and types of household, including those in need of affordable housing Saved Policy D.2: General design & public realm considerations	
SSHP04	Property Size	The neighbourhood plan strongly supports infill development which proposes to build small (1 and 2 bedroom) low cost open market houses to meet the local	Objective 5 of the core Strategy: ensuring that the new homes provided are of high quality design and reflect and cater for a range of incomes and types of household, including those in need of affordable housing	Delivering a wide choice of high quality homes Requiring good design

Policy No.	Subject Area	Objective	B&NES Core Strategy Policy/Placemaking Plan/Saved Polices of the Local Plan (2007)	National Planning policy Framework (2012)
		need identified in the Housing Needs Survey.	<p>Policy DW1 District Wide Spatial Strategy</p> <p>Policy CP9: Affordable Housing</p> <p>Policy CP10: Housing Mix</p> <p>Policy CP13: Infrastructure Provision</p>	<p>Core Planning Principle 17</p> <p>Delivering a wide choice of high quality homes</p>
SSHP05	Sustainability Impact	All planning applications must address the sustainability of each proposal and the impact on the whole community,	Policy SD1: Presumption in favour of sustainable development	Core Planning Principle 17

Policy No.	Subject Area	Objective	B&NES Core Strategy Policy/Placemaking Plan/Saved Polices of the Local Plan (2007)	National Planning policy Framework (2012)
		in order to assess the mitigation necessary to balance the impact on the existing infrastructure & community.	Policy CP5: Flood Risk Management	Requiring good design
SSBE01	Business Conservation & Preservation	The neighbourhood plan supports the continued usage of business or office units in preference to converting such properties to domestic housing wherever planning permission is required.	Core Strategy: 6e A Prosperous Economy Economic Strategy for Bath and North east Somerset 2010-2026	Paragraph 7 of the NPPF); i) an economic role – contributing to building a strong, responsive and competitive economy, by ensuring that sufficient land of the right type is available in the right places and at the right time to support growth and innovation; and by identifying and coordinating development

Policy No.	Subject Area	Objective	B&NES Core Strategy Policy/Placemaking Plan/Saved Polices of the Local Plan (2007)	National Planning policy Framework (2012)
				<p>requirements, including the provision of infrastructure;</p> <p>The Rural Economy (paragraph 28 of the NPPF)</p> <p>To promote a strong rural economy, the NPPF state that local an neighbourhood plans should:</p> <p>support the sustainable growth and expansion of business and enterprise in rural areas, both through conversion of existing buildings and well-designed new buildings;</p>

Policy No.	Subject Area	Objective	B&NES Core Strategy Policy/Placemaking Plan/Saved Polices of the Local Plan (2007)	National Planning policy Framework (2012)
SSBE002	Business Type	The Neighbourhood Plan will encourage & support new retail, catering, small office & business units or the expansion of existing businesses, providing they can be shown to be viable, sustainable, benefit the local economy and the wellbeing of the parish.	Core Strategy: 6e A Prosperous Economy Economic Strategy for Bath and North east Somerset 2010-2026	<p>promote the development and diversification of agricultural and other rural businesses;</p> <p>Paragraph 7 of the NPPF); i) an economic role – contributing to building a strong, responsive and competitive economy, by ensuring that sufficient land of the right type is available in the right places and at the right time to support growth and innovation; and by identifying and coordinating development</p>

Policy No.	Subject Area	Objective	B&NES Core Strategy Policy/Placemaking Plan/Saved Polices of the Local Plan (2007)	National Planning policy Framework (2012)
				<p>requirements, including the provision of infrastructure;</p> <p>The Rural Economy (paragraph 28 of the NPPF)</p> <p>To promote a strong rural economy, the NPPF state that local an neighbourhood plans should:</p> <p>support the sustainable growth and expansion of business and enterprise in rural areas, both through conversion of existing buildings and well designed new buildings;</p>

Policy No.	Subject Area	Objective	B&NES Core Strategy Policy/Placemaking Plan/Saved Polices of the Local Plan (2007)	National Planning policy Framework (2012)
SSBE03	Policy Employee Parking	The Neighbourhood Plan recognises the importance that new businesses provide adequate parking for both staff & customers.	Core Strategy: 6e A Prosperous Economy Economic Strategy for Bath and North east Somerset 2010-2026	<p>promote the development and diversification of agricultural and other rural businesses;</p> <p>Paragraph 7 of the NPPF); i) an economic role – contributing to building a strong, responsive and competitive economy, by ensuring that sufficient land of the right type is available in the right places and at the right time to support growth and innovation; and by identifying and coordinating development</p>

Policy No.	Subject Area	Objective	B&NES Core Strategy Policy/Placemaking Plan/Saved Polices of the Local Plan (2007)	National Planning policy Framework (2012)
				<p>requirements, including the provision of infrastructure;</p> <p>The Rural Economy (paragraph 28 of the NPPF)</p> <p>To promote a strong rural economy, the NPPF state that local an neighbourhood plans should:</p> <p>support the sustainable growth and expansion of business and enterprise in rural areas, both through conversion of existing</p>

Policy No.	Subject Area	Objective	B&NES Core Strategy Policy/Placemaking Plan/Saved Polices of the Local Plan (2007)	National Planning policy Framework (2012)
SSBE04	Homeworking	Building alterations that support homeworking for residents will be supported in principle by this neighbourhood plan.	Core Strategy: 6e A Prosperous Economy Economic Strategy for Bath and North east Somerset 2010-2026	buildings and well designed new buildings; promote the development and diversification of agricultural and other rural businesses;
				Paragraph 7 of the NPPF); i) an economic role – contributing to building a strong, responsive and competitive economy, by ensuring that sufficient land of the right type is available in the right places and at the right time to support growth and innovation; and by

Policy No.	Subject Area	Objective	B&NES Core Strategy Policy/Placemaking Plan/Saved Polices of the Local Plan (2007)	National Planning policy Framework (2012)
				<p>identifying and coordinating development requirements, including the provision of infrastructure;</p> <p>The Rural Economy (paragraph 28 of the NPPF)</p> <p>To promote a strong rural economy, the NPPF state that local an neighbourhood plans should:</p> <p>support the sustainable growth and expansion of business and enterprise in</p>

Policy No.	Subject Area	Objective	B&NES Core Strategy Policy/Placemaking Plan/Saved Polices of the Local Plan (2007)	National Planning policy Framework (2012)
				<p>rural areas, both through conversion of existing buildings and well-designed new buildings;</p> <p>promote the development and diversification of agricultural and other rural businesses;</p>

Appendix C

Infrastructure Assessment

Primary education

Bishop Sutton Primary school (www.bishopsuttonstantondrew.co.uk) is located in the centre of Bishop Sutton on the main A368. It is a federated school with Stanton Drew with one head teacher responsible for the federation. In 2012 the school was inspected by Ofsted and was deemed to be 'outstanding'

The school has a total pupil number of 147 with a pupil admission number (PAN) of 21. A predicted population peak means that the pupil admission number for September 2014 will be 24 which is above the PAN.

The school has a single form entry with split year groups in each class all accommodated in five classrooms. This means that children are taught in mixed year groups.

Two classrooms are in the original Victorian school building with the other three in temporary classrooms. The additional housing of 76 which has already been granted planning permission in Bishop Sutton has led B&NES to agree a Capital fund programme for three additional classrooms which will replace the temporary classrooms. Once complete the additional classrooms would bring the pupil admission number to a maximum of 30 children, and the total school pupil number to 210.

The scoping and design work has formally begun (May 29th 2014). Once the scoping, design and costing report is completed B&NES will need to formally consider and approve the cost from the capital build funding.

Assuming the proposed development of the school goes ahead this will be the maximum development on the current site and it will not be feasible to increase either the physical building space or the total pupil size beyond the proposed total pupil number of 210.

Secondary education

A member of the steering group discussed with the head teacher of Chew Valley school (www.chewvalleyschool.co.uk) Young people attending the local authority secondary school are transported by coach to Chew Valley School which is approximately 2.5 miles away in a neighbouring village.

The school has a catchment area of 120 square miles of the Chew Valley and has a total pupil number of 1200, this includes 200 in the sixth form. The pupil admission number is 196 and this will include pupils from beyond the catchment area. This provides flexibility for year seven entries, however capacity for older pupils joining later years is very limited. The school was judged to be outstanding by Ofsted in Sept 2011

Pre-school

A member of the steering group met with representatives of the Bishop Sutton Pre School (www.bishopsuttonpreschool.ik.org) on 14-10-2014. Currently the pre-school provision is in the Methodist Hall, space is restricted and with the additional housing it is anticipated that places will be oversubscribed leading to the need for larger accommodation and/or additional sessions.

For a variety of reason including funding, space, health and safety and regulatory requirements (ref Public School Build Consultation Event 09-10-2014, fiona_randle@Bathnes.go.uk) new build on the school campus does not appear to be an option.

Doctors Surgeries

A member of the steering group spoke to the Practice Managers at West Harptree Surgery and The Chew Valley Surgery (Chew Magna/Chew Stoke) on the 16th July 2014 to research local health and capacity issues.

There is no GP surgery within Stowey Sutton, both the practices at West Harptree and Chew Stoke (formerly Chew Magna practice) believed that there was no problem in expanding the supply of GPs appointments in response to increased pro rata population demand from the newly approved developments.

Funding for GPs is based on the number of registered patients so that increased numbers results in increased funding.

The main concern, raised particularly by the Chew Valley surgery was with the provision of 'back up' services, such as, District Nurses, Health Visitors Physiotherapists etc. Funding for these services is much less flexible than for GPs as it is fixed on a 5 yearly basis via B&NES and is difficult to increase in response to increasing demand.

A particular problem was quoted with Physiotherapist appointments as demand for these services had increased because of a change to the provision of hip and knee surgery in recent years.

Physiotherapy services are now required both before and after surgery but these appointments are now to be carried out in the community and not in hospital as was the case previously.

Sewage

Wessex Water are responsible for sewage drainage. There is a pumping station for the Parish in Ham Lane to the north of Bishop Sutton. The capacity of this has recently been increased, Wessex Water have stated that the enhanced capacity will be sufficient for the two housing developments already approved (76 houses).

Any further developments such as those developments received but not approved would require further review and would probably require additional pumping capacity (*see page 125*).

Requests made as part of recent unapproved development applications for surface water (storm) drainage to be diverted into the foul sewer have been rejected by Wessex Water due to a lack of capacity and the risk of overflow from the pumping station into the nearby Chew Valley Lake which is a major drinking water source for Bristol Water.

Water drainage

Rainfall on the plateau and Burledge to the south of Bishop Sutton drains northwards to Chew Valley Lake passing through Bishop Sutton. Whilst below ground drains operate largely from the start of housing to the south of the Bishop at periods of heavy rainfall the drains are not adequate to take the volume of water and during heavy rains in 2012/13 and 2014 there has been flooding of roads and houses.

The Environment Agency at the end of 2013 produced mapping of risk of surface water flooding including river and reservoir risk (*see page 116*).

<http://watermaps.environment-agency.gov.uk/wiyby/wiyby.aspx?topic=ufmfsw#x=357683andy=355134andscale=2>.

This mapping clearly identifies those areas in the Parish which are at high risk and the EA advise the need for a flood risk plan to be in place.

Of particular concern is road flooding on Stitchingshord Lane which is the access road for two ongoing planning applications. It is imperative that this new authenticated mapping is used in considering any new planning application and costs of additional/new drainage is requested from prospective developers.

Broadband

The speed of broadband throughout the Parish is inadequate to support efficient business usage or home working and has resulted in a small number of small businesses leaving Bishop Sutton. Some concerns have been raised that when the approved housing developments of 76 houses are completed this will place an additional demand on an already poor service. No specific plans appear to be in place by BT to address these issues.

See Appendix K for evidence of broadband speed

Highways and Pavements

Bishop Sutton village is divided by the A368. The A368 is a busy route for lorries and commuters and the road through Stowey, (The Street) is a busy cut through route from the A368 to the A37 used by lorries and commuters.

A 30 mile an hour limit is set on both these roads which is often exceeded. The lack of a wide pavement suitable for pushchairs and disability transport on both roads is a major concern and a potential safety hazard. Crossing the A368 is necessary where pavements are located on one side and then the other adding to pedestrian safety concerns.

The narrowness of The Street and road subsidence above Stowey strongly supports the need for a 7.5 tonne weight restriction which is being pursued.

Phones

Mobile coverage can be 'patchy' phone lines into homes and businesses are at capacity and reliant on aging connection from Bishop Sutton to the Chew Magana exchange.

Electricity

At times of high demand there can be a fluctuation in supply.

Options considered within Housing and Development draft policies:

Support additional large housing developments considered but rejected due to already having received 76 houses which is beyond the 50 as identified for the Parish over the life of the Core Strategy. In addition the infrastructure is inadequate to support anything other than infill development.

Appendix D

Equality Impact Assessment

The Equality Act 2010 (the Act) places a duty on all public authorities in the exercise of their functions to have regard to the need to eliminate discrimination, to advance equality of opportunity, and to foster good relationships between persons who have a “protected characteristic” and those who do not.

Equality Impact Assessment is the systematic analysis of a policy or policies, in order to identify the potential for an adverse impact on a particular group or community, in particular those with a protected characteristic.

“Protected characteristics” are defined by the Act as age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, and sexual orientation.

This document presents the outcome of the EQA of the draft Stowey Sutton Neighbourhood Plan.

Baseline Data

Unless otherwise stated the data source is the 2011 Census

In 2011 there were 1,361 people living in the Parish of Stowey Sutton

48.45% of these were male, and 51.65 % female.

Comparable figures for the UK were 49.3% male and 50.7% female

Age group comparison:

Age	Stowey Sutton	UK average
0 – 15 years	19.4%	18.9%
16 to 65 years	59.6%	64.8%
Older than 65	21%	16.3%

Stowey Sutton has a lower proportion of people whose day to day activities are limited a lot at 5.2% compared to all of BANES (7.0%) and the national average (8.3%) and a slightly lower

proportion of people whose day to day activities are limited a little 8.5% compared to Banes 9.1% and national average (9.3%).

The profile of ethnic origin for Stowey Sutton in 2011 was;

Ethnicity	Stowey Sutton	B&NES average	UK average
British White	96.1%	90.1%	80%
Other White	1.6%	4.5%	5.7%
Non-White	2.4%	5.4%	14.3%

These figures indicate that Stowey Sutton has a lower Non-white population than across Bath and North East Somerset and significantly lower than the national average.

Religion	Stowey Sutton	B&NES average	UK average
Christian	63.7%	56.5%	59.38%
Buddhist	0.8%	0.5%	0.45%
Hindu	0.00%	0.1%	1.25%
Jewish	0.1%	0.1%	0.49%
Muslim	0.3%	0.7%	5.01%
Sikh	0.0%	0.1%	0.79%
The five non-Christian religions comprise only 1.2% of Parish population compared to 8.26% in the UK as a whole			
0.1% were from other religions.			

26.6% of the population declared no religion and 8.4% did not state their religion.

Religious belief in Stowey Sutton is weighted towards Christianity and the proportion is higher than for Banes and slightly higher than the national average.

5.3% of the population in Stowey Sutton was aged 0-4 years, compared to 6.25% in the UK. This suggests the number of young families is slightly below that nationally.

The number of young people aged 10 to 15 years was 8.3% compared to 7.0% nationally and 6.6% in Banes, this is of importance when considering youth facilities.

In Summary Stowey Sutton has:

A higher proportion of old people than the national average.

A slightly higher proportion of young people in the 10 to 15 years age group than in the average for B&NES.

A much lower proportion of non-white persons than the national average.

A significantly lower proportion of persons with incapacity or with limitations on their day-to-day activities than nationally.

A much lower proportion of people who practice religions other than Christianity nationally.

Goals and Objectives of Stowey Sutton Neighbourhood Plan

The SSNP will provide a framework of policies and proposals for the future development of the Parish until 2029.

The Core Strategy for Bath and North East Somerset Council allocates "around 50 houses" over the next fourteen years to RA1 villages of which Stowey Sutton is one.

A total of 76 houses have already been granted planning permission in two developments which exceeds the RA1 allocation by 26. Two further planning applications for 41 houses have recently been refused, appeals may follow. (April 2014)

The Core Strategy was approved by the B&NES full cabinet in July 2014.

The infrastructure of the village including sewage, daily public transport, highways, primary schooling does not support high density future developments. Please refer to the sustainability/infrastructure supporting document.

Goals

1. To support and enhance the vitality of Stowey Sutton whilst also maintaining the character of both Bishop Sutton and Stowey.
2. To minimise and manage the impact of further development on the surrounding landscape, countryside and ecosystems.
3. To reduce the need for travel by car and shorten the length of vehicle journeys.
4. To enhance prospects for employment including home working.

Goals 1 and 2 impact no differently upon persons with a protected characteristic than anyone else in the Community, both goals seeks to achieve environmental benefits for all community members.

Goals 3 and 4 have potential to benefit persons with protected characteristics such as a disability or mobility issues by reducing the need for cars, making village facilities more accessible, improving public transport to key villages or towns and by enhancing and improving local employment and home working opportunities.

The impact on specific policies

Age

The following policies will be of positive benefit to specific age groups:

SSCR01 To promote greater use of the recreation ground and play areas within the parish, improving facilities to meet the needs of users of all age groups, to provide and protect play facilities for children and young people including multi use of the recreation ground.

SSCR02 Provision of allotments for community use.

SSHD04 Creation of small one or two bedroomed low market cost housing to meet the identified local need.

SSHD05 Financial contribution with any new build to local infrastructure which includes schools, pre-school and recreation provision.

SSBE01 Using empty or no longer used business buildings to support further business enterprises.

SSBE04 Support and encourage home working.

SSBE05 To urgently explore the provision of faster broadband speed to support employment, home working and leisure use.

SSRT01 Improve availability of public transport links and provision through direction of 106 monies.

SSRT02 Improve provision of parking at retail facilities.

SSRT03 Improve existing footpaths through the village and parish, including safe and pedestrian friendly access.

SSRT04 To promote and provide the evidence for safe road crossings of the A368 specifically by the school entrance, retail area and other 'unsafe' crossing points.

Disability and Mobility

The following policies will have positive benefit:

SSBE04 and 05 Improve broadband speeds will be of particular benefit to residents with mobility restrictions by improving access to home based working as well as providing local employment in business units.

SSHD04 Smaller housing will assist residents wishing to downsize and reduce maintenance and garden size.

SSRT01 Improved public transport links will assist elderly, disabled and families with young children who do not have access to a car. Young people will also be able to travel independently to recreation/entertainment points and larger shopping areas

SSRT02 Improved parking at the main retail outlets will assist elderly, disabled and families with young children to shop locally.

SSRT03 and 04. Improving footpaths, pavements and working towards safe crossing points will assist elderly, disabled, wheelchair users and families with children in pushchairs.

Sex

Neither sex is disadvantaged by any of the policies and proposals within the Neighbourhood Plan.

Race, Religion, Gender Re-Assignment, Sexual Orientation.

Discrimination in respect of these groups cannot be directly influenced by the Neighbourhood Plan. The policies and proposals within the Stowey Sutton Neighbourhood Plan support the inclusive vitality and future of the Parish and do not discriminate against these groups or individuals.

Conclusion

The Stowey Sutton Neighbourhood Plan is a strategic document which should lead to positive benefits for older people, disabled people, young people and children and those with limited mobility.

Appendix E

Character Assessment

This large document is published separately and is also available online at <http://www.spcnp.org/draft-neighbourhood-plan.asp>.

Appendix F

Assets of Community Value

This large document is published separately and is also available online at <http://www.spcnp.org/draft-neighbourhood-plan.asp>.

Listed Buildings within the Plan Area

There are eleven listed buildings within the Neighbourhood Plan area, all Grade II with the exception of Sutton Court is Grade II*.

Church of Holy Trinity, Bishop Sutton

Church of St. Nicholas and St. Mary, Stowey

Curtain wall to North of Sutton Court with Gazebo

Knighton Sutton Farmhouse, A368

Parish Boundary marker opposite Hollow Brook Cottage, Hollowbrook Lane

Rose Cottage, The Street, Stowey

Stowey House, The Street, Stowey

Sutton Court, Grade II*

Sutton Court Lodge, Gates and gatepiers

The Elms, Sutton Hill Rd, Bishop Sutton

The Old Vicarage, The Street, Stowey

Appendix G

Steering Group

Committee Structure

Neighbourhood Plan Committee Structure



It's your plan, get involved

Steering Group Membership

Steering group

Chair Keith Betton

WP Chairs (and SG Members)	
Housing and development,	Steve Turner
Roads and transport	Jack Sane
Community and recreation	David Dickerson
Business and employment	Richard Brent
Public engagement	Sally Monkhouse
Vice Chair	Heather Clewett

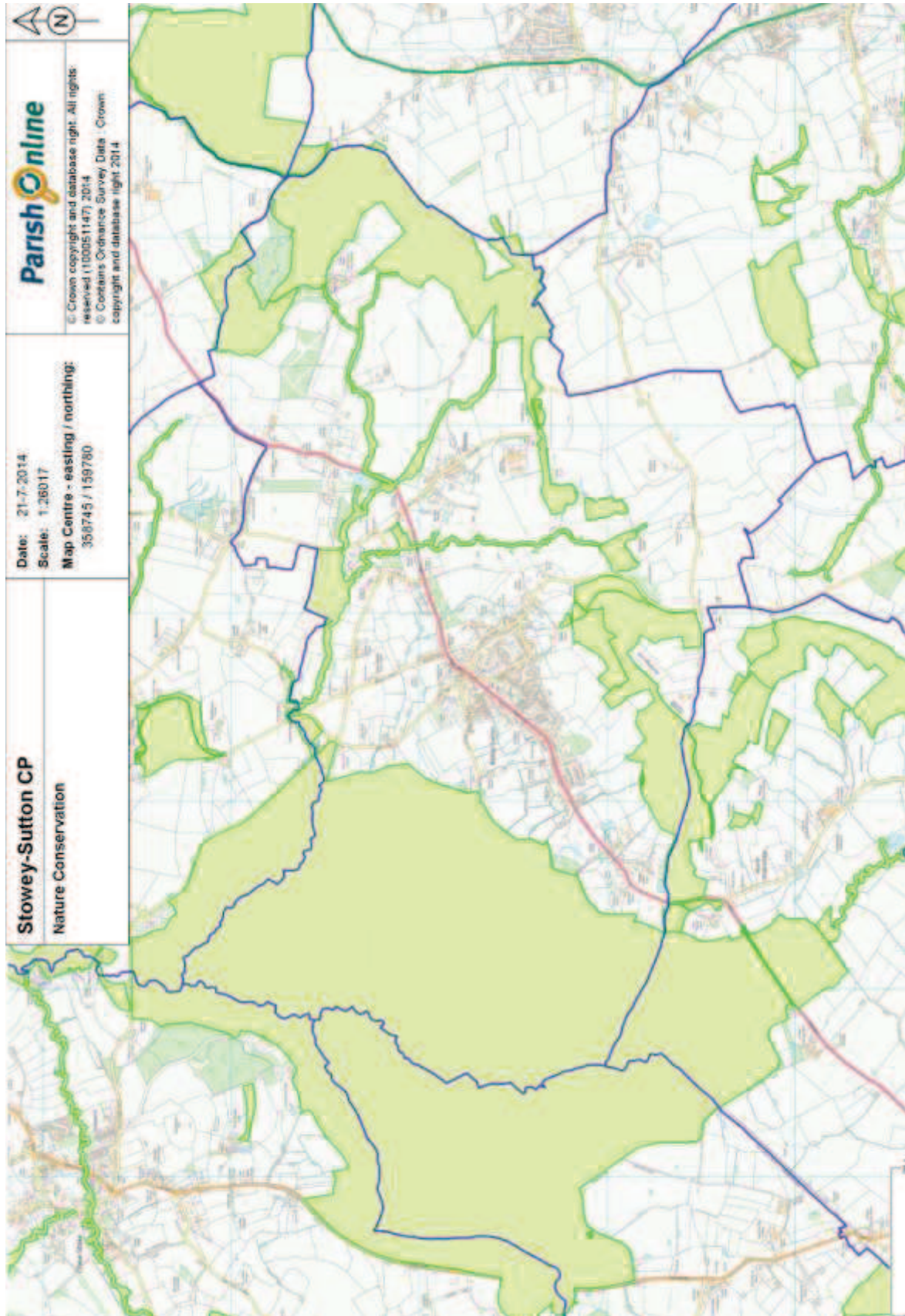


Figure 20 Steering Group meeting

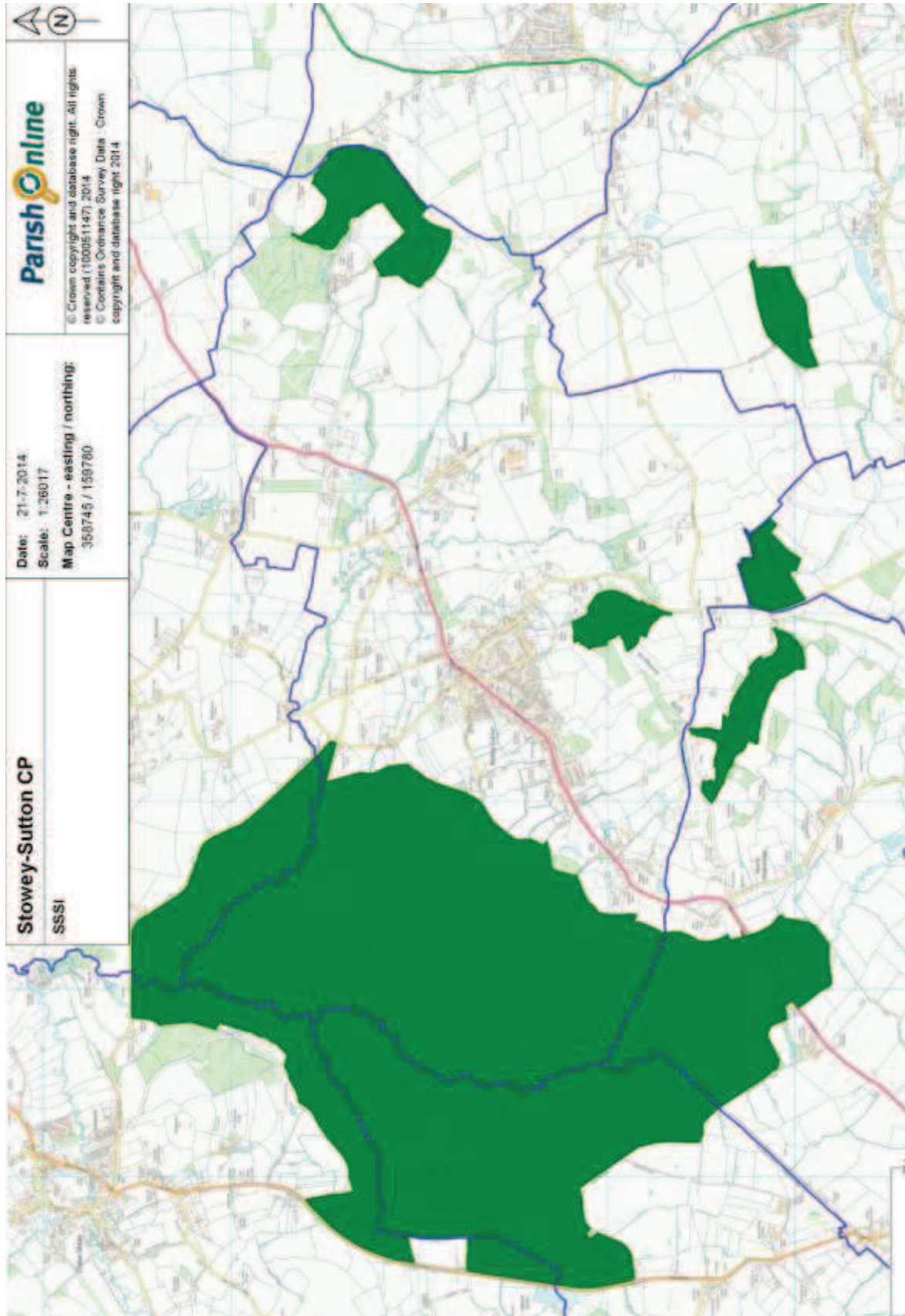
Appendix H

Maps of the Plan Area

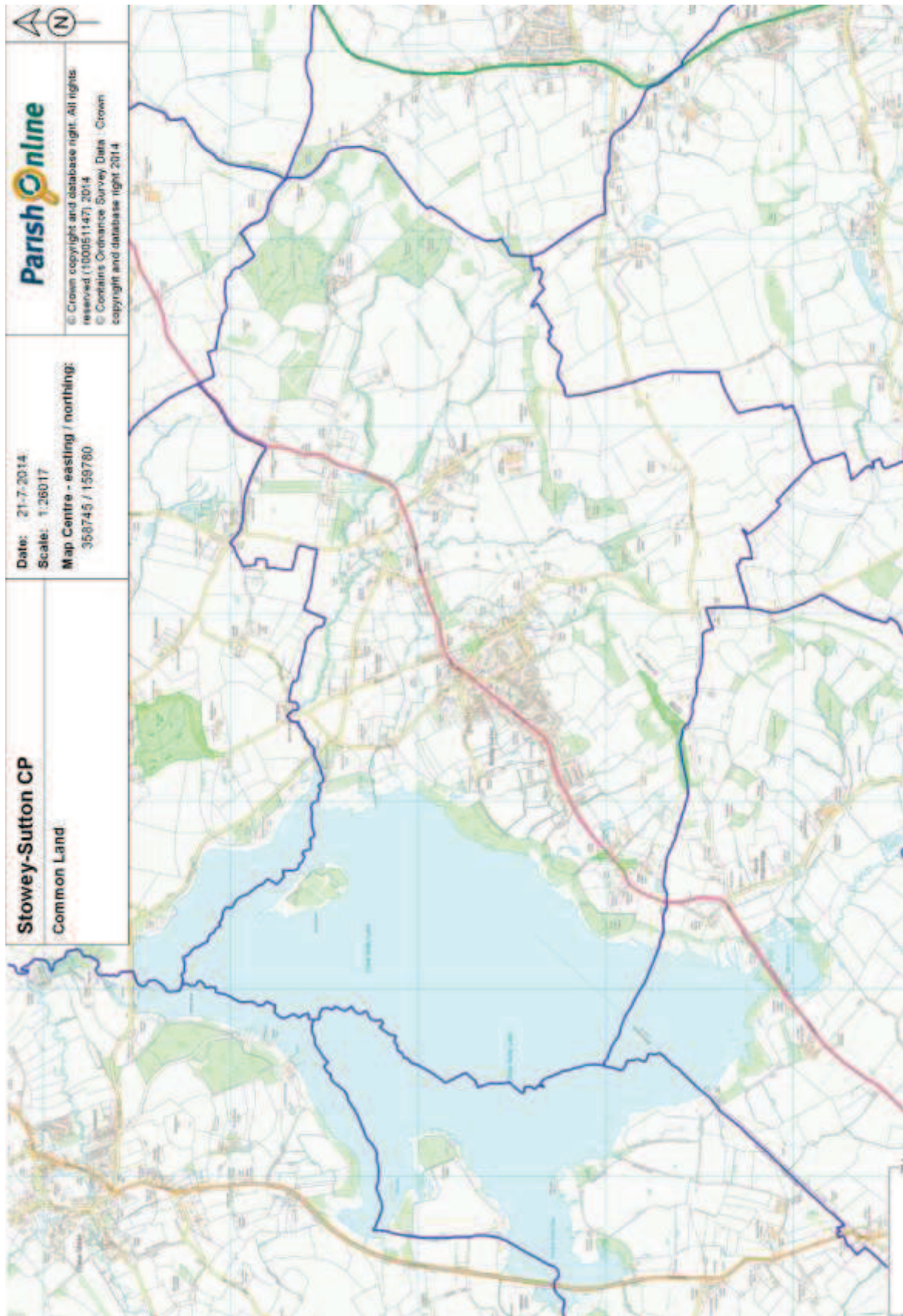
Nature Conservation Areas



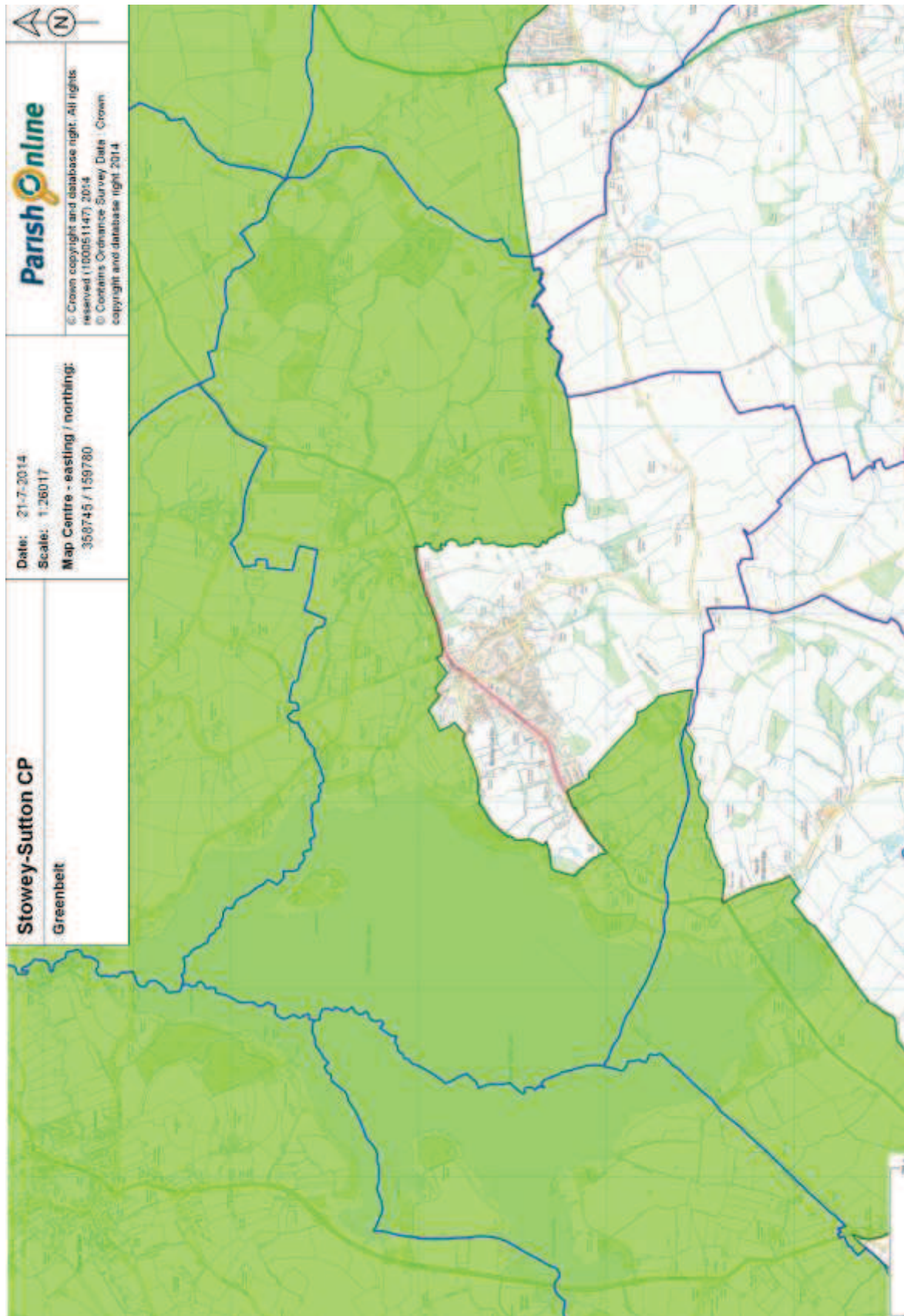
Sites of Special Scientific Interest, SSSI



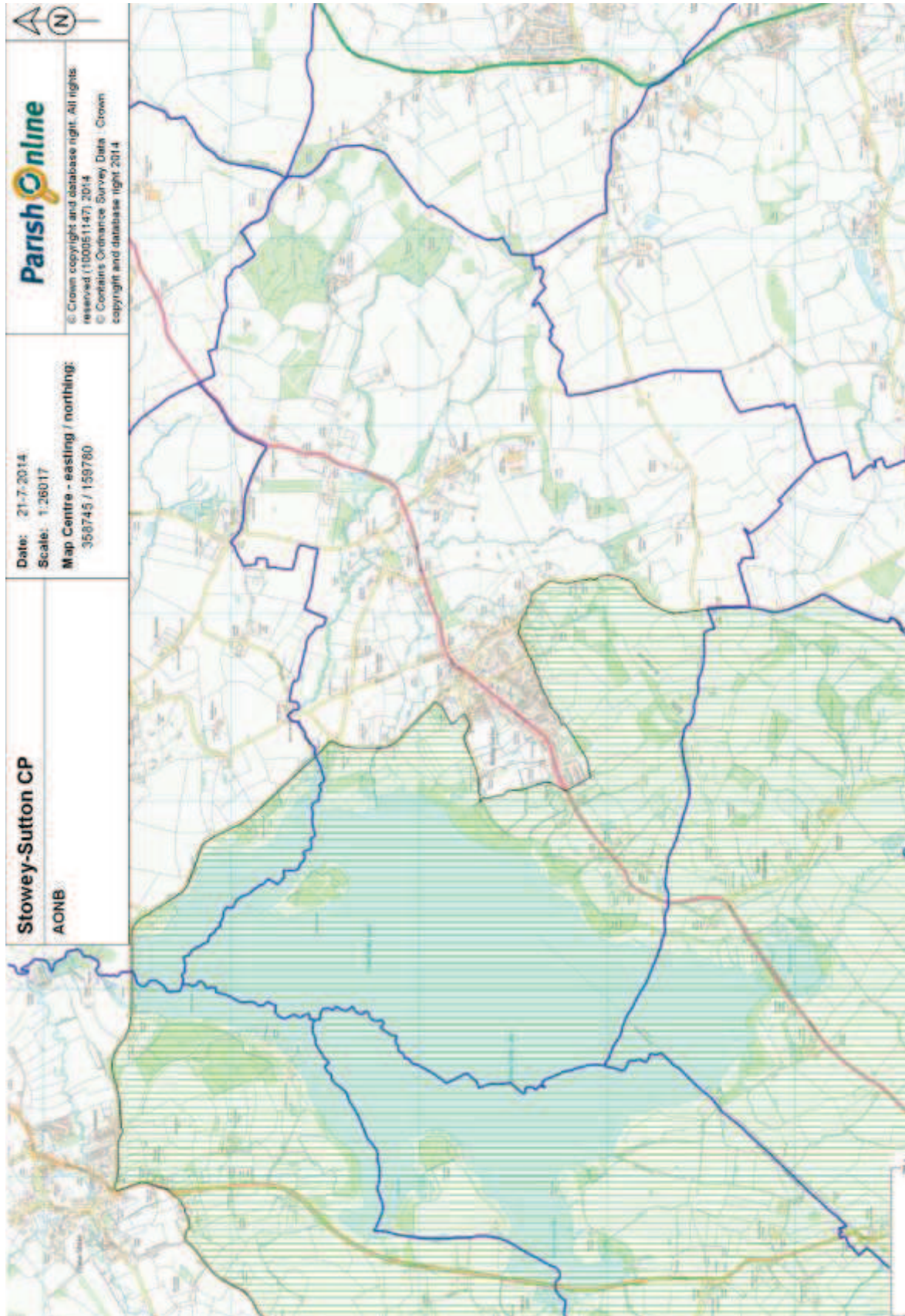
Burledge and Folly Farm Avon Wildlife Trust, Common Land



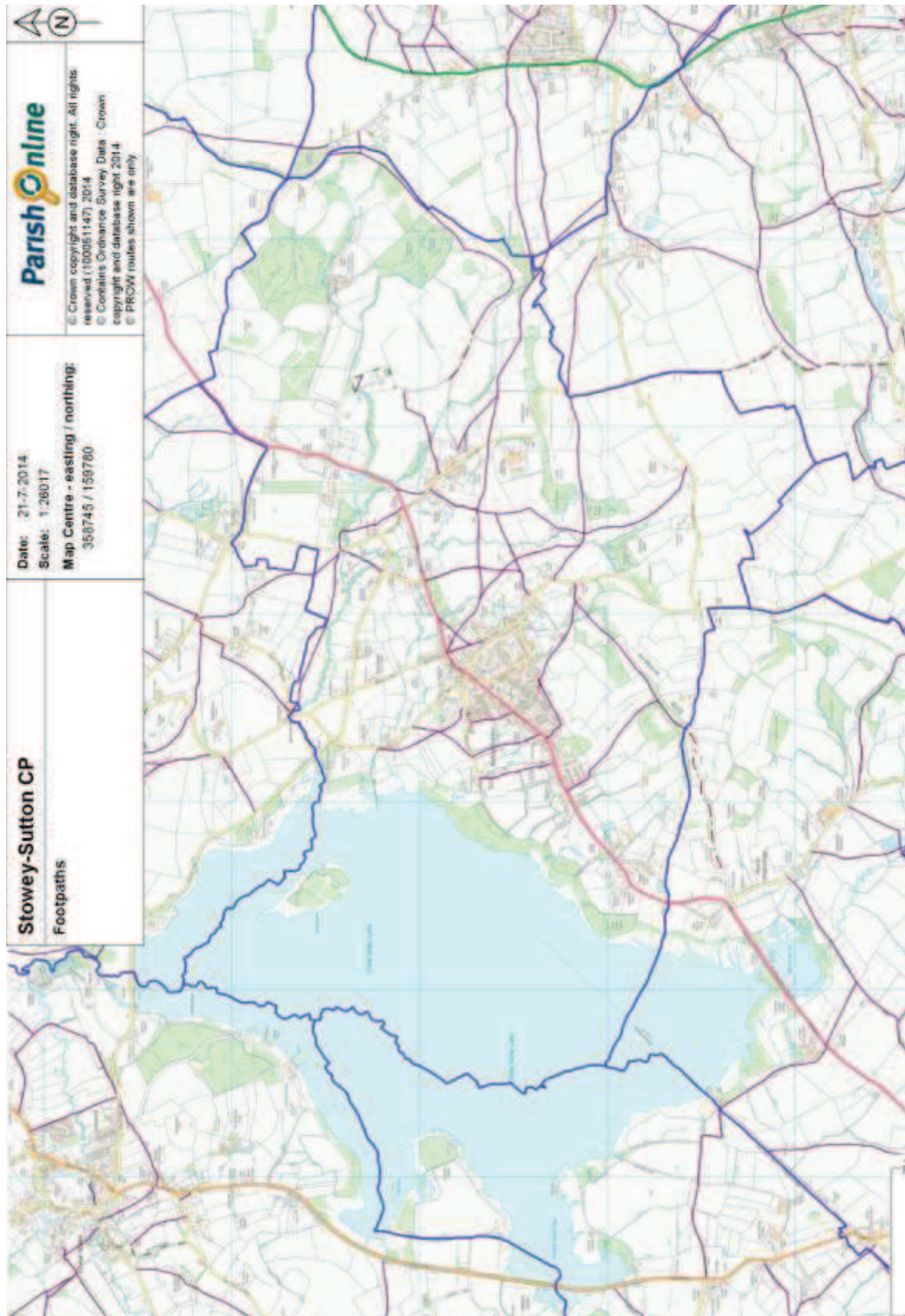
Green Belt



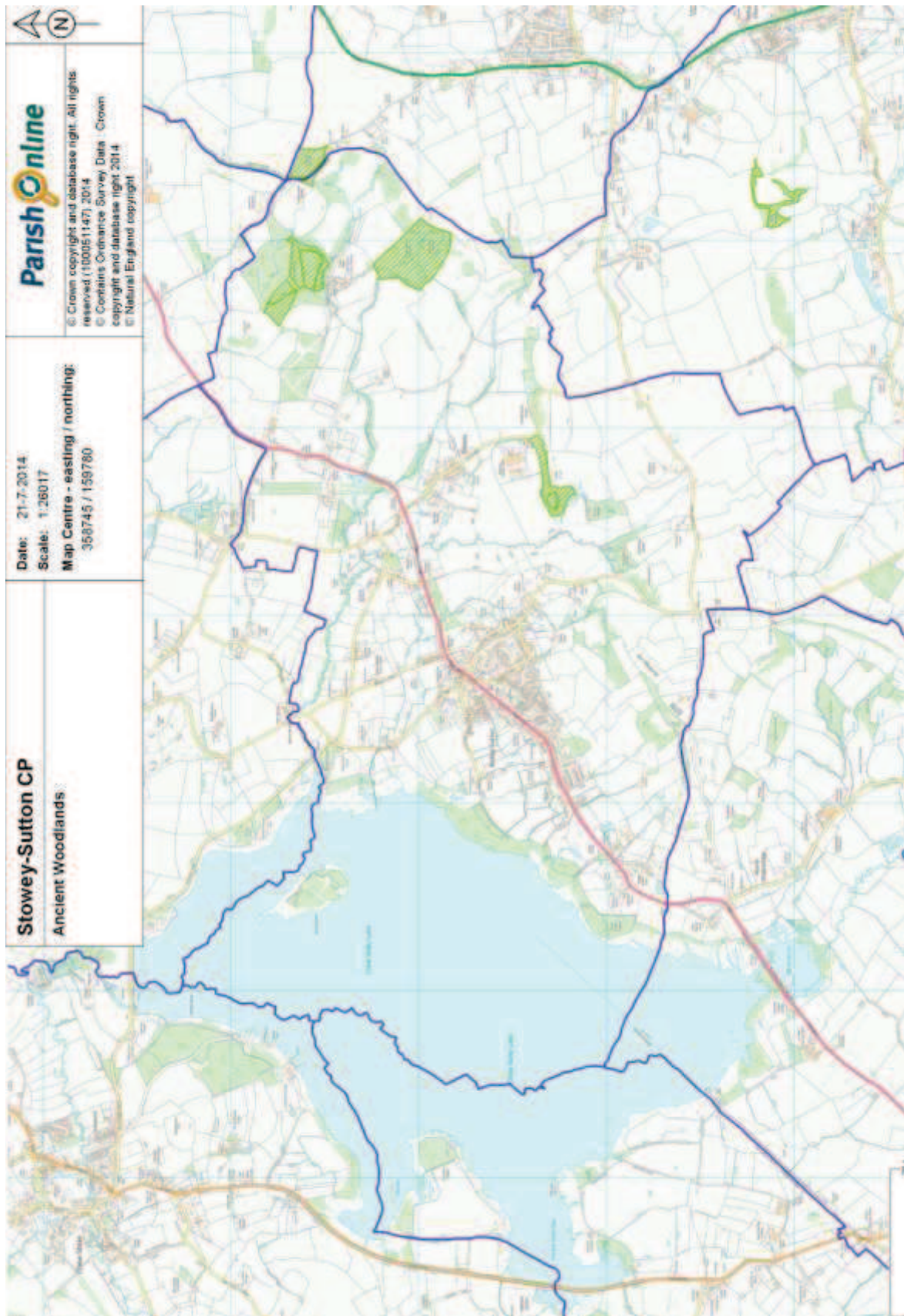
Area of Outstanding Natural Beauty, AONB



Footpaths



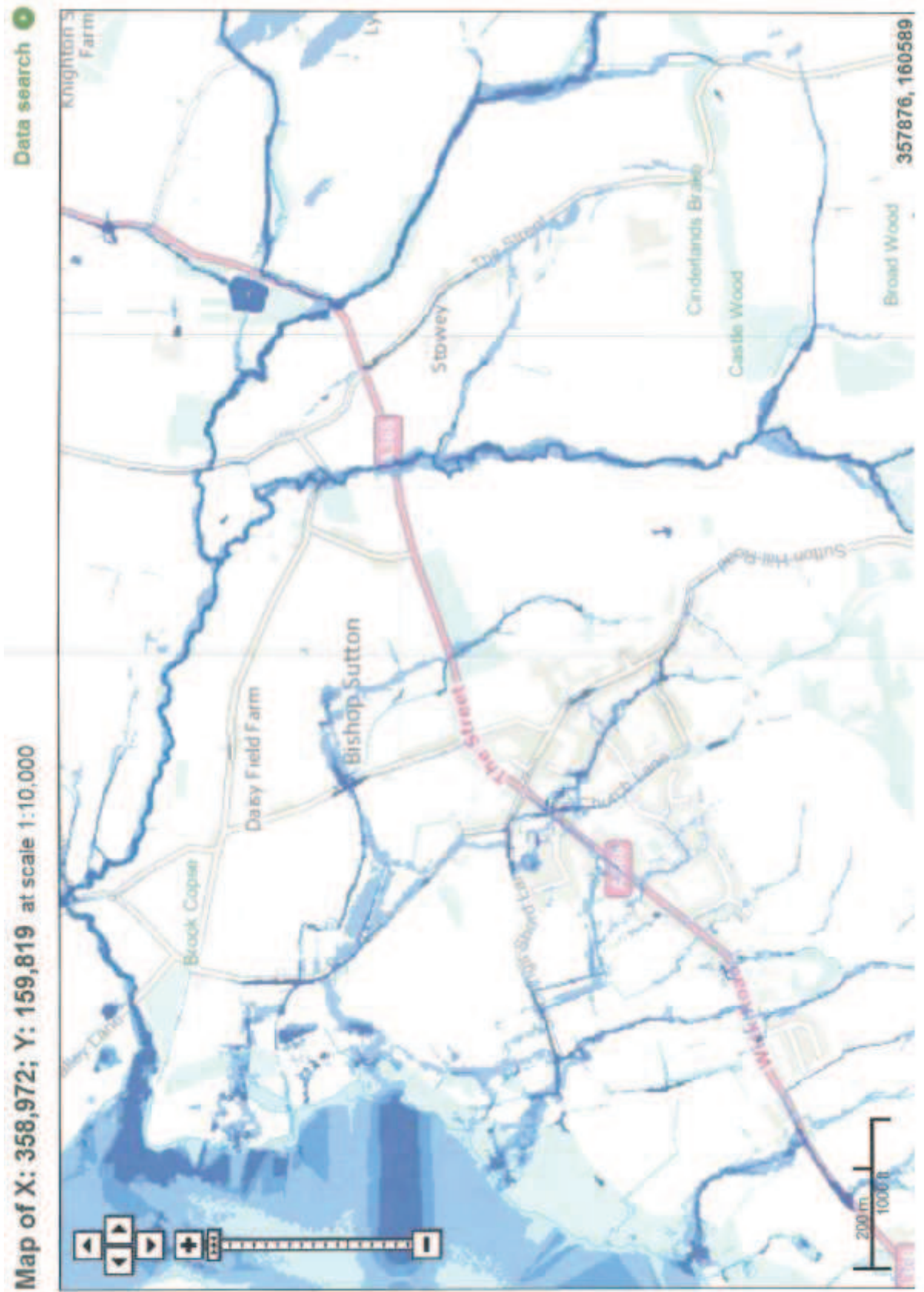
Strawberry Woods (one of a few remaining wet woods), Ancient Woodlands



Community Facilities Map



Revised Environment Agency Flood Map for Bishop Sutton



Appendix I

SSHP01 Revised Housing Development Boundary

B&NES Placemaking Plan Principles

This policy has been considered in conjunction with the B&NES Placemaking Plan Principles as set out in the letter below.

Dear Clerk,

Review of Housing Development Boundaries

I am writing to you with an update on the Placemaking Plan and to invite you to extend your involvement in planning for the future of your Parish or Town Council area. As you are aware B&NES are currently working on the Placemaking Plan (part two of the new B&NES Local Plan). The Council recently published the Options document for consultation and is intending to publish the Draft Plan in September 2015. As we have had a great response from Parishes wanting to get involved in the Placemaking Plan process and because the evidence gathered by the Parishes has been very useful informing the Placemaking Plan Options Document, I would like to invite your Parish to become involved in the review of the Housing Development Boundaries (HDBs). Updated HDBs will be defined in the Draft Placemaking Plan. To enable your Parish to become involved in the Placemaking Plan process below is information on the principles behind HDBs and what they should seek to achieve, a methodology and a program.

Purpose of HDBs

Housing Development Boundaries (HDBs) should be delineated to enable appropriate housing development to come forward within the policy framework of the Core Strategy, reflecting the roles of each settlement. This includes identification of sites and facilitation of appropriate windfall sites in line with the Core Strategy. They also therefore help to resist development on inappropriate sites.

HDBs are not the same as 'Settlement Boundaries'. Settlement Boundaries are broader and define the extent of a settlement, whereas HDBs enable greater specificity and control of areas that are appropriate for housing development. Further the Council's Core Strategy document references Housing Development Boundaries and confirms a Policy commitment to Housing Development Boundaries through the Placemaking Plan process.

National Planning Policy Framework

In drawing up Local Plans, Local Planning Authorities must have regard to the National Planning Policy Framework (NPPF) and the principles of sustainability. The NPPF outlines a presumption in favour of sustainable development and includes a number of Policies that provide the national framework guiding the location and form of residential development. The NPPF encourages the effective use of land by reusing land that has been previously developed (brownfield land), provided that it is not of high environmental value. The NPPF sets out the importance of protecting and maintaining Green Belts and establishes policies for appropriate and inappropriate development within them (please see the Green Belt section below). Paragraph 157 of the NPPF states that Local Plans should "identify land where development would be inappropriate, for instance because of its environmental or historical significance".

The Green Belt

Villages 'washed over by the Green Belt' are subject to a slightly different approach to definition of HDBs. Under paragraph 89 of the NPPF, the HDB is defined to enable "limited infilling in villages, and limited affordable housing for local community needs". The Core Strategy has already established which villages are washed over by the Green Belt and which villages are excluded from the Green Belt. The task for those villages washed over by the Green Belt is to review their HDBs in light of the requirements of Paragraph 89 of the NPPF.

Somer Valley

The strategy in the Somer Valley is to locate new development in the most sustainable locations and therefore the priority is to steer growth to brownfield land in the larger settlements in the Somer Valley. As part of that strategy the Somer Valley Policy Area is to deliver 2,400 homes, with 350 on greenfield sites adjoining the HDB. These 350 have already been permitted and there are 2,100 other units that will be delivered within the HDB. Therefore, no additional greenfield allocations will need to be made in the Placemaking Plan. The HDB will need to be reviewed and amended to reflect these permissions.

Keynsham

Keynsham is a historic town that occupies a strategically important location between Bristol and Bath and is therefore well placed to improve and attract investment. It will continue to act as a market town and service centre for the surrounding area. Keynsham is surrounded by the Green Belt and the current HDB reflects this. The B&NES Core Strategy removed two sites from the Green Belt sites, allocated them for development and defined a revised Green Belt boundary and HDB accordingly. Opportunities to further amend the HDB in other parts of Keynsham will be limited due to the Green Belt and any additional development in Keynsham will be limited to the urban area.

The four HDB guiding principles:

The four guiding principles must be applied when proposing revisions to the HDBs:

Principle 1:

The HDB will be defined tightly around the housing of the village.

Principle 2:

HDBs will be defined to include:

- a) Existing commitments for built development i.e. unimplemented planning permissions and allocations
- b) Land within residential curtilages except large gardens or other open areas which are visually detached from the settlement.

Principle 3:

HDBs will exclude:

- a) Playing fields or open space at the edge of settlements (existing or proposed)
- b) Isolated developments which are physically or visually detached from the village (including farm buildings or agricultural buildings on the edge of the settlement which relate more to the countryside than the settlement)
- c) Large gardens and other open areas which are visually open and relate to the open countryside rather than the settlement
- d) Large gardens or other areas whose inclusion or possible development would harm the structure, form and character of the village
- e) Areas where development and intensification would harm the character of the village or would have an unacceptable impact on the highway or on the character and landscape

- f) Significant employment sites that are important in providing sources of local employment

Principle 4:

HDBs do not need to be continuous. It may be appropriate given the nature and form of village to define two or more separate elements.

The HDB program

The methodology for reviewing the housing development boundaries is outlined in detail below:

Step 1: (This stage has been completed)

B&NES will provide a list of completions and unimplemented planning permissions. Where it is considered that the boundary may need to be altered this will be recorded. The desk top review will result in a set of draft boundaries.

Step 2: (All submissions need to be sent to B&NES by 5pm on February 27th 2015)

Parish Cocunisl will have until 27th February 2015 to suggest adjustments to the existing HDBs. Any adjustments must take into consideration the HDB principles (detailed above) and must follow the existing housing limits of the village and exclude valued landscapes, nature conservation sites and must be in accordance with the character of the settlement.

Step 3: (March-April 2015)

B&NES will then use the desk top exercise results and the parishes submission to make recommendations on the HDB revision.

Step 4: (June 2015)

B&NES will feedback to the parishes and Town Councils.

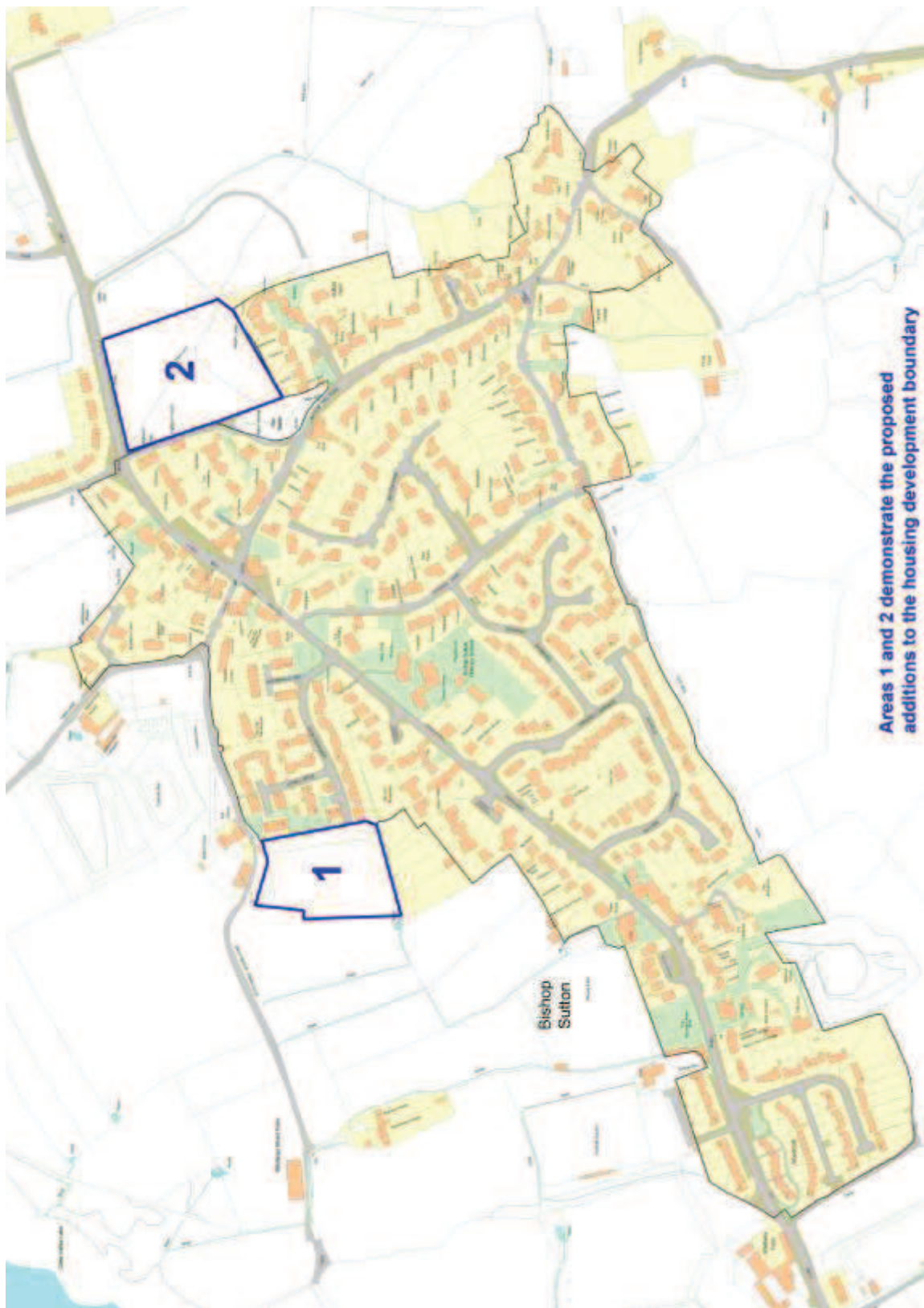
Step 5: (Autumn 2015)

Recommendations are put into the Draft Placemaking Plan for consultation, everyone in the district will be given the opportunity to make comments.

Yours sincerely,

Julie O'Rourke, Policy Planner

SSHP01 Revised Housing Development boundary



Appendix J

Existing Public Transport Links in the Plan Area

A leaflet was available at the time of publication showing the intermediate stops on the routes below,

[https://www.n-somerset.gov.uk/Transport/travel/bus_travel/Documents/Chew%20Valley%20timetable%20\(pdf\).pdf](https://www.n-somerset.gov.uk/Transport/travel/bus_travel/Documents/Chew%20Valley%20timetable%20(pdf).pdf)

Bus Timetables

Stowey Sutton Parish Council

To Bristol, Monday to Saturday

Bus service	672	67 (not Sat)	672	672
Time leaving Bishop Sutton	0715	0914	0951	1241
Time arriving at Bristol, Colston Avenue	0817	1015	1043	1333

From Bristol, Monday to Saturday

Bus service	67, stop Cd (not Sat)	672, stop Cp	672, stop Cp	672, stop Cp
Time leaving Bristol, Colston Avenue	1305	1425	1645	1810
Time arriving at Bishop Sutton	1406	1516	1736	1909

To & From Tesco & Midsomer Norton, 754 service, Mondays only

Time leaving Bishop Sutton	0915	Time leaving Midsomer Norton	1235
Time arriving at & leaving Tesco	1004	Time arriving at & leaving at Tesco	1240
Time arriving at Midsomer Norton	1012	Time arriving at Bishop Sutton	1332

To & From Weston-Super-Mare, 134 service, Tuesdays only

Time leaving Bishop Sutton	0912	Time leaving Weston-s-Mare, Regent Street	1300
Time Arriving at Weston-s-Mare, High Street	1039	Time Arriving at Bishop Sutton	1420

To & From Bath, 752¹ service, Wednesdays only

Time leaving Bishop Sutton, Woodcroft	0924	Time leaving Bath, Grand Parade	1345
Time arriving at Bath, Grand Parade	1015	Time arriving at Bishop Sutton	1431

To & From Congresbury & Nailsea, 128² service, Thursdays only

Time leaving Bishop Sutton, opposite shop	0915	Time leaving Nailsea, Link Road	1210
Time arriving at & leaving Congresbury	0949	Time arriving at & leaving Congresbury	1245
Time arriving at Nailsea	1015	Time arriving at Bishop Sutton	1315

To & From Keynsham, 640³ service, Fridays only

Time leaving Bishop Sutton, Red Lion	0925	Time leaving Keynsham, Ashton Way	1240
Time arriving at Keynsham, Ashton Way	1015	Time arriving at Bishop Sutton	1330

All busses pickup & drop-off from the bus stop outside the village shop, except for the 128² which is from the bus stop opposite, the 640³ which is from the Red Lion & the 752¹ which picks up from the Woodcroft stop on the opposite side of the road to the Sutton Spice restaurant at the end of the village. All busses also stop in Chew Magna 10-15 minutes after picking up at Bishop Sutton & pick up in Chew Magna 10-15 minutes before dropping off in Bishop Sutton; apart from the Tesco/Midsomer Norton service, which is 25 minutes before/after & the Nailsea service which misses it entirely. There are no busses on Sundays or any Bank Holidays.

This timetable is correct at the time of writing (October 2014), but we take no responsibility for its accuracy or any loss, damage or inconvenience caused by its use.

Appendix K

SSBE05 Evidence of Existing Low Broadband Speed

A quantitative survey's was conducted during September 2014, with volunteers asked to use the BT Wholesale Broadband checker at WWW.speedtest.btwholesale.com and email the results to the survey team.

The sample included both residential users with domestic broadband packages and business users with business packages, however the results were very similar regardless of contract type.

The results show the average download speed achieved was 2.57Mbps, with an average upload speed of just 0.36Mbps, these figures are below the current minimum standards recommended by video on demand and "catch-up TV" providers, as well as being inadequate for small business networks.

Average Download Speed

2.57

Average Upload Speed

0.36

Count	Date Sept 2014	Time	Download	Upload	Ping
1	1	09:06	2.44	0.36	44
2	2	08:15	2.54	0.34	36
3	3	07:47	2.49	0.37	42
4	4	08:18	2.48	0.37	39
5	5	08:47	2.46	0.27	63
6	6	08:38	2.45	0.37	34
7	7	08:57	2.45	0.35	39
8	8	08:03	2.44	0.38	32
9	9	08:43	2.46	0.34	42
10	10	08:04	2.34	0.3	76
11	11	07:05	2.48	0.38	44
12	12	07:40	2.48	0.36	33
13	13	11:31	2.46	0.37	62
14	14	19:55	2.40	0.37	43
15	15	18:51	2.45	0.38	34
16	15	13:40	1.76	0.68	38.75
17	16	08:40	2.46	0.36	37
18	17	18:40	2.86	0.28	44

19	18	08:57	2.92	0.35	41
20	19	08:10	2.74	0.36	36
21	20	07:45	2.79	0.33	44
22	20	12.44	2.14	0.32	54.5
23	20	12.43	2.14	0.32	54.5
24	20	12.34	2.09	0.36	48.88
25	22	09:24	2.71	0.37	42
26	22	19.30	2.12	0.36	68.38
27	23	08:30	2.74	0.28	39
28	23	22.4	2.54	0.34	48.88
29	24	08:01	2.20	0.31	77
30	24	15:52	2.76	0.35	57
31	25	08:41	2.71	0.37	42
32	26	08:28	2.74	0.31	37
33	27	07:30	2.32	0.34	64
34	28	18:12	2.81	0.23	38
35	28	22:55	4.29	0.55	34.75
36	28	22.50	3.93	0.25	41.38
37	29	08:07	2.72	0.37	44
38	29		2.29	0.37	93.63
39	30	07:49	2.75	0.38	42

100.35 13.85 1830.65

**Average
Download
Speed**

2.57
**Average Upload
Speed**

0.36
**Average
Ping**

46.94

Appendix L

SSHD05 Evidence Limited Capacity From Wessex Water

From: Gillian Sanders <Gillian.Sanders@wessexwater.co.uk>

Subject: WW Resp Housing Developments in Bishop Sutton

Date: 24 March 2014 09:45:39 GMT

To: Steve Turner <steve.turner@+++++++.co.uk>

Dear Steve,

Further to your email below please find attached an extract from our records showing the approximate location of the sewers serving the catchment of Bishops Sutton and Stowey. The gravity foul sewers are 150mm diameter at the periphery of the network increasing to 225mm diameter as more flows are intercepted through the catchment and finally to 300mm diameter prior to discharge to Bishop Sutton sewage pumping station. Flows from the pumping station are pumped forward to Chew Stoke sewage treatment works.

Wessex Water are aware of the developments described below either through pre planning enquiries, planning consultations or both. We will have advised the need for separate systems of drainage with surface water flows being directed to SuDs (i.e soakaways) or watercourse in accordance with NPPF guidance and foul sewerage only connected to the foul sewerage network.

We have advised that there is local current available capacity within the local sewerage network to accommodate predicted foul flow only from these developments.

Wessex Water has recently undertaken improvements at the downstream pumping station. Improvements incorporated an element for future growth known at the design stage of the project to ensure that the overflow from the pumping station was not predicted to operate more frequently as a result of known catchment growth.

The improvements will accommodate the recently approved planning applications; if the majority of the remaining sites achieve planning approval a review of the pumping station will be required with possible additional improvements.

Regards

Gillian Sanders

Planning Liaison

Phone: 01225 526303

Fax: 01225 528000

e-mail: gillian.sanders@wessexwater.co.uk

Web: www.wessexwater.co.uk

Appendix M

Consultation Statement

The Stowey Sutton Neighbourhood Plan has been prepared by residents and members of Stowey Sutton Parish Council working as part of a Neighbourhood Planning Steering Group with support from Bath and North East Somerset Council.

The process has involved a number of key steps:

Initial Work

Stowey Sutton Parish Council were at the forefront of parishes considering development of a Neighbourhood Plan, with the creation in February 2012 of a parish council working party to investigate and enable the structures needed to prepare a plan, throughout 2012 the parish council working party met, ultimately distributing a high level survey to all homes within the parish in September 2012.

This high level survey was designed to identify areas of interest and concern within the community and was used in deciding the areas of responsibility for the working parties in the second, community led, phase of the Neighbourhood Plan.

Initial attempts to engage with B&NES were unsuccessful, which led to a delay in the process, once B&NES appointed a

liaison officer and created a process for parishes to follow Stowey Sutton moved to a proactive community led approach.

A launch meeting for this phase was held in November 2013, where the plan process and broad objectives were discussed with the community and applications for members of the various working parties and steering group were invited.

Area Designation and Raising Awareness

A steering group was formed to discuss the creation and scope of the Neighbourhood Plan process. During 2012 and 2013 parish councillors and steering group members attended several village events informing residents of the forthcoming Neighbourhood Plan.

In December 2013 Stowey Sutton was formally designated as a Neighbourhood Planning area.

Consultation and Evidence Gathering

An initial high level survey was carried out by the Parish Council in September 2012 to identify the broad areas of interest and concern within the parish, copies of the survey were distributed to every household by parish councillors, the results were analysed and used to designate the broad areas of responsibility for each of the working parties in the second community led phase of the project.

In February 2014 drop-in events were held for two key stakeholder groups, local businesses and employers and local land owners. These groups were identified by the research of the relevant working parties and letters of invitation were sent to each person by the parish council.

Leaflets describing the Neighbourhood Plan process, key aims and objectives were distributed throughout the winter of 2013/14 to community groups as well as via the local school. Regular reports were presented to the parish council and updates circulated in the parish councils monthly electronic newsletter.

In February 2014 a detailed housing needs survey was distributed to every household in the parish by members of the Neighbourhood Plan team, with the results collected by reply paid envelopes included with each survey. The results were analysed by Worcester Research. Almost 40% of homes responded to the survey. Copies of this survey were also made available in neighbouring parishes via leaflet stands in the village shops, to ensure that the wider community needs were included when considering the survey responses.

In March 2014 a second survey was distributed to every household within the parish by members of the Neighbourhood Plan team and volunteers. This survey covered more general topics, such as Roads and Transport, Business and Employment and Community and Recreation, the responses were again collected by reply

paid envelopes included with the survey forms, with a response of almost 30%.

The responses to these two surveys were analysed, collated and used by the working parties in the development of the initial draft policy document, which also incorporated reference to key national and local statistics and policy documents. The steering group produced a Sustainability Appraisal, Scoping report and Equality impact analysis, which contains a broad range of statistics and information that helped to identify issues for the Parish. This information is provided in separate supporting documents.

Consultation on initial draft and the steps to the final plan

During May 2014 two further drop-in sessions were held to present the initial draft policies and consult the community on their views, the feedback received was very positive. The steering group also consulted both the parish and B&NES council on the initial draft and the combined feedback from the drop in events, parish and B&NES council's was fed back to the working parties and a second draft of the policies was produced.

This draft was validated, checked for robustness and compliance with the Core Strategy by B&NES in September 2014, before being distributed to every household in the parish in October 2014 for formal consultation, prior to

submission for inspection and public referendum.

Consultation Calendar

01/02/2012

Neighbourhood Plan discussed at Stowey Sutton Parish Council meeting, Minute 10 resolves to establish a working party to explore development of a Neighbourhood Plan, press release prepared and published in Chew Valley Gazette and Parish Magazine (distributed to every home within the parish / Neighbourhood Plan area).

14/03/2012 to 29/10/2012

Parish Council Neighbourhood Plan working party met, on the second Wednesday of each month, to develop a strategy, ultimately producing a preliminary high level survey to identify areas of community concern and interest.

This survey was distributed to every household, as a leaflet drop by parish councillors as well as being promoted by the parish clerk on a stand at the Bishop Sutton Fun Day on the 16th June 2012, and an online version was available via the parish council website, stowey Sutton pc.org.

These surveys were returned either by post to the parish council clerks address or via a collection box in Bishop Sutton.

Once analysed the responses were fed back to parishioners via a press release which was published in the Chew Valley

Gazette, Stowey Sutton Parish Magazine and Parish Council website.

The results were then used to inform the broad subject areas for the working parties in the second community led phase of the plans development.

2nd October 2013

Following the appointment of a liaison officer by B&NES council, together with changes in the regulatory regime which would permit a Neighbourhood Plan to be adopted without the county council having an approved local plan, the Neighbourhood Plan was discussed under item 10 of the 2nd October 2013 Parish Council agenda and it was agreed to re-start work on our Neighbourhood Plan, rather than join the recently publicised Chew Valley wide group parish plan. This was recorded under minute 10 and publicised in the Stowey Sutton Parish Magazine and on the Parish Council website.

6th November 2013

Following a meeting with Julie O' Rourke the B&NES Neighbourhood Plan liaison officer, a report on the proposed community led approach for the second phase of Neighbourhood Plan development was given to the Parish Council, where the proposed committee structure was approved together with a budget of £400 for publicity and a public meeting, this was recorded under minute 6D of the Stowey Sutton Parish Council Meeting 06/11/13 and publicised in the Stowey Sutton Parish Magazine and on the Parish Council website.

12th November 2013

Parish Councillors Heather Clewett and Bernadette Bradley attended the Bishop Sutton Women's Institute Meeting at the Bishop Sutton Methodist Hall, 17 members of the WI were in attendance, the speakers and topic, "The work of the Parish Council and the Neighbourhood Plan", had been publicised at the previous meeting.

The councillors discussed the work of the parish council, the format, purpose and legal status of Neighbourhood Planning, together with the opportunities to get involved with the Stowey Sutton Neighbourhood Plan and the details of the public meeting on the 25th November.

A hand-out raising awareness of the Neighbourhood Plan and how to get involved was distributed to everyone present.

This group are predominately aged 55 and over.

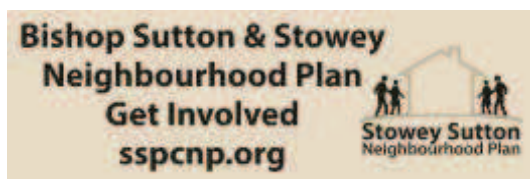


Figure 21 Community awareness banner

22nd November 2013

Two 2.5 metre x 60cm banners promoting the Neighbourhood Plan and giving contact details were first displayed, these have been used at several sites around the parish and at public engagement events continuously since this date, they

will remain in use at different locations until the referendum has completed.

All age groups will have seen these banners and their contact details.

25th November 2013

A public meeting was held at the Methodist Hall in Bishop Sutton, this event had been publicised by an advertisement in the Stowey Sutton Parish Magazine, an item on the parish council website, together with posters placed in prominent positions around the parish.

The meeting was attended by twenty people, three children and three parish councillors were also in attendance.

The meeting was hosted by Heather and Keith Betton from Stowey Sutton Parish Council, using a question and answer format, which was well received, they highlighted the Parish Councils previous work and the way forward.



Figure 22 Community led Neighbourhood Plan phase Launch event 25/11/13

Following that meeting five people volunteered to chair working parties to help develop the plan and several more

volunteered to join a working party members, two parish councillors have offered to be involved in the working parties.

The Working Parties are:

- Housing and development
- Roads and transport
- Community and recreation
- Business and employment
- Public engagement

The Steering Group, will consist of the working party chairs plus Keith Betton, Parish Council Chairman, as chair and Heather Clewett as vice chair, this group will manage the process directly with monthly reports to the full Parish Council.

Those attending this meeting had varied ages from mid-20's to post retirement. Three children were also present and the eldest of 11 years has, under adult supervision, delivered questionnaires to homes in the Parish.

4th/5th/6th December 2013

Sally Monkhouse, Chair of the Neighbourhood Plan Public Engagement working party, together with community volunteers arranged for copies of our Neighbourhood Plan awareness leaflet to be distributed to every child through their school's "book bag".

In preparation for this event large yellow "Ask me about Neighbourhood Planning" pin on badges had been purchased to promote and help raise visibility.

This team also undertook footfall awareness raising events with parents at the gates of Bishop Sutton Primary School and with the local mothers and toddlers group, on these dates using the same leaflet.

The school children are aged between 5 and 11 years of age.

The parents and members of the community reached through the footfall awareness sessions were aged between early 20's and post retirement age.

3rd to 7th December 2013

Alana Weeks, a community volunteer, distributed Neighbourhood Plan awareness leaflets to all homes in Stowey, discussing the plan process with those residents who asked.

The residents of Stowey are aged between early 20's and post retirement age.

5th December 2013

A post was made on a popular community Facebook page, which highlighted the Neighbourhood Plan, together with the forthcoming "Meet the Team" event which was being held prior to the village carol concert on the 11th December at Bishop Sutton village hall.

11th December 2013

Three members of the Neighbourhood Plan steering Group held a "meet the team" event prior to the village carol concert at Bishop Sutton village hall.



Figure 23 11/12/13 Meet the team event at the Bishop Sutton carol concert

The team members, Keith Betton, Heather Clewett and Sally Monkhouse, greeted each family and group on arrival, handing out Neighbourhood Plan awareness leaflets to everyone, they then circulated throughout the group prior to the commencement of the concert, during the interval and at the end of the event discussing the Neighbourhood Plan process and ways that people could get involved.

All age groups from pre-school children, through Primary and Secondary school pupils, together with adults from their 20's to post retirement.

16th December 2013

The Steering Group met for the first time, in attendance were;

Keith Betton, Heather Clewett, Richard Brent, David Dickerson, Steve Turner, Jack Sane and Sally Monkhouse.



Figure 24 16/12/13 First meeting of the Neighbourhood Plan Steering Group

22nd December 2013

Ward Councillor Vic Pritchard held a social event at his home following the carol service held at Stowey Church and invited members of the Neighbourhood Plan team to meet with his guests to raise awareness of the plan and how to become involved and stay informed.

People at this event were predominately aged 50+

7th February 2014

In conjunction with Worcester Research a housing needs survey was devised and approved by Julie O' Rourke of B&NES council, the survey was distributed to every household within the parish, with additional survey forms made available in the village stores of West Harptree and Chew Stoke, the two neighbouring parishes.

Additional surveys were made available to download from the Parish Council website.

Surveys were returned in reply paid envelopes, included with each survey, directly to Worcester Research.

The survey was publicised on the Parish Council Website, in the February and March Parish Council newsletters and through a post on a popular community Facebook page for the area.

As this survey went to every household within the parish all age groups had full access to respond.

The results of the Housing Needs survey were published on the Parish Council website, reported at the 4th April Parish Council meeting and highlighted in the May Parish Council newsletter

24th February 2014



Figure 25 24/02/2014 Landowner engagement session

Two stakeholder engagement sessions were held, at the Red Lion in Bishop Sutton, the venue was hired exclusively for these sessions when the business was not otherwise open.

Stakeholders were invited by letter from the Parish Council and tea, coffee and bacon rolls were provided.

The first session from 08.30 to 10.00 was for local land owners and developers, those invited were identified in several ways, each developer or land agent that had submitted an application, whether successful or not in the previous 12 months, together with each of the land owners who had put land within the parish forward in the SHLAA, that is outside the housing development boundary, and the owners of sites suitable for small scale infill development within the housing development boundary. People at this event were predominately aged 50+

The second session from 10.00 to 11.30 was for local business owners and managers, those invited were identified in several ways, from local listings such as yellow pages, the Chew Valley Green Pages (a local business directory published annually by the Chew Valley Gazette) and internet searches, this was supplemented by the local knowledge of Steering Group and Parish Council members. Businesses from neighbouring villages were also invited.

People at this event were predominately aged 50+

12th March 2014

A second survey was devised by the three working parties other than housing and development and approved by Julie O' Rourke of B&NES council, the purpose of this survey was to identify community views on Roads and transport, Business and Employment as well as Community and Recreation, with the intention of

developing policies to guide both the Parish Council and B&NES on non-housing issues over the course of the plan's life.

The survey was distributed to every household within the parish, with additional survey forms made available to download from the Parish Council website.

Surveys were returned in reply paid envelopes, included with each survey, directly to Worcester Research.

The survey was publicised on the Parish Council Website, in the March Parish Council newsletters and through a post on 27th March 2014 at a popular community Facebook page for the area.

As this survey went to every household within the parish all age groups had full access to respond.

The results of the general survey were published on the Parish Council website, reported at the 1st May Parish Council meeting and highlighted in the May Parish Council newsletter

15th May 2014

Two public engagement events were held to obtain feedback on the first draft of the Neighbourhood Plan policies.

The first event was held at the Red Lion in Bishop Sutton from 08.30 to 10.00, the venue was hired exclusively for this sessions when the business was not otherwise open.

The event was targeted at people dropping children off at school, waiting for one of the morning busses to Bristol, or otherwise free in the morning.



Figure 26 15/05/14 Morning public engagement event

The event was highlighted in the May Parish Council newsletter, discussed at the May Parish Council meeting and publicised with posters throughout the parish, which were supplemented with footfall engagement by members of the Public Engagement working party.

A display of the draft policies was prepared, together with hand-outs of the policies, each member of the steering group was on hand to discuss the Neighbourhood Plan and the draft policies.

A blank flip chart was available for visitors to record their comments.

People attending this event were aged from their early 20's to post retirement age.

The second event was held at the Methodist Hall in Bishop Sutton from 17.30 to 19.00, the venue was hired exclusively for this sessions when the hall was not otherwise open.

The event was targeted at people returning from work, or otherwise free in the evening.

The event was highlighted in the May Parish Council newsletter, discussed at the May Parish Council meeting and publicised with posters throughout the parish, which were supplemented with footfall engagement by members of the Public Engagement working party.



Figure 28 15/05/14 Morning public engagement session at the Methodist Hall, Bishop Sutton



Figure 27 15/05/14 Evening public engagement session at the Methodist Hall, Bishop Sutton

A display of the draft policies was prepared, together with hand-outs of the policies, each member of the steering group was on hand to discuss the Neighbourhood Plan and the draft policies.

A blank flip chart was available for visitors to record their comments.

People attending this event were aged from their 30's to post retirement age.

15th July 2014

A face to face, footfall survey was undertaken along Wick Road / A368 between the Methodist Hall and Bishop Sutton Primary School, the survey was undertaken by Heather Clewett and community volunteers with the public engagement working party, the purpose of the survey was to clarify previous responses and community comments regarding safe crossing points along Wick Road / A368.

The age group consulted during this activity ranged from children to adults in their early twenties through to post retirement age.

Throughout the second community led phase of the Neighbourhood Plan, commencing November 2013 David Dickerson and volunteers from the Community and Recreation working party had discussions with representatives from the following parish organisations and groups to discuss both specific areas of interest and concern to the group members as well as the Neighbourhood Plan progress and ways to get involved and stay informed.

Feedback from organisations:

Bishop Sutton AFC

Bishop Sutton Baby Clinic

Bishop Sutton Badminton Club

Bishop Sutton Cricket Club

Bishop Sutton Anglican Church

Stowey Anglican Church

Bishop Sutton Methodist Church

Bishop Sutton Mums and Toddler Group

Bishop Sutton Pre School

Bishop Sutton Tennis Club

Bishop Sutton Village Hall

Mobile Youth Team

Avon and Somerset Police

1st Stowey Sutton Brownies

Sutton Theatre Company

Other Consultees include

Head of Bishop Sutton Primary School

B&NES district councillor for Chew Valley South Ward.

The Chairs of Clutton and Timsbury Parish Councils regarding their Neighbourhood Plans.

Officers of B&NES council.

1st September 2014

The Neighbourhood Plan was featured in the September Parish Council newsletter, which highlighted the availability of the latest draft on the Neighbourhood Plan website, together with the plans progress.

2nd September 2014

The Neighbourhood Plan was submitted to B&NES for four weeks of informal

review, the responses were feedback via meetings with the B&NES liaison & discussed at the 30th October 2014 steering group meeting, when the decision to commence the formal six week community consultation from 1st November was agreed.

1st & 2nd November 2014

Community volunteers distributed copies of the Neighbourhood Plan consultation leaflet to every household in the plan area.

The rear cover of the leaflet highlighted the availability of a printed copy of the full Neighbourhood Plan, as well as the facility to request a visit from a steering group member to discuss the plan in residents own homes.

The age group consulted during this activity ranged from children to adults in their early twenties through to post retirement age.

1st November to 12th December 2014

A printed copy of the full Neighbourhood Plan, all appendices and supporting documentation, was made available for viewing, without an appointment, during office hours a Chew Valley Caravan Park, Ham Lane, close to the centre of Bishop Sutton.

The Neighbourhood Plan website www.sspcnp.org contained a full copy of the full Neighbourhood Plan, all appendices and supporting documentation throughout this period, as well as advertising the availability of a

big print version of the community consultation leaflet.

5th November 2014

The draft Neighbourhood Plan consultation document was discussed at the Parish Council meeting and as recorded in minute 7.2 of that meeting the Parish Council voted unanimously to support the Neighbourhood Plan in its current form.

11th November 2014

A steering group member made a presentation to the WI group meeting in Bishop Sutton, this was followed by a discussion of the draft plan, with the groups comments recorded.

The age group consulted during this activity ranged from adults in their early twenties through to post retirement age.



Figure 29 Community Consultation 20/11/14

14, 17 & 19 November 2014

Steering group member David Dickerson held informal discussions concerning the SSNP with the young people (YP) on 14th & 17th November at the Youth Bus and Methodist Hall Chill Out Zone with a more formal session in the Youth Bus on

Wednesday 19th November with 16 Young Persons present.

The age group consulted during this activity ranged between 14 & 18.

20th November 2014

Two public engagement events were held to obtain feedback on the Neighbourhood Plan policies.

The first event was held at the Red Lion in Bishop Sutton from 08.30 to 10.00, the venue was hired exclusively for this sessions when the business was not otherwise open.

The event was targeted at people dropping children off at school, waiting for one of the morning busses to Bristol, or otherwise free in the morning.

The event was highlighted in the November Parish Council newsletter, discussed at the November Parish Council meeting and publicised with posters throughout the parish, which were supplemented with footfall engagement by members of the Public Engagement working party.

A display of the draft policies was prepared, together with hand-outs of the policies, each member of the steering group was on hand to discuss the Neighbourhood Plan and the draft policies.

A blank flip chart was available for visitors to record their comments.

People attending this event were aged from their early 20's to post retirement age.

The second event was held at the Methodist Hall in Bishop Sutton from 18.00 to 19.30, the venue was hired exclusively for this sessions when the hall was not otherwise open.

The event was targeted at people returning from work, or otherwise free in the evening.



Figure 30 Evening Community Consultation Event 20/11/14

The event was highlighted in the November Parish Council newsletter, discussed at the November Parish Council meeting and publicised with posters throughout the parish, which were supplemented with footfall engagement by members of the Public Engagement working party.



Figure 31 Public engagement working party raising awareness of the community consultation

A display of the draft policies was prepared, together with hand-outs of the policies, each member of the steering group was on hand to discuss the Neighbourhood Plan and the draft policies.

A blank flip chart was available for visitors to record their comments.

People attending this event were aged from their 30's to post retirement age.

27th November 2014

Members of the public engagement working party conducted footfall surveys in Bishop Sutton, to raise awareness of the community consultation, the Neighbourhood Plan and ways to provide feedback on the plan, which included handing out slips with the Neighbourhood Plan website and feedback email address, to maximise public engagement.

30th November 2014

The community consultation was featured in the Stowey Sutton Parish Council electronic newsletter which was sent to everyone on the Parish Councils e-mailing list highlighting the Neighbourhood Plan and community consultation.

7th December 2014

An electronic newsletter was sent to everyone on the Parish Councils e-mailing list highlighting the community consultation deadline & encouraging people to send feedback.

29th January 2015

B&NES Council commenced public consultation on the Stowey Sutton Neighbourhood Plan, which completed at 5pm on the 12th March 2015, no adverse responses were received.

April 2015

Following the publicity consultation on the Plan Proposal, B&NES Council submitted the Draft Neighbourhood Plan for Independent Examination (April 2015)

Janet L Cheesley was appointed to examine the Stowey Sutton Neighbourhood Development Plan Proposal (or Neighbourhood Plan). All comments received on the plan proposal consultation carried out between 29th January and 12th March 2015 were passed to Ms Cheesley for her consideration.

The Examiner has since considered the submitted representations and has now issued her report on the examination of the Stowey Sutton Neighbourhood Plan. In her report Ms Cheesley has recommended number of proposed modifications and that the plan should be put to a community referendum.

Preliminary high level survey

Stowey Sutton Parish Council

The Stowey Sutton Parish Council Neighbourhood Plan is an opportunity for local residents and for those who work in the parish to influence what happens in the parish over the next ten years. Neighbourhood plans will form part of the B&NES Core Strategy and should reflect the views of the community, but must also be in general conformity with the policies contained within the B&NES Core Strategy.

The Neighbourhood Plan will mean that, we, as a community can set out a shared vision including planning policies for the development and use of land within the parish. The Neighbourhood Plan should reflect how we see living and working in the community over the next ten years. This should include both things that we wish to preserve and anticipating the changing and future needs of the community.

As a first step we are asking the community to answer five simple questions, to help to indicate some of the areas that we should include in the more detailed surveys as the plan progresses.

You may want to give general answers, for instance you may say that "the community needs better public transport", or you may wish to be more specific and say "I need a bus to get me to Bath by 8.50 on weekdays so that I can get to work", whatever you say will help us to know what issues to focus on as we work towards developing the Neighbourhood Plan.

Don't worry, this is simply the first stage in the process, as the plan develops, there will be more ways to get involved and influence the contents and outcome. There will be more detailed surveys, events for the community to listen and influence the plan and eventually a vote for the whole community to decide if the plan should be accepted on behalf of the community, but the first step is to complete this survey, so we can get started.

Anyone who lives or works in the parish can complete the form, regardless of age, but we need the responses by the end of June 2012 so we can begin work on the next stage, if you need more space just continue on a blank piece of paper.

Name <i>Optional</i>	Do you live in the Parish	Do you work in the Parish	If we can contact you about your comments please put a telephone number here
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Things you consider the community needs	Things you consider the community should save
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Neighbourhood Plan

Preliminary Survey
June 2012

<p>Things you think need or could be changed in the community</p>	<p>Things you think the community should avoid</p>
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A big part of the B&NES Core Strategy is dedicated to meeting central government targets for additional housing within the county and inevitably every community will be asked to allow for some additional housing development, please indicate below how you feel the parish should be allowed to grow.

I like the village just the way it is & do not want any significant development	
I think the village could grow by 5 to 10 homes per year to help keep the community moving forward	
I think the village would benefit from more development as a larger community will encourage more shops, facilities and public transport to improve the amenities for the whole community	

<p>This box is for you to say anything else that you feel the Parish Council should consider when thinking of the future of the community</p>

You can put the completed form in the collection box on the Parish Council stand at the village fun day, post it to the Parish Clerk, 3 Chapel Street, Bishop Sutton, BS39 5UX or complete the survey online via the link at stowesuttonpc.org

Stowey Sutton Parish Survey September 2012

Initial summary of responses, grouped by question

Things the community needs

Improved communication and relationships with B&NES planners (officers and elected representatives) are likely to be beneficial to all concerned, and could be promoted by the establishment of a community forum involving B&NES planners and (where appropriate) relevant agencies, other local villages etc to support cohesive, informed decision making.

Expand the existing play area at the Village Hall

Expand the existing play area at the Village Hall

Better bus service

To protect the current Greenbelt

Better bus service - runs after 5pm and runs to Bath.

Greenbelt land

Greenbelt land

Streetlighting on main road

Things for young people

local shops

local shops

Public transport to Bath and better service to Bristol

Better bus service with extended hours

Greenbelt land

Greenbelt land

Greenbelt land

Retain the character of the village by avoiding development beyond the existing village boundary

Greenbelt land (and the open spaces outside the village boundary)

local shops

Direct bus service to Bristol and Bath

Greenbelt land

Greenbelt land
Traffic speed controls
open spaces
Safety and convenience for pedestrians (well maintained pavements and footpaths!)
An area for young teenagers to meet and have fun. (Not the bus stop or back of the village hall!)
Better inter village transport available for old and young
More frequent public transport
open spaces
Local employment
Streetlighting
Traffic calming at both ends of the village and through the centre
local shops
A much faster more stable broadband internet connection
More local shops eg bakery
open spaces
Greenbelt land
better public transport
A second shop for competition
Good public transport
Greenbelt land
Local shops and services including schools
shop
shop
Cappards play area good for 0-5yrs but 7+ years riding bikes not a good area so an area that bikes can be ridden safely

better public transport
Zebra crossing near the spar shop will slow traffic around the bend coming into the village. Will also help children crossing for the school bus.
Local employment linked to redevelopment of redundant buildings/land.
local shops
local shops
greenbelt land
greenbelt
more homes for local people
More public transport to help generate employment opportunities
More traditional shops eg butcher, baker, chemist, greengrocer and café
Upgraded pavement specially near the Methodist Church.
Greenbelt land
A much faster more stable broadband internet connection
Safe, convenient, well maintained pavements and paths for pedestrians.
No more new housing developments, especially low cost housing as it is bringing the area down with anti-social behaviour
A community spirit - engendered by clubs, churches and pubs General shop Good roads and footpaths
Footpath access around Chew Valley Lake from Bishop Sutton Fix pot holes on Ham Lane, A368 and Stinchings Shord Lane Allow the general public access to and use of the lake, not just the elite few of the sailing club: e.g. allow water-based activities for families such as pedalos hire and/or canoe hire
A viable village hall with rents set at a level that are affordable for local clubs, societies, youth etc. Open spaces (e.g. fields) for children to play in. Local shops and businesses.
More local shops and employment generally. Better public transport
better youth facilities traffic speed control continued investment in schools

Protect the green belt from inappropriate development, focus in building on the brown-field sites already within the village.

Traffic calming - Wick road is very fast and we need to slow traffic down coming through the village. More affordable housing

Traffic calming on wick road to make the school run safer. More Housing including affordable. A proper play area for children similar to the East Harptree play area.

Permissive links between rights of way to encourage greater use of footpaths Specific lanes designated as local cycle routes A project to quantify parish carbon footprint and devise ways and targets for reducing it All would be innovative projects and of interest to other parishes

Street lighting; specifically through the high street (Wick Road) The pavements are a trip hazard in the dark and passing vehicles also create a hazard. Better parking outside the local school during in and out times. A Limit on the max weight of any vehicle using Bonhill Road other than public transport or for access. There are more suitable routes between Bishop Sutton, Chew Stoks and Chew Magna. If being an A class road is a problem in restricting access then get the highways dept to change it to a B class road; it should never have been an A class due to its limited width,

YOUTH FACILITIES - THE BUS SHELTER OPPOSITE THE POST OFFICE DOES NOT QUALIFY AS SUCH BETTER PUBLIC TRANSPORT LINKS - WE ARE IN BATH and NE SOMERSET BUT IS THERE A COMMUTER SERVICE TO BATH FOR THOSE WHO WORK OR STUDY IN THE CITY? OR EVEN FOR VISITORS TO THE AREA TO USE. THE BRISTOL SERVICE ONLY REALLY WORKS IF YOU HAVE EMPLOYERS WHO LET YOU WORK HOURS TO SUIT THE BUS TIMETABLE THE COMPLETION OF THE CYCLE PATH WOULD BE A BONUS - A LOT OF PEOPLE IN BS AND OTHER VILLAGES CYCLE, WALK AND RUN FOR PLEASURE BUT THE ROADS ARE NOT PARTICULARLY SAFE OR IDEAL FOR THIS FORM OF RECREATION

1) Street lighting on the main road 2) More things for young people to do 3) More support for the mobile youth bus which provides a much needed space

1. Link bus to A37 to connect with the regular bus service to Bristol/Wells 2. A well equipped play area for young children 3. A faster broadband connection

More buses to Bath. Speed restrictions on lanes. Traffic calming.

More positive activities for the young people. Street lights. More community space used to promote inclusivity in the community.

1. Local employment 2. Improved broadband service 3. Max 40mph speed limit throughout the Valley

1, A strong Parish Council to stand up to BANES re Quarry and large housing developments 2, Facilities for our youth aged 13 to 17 3, Well equipped play area for younger children

1. BETTER BROADBAND 2. MORE EMPLOYMENT OPPORTUNITIES. 3. BETTER POLICE RESPONSE TIMES

Swimming Pool Protection against encroachment into Green Spaces Better road surfaces
Local shops Local employment Open spaces
Local employment Local shops - more choice than just the Spar - local produce, traditional take away and perhaps a general hardware store Keep Greenbelt land
More voluntary work by residents to keep the village thriving. Affordable, sympathetic small scale housing development for locals (i.e. not investment homes) Local job opportunities (possibly through tourism, services, small office type businesses e.g. Fairseat Farm at Chew Stoke).
A more regular bus service, with direct buses to the larger towns. A safe crossing over the main road somewhere in the village of Bishop Sutton. Somewhere for older children to meet, to keep them from hanging round the bus stops.
I think our community needs: Improved play facilities for children. Our playground is looking shabby and is understocked in comparison to neighbouring (smaller) villages. It would be great to have something similar to that of East Harptree. Traffic calming on the main road, cars whizz through the village at alarming speeds. Pavement from the Tennis club to Redlands Lane. We live in Stowey Bottom and like to walk /cycle /scoot to school. The recent pavement from Bishop Sutton to the Tennis Club is well used and much safer.
1. More community events, like the Fun Day 2. More protection for the green belt. Houses are moving outside the village boundary. 3. More access to the lake - a path right the way around it and
Open spaces Play areas No large developments on green belt land Local shops
Safer roads Better play areas Provision/ activities for teenagers
> Better regular/daily transport links to/from Bristol and Bath. > Faster and more reliable broadband. > Something that brings the wider community together more often, perhaps a monthly farmers / craft market. > A better village shop
> Better regular/daily transport links to/from Bristol and Bath. > Faster and more reliable broadband. > Something that brings the wider community together more often, perhaps a monthly farmers / craft market. > A better village shop
1. Faster broadband 2. More direct footpath to (and around) the Lake 3. Better intergration of Bishop Sutton Society / Council / Parish news on one website
Local police Village hall Good bus service
Local employment Local services incl. shops (but depends on the community then using those services Thriving schools, churches, clubs and organisations, but this depends on the community having community spirit and a willingness to contribute!
A village green / public park Parking to facilitate shops, shopping Centering and identity building (possibly based on the mining heritage?)

Speed enforcement through the village Enhanced recreation facilities for children
Better broadband Less speeding traffic (road humps/traffic calming) Some electronic mail list of events/news details
.more play areas for young children . Better playground for children instead of just one playground of a housing estate. .make good use of the play area behind the village hall and maybe take note how a small village like east harptree have much better play area for children.
Play area - more play equipment Cafe Decent shop
1. Better Children's play park / area 2. Youth Club for all ages 3. Cycles path ALL the way around the lake
A new revamped play area for the children in Bishop Sutton. The one at the end of Cappards Road is small and inadequate, the one behind the village hall is poorly equipped and frequented mostly by teenagers! Library service and reinstating the play bus would also be a real benefit.
A new park, the facilities we have in the ever growing population of Bishop Sutton are woefully inadequate. Better pavements, they are uneven and too narrow in places, especially down the main road. And a new park!!! see above
A good park for the children to run in. Speed camara's it's very dangerous the speed of traffic especially by Sutton spice/ village hall. Better pavements the hedges hang over and in some areas of the village the paths are so narrow you would struggle to get a pram along (up by the village hall)
Improved play facilities for children; Further traffic calming measures; Zebra crossing at school
Better play facilities for children Traffic calming measures - particulary near the school and shop/pre school area. Ideally a pedestrian crossing at the school. My son was very nearly run over outside the school and one day this will happen and someone will be hurt/killed. Street lighting I know I'm not allowed four but i think older children really need something to do in the village. Maybe money could be found to resurrect the youth club.
Technology: Local business and residents are increasingly dependent on communication technology and rural communities are unlikely to thrive if communication technology is inefficient. Rural communities attract only limited commercial investment and strategies therefore need to be in place to ensuire there are viable alternatives to "leaving it to the market place"
Extra classroom at school
Extra classroom at school
Greenbelt
Resist urbanisation

Cashpoint (In phonebox?)
Maintenance of roads and pavements which includes removal of potholes, hedgerows cleaned regularly.
Local shop
Traffic speed control
buses
pub
public transport
Protected and enforced speeding zone ie chicanes
Open spaces and greenbelt
Better public transport
Local employment
Play areas
The open spaces outside the village boundary
A wide and more level pavement from "Sideways" to the Methodist Church
Local shop
To look after existing social areas
Good play areas
Protected green belt
Play areas
For wheelchair users - pavement along main road in built up area - wide enough? (not so at present along Chapel Cottages and between Rushgrove Gdns and Village Hall)
We must keep our green spaces which are already well used by walkers and dog owners in the village.
Local shops will not survive against supermarkets even with a larger village
pedestrian crossing outside post office

Greenbelt
Focal point for village life eg village hall
youth organisations
A coffee shops!
bus service
A bus service to Bath thatn mirrors the frequency and reliability of the serice to Bristol
more youth facilities
Local employment
local shops
Greenbelt
A shuttle bus to A37 and Bath Newbridge Park and ride
greenbelt protected
local shop/post office
more local employment
transport
transport such as more buses
teenage activities clubs etc
clean pavements ie dog fouling free
Pavement to carry on past the tennis courts up to Redlans Lane. Better access for Stowey residents.
Sports opportunities for 10 - 18 yr old children via creation of village sports teams
youth club
Local employment
no asbestos dump
Play areas

to have a local shop
local shops/employment
more opportunities for local employment
A road sweeper - litter collector
Faster broadband
A bus service to Bath that mirrors the frequency and reliability of the service to Bristol
Wheel chair users (wide enough pavements) and segregated for cyclists
Traffic levels (volume, routes, speed, weight and size, enforcement etc) are already very problematic and likely to increase substantially over time. PACT is an excellent forum for addressing one off local concerns, but a co-ordinate plan for addressing traffic issues underpinned by adequate designated funding is needed.
Cycle paths (poss round lake)
Cycle paths (poss round lake)
keep the library van
Litter removal especially followng bin day when it is at its worst!
play/youth areas. Not good to see groups of young people hanging around
village shop
greenbelt land
Consulted provision for young people in parish
Reliable electricity supply with no power cuts
Local employment
more buses
The village as it is now, not to have it made larger by extended developments
Local employment
local shops

Cyclists - planning needed to support segregated cycle paths especially to schools, places of work and recreation for residential areas
our shop and post office keeps the community within the village with many walking to the shop - thus socialising
speed restrictions
A youth club to keep the teenagers entertained so they don't resort to vandalism (eg bus stop) around the village
A strategy for 12-18 year olds that provides services to occupy them rather than hanging around outside the village shop
traffic calming into village Bishop Sutton
a good butcher
Encourage small manufacturing/farming businesses
Local employment
faster broadband for businesses and domestic use
Local employment
Local employment
Local employment
Keep safe all greenbelt areas
greenbelt land
better bus service
Local employment
a village ban on heavy lorries and/or speed humps at each end of village
Subsidised letting of village hall for local groups by B&NES
Cash point
A strategy for 12-18 year olds that provides services to occupy them rather than hanging around outside the village shop

Things the community should try to save

The local outstanding environmental features, the Green Belt and another shared community open spaces including school playgrounds and recreation areas.

Greenbelt land

Greenbelt land

Local shops

Prevent urbanisation by NOT having housing developments, street lighting, traffic calming or so many road signs/road markings

Greenbelt land

Greenbelt land

Greenbelt land

Shop

open spaces

shop

post office

Greenbelt land

Local shops

Local employment

Greenbelt land

Greenbelt land

Greenbelt land

The Greenbelt land and the open spaces outside the village boundary

Local shops

Local employment

Existing village boundary

Existing village envelope
Greenbelt land
open spaces
Local shops
green space - do not allow the village to be lengthened. It will become fragmented.
the greenbelt where it is clearly open countryside of significant value to wildlife!
all of the above
Greenbelt land
cricket pitch
Local shops
At this point in time apart from the quarry threat I am not aware of any immediate threat to our village with regards to loss of amenities
Greenbelt land
Preserve our lack of light pollution (no new streetlights)
Local shop/post office
local shops
local shops
local shops
The village boundary till all other available land is used
public transport
Greenbelt land
village hall
local shop
local shop
village hall and Methodist hall. Pubs, playing fields

play areas and open spaces
all greenbelt areas
local employment is critical
play areas
local shops
Greenbelt land
play areas
local shops
local shops and pub inc post office
play areas and open spaces
Greenbelt land
open spaces
Greenbelt land
Preserve our lack of light pollution (no new streetlights)
shops, educational facilities, small businesses
Green areas and farm land.
Its historic churches Community Spirit Its social activities
Save our greenbelt and farm land Keep our post office and village shop Mantain the rural feel of the village
Play areas and open spaces. Local shops and businesses. Local employment.
Local pubs, sports clubs, etc
shops pubs greenbelt
1. The greenbelt division line - there are sites to develop in the village without letting the boundary creep. 2. Holy Trinity church 3.The Post Office and village store
Pre-school - they do a fabulous job but do not get the funding they deserve/need.

Village Shop (save and improve) Local Pub Local School
Green Belt Historic, locally distinctive buildings Historic, locally distinctive landscape and biodiversity features (or what's left of them)
The Post Office The bus service (improved please) The village as a rural community
ITS CURRENT SIZE AND THEREFORE IDENTITY- ANY EXPANSION SHOULD BE ACTIVELY DISCOURAGED - WE ARE A VILLAGE NOT AN URBAN SUBURB. IT IS BAD ENOUGH THAT THE MAJORITY OF VILLAGERS HAVE TO TRAVEL TO WORK IN URBAN AREAS - LOCAL EMPLOYERS SHOULD ALSO EMPLOY MORE VILLAGERS "GREEN BELT" AND AREAS OF COMMON GROUND IN VILLAGE COMMUNITY SERVICES SUCH AS - THE SCHOOL AND CHURCHES, SHOP AND POST OFFICE, BUS SERVICE, LIBRARY VAN - FOR ONCE GONE YOU WON'T GET THEM BACK
1) The Youth Bus 2) The green spaces 3) The local shops
1. Existing greenbelt around the village 2. Local shops, Churches, village hall 3. The status of a small rural village
Bus, shop, pub
1. Local shop, including a Post Office 2. Village hall 3. Greenbelt land
1, The existing green belt land around Bishop Sutton 2, Local shops, village hall, church etc 3, The status of a small rural village
1. BETTER BROADBAND 2. MORE EMPLOYMENT OPPORTUNITIES. 3.BETTER POLICE RESPONSE TIMES
Local Shops Local Employment Green Spaces
Local shops Greenbelt land Open spaces
Greenbelt - keep the area for agricultural needs and walking Play areas and open spaces - as long as they are used responsibly and looked after Village Hall - encourage local residents to use it for more activities/community days
Services - shop / post office, garages, sustainable public transport, pub, primary school, churches. Open spaces, footpaths. Village Hall.
The village hall. Local businesses and shops. Open play field and parks for the kids, to keep them off the roads.
The pre-school, the shop and the fabulous village hall and grounds.
1. The small rural feel (to extent still exists) and close knit community 2. Visual feel of village - no more estates 3. The schools
The greenbelt land Play areas Local shops

Open spaces and fields Shops and businesses Village Hall facilities
Excellent primary school > Save and promote the incredibly diverse eco system that exists because of the close proximity to the lake.
> Excellent primary school > Save and promote the incredibly diverse eco system that exists because of the close proximity to the lake.
1. Keep nights dark - streetlighting prevents us from wondering at the stars, and encourages young people to loiter 2. Play facilities (Cappards Road and Rec) should be maintained 3. Footpaths (many currently fenced off, or through fields with bulls, big dogs, etc).
Local police Village hall Good bus service
All the above and the availability of affordable housing for local people
Mining heritage Local stores
Village hall Preschool Community spirit / social calendar
Ensure shop is kept, along with post office.
Pub Green belt Shop
Bus Service Library Service
Local shop, pub and restaurant; Village hall amenity; Small playground at Cappards Farm
The shop and the pub are integral to the life of the village and we must do all we can to support them. Bus routes Play facilities
Essential services - Post Office, public transport (currently poor)
Shop, pub and school
Shop, pub and school
Village Hall
Post Office
Public Transport
Local shops
Pub
shops

pub
Public Transport
local employment
greenfield open spaces
Greenbelt land
Local shop
Post Office
Play areas and open spaces
We need to retain the character of the village - no large developments
Play areas and open spaces
Play areas
No streetlighting
Greenbelt land
Local shops/amenities
Greenbelt land
local recreational and educational facilities
we must save our rural state and not allow urbanisation. No streetlights or roundabouts etc.
hold on to the open spaces such as the football club and cricket club
Village Hall
Greenbelt land
shop/pub
Village Hall
local employment
Greenbelt land

Greenbelt land
the Red Lion or other pub
Greenbelt land
local shop/post office
local economic activity including encouraging local people to make use of the local shops and tradesmen
local transport (eg buses)
transport
Greenbelt land
The local shop/post office is very important
open spaces
Greenbelt land
local employment
help local employment through more bus services
as much greenbelt land as possible
local shops
Greenbelt land
Local shops and Post office
Preserve and enhance the area around Chew Valley Lake
access to countryside with some paths maintained to a standard suitable for the not so fit and safe (off roads) for children
the primary school
Footpaths
Recreational areas
Flower displays

Post Office
Bus service to Bristol
local employment
shops
local shops
local shops
local employment
Play areas
The dark sky at night - no street lighting
Retain the night sky - no street lighting
greenbelt land
local shops
access to countryside on foot and bicycle
develop the walks and paths around the lake in conjunction with Santander and Bristol Water
transport
pub restaurant and shop
play areas and open spaces
play areas
open spaces
local employment
community spirit
play area and something for older children
local shops
open spaces

local shops

the sports field, pavilion and good quality sports

the village hall as a centre of all the village activities

local employment

local shops

Need to preserve the B&NES subsidy to the local bus services. Perhaps Bristol council could be persuaded to contribute too!

public transport including council supported and transport provide by voluntary ? and ? If available/safe parking? Near shops

New housing
No large developments
votes for no development 69 votes against 4
2-3 new homes per year
votes for 2-3 homes per year 64 votes against 20
Large developments
votes for large developments 16 votes against 54

Housing to be encouraged
Mainly social
26 votes
Mainly smaller
42 votes
Mainly larger
9 votes
No development
31 votes

Comments

Clarification re housing questions: My answers at 6 and 7 above are to apply to Stowey only given the historic nature of the village; but my views are subject to the qualification that sympathetic conversion of already existing, redundant outbuildings in Stowey for SME office/residential use should be considered. As to Bishop Sutton, whilst I believe that private housing should broadly be limited to 2-3 new homes per year, this too is subject to consideration of small scale social housing development to accommodate the local population. More extensive housing development will not necessarily support existing/prospective business, improved transport and access to services, particularly if funding for complementary infrastructure (roads, schools etc) is constrained. Heavy Industry. Heavy industry is generally disruptive to the environment and is particularly inconsistent with local environment designations. As a matter of policy planning consent for heavy industry should be contra indicated. Commercial development. Stowey/Sutton has considerable scope for developing local business enterprise, particularly associated with tourism, agriculture, education, the arts etc. Such development if well managed could enhance community resources and create employment opportunities without damaging the environment or causing undue stress on existing services. It would be helpful to understand whether these matters are being proactively considered in the context of planning and development.

Traffic calming measures eg chicanes through the village. Faster/better broadband. Social housing for young people and older people who need to downsize and remain near friends, family and services

Traffic calming measures eg chicanes through the village. Faster/better broadband.

Less signage (out of character with rural location), no more traffic calming measures (again, out of character and urbanising). Please, no streetlights. More flower beds/containers.

Parish Council should keep the community more informed on Council matters that impact on this community eg. Stowey Quarry.

Aside from the comments previously mentioned - it is important that the speed limit on the A368 is enforced rigorously, it is desperately dangerous for the young and elderly.

Provision of facility for Biogas plant for household waste and incinerator with energy recovery for disposal of Household waste from the parish.

Why not use Stowey Quarry for housing?

Area for cyclists to stay overnight and pitch tents

Improvements to the school

Try creating other villages rather than extending ours!

Retain the current parish council policy for only supporting small scale development of housing within the confines of the existing village boundary. Re-iterate this policy when asking villagers to vote on the options available in the Neighbourhood Plan.

<p>If two to three new houses can be built within the village boundary each year, after ten years the required quota of 30 new houses will be reached. There will be no need for large scale development.</p>
<p>Speed on main roads. No large development but more than 2-3 new homes per year over 10 years. What is considered a large development?</p>
<p>We do not want over development of the village. The roads are too busy now without too much more local vehicles</p>
<p>This village does not need big development as this would add to the traffic problem with the main road</p>
<p>If the large developments are expensive houses that are bought by wealthy commuters they will not use local facilities or transport. If new houses were affordable to local young people (some social housing) then local facilities and transport is more likely to be used. It is unexplainable that there are no traffic speed/calming measures. It is rare that a car travels at 30mph and many at over 40mph. Fast cars are noisy and ruin the village character. Are we waiting for a fatality?</p>
<p>If it necessary to build a certain quota of houses then perhaps a continuation of the Cappards Farm development could be an option but not any more than 20 houses because that is potentially 40 more cars.</p>
<p>Houses that remain empty! Planning for infill land!</p>
<p>More flexibility for conversion of existing outbuildings eg barns into "independent" dwelling and not "tied" to existing property as a granny flat</p>
<p>Anything that builds inclusive community. Better use of existing resources. Can the churches, pub and hall be put to more varied use? Our identity as a village, celebrate our heritage. Better public transport</p>
<p>Volume of traffic with extra people and children needing extra facilities and schools/activities etc. This is a village which will become a commuter access for overspill, bed and breakfast facility for extra housing and without more residents partaking of village life</p>
<p>I don't think you can necessarily assume that more houses equate to better services</p>
<p>Allow people to expand homes especially if this keeps families in the village and then reduces the chance of the family moving to another parish/village</p>
<p>Preserving what we already have and limiting over development and planning permission</p>
<p>An improved bus service with the Bath service operating more than once a week. Ealing with dog fouling and litter</p>
<p>Is it possible to find a foolproof method to ensure that speeding traffic will stick to the speed limit?</p>

An extension of the CV Recreational trail within the parish to provide safe walking cycling horse riding between the village around the lake. A realignment of the A368 to provide an adequate footpath within the village and where necessary sight lines speed restrictions between Stowey and Suytton. Transport to Bristol, WSMare, Mid Norton and Radstock. Very careful consideration for extending v.b when necessary

The questions are not very well thought out. EG Housing to be encouraged; should be social housing (mixed) and smaller affordable homes so that there is more of a mix of class not mainly ABC's - eg professional, managers, white collar worker

Size of Bishop Sutton tennis court - has been allowed to be overdeveloped, unsightly and not in keeping with greenbelt area. Issues need to be addressed around light pollution, late night/early morning noise, exit and entrance hazardous with accidents and many close shaves also some parking issues around open days, BBQs etc.

Re Housing - suitable housing should be available for village youngsters to be able to set up home in the village. It is wrong that village people have to move out to towns or cities in an effort to find affordable housing and that the villages gradually become replaced by incomers on higher earnings than locals could possibly aspire to. There must be truly affordable housing available for local farm workers, labourers, lorry drivers, refuse collectors and postmen etc. to purchase as well as housing for the high earning executive. How this can be achieved I am not sure but it is important that we strive to achieve this. "Affordable" should not necessarily mean "Social".

If the village gets big then you would need to look at the school. Children from station road and Harptree coming in as it would have to be children living in the village or make the school bigger

The school wouldn't be able to cope with more children if there are to be more houses with people with children

Parish magazine good method of communications for village, is it possible to encourage more people to use it to report/advertise events going on in village. Eg. I personally don't know what goes on at the village hall, football club, do we have a cricket team? etc. The tennis club always appears busy but never mentioned in the magazine.

Slowing traffic both in village e.g "sleeping policemen" and ??? le from Stowey cross roads onwards. Should be no more than 40pmh from Stowey. A path from the tennis courts to Redlands Lane would be useful to allow residents safe access to shops, school, tennis courts etc

Against government planning policy which will result in a "free for all" for extensions and housing

Improve public transport - bus service to Bath so people could commute. It could connect with Wells/Bristol service at Chelwood and possibly stop at Newbridge Park and Ride. Norton/Bishop Sutton for shopping say 2-3 times a week

Urging banes to provide better transport linkage to bath. Support low cost housing reserved for local families. Pressure on Bristol Water to widen the footbridge to enable prams especially extra wide ones to get across plus a ramp at the far end. A relaunch of neighbourhood watch in the village. A continuous pavement from Stowey cross to Manor Farm. A village dedicated PCSO or Special Constable. A separate cross field footpath linking the village with the Bittern Trail.

Stopping quarry lorries through chew Stoke/Bonhill Rd/ Wick Rd going to cheddar. Ensure the quarry landfill is stopped permanently. Set up a computer club at 4 levels, Youth, Young Mums, Unemployed and Mature (over 65) groups. Identify an area to start up an allotment group. Start a youth choir/over 50's choir. Have a Saturday market in the little used Pub car park (Red Lion). Have a 100/200 monthly raffle to help activities suggested above.

Try not to encourage or support urbanisation of the village with chicanes, streetlighting and too many signs etc. A new notice boards opposite the post office!

I don't think you can necessarily assume that more houses equates to better services, especially in these cash strapped times

Future planning to recognise the A368 as a through road and provide alternatives for pedestrians and cyclists (Linking housing estates with walk and cycle ways).New developments to have such opaths (NOT through small private gardens!!!) to access the countryside and village facilities. Remove the shrub and earth mound opposite the chapel to provide safer parking and road crossing near the shop by improving visibility for traffic from the Stowey direction. It would be good to get the councillors opinions on what plans they each had and have! Perhaps individual letters in the parish magazine (1 at a time!)

Keep greenbelt land intact and don't allow development especially on greenbelt land.

Being clear on the boundary demarcations. 'The Village' is easy to state but we are not clear on the actual boundaries and it would be helpful to have these clarified on plans for our information

Conserve greenbelt land. Only encourage: a) refurbishment of existing buildings, such as rejuvenating and bringing back to life derelict buildings or empty homes; and c) building extensions that are sympathetic with existing dwelling styles and that don't change the face and rural feel of the village

Considering whether there are ideas that can be copied from similar sized communities in France and Germany (which admittedly enjoy tax-raising powers): encouraging local businesses to the area (perhaps by freeing up land, subsidising rents, subsidising ultra-fast broadband), encouraging tourism (perhaps by strongly promoting cycle paths - if necessary cajoling local landowners into making land available), promoting the Council's excellent website and providing links to doctors' surgeries, churches, local businesses, B&NES website, local tourist info etc.

No, but canvassing opinions generally of the local population via the internet would be valuable for those who cannot get to, or don't want to attend parish council meetings

I think it is great to get views and ideas from local people. We are very keen to stay in the village and would only be able to do so if more housing is available. I understand that housing developments will always be controversial but they also provide homes for younger families which helps enable a sustainable future for our small village.

Reversing the parish's designation as an RA1 village Making it clear that government housing targets will destroy the character of villages such as Bishop Sutton if repeated through future plans and strategies through the coming century. True localism would allow non-compliance.

This village is blighted by a bungalow (no number or house name to identify it) situated in Sutton Hill Road (next to a bungalow named "Brookside") that is an absolute eye sore and a disgrace to the lovely village of Bishop Sutton. This property and its disgraceful garden must be put in order and therefore I would suggest that the owner (if there is one) is served with a Planning Portal - Town and Country Planning Act 1990 Section 215; by B&NES, who should oversee its enforcement.

EXISTING VILLAGE BOUNDARIES SHOULD BE PROTECTED AT ALL COSTS - ONCE THEY GET MOVED AND "GREEN BELT" IS BUILT UPON IT CAN HAPPEN AGAIN AND AGAIN UNTIL SUCH TIME THERE IS A CONTINUOUS BUILT UP AREA AND VILLAGE IDENTITIES ARE LOST IF DEVELOPMENT IS TO HAPPEN BLAND HOUSING ESTATES SUCH BE POSITIVELY DISCOURAGED BUT INSTEAD EMPHASIS SHOULD BE ON INDIVIDUALITY AND CHARACTER - ALSO WHAT IS THE POINT OF BUILDING HOUSES WITH NO GARDENS OR AT LEAST VERY LITTLE IN THE COUNTRYSIDE FOR PEOPLE WHO SO SAY THEY WANT TO ESCAPE TO THE COUNTRY WHEN ALL THAT THEY CAN BE OFFERED IS THE EQUIVALENT OF A TOWNHOUSE - OH SORRY THERE ARE GREEN SPACES THAT PEOPLE CAN ENJOY - OR WILL THERE BE ANY??

The young people

Traffic calming measures

1, Provide traffic calming and pavements on both sides of the A368 within parish boundary (keep existing pavements clear of shrubbery) 2, Link bus service to A37 for connection to a more regular bus route 3, Street lighting on A368 during early morning and evening hours

SUPPORT ALL LOCAL BUSINESSES TO KEEP THEM IN THE CHEW VALLEY, BECOME MORE ACTIVE WITHIN THE CHEW VALLEY CHAMBER OF COMMERCE AND HELP DRIVE ACKNOWLEDGEMENT OF LOCAL PRODUCTS AND SERVICES.

Making sure the quarry isn't used for dumping asbestos

Better local transport Community plans ie Best kept village, Best kept Gardens both residential and public use areas

Try and get some progress on the footpath around the lake to increase visitors to the village and make access to the lake easier for residents, Generally more focus on promoting what the village has for visitors. Is there a way to set up a volunteer sub-committee to co-ordinate resources / ideas on improving the environment for residents.

Better pavements and walkways. Perhaps early evening winter lighting along the main roads for pedestrians (does not need to be on all night). Cable for better internet and communication.

Street lighting around school, in mid winter it is very dark and dangerous

I think that a big development of 41 new houses is inappropriate and will spoil the village as it is now.

Traffic calming on A368 Improved play areas for children of all ages, for younger children, water play area (eg Midsomer Norton) but greater need for older children in Bishop Sutton. For example, a bouldering wall, skate park/area. I think further housing would be very detrimental, Cappards is a large area built very recently. Increased numbers of children could have adverse effect on size of school and class sizes

We have two small children who love playgrounds, so we have to visit Chew Stoke, Chew Magna or the Lake. What a shame Bishop Sutton doesn't have such a facility, a place where young families meet up and enjoy. WRT Question 7. My preferred choice is not listed. A sensible mix of small private and social housing built to high social and environmental standards

We have two small children who love playgrounds, so we have to visit Chew Stoke, Chew Magna or the Lake. What a shame Bishop Sutton doesn't have such a facility, a place where young families meet up and enjoy. WRT Question 7. My preferred choice is not listed. A sensible mix of small private and social housing built to high social and environmental standards.

Clearer information on how to get involved in the local community events as a volunteer. Not necessarily on a formal basis, with a title, etc - more "we need three people to help with a litter pick on Saturday at the children's play area". Perhaps part of a rejuvenated website.

Police support Somewhere for the kids to hang out

A good mix of some housing and some small scale commercial development, encouraging small, local businesses to take root here and to grow and provide employment locally. Somehow, to encourage the concept of contribution to our community, through volunteering to undertake tasks to keep our village organisations alive and thriving, to the benefit of all of us.

Re-writing question 7! The housing mix is fine as it is and new houses should continue in a similar ratio of small to large. The village can build an identity and community based on its mining heritage and mix of large and small dwellings.

In fill housing only

Speed camera on wick road as people speed up and down this road. Also maybe just a few street lights going through wick road. And better play areas for children.

Sorting out the problem of people who let their dogs foul the pavement all around the village. Thinking of a way the 'adolescents' who frequent the back of the village hall on a nightly basis are encouraged not to be there!

Bishop Sutton has such a wealth of young families, and the excellent pre-school and school attract more of these families to the area, hence my interest in services aimed at this demographic. However, I am also aware of the large contingent of older community members, who may well feel that obtaining their amenities with little public transport is becoming harder and harder, so I would welcome support for these neighbours too. Unfortunately I do not have sufficient experience to suggest improvements for this demographic, and am conscious that they are the least likely group to complete these kinds of surveys

Bishop Sutton desperately needs better play facilities for children. At the moment very few parents use the facilities behind the village hall because they are of poor quality and are not suitable for younger children. The space at Cappards is woefully inadequate but is really all we have. I have three young children (age 7 and under) and my friends and I all use East Harptree play area as facilities in Bishop Sutton are inadequate. We often comment how wonderful it would be if we could have something like the facilities in E. Harptree in our own village (sand area, zip wires, slides etc) which would make sense as there are more families in Bishop Sutton than East Harptree.

Preliminary High Level Survey Heuristic Analysis

Phrase	Occurrences
Green belt, Greenbelt, Green space	66, 10, 10
Village boundary, Village envelope	11, 1
Bus, Public transport	43, 18
Traffic, Calming, Speed(ing)	31, 17, 21
Youth, Play	15, 58
Street lighting, No street lighting	24, 9
Improved broadband	15
Employment (opportunities)	38
Pedestrian crossing	7
Pavement (New and need improvement)	19
Shop (need more, more variety, butcher etc)	91
Cafe, Coffee shop	1, 1
Takeaway	1
Heritage, (information, display etc)	4

Preliminary High Level Survey Results Press Release

Once analysed the results of the preliminary high level survey were fed back to parishioners via a press release which was published in the Chew Valley Gazette, the Stowey Sutton Parish Magazine and on the Parish Council web site.

Stowey Sutton Parish Council

Parish Survey

Stowey Sutton Parish Council has been very pleased with the large response to the recent parish survey, where every household was asked a number of questions regarding the future development of the parish.

Several key issues were highlighted repeatedly, with the number one priority for more than three quarters of all responders being the maintenance of the Green Belt and retention of the current village envelope. There was strong support for the Parish Council's long held policy of limiting development to two to three homes per year within the existing village boundary, which will allow us to meet the B&NES target for development, without changing the character of our rural villages.

Many people identified a need for additional play facilities for younger children, which we will consider as part of our forthcoming budget preparation, together with activities for teenagers, as previously, the Parish Council is keen to financially support any group who wish to develop this kind of facility.

Another priority for many parishioners is an improvement in the services provided by public transport within the area. Whilst directly providing such services is beyond the financial limits of the Parish Council, we will endeavour to continue lobbying B&NES to develop the concept of an integrated public transport system, with bus services feeding local hubs allowing longer journeys to be completed whilst minimising the number of under-utilised vehicles. This should allow services from the Chew Valley to connect with routes on the A37, for access to Bristol, Wells & other destinations, together with a connection to the Newbridge Park & Ride, to give parishioners access Bath.

Parish Council Chairman Keith Betton said "We are very pleased with the response to our survey, the information we have gathered will be very useful as we move forward with our Neighbourhood Plan, as well as providing strong support for our position of limiting large residential developments within the parish".

Prepared By K Betton
11 October 2012

November 6th 2013 Parish Council Minute approving proposed Neighbourhood Plan committee structure

6d NEIGHBOURHOOD PLAN

B&NES has accepted our application to define an area for a Neighbourhood Plan, the seventh within the B&NES area. The formal public consultation is currently in progress and should be complete and approved by the 5th December.

Councillors Betton and Ms Clewett have met with Julie O Rourke from B&NES who has provided advice on the way forward for the development of our Neighbourhood Plan, which needs to be overseen by the Parish Council, but heavily community led.

Broadly we are suggesting a format based around working parties consisting of community members for each of the policy areas highlighted by the September 2012 parish survey, with an overall steering group managing and co-ordinating the plan. The steering group should consist of the chairs of the working parties for the various policy areas.

The Parish Council Neighbourhood Plan working party should continue to provide advice and opinions to take forward to the steering group.

We are envisaging quite a lot of work in order to drive the Neighbourhood Plan through in the period that we are aiming for, and Julie has suggested that the Parish Council Chairman should chair the steering group, with at least one other parish councillor taking an active role. As the quarry action group role has slowed down for now, Councillor Ms Clewett has volunteered to join in and can use her community contacts to help recruit enough people from the wider population for the plan to meet the required criteria.

If anyone else would like to volunteer for one of the co-ordinating positions just let the Chairman or the Clerk know.

It would seem that evidencing community consultation and involvement will be one of the key requirements for this plan to succeed so we will need to plan a number of events where we can raise the profile of the plan (and parish council at the same time). Councillor Betton therefore proposed that an initial sum of £400 is approved for the Neighbourhood Plan Steering Group to order some signs and banners, perhaps a folding shelter to use at outdoor events. This was seconded by Councillor Thornhill and unanimously agreed.

Leaflet distributed in November 2013 at WI, School and Other Public Engagement Events

Neighbourhood Planning



Neighbourhood planning came into being through the Localism Act. The purpose of a Neighbourhood Plan (NP) is to give communities a greater say in how the places where they live and work should change and develop over time. The Act therefore should by developing a NP give local communities more control over housing and planning decisions.

Examples of this include determining where shops are located, where offices community facilities are and importantly setting standards of design for new houses based on existing character and build within the parish.

The NP is therefore an opportunity for the Community to influence and shape change, to address concerns, and to develop a forward strategy which is grounded in, and reflects local knowledge and agreed objectives.

The process of doing a neighbourhood plan should generate debate from within the community about local needs and what needs developing, protecting or providing in order to help shape a positive and successful future for the community until 2028.

The NP should include an assessment of the type and amount of housing required, the type and split of affordable housing, and where and how this can be delivered.

How to respond to and encourage local employment and economic growth.

Consider the likely impact of future change on existing facilities and services and how these might be supported

How change and development could benefit the area community as a whole including socially and environmentally friendly.



Ensure decisions are based on and representative of local people through using different engagement techniques to involve the community in the process.

The How

Set up a Steering Group and Policy groups such as housing and development, transport and infrastructure, open spaces and recreations etc.

Engage with the community on many occasions and in as many different ways as possible to gain views, collate these and use to inform draft NP. This includes talking with minority groups, children, teenagers etc.

Produce draft NP which must have regard to national planning policies and the Banes emerging Core Strategy. The Plan must contribute to the achievement of sustainable development.

The Plan must be compatible with EU law and human rights obligations.

The Council may modify the Plan and the NP will be subject to external examination to check on the above. If all is in order it will go to a parish referendum and must achieve 51% approval from voters for it to be adopted.

Once adopted the Parish becomes in control of its own direction and development.

Getting Involved

The Parish Council have set up a newsletter which will give details of public engagement events as well as links to surveys & other information, to register go to www.stoweysuttonpc.org/join

Neighbourhood Plan Committee Structure



Parish Council

Statutory Body responsible for preparing the Neighbourhood Plan



Neighbourhood Plan Steering Group

The chairs of each Neighbourhood Plan policy working party will work to produce the combined Neighbourhood Plan

Housing & Development

Roads & Transport

Community & Recreation

Business & Employment

The working parties will consist on a chairperson & at least two members who will work with the community to develop policies for their plan area. A public engagement working party will assist with public consultation

Community Engagement

Individuals & community groups within the parish will be invited to help develop the Neighbourhood Plan through paper & web surveys, public meetings and the direct submission of ideas

It's your plan, get involved

Housing needs survey distributed February 2014

Stowey Sutton Parish Council Neighbourhood Plan

Housing Needs Survey 2014

What is the Neighbourhood Plan?

The Stowey Sutton Parish Council Neighbourhood Plan is an opportunity for local residents to influence what happens in the parish over the next ten years. Neighbourhood plans will form part of the B&NES Core Strategy and should reflect the views of the community, but must also be in general conformity with the policies contained within the B&NES Core Strategy.

The Neighbourhood Plan will mean that, we, as a community can set out a shared vision including planning policies for the development and use of land within the parish. The Neighbourhood Plan should reflect how we see living and working in the community over the next ten years. This should include both things that we wish to preserve and anticipating the changing and future needs of the community.

As a next step we are asking the community to answer some detailed questions to establish the local demand for both privately owned & affordable housing; it is really important that we can demonstrate to B&NES that we can meet the demand for housing, whilst preventing over development, so please complete & return the housing survey as it will have a significant influence on the way the parish develops in the future.

This Housing Needs Survey will collect basic information about you and the people who live with you to enable the Parish Council to forecast future housing needs. The survey comes in two parts.

PART 1 - We would like every household to complete this, and return it by 28/02/14

PART 2 - You need complete this **ONLY** if you need to find **another home in the parish now or in the next five years**. If anyone living with you needs to set up home independently, they will need to complete their own copy of the whole form.

Extra copies are available from Bishop Sutton Post Office, or can be downloaded from www.SSPCNP.org/survey

No identifiable personal data from this form will be passed to Stowey Sutton Parish Council.

PART 1

1. Please tell us the number of people living in your home in each of the following age groups

Age	0-4	5-9	10-14	15-19	20-29	30-39
Male						
Female						
Age	40-49	50-59	60-69	70-79	80-89	89+
Male						
Female						

PLEASE TURN PAGE OVER

2. Which of the following best describes your household?

Single		Family with young children	
Couple		Family with adult children	
Other (please explain)			

3. What is the tenure of your home?

- Own home - no mortgage
- Own home with mortgage
- Rented from Council or Housing Association
- Shared ownership with Housing Association
- Rented from Private Landlord
- Tied accommodation – to job
- Live with parents or relatives
- Other (please explain)
- Lodging with another household

4. Is your home your Permanent Residence or a Weekend/Holiday Home?

5. What is your household's total weekly income after tax?

- Under £100
- £101-£200
- £201-300
- £301-£400
- £401-£500
- £501-£600
- £601-£700
- £701-£800
- £801 +

6. How long have you lived in Stowey Sutton?years

7. Does anyone in your household work from home? Full Time Part Time NO

8. Please list all the occupations in your household and tell us the average miles travelled to get to work?

Occupation	Miles travelled to work (one way)

9. Please tell us what types of homes you believe are most needed in Stowey Sutton? Rate each one according to your opinion of the amount of need by inserting numbers 0 (least need) to 5 (most need) in the boxes: No more needed (please go on to 10.)

1 bedroom 2 bedrooms 3 bedrooms 4+ bedrooms

In your opinion, who needs this housing most? Rate in order of need by inserting 0 (least need) to 7 (most need) in the boxes.

Young people Small families Large families Single people
 Elderly people People with disabilities Others (Please explain)

10. Do you need to move to another home in Stowey Sutton within the next 5 years?

YES NO

If yes will you be looking for Larger OR Smaller

11. Does anyone currently living with you need to set up home separately within the next 5 years?

YES NO

12. How many members of your household have left Stowey Sutton in the last 5 years

13. If household members left, why was this? Lack of affordable housing Job elsewhere
 Lack of public transport Further education Marriage Other.....

14. Please give your views on the quality of local infrastructure provision

	Very Good	Good	Adequate	Poor	Very Poor
Electricity Supply					
Surface water drainage					
Water Supply					
Sewage system					
Mains gas supply					
Telephone					
Broadband					
Parking provision					
Public transport					

THANK YOU FOR COMPLETING THIS SURVEY

Please put it in the prepaid envelope and post it

or

**If you need another home in Stowey Sutton within the next 5 years,
please complete Part 2 of the survey**



PART 2

Complete this section if you or someone living in your household needs to move to another house in or near Stowey Sutton in the next 5 years.

Include anyone in your family who lives with another household, but needs to set up home separately in the Stowey Sutton area in the next 5 years.

Do you know of anyone who needs to live in Stowey Sutton for work or family support? This could include members of your family who left because they could not afford local prices. **They should fill in their own copy of the whole form.** For example, if you have two children who need a separate home, they should each fill in a separate form.

More copies of this form can be obtained from Bishop Sutton Post Office or online at www.SSPCNP.org/survey

15. Please tell us the make-up of the household that needs to move or tick here if it is the same as in question 1

Age	0-4	5-9	10-14	15-19	20-29	30-39
Male						
Female						
Age	40-49	50-59	60-69	70-79	80-89	89+
Male						
Female						

16. When do you need to move to another home in Stowey Sutton?

Now Within 1 year Within 3 years Within 5 years More than 5 years (if more than 5 years **DO NOT complete the rest of this form**)

17. Why do you need to move? (Tick all that apply)

- | | | |
|---|--|---|
| <input type="checkbox"/> 1. Setting up home for the first time | <input type="checkbox"/> 2. Couple, setting up home together | <input type="checkbox"/> 3. Present home too small |
| <input type="checkbox"/> 4. Present home too large | <input type="checkbox"/> 5. Present home too expensive | <input type="checkbox"/> 6. Private tenancy ending shortly |
| <input type="checkbox"/> 7. Private tenancy, need more security | <input type="checkbox"/> 8. In tied housing, need more security | <input type="checkbox"/> 9. Family breakup |
| <input type="checkbox"/> 10. Cannot manage stairs | <input type="checkbox"/> 11. Present home in poor condition | <input type="checkbox"/> 12. Renting, but would like to buy |
| <input type="checkbox"/> 13. Moved away and wish to return | <input type="checkbox"/> 14. Disabled, need specially adapted home | <input type="checkbox"/> 15. To give/receive family support |
| <input type="checkbox"/> 16. To be closer to employment | <input type="checkbox"/> 17. Other (please explain)..... | |

PLEASE TURN PAGE OVER

18. Which of the above is the main reason for moving? Write number:

19. Which of the following applies to you at the moment?

- Own home with no mortgage Own home with mortgage Rent from Private Landlord
- Rent from Council or Housing Association Shared ownership with Housing Association Tied accommodation – to job
- Live with parents or relatives Lodging with another household Other (please explain)

20. What is your current Council Tax Band? Don't know

21. What type of house do you live in now (flat, semidetached, terraced etc)

22. How many bedrooms does your home have?

23. What condition is your home in? Very good Good Fair Bad Very bad

If "bad" or "very bad", please explain why. (For example - cold, damp, draughty etc.)

24. How many people in the household wishing to move are in the following types of employment?

(Please enter the number of people in each category in the appropriate box)

Working full time		Unemployed seeking work		Retired	
Working part time		Unemployed not seeking work		In full time/higher education	
Other (please explain)					

25. Please list all occupations in your household and the average miles travelled to get to work.

Occupation	Miles travelled to work (one way)
1	
2	
3	
4	

26. Does any of your household work from home? Part time Full time No

27. In which villages/towns do members of your household work?

1	2
3	4

28. For each location listed above, tell us how long members of your household have worked there.

Location	Less than 1year	1-3 years	3-5 years	Over 5 years
1				
2				
3				
4				

29. What type of home do you need? (Please tick one box only)

Type	1 Bed	2 Bed	3 Bed	4 Bed	5+ Bed
House					
Bungalow					
Flat					
Other (Please State)					

30. Are you registered on the Local Authority housing register/ waiting list? Yes No

31. Are you registered on any local Housing Association waiting list? Yes No

32. Are you registered on any local Private Landlord waiting list? Yes No

33. Does anyone in the household wishing to move need any of the following? (Tick all that apply)

Access for wheelchair Accommodation on one level Sheltered housing
 Help with personal care

Please tell us more about any health or mobility problems which could affect your housing needs.

.....

.....

34. Which would best suit your housing need? (Tick one only)

Renting Buying on open market Residential care Shared ownership
 Sheltered housing Other (please explain)

.....

PLEASE TURN PAGE OVER

35. If you intend to rent your housing, what is the maximum amount you would pay for rent each week?

Less than £50 £51-£75 £76-£100 More than £100 (please state)

36. Please indicate gross (before tax) weekly income for the **whole household** that needs to move. Income can include wages, pension and Tax Credits.

Please **DO NOT INCLUDE** Housing Benefit, Child Benefit, Job Seekers Allowance or Council Tax Reduction (Tick one only).

Under £100 £101-£150 £151-200 £201-£250 £251-£300
 £301-£500 £351-£400 £401-£450 £451-£500 £501-£550
 £551-£600 £601-£650 £651-£700 £701-£750 £751-£800
 £801-£850 £851-£900 £900+ (Please state)

37. Please tell us why you want to live in Stowey Sutton, (tick all that apply).

I was born/grew up in the local area I live in Stowey Sutton now
 I have close family ties in Stowey Sutton
 I am currently employed in the local area and I have been employed here for..... years.
 I need to move to take up employment in the local area
 Other (please explain).....

If employed in but not resident in Stowey Sutton, where do you live now?
.....

38. If you could not live in Stowey Sutton, what is the furthest away would you be prepared to move?

5-10 miles 10-20 miles 20-30 miles 30-40 miles 40-50 miles 50+ miles

39. Are you a former resident of Stowey Sutton, wishing to return? Yes No

40. If yes, how long did you live in Stowey Sutton?..... years.

Please tell us why you left (Tick all that apply)

Lack of affordable housing Lack of employment opportunities Lack of public transport
 To take up further/higher education
 Other (please explain).....

We may need to contact you for more information about your needs. Please tell us who you are so that we can contact you if needed. Your information will be kept strictly confidential by Worcester Research Ltd as we are covered by the Data Protection Act. Your name and address will not be passed on to any other party, unless you tick in the box below.

Name:.....Address:.....

.....Postcode:.....

Tel: Email:

Thank you for taking the time to complete the survey. Please return both parts in the enclosed pre-paid, addressed envelope.

CLOSING DATE: 28/2/14

If you have any questions about the survey, please contact:

Worcester Research Ltd

Office 234

79 Friar Street, Worcester.WR1 2NT

Tel: 01905 729276

Email: info@worcester-research.co.uk

Company Number 06154594 VAT Registration 917 1131 53

Data Protection Registration Number Z1125085

Comments – if you have further comments or suggestions you would like to make, please use the space below.

Support and a grant provided by the Supporting Communities in Neighbourhood Planning Programme led by Locality in association with RTP/Planning Aid England, CDF and partners, available through the My Community Rights website.

Housing needs survey results, analysed by Worcester Research

This large document is published separately and is also available online at <http://www.spcnp.org/draft-neighbourhood-plan.asp>

General survey distributed March 2012

Stowey Sutton
Parish Council

Stowey Sutton Neighbourhood Survey



What is this survey for?

We recently asked each household to complete a survey about housing needs in the parish, we had a terrific response & the team is now analysing the results so that we can be sure that we produce a policy that meets everyone's requirements.

But the Neighbourhood Plan covers all aspects of parish life, so this second questionnaire has been prepared to help us understand residents' priorities in other areas such as roads & transport, recreation, business & employment, so we are asking everyone for their opinions on these topics, the more responses that we get, the better we can reflect people's views in the final plan.

What is the Neighbourhood Plan?

The Stowey Sutton Parish Council Neighbourhood Plan is an opportunity for local residents to influence what happens in the parish over the next ten years. Neighbourhood plans will also form part of the B&NES Core Strategy and should reflect the views of the community, but must also be in general conformity with the policies contained within the B&NES Core Strategy.

Having a Neighbourhood Plan for Stowey Sutton will mean that we, as a community, can set out a shared vision including planning policies for the development and use of land within the parish. The Neighbourhood Plan should reflect how we see living and working in the community over the next ten years. This should include current things that we wish to preserve as well as anticipating the changing and future needs of the community.

What happens next?

Once we have completed the information gathering stage the Neighbourhood Plan team will prepare an initial draft of the plan, everyone will then have the opportunity to read and comment on the draft plan before the final version is completed.

Please return the completed questionnaire in the pre-paid envelope provided (i.e. no stamp needed), or post it directly to Sue Heathman, 3 Chapel Cottage, The Street, Bishop Sutton, BS39 5UX.

THANK YOU FOR YOUR TIME AND EFFORT

Community & Recreation

Quality of life in Stowey Sutton: thinking about the expected increase in the size of the village over the next few years, to what extent do you agree with the following statements:

	Strongly Disagree	Partly Disagree	Agree	Strongly Agree	Don't know
There is good provision of pre-school services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
There is good provision of after school child care <i>eg: holiday clubs for children of all ages</i>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I have good access to community activities <i>eg: coffee mornings, WI, bridge, Scout & Guide groups, toddler group, amateur dramatics & other activities in the village & church halls</i>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I have good access to a range of sports & leisure facilities <i>eg: tennis, badminton, football, cricket, swimming</i>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The local shops are accessible & meet the needs of the community	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
There is sufficient parking for the shop, pub & hairdresser	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The churches have facilities that meet the needs of the community	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
We have sufficient & good recreational spaces	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The police & local council are dealing with crime & anti-social behaviour in my area successfully	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I feel safe outside after dark	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Stowey Sutton is a comfortable place to live	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I would use an allotment if one was made available	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
If the average broadband speed in the parish could be increased from 2.5mb/s to 500mb/s, I would be prepared to pay an additional £15 on my council tax each year to help finance the required infrastructure upgrade	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

What specific improvements would you like to see in Stowey Sutton & the wider community in the context of future growth of the community?

Roads & Transport

In your household or business, how many journeys starting from your home or business are made during an average week:

	Within Stowey Sutton	Outside the Parish	Within Stowey Sutton	Outside the Parish	Within Stowey Sutton	Outside the Parish
	By those aged 11-15		By those aged 16-65		By those aged 66+	
On foot to school or work	___	___	___	___	___	___
On foot for shopping	___	___	___	___	___	___
By private vehicle to school or work	___	___	___	___	___	___
By private vehicle for shopping	___	___	___	___	___	___
By private vehicle for business purposes	nil	nil	___	___	___	___
By private vehicle for social purposes	___	___	___	___	___	___
By public transport	___	___	___	___	___	___
By commercial or agricultural vehicle	nil	nil	___	___	___	___

How many cars in your household are parked overnight?

On your land: _____ On the street: _____ In a private car park (eg the Red Lion or village hall): _____

On average, how many times do you use the public footpaths & / or bridleways in the parish?

Daily Weekly Monthly Occasionally Never

How can the parish council & / or local authority encourage people to use forms of transport other than the car? Please list in descending order of priority:

If the parish had its own budget for improvement & development of transport infrastructure, which three specific projects would you recommend?

Business & Employment

Are there enough cafes, pubs or eateries in Stowey Sutton?

- Yes No, we need more: Cafes Pubs Eateries Other: _____

If there were more/improved shopping/other facilities in Stowey Sutton, would you use them?

- Yes, frequently for my primary needs Yes, occasionally
 Yes, frequently for top up purchases No, I prefer to shop outside the village

What types of employment should the Neighbourhood Plan encourage (tick all that apply)?

- Tourism & leisure Transport & logistics
 Offices Financial & professional services
 Pubs, eateries, food & drink Light industrial
 Retail shops Other: _____

Which types of land should the Neighbourhood Plan allocate to encourage employment?

- Brownfield sites Existing buildings & quarries
 Greenfield sites No land
 A business park, similar to the facilities at Westway Farm

Should the Neighbourhood Plan include policies which support working from home?

- Yes No

What would encourage new businesses to locate in Stowey Sutton?

- Improved broadband Financial assistance
 More land for business use Good transport links
 Availability of staff Other: _____

If you run a business in the parish, work from home, or would like to, is the currently available broadband sufficient for your needs?

- Yes, the current broadband is adequate No, I cannot grow my business
 No, I cannot meet my customers' demands I would like to run a business in the parish or work from home, but cannot because of the broadband that is currently available

General survey results

This large document is published separately and is also available online at <http://www.spcnp.org/draft-neighbourhood-plan.asp>

Local businesses invited to engagement event 24/02/14

Name	Address
Bowdens of Harptree	The Street, West Harptree, Bristol, Avon, BS40 6EA.
The Crown Inn	The Street, West Harptree, Bristol, Avon, BS40 6HA.
West Harptree Dental Surgery	Harptree Surgery, Bristol Rd, Bristol BS40 6HF
West Harptree Surgery	Harptree Surgery, Bristol Rd, West Harptree, BS40 6HF
The Blue Bowl Inn	Bristol Road, West Harptree, Bristol, Avon BS40 6HJ
White Rose Beauty Rooms	The Street, West Harptree, BS40 6EA
New Manor Farm Shop and Tea room	North Widcombe, West Harptree, Bristol, Avon BS40 6HW
East Harptree Community Shop	Whitecross Rd, East Harptree, BS40 6AY
Solo	Whitecross Rd, East Harptree, BS40 6AY
The Waldegrave Arms	Church Ln, East Harptree, Bristol, Avon BS40 6BD
Chew Stoke Shop and Garage	Bristol Road , Bristol, North East Somerset,BS40 8XE
The Stoke Inn	Bristol Road , Bristol, North East Somerset,BS40 8XE
Chew Medical Practice	Chew Lane Chew Stoke Bristol BS40 8UE.
Woodford Lodge	Woodford Lodge, Chew Stoke, BSD40 8XH
Chew Vlalley Lake Tea shop	Walley Lane, Chew Stoke, BS40 8TF
Orchard House Guest House	Orchard House, Bristol Rd, Chew Stoke, BS40 8UB
Geni Printing	Wayside, Stoke Hill, Chew Stoke, BS40 8XQ
Mark Ryan	Old Rectory, Pilgrims Way, Chew Stoke, Bristol BS40 8TT
Tony Hucker TV	Unit 4 Fairseat Farm, Stoke Hill, Chew Stoke , Bristol, Avon, BS40 8XF.
Co-op Stores	Harford Square, Chew Magna, Bristol, BS40 8RA

Valley Trading Post	2 South Parade BS40 8SH
Moondance	5 South Parade, Bristol, BS40 8SH
Nat West	Po Box 1398, 8 South Parade, Chew Magna, Bristol BS40 8SJ.
Setter and Lee	9 South Parade, Chew Magna, BS40 8SH
Brock and Houlford	33 High Street, Chew Magna, BS40 8PR
The Pelican Inn	10 S Parade, Chew Magna, Bristol, BS40 8SL
The Bear and Swan Inn	13 South Parade, Chew Magna, BS40 8PR
The Queens Arms Inn	Silver St, Bristol BS40 8RQ
Killens	5 South Parade, Bristol, BS40 8SH
Chesterton Humberts	40 High St, Chew Magna, Bristol, BS40 8PW
R O Dando and Sons	The Bungalow Moorledge Rd, Chew Magna, BS40 8TA.
The Pony and Trap Inn	Newtown, Chew Magna, Bristol BS40 8TQ
Chew Magna Dental Pracice	Harford Square, Chew Magna,BS40 8RD
Valley Orthodontics	40 High Street, Chew Magna, Bristol, BS40 8PW
DKMax	Wellington Gallery, Tunbridge Road, Chew Magna, BS40 8SH
The Strand	Swallows Lodge, Knowle Hill Farm, Chew Magna, BS40 8TE
Chew Valley Gazette	5 South Pde, Chew Magna, Bristol BS40 8SH
Chew Valley Trees	Winford Rd, Chew Magna, BS40 8HJ
W J Pearce and Sons	High St, Chew Magna, BS40 8PW
Lyons Law	1 The Vinery, Harford Square, Chew Magna, Bristol, BS40 8RD
Magna Law	The Coach House, , Battle Lane, Chew Magna, Bristol BS40 8PX
Chew Valley Travel	3 South Parade, Chew Magna BS40 8SH
Golden Valley Vets	2 The Vinery, Chew Magna, BS40 8RE
Michael W Rowe Funeral Director	Tunbridge Cottage, Tunbridge Rd, Chew Magna, Bristol BS40 8SP
Carpenters Arms	Stanton Wick, Nr. Pensford, BS39 4BX
Yeo Valley	Rhodyate, Blagdon,BS40 7YE

Local landowners and developers invited to engagement event 24/02/14

The landowners and, where known, agents or developers of all sites identified in the B&NES SHLAA were invited to this session by letter, in addition the owners of two large plots of land at the centre of Bishop Sutton, within the housing development boundary, was invited to discuss their plans and the availability of the sites for development.

The sites identified in the SHLAA (all outside the existing and proposed extended housing development boundary)

Bis 1 - Landowner and agent invited.

Bis 2 – Landowners agent invited.

Bis 3 - Landowner and agent invited.

Bis 4 - Landowner invited.

Bis 5 - Landowner and agent invited.

Bis 6 - Landowner and agent invited.

In addition the owner of two large plots, within the housing development boundary for Bishop Sutton was invited.

Flipchart comments from the public engagement sessions

15/05/14

Where community members agreed with previous comments they were asked to add a tick to the end of the comment to show their support

The comments are as written and not edited

A well-researched comprehensive vision for the parish- Well Done!

Two ticks

Would like a path to Manor Farm, to accommodate walkers and mobility users. Answers need for coffee shop, motivate people to exercise.

Three ticks

Thank you for your hard work so far-need to encourage walking/ cycling for those that are able.

This is implied in the draft policy, should it be more explicit?

Tree protection orders needed to protect them around the new developments.

Two ticks

Extend 30mph speed limit beyond tennis club entrance.

Two ticks

Traffic calming measures on the main road.

Two ticks

Financial support to ensure that the pre -school can continue to serve the community. New premises?

Look at housing-people are in properties that are either too big or too small for their current needs. There could be an option/forum for people to say if they are in that situation and we could match people for house swaps. Keeps everyone in the village and no agents!

One tick

Sensible solutions for safer crossing on the A368. No permanent traffic light / pelican crossing near school.

Use of school rear entrance.-Safer route from Barratt / Batch development to rear entrance.

If pavement widened at Methodist hall and road widened or opposite pavement widened traffic will be faster into village as straight section seen earlier. Safer crossing at bus stop / Post office required. Chew Valley school children / pre-school etc.

Footfall survey on safe crossing points on Wick Rd / A368

On the 15th July 2014 a face to face, footfall survey was undertaken along Wick Road / A368 between the Methodist Hall and Bishop Sutton Primary School, the survey was undertaken by Heather Clewett and community volunteers with the public engagement working party, the purpose of the survey was to clarify previous responses and community comments regarding safe crossing points along Wick Road / A368.

This was supplemented by the same questions being asked on a popular village community Facebook page.

The age group consulted during this activity ranged from children to adults in their early twenties through to post retirement age.

Questions with collated responses

Do you feel safe when crossing the roads in Bishop Sutton?

Yes 2 No 4 Sometimes 12 of these they referred to fast moving traffic at different times of the day.

Where do you cross the road most often?

Bottom of Sutton Hill Road to the shop 14, Primary School 10

Other responses included; Bottom of Church Lane 4, The Batch to Bonhill 2, To the Village Hall 2, Woodcroft to Sutton Spice for rec ground 2

Is there any particular crossing point where you feel safety needs to be improved?

At the front entrance of the school x 10.(Parents referred to how good the crossing person is but expressed concerns about children crossing at those times when the crossing person is not there and children being lulled into a false sense of security expecting to be able to walk across the road safely).

Opposite the shop x 10 specific concerns referred to the school bus and yp crossing with often speeding cars.

Bonhill T junction x 3


Other – suggestion of chicanes to slow traffic with these providing a safe crossing point and slowing traffic at key points.

Whilst identifying the need for crossings the overwhelming majority of respondents wanted zebra type crossing rather than push button light controlled feeling this would not be in keeping with the nature of Bishop Sutton village.

Facebook Posts encouraging Neighbourhood Plan and survey participation

●○○○○ O2-UK 16:22 44%

< Bishop Sutton Mum's Page!

 **Emma Robinson**
21 November 2013

Hi I have been asked to post this from the Parish Council: WHAT IS NEIGHBOURHOOD PLANNING? The community of Stowey Sutton Parish is being invited to embark on the process of developing a Neighbourhood Plan. This is your main opportunity t... [Continue Reading](#)

Stowey Sutton Parish Council :
Contact & Newsletter
stoweysuttonpc.org

2 Likes 2 Comments Seen by 68

Like Comment Share



Bishop Sutton Mum's Page!

1 Like 2 Comments

Seen by 66



Like



Comment



Kate Alvis

2 April

Hi all Stowey Sutton Parish, you should have recently received a second questionnaire regarding parish priorities, this has to be completed and returned by tomorrow, Fri 7th Feb, if you have not already completed this, please can you do so, as your views can help shape the neighbourhood plan, which amongst other things will give us a voice on planning policies.

1 Like

Seen by 66



Like



Comment



Bishop Sutton Mum's Page!

over the summer! Any amazing alternative ideas we can all share? X

2 Likes 7 Comments

Seen by 51



Like



Comment



Sarah Jane Streatfeild-James

17 July at 13:38 near Bristol

Hello all, I have been asked to post these 3 questions from the Neighbourhood Plan Group. If you had time to answer them in an email to

sallymonkhouse961@btinternet.com that would be a great help. Thanks

1. Do you feel safe when you cross the roads in Bishop Sutton?
2. Where do you cross the road most often?
3. Is there any particular crossing point where you feel safety needs to be improved?

1 Like 2 Comments

Seen by 50



Like



Comment



News Feed



Requests



Messenger



Notifications



More

Community Consultation leaflet distributed May 2014

This is a large document and a copy can be found here <http://sspcnp.org/draft-neighbourhood-plan.asp>

Community Consultation leaflet distributed November 2014

This is a large document and a copy can be found here <http://sspcnp.org/draft-neighbourhood-plan.asp>





Community Feedback on November 2014 Community Consultation

See overleaf

Second Community Consultation Feedback



Feedback received summary, Comments have been anonymised, but reproduced as written, without amendment or correction.

35 individuals gave feedback either directly or at consultation events, 22 joined the WI engagement event and 16 younger persons (14 to 18 years of age) were involved in the three youth engagement sessions Positive feedback was also given by two Parish Councils, our Ward councillor, one medical practice, The Highways Agency, English Heritage and Natural England, all of these respondents gave feedback that was predominately positive and in support of the Neighbourhood Plan. One developer’s agent provided feedback objecting to the principal of the Neighbourhood Plan and the programme to date, based on statements which were incorrect and did not reflect our plan or published documents.

There was a total of 73 individual feedback comments (not including organisations etc) which represents over 14.5% of households giving comment, the age of respondents ranged from under 16 through young adults, and each group up to post retirement.

Full details available to Steering group on request.

Comment Received	Policies Affected	Response
<p>Comment 08/11/14</p> <p>Good evening!</p> <p>First of all thank you for all your time and commitment in putting this plan together in order to try to save the village from any further development. As time moves on so does my frustration, even anger I'm</p>	<p>SSCRP3</p> <p>SSRTP2</p>	<p>Forceful language not thought appropriate</p>

<p>afraid; not a word I would use lightly, towards he Batch Development and the further development of Cappards Farm.</p> <p>There is one point that my husband and I feel is worth emphasising regarding SSCR P3 / SSRT P2/ SSRT P3/ SSRT P4. All these concern the need for safe footpaths, parking and crossing measures. I cannot stress enough the detrimental impact that the undoubted (the word you used was 'likely' which I do not feel is strong enough) increase in traffic will have on the road. At all costs parents from these new developments need to be encouraged to walk their children to school. There is simply nowhere for them to park their cars. As things stand cars are parked along the A368 as close as possible to the school and this often makes it difficult and dangerous for residents who are wishing to turn in to the road from their drives as parked cars block visibility, never mind just the overcrowding of cars along the road.</p> <p>A footpath needs to extend from the Batch Development all the way to the school at least.</p>	<p>SSRTP3 SSRTP4</p>	<p>There is a pavement for this route, although it is on the opposite side of the road</p>
<p>SSHD P3 ,P5. At every opportunity these areas of concern need to be referred to or spoken about in the strongest possible terms. Are new residents looking to purchase properties going to be told that the village school will not be able to sustain the growth that these new houses will bring or that even at present it is not possible to get a Doctors appointment within 2 weeks at Chew Valley surgery!</p>	<p>SSHDP3 SSHDP5</p>	<p>Not areas covered by NP</p>
<p>Comment 08/11/14</p> <p>The tone of the plan is professional and 'calm' as it should be but can you possible afford to be a little more severe as you highlight our concerns?!!</p> <p>Eg; 'New Development of 76 homes 'far' exceeds the target....' '..evidence concerns in respect...has informed us that the local health/ social and educational infrastructure is going to be inadequate to</p>		<p>Forceful language not thought appropriate</p>

<p>sustain...'. I hope you don't mind this observation! What I am saying is don't 'hang back' from saying it as it is!!</p>	
<p>Comment 09/11/14</p> <p>I am responding to the above with particular concern to the implications in the section SSRT P4.</p> <p>I am very well aware of current limitations of safe crossing particularly over the A368 but I am concerned on the impact of the implications of what is inferred in this section of the Plan.</p> <p>By 'providing pedestrian crossings' infers major structural changes to roads pavements signage etc.</p> <p>Has the team considered what impact this will have on the streetscape of the village if all 4 or 5 (both school entrances) were to be adopted?</p> <p>There is no doubt that safe access to the most used areas to facilities are a major consideration ie around the shop post office/ Sutton Hill junction, and safer routes as a whole from residence to school should always be at the forefront of thinking, but the impact of bollards lights signage etc., on all these areas would be a blot on the streetscape which I believe is something we need to protect, and I thought the team recognised that too, from all the considerable survey work that has been done.</p> <p>I am very concerned that the school entrances have been included particularly the front entrance. There is a clearly defined crossing area for pedestrians with a 20mph limit and flashing lights and a supervised crossing attendant when required. To suggest something more permanent (without actually analysing or reviewing what is in place) is ridiculous. Any permanent (in terms of operational effectiveness) structure, not necessarily any safer than what we have currently, would have a 24/7 (not just school time) effect on the neighbourhood and it's character and it would be ironic and contradictory to the Placement Plan which has 3 or 4 buildings adjacent which are considered to be Community Assets, affected by this.</p>	<p>SSRT04</p> <p>The policy referred to describes the kind of location where safe crossing points should be considered & does not designate any site in particular.</p> <p>A large number of the responses (including this one) either request or welcome safer crossings in Bishop Sutton village. Many residents have suggested a safe crossing for the school and this is the only one with a specific objection to that.</p>

<p>I did discuss this at some length with a member of the team at the recent coffee morning, who incidentally indicated that the school front entrance wasn't a main concern, and left my thoughts on the flip chart. Clearly attendance and discussion was a waste of time as it is not reflected in this draft. Only results of the questionnaire survey mostly anonymous from those who may not have to 'live' with outcomes, seem to be of importance, over that of individual's face to face comments. Majority of opinion from received questionnaire responses is not always the right solution.</p> <p>The NP should represent the community as a whole but it certainly does not represent this part of it.</p> <p>I would welcome the opportunity to discuss this as a concerned resident (not as a councillor) of some 32 years at this address, with a member of the team or steering committee, because as of now I do not support this as it stands, how it is worded and what it implies, and would not support its adoption. This would be a shame as I would like to support the considerable work and effort that has been put into the NP thus far.</p>	
<p>Comment 12-11-14</p> <p>Following Heather's very informative feedback to Stowey Sutton WI last night, I was generally in agreement with the points raised. Most important to me (& John) is Broadband speed & we would hope that it is possible to improve it very soon. I learnt a lot about the village & we are grateful to the team for the hard work you've put in towards preparation of the NHP.</p>	<p>SSBE05</p> <p>Supports Policy</p>

Comment 12-11-14, from WI meeting (around 22 present & contributing)

General points

A large print version of the leaflet would be helpful.

Housing development boundary referred to in SSHP01 – this is not known to most people and so the significance of this policy is unclear. Could the map include this but marked in red?

SSHP01 – full agreement

SSHP02 – full agreement

SSHP03 – full agreement

SSHP04 – full agreement

SSHP05 – full agreement

SSHP06 – Full agreement

Business and Employment

SSBE01 – there should be a time limit in place to avoid a vacant business property falling into disrepair so that rather than leaving empty indefinitely it can be converted into housing and help to meet local need.

SSHP01

SSHP02

SSHP03

SSHP04

SSHP05

SSHP06

SSBE01

Supports Policy

Policy wording covers this Supports Policy

<p>SSBE02 – in full agreement but raises the question of where such development could take place given very little space within HDB.</p>	<p>SSBE02</p> <p>Supports Policy</p>
<p>SSBE03 – in full agreement but see above</p>	<p>SSBE03</p> <p>Additional clarification added to reason section for this policy</p>
<p>SSBE04 – Much discussion, ‘homeworking’ needs to be defined. Examples given of businesses being run from homes where lorries frequently deliver, the business own several vans and in some instances larger vehicles which cause parking/passing problems for local residents. Suggestion this should be defined as a single person who is one of the named home owners. Suggestion that the type of ‘business’ also needs defining. Computer working is very different to house clearance!</p>	<p>SBE04</p>
<p>SSBE05 – Full agreement</p>	<p>Supports Policy</p>
<p>Action Policies</p>	<p>Supports Policy</p>
<p>SSRT01 Public Transport – full agreement</p>	<p>SSRT01</p>
<p>SSRT02 Parking – full agreement</p>	<p>SSRT02</p>
<p>SSRT03 Footpaths – full agreement especially BS to Redlands on main road and to Manor Farm shop</p>	<p>SSRT03</p>
<p>SSRT04 Safe road crossing – full agreement</p>	<p>SSRT04</p>
<p>Supports Policy</p>	<p>Supports Policy</p>
<p>Supports Policy</p>	<p>Supports Policy</p>
<p>Supports Policy</p>	<p>Supports Policy</p>
<p>Supports Policy</p>	<p>Supports Policy</p>

<p>SSRT05 Cycling and walking– full agreement especially safe cycle route for pupils to Chew Valley School</p> <p>SSRT06 Stowey Weight Restriction – full agreement</p> <p>SSCR01 Recreation ground usage – full agreement with emphasis on it being used for children and young people to kick balls around etc.</p> <p>SSCR02 Allotments – agreement but where and what is the need?</p> <p>HC 13.11.14</p> <p>SSRT06 Stowey Weight Restriction– full agreement</p>	<p>SSRT05</p> <p>SSRT06</p> <p>SSCR01</p> <p>SSCR02</p> <p>SSRT06</p>	<p>Supports Policy</p> <p>Supports Policy</p> <p>Supports Policy</p> <p>Supports Policy</p>
<p>Comment 14/17&19-11-14</p> <p>Steering group member David Dickerson held informal discussions concerning the SSNP with the young people (YP) on 14th & 17th November at the Youth Bus and Chill Out Zone with a more formal session in the Youth Bus on Wednesday 19th November with 16YP's present between the ages of 14-18.</p> <p>The sessions focused mainly on policies of direct relevance to the YP's with interest on Policy SSBE05 - faster broadband and Policy SSCR01 – improvements to the recreation ground which the YP's supported.</p> <p>Other questions raised included:</p> <p>what age do you have to be to vote?</p>	<p>SSBE05</p> <p>SSCR01</p>	<p>Supports Policy</p> <p>Supports Policy</p> <p>Not areas covered by the SSNP, but responses given during sessions</p>

when the referendum would take place (as to whether certain YP's would be eligible to vote)?

How much money would the CIL raise?

Comment 12/11/14

12 November 2014

Dear Sue

I have read the draft Plan with great interest - a superb document, and the Committee and Steering Group should be really pleased with what they've achieved.

I have no comments as such, but hope the Committee won't mind my having made a few suggestions to make it easier to read, and to correct a few inadvertent errors. Annotations are on the enclosed copy.

Charles Darwin (Finches)
Reproduced from a stamp designed by David Gentleman
and issued by the Post Office on 10 February 1982
price 13p

Kind regards,

Supports Policy

Comment 04/11/14

10. Sutton Park
BISHOP SUTTON BS3750B
04-11-14

The Chairman
Stoney Sutton Parish Council

Dear Sir,
I thought your 'neighbourhood plan'
was fantastic. Thank you. I have been a member
of 17 years and at the age of 80 desperately dependent
on public transport.

You put out the neighbourhood - a big thing
of his success and I do hope you can improve
them. I suggest the Regain / Quis note be
added to frequency - from frequency down. 5 more
answers. I note from Greta to say Parish
+ Stoney Water east over the Bross / ^(means) ~~Water~~ ^{means}
Stoney many villages at some times. ^{of the road is}
it is virtually impossible to go to Greta from here

Supports Policy

SSRT01

		
<p>Comments from Community Engagement drop in sessions 20/11/14</p> <p>A well-reasoned plan which I will support.</p>		Supports Policy
<p>Comments from Community Engagement drop in sessions 20/11/14</p> <ol style="list-style-type: none"> 1, I like that there's no light pollution – bats etc 2, Against anymore development – not against infill 3, Provision for pre-school is needed 4, Provision is needed for teenagers and young people 5, Crossing needed – by the school and possibly by the shop 	<p>SSHPO6</p> <p>SSHPO2</p> <p>SSRT04</p>	<p>Supports Policy</p> <p>Point 3 & 4</p> <p>PC and community in discussion</p> <p>Point 5</p> <p>Supports policy</p>

<p>Comments from Community Engagement drop in sessions 20/11/14</p> <p>We need medical access in the village, maybe a surgery once a week in a hall or house for those of us that can't drive</p>	<p>The Parish Council already provides a free weekly bus to the Chew Medical Practice</p>
<p>1, Walking to school</p> <p>2, Infill, not big developments. Houses need drives.</p> <p>3, Flooding</p> <p>4, Parents of children parking irresponsibly</p>	<p>SSRT03/04</p> <p>SSHPO2</p> <p>SSHPO5</p> <p>Point 4</p> <p>School transport plan</p>
<p>Comments from Community Engagement drop in sessions 20/11/14</p> <p>Well done for all this hard work very comprehensive</p> <p>We need dog bins for dog mess to stop mess everywhere</p>	<p>Supports Policy</p> <p>Noted for PC to explore.</p>

<p>Comments from Community Engagement drop in sessions 20/11/14</p> <p>Really pleased to see comments from previous consultation incorporated. The summary reads very well and addresses the critical points, well done. Thank you for all the hard work.</p>	<p>Supports Policy</p>
<p>Comments from Community Engagement drop in sessions 20/11/14</p> <p>1, Internet speed needs doing</p> <p>2, Villagers views need listening too</p> <p>3, Infrastructure isn't going to cope with more housing</p> <p>4, I think Church Lane from the main road up through Parkfield to make it safer for children & pedestrians (we believe this refers to making the road one way)</p> <p>5, Have a crossing opposite pub with a pavement along the short wall to pub car park</p>	<p>Supports Policy</p> <p>The process and plan evidences this has been done</p> <p>Supports Plan</p> <p>Noted</p> <p>Supports Plan</p>
<p>Comments from Community Engagement drop in sessions 20/11/14</p> <p>Public transport – far too inadequate for access to Bath / Bristol for working this means having to drive.</p> <p>In Stowey you have to drive to shop, road far too scary to walk along and Barratts have closed footpaths.</p>	<p>Supports policy</p>
<p>Comments from Community Engagement drop in sessions 20/11/14</p>	

<p>School – increase of numbers means the classes are getting too big. I moved to Bishop Sutton from bath so my children could get more individual attention from their teacher. I might well have stayed.</p> <p>Only one shop for all these houses being built.</p> <p>We need zebra crossings by the shop and village hall</p> <p>Pavements too narrow especially from Woodcroft to school, they need widening.</p>	<p>SSRT03</p> <p>SSRT04</p>	<p>New build starting 2015</p> <p>Supports policy re sustainability</p> <p>Supports policy</p>
<p>Comments from Community Engagement drop in sessions 20/11/14</p> <p>Internet speed, having moved from London really noticeable how slow it is. Have had to install a satellite to try and improve speeds. Very expensive. Needs to be fibre optic.</p>	<p>SSBE05</p>	<p>Supports Policy</p>
<p>Comments 23/11/14</p> <p>Thanks for taking the time to present the details of the Neighbourhood Plan at the Red Lion Pub. As promised, I have some thoughts that I wanted to share:</p> <ul style="list-style-type: none"> • With an expanding village we are likely to see an increase in traffic, particularly at key times of day, and subsequent pressure on parking. School opening and closing times are a particular concern already and will only get worse • The speed of traffic through the village has long been a concern and with increased numbers of children from the housing developments and at the Primary School this will only become a greater risk. Consideration should be made to schemes to slow the traffic down for the length of the village. 	<p>SSHP01</p>	<p>For school transport plan</p>

<ul style="list-style-type: none"> • I would really support the development boundaries proposed within the NP. The ethos and makeup of the village is really important to maintain. People move to the village for these reasons and large scale developments undermine this feel. • Promotion of local business is really important. Our village is a better place for having a shop, pub, garages, farm shop and a takeaway. Encouraging people to spend time in these facilities is really important. • The location of Bishop Sutton ensures that we get a lot of commuters living in the village. To encourage people to work at home more (and spend more time using the facilities) a greater speed of broadband would make a massive difference. • As more families move to the village we have a lack of facilities for young people and some thought must be given to finding some options for young people. I am encouraged by the possible future use of the Methodist Hall but the Village Hall playground and fields could be a great resource if developed. • As Chair of Governors at the Primary School we are preparing for an expansion project that will take us to 210 pupils, which is the maximum for the current site, this may give us 5-7 years before we reach our new capacity. Consideration may need to be given for alternative school sites within the next generation. • It is really important that we maintain our pre-school provision in the village. 	<p>Traffic calming on an A road outside the scope of the NP</p> <p>Supports Policy</p> <p>Supports Policy</p> <p>Supports Policy</p> <p>Supports Policy</p> <p>Noted for possible PC involvement</p> <p>PC engaged with reps and community</p>
	<p>SSBE01</p> <p>SSBE02</p> <p>SSBE03</p> <p>SSBE05</p> <p>SSCR01</p>

<p>Comment 25/11/14</p> <p>I just wanted to email my thanks for all your hard work in bringing the Neighbourhood Plan together and to confirm I have no queries or further suggestions, and am in agreement with its policies.</p>	<p>Supports Policy</p>
<p>Comment 25/11/12</p> <p>Just to register my support for the Neighbourhood Plan.</p>	<p>Supports Policy</p>
<p>Comment 25/11/14</p> <p>I thought the plan was put together well and you have my full support.</p> <p>I hope the Parish Council is in a position to implement the policies.</p>	<p>Supports Policy</p>
<p>Comment 27/11/14</p> <p>My only comment, and it may be a small specific point and not necessarily needing a mention in the document is to consider moving the 30mph limit out beyond the Tennis Club to the east of the village.</p>	<p>Refer to Parish Council for consideration</p>
<p>Comment 27/11/14</p> <p>On receiving your booklet I was disappointed that there is no mention of making use of a very valuable community asset in the centre of the village i.e. Holy Trinity Church. The Diocese of Bath & Wells are very keen that these buildings are used 7 days a week and they need to be if they are to remain open and</p>	<p>Comments refer to a specific religious building, which has</p>

<p>enjoyed as our historical heritage. I went to the drop in session at the Methodist Chapel and was interested to see on the centre of the display board a picture of the Parish Church it is a shame that it was not so prominent in your Neighbourhood Plan.</p> <p>On your survey there are several areas that question the need (for the working party that penned the document) to look at how Stowey Sutton could benefit from an investment in the Parish Church:</p> <ol style="list-style-type: none"> 1, I have good access to community activities 70% agree 2, We have sufficient and good recreational facilities 59% agree 3, I have good access to a range of sports and leisure facilities 52% agree 4, I have good access to pre-school services 62% agree 5, I have good access to after school child care 17% agree <p>All these areas, which show a need to improve, could benefit from using the parish church particularly activities centred on the school which share two boundary walls. This survey was produced before the surprise announcement that the Methodist Hall was closing and if it is sold privately then certainly 1, 2, 3 & 4 above would reduce dramatically and the Village Hall would not be able to cope with the demand put upon it. I know this is ongoing but contingencies or a plan B should be put in place.</p> <p>Also in your survey the question "The Churches have facilities to meet the needs of the community" (knowing full well that the parish church does not have heating, toilet or kitchen facilities), got a response</p>	<p>only been identified by this single commenter, who made no representation during previous community consultation exercises, the NP is unable to address the demands of individual members of the community</p>
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<p>of 75% agreeing which gives totally the wrong signals. This question should have been separated out for each church building to give a more honest answer.</p> <p>As this is a consultative exercise I hope these points will be taken on to make the best use of the community buildings we have in Bishop Sutton or we shall have to see an historic building fall into rack and ruin.</p>		
<p>Comment 27/11/14</p> <p>Firstly many, many thanks to everyone who has worked so hard to gauge the wishes of residents of the village and then collate them into such a comprehensive draft plan, for which we would like to register our support.</p> <p>I am particularly pleased to see the inclusion of the need for smaller, cheaper, open market houses.</p> <p>My only comment would be a plea for no more street lighting at all in the village to preserve the night skies - though I appreciate this may be unrealistic with new developments.</p>	<p>SSHPO4</p> <p>SSHPO6</p>	<p>Supports Policy</p> <p>Supports Policy</p> <p>Supports Policy</p>
<p>Comment 27/11/14</p> <p>We have read the consultation booklet, attended the recent exhibition and agree wholeheartedly with the findings. We therefore support the draft policies of the Neighbourhood Plan.</p>		<p>Supports Policy</p>

<p>Comment 28/11/14</p> <p>I don't want to appear too pessimistic but I fear nothing much will change as the result of the Neighbourhood Plan.</p> <p>As far as development is concerned, it will be difficult to stop the village becoming a dormitory sprawl whilst our self-serving politicians have the last say in the matter.</p> <p>Parking is a problem around the Post Office at certain times of the day but i fear that lack of space in that area precludes any improvement unless the Red Lion car park can be used when the pub is closed.</p> <p>Broadband speed certainly needs to be improved.</p> <p>An improved bus service to Bath would certainly be good.</p> <p>This will probably be of little use to you but keep up the good work.</p>	<p>SSHPO1</p> <p>SSBE03</p> <p>SSRT02</p> <p>SSBE05</p> <p>SSRT01</p> <p>Supports Policy</p>
<p>Comment 29/11/14</p> <p>I have now had chance to read the above plan. Firstly, my thanks to the team who assembled it in the first place.</p> <p>I agree with the plan, its content, various emphases and conclusions. I give it my full support.</p>	<p>Supports Policy</p>

<p>Comment 04/12/14</p> <p>Very good plan which I fully support and hope that it is implemented & supported by B&NES.</p> <p>Many thanks to the team for all their hard work.</p>		Supports Policy
<p>Comment 05/12/14</p> <p>Dear Sir or Madam,</p> <p>Thank you for your hard work in preparing the Neighbourhood Plan which to ne seems very good.</p>		Supports Policy
<p>Comment 07/12/14</p> <p>I approve of the SSPC Neighbourhood Plan as presented in the consultation leaflet.</p> <p>However while I agree that better broadband is an essential & desperately needed utility in the parish, I don't see the need to specify the technology (ie fibre) to achieve this.</p>		Supports Policy
<p>Comment 07/12/14</p> <p>I would like to congratulate you on an excellent, well thought out and considered document.</p> <p>My only concern relates to 'safe crossing areas'. I would be very disappointed to see any lighting (zebra crossings) used as I feel this urbanises our rural community.</p>	SSRT04	Supports Policy The need to avoid an urban streetscape must be balanced against

<p>Similarly I don't feel any form of street lights are necessary either.</p> <p>Thank you to all concerned for working so hard to ensure our wonderful parish is prepared sympathetically for future needs.</p>	<p>the need for safe crossings</p> <p>Policy aims to minimise light intrusion where required for safety</p>
<p>Comment 08/12/14</p> <p>Just a note to say that in general I support the Neighbourhood Plan. I would perhaps have placed more emphasis on:</p> <ul style="list-style-type: none"> * Parking - possibility of yellow/double-yellow lines on choke points, such as entrance to Yeatmans Close. * Buses - a shuttle service from the A37 to the A38 along the A369 may be all that is required, as these roads both have frequent services to metropolitan centres. 	<p>SSHPO6</p> <p>Covered by SSRT01</p> <p>Supports Policy</p> <p>Refer to School to consider in conjunction with school transport plan</p>
<p>Comment 09/12/14</p> <p>Happy to support this document, thanks for all your hard work</p>	<p>Supports Policy</p>
<p>Comment 11/12/14</p> <p>Hello,</p>	

<p>I have read the Neighbourhood Plan leaflet and wanted to confirm that I approve of all of its policies.</p> <p>Well done</p>	Supports Policy	
<p>Comment 11/12/14</p> <p>Dear Neighbourhood Plan Committee,</p> <p>Thank you for the leaflet consulting on the Neighbourhood Plan, I am happy with all of the policies and support them.</p>	Supports Policy	
<p>Comment 11/12/14</p> <p>Dear Sir</p> <p>I support the Neighbourhood Plan.</p>	Supports Policy	
<p>Comment 11/12/14</p> <p>What I would like to see in the neighborhood plan is greater emphasis to:</p> <p>1. Create more parking in the village centre not just for the sustainability of the shops but to an gate the impact on householders adjacent to the village centre / shops. There has been previous plans to remove the bus stop and build parking opposite the post office and would like this plan to be reconsidered / implemented as part of the neighborhood plan 2. Reinstating the no parking lines / zig zag / double yellow lines to prevent inappropriate parking outside the accesses / driveways adjacent to the post office.</p>	Supports Policy	SSRT02

Comment 14/12/14 (technically just after consultation closed)

The Neighbourhood Plan looks good, very many thanks to all for the considerable effort involved in preparing it. It is a great document and I think reflects well where the parish is going.

Hopefully it will ensure growth is managed sustainably, in a manner that allows the essential rural nature of the area to be protected for the future generations.

Supports Policy

Comment From Official Consultees	Policies Affected	Response
<p>Comment03/12/14</p> <p>Highways Agency</p> <p>Thank you for consulting the Highways Agency on the draft Stowey Sutton Neighbourhood Plan. We have reviewed the plan and find its policies to encourage and facilitate the use of non-motorised journeys and to further work with the community to minimise and seek to reduce the use of the private motor car for local trips a positive approach.</p> <p>As the Neighbourhood Plan covers an area that does not include any strategic roads for which we are the highway authority we have no further comments to make.</p> <p>Regards</p> <p>Jacqui Ashman, Asset Manager Highways Agency Temple Quay House 2 The Square, Temple Quay Bristol BS1 6HA</p>		Supports Policy

<p>Comment 04/11/14</p> <p>Stowey Sutton Parish Council</p> <p>Minute 7,ii) To approve the Neighbourhood Plan for consultation.</p> <p>It was proposed by Councillor Brent, seconded by Councillor Mrs Braidley and unanimously agreed to approve the Neighbourhood Plan for consultation.</p>		Supports Policy
<p>Comment 04/12/14</p> <p>Ward Cllr. Chew Valley South</p> <p>Please be advised of my full support for the Stowey Sutton Neighbourhood Plan as presented.</p> <p>Thanking you,</p> <p>Vic Pritchard (Ward Cllr. Chew Valley South)</p>		Supports Policy

Comment 05/12/14

English Heritage

Many thanks for your consultation on this SEA Screening.

To confirm that we have no objection to the conclusion that an SEA is not required.

As an aside, I did attempt to look at the Neighbourhood Plan on the website indicated but although the schedule of proposed policies was listed there was no detail as to what each might contain. This might have made it difficult to affirm the position offered but as I note that development will be restricted to infill sites only I am happy that the assessment of such proposals and their potential for impact on the Plan area's historic environment will be covered by parent policies in the Core Strategy and the National Planning Policy Framework.

Kind regards

David Stuart | Historic Places Adviser

Direct line: 0117 975 0680

Mobile phone: 0797 924 0316

English Heritage | 29 Queen Square

Bristol | BS1 4ND www.english-heritage.org.uk

Note, the reviewer apparently failed to understand that the policy titles listed on the website were actually links to PDF's of the full policy wording, for easy review online or downloading

Supports Policy

<p>Comment 08/11/14</p> <p>Natural England</p> <p>Thank you for your email dated 3 November. I have reviewed the draft SEA Screening report and, provided the recommendations in the HRA screening are followed, the conclusion that no SEA or AA is needed appears reasonable. The reference in the HRA screening to working with Natural England is welcome because of the sensitivity of Chew Valley Lake Special Protection Area and the need to balance this with recreational opportunities.</p> <p>Yours sincerely</p> <p>Alison Howell</p> <p>Lead Advisor, Sustainable Development (Somerset, Avon, Wiltshire)</p> <p>Natural England, Temple Quay House, 2 The Square, Bristol BS1 6EB.</p>		Supports Policy
<p>Comment 10/11/14</p> <p>Chew Medical Practice</p> <p>Thank you for the opportunity to see the draft Neighbourhood Plan. The section on doctors' surgeries reflects my input well. However, I'd be grateful if you would correct the name of the surgery. We are Chew Medical Practice, not "Chew Stoke/Chew Magna" or "Chew Valley surgery".</p> <p>Kate Davenport, Practice Manager, Chew Medical Practice</p>		Supports Policy

Comment 08/12/14

Thank you for sending us your draft Neighbourhood Plan proposal as part of your pre submission consultation. The Councillors of Clutton Parish Council were asked to consider the documents at the last meeting and no issues were raised. One councillor commented that it was a good clear summary of what seem to be sensible policies.

Kind Regards

Helen Richardson
Clutton Parish Clerk

Supports Plan
as proposed



Our Ref: HESJF
Date: 10th December 2014

Mr Keith Bellamy
Stoney Sutton Parish Council
3 Chapel Cottage,
The Street
Stoney Sutton
BS29 5LX
Cote St Martin

STONEY SUTTON NEIGHBOURHOOD PLAN

I write in response to the public consultation on the draft Stoney Sutton Neighbourhood Plan (the 'draft plan').

As you will be aware, once a draft neighbourhood plan is submitted to the local planning authority, it must be accompanied by a Statement of Community Vision (SCV) and a Statement of Community Implications (SCI). The SCI is a statement of the way in which the plan will contribute to the achievement of the objectives of the Local Planning Authority (LPA) and the Local Development Framework (LDF) and the Local Development Order (LDO) and the Local Development Scheme (LDS) of the 1980 Act. Of particular relevance is basic condition 16, which provides that the draft plan must be in general conformity with the policies of the development plan.

Furthermore, we note that a sustainability appraisal has been undertaken and we support that as it is accepted that such an assessment is appropriate it must be compliant with the requirements of the Environmental Assessment of Plans and Programmes Regulations 2004.

In Stoney Sutton East Somerset, the development plan comprises the Core Strategy for South and North East Somerset (Northcott), the draft Stoney Sutton Neighbourhood Plan cannot be adopted unless it is in general conformity with the policies contained within the Core Strategy.

The draft plan cannot be considered to be in general conformity with the Core Strategy and therefore cannot properly be adopted in its current form. In addition the process to date is not compliant with the 2004 regulations.

Specifically, the draft plan policies SS4P01, 05 are not in general conformity with policy RA1 of the Core Strategy. It is noted that the draft plan contains a number of policies that have not been considered contrary to the 2004 regulations.

Ian Jewson Planning Ltd
Registered Office: Northcott, Somerset, United Kingdom, BA2 9NR

Policy DM1 of the Core Strategy provides that between 2011 and 2020, around 7500⁷ houses should be built. This is not a cap, and it is interpreted that of that figure, around 1,127⁸ houses will be built in the Rural Areas.

Policy RA1 of the Core Strategy states:

... At the villages outside the Green Belt which meet these criteria, development will also be allowed in the Neighbourhood Plan and the housing development boundary will be reviewed accordingly to ensure delivery during the 2016 period of the 1,127 dwellings detailed on the map. Diagram: Residential development on sites outside the Green Belt. Allowing the housing development boundary at these villages and the acceptance it identified in an accepted Neighbourhood Plan.

- 1. The housing development boundary should be reviewed through the Neighbourhood Plan which is a process to be first in fact being undertaken by the Local Planning Authority; and
- 2. Residential development on sites outside the housing development boundary will be acceptable if identified in a Neighbourhood Plan.

Therefore policy RA1 leaves the issue of identifying development sites to meet the 1,127 units and the introduction of that for the existing housing development boundary to the Neighbourhood Plan. Policy RA1 leaves the issue of whether any sites should be identified outside the housing development boundary to the Neighbourhood Plan.

The draft plan's proposed policy SS4P01 provides:

Housing and Development Policy SS4P01 Housing Boundary

The housing development boundary (HDM) for Stoney Sutton should be reviewed to identify those sites which are suitable for development. The HDM should be reviewed in accordance with the existing HDM for the village of Stoney Sutton and the HDM for the village of Stoney Sutton East.

This policy therefore seeks to withdraw and fix the housing development boundary to Stoney Sutton housing limit and account two existing permitted sites. Under policy RA1, the introduction of policy SS4P01 will have the effect of removing the HDM for the village of Stoney Sutton from the Neighbourhood Plan. The location of the Neighbourhood Plan (NPP) RA1 is to identify sites outside the housing development boundary. Therefore the draft plan has sought to undermine the function of the Neighbourhood Plan and has also failed as part of the Neighbourhood Plan process, to assess and see whether there are any sites outside the settlement boundary that should be identified in the draft plan. The draft plan is therefore not in general conformity with policy RA1. Further policy SS4P01 (and policies SS4P02-03) seeks to go the opposite to that anticipated by policy RA1. In that they seek to fix the housing development boundary and then limit development to within the housing development boundary by only allowing for self.

⁷ The criteria of at least 5 of the following key facilities within the village are: office, social, community meeting space and convenience shops, and at least 1 of the following: primary, public day care, sports centre, health centre.

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Moreover, these policies and their accompanying text proceed on the erroneous assumption that the figure of 1,127 units, which is a matter for the Planning Policy, is a maximum cap on development in the Rural Areas which would preclude identifying such a site or sites in the draft plan. This is further compounded by the additional erroneous assumption that because more than 90 units have already been permitted outside the housing development boundary in Stoney Sutton that it is also precluded the identification of such a site or sites outside that boundary in the draft plan.

The Neighbourhood Planning process has fundamentally failed to grapple with the part of policy RA1 that is relevant to it. The Parish should have undertaken an assessment to see if any sites outside the housing development boundary could be identified. Had such an assessment been carried out, it would have revealed that suitable sites exist and are in fact identified in RA1/16 Strategic Land Availability Assessment 2013. One of those is of course, Stoney Sutton Lane (SLLA) Plot B3-30. This is further compounded by the fact that the Stoney Sutton Neighbourhood Plan Housing Survey Report fails to identify the actual level of need for new and affordable housing that exists in Stoney Sutton that should inform such an exercise. It would seem that one of the main purposes of the draft Plan exercise is an attempt to prevent further development in Stoney Sutton.

In addition there has also been a failure to comply with the 2004 regulations in that there has been a failure to take regard to or assess reasonable alternatives to the policies contained within the draft plan which should have considered the Strategic Objectives 8 to 10 and to other sites.

For the reasons given above it is concluded that it is not possible to remedy these fundamental failings with the draft plan and that amendments to the draft plan are not possible at this late stage. Therefore the only option available to the Parish Council is that the content of the plan needs to be reconsidered and reformulated in order to ensure that it is in conformity with the Core Strategy and the 2004 regulations.

If the draft plan is submitted in its current form, my client intends to pursue their objections to the draft plan and we make such representations to the LPA and any appropriate Examiner.

Yours sincerely

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Principal Planner

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The Stowey Sutton Neighbourhood Plan Steering Group asked B&NES Council for advice on the Ian Jewson Planning representation to the Community Consultation, their point-by-point analysis is detailed below.

IJP Comment	Does B&NES agree with this comment?	B&NES Response
<p><i>"As you will be aware, once a draft Neighbourhood Plan is submitted to the local planning authority, Bath and North East Somerset Council ("the LPA"), which satisfies the preliminary requirements within paragraph 6 to Schedule 4B of the Town and Country Planning Act 1990 ("the 1990 Act"), the LPA is required to submit the draft plan for independent examination. The Examiner is unable to recommend that a draft plan be adopted unless it satisfies the basic conditions set out within paragraph 8(2) to Schedule 4B of the 1990 Act. Of particular relevance is basic condition (e) which provides that the draft plan must be in general conformity with the policies of the development plan."</i></p>	<p>N/A</p>	<p>No comments necessary, the paragraph repeats the Neighbourhood Planning regulations.</p> <p>[For information: On submission, the Stowey Sutton Neighbourhood Plan will be accompanied by a Basic Conditions Statement, which outlines that the Neighbourhood Plan is in general conformity with national/local policy. The draft Plan is accompanied by a draft Basic conditions statement.]</p>

<p><i>“Furthermore we note that a sustainability appraisal has been undertaken and we suggest that as it is accepted that such an assessment is appropriate it must be compliant with the requirements of the Environmental Assessment of Plans and Programmes Regulations 2004.”</i></p>	<p>No</p>	<p>This is incorrect. In accordance with Regulation 32 of The Neighbourhood Planning (General) Regulations 2012, Stowey Sutton Neighbourhood Plan has been subject to a SEA and HRA screening.</p> <p>[For Information: A draft Sustainability Appraisal has been undertaken for the Stowey Sutton Neighbourhood Plan, however, this is not a requirement for a Neighbourhood Plan (as confirmed in NPPG para 026/Section 19 of the Planning & Compulsory Purchase Act, 2004). The Sustainability Appraisal is useful to show how the plan can contribute towards sustainable development.]</p>
<p><i>In Bath and North East Somerset, the development plan comprises the Core Strategy for Bath and North East Somerset. Accordingly, the draft Stowey Sutton Neighbourhood Plan cannot be adopted unless it is in general conformity with the policies contained within this Core Strategy.</i></p>	<p>In part</p>	<p>This is not entirely correct. The NPPF, together with the Core Strategy and the saved Local Plan policies and other SPDs make up the Development Plan for B&NES.</p> <p>[For information: The examination process will determine whether the basic conditions are met by the Neighbourhood Plan – including general conformity with the Development Plan.]</p>
<p><i>The draft plan cannot be considered to be in general conformity with the Core Strategy and therefore cannot properly be adopted in its current form. In addition the process to date is not compliant with the 2004 regulations.</i></p>	<p>No</p>	<p>This representation will be considered as part of the consultation process on the Neighbourhood Plan, and the Qualifying Body will need to set out how the Plan meets the basic conditions in their basic conditions statement on submission of the Plan.</p>

		<p>[For information: The Council considers the process to date is compliant with the 2004 regulations (as above).]</p>
<p><i>"Specifically, the draft plan policies SSHP01-03 are not in general conformity with policy RA 1 of the Core Strategy. In addition reasonable alternatives to that policy have not been considered contrary to the 2004 regulations."</i></p>	<p>No</p>	<p>The Draft Stowey Sutton Neighbourhood Development Plan must be in general conformity with this policy in the adopted B&NES Core Strategy. B&NES Council considers that the approach in the Neighbourhood Plan is in line with RA1.</p> <p>Policy RA1 is a strategic policy and has been tested against the 2004 regulations during the B&NES Core Strategy hearings in March 2013. It is not the role of a Neighbourhood Plan to test alternatives to a strategic policy.</p>
<p><i>"This part of policy RA1 is providing strategic guidance on two matters, namely that:</i></p> <ol style="list-style-type: none"> <i>1. The housing development boundary should be reviewed through the Placemaking Plan which is a process to be (and is in fact being) undertaken by the Local Planning Authority; and"</i> 	<p>In part</p>	<p>This is not entirely correct. The HDB can be reviewed either through the Placemaking Plan or Neighbourhood Plans (as it is non-strategic).</p> <p>Stowey Sutton Parish Council has used the B&NES methodology to review their Housing Development Boundary, this in accordance with the B&NES Core Strategy and the B&NES Placemaking Plan Options Document (p164-5).</p> <p>B&NES are working alongside parish and town councils to review and where necessary suggest amendments to the HDB – the amendments can come forward either through the Placemaking Plan or Neighbourhood Plans.</p>

<p>2. Residential development on sites outside the housing development boundary will be acceptable if identified in a Neighbourhood Plan"</p>	<p>No</p>	<p>This is not correct. Residential development in RA1 villages should be either through infill development or on sites currently outside the HDB (for the later, the HDB will be amended accordingly). Only rural exceptions sites will be permitted outside HDB. This approach is in line with strategic policy RA1.</p>
<p>"Therefore policy RA1 leaves the issue of identifying development sites to meet the 1,120 units and the implications of that for the existing housing development boundary to the Placemaking Plan."</p>	<p>In part</p>	<p>This is not entirely correct. Development sites can be identified and HDB boundary reviews undertaken either in the Placemaking Plan and or in Neighbourhood Plans.</p>
<p>"Policy RA1 leaves the issue of whether any sites should be identified outside the housing development boundary to the Neighbourhood Plan."</p>	<p>No</p>	<p>This is not correct. Residential development in RA1 villages should be either through infill development or on sites currently outside the HDB (for the later, the HDB will be amended accordingly). Only rural exceptions sites will be permitted outside HDB. This approach is in line with strategic policy RA1. Development sites can be identified and HDB boundary reviews undertaken either in the Placemaking Plan and or in Neighbourhood Plans.</p>
<p>"This policy therefore seeks to redraw and fix the housing development boundary for Bishop Sutton having taken into account two recently permitted sites. Under policy RA1 identification of sites to provide around 1,120 units and the implication of this for a housing development boundary is the function of the Placemaking Plan not a Neighbourhood Plan. The</p>	<p>No</p>	<p>This is not correct. Housing development boundaries can be reviewed either through the Placemaking Plan or through a Neighbourhood Plan. Stowey Sutton Parish Council has used the B&NES Placemaking Plan methodology to review the Housing Development Boundaries which is in</p>

<p><i>function of the Neighbourhood Plan under policy RA1 is to identify sites outside the housing development boundary."</i></p>		<p>accordance with the B&NES Core Strategy and the B&NES Placemaking Plan Options Document.</p> <p>[For information: Paragraph 108 of the REPORT ON THE EXAMINATION INTO BATH AND NORTH EAST SOMERSET COUNCIL'S CORE STRATEGY (June 2014) is relevant: http://www.bathnes.gov.uk/sites/default/files/sitedocuments/Planning-and-Building-Control/Planning-Policy/Core-Strategy/cs_pins_final_report.pdf :</p> <p><i>"It would be for the Place-making Plan to review the housing development boundaries and allocate any additional sites needed to ensure delivery of the overall scale of development envisaged. However, a number of planning permissions have been granted for housing development in the past year or so that plan may need only to amend the housing boundary to reflect recent commitments."</i>)</p>
<p><i>"The draft Plan is therefore not in general conformity with policy RA1. Rather policy SSHP01 (and policies SSHP02/03) seeks to do the opposite to that anticipated by policy RA1. In that they seek to fix the housing development boundary and then limit development to within the housing development boundary by only allowing for infill."</i></p>	<p>No</p>	<p>This interpretation of RA1 is not correct. Stowey Sutton Parish Council have used the B&NES methodology to review the Housing Development Boundaries which is in accordance with the B&NES Core Strategy and the B&NES Placemaking Plan Options Document.</p>

<p><i>"This is further compounded by the additional erroneous assumption that because more than 50 units have already been permitted outside the housing development boundary in Bishop Sutton that this also precludes the identification of such a site or sites outside that boundary in the draft plan."</i></p>	<p>No</p>	<p>This assumption is not erroneous – see the Report on the examination into Bath and North East Somerset Councils Core Strategy (June 2014), paragraph 108, which mentions this scenario specifically.</p>
<p><i>The Parish should have undertaken an assessment to see if there are any sites outside the housing development boundary that should be identified in its Plan. It has singularly failed to carry out such an exercise. Had such an exercise been carried out that would have revealed that suitable sites do exist and are in fact identified in BANES Strategic Land Availability Assessment 2013. One of these is of course Stitchings Shord Lane (SHLAA Ref: Bis 3b)."</i></p>	<p>No</p>	<p>This is not required. A number of planning permissions have been granted for housing development since 2011 in Stowey Sutton and therefore is required to only amend the housing boundary to reflect recent commitments as stated in the Report on the examination into Bath and North East Somerset Councils Core Strategy (June 2014), paragraph 108 to meet RA1.</p>
<p><i>"In addition there has also been a failure to comply with the 2004 regulations in that there has been a failure to have regard to or assess reasonable alternatives to the policies contained within the draft plan which should have considered the Stitchings Shord Lane b site and no doubt other sites."</i></p>	<p>No</p>	<p>This is incorrect. Policy RA1 of the Core Strategy has been tested in the Core Strategy examination, and complies with the 2004 Regulations. It is a strategic policy.</p> <p>The Stowey Sutton Neighbourhood Plan must be in general conformity with strategic policies; therefore it cannot test alternatives/include policies which are contrary to RA1, a strategic policy.</p>

Appendix N

The relationship between the policies of the National Planning Policy Framework, the Bath and North East Somerset District Council Core Strategy and the Stowey Sutton Neighbourhood Plan

Policy No.	Subject Area	Objective	B&NES Core Strategy Policy/Placemaking Plan/Saved Polices of the Local Plan (2007)	National Planning policy Framework (2012)
SSHP01	Housing Development Boundary Review	To review the existing Housing development boundary and ensure it incorporate two new developments outside the housing development boundary.	Policy RA1: Housing in rural areas	Delivering a wide choice of high quality homes
SSHP02	Development Scale	The Neighbourhood Plan will support infill housing and not support inappropriate development in the Green Belt or in the AONB.	Policy RA1: Housing in Rural Areas Saved Policy: HG.4 of the Local Plan (2007) Policy CP8: Green Belt Policy DW1: District Wide Spatial Strategy	Delivering a wide choice of high quality homes Conserving and enhancing the natural environment

			Policy CP10: Housing Mix	Conserving and enhancing the historic environment Protecting Green Belt Land
SSHPO3	Development Character	The Neighbourhood Plan will support future housing development which will reflect the character, varied materials and varied build design as identified through the Character Assessment and should be limited to infill within the amended HDB.	Objective 2 of the Core Strategy: maintaining an outstanding built and natural environment by ensuring that new development responds appropriately to the locally distinctive context and meets high standards of design Objective 5 of the Core Strategy: ensuring that the new homes provided are of high quality design and reflect and cater for a range of incomes and types of household, including those in need of affordable housing Saved Policy D.2: General design & public realm considerations	Delivering a wide choice of high quality homes Requiring good design
SSHPO4	Property Size	The Neighbourhood Plan strongly	Objective 5 of the Core Strategy: ensuring that the new	Delivering a wide choice of

		<p>supports infill development which proposes to build small (1 and 2 bedroom) low cost open market houses to meet the local need identified in the Housing Needs Survey.</p>	<p>homes provided are of high quality design and reflect and cater for a range of incomes and types of household, including those in need of affordable housing</p> <p>Policy DW1 District Wide</p> <p>Spatial Strategy</p> <p>Policy CP9: Affordable Housing</p> <p>Policy CP10: Housing Mix</p> <p>Policy CP13: Infrastructure Provision</p>	<p>high quality homes</p> <p>Requiring good design</p> <p>Core Planning Principle 17</p> <p>Delivering a wide choice of high quality homes</p>
SSHPO5	Sustainability Impact	<p>All planning applications must address the sustainability of each proposal and the impact on the whole community, in order to assess the mitigation necessary to balance the impact on the existing infrastructure & community.</p>	<p>Policy SD1: Presumption in favour of sustainable development</p> <p>Policy CP5: Flood Risk Management</p>	<p>Core Planning Principle 17</p> <p>Requiring good design</p>

SSHPO6	Environment & Lighting	To enhance conservation interests, including bats, to avoid light intrusion on dark skies		NPPF paragraph 125; Limiting the impact of light pollution on intrinsically dark landscapes and nature conservation.
SSBE01	Business Conservation & Preservation	The Neighbourhood Plan supports the continued usage of business or office units in preference to converting such properties to domestic housing wherever planning permission is required.	Core Strategy: 6e A Prosperous Economy Economic Strategy for Bath and North east Somerset 2010-2026	Paragraph 7 of the NPPF); i) an economic role – contributing to building a strong, responsive and competitive economy, by ensuring that sufficient land of the right type is available in the right places and at the right time to support growth and innovation; and by identifying and coordinating development requirements, including the provision of infrastructure;

				<p>The Rural Economy (paragraph 28 of the NPPF)</p> <p>To promote a strong rural economy, the NPPF state that local and Neighbourhood Plans should:</p> <p>support the sustainable growth and expansion of business and enterprise in rural areas, both through conversion of existing buildings and well-designed new buildings;</p> <p>promote the development & diversification of agricultural and other rural businesses;</p>
SSBE002	Business Type	The Neighbourhood Plan will encourage & support new retail, catering, small office &	Core Strategy: 6e A Prosperous Economy Economic Strategy for Bath and North east Somerset 2010-2026	Paragraph 7 of the NPPF); i) an economic role – contributing to building a

		<p>business units or the expansion of existing businesses, providing they can be shown to be viable, sustainable, benefit the local economy and the wellbeing of the parish.</p>	<p>strong, responsive and competitive economy, by ensuring that sufficient land of the right type is available in the right places and at the right time to support growth and innovation; and by identifying and coordinating development requirements, including the provision of infrastructure;</p> <p>The Rural Economy (paragraph 28 of the NPPF)</p> <p>To promote a strong rural economy, the NPPF states that local a Neighbourhood Plans should:</p> <p>support the sustainable growth and expansion of business and enterprise in rural areas, both</p>
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				<p>through conversion of existing buildings and well-designed new buildings;</p> <p>promote the development and diversification of agricultural and other rural businesses;</p>
SSBE03	<p>Policy Employee Parking</p>	<p>The Neighbourhood Plan recognises the importance that new businesses provide adequate parking for both staff & customers.</p>	<p>Core Strategy: 6e A Prosperous Economy</p> <p>Economic Strategy for Bath and North east Somerset 2010-2026</p>	<p>Paragraph 7 of the NPPF);</p> <p>i) an economic role – contributing to building a strong, responsive and competitive economy, by ensuring that sufficient land of the right type is available in the right places and at the right time to support growth and innovation; and by identifying and coordinating development requirements, including the</p>

				<p>provision of infrastructure;</p> <p>The Rural Economy (paragraph 28 of the NPPF)</p> <p>To promote a strong rural economy, the NPPF state that local an Neighbourhood Plans should:</p> <p>support the sustainable growth and expansion of business and enterprise in rural areas, both through conversion of existing buildings and well-designed new buildings;</p> <p>promote the development and diversification of agricultural and other rural businesses;</p>
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<p>SSBE04</p>	<p>Homeworking</p>	<p>Building alterations that support homeworking for residents will be supported in principle by this Neighbourhood Plan.</p>	<p>Core Strategy: 6e A Prosperous Economy</p> <p>Economic Strategy for Bath and North east Somerset 2010-2026</p>	<p>Paragraph 7 of the NPPF);</p> <p>i) an economic role – contributing to building a strong, responsive and competitive economy, by ensuring that sufficient land of the right type is available in the right places and at the right time to support growth and innovation; and by identifying and coordinating development requirements, including the provision of infrastructure;</p> <p>The Rural Economy (paragraph 28 of the NPPF)</p> <p>To promote a strong rural economy, the NPPF state that local an</p>
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				<p>Neighbourhood Plans should:</p> <p>support the sustainable growth and expansion of business and enterprise in rural areas, both through conversion of existing buildings and well-designed new buildings;</p> <p>promote the development and diversification of agricultural and other rural businesses;</p>
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Appendix O

Stowey Sutton Parish Council Development Policies

Residential Development Policy

Stowey Sutton Parish Council

Residential Planning Policy

Text Adopted 04-06-2014

This Parish Council recognises the duty placed on the district authority by central government to provide a five year housing land supply and a significant number of additional dwellings in the B&NES area over the period to 2028. The Parish is defined by the district council as a 'rural allocation 1 parish' and as such is expected to provide for 'around 50' new houses within the emerging Core Strategy in the period to 2028, this number has already been exceeded. We believe that for the rural economy to remain sustainable and self-supporting, development should be organic, with each community growing by a smaller number of dwellings, these should be within the HDB, of an individual character in keeping with the character and build materials of the immediate area and in keeping with the findings of the Character Assessment. Dwellings need to be of mixed size including one and two bedroom dwellings as well as provision for single occupancy, rather than by the development of a small number of large urban extensions. (Ref 2014 Housing needs survey)

The exception to any such development within the HDB will be if it is deemed to compromise the green belt, AONB or other conservation area within the Parish (.Ref NPPF)

All proposed new dwellings need to address the sustainability impact and how any deficiency or risk identified will be addressed through financial contribution. This is specifically in respect of surface water/flood risk, mains utility supplies, sewage, telephone and broadband along with social provision in respect of schooling (including pre-school) and recreational provision.

Property owners should be allowed to make minor alterations to their home without undue interference, providing that there will be no significant impact on neighbouring properties. The alterations should be in keeping with the existing structure.

We believe that householders should be facilitated in making changes to their property to allow occupation by extended family units, so that grown up children can remain living in the village and elderly relatives can continue to be cared for with reduced reliance on social services intervention.

We should be mindful that the parish is a constantly developing landscape and many of the features that we now consider worth protecting were very controversial when first proposed. Our priority as a council must be to ensure that the community remains viable and able to support the services required such as shops, schools, public transport and a Post Office.

Policy Document Proposal
Residential Planning Policy

Prepared By K Betton
04 June 2014

Commercial Development Policy

Stowey Sutton Parish Council

Commercial Planning Policy

Text Adopted 04-06-2014

This Parish Council recognises the value that small scale commercial development can bring to the area; we believe that for the rural economy to be sustainable and self-supporting, development of suitable businesses should be encouraged.

Commercial development can take many forms, the provision of retail shops & services, the provision of accommodation and catering as well as small business units for administrative and sales functions, all of which will provide services to local residents as well as attracting tourist revenue.

Each application should be considered on its own merits, balancing the benefits of the potential employment opportunities and value of its services to the parish, against the nuisance value that its operation may cause to both its immediate neighbours and those on its highway supply route.

Where existing business buildings or units are for sale, priority should be given to support new business enterprises using the building in preference to conversion to housing. However this should comply with the NPPF in respect of green belt, AONB and other sensitive sites in the Parish.

Highway access and provision of parking is of paramount importance and consideration should be made for the lack of adequate public transport where possible drawing on local employees and reducing the use of road vehicles. Adequate provision should be made for both staff and customers at any new development.

We should be mindful that the parish is a constantly developing landscape and, our priority as a council must be to ensure that the community remains viable and able to support the services required such as shops, schools, public transport and a Post Office.

Appendix P

Stowey Sutton Neighbourhood Planning Evidence Base

Neighbourhood Planning

1. Department for Communities and Local Government (November 2012):
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/229749/Neighbourhood_planning.pdf
2. Town and Country Planning, England. The Town and Country Planning (Local Development) (England) Regulations 2004:
http://www.legislation.gov.uk/uksi/2004/2204/pdfs/uksi_20042204_en.pdf
3. Town and Country Planning, England. The Town and Country Planning (Local Development) (England) (Amendment) Regulations 2008:
http://www.legislation.gov.uk/uksi/2008/1371/pdfs/uksi_20081371_en.pdf
4. Locality Neighbourhood Plans Roadmap Guide (2012):
<http://mycommunityrights.org.uk/wp-content/uploads/2012/04/Neighbourhood-Planning-Roadmap1.pdf>
5. Local Government Association website
<http://www.pas.gov.uk/strategic-environmental-assessments/sustainability-appraisals>

Parish Overview

1. Parish Placemaking Plan Character Assessment (2014): <http://sspcnp.org/media/13-11-28--Final-Combined-Character-Assessment-5.pdf>
2. Office for national Statistics: Small Area Data 2011 Census Data (2011):
http://www.bathnes.gov.uk/sites/default/files/bnes_2011_census_selected_small_area_statistics_tool_130213.xls
3. Office for National Statistics. Census 2011:
<http://www.neighbourhood.statistics.gov.uk/dissemination/LeadDatasetList.do?a=3&b=11129206&c=stowey-sutton+cp&d=16&g=6387711&i=1001x1003x1032&m=0&r=1&s=1412336424215&enc=1&domainId=61>

4. Office for National Statistics. Census 2001:
<http://www.neighbourhood.statistics.gov.uk/dissemination/LeadDatasetList.do?a=3&b=1129206&c=stowey-sutton+cp&d=16&g=6387711&i=1001x1003x1032&m=0&r=1&s=1412336424215&enc=1&domainId=16>
5. Parish Maps including: <http://sspcnp.org/media/draft-np/SSPCNP-15-Appendix-H.pdf>
 - Green Belt
 - Nature Conservation
 - Sites of special Scientific Interest
 - Area of Outstanding Natural Beauty
 - Footpaths
 - Ancient woodlands and wet woods
 - Community Facilities
 - Revised Environment Agency flood Map for Stowey Sutton
6. Environment Agency Flood Maps: <http://apps.environment-agency.gov.uk/wiyby/default.aspx>
7. ACRE: Action with Communities in Rural England: http://www.rural-evidence.org.uk/reports/?rcc=&s=stowey-sutton&cb_2=1&cb_3=1&cb_8=1&cb_4=1&cb_7=1&cb_5=1&cb_9=1&cb_10=1&cb_11=1&view=table#

Housing and Development

1. National Planning Policy Framework (March 2012):
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6077/2116950.pdf
2. Bath and North East Somerset Core Strategy (2011-2029):
http://www.bathnes.gov.uk/sites/default/files/sitedocuments/Planning-and-Building-Control/Planning-Policy/Core-Strategy/cs_adopted_core_strategy_pre-publication_version.pdf

3. Bath and North East Somerset Local Plan 2007:
http://www.bathnes.gov.uk/sites/default/files/sitedocuments/Planning-and-Building-Control/Planning-Policy/Local-Plan/local_plan_141108_web_version.pdf
4. Parish Placemaking Plan Character Assessment (2014): <http://sspcnp.org/media/13-11-28--Final-Combined-Character-Assessment-5.pdf>
5. Bath and North East Somerset Strategic Land Availability Assessment. Report of Findings (November 2013):
http://www.bathnes.gov.uk/sites/default/files/sitedocuments/Planning-and-Building-Control/Planning-Policy/Evidence-Base/SHLAA/shlaa_nov_2013_-_1e_rural_villages_assessments.pdf
6. Bath and North East Somerset Strategic land Availability Assessment Village Maps:
http://www.bathnes.gov.uk/sites/default/files/sitedocuments/Planning-and-Building-Control/Planning-Policy/Evidence-Base/SHLAA/shlaa_nov_2013_-_1e_rural_villages_plans.pdf
7. Bath and North East Somerset Strategic Housing Market Assessment Update 2013. Addendum 1a to the Draft SHMA: Future Projections:
http://www.bathnes.gov.uk/sites/default/files/sitedocuments/Planning-and-Building-Control/Planning-Policy/Evidence-Base/Housing/banes_shma_-_addendum_1a_july_2013.pdf
8. B&NES Housing and Wellbeing Strategy : 2010 – 2015:
<http://www.bathnes.gov.uk/sites/default/files/sitedocuments/Planning-and-Building-Control/Planning-Policy/Evidence-Base/Housing/HousingandWellbeingStrategy2010-2015.pdf>
9. Bath and North East Somerset Core Strategy Topic Paper 4 Flood Risk Management (May 2011): <http://www.bathnes.gov.uk/sites/default/files/sitedocuments/Planning-and-Building-Control/Planning-Policy/Evidence-Base/Topic-Papers/TopicPaper4FloodRisk.pdf>

10. Wessex Water Capacity in Stowey Sutton (2014): [http://sspcnp.org/media/draft-
np/SSPCNP-19-Appendix-L.pdf](http://sspcnp.org/media/draft-
np/SSPCNP-19-Appendix-L.pdf)
11. National Practice Guidance (2014): <http://planningguidance.planningportal.gov.uk/>
12. DEFRA (2013) [https://www.gov.uk/government/policies/protecting-biodiversity-and-
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Appendix Q

Community and Recreation Policies Background

National Planning Policy Framework Context

Paragraph 28 of the NPPF promotes the retention and development of local services and community facilities in villages, such as local shops, meeting places, public house, places of worship etc. whilst paragraph 69 of the NPPF encourages social interaction within communities.

Proposed Community and Recreation Action Policies

SSCR01 Recreational Facilities

Promote greater use of the recreation ground and play areas within Parish, improving facilities to meet the needs of users of all age groups, including access to toilet facilities at the recreation ground when the village hall is closed. To be promoted using funding from CIL and grants where available.

Reason:

The Recreation Ground needs to encourage social interaction in accordance with Paragraph 69 of the NPPF. Several community groups have identified inadequacies in the current recreational facilities in the parish, causing many residents to travel to other facilities outside the village. A group of residents supported through the Parish Council is already working towards improvements to some of the play facilities for younger children, whilst another group have identified the problem with the lack of toilet facilities when the village hall is not available.

SSCR02 Allotments

Where the individual garden size of any development of five or more houses is smaller than the footprint of the actual building, excluding any hard surfaced parking, the Neighbourhood Plan will require specific contributions for the provision of allotments for community use. To be promoted from CIL and grants where available.

Reason:

To encourage recreational activities and provide a healthy & sustainable food supply, together with developing a better understanding of the food chain in younger residents.

Responses from the General survey

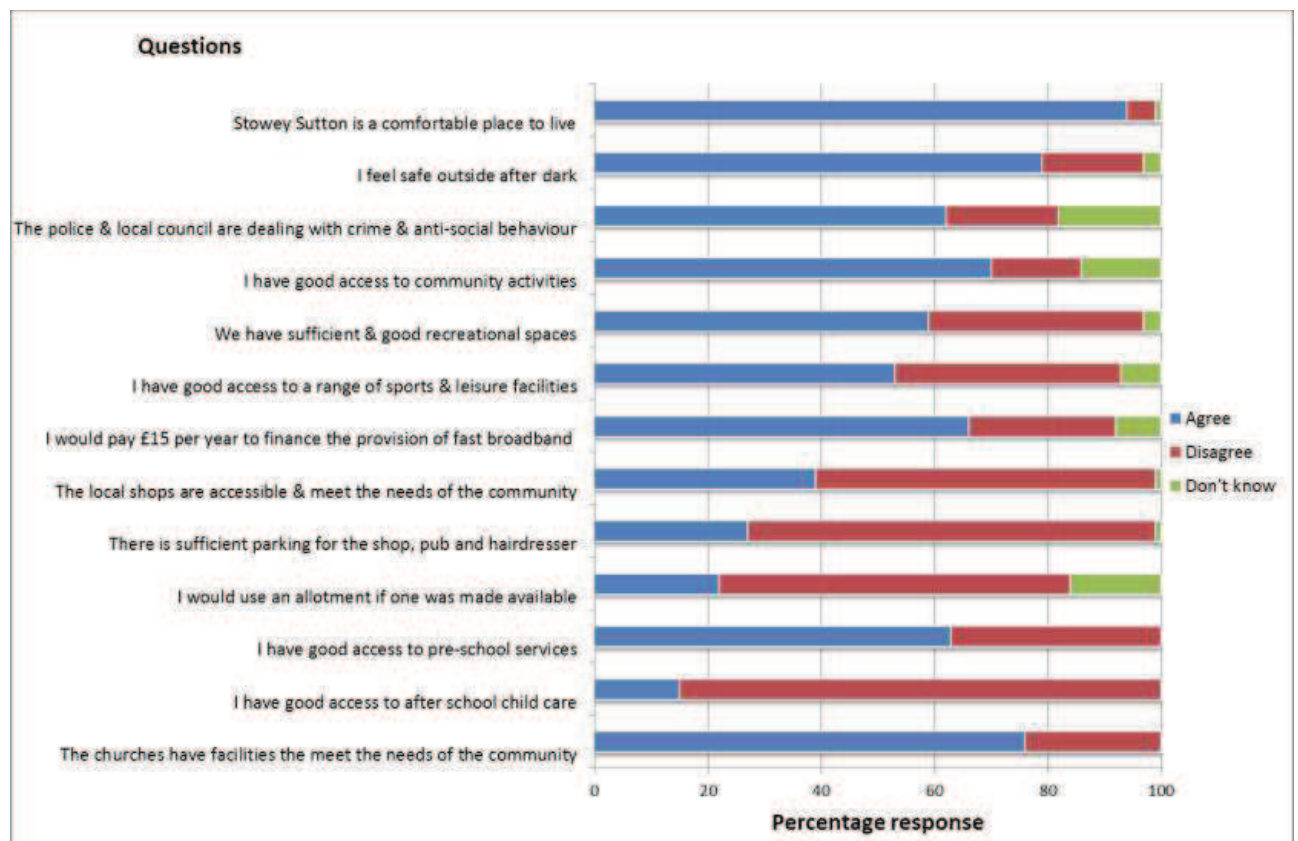


Figure 32 Community facilities response from general survey

In brief 94% of respondents consider Stowey Sutton is a comfortable place to live with 79% feeling safe outside after dark; 62% consider the police and local council are dealing with crime and anti-social behaviour successfully.

70% of respondents stated they have good access to community activities, 59% considered they have sufficient and good recreational spaces and 53% felt they have good access to a range of sports and community facilities.

21% of respondents stated they would use an allotment if one was available which may not show strong support for this initiative. However, the vast majority of properties built in the parish before 1990 have sufficient garden space for growing fruit and vegetables whereas recent and current developments have much smaller gardens and it is likely that a significant number of residents in these properties would make use of an allotment.

Other survey questions in respect of pre and after school child care and church facilities generated much higher "Don't know" responses of between 33-54% therefore in interpreting responses to these questions only those who expressed an opinion have been included.

63% of respondents expressing an opinion considered there was good provision of pre-school services. There is currently no registered provision of group after school child care in the

village. There are 4 registered child minders in the parish, 3 of which are registered to look after primary school age children.

76% of respondents who expressed an opinion agreed that the churches have facilities that meet the needs of the community.

Specific improvements identified for the parish

Respondents were given the opportunity to identify specific improvements in the context of the future growth of the community. The following is a summary of responses:

Recreation

The majority of comments identified the need for improvements to existing play areas, although more recreation space & leisure facilities are also mentioned. Many respondents requested facilities for older children & teenagers, a new skate park was mentioned specifically by two respondents.

Schools

Both the pre-school & primary school in the village were deemed 'outstanding' at their last inspections and respondents were supportive of continuing improvement. Increasing the build provision and total pupil numbers at the primary school is to happen and is funded in full by B&NES Council, this is referred to in more detail within the sustainability appendix

A representative of the organisations listed below was interviewed to inform this part of the Neighbourhood Plan.

Bishop Sutton AFC	Stowey Sutton Brownies
Sutton Theatre Club	Stowey Sutton WI
Bishop Sutton Badminton Club	Bishop Sutton Village Hall
Bishop Sutton Cricket Club	Community Police Officer
Bishop Sutton and Stowey Anglican Church	B&NES Mobile Youth Team
Bishop Sutton Methodist Church	Bishop Sutton Tennis Club
Bishop Sutton Mums and Toddlers Group	Bishop Sutton pre-school

Figure 33 Map of Community assets & facilities



Community Assets

Community Facilities

- | | | | |
|----------------------------|--------------------|-----------------------------|------------------------|
| ① Wick Green | ⑤ Burledge Common | ⑨ Methodist Church | ① Sutton Spice |
| ② Football Ground | ⑥ Primary School | ⑩ The Batch Common | ② Red Lion PH |
| ③ Recreation Ground | ⑦ Holy Trinity CoE | ⑪ St Nicholas & St Mary CoE | ③ Post office & Stores |
| ④ Village Hall & Play Area | ⑧ Play Area | | |

The Village Hall provides space for a wide range of meetings in conformance with paragraphs 28 and 69 of the NPPF. The main hall can accommodate up to 180, the lounge 20 and the upstairs Taylor room 50 people. There is also a well equipped kitchen, toilets and changing rooms for sports activities. Regular bookings include the Theatre Society, Bishop Sutton Mother and Toddler Group, Brownies, Badminton, Slimmer's World, Baby Clinic, Bridge, Yoga and Line Dance. The Hall is also used for occasional blood donor sessions and elections as well as private functions. The building is generally not let out on a Sunday to enable cleaning and maintenance to take place. It is anticipated that there will be sufficient capacity in the building to accommodate more people in the parish with new housing developments;

During the summer months, the Hall can get quite hot because of the south facing façade and a balanced mechanical ventilation system could be used to extract warm air from the roof of the building and replace with cooler air from the northern aspect of the building. There is potential for the installation of solar PV panels on the south facing roof.

The car park around the Village Hall is owned by the Parish Council and is at times a focal point for young people to assemble. This has led to sporadic complaints in respect of anti-social behaviour.

Playground to the rear of the Village Hall

A group of local residents circulated a questionnaire to young families in Bishop Sutton, all respondents supported the need for improved play provision/equipment at the village hall playground. Currently, families with children choose to travel to neighbouring villages to use better equipped and more child centred equipment.

The group of parents, with support from the Parish Council, are exploring designs and funding options to improve the play area.

With a growing population it is important that there is safe and good play provision within walking distance of the majority of families. This will add to a sense of community, improve social cohesion and offer a focal point within the village for children and young people.

The need for toilets to be available during times that the village hall is closed has been identified as a need.

Mobile Youth Team

The Mobile youth team visit Bishop Sutton on a Wednesday evening from 7 pm until 9pm with a bus in the car park behind the village hall. The target age range is 13 to 19 but the 11 to 25 age group with additional needs is also being worked with. Over the past 12 months, 52 individual young people have accessed the Mobile youth service in Bishop Sutton.

A second evening has recently commenced with funding via the Parish Council.

The youth workers plan and deliver programmes to meet the needs of the young people as presented to the service. Such programmes include healthy eating, food and nutrition, sexual health, drugs and alcohol education, internet safety. Young people's safety in relation to many issues is also a priority area of delivery. Sports, crafts and planned discussions are also on offer to all young people along with trips and residential experiences.

The youth service has qualified workers who will target individual young people who are experiencing transient difficulties in life and offer them an individual support programme which can include a range of other professionals.

The Mobile youth team also offers accreditation routes for young people including the Award Scheme Development and Accreditation Network (ASDAN) awards, Skill me Up awards and specialist accreditation in First Aid, Food Hygiene and the British Red Cross.

Organisations using the Village Hall

Badminton

The morning Badminton Club in Bishop Sutton Village Hall is currently at full capacity and would not be able to expand due to it being a single court. The evening club currently has some vacancies for new members. With the housing developments within the parish more local people are could be drawn into the club. If in the future the club wanted more court space, it would be possible for the club to move to the Chew Valley Leisure Centre. At the present the Club's preference is to remain at the village hall with a single court.

Bishop Sutton Mums & Toddler Group

The Village Hall meets the needs of the group for a large hall with ample parking. The group is well attended and well equipped through parents' subscriptions. Parent helpers assist in setting up the toddler session and supervise on an ad hoc basis.

The already approved housing development in the parish is viewed positively as it is likely to increase attendance and hopefully, the number of parents prepared to help run the group.

Brownies

Although there is a Brownie Pack in the Parish there is a need for volunteers to support the group to ensure it continues. Neither Rainbows nor Guides are available in the Parish, the lack of volunteer helpers being cited as a reason for this.

There is only one Rainbows group in the Chew Valley (Chew Magna), which is oversubscribed with a very long waiting list. This is also the case for Beavers and Cubs, neither of which have a presence in the Parish.

Theatre society

The Theatre Society are happy with the current facilities; they are well supported with 50+ members and anticipate numbers increasing with the approved housing developments within the parish. Their one concern is the size of the village Hall not being sufficient for productions, with their shows selling out very quickly (but it's a problem they're delighted to have!).

Places of worship

The Church of St Nicholas and St Mary at Stowey, Holy Trinity Parish Church in Bishop Sutton and the Methodist Church in Bishop Sutton all provide community facilities for the parish in conformance with paragraphs 28 and 69 of the NPPF. Congregations have dwindled over recent years and it is increasingly difficult to find the money for the upkeep of these facilities. There is a need for catering and toilet facilities at both churches in Bishop Sutton and Stowey and neither church has car parking facilities.

Church of St Nicholas and St Mary, Stowey

The chancel of the Church dates back to 1235 although it is likely that the site was used for worship before this date. The nave was added in the 14th Century and the tower in the 15th Century. The building was listed as a grade II listed building in 1960, has been well maintained but has ongoing maintenance needs. The graveyard has limited space which will cater for the needs of the residents of Stowey but is not available to residents of Bishop Sutton.

Holy Trinity Parish Church, Bishop Sutton

Holy Trinity Parish Church dates from 1848 and is a Grade II listed building; there is a need for toilet and catering facilities within the building. There is no provision for car parking and the graveyard has been closed to burials with the exception of ashes in a small area. The lack of a graveyard in Bishop Sutton has led to distress at times of bereavement as the nearest available graveyard is at East Harptree.

The Methodist Church, Bishop Sutton

The Methodist Chapel which was built in 1778 has become the Church Hall with the new chapel built in 1914. There is a car park with approximately 20 places, good catering facilities, disabled access and toilets that were modernised circa 2000 providing a warm community-based resource centre for the village.

There are many activities taking place within the Methodist Church premises, including Bishop Sutton Pre-school, Women's Institute, Keep Fit / Pilates, coffee mornings, luncheon club, Parish Council meetings and Chill Out Zone (youth club).

Organisations using the Methodist Church

WI

The WI are satisfied with the facilities at the Church and do not foresee any problems accommodating increased numbers of residents moving to the Village.

Pre-School

Bishop Sutton Pre-School has been based in the schoolroom of Bishop Sutton Methodist Church since it began in 1969. The Pre-School runs during term times during some mornings and early afternoon in the Methodist Hall for children from the age of 2 years. On Thursday mornings, children are taken outdoors to enjoy the "Forest Club". The Pre-School and Forest Club have been awarded outstanding status by Ofsted and the Children's Society has awarded the Children's and Young People's Rights Charter 'Gold Award'.

The Pre-School is currently at capacity and would require more space or more sessions or a restriction to Parish children only, to accommodate any increase in numbers of young children in the parish with current and future housing development

Chill Out Zone (Youth Club)

The Chill Out Zone is open to 14-19 year olds on a number of Monday evenings providing music, games and refreshments. The youth have commented collectively in relation to the Neighbourhood Plan during meetings on the 14th April in the Methodist Church with 16 young persons in attendance and at the Youth Bus at the Village Hall on Wednesday 23rd April with 20 young persons in attendance:

- young girls would like street lighting along the main road as they feel vulnerable at night walking in the dark;
- they often feel they have no place to play as they are told to "clear off" the cricket pitch,
- more bins would be appreciated around the Village Hall for rubbish,
- more shops are wanted to give better choice / competition; and
- they would like more facilities available during the week such as the youth bus on an additional evening and wonder whether the Parish Council could assist with this cost (circa £8k pa) and the Methodist Church open on additional evenings.
- the transport supplied to the skate board park at Midsomer Norton needs to be able to take BMX Bikes and publicity for the transport needs to be improved;
- an outdoor shelter was suggested with lighting at night time; one wall of the shelter could be used for kicking balls against to reduce disturbance from noise around the Village Hall
- they would be happy for households to pay an extra £15 pa to increase broadband speeds to 500mb/s
- the skateboarding area at the Village hall is not suitable because the area is not big enough; however, other potential locations within the Village could be explored.

Police

The main priority for the Police is dealing with complaints of noise and anti- social behaviour caused by young people, particularly behind the Village Hall. This problem may increase with additional housing and families. It is possible that young people from neighbouring villages are travelling to Bishop Sutton to meet up as anti-social behaviour is a rare problem elsewhere in the Chew Valley. It is considered that young peoples' needs are currently not being met adequately. The recent second session for the youth bus is an attempt to meet ongoing needs of young people.

Bishop Sutton A.F.C.

Bishop Sutton A.F.C. were officially established in 1977, although it is actually a reformed version of a club that dated from the early 1900s. The club is located at Lakeview, Wick Road, Bishop Sutton, BS39 5XN; facilities include club house with bar, catering facilities, changing rooms, toilets and disabled access, car park for 100 spaces, the Hunt stand with 105 seats and flood lighting.

The club runs 3 teams, the first team draws players mostly from outside the village but the reserve and under 14 teams do include youths who live in the Parish. An area to the side of the pitch is provided with 5-a-side nets for supervised youth groups to practice and play football.

Bishop Sutton Cricket Club

The cricket club was founded in 1960 and uses the recreation ground as a cricket pitch along with the village hall for car parking and changing facilities. The club cuts the grass on the recreation ground throughout the year; maintenance of the hedges and ditches surrounding the ground is by the parish council. The club currently has some 20 registered players, the majority of which live outside the Parish but may have previously lived locally. The club has indicated an aspiration to re- develop a youth team which would once again channel young players from the parish into the senior team.

Tennis

The Club is situated off the A368 on the eastern boundary of Bishop Sutton on a site of approximately ½ acre. There are 2 grass courts, 3 hard courts and 2 training courts with floodlights to enable use through the winter months. The Club House has changing and showering facilities and the car park will hold approximately 30 vehicles. The Club is used by many children, young people and adults from the Chew Valley as well as the parish of Stowey Sutton; it currently has vacancies for new members.

The Community Farm

The community farm is located on a 9 hectare site off Denny Lane approximately 2km from Bishop Sutton and in the Parish of Chew Magna. The Farm is a Community Benefit Society with 500 members who have invested in the farm through Community Shares contributing to the resilience of our food security, the local economy, and to the development of a self-sustaining, low- carbon food and farming system. Vegetables and fruit are grown organically and are sold both wholesale and through a vegetable box scheme with members enjoying a 10% discount. Local parishioners from surrounding parishes including Stowey Sutton, who volunteer to work on the farm, are offered training in horticulture; educational programmes and training is also provided to local schools who are encouraged to grow their own vegetables.

Appendix R

Regulation 16 Consultation Responses (Final B&NES consultation)

Stowey Sutton Regulation 16 Neighbourhood Planning Consultation Responses

Date	Consultee	Comment format	Comment
2 nd February 2015	Highways Agency	Email	<p>Good morning</p> <p>Thank you for giving the Highways Agency the opportunity to comment on this stage of the Stowey Sutton Neighbourhood Plan. We have reviewed the information on the BANES website and have no comments to make.</p> <p>Regards</p> <p>Jacqui</p> <p>Jacqui Ashman, Asset Manager</p>
10 th March 2015	English Heritage	Email	<p>Thank you for your consultation on the Stowey Sutton Neighbourhood Plan.</p> <p>Having considered the Plan's contents I can confirm that there are no significant issues or concerns it raises upon which we would wish to comment. We are therefore happy to leave an assessment of the broad conformity of the Plan with national and local policy to your authority, utilising the expertise and local knowledge of its own historic environment team as appropriate.</p> <p>In terms of a broad consideration of the Plan we would like to make the following summary points:</p> <ul style="list-style-type: none"> • Extend our congratulations to the local community on the preparation of its Plan; • Welcome the recognition given to the special qualities of the area's historic and built environment and the wish to protect and enhance these;

			<ul style="list-style-type: none"> • Applaud the use of assessment methodology to best understand the distinctive character of the area and use this to positively inform proposals for change; • Promote the need for extensions to the Housing Development Boundary to take account of the impact these might have on the significance of heritage assets in the determination of their suitability in principle; • Encourage the community to ask itself whether it would consider creating a Local List of Heritage Assets for the area to complement its existing designated assets. Further information on this matter can be found on our website http://www.english-heritage.org.uk/professional/advice/hpg/heritage-assets/locallists/. <p>Kind regards</p> <p>David Stuart</p>
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Appendix S

Examiners Report on the Stowey Sutton Neighbourhood Plan

Stowey Sutton Neighbourhood Plan

Report by Independent Examiner

Janet L Cheesley BA (Hons) DipTP MRTPI

CHEC Planning Ltd

May 2015

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Summary and Conclusion

1. The Stowey Sutton Neighbourhood Plan has a clear community vision, together with clear objectives, strategy and means of delivery.
2. I have found that the Plan has sought to provide for sustainable growth by supporting infill housing within the Housing Development Boundary. I am satisfied that the housing strategy in the Plan will contribute towards the achievement of sustainable development by the provision of sustainable growth. In addition, I have found that the business and employment policies have regard to the national policy commitment to securing economic growth.
3. I have recommended modifications to the Plan. In particular, I have recommended modifications to ensure that the Plan has incorporated all the recommendations in the Habitats Regulations Assessment (HRA).
4. I have recommended modification to Action Policy SSCR02 as I cannot see justification for the policy approach to requiring contributions towards the provision of allotments for community use where the individual garden size of any development of five or more houses is smaller than the footprint of the actual building.
5. Many of my recommendations to modify the Plan are to clarify the policy intention, to ensure that the Plan provides a practical framework for decision making, having regard to this requirement in the National Planning Policy Framework.
6. My recommendations ensure that the Plan meets the Basic Conditions. Subject to my recommendations being accepted, I consider that the Stowey Sutton Neighbourhood Plan will provide a strong practical framework against which decisions on development can be made.

Introduction

7. I was appointed as an independent Examiner for the Stowey Sutton Neighbourhood Plan in April 2015.
8. On 13 December 2013 Bath and North East Somerset Council (B&NES) approved that the Stowey Sutton Neighbourhood Area be designated in accordance with the Neighbourhood Planning (General) Regulations 2012. The Area covers the whole of the parish of Stowey Sutton.
9. The qualifying body is Stowey Sutton Parish Council. The Plan has been prepared by residents and members of the Stowey Sutton Parish Council working as part of a Neighbourhood Planning Steering Group. The Plan covers the period 2015 to 2029.

Legislative Background

10. As an independent Examiner, I am required to determine, under Paragraph 8(1) of Schedule 4B to the Town and Country Planning Act 1990, whether:
 - the policies in the Plan relate to the development and use of land for a designated Neighbourhood Area in line with the requirements of Section 38A of the Planning and Compulsory Purchase Act (PCPA) 2004;
 - the Plan meets the requirements of Section 38B of the 2004 PCPA where the plan must specify the period to which it has effect, must not include provision about development that is excluded development, and must not relate to more than one Neighbourhood Area; and
 - that the Plan has been prepared for an area that has been designated under the Localism Act 2011 and has been developed and submitted for examination by a qualifying body.
11. Subject to the modifications I have recommended in this report, I am content that these requirements have been satisfied.
12. I am obliged to determine whether the plan complies with the Basic Conditions. These are that the Plan is required to:
 - have regard to national policies and advice contained in guidance issued by the Secretary of State;
 - contribute to the achievement of sustainable development;
 - be in general conformity with the strategic policies contained in the Development Plan for the area; and
 - not breach, and is otherwise compatible with, EU obligations and human rights requirements.
13. B&NES Council prepared a Strategic Environmental Assessment (SEA) Screening determination for the Stowey Sutton Neighbourhood Plan in September 2014 under the European directive 2001/42/EC. This Report concluded that the Plan *'is unlikely to have significant environmental effects and accordingly does not require a Strategic Environmental Assessment.'* As part of the consultation process, English Heritage confirmed that a SEA was not required.
14. Natural England has confirmed that *'providing the recommendations in the Habitats Regulations Assessment (HRA) screening are followed, the conclusion that no SEA or AA is needed appears reasonable.'*
15. B&NES Council carried out a draft HRA screening of the Plan under the Conservation of Habitats and Species Regulations (2010) to assess the likely significant effect on European Sites.

16. The two European Sites in the vicinity are the Chew Valley Lake Special Protection Area (SPA) and the North Somerset and Mendips Bat Special Area of Conservation (SAC).
17. The HRA made the following recommendations:
 - the SSNP should include clear reference to the conservation status and designation of Chew Valley Lake SPA and North Somerset and Mendips Bat SAC, and their proximity and relevance to the Plan;*
 - the SSNP should include a commitment to protect and enhance the special interests and key features of these European sites (suggested wording: "development likely to have a significant effect on a European site either alone or in combination with other plans or projects, and which cannot be adequately mitigated, would not be in accordance with the development plan.");*
 - the SSNP should include clarification that any provision for cycling and walking access around the entire lake will only be supported and promoted by the SSNP where the route has been designed in partnership with Natural and England and Bristol Water and where it adopts a sensitive route that will avoid any detrimental impacts of the special interests of the SAC [the Council has confirmed to me that this should be a reference to the SPA as it is not a SAC]; and*
 - the SSNP should include a lighting policy to protect bat flight and foraging corridors.'*
18. To satisfy the first recommendation in the HRA, it is necessary to include clear reference to the conservation status and designation of Chew Valley Lake SPA and North Somerset and Mendips Bat SAC, and their proximity and relevance to the Plan. I do not consider that this recommendation has been fully complied with in the Plan. To ensure compliance, I recommend that such a reference is included in the background section of the Plan and includes maps of both the SPA and the SAC.
19. The second recommendation of the HRA is partially covered under Policy SSHP06 and Action Policy SSRT05. To be fully compliant with the second recommendation of the HRA I recommend the inclusion of a commitment to protect and enhance the special interests and key features of the European sites. I suggest the wording in the second HRA recommendation is used and included in the Plan as either a policy or a statement in the text.
20. Whilst it is not for me to re-write the Plan, it may be appropriate to include these references within the existing 'Landscape and Environment' background section.
21. I have made detailed comments under Action Policies SSRT03 and SSRT05 with regard to the third HRA recommendation. In summary, I have recommended modification to Action Policy SSRT05 to specifically include the wording of the third HRA recommendation.

22. I have made detailed comments under Policy SSHP06 with regard to the fourth HRA recommendation. I consider that the fourth recommendation is met in the Lighting Policy SSHP06 with regard to the North Somerset and Mendips Bat SAC.
23. In the light of my comments and subject to my recommended modifications in this regard, I am satisfied that the Plan as modified meets the requirements of the HRA to avoid or mitigate against disturbance to Annex 1 bird species for which the Chew Valley Lake SPA is designated and to avoid or mitigate against the Plan adversely impacting on the bat foraging and flightline features of the SAC.
24. **Recommendation: to meet the Basic Conditions I recommend modification to the Plan by the inclusion of clear reference to the conservation status and designation of Chew Valley Lake SPA and North Somerset and Mendips Bat SAC, and their proximity and relevance to the Plan together with maps of both areas; and**
- the inclusion of a commitment to protect and enhance the special interests and key features of these European sites. I suggest the wording is that of the second recommendation in the HRA which is as follows: "development likely to have a significant effect on a European site either alone or in combination with other plans or projects, and which cannot be adequately mitigated, would not be in accordance with the development plan."**
25. A neighbourhood plan must be compatible with European Union obligations, as incorporated into UK law, in order to be legally compliant. I am satisfied that the Plan, subject to modifications outlined above, is compatible with EU obligations and does not breach the European Convention on Human Rights obligations.

Policy Background

26. *The National Planning Policy Framework 2012 (NPPF)* sets out the Government's planning policies for England and how these are expected to be applied. *The Planning Practice Guidance* provides Government guidance on planning policy.
27. Stowey Sutton Parish is within the local authority area of Bath and North East Somerset Council. The development plan for the Stowey Sutton Neighbourhood Plan Area comprises the saved policies in the B&NES Local Plan 2007 and the B&NES Core Strategy Part 1 of the Local Plan (adopted July 2014). Stowey Sutton is identified as a Policy RA1 village expected to accommodate approximately 50 dwellings over the period 2011 to 2029. Stowey Sutton has exceeded this figure. Strategic policies in the B&NES development plan include policies regarding the Green Belt, the Mendip Hills Area of Outstanding Natural Beauty and strategic housing policies.

The Neighbourhood Plan Preparation

28. I am required under The Localism Act 2011 to check the consultation process that has led to the production of the plan. The requirements are set out in Regulation 14 in The Neighbourhood Planning (General) Regulations 2012.
29. The initial consultation process in 2012 included a survey of residents to identify areas of interest and concerns. A further survey was undertaken in 2014.
30. In February 2014 drop-in events were held for local businesses and employers and local landowners. The progress of the Plan was explained in leaflets and the Parish Council's monthly electronic newsletter. A housing needs survey was undertaken in February 2014.
31. The survey responses were considered in the development of the initial draft Plan. Further drop-in sessions were held in May 2014, prior to the production of a second draft Plan. The Consultation period on this pre-submission draft of the Plan ran from 3 November 2014 to 15 December 2014. The Plan was distributed to every household and two public engagement events were held at different times of the day to target different groups of people.
32. I am satisfied that the pre-submission consultation and publicity has met the requirements of Regulation 14 in The Neighbourhood Planning (General) Regulations 2012. The consultation and publicity went well beyond the requirements and it is clear that the qualifying body went to considerable lengths to ensure that local residents were able to engage in the production of the Plan. I congratulate them on their efforts, particularly the care they took to hold events at different times of the day and I am very impressed by the dedication of Steering Group Members who went to extraordinary lengths to make themselves available to visit people in their own homes.
33. B&NES Council publicised the submission Plan for comment during the publicity period between 29 January 2015 and 12 March 2015 in line with Regulation 16 in The Neighbourhood Planning (General) Regulations 2012. Two responses were received in support of the Plan.
34. Whilst I have not made reference to all the responses in my report, I have taken into consideration all responses made at both the Regulation 14 and Regulation 16 consultation stages. I am satisfied that the Plan can be assessed without the need for a public hearing.

The Stowey Sutton Neighbourhood Plan

Background To The Neighbourhood Plan

35. The Plan area covers the whole Parish of Stowey Sutton. The background section includes a history of the area, the consultation process, plan preparation and the Neighbourhood Plan Vision. This vision is for '*Stowey Sutton to continue to thrive as vibrant and distinctive village's, to continue to respect and reflect the views of its community, to evolve and expand whilst retaining their unique and distinctive character, and to provide an outstanding quality of life for current and future generations of residents.*' As such, this section provides a clear community vision, together with clear objectives, strategy and delivery.
36. The Plan identifies a number of aspirations, which are non-land use and development policy matters. These are identified as Action Policies in the relevant topic sections in the Plan. The Plan makes clear that these Action Policies are not intended to be delivered through the planning system. It is not usually necessary for me to determine whether non-planning policies meet the Basic Conditions. Therefore, it has not been necessary for me to comment on most of these Action Policies.
37. It is necessary for Neighbourhood Plans to provide '*a practical framework within which decisions on planning applications can be made with a high degree of predictability and efficiency*' as stated in the core planning principles in paragraph 17 in the NPPF. I do refer to clarity with regard to a number of recommendations to modifications to the Plan. Where I do so, I have in mind the need to provide a practical framework in accordance with the core principles in the NPPF, thus ensuring that the Plan has regard to national policy in this respect.
38. The Plan does not include a map of the Neighbourhood Plan Area within the main body of the Plan. In the interest of clarity, I recommend the inclusion of such a plan.
39. **Recommendation: in the interest of clarity, to meet the Basic Conditions, I recommend the inclusion of a map identifying the Neighbourhood Plan Area.**

Housing and Development

Housing and Development Policy SSHP01 Housing Boundary

Housing and Development Policy SSHP02 Development Scale

Housing and Development Policy SSHP03 Development Character

40. B&NES Council's Core Strategy identifies a strategy for the rural areas to enable housing development of around 50 dwellings at each of the villages that meets the criteria in Policy RA1.
41. Policy SSHP01 in the Neighbourhood Plan extends the existing Housing Development Boundary (HDB) to incorporate two approved housing developments totalling 76 dwellings. This scale of development is significantly above the requirement of around 50 dwellings in Core Strategy Policy RA1.
42. An objection to the pre-consultation draft of the Stowey Sutton Neighbourhood Plan by Planning Consultants IJP, has questioned whether the Neighbourhood Plan can review the HDB.
43. As part of the justification for Policy RA1, the Core Strategy states at paragraph 5.21 that: *'the allocation of sites will be considered in more detail through the Placemaking Plan in conjunction with Parish Councils as the locally elected representatives of their communities. The Housing Development Boundaries shown on the Policies Map (saved from the existing Local Plan) will be reviewed as part of the Placemaking Plan to incorporate the sites identified and /or enable new sites to come forward. Sites identified in adopted Neighbourhood Plans that adjoin the housing development boundary of villages meeting the criteria of Policy RA1 will also be appropriate and these may come forward for inclusion as a part of the Placemaking Plan or subsequent to it.'*
44. In relation to the Placemaking Plan, I note that in the Report on the Examination into the Core Strategy, it was recognised that as a *'number of planning permissions have been granted for housing development in the past year or so that plan may need only to amend the housing boundary to reflect recent commitments.'*
45. The Parish has exceeded its housing requirement as set out in the Core Strategy and has redrawn the HDB to incorporate the new housing development areas. The Plan has to be in *general* conformity with the strategic policies (my emphasis on 'general'). Although the justification for Core Strategy Policy RA1 specifies that HDBs will be reviewed as part of the Placemaking Plan, rather than in a preceding Neighbourhood Plan, under these particular circumstances, I consider the redefinition of the HDB in Policy SSHP01 to be in general conformity with strategic Policy RA1 in the Core Strategy.
46. The Plan proposes infill development within the HDB. The Parish Character Assessment at Appendix E provides a comprehensive assessment of distinct areas. As such, it provides a very useful guide to the scale and design of new development.
47. Consultants IJP have requested the inclusion of land at Stitchings Shord Lane for housing development and have stated that there should have been an assessment of suitable sites for development outside the HDB.

48. Any assessment of land availability in the production of Neighbourhood Plans needs to be proportionate. My role is restricted to determining whether the Plan meets the Basic Conditions. There are no adopted strategic policies upon which to base a more significant growth strategy.
49. National policy emphasises that development means growth. The Neighbourhood Plan has sought to provide for sustainable growth by supporting infill housing within the HDB. I am satisfied that the housing strategy in the Plan will contribute towards the achievement of sustainable development by the provision of sustainable growth.
50. In support of Policy SSHP02, reference is made to an appeal decision regarding a development proposal in the AONB. A planning appeal decision is determined on its individual merits. As such, in the interest of clarity, I do not consider it appropriate to refer to this appeal decision to justify the policy approach in Policy SSHP02.
51. Whilst there is a map in Appendix I identifying the revised HDB, in the interest of clarity, a map showing the revised HDB should be included in the main text of the Plan.
52. For the above reasons, and subject to the two recommended modifications below, I conclude that Policies SSHP01, SSHP02 and SSHP03 meet the Basic Conditions.
53. **Recommendations: in the interest of clarity, to meet the Basic Conditions, I recommend the deletion of reference to an appeal decision at the end of the supporting reasoning for Policy SSHP02 and I recommend the inclusion of a map in the Plan to identify the revised Housing Development Boundary.**

Housing and Development Policy SSHP04 Property Size

54. This policy supports infill development which proposes to build one and two bedroom low cost open market houses. The accompanying Housing Survey Results (March-April 2014) concludes that of the 26 homes which stated they need to move in the next five years '2 bedroom houses were the most commonly required (23%) followed by 5 and 4 bedrooms (15% each). A further 11% required 3 bedroom houses. Bungalows were required by 31% of households. 20% of households required either 2 or 3 bedroom homes, with a further 7% requiring 1 bedroom households. Flats were required by 15% of households. An equal proportion of households required 1 or 2 bedroom flats.'
55. The recent planning permissions on two sites at Stitchings Shord Lane and Oak Court, The Batch will provide 76 dwellings in a mix of dwelling types and sizes. I have received confirmation that both of the developments are under construction.

56. The NPPF seeks to deliver a wide choice of high quality homes. Paragraph 50 states that *'local planning authorities should plan for a mix of housing based on current and future demographic trends, market trend and the needs of different groups in the community.'*
57. I am satisfied that there may be a current identified housing need for one and two bedroom properties as identified in Policy SSHP04. However, the Plan has an end date of 2029 and housing needs may alter over the plan period. To have regard to national policy in the NPPF, I recommend modification to the Policy to include reference to support for other types and sizes of dwellings on infill sites, if they reflect identified housing needs.
58. **Recommendation: to meet the Basic Conditions I recommend modification to Policy SSHP04 to read as follows:**
- In accordance with the 2014 housing needs survey the Neighbourhood Plan supports infill development which proposes to build small (1 and 2 bedroom) low cost open market houses. Other types and sizes of dwellings on infill sites will be supported if they reflect identified housing needs.**

Housing and Development Policy SSHP05 Sustainability Impact

59. Planning Policies are clearly defined in the Plan inside a highlighted border. I have taken this policy to include all the criteria requirements in the paragraphs before the reasoned explanation. For clarity, to provide a practical framework for decision making, the criteria requirements listed for Policy SSHP05 should be included within the highlighted box.
60. One of the requirements is for contributions, which may be through Section 106 Agreements. Planning Policy Guidance has been revised (on 28 November 2014) with regard to infrastructure contributions through planning obligations. By way of explanation, the following is an extract from the Planning Practice Guidance (Paragraph: 012 Reference ID: 23b-012-20141128):
- 'There are specific circumstances where contributions for affordable housing and tariff style planning obligations (section 106 planning obligations) should not be sought from small scale and self-build development.*
- Contributions should not be sought from developments of 10-units or less, and which have a maximum combined gross floorspace of no more than 1000sqm.*
- In designated rural areas, local planning authorities may choose to apply a lower threshold of 5-units or less. No affordable housing or tariff-style contributions should then be sought from these developments. In addition, in a rural area where the lower 5-unit or less threshold is applied, affordable housing and tariff style contributions should be sought from developments of between 6 and 10-units in the form of cash payments which are commuted*

until after completion of units within the development. This applies to rural areas described under section 157(1) of the Housing Act 1985, which includes National Parks and Areas of Outstanding Natural Beauty.

Affordable housing and tariff-style contributions should not be sought from any development consisting only of the construction of a residential annex or extension to an existing home.'

61. B&NES Council has confirmed that the order setting out the designated rural areas in the South West including for the Parish of Stowey Sutton is in the Housing (Right to Acquire or Enfranchise) (Designated Rural Areas in the South West) Order 1997 (SI 621) following Section 17 of the Housing Act 1996, not the Housing Act 1985. At the time of my examination, B&NES Council was seeking clarification on this matter. As there are no housing allocations in the plan, or specific policies concerning the amount of developer contributions, this is not a reason to hold up the examination of the Plan.
62. Due to the small scale nature of likely development, contributions via Section 106 agreements may not be forthcoming. Nevertheless, to have regard to the Planning Practice Guidance thresholds, I recommend Policy SSHP05 is modified to include reference to contributions via a Section 106 Agreement 'where possible'.
63. I note that B&NES Council's Community Infrastructure Levy (CIL) charging schedule came into effect on 6 April 2015. The Planning Practice Guidance states that '*CIL is intended to focus on the provision of new infrastructure and should not be used to remedy pre-existing deficiencies in infrastructure provision unless those deficiencies will be made more severe by new development.*'
64. The first, second and third paragraphs in the reason for Policy SSHP05 refer to deficiencies arising from the recent developments. To have regard to national guidance, I recommend the deletion of these paragraphs.
65. **Recommendations: in the interest of clarity, to meet the Basic Conditions, I recommend modification to Policy SSHP05 and the accompanying reason as follows:**
include the requirements listed for Policy SSHP05 within the highlighted 'policy box';
insert 'where possible' after 'via a Section 106 Agreement' in Policy SSHP05; and
delete the first, second and third paragraphs in the reason for Policy SSHP05.

Housing and Development Policy SSHP06 Lighting

66. The fourth recommendation in the HRA is to include a lighting policy to protect potential bat flights and foraging corridors. Policy SSHP06 seeks to ensure that any lighting scheme does not impact negatively near woodland edges or near hedgerows used by bats for foraging. I consider this policy satisfies the HRA requirement in this respect.
67. The second recommendation in the HRA is that the Plan should include 'a commitment to protect and enhance the special interests and key features of the European site of the North Somerset and Mendips Bats SAC. The supporting reason for Policy SSHP06 recognises this commitment. I consider this commitment satisfies the HRA requirement in this respect to some extent and I refer to my comments regarding the HRA in the Legislative Background Section above.

Business and Employment

Business and Employment Policy SSBE01 Business Conservation and Preservation

68. This Policy seeks to maintain local employment opportunities. This policy is in accordance with national policy with regard to seeking to build a strong responsive and competitive economy. As such, this policy meets the Basic Conditions.

Business and Employment Policy SSBE002 Business Type

69. This policy seeks to encourage the provision of new and expanding businesses. In this respect, this policy has regard to the national policy commitment to securing economic growth. However, it is difficult to see how the requirement for such proposals 'to meet the needs of existing and future local businesses would work in practice.' This requirement restricts healthy competition and there is no robust evaluation mechanism in the Plan. This detailed requirement does not provide a practical framework for decision making and thus does not have regard to the NPPF in this respect.
70. **Recommendation: to meet the Basic Conditions, I recommend modification to Policy SSBE002 by the deletion of 'such development should meet the needs of existing and future local businesses.'**

Business and Employment Policy SSBE03 Employee Parking

71. The NPPF promotes sustainable transport, recognising 'that different policies and measures will be required in different communities and opportunities to maximise sustainable transport solutions will vary from urban to rural areas.'
72. The Plan recognises that private cars are needed to access commercial development, due to the lack of rural public transport. Policy SSBE03 seeks

to ensure that adequate parking is provided for new businesses. I consider this approach has regard to national policies for sustainable transport and securing economic growth. As such, it meets the Basic Conditions.

73. Reference is made on pages 29 and 30 to PPG13. This is former national guidance in *Planning Policy Guidance Note 13: Transport*, which has been superseded by the NPPF. For clarity, these references should be deleted.
74. **Recommendation: in the interest of clarity, to meet the Basic Conditions, I recommend the deletion of references to PPG13 from pages 29 and 30.**

Business and Employment Policy SSBE04 Homeworking

75. This Policy recognises the importance of home working. Whilst home working does not usually require planning permission, this policy specifically refers to *'building alterations that support home working.'* Where planning permission is required for development that enables home working, I am satisfied that this policy has regard to the NPPF with respect to supporting a prosperous rural economy.

Transport and Communications

76. This section of the Plan contains Action Policies to improve the availability of public transport and supports the provision of additional parking spaces to improve access to retail facilities, the provision of safe crossing facilities, improvements to existing footpaths, provision of more extensive footpaths and the provision of safe and accessible walking and cycling facilities for leisure purposes.
77. Action Policies SSRT03 and SSRT05 include reference to a safe cycle and footpath route that provides improved access to Chew Valley Lake. Policy SSRT05 recognises that such improved access should avoid any detrimental impacts on the special nature of the designated SPA. Whilst these are Action Policies, it is appropriate for me to make comment as they have a direct impact on the HRA.
78. The third recommendation in the HRA is that *'the SSNP should include clarification that any provision for cycling and walking access around the entire lake will only be supported and promoted by the SSNP where the route has been designed in partnership with Natural England and Bristol Water and where it adopts a sensitive route that will avoid any detrimental impacts of the special interests of the SAC.'*
79. I have sought clarification from B&NES Council, which has confirmed that this third recommendation should refer to the SPA, as Chew Valley Lake it is not a SAC. Therefore, in the interest of precision, this reference needs to be corrected in Action Policy SSRT05. In addition, to ensure that the recommendations of the HRA are met, I recommend modification to Action

Policy SSRT05 in accordance with the third recommendation in the HRA. This will ensure that the Basic Conditions are met in this respect.

80. **Recommendation: modification to Action Policy SSRT05 to read as follows:**

The Neighbourhood Plan supports provision of safe and accessible walking and cycling facilities for leisure purposes. For example the leisure opportunities already available at Chew Valley Lake need to be optimised by the provision of a safe cycle and footpath route that provides improved access to the lake. Any provision for cycling and walking access around the entire lake will only be supported and promoted where the route has been designed in partnership with Natural England and Bristol Water and where it adopts a sensitive route that will avoid any detrimental impacts of the special interests of the designated Special Protection Area. Reference Policy SSRT03.

Community and Recreation

81. This section includes an Action Policy for promoting greater use of the recreation ground and Action Policy SSCR02 regarding the provision of allotments.
82. The Basic Conditions Statement states that the Action Policies '*are not intended to be delivered through the planning system but through other funding streams.*'
83. Action Policy SSCR02 requires specific contributions towards the provision of allotments for community use '*where the individual garden size of any development of five or more houses is smaller than the footprint of the actual building, excluding any hard surfaced parking.*'
84. In a plan where housing development is limited to infill within the amended HDB, I see little opportunity for there to be such developments. Even so, as it is written, this is a 'Planning Policy', rather than an 'Action Policy', as it relates to specific contributions required from the development of land. I have made reference to developer contributions under Policy SSHP05.
85. The background document in Appendix Q states that only 21% of respondents to the General Survey said they would use an allotment. Action Policy SSHP05 appears to be based on the premise in Appendix Q that as recent and current developments have much smaller gardens it is likely that a significant number of residents in these properties would make use of an allotment. I do not consider there to be robust and justifiable evidence to support this assertion.
86. Although it is stated in the Plan on page 40 that there is '*significant demand for allotments within the parish*', I have no robust evidence base to justify the requirement of this policy. Therefore, I recommend modification to the

paragraph at the end of page 39 and top of page 40 to state that there 'may be' demand for allotments within the parish.

87. The Planning Practice Guidance states that the relevant tests for seeking developer contributions are that the contributions are necessary to make the development acceptable in planning terms, directly related to the development, and fairly and reasonably related in scale and kind.
88. The reason stated in the Plan for Action Policy SSCR02 is '*to encourage recreational activities and provide a healthy and sustainable food supply, together with developing a better understanding of the food chain in younger residents.*' Whilst this is a laudable aim, in my opinion, to require such contributions from an arbitrary size of development does not meet the relevant tests for seeking developer contributions as set out in the Planning Practice Guidance.
89. To retain an Action Policy in the Plan regarding the provision of allotments, I recommend the deletion of reference to contributions from developments of five or more houses and recommend modification to Action Policy SSCR02 to state that allotments will be supported where there is an identified need.
90. **Recommendations: to meet the Basic Conditions, I recommend:**
modification to the paragraph at the end of page 39/top of page 40 to read as follows:
More recent housing development in the parish has small gardens with insufficient space for growing fruit and vegetables such that there may be demand for allotments within the parish.
modification to Action Policy SSCR02 to read as follows:
The Neighbourhood Plan will support the provision of allotments for community use where there is an identified need. To be promoted using funding from CIL and grants where available.

Appendices

91. The Plan includes a number of appendices which provide a detailed evidence base in background supporting documents. This has provided a useful and easily accessible source of background information.
92. Appendix O is Stowey Sutton Parish Council's development policies regarding residential planning policy and commercial planning policy. The relationship between these policies and those in the Plan is not explained. Whilst these policies in Appendix O are in an appendix to the Plan, I have not examined these policies and do not consider them to be part of the planning policies in the Neighbourhood Plan.

Referendum and the Stowey Sutton Neighbourhood Plan Area

93. I am required to make one of the following recommendations:
- the Plan should proceed to Referendum, on the basis that it meets all legal requirements; or
 - the Plan as modified by my recommendations should proceed to Referendum; or
 - the Plan does not proceed to Referendum, on the basis that it does not meet the relevant legal requirements.
94. **I am pleased to recommend that the Stowey Sutton Neighbourhood Plan as modified by my recommendations should proceed to Referendum.**
95. I am required to consider whether or not the Referendum Area should extend beyond the Stowey Sutton Neighbourhood Plan Area. I see no reason to alter or extend the Neighbourhood Plan Area for the purpose of holding a referendum.

Janet Cheesley

Date 13 May 2015

Appendix 1 Background Documents

The background documents include

The National Planning Policy Framework (The Framework) (2012)
The Planning and Compulsory Purchase Act 2004
The Localism Act (2011)
The Neighbourhood Planning Regulations (2012)
The Planning Practice Guidance (2014)
Saved policies in the B&NES Local Plan 2007
B&NES Core Strategy Part 1 of the Local Plan (adopted July 2014)
Regulation 14 Representations
Regulation 16 Representations
Supporting Documentation:
Consultation Statement
Basic Conditions Statement
Stowey Sutton Habitats Regulations Assessment Screening Determination
Stowey Sutton Strategic Environmental Assessment Screening
Determination
Appendices to the Stowey Sutton Neighbourhood Plan
Comments made by B&NES on the Draft Neighbourhood Plan
Housing Survey Results March-April 2014

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Bath & North East Somerset Council		
MEETING:	Cabinet	
MEETING DATE:	9th September 2015	EXECUTIVE FORWARD PLAN REFERENCE:
		E 2763
TITLE:	Revenue and Capital Budget Monitoring, Cash Limits and Virements – April 2015 to July 2015	
WARD:	All	
AN OPEN PUBLIC ITEM		
<p>List of attachments to this report</p> <p>Appendix 1: Revenue & Capital Monitoring Commentary Appendix 2: Revenue Monitoring Statement: All Council Spending Appendix 3: Capital Monitoring Statement: All Council Spending Appendices 4(i) & 4(ii): Proposed Revenue Virements & Revised Revenue Cash Limits 2013/14 Appendices 5(i) & 5(ii): Capital Virements & Capital Programme by Portfolio 2015/16</p>		

1 THE ISSUE

1.1 This report presents the financial monitoring information for the Authority as a whole for the financial year 2015/16 to the end of July 2015.

2 RECOMMENDATION

The Cabinet agrees that:

2.1 Strategic Directors should continue to work towards managing within budget in the current year for their respective service areas, and to manage below budget where possible by not committing unnecessary expenditure, through tight budgetary control.

2.2 This year’s revenue budget position as shown in Appendix 2 is noted.

2.3 The capital expenditure position for the Council in the financial year to the end of July and the year end projections detailed in Appendix 3 of this report are noted.

2.4 The revenue virements listed for approval in Appendix 4(i) are agreed.

2.5 The changes in the capital programme listed in Appendix 5(i) are noted.

3 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

3.1 The financial implications are contained within the body of the report.

4 STATUTORY CONSIDERATIONS AND BASIS FOR PROPOSAL

4.1 The annual medium term financial planning process allocates resources across services with alignment of these resources towards the Council's corporate priorities. This report monitors how the Council is performing against the financial targets set in February 2015 through the Budget setting process.

5 THE REPORT

5.1 The Budget Management Scheme requires that the Cabinet consider the revenue and capital monitoring position four times per year.

5.2 For revenue budgets which are forecast to be overspent, the service Directors are normally expected to seek compensating savings to try and bring budgets back to balance.

5.3 Appendix 1 highlights significant areas of forecast over and under spends in revenue budgets. Appendix 2 outlines the Council's current revenue financial position for the 2015/16 financial year to the end of July 2015 by Cabinet Portfolio. The current forecast outturn position is for an overspend of £835,000 which equates to 0.21% of gross budgeted spend (excluding Schools).

5.4 Whilst it is still relatively early in the current financial year, the Strategic Directors will work to manage their budgets within the overall allocations approved by the Council. This will include the development of appropriate mitigating actions as the financial year progresses.

5.5 The forecast outturn position includes the requirement for the delivery of £9.73m savings as part of the approved budget for 2015/16.

5.6 The Council's financial position, along with its financial management arrangements and controls, are fundamental to continuing to plan and provide services in a managed way, particularly in light of the medium term financial challenge. Close monitoring of the financial situation provides information on new risks and pressures in service areas, and appropriate management actions are then identified and agreed to manage and mitigate those risks.

5.7 Revenue budget virements which require Cabinet approval are listed in Appendix 4(i). Technical budget adjustments are also shown in Appendix 4(i) for information purposes as required by the Budget Management Scheme.

5.8 Appendix 3 outlines the current position for the 2015/16 Capital budget of £78.855m (excluding contingency), with a current forecast spend of £67.755m which is £11.100m less than the budget.

5.9 Previously approved changes to the capital programme are listed in Appendix 5(i), while Appendix 5(ii) provides the updated capital programme allocated by Portfolio.

6 RATIONALE

6.1 The report is presented as part of the reporting of financial management and budgetary control required by the Council.

7 OTHER OPTIONS CONSIDERED

7.1 None

8 CONSULTATION

8.1 Consultation has been carried out with the Cabinet Member for Community Resources, Strategic Directors, Section 151 Finance Officer, Chief Executive and Monitoring Officer.

9 RISK MANAGEMENT

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

9.2 The substance of this report is part of the Council's risk management process. The key risks in the Council's budget are assessed annually by each Strategic Director, with these risks re-assessed on a monthly basis as part of the budget monitoring process.

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Background papers	<i>Budget Management Scheme</i>
Please contact the report author if you need to access this report in an alternative format	

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REVENUE BUDGET MONITORING APRIL 2015 TO JULY 2015

- 1.1 Appendix 2 outlines the Council's current financial position for the 2015/16 financial year to the end of July 2015 by Cabinet Portfolio. The Appendix shows the current forecast outturn position is an overspend of £835,000, or 0.21% of the gross expenditure budget (excluding Schools).
- 1.2 It is still relatively early in the current financial year and Strategic Directors will work to manage their budgets within the overall budget allocations approved by the Council. This will include the development of appropriate mitigating actions as the financial year progresses.
- 1.3 The forecast outturn position includes the requirement for the delivery of £9.73m savings as part of the approved budget for 2015/16.
- 1.4 The forecast outturn position reflects adjustments to some budgets to reflect a review of the actual income and expenditure position of the Council for the previous financial year (2014/15). This "rebasings" will provide opportunity for the Council to balance the current year budget without recourse to drawing down one-off funding from reserves, and avoid a carry forward deficit into the future Budget considerations for 2016/17 and beyond.
- 1.5 Within the current £835,000 forecast overspend figure, there are areas of over and under spending which are detailed below, along with any planned management actions being taken to reduce projected overspends.

1.6 **Leader's Portfolio – forecast £16,000 overspend**

There is a £30,000 overspend forecast in Legal & Democratic Services owing to the use of agency staffing as the new Council Solicitor reviews workload and staff requirements ahead of permanent recruitment. This is partly offset by reduced forecast in staffing costs in the Strategy & Performance service.

1.7 **Finance & Efficiency Portfolio – forecast £44,000 overspend**

The forecast overspend on this portfolio is made up of the following variances:

Support Services: There is a £404,000 overspend across Support Services. Within this amount, there is a £200,000 forecast shortfall of budgeted income within Commercial Estate, attributable to there currently being no viable prospective acquisitions identified in order to meet the 2015/16 target for new rental Income.

There is also a small £9,000 overspend forecast in Business Services caused by Financial Management savings targets in 2015/16 being delayed, but off-set by an underspend in Information Technology.

In addition, Traded Services are forecast to be £167,000 overspent, split £120,000 in Print Services and £47,000 in Catering Services. There are reviews underway in both Services to assess the on-going deliverability of the income targets.

Corporate costs: £360,000 forecast underspend, mainly due to a projected surplus on the Council contribution required for historic pension deficit recovery.

1.8 Adult Social Care & Health Portfolio – forecast on target

At this early stage in financial and activity monitoring, a balanced outturn position is being forecast for this Portfolio. However, the commissioning budgets are supported by the earmarking of funds from the Better Care Fund Social Care Reserve, and it is currently anticipated that £1.5million will be drawn down for 2015/16.

An announcement was by the Chancellor to reduce Public Health budgets, which could include an in-year reduction for 2015/16 grants. A current consultation has indicated a potential reduction of up to £540,000 for the Council, which the Director of Public Health is developing contingency plans to absorb.

1.9 Children’s Services Portfolio – forecast £410,000 overspend

The forecast overspend within this Portfolio is mainly due to two pressures. The use of agency staff to support the Children, Family Assessment and Intervention, Children in Need and Court Duty teams is resulting in a £250,000 forecast overspend. The agency staff are being used to cover sickness, maternity and added case-loads.

In addition, there is also a forecast overspend of £161,000 for Home to School Transport, due to pressures on Special Educational Needs transport. Placing pupils locally with behavioural issues is becoming increasingly difficult, as the three special schools within the area have reached current capacity. Efforts are being made to extend capacity by opening units for behaviour within mainstream schools.

1.10 Homes & Planning Portfolio – forecast £6,000 underspend

An overall underspend is forecast within Development, with staffing underspends and grant income offsetting forecast overspends in claim costs. There is risk that Planning income targets will not be met if large development projects do not commence in the current year.

1.11 Economic Development Portfolio – forecast £60,000 underspend

The forecast is largely due to the over achievement of Heritage Services profit target, based on performance to the period to July only. A full forecast will be made later after the main summer trading season, which could be impacted by electrification works to the railway.

1.12 Community Services Portfolio – forecast £441,000 overspend

For Waste & Fleet Services there is an overspend of £200,000 forecast. This includes a £105,000 adverse variances in Fleet Services, and an external review of the service is underway with a view to closing these gaps. In addition, there are forecast overspends of £62,000 for Public Conveniences, arising from historic

contract specification changes (the details of which are currently being examined), and £33,000 in Waste, due to higher disposal tonnage costs.

There is an overspend of £240,000 forecast in Place Overheads, the remaining balance of a 3 year Directorate management savings target, and alternative proposals will need to be developed.

1.13 **Transport Portfolio – forecast £9,000 underspend**

There is an underspend of £85,000 forecast within Public & Passenger Transport, mainly owing to a reduction in fare values within concessionary fares. This is partially used to offset a £65,000 forecast overspend in Transport, Planning & Policy, caused by agency staff covering sickness and vacancies.

CAPITAL BUDGET MONITORING – APRIL 2015 TO JULY 2015

2.1 The 2015/16 Capital Programme approved by Council in February 2015 was £57.873m. Provisional capital projects of £0.975m have been approved, and re-phasing of £20.192m was identified in the 2014/15 Outturn Report on 16 July 2015.

Progressing Capital Projects Updates

2.2 **Bath Transport Package** - The Park and Ride elements of the projects and Lansdown and Newbridge have been completed and are fully operational. Works at Stall St/ Lower Borough Walls have progressed well over the Summer and will be complete by September 2015, as well as the Bus Stops & Shelters programme, which is due to be completed at this time. The first phase of Real Time Information at Shelters was completed in April 2015 and the second phase scheduled to begin in Autumn 2015.

2.3 **Cycle City Ambition Fund Projects** – This is an emerging capital item as a grant of £3.88m over 3 years has been provisionally awarded to the Council. The projects are now in the early stages of development.

2.4 **Leisure Works** – The programme of leisure works requires review following the re-procurement of leisure services, for which the finalisation of contract negotiations on the capital costs is currently underway. There is a separate report on the Agenda for the meeting relating to this.

2.5 **Metrowest: Greater Bristol Metro Project** – The development of the project in readiness for a funding bid to DfT major scheme funding continues to progress as anticipated.

2.6 **Rossiter Road** – These works are now largely complete with the switch over of traffic management now finalised.

2.7 **7 Dials** – Works on this area are now largely complete and the space is now in shared use.

- 2.8 **Bath Western Riverside Phase 1** – The first stage housing development is complete and all residences are fully occupied and the construction of all remaining phases on Crest land (up to 813 dwellings) is moving forward a pace. The Destructor Bridge is now removed from site.
- 2.9 **Affordable Housing** – The majority of schemes underway are now nearing completion. Talks are progressing with developers around the Extra Care Scheme at Ensleigh (Lansdown).
- 2.10 **Bath Quays Waterside (Innovation Quay)** – The contractor is now appointed and pre-construction activities including design, planning & consents are now being progressed. Construction is anticipated to commence in early 2016.
- 2.11 **Bath Quays North** – The outline business case for works on the North bank of the quays has now been progressed and planning permission granted, with the more detailed business case now underway.
- 2.12 **Bath Quays Bridge** – The competition for the design of the bridge has now been launched with submissions due in September and a view to announcing the winner in November.
- 2.13 **Digital B&NES** – Connecting Devon & Somerset (CDS) rural broadband project Phase 1 on track. Draw down of match funds expected 2015/16. CDS Phase 2 is currently out to tender. A survey and pilot of the urban option has successfully been completed, with the development of extended pilot now underway.
- 2.14 **Gypsy and Traveller Sites** – Completion now anticipated during September 2015 due to a small number of outstanding works by the contractors.
- 2.15 **London Road** – Works are now largely complete with only minor works related to traffic regulation order signage remaining.
- 2.16 **Radstock Infrastructure (Highways Improvements)** – The main scheme has now been substantially completed, although some additional works may be required to finalise the full project pending professional advice.
- 2.17 **Royal Victoria Skate Park** – This project is expected to have completed during September 2015. Some delays to the project were experienced as a result of additional rock excavation works required on the site.
- 2.18 **Keynsham New Build and Regeneration** – The offices are now occupied by B&NES staff and our partners, Sirona and the Police. The Police have also moved into the Civic Centre One Stop Shop with a front facing desk in the public area. Energy usage is being monitored and remains on track for achieving highest Display Energy Certificate (DEC) ‘A’ certificate.

Construction works for the highways scheme are substantially complete, with minor road markings and signage being installed over the coming weeks. Retail units are generally fitted to a basic “white box” standard and lettings are progressing. These units are either occupied or under contract, with only 3 units currently vacant.

2.19 Weston All Saints Primary School - The KS2 classroom and kitchen extension project was completed and handed over to the school on Friday 11th July 2014. The KS1 six classroom block was completed and handed over to the school on 28th July 2015, ready for occupation 1st September 2015.

2.20 Bishop Sutton Primary School - The Phase 1 one classroom extension will be completed for occupation on 1st September 2015. Associated works: new school reception, remodelling to hall and external access and car parking works are also scheduled for completion September 2015. Construction of the five classroom block has started and is on target for practical completion in August 2016 and occupation 1 September 2016.

2.21 Paulton Junior School – This scheme is for a four classroom extension and internal hall expansion but with option to increase to 6 classrooms, subject to the school funding all the additional costs. Planning submission is due in August and determination October 2015 with start on site in January 2016. Completion now expected to be December 2016.

2.22 St. Saviour's Junior School - The new build block of five classrooms and external access works is now almost complete with handover to school scheduled for 28th August for occupation 1st September 2015. The final phase of the scheme for demolition of temporary buildings, new kitchen extension and landscaping is ongoing and scheduled for completion December 2015.

2.23 Ensleigh new school - Ongoing detailed design with a view to planning application submission in Autumn 2015. Currently anticipating to be on site around March 2016, with delivery of the new school is expected for reception year pupils to start in September 2017.

2.24 Somerdale new school - There is continued liaison with the developer, who will be funding the development in respect of delivery of the new Somerdale School in Keynsham. Delivery of the new school is expected for reception year pupils to start in September 2017.

2.25 Client Data System – Children's Social Care & Adult Social Care Database - These two capital schemes were procured together through the IT Connect project to provide a new client data system, which will replace the CareFirst system. The project is progressing with implementation scheduled to complete by March 2016.

Amendments to the Capital Programme

2.26 The following provisional schemes will not be developed until further approval:

- **Weston Flood Alleviation Scheme** – This project was subject to availability of Environment Agency funding which is not identified in the current period of the Capital Programme.
- **Grand Parade & Undercroft Phase 2** – a business case for this scheme will not be developed.

- **IT Asset Refresh (Servers & Networks)** – these will be funded from the IT Reserve in accordance with the relevant asset life policy.

Portfolio Summary Monitor REVENUE SPENDING For the Period APRIL 2015 to JULY 2015	CURRENT YEAR 2015/16 FORECAST OUTTURN					ADVERSE / FAVOURABLE
	Forecast Gross Expenditure	Forecast Gross Income	Net Forecast Actual	Annual Current Budget	Forecast over or (under) spend	
	£'000	£'000	£'000	£'000	£'000	
Leader	8,681	(3,527)	5,154	5,138	16	ADV
Finance & Efficiency	53,860	(46,856)	7,004	6,960	44	ADV
Adult Social Care & Health	103,520	(46,707)	56,814	56,814		ON TARGET
Children's Services	154,530	(131,721)	22,808	22,398	410	ADV
Homes & Planning	7,405	(2,712)	4,692	4,698	(6)	FAV
Economic Development	15,529	(18,341)	(2,813)	(2,753)	(60)	FAV
Community Services	30,355	(10,099)	20,256	19,815	441	ADV
Transport	26,518	(19,683)	6,835	6,843	(9)	FAV
TOTAL COUNCIL	400,397	(279,647)	120,750	119,914	835	ADV

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	Current Year		Prior Years		Budget					Forecast					Variance				
	Actuals £' 000's	Commitments £' 000's	Actual Spend to Date £' 000's	Total Spend £' 000's	Budget 2015/2016 £' 000's	Budget 2016/2017 £' 000's	Budget 2017/2018 £' 000's	Budget 2018/2019 £' 000's	Budget 2019/2020 £' 000's	Total Scheme Budget £' 000's	Forecast 2015/2016 £' 000's	Forecast 2016/2017 £' 000's	Forecast 2017/2018 £' 000's	Forecast 2018/2019 £' 000's	Forecast 2019/2020 £' 000's	Forecast 2020 Onwards £' 000's	Total Scheme Forecast £' 000's	Current Year £' 000's	Scheme £' 000's
Capital Monitor Apr 2015/16 - Jul 2015/16																			
Summary by Senior Manager																			
Place	6,366	2,380	8,746	76,173	47,057	1,230	125	50	0	124,635	36,410	7,876	830	0	0	35	121,324	(10,647)	(3,311)
Resources	147	949	1,096	58,022	17,568	25	90	135	0	75,660	17,135	1,021	0	0	0	0	76,177	(453)	318
People & Communities	1,319	3,089	4,408	48,714	14,210	2,914	1,081	258	0	67,177	14,210	2,914	1,081	258	0	0	67,177	0	0
Total	7,832	6,418	14,250	182,908	78,655	4,169	1,296	443	0	267,671	67,755	11,811	1,911	258	0	95	264,679	(11,100)	(2,963)
Corporate Budgets	0	0	0	0	185	0	0	0	0	185	0	0	0	0	0	0	0	(185)	(185)
GRAND TOTAL	7,832	6,418	14,250	182,908	79,040	4,169	1,296	443	0	267,856	67,755	11,811	1,911	258	0	95	264,679	(11,285)	(3,178)

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2015/16 Revenue Virements for Approval

Appendix 4 (i)

REF NO	REASON / EXPLANATION	CABINET MEMBER	TRANSFER FROM		CASHLIM		CABINET MEMBER	TRANSFER TO	Income (£'s)	Expenditure (£'s)	DESCRIPTION	ONGOING EFFECTS				
			CASHLIM	Income (£'s)	Expenditure (£'s)	CASHLIM							Income (£'s)	Expenditure (£'s)		
The following virements are reported for approval under the Budget Management Scheme rules.																
LOG 15#01	Budget Re-Basing		Homes & Planning	Development Management	350,000		Children's Services	Children, Young People & Families		810,000	Adjustments to some base budgets to reflect a review of the actual income and expenditure position of the Council for the previous financial year (2014/15). This "re-basing" will provide opportunity for the Council to balance the current year budget without recourse to drawing down one-off funding from reserves, and avoid a carry forward deficit into the future Budget considerations for 2016/17 and beyond.					
				Building Control & Land Charges		90,000										
				Housing		225,000										
				Children, Young People & Families	100,000											
				Council's Retained ICT Budgets		75,000										
				Corporate Budgets incl. Capital, Audit & Bank Charges		1,085,000										
				Transport & Parking Services - Parking	500,000											
				Transport & Parking Services - Public & Passenger Transport		130,000										
				Finance & Efficiency										150,000		
				Finance & Efficiency												1,595,000
OVERALL TOTALS				950,000	1,605,000	2,555,000	0	2,555,000	2,555,000							

2015/16 Revenue Virements for Information

REF NO	REASON/ EXPLANATION	CABINET MEMBER	TRANSFER FROM CASH/LIM	Income (£'s)	Expenditure (£'s)	CABINET MEMBER	TRANSFER TO CASH/LIM	Income (£'s)	Expenditure (£'s)	DESCRIPTION	ONGOING EFFECTS
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The following virements have either been previously approved, are technical in nature or are below limits within BMS that require approval, and therefore are reported for information only.

INFO 15#01	Transportation / Planning Income	Homes & Planning	Development Control	126,000		Transport	Transport - Planning & Policy	126,000		This virement was previously approved by February 2015 Cabinet (Ref LOG 14#05) as an on-going virement. Since this was after the 2015/16 Cash Limits were approved, this virement needs reporting again in 2015/16.	Budget virement is on-going.
INFO 15#02	Community Regeneration Savings Target	Economic Development	Economy & Culture	200,000		Economic Development	Heritage including Archives	200,000		This virement was previously approved by February 2015 Cabinet (Ref LOG 14#06) as an on-going virement. Since this was after the 2015/16 Cash Limits were approved, this virement needs reporting again in 2015/16.	Budget virement is on-going.
INFO 15#03	Pension Increase Correction - Sirona	Adult Social Services & Health	Adult Services		29,176	Finance & Efficiency	Corporate Budgets incl. Capital, Audit & Bank Charges		29,176	This virement was reported as on-going to July'15 Cabinet in the cuturn report (Ref INFO 14#49). This was after the base budget approval, so virement requires repeating in 2015/16.	Budget virement is on-going.
INFO 15#04	Resources Recharge re-alignment	Leader	Various		79,670	Finance & Efficiency	Finance		634,439	Technical adjustment to reflect the change to the accounting treatment to internal Support Services recharges. The change removes both the actual recharge and the associated budget for this recharge, so has a nil impact on the service.	Budget virement is on-going.
		Finance & Efficiency	Various		399,827						
		Adult Social Care & Health	Various		15,756						
		Children's Services	Various		54,843						
		Homes & Planning	Various		72,070			466,849			
		Economic Development	Various		58,123						
		Community Services	Various		751,921						
Transport	Various		169,075	498,997	Strategy & Performance						

2015/16 Revenue Virements for Information

REF NO	REASON/ EXPLANATION	CABINET MEMBER		TRANSFER FROM		TRANSFER TO		Income (£'s)	Expenditure (£'s)	DESCRIPTION	ONGOING EFFECTS
		CABINET MEMBER	CABINET MEMBER	CASHLIM	CASHLIM	CASHLIM	CASHLIM				
INFO 15#05	Management of Parks Staff	Community Services	Community Services	Neighbourhoods & Environment - Waste & Fleet Services	Neighbourhoods & Environment - Parks & Bereavement Services	57,753	57,753		57,753	Transfer of 2 posts from Strategy & Contracts Team to Parks Services, following consultation that the purpose of these posts are better sitting within the Parks structure.	Budget virement is on-going.
INFO 15#06	Water Monitoring	Economic Development	Homes & Planning	Economy & Culture	Building Control & Land Charges	211,965	211,965		211,965	The budget for water monitoring associated with the Spa were inherited by Economy & Culture, although the associated works are carried out by Building Control. This virement has been approved by the two Portfolio holders in order to align the budget to spend.	Budget virement is on-going.
INFO 15#07	Highways & Transport Management	Transport	Transport	Transport - Planning & Policy	Transport & Traffic Management	73,622	73,622		73,622	Following the management restructure with Highways & Transport, the budget requires realigning in order that the budget reports to the same cash limit as the post holder. This technical virement has been agreed by the Strategic Director of Place.	Budget virement is on-going.
INFO 15#08	Mail Room	Finance & Efficiency	Economic Development	Customer Services	Property Services	22,429	22,429		22,429	Transfer of the Mail Room function - previously managed by Customer Services.	Budget virement is on-going.
INFO 15#09	Risk & Assurance Staff	Finance & Efficiency	Finance & Efficiency	Customer Services	Risk & Assurance Services	20,000	20,000		20,000	Transfer of staffing budget from Business Continuity to Risk & Assurance Services.	Budget virement is on-going.
INFO 15#10	Guildhall Events	Finance & Efficiency	Economic Development	Corporate Estate Including R&M	Heritage including Archives	35,860	35,860		35,860	Transfer of budget to reflect the work carried out by Heritage Services associated with Guildhall Events. This virement was previously approved by the Workplaces Group.	Budget virement is one-off.
INFO 15#11	Workplaces Programme	Finance & Efficiency	Finance & Efficiency	Corporate Estate Including R&M	Risk & Assurance Services Property Services	222,478	164,493		57,985	This budget was set as part of the Workplaces Programme and has been approved by the Workplaces Steering Group.	Budget virement is one-off.
INFO 15#12	Property & Project Delivery Restructure	Economic Development	Finance & Efficiency	Project Delivery	Property Services	72,430	72,430		72,430	Re-alignments of budgets following the restructure within the Property & Project Delivery Service.	Budget virement is on-going.

2015/16 Revenue Virements for Information

REF NO	REASON/ EXPLANATION	CABINET MEMBER	TRANSFER FROM		TRANSFER TO		DESCRIPTION	ONGOING EFFECTS
			CASH/IM	Income (£'s)	CASH/IM	Expenditure (£'s)		
INFO 15#13	Economy & Culture Project	Economic Development	Regeneration, Skills & Employment	24,580	Economy & Culture	24,580	To transfer the 2015/2016 salary budget relating to the vacant Business Engagement Officer post to the Economy & Culture project budget to cover employability / Skills Support services, as approved by Divisional Director.	Budget virement is one-off.
INFO 15#14	Lansdown Park & Ride Toilets	Transport	Transport & Parking Services - Public & Passenger Transport	9,500	Neighbourhoods & Environment - Waste & Fleet Services	9,500	Transfer of budget for public conveniences at Lansdown Park & Ride to Waste & Fleet Services, who are responsible for this facility.	Budget virement is ongoing.
INFO 15#15	Locksbrook Road Depot	Community Services	Neighbourhoods & Environment - Waste & Fleet Services	51,967	Transport & Parking Services - Public & Passenger Transport	51,967	Split of budgets and associated costs of Locksbrook Road Depot between Fleet Management & Passenger Transport, who share the facility. Previously approved by the two Portfolio Holders in June & July 2015.	Budget virement is ongoing.
INFO 15#16	Odd Down Sports & Leisure	Community Services	Neighbourhoods & Environment - Parks & Bereavement Services	7,051	Public Protection & Health Improvement - Active Leisure	7,051	Transfer of budget for rates, utilities and bookings associated with Odd Down sports & leisure facilities to the Active Leisure, who will manage through the new Leisure Operator.	Budget virement is ongoing.
INFO 15#17	Changes in CCG Contribution to LD Pooled Budget	Finance & Efficiency	Balances	2,125,000	Adult Services	2,125,000	To reflect adjustment in the CCG's contribution made in 2014/15 toward the pooled budget in 2015/16. Reversal of INFO 14#50 (July '15 Cabinet)	Budget virement is one-off.
INFO 15#18	CCG Better Care Fund Contribution & s256 Fund	Finance & Efficiency	Balances	4,039,668	Adult Services	4,039,668	Transfer to reserves of Better Care Fund contribution and s256 funds received from the CCG in 2014/15 for use in 2015/16. Reversal of INFO 14#51 (July '15 Cabinet)	Budget virement is one-off.
INFO 15#19	Revenue Grants Unapplied Accounting Adjustment	Community Resources	Balances (Revenue Grants Unapplied)	1,343,753	Neighbourhoods & Environment - Waste & Fleet Services	1,145,231	Technical accounting adjustment to fully recognise unconditional revenue grants fully in year of receipt. Reversal of INFO 14#52 (July '15 Cabinet)	Budget virement is one-off.
					Economy & Culture	101,810		
					Strategy & Performance	10,800		
					Adult Social Care & Health	85,912		

2015/16 Revenue Virements for Information

REF NO	REASON/EXPLANATION	CASH/IM		CASH/IM		CASH/IM	TRANSFER TO	Income (£'s)	Expenditure (£'s)	DESCRIPTION	ONGOING EFFECTS
		TRANSFER FROM	MEMBER	TRANSFER FROM	MEMBER						
INFO 15#20	DSG Carry Forward Transfer	Community Resources	Children's Services	Balances & Reserves	Children's Services	Schools Budget		5,924,321	5,924,321	Transfer from reserves to reflect automatic carry forward of year end DSG underspend (Reversal of DSG element in INFO 14#69)	Budget virement is one-off.
INFO 15#21	2014/15 Revenue Carry Forwards	Finance & Efficiency	Leader Homes & Planning Finance & Efficiency Children's Services	Council Balances	422,000	Strategy & Performance Development Control Building Control & Land Charges Council's Retained ICT Budgets Learning & Inclusion		120,000 58,000 8,000 115,000 121,000	120,000 58,000 8,000 115,000 121,000	Carry forwards from 2014/15 underspends, as approved by July'15 Cabinet in Outturn report.	Budget virement is one-off.
OVERALL TOTALS					7,834,421			6,490,668	10,130,170		
					16,620,838				16,620,838		

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Portfolio Cash Limits 2015/16 - Revenue Budgets
Appendix 4(ii)

CABINET PORTFOLIO	Service	2015/16 Approved Budget (Aligned to New Portfolios) £'000	Technical Adjustments, below BMS limits or already agreed - shown for information £'000	Total Virements for Approval £'000	Sep'15 Revised Cash Limits £'000
Leader	Council Solicitor & Democratic Services	1,757	(80)		1,678
	Strategy & Performance	2,385	631		3,016
	PORTFOLIO SUB TOTAL	4,143	551		4,694
Finance & Efficiency	Finance	1,553	634		2,187
	People Services	598	(9)		589
	Risk & Assurance Services	834	182		1,016
	Council's Retained ICT Budgets	4,195	53	(75)	4,173
	Support Services Change Programme	(4)			(4)
	Customer Services	2,532	(138)		2,394
	Human Resources	575			575
	Property Services	2,237	620		2,857
	Corporate Estate Including R&M	5,015	(334)		4,681
	Commercial Estate	(14,019)	(75)		(14,093)
	Traded Services	(112)			(112)
	Strategic Director - Resources	(247)	(9)		(255)
	Corporate items (Tourism Levy, Trading Opps, Community Use of Assets & Corporate Travel Plan)	(200)			(200)
	Hsg / Council Tax Benefits Subsidy	(195)			(195)
	Capital Financing / Interest	3,048	(40)		3,008
	Unfunded Pensions	1,679			1,679
	Corporate Budgets incl. Capital, Audit & Bank Charges	2,540	(2)	(1,085)	1,453
	New Homes Bonus Grant	(3,709)			(3,709)
	Magistrates	17			17
	Coroners	305			305
Environment Agency	219			219	
	PORTFOLIO SUB TOTAL	6,860	882	(1,160)	6,583
Adult Social Care & Health	Adult Services	56,279	6,206		62,485
	Adult Substance Misuse (Drug Action Team)	550			550
	PORTFOLIO SUB TOTAL	56,829	6,206		63,035
Children's Services	Children, Young People & Families	11,713	(6)	710	12,417
	Learning & Inclusion	15,717	83		15,800
	Health, Commissioning & Planning	(108,475)	(11)		(108,486)
	Schools Budget	103,498	5,924		109,422
	PORTFOLIO SUB TOTAL	22,453	5,990	710	29,154
Homes & Planning	Development Management	2,506	(78)	(350)	2,077
	Building Control & Land Charges	219	220	(90)	349
	Housing	1,960	(62)	(225)	1,673
	PORTFOLIO SUB TOTAL	4,685	80	(665)	4,099
Economic Development	Economy & Culture	1,670	113		1,783
	World Heritage	160			160
	Heritage including Archives	(4,731)	(164)		(4,895)
	Project Delivery	177	(129)		49
	Regeneration, Skills & Employment	278	(25)		252
	PORTFOLIO SUB TOTAL	(2,446)	(205)		(2,651)

Portfolio Cash Limits 2015/16 - Revenue Budgets
Appendix 4(ii)

CABINET PORTFOLIO	Service	2015/16 Approved Budget (Aligned to New Portfolios) £'000	Technical Adjustments, below BMS limits or already agreed - shown for information £'000	Total Virements for Approval £'000	Sep'15 Revised Cash Limits £'000
Community Services	Place - Overheads	938	(696)		242
	Public Protection & Health Improvement - Regulatory	1,274	(12)		1,262
	Neighbourhoods & Environment - Waste & Fleet Services	13,607	1,031	150	14,787
	Neighbourhoods & Environment - Parks & Bereavement Services	2,041	50		2,091
	Libraries & Information	1,696	(26)		1,670
	Public Protection & Health Improvement - Active Leisure	1,054	3		1,057
	PORTFOLIO SUB TOTAL	20,610	351	150	21,110
Transport	Transport - Planning & Policy	638	32		670
	Highways & Traffic Management	7,784	(11)		7,773
	Transport & Parking Services - Parking	(6,111)	(59)	(500)	(6,670)
	Transport & Parking Services - Public & Passenger Transport	4,470	37	(130)	4,376
	PORTFOLIO SUB TOTAL	6,781	(1)	(630)	6,150
	NET BUDGET	119,914	13,855	(1,595)	132,174
Sources of Funding					

Council Tax	74,455			74,455
Revenue Support Grant*	20,504			20,504
Retained Business Rates	21,744			21,744
Collection Fund Deficit (-) or Surplus (+)	1,578			1,578
Council Tax Freeze Grant	813			813
Balances	819	13,855	(1,595)	13,079
Total	119,914	13,855	(1,595)	132,174

Appendix 5 (f)

REF NO	REASON / EXPLANATION	TRANSFER / FUNDING FROM	Income (£'s)	Expenditure (£'s)	TRANSFER TO	Income (£'s)	Expenditure (£'s)	Notes
15-16 Base Budget								
			57,873,014	57,873,014				
CAP15#001-2015	Capital Contingency	Contingency	-595,000		Capital Contingency		-595,000	Digital BANES project funded by Capital Contingency, approved by Cabinet Feb 2015
CAP15#002-2015	River Corridor Fund	3rd Party Contribution	82,364		Place - Community Regeneration		82,364	Contribution from the Environment Agency in respect of Bath River Avon Partnership approved by Technical Adjustment Feb 2015
CAP15#003-2015	River Corridor Fund	3rd Party Contribution	77,000		Place - Community Regeneration		77,000	Contribution from the Environment Agency in respect of Riverbank Greening Trial approved by Technical Adjustment Feb 2015
CAP15#004-2015	River Corridor Fund	3rd Party Contribution	50,000		Place - Community Regeneration		50,000	Contribution from Kennet & Avon Waterways in respect of safety improvements approved by Technical Adjustment Feb 2015
CAP15#005-2015	Sf Savours Junior - Expansion of Accommodation	S106 Contribution	54,446		People & Communities - Children's Services		54,446	Use of s106 receipts from Meyer Training Ground Bathwick and Longview to fund additional costs approved by Technical Adjustment Feb 2015
CAP15#006-2015	Chew Magna Primary - Flooding Emergency Works	S106 Contribution	17,004		People & Communities - Children's Services		17,004	Use of s106 receipt from Orchard, Chew Magna to reinstate contingency approved by Technical Adjustment Feb 2015
CAP15#007-2015	Saltford Primary - Expansion of Accommodation	S106 Contribution	42,345		People & Communities - Children's Services		42,345	Use of s106 receipts from Uplands Farm and Chewton Place to fund enabling workings for basic needs schemes within the whole Keynsham and Saltford school place planning area, approved by Technical Adjustment Feb 2015
CAP15#008-2015	Better Bus Area Grant	Government Grant	30,800		Place - Environmental Services		30,800	Better Bus Area Grant obtained from Department for Transport for 15-16, approved by Technical Adjustment Feb 2015
CAP15#009-2015	Transport Improvement Programme	Government Grant	3,000		Place - Environmental Services		3,000	Realignment of 14-15 to Grant actually received
CAP15#010-2015	Ensligh - New Primary School	Government Grant	614,000		People & Communities - Children's Services		614,000	15-16 Budget for Ensligh School New Build approved by Officer Decision 19th March 2015
CAP15#011-2015	Schools Devolved Formula Capital	Government Grant	338,751		People & Communities - Children's Services		338,751	Confirmation of 15-16 grant now received, approved by approved by Technical Adjustment May 2015
CAP15#012-2015	Sydney Gardens	Corporate Supported Borrowing	250,000		Place - Environmental Services		250,000	Project for renovation works in Sydney Gardens Decision Feb 2015. A further decision on the works to be carried out now required.
CAP15#013-2015	Great Dell Walkway	Corporate Supported Borrowing	-60,000		Place - Environmental Services		-60,000	Correction of a double counting entry to the budget following review of carry forward approvals.
CAP15#014-2015	Desk Top - Service vdi Technology	Revenue	24,480		Resources - Support Services		24,480	Approved Revenue Ctwd from 14-15, purchase of 51 PC's for VDI Technology, approved by Technical Adjustment July 2015

Appendix 5 (i)

REF NO	REASON / EXPLANATION	TRANSFER / FUNDING FROM	Income (£'s)	Expenditure (£'s)	TRANSFER TO	Income (£'s)	Expenditure (£'s)	Notes
CAP15#015-2015	I.T. Asset Refresh	Revenue	84,566		Resources - Support Services		84,566	Approved Revenue Ctwd from 14-15, WAN Re-architecture, Edge Switch replacement & improved infrastructure monitoring for Asset Refresh project, approved by Technical Adjustment July 2015
CAP15#016-2015	Workplaces I.T. Microsoft Lync	Revenue	6,500		Resources - Support Services		6,500	Approved Revenue Ctwd from 14-15 to support the move to soft phones as part of flexible working, approved by Technical Adjustment July 2015
CAP15#017-2015	River Safety	Revenue	4,000		Place - Environmental Services		4,000	14-15 overspend of £4k to be funded by Revenue, approved by Technical Adjustment July 2015
CAP15#018-2015	Paulton Library Relocation	Capital Contingency	-4,997		Resources - Support Services		-4,997	Project completed - underspend returned to Capital Contingency, approved by Technical Adjustment July 2015
CAP15#019-2015	Transport Improvement Programme	S106 Contribution	-44,000		Place - Environmental Services		-44,000	Budget alignment to Section 106 contributions anticipated, approved by Technical Adjustment July 2015
CAP15#020-2015	Capital 14/15 Carry Forwards	Various 14/15 Budgets	20,191,653		Various 15/16 Budgets		20,191,653	14-15 Capital Carry Forwards approved by Cabinet July 2015
OVERALL TOTALS			79,039,925	79,039,925		0	79,039,925	
							-79,039,925	

Capital Virements - Additions & Reductions Future Years

Appendix 5 (i)

REF NO	REASON / EXPLANATION	TRANSFER / FUNDING FROM	Income (£'s)	Expenditure (£'s)	TRANSFER TO	Income (£'s)	Expenditure (£'s)	Notes
15-16 Base Budget	2015/2016 Future Year Base Budget Upload	Various	2,522,000		Various - Original budget		2,522,000	Future Years Budgets approved Feb 2015 by Cabinet
CAP15#001-FY	Ensligh New School	Government Grant	3,386,000		People & Communities - Children's Services		3,386,000	Future Years Budgets for Ensligh School New Build approved by Officer Decision 19th March 2015
OVERALL TOTALS			5,908,000	5,908,000		0	5,908,000	
							-5,908,000	

CAPITAL SCHEME	2015/16			
	Total Approved Budget 2015/2016 £'000	Re-phasing Request at July 2015 Cabinet £'000	Approvals to September 2015 Cabinet £'000	Budget at September 2015 Cabinet £'000
Transport				
Highways Maintenance Programme	6,441	1,242	0	7,683
Transport Improvement Programme	1,961	216	-41	2,136
Local Sustainable Transport Fund	0	152	0	152
LSTF: Riverside Path & Employers Grant, Bath	486	0	0	486
Cycle City Ambition / 7 Dials	364	404	0	769
Victoria Bridge	0	77	0	77
Batheaston Bridge	0	36	0	36
A431 Kelston Road Stabilisation	0	369	0	369
Rossiter Road	0	65	0	65
MetroWest - the Greater Bristol Metro Project	329	101	0	430
Salford Station - reopening feasibility work	100	0	0	100
Park and Ride East of Bath Project Development	150	59	0	209
2 Tunnels Northern Link Cycle Scheme	0	-122	0	-122
2 Tunnels	0	0	-53	-53
Bath Transport Package - Main Scheme	7,619	190	0	7,809
20mph Schemes	0	130	0	130
Cycle Schemes	0	16	0	16
Better Bus Fund	0	0	31	31
Parking - Vehicle Replacement Programme	15	0	0	15
	17,465	2,882	-10	20,337
Community Services				
Waste Vehicles	181	0	0	181
Neighbourhoods - Bin and Bench Replacement	50	18	0	68
Litter Bins	0	12	0	12
Public WC Conversions	25	-16	0	9
Waste Re-provision feasibility work	100	0	0	100
Vehicle Replacement: Neighbourhoods	380	0	0	380
Parks Vehicles	167	0	0	167
Cemetery Vehicle Replacement	40	0	0	40
Cleansing Vehicles	146	0	0	146
Allotments	50	0	0	50
River Safety	0	-4	4	0
Beechen Cliff Woodland & Other Open Spaces Improvements	50	8	0	58
Royal Victoria Park Skate Park	255	10	0	265
Queen Square Improvements	0	8	0	8
East of Bath Skate Park	97	0	0	97
Play Equipment	115	31	0	146
Great Dell Walkway	74	62	-60	76
Haycombe Improvements	85	13	0	98
Sydney Gardens	0	245	250	495
Haycombe Cemetery Entrance	60	0	0	60
Environmental Protection Vehicles	32	0	0	32
Wellow Sports Grant	0	15	0	15
Paulton Library Relocation	0	5	-5	0
	1,907	406	189	2,502
Economic Development				
Leisure Dilapidations	0	650	0	650
Odd Down Playing Fields Development	0	696	0	696
Visitor & Till Management System	100	0	0	100
Beau Street Coin Hoard	17	-21	0	-4
Roman Baths Development: East Baths Development	500	0	0	500
Heritage Infrastructure Development	100	-3	0	97
BWR - Council Project Team	308	244	0	552
BWR - Affordable Housing	1,000	-221	0	779
BWR - Infrastructure	2,347	384	0	2,731
BWR - Replacement of Destructor Bridge	736	805	0	1,541
BWR - Relocation of Gas Holders	2,095	640	0	2,735
BWRE/Green Park	150	0	0	150
NRR Infrastructure	263	477	0	740
London Road Regeneration	203	347	0	550
Innovation Quay - Strategic Flooding Solution	5,392	63	0	5,455
Radstock Regeneration	0	54	0	54
River Corridor & RoSPA safety works	249	63	209	521
Cattlemarket/Commarket	15	36	0	51
Digital B&NES (was BDUK)	600	338	0	938
Somer Valley Business Centres	75	38	0	113
Bath Quays South	403	48	0	451
Bath Quays North	800	-8	0	792
Radstock and Westfield Implementation Plan	100	0	0	100
South Road Car Park	0	155	0	155
Manvers Street	0	57	0	57
Cleveland Pools	0	100	0	100
Energy at Home	0	774	0	774
	15,453	5,716	209	21,378

CAPITAL SCHEME	2015/16			
	Total Approved Budget 2015/2016 £'000	Re-phasing Request at July 2015 Cabinet £'000	Approvals to September 2015 Cabinet £'000	Budget at September 2015 Cabinet £'000
Children's Services				
Schools Capital Maintenance Programme 2015/16	1,718	305	0	2,023
Schools Minor Works and DDA Schemes	230	0	0	230
School Energy Invest to Save Fund	753	-23	0	730
Early Years - 2yr Olds Funding / S106	74	3	0	77
Client Data System for Children's Social Services	425	219	0	644
St Mary's Writhlington Replace Classroom Block	100	-1	0	99
Weston All Saints Primary School - Basic Need	956	150	0	1,106
Castle Primary School - Basic Need	20	305	0	325
Paulton Infant School - Basic Need	15	108	0	123
St Saviour's Junior School - Basic Need	1,495	-385	54	1,164
Oldfield Park Junior School - Basic Need	200	0	0	200
Westfield Primary School - Basic Need	100	13	0	113
Paulton Junior School - Basic Need	1,306	28	0	1,334
Bishop Sutton Primary School - Basic Need	1,459	33	0	1,492
St John's School Keynsham classroom refurbishment	59	0	0	59
Basic Needs Feasibility / Option Appraisal	250	10	-38	222
Children's Centre Capital Schemes	46	0	0	46
MOD Foxhill Mulberry Park - New School Feasibility Study	0	0	19	19
MOD Warminster Road - New School Feasibility Study	0	0	19	19
Schools Devolved Capital	0	1,291	339	1,630
Enleigh - New Primary School Feasibility Study	0	12	614	626
Saltford Primary - Basic Need	0	275	42	317
Chew Magna Primary - Flooding works	0	12	17	29
Short Breaks for Disabled Children	0	30	0	30
Universal Infant Free School Meals	0	-20	0	-20
Schools LA Contribution to Capital / Private Capital / Seed Challenge / Travel Plans	0	49	0	49
Ralph Allen ALC	0	51	0	51
Writhlington BSF	0	31	0	31
Writhlington ALC	0	25	0	25
Moorlands Junior IT Suite	0	1	0	1
Wellsway Sports Hall	0	42	0	42
Oldfield Co-Ed Improvements	0	26	0	26
Youth Projects	0	3	0	3
Children's Services Capital Schemes	0	2	0	2
Children's Services Capital Schemes Managed by Property Services	0	5	0	5
Southdown Infant / Junior Schools	0	199	0	199
Peasedown St John Primary	0	36	0	36
St Saviours Infant School - Basic Need	0	66	0	66
Chandag Infants UIFSM	0	29	0	29
Farmborough Primary BN Feasibility Study	0	11	0	11
St Marys Writhlington BN Feasibility Study	0	15	0	15
Southdown Schools (Roundhill Primary Sch) BN Feasibility Study	0	15	0	15
Castle Primary BN Phase 2 Feasibility Study	0	15	0	15
Whitchurch Primary BN Feasibility Study	0	20	0	20
	9,206	3,004	1,067	13,277
Finance & Efficiency				
Public Realm-Northumberland Place	128	0	0	128
Public Realm-Pattern Book	87	-12	0	75
Public Realm-Street Furniture	18	0	0	18
Public Realm-Team Costs	20	0	0	20
Public Realm-City Information Scheme	123	0	0	123
Workplaces Programme Delivery	4	880	1,450	2,335
Keynsham Regeneration & New Build	4,543	688	-1,695	3,537
Corporate Estate Planned Maintenance	1,227	781	0	2,008
Disposals Programme (Minor)	138	31	0	169
Commercial Estate Investment Fund	350	0	0	350
Grand Parade & Undercroft	3,281	1,599	0	4,880
Equality Act Works	440	597	0	1,037
Englishcombe Lane	10	7	0	17
Roseberry Place	15	33	0	48
1 - 3 James Street West	25	94	0	119
7 - 9 Lower Borough Walls	20	53	0	73
Key Disposal - Keynsham K2 Charlton Road	3	-3	0	-1
Lewis House (Inc Comms Hub & OSS)	0	323	251	574
The Hollies	0	86	0	86
Saw Close Development	0	70	0	70
Victoria Hall	0	12	0	12
Bathampton Farmhouse	0	40	0	40
Capital Contingency	0	780	-595	185
	10,432	6,060	-589	15,903
Leader				
Desktop As a Service - VDI Technology	272	1	24	297
Customer Services System	232	118	0	351
IT Asset Refresh (Servers and Network)	201	61	85	347
Windows 7 Upgrade	0	66	0	66
New Customer Payments & Library Kiosks	0	78	0	78
LGA Bonds Investment	50	0	0	50
LAA Performance Reward Grant	150	21	0	171
	906	345	109	1,360

2015/16				
CAPITAL SCHEME	Total Approved Budget 2015/2016 £'000	Re-phasing Request at July 2015 Cabinet £'000	Approvals to September 2015 Cabinet £'000	Budget at September 2015 Cabinet £'000
Homes and Planning				
Affordable Housing	621	624	0	1,245
Gypsy & Traveller Sites	0	611	0	611
	621	1,235	0	1,856
Adult Social Care & Housing				
Disabled Facilities Grant	1,180	314	0	1,494
Adult Social Care Database replacement	703	230	0	933
	1,883	544	0	2,427
TOTAL CAPITAL SCHEME BUDGET	57,873	20,192	975	79,040
Sources of Funding (£'000)				
EU/Government Grant	24,257	4,960	1,146	30,363
Revenue	2,488	337	113	2,938
Other Council Support including Borrowing and Capital Receipts	30,546	13,042	-403	43,185
s106 Contribution	100	1,002	70	1,172
Other 3rd Party	482	850	50	1,382
Total Sources of Funding (£'000)	57,873	20,192	975	79,040

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Bath & North East Somerset Council		
MEETING:	Cabinet	
MEETING DATE:	9th September 2015	
TITLE:	Treasury Management Monitoring Report to 30th June 2015	EXECUTIVE FORWARD PLAN REFERENCE: E 2767
WARD:	All	
AN OPEN PUBLIC ITEM		
<p>List of attachments to this report:</p> <p>Appendix 1 – Performance Against Prudential Indicators Appendix 2 – The Council’s Investment Position at 30th June 2015 Appendix 3 – Average monthly rate of return for 1st 3 months of 2015/16 Appendix 4 – The Council’s External Borrowing Position at 30th June 2015 Appendix 5 – Arlingclose’s Economic & Market Review Q1 of 2015/16 Appendix 6 – Interest & Capital Financing Budget Monitoring 2015/16 Appendix 7 – Summary Guide to Credit Ratings</p>		

1 THE ISSUE

1.1 In February 2012 the Council adopted the 2011 edition of the CIPFA Treasury Management in the Public Services: Code of Practice, which requires the Council to approve a Treasury Management Strategy before the start of each financial year, review performance during the year, and approve an annual report after the end of each financial year.

1.2 This report gives details of performance against the Council’s Treasury Management Strategy and Annual Investment Plan 2015/16 for the first three months of 2015/16.

2 RECOMMENDATION

The Cabinet agrees that:

2.1 the Treasury Management Report to 30th June 2015, prepared in accordance with the CIPFA Treasury Code of Practice, is noted

2.2 the Treasury Management Indicators to 30th June 2015 are noted.

3 RESOURCE IMPLICATIONS

3.1 The financial implications are contained within the body of the report.

4 STATUTORY CONSIDERATIONS AND BASIS FOR PROPOSAL

4.1 This report is for information only.

5 THE REPORT

Summary

- 5.1 The average rate of investment return for the first three months of 2015/16 is 0.46%, which is 0.06% above the benchmark rate.
- 5.2 The Council's Prudential Indicators for 2015/16 were agreed by Council in February 2015 and performance against the key indicators is shown in **Appendix 1**. All indicators are within target levels.

Summary of Returns

- 5.3 The Council's investment position as at 30th June 2015 is given in **Appendix 2**. The balance of deposits as at 31st March 2015 and 30th June 2015 are also set out in the pie charts in this appendix.
- 5.4 The Council is the accountable body for the West of England Revolving Investment Fund (RIF) and received grant funding of £57 million at the end of the 2011/12 financial year. The Council acts as an agent and holds these funds on behalf of the West of England Local Enterprise Partnership until they are allocated in the form of repayable grants to the constituent Local Authorities to meet approved infrastructure costs. Since these funds are invested separately from the Council's cash balances and have been placed short term with the Debt Management Office and other Local Authorities, they are excluded from all figures given in this report. The value of the fund as at 30th June 2015 is £40.0 million (£41.9m as at 31st March 2015).
- 5.5 Gross interest earned on investments for the first three months totalled £74k. Net interest, after deduction of amounts due to Schools, the West of England Growth Points, CHC and other internal balances, is £54k. **Appendix 3** details the investment performance, showing the average rate of interest earned over this period was 0.46%, which was 0.06% above the benchmark rate of average 7 day LIBID +0.05% (0.40%).

Summary of Borrowings

- 5.6 No new borrowing has taken place during the first quarter of 2015/16. The Council's Capital Financing Requirement (CFR) as at 31st March 2015 was £177 million with a projected total of £219 million by the end of 2015/16 based on the capital programme approved at February 2015 Council. This represents the Council's underlying need to borrow to finance capital expenditure, and demonstrates that the borrowing taken to date relates to funding historical capital spend.
- 5.7 Following Local Government Reorganisation in 1996, Avon County Council's residual debt is administered by Bristol City Council. All successor Unitary Authorities make an annual contribution to principal and interest repayment, for which there is a provision in the Council's revenue budget. The amount of residual debt outstanding as at 31st March 2015 apportioned to Bath & North East Somerset Council is £13.95m. Since this borrowing is managed by Bristol City Council and

treated in the Council's Statement of Accounts as a deferred liability, it is not included in the borrowing figures referred to in paragraph 5.6.

5.8 The borrowing portfolio as at 30th June 2015 is shown in **Appendix 4**.

Strategic & Tactical Decisions

5.9 As shown in the charts at **Appendix 2**, the investment portfolio has been diversified across UK Banks and Building Societies and very highly rated Foreign Banks. The Council also uses AAA rated Money Market funds to maintain very short term liquidity.

5.10 The Council continues to not hold any direct investments with banks in countries within the Eurozone reflecting both on the underlying debt issues in some Eurozone countries and the low levels of interest rates. The Council's investment counterparty list does not currently include any banks from Portugal, Ireland, Greece, Spain and Italy.

5.11 The Council's average investment return is in line with the budgeted level of 0.45%.

Future Strategic & Tactical Issues

5.12 Our treasury management advisors economic and market review for the first quarter 2015/16 is included in **Appendix 5**.

5.13 The Bank of England base rate has remained constant at 0.50% since March 2009. In the opinion of the Council's treasury advisors, Arlingclose, there will not be a rate rise until Q2 2016.

5.14 The benefits of the Council's current policy of internal borrowing are monitored regularly against the likelihood that long term borrowing rates are forecast to rise in future years. The focus is now on the rate of increase and the medium-term peak and, in this respect, the current forecast remains that rates will rise slowly and to a lower level than in the past.

Budget Implications

5.15 A breakdown of the revenue budget for interest and capital financing and the forecast year end position based on the period April to June is included in **Appendix 6**. This is currently forecast to be on target for 2015/16.

5.16 This position will be kept under review during the remainder of the year, taking into account the Council's cash-flow position and the timing of any new borrowing required.

6 RATIONALE

6.1 The Prudential Code and CIPFA's Code of Practice on Treasury Management requires regular monitoring and reporting of Treasury Management activities.

7 OTHER OPTIONS CONSIDERED

7.1 None.

8 CONSULTATION

8.1 Consultation has been carried out with the Cabinet Member for Community Resources, Section 151 Finance Officer and Monitoring Officer.

8.2 Consultation was carried out via e-mail.

9 RISK MANAGEMENT

9.1 The Council's lending & borrowing list is regularly reviewed during the financial year and credit ratings are monitored throughout the year. All lending/borrowing transactions are within approved limits and with approved institutions. Investment and Borrowing advice is provided by our Treasury Management consultants Arlingclose.

9.2 The CIPFA Treasury Management in the Public Services: Code of Practice requires the Council nominate a committee to be responsible for ensuring effective scrutiny of the Treasury Management Strategy and policies. The Corporate Audit Committee carries out this scrutiny.

9.3 In addition, the Council maintain a risk register for Treasury Management activities, which is regularly reviewed and updated where applicable during the year.

Contact person	<i>Tim Richens - 01225 477468 ; Jamie Whittard - 01225 477213</i> Tim_Richens@bathnes.gov.uk Jamie_Whittard@bathnes.gov.uk
Background papers	<i>2015/16 Treasury Management & Investment Strategy</i>
Please contact the report author if you need to access this report in an alternative format	

APPENDIX 1

Performance against Treasury Management Indicators agreed in Treasury Management Strategy Statement

1. Authorised limit for external debt

These limits include current commitments and proposals in the budget report for capital expenditure, plus additional headroom over & above the operational limit for unusual cash movements.

	2015/16 Prudential Indicator	2015/16 Actual as at 30th June 2015
	£'000	£'000
Borrowing	219,000	108,300
Other long term liabilities	2,000	0
Cumulative Total	221,000	108,300

2. Operational limit for external debt

The operational boundary for external debt is based on the same estimates as the authorised limit but without the additional headroom for unusual cash movements.

	2015/16 Prudential Indicator	2015/16 Actual as at 30th June 2015
	£'000	£'000
Borrowing	182,000	108,300
Other long term liabilities	2,000	0
Cumulative Total	184,000	108,300

3. Upper limit for fixed interest rate exposure

This is the maximum amount of total borrowing which can be at fixed interest rate, less any investments for a period greater than 12 months which has a fixed interest rate.

	2015/16 Prudential Indicator	2015/16 Actual as at 30th June 2015
	£'000	£'000
Fixed interest rate exposure	182,000	88,300*

* The £20m of LOBO's are quoted as variable rate in this analysis as the Lender has the option to change the rate at 6 monthly intervals (the Council has the option to repay the loan should the Lender exercise this option to increase the rate).

4. Upper limit for variable interest rate exposure

While fixed rate borrowing contributes significantly to reducing uncertainty surrounding interest rate changes, the pursuit of optimum performance levels may justify keeping flexibility through the use of variable interest rates. This is the maximum amount of total borrowing which can be at variable interest rates.

	2015/16 Prudential Indicator	2015/16 Actual as at 30th June 2015
	£'000	£'000
Variable interest rate exposure	104,000	20,000

5. Upper limit for total principal sums invested for over 364 days

This is the maximum amount of total investments which can be over 364 days. The purpose of this indicator is to control the Council's exposure to the risk of incurring losses by seeking early repayment of its investments.

	2015/16 Prudential Indicator	2015/16 Actual as at 30th June 2015
	£'000	£'000
Investments over 364 days	50,000	0

6. Maturity Structure of borrowing

This indicator is set to control the Council's exposure to refinancing risk.

	Upper Limit	Lower Limit	2015/16 Actual as at 30th June 2015
	%	%	%
Under 12 months	50	Nil	28*
12 months and within 24 months	75	Nil	7
24 months and within 5 years	75	Nil	9
5 years and within 10 years	100	Nil	0
10 years and above	100	Nil	56

* The CIPFA Treasury management Code now requires the prudential indicator relating to Maturity of Fixed Rate Borrowing to reference the maturity of LOBO loans to the earliest date on which the lender can require payment, i.e. the next call date (which are at 6 monthly intervals for the £20m of LOBO's). However, the Council would only consider repaying these loans if the Lenders exercised their options to alter the interest rate.

7. Average Credit Rating

The Council has adopted a voluntary measure of its exposure to credit risk by monitoring the weighted average credit rating of its investment portfolio. A summary guide to credit ratings is set out at **Appendix 7**.

	2015/16 Prudential Indicator	2015/16 Actual as at 30th June 2015
	Rating	Rating
Minimum Portfolio Average Credit Rating	A-	AA-

APPENDIX 2

The Council's Investment position at 30th June 2015

The term of investments, from the original date of the deal, are as follows:

	Balance at 30th June 2015
	£'000's
Notice (instant access funds)	16,200
Up to 1 month	27,600
1 month to 3 months	0
Over 3 months	16,000
Total	58,900

The investment figure of £58.950 million is made up as follows:

	Balance at 30th June 2015
	£'000's
B&NES Council	21,948
B&NES CHC	12,492
West Of England Growth Points	691
Local Growth Fund	16,600
Schools	7,169
Total	58,900

The Council had an total average net positive balance of £64.1m during the period April 2015 to June 2015.

Chart 1: Council Investments (£58.9m) as at 30th June 2015

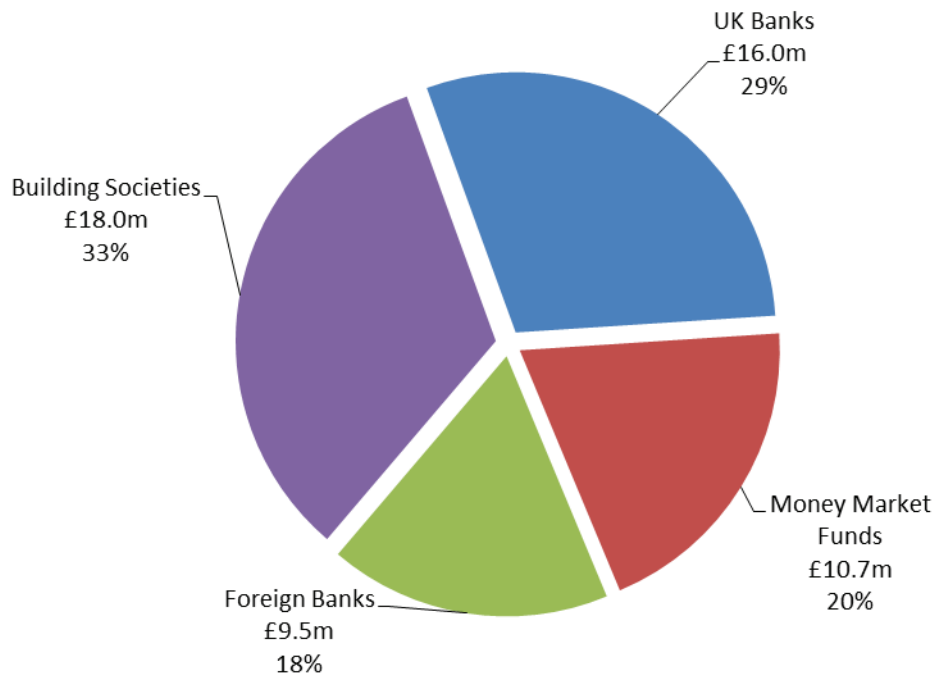


Chart 2: Council Investments (£16.0m) as at 31st Mar. 2015



Chart 3: Council Investments per Lowest Equivalent Long-term Credit Ratings (£59.8m) 30th June 2015

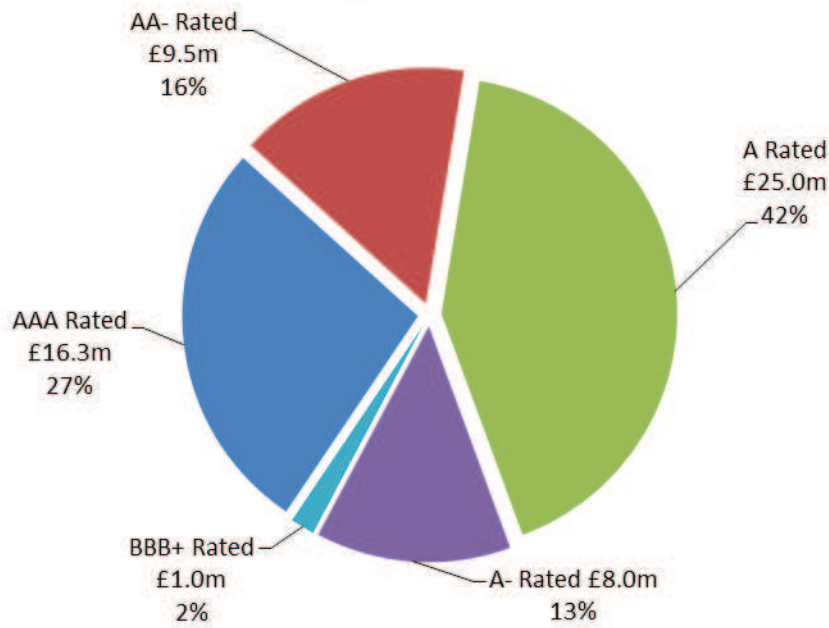


Chart 4: Council Investments per Lowest Equivalent Long-term Credit Ratings (£16.0m) 31st Mar. 2015



APPENDIX 3

Average rate of return on investments for 2015/16

	April %	May %	June %	Average for Period
Average rate of interest earned	0.45%	0.46%	0.48%	0.46%
Benchmark = Average 7 Day LIBID rate +0.05% (source: Arlingclose)	0.40%	0.41%	0.41%	0.40%
Performance against Benchmark %	+0.05%	+0.05%	+0.07%	+0.06%

APPENDIX 4

Councils External Borrowing at 30th June 2015

LONG TERM	Amount	Start Date	Maturity Date	Interest Rate
PWLB	10,000,000	15/10/04	15/10/35	4.75%
PWLB	5,000,000	12/05/10	15/08/35	4.55%
PWLB	5,000,000	12/05/10	15/08/60	4.53%
PWLB	5,000,000	05/08/11	15/02/31	4.86%
PWLB	10,000,000	05/08/11	15/08/29	4.80%
PWLB	15,000,000	05/08/11	15/02/61	4.96%
PWLB	5,300,000	29/01/15	15/08/29	2.62%
PWLB	5,000,000	29/01/15	15/02/61	2.92%
KBC Bank N.V*	5,000,000	08/10/04	08/10/54	4.50%
KBC Bank N.V*	5,000,000	08/10/04	08/10/54	4.50%
Eurohypo Bank*	10,000,000	27/04/05	27/04/55	4.50%
West Midland Police Authority	5,000,000	08/10/14	10/10/16	1.10%
Portsmouth City Council	3,000,000	15/10/14	17/10/16	1.08%
Wirral Metropolitan Borough Council	5,000,000	07/11/14	06/11/15	0.65%
Gloucestershire County Council	5,000,000	25/11/14	25/11/19	2.05%
Derbyshire County Council	5,000,000	28/11/14	27/11/15	0.65%
Gloucestershire County Council	5,000,000	19/12/14	19/12/19	2.05%
TOTAL	108,300,000			
TEMPORARY	Nil			
TOTAL	108,300,000			3.64%

*All LOBO's (Lender Option / Borrower Option) have reached the end of their fixed interest period and have reverted to the variable rate of 4.50%. The lender has the option to change the interest rate at 6 monthly intervals. Should the lender use the option to change the rate, then at this point the borrower has the option to repay the loan without penalty.

APPENDIX 5

Economic and market review for April to June 2015 (provided by Arlingclose)

As the quarter progressed, economic data was largely overshadowed by events in Greece. Markets' attention centered on the never-ending Greek issue stumbled from turmoil to crisis, running the serious risk of a disorderly exit from the Euro. The country's politicians and the representatives of the 'Troika' of its creditors - the European Commission (EC), the European Central Bank (ECB) and the International Monetary Fund (IMF) – barely saw eye to eye. Greece failed to make a scheduled repayment to the IMF on 30th June, in itself not a default until the IMF's Managing Director declares it so. Prime Minister Tsipras blindsided Greece's creditors by calling a referendum on 5th July on reform proposals which by then were off the table anyway. The European Central Bank froze liquidity assistance provided to Greek banks and capital controls within the country severely restricted individuals' and corporates' access to cash.

UK Economy: The economy remained resilient over the quarter. Although economic growth slowed in Q1 2015 (Q2 data will be released in July) to 0.4%, year/year growth to March 2015 was a relatively healthy 2.9%. GDP has now increased for nine consecutive quarters, breaking a pattern of slow and erratic growth from 2009. The annual rate for consumer price inflation (CPI) briefly turned negative in April, falling to -0.1%, before returning to 0.1%. In the May Quarterly Inflation Report, the Bank of England expected inflation to hover around zero in the near-term as falls in energy and food prices remained in the annual data series for now. The Bank was sanguine that that negative inflation would prove temporary without any damaging consequences for the UK economy. Further improvement in the labour market saw the ILO unemployment rate for March fall to 5.5% of the economically active population. Average earnings excluding bonuses rose 2.2% year/year.

The outcome of the UK general election, largely fought over the parties' approach to dealing with the consequences of the structural deficit and the pace of its removal, saw some very big shifts in the political landscape and put the key issue of the UK's relationship with the EU at the heart of future politics.

The US economy slowed in the Q1 2015 due to bad weather, spending cuts by the energy firms and the effects of a strong dollar. However as data revisions came through in the latter months of the quarter economic data suggested that growth had re-emerged with retail sales, housing and employment figures all strengthening during the month of May. The decision to increase interest rates in the US became a question of when rather than if; the minutes of the US Federal Reserve's policy meeting showed agreement over interest rate increases by the end of 2015.

Market reaction: Equity markets initially reacted positively to the pickup in the expectations of global economic conditions, but were tempered by the breakdown of creditor negotiations in Greece. Government bond markets were quite volatile with yields rising (i.e. prices falling) initially as the risks of deflation seemingly abated. Thereafter yields fell on the outcome of the UK general election and assisted by reappraisal of deflationary factors, before rising again. Bond markets were distorted by the size of the European Central Bank's QE programme, so large that it created illiquidity in the very markets in which it needed to acquire these bonds, notably German government bonds (bunds) where yields were in negative territory. There was a net increase in gilt yields over the quarter. 2-year gilt yields rose by 17bp to 0.56% whilst 3-year yields rose by 25bp to 1.01%. 5- and 10-year gilt yields increased by 35bp and 48bp to 1.51% and 2.02% respectively. 20 year gilt yields saw an increase of 47bp to 2.57%.

APPENDIX 6

Interest & Capital Financing Costs – Budget Monitoring 2015/16 (April to June)

April to June 2015	YEAR END FORECAST			ADV/FAV
	Budgeted Spend or (Income) £'000	Forecast Spend or (Income) £'000	Forecast over or (under) spend £'000	
Interest & Capital Financing				
- Debt Costs	4,589	4,589	0	
- Internal Repayment of Loan Charges	(9,281)	(9,281)	0	
- Ex Avon Debt Costs	1,340	1,340	0	
- Minimum Revenue Provision (MRP)	6,559	6,559	0	
- Interest on Balances	(199)	(199)	0	
Sub Total - Capital Financing	3,008	3,008	0	

APPENDIX 7

Summary Guide to Credit Ratings

Rating	Details
AAA	Highest credit quality – lowest expectation of default, which is unlikely to be adversely affected by foreseeable events.
AA	Very high credit quality - expectation of very low default risk, which is not likely to be significantly vulnerable to foreseeable events.
A	High credit quality - expectations of low default risk which may be more vulnerable to adverse business or economic conditions than is the case for higher ratings.
BBB	Good credit quality - expectations of default risk are currently low but adverse business or economic conditions are more likely to impair this capacity.
BB	Speculative - indicates an elevated vulnerability to default risk, particularly in the event of adverse changes in business or economic conditions over time.
B	Highly speculative - indicates that material default risk is present, but a limited margin of safety remains. Capacity for continued payment is vulnerable to deterioration in the business and economic environment.
CCC	Substantial credit risk - default is a real possibility.
CC	Very high levels of credit risk - default of some kind appears probable.
C	Exceptionally high levels of credit risk - default is imminent or inevitable.

RD	Restricted default - indicates an issuer that has experienced payment default on a bond, loan or other material financial obligation but which has not entered into bankruptcy filings, administration, receivership, liquidation or other formal winding-up procedure, and which has not otherwise ceased operating.
D	Default - indicate san issuer that has entered into bankruptcy filings, administration, receivership, liquidation or other formal winding-up procedure, or which has otherwise ceased business.

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Bath & North East Somerset Council		
MEETING/ DECISION MAKER:	Cabinet	
MEETING/ DECISION DATE:	9 September 2015	EXECUTIVE FORWARD PLAN REFERENCE:
		E 2784
TITLE:	97-101 Walcot Street	
WARD:	Walcot	
AN OPEN PUBLIC ITEM		
<p>List of attachments to this report:</p> <p>Appendix 1: Principal terms for disposal of 1-3 James Street West Appendix 2: Decision E2741 - 97/101 Walcot Street. Grant of long lease at less than market value under Community Asset Transfer policy Appendix 3: Key facts for Genesis Trust and Statement of Social Objectives Appendix 4: E2625 - Community Asset Transfer - Granting of long leases - March 2014</p>		

1 THE ISSUE

- 1.1 To provide an update to cabinet on the proposed Community Asset Transfer of the above premises and in particular note work to establish agreed social objectives to be delivered by the proposed occupier as part of the transfer terms.

2 RECOMMENDATION

Cabinet is requested to:

- 2.1 Note that the transfer was approved under the Community Asset Transfer policy by the previous Administration
- 2.2 Note the transfer facilitated the release of 1-3 James Street West for development generating both a capital and revenue income.
- 2.3 Note the community benefits as currently assessed under the transfer in Appendix 3
- 2.4 Note the range of uses that are considered inappropriate for the environment stated in Appendix 3
- 2.5 Note that the transfer is subject to Genesis obtaining planning permission

3 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

- 3.1 This transaction facilitates the disposal of 1-3 James Street West which is due to generate the capital receipt and annual rental income as set out in Appendix 1.
- 3.2 The Council are committing £100,000 to enable the refurbishment scheme of 97/101 Walcot St. If this sum is decapitalised over the 99 year term of the lease this would equate to an annual equivalent of roughly £6,500 per annum
- 3.3 The proposal is to abate the rent to nil during the entire term of the lease. The estimated rental value of the property, assuming the building is in good repair, is £21,000 pa. Genesis will be committed to investing a minimum of £60,000 to carry out a scheme of improvements subject to approval by the Council. The value of those works can be rentalised and equates to a deduction of £4,000 pa. Therefore the net revenue forgone is £17,000 pa.
- 3.4 The capital input of £100,000 was approved and included in the 2014/15 Corporate Capital Estate Planned Maintenance cost plan and this has been carried forward into 2015/16.
- 3.5 The total annual revenue amount of the rent forgone together with the decapitalised capital works delivered by the Council is approximately £23,500 per annum, equating to a theoretical capital value of the leasehold interest at £260,000.
- 3.6 It will be necessary to demonstrate that the value of the services to be delivered by Genesis from these premises is equal to or greater than the annual revenue forgone.

4 STATUTORY CONSIDERATIONS AND BASIS FOR PROPOSAL

- 4.1 Under s123 of the Local Government Act 1972, any disposal by the Council of an asset in excess of 7 years (including leasehold interests) must obtain “best consideration”, unless the General Disposal Consent (England) 2003 can be applied or a specific consent is obtained.
- 4.2 The General Consent allows specified circumstances where the consent can be applied:
 - a) the local authority considers that the purpose for which the land is to be disposed is likely to contribute to the achievement of any one or more of the following objects in respect of the whole or any part of its area, or of all or any persons resident or present in its area;
 - i) the promotion or improvement of economic well-being;
 - ii) the promotion or improvement of social well-being;
 - iii) the promotion or improvement of environmental well-being;
 - and
 - b) the difference between the unrestricted value of the land to be disposed of and the consideration for the disposal does not exceed £2,000,000 (two million pounds).
- 4.3 The RICS is the governing body for Chartered Surveyors and they have set out guidance specifically to deal with this issue which should be followed unless there are particular circumstances that mean that it is not appropriate. It essentially puts in place an audit trail so that the decision to dispose at less than

market value is demonstrably robust. It is, therefore, considered that this is an appropriate model for sign off of the individual transactions which should be undertaken in liaison with the Section 151 Officer. In summary the guidance requires:

- a full valuation exercise is undertaken which understands the maximum theoretical Market Value for the asset to be transferred.
- calculation of the reduced values that apply because of any restrictions that the Council applies relating to things such as use, alienation, clawback, etc.
- the value added to the Council through the outcomes of the transfer has been assessed and found to be not less than the difference between market value and the actual price to be paid.

4.4 The disposal is not considered to constitute State Aid.

5 THE REPORT

5.1 Until recently Genesis occupied premises at 1-3 James Street West. This was the latest of several temporary addresses occupied by Genesis.

5.2 1-3 James St West is a development opportunity and the Council required vacant possession of the property in order to facilitate a disposal for its re-development in return for a capital receipt and ongoing revenue income which will be derived by taking back the ground floor accommodation within the completed development.

5.3 Under a Joint Single Member Decision E2741 (Appendix 2) by the then Cabinet Member for Community Resources and the Leader of the Council, approval was granted to the Chief Property Officer to enter into negotiation to grant a lease of premises at 97-101 Walcot Street to the Genesis Trust under the Community Asset Transfer policy.

5.4 The proposed Lease and Building Agreement are currently under negotiation and the transaction is subject to the Genesis Trust obtaining planning permission for the works and proposed use of the premises.

5.5 Whilst the basis for the transaction at less than market value has been properly set out and recorded as part of the single member decision process under the previous administration, there remains the opportunity to further improve the clarity around not only the social objectives which are to be delivered in favour of the community through this transfer but also identify the range of uses that are considered inappropriate for the particular environment within which the premises are located. This will assist in addressing and reducing concerns now being expressed within the local community.

5.6 Key Facts about Genesis Trust Bath and a statement of their social objectives including limitations on future use of the premises are set out in Appendix 3 and will form the basis for the assessment required in 5.7 below.

5.7 Cllr Gerrish, Cabinet member for Finance and Efficiency has accordingly requested that further work be undertaken with Genesis Trust to:

- More fully identify the social objectives which are to be delivered from these premises in favour of the community
- formally agree and record these social objectives to be delivered by Genesis Trust
- Undertake an assessment to ensure that the value of those services if externally procured is equal to or greater than the value of the rent abatement and works to the building which the Council would potentially be funding.
- identify specific uses which should not be carried out from the premises which otherwise form part of Genesis Trust's activities.

5.8 It is recommended a further report is brought back to cabinet within the next 4 months to consider and approve that the provisions in 5.7 have been satisfied.

6 RATIONALE

6.1 At its meeting of 19th February 2013 Council resolved to note the approach to Community Assets as set out and support the progression of transfers to the organisations identified in the Annexe. It was agreed, as set out at Appendix 2 - Annexe 6 to the February 2013 Council report, that a number of potential organisations be identified to be taken forward and Genesis Trust was one of those listed.

6.2 The application of this policy is in line with guidance to Local Authorities on asset transfers. The idea is to help secure community benefits in line with Council priorities and objectives by transferring property at a peppercorn rental, in exchange for arrangements designed to secure community benefits in line with Council objectives.

6.3 The majority of the quick wins were considered in a joint Single Member Decision - E2625 Community Asset Transfer - Granting Long Leases, (Appendix 4) which confirmed the disposal of the assets on long lease at a peppercorn, but the Genesis Trust proposal was excluded because discussions were not sufficiently advanced.

6.4 As there are no current delegations in place to officers it is necessary to give specific authority to enter into this transaction. The proposals give a structure which can demonstrate the audit trail that led to the grant of a leasehold disposal at less than market value.

6.5 The grant of a lease to Genesis will enable the realisation of the capital receipt from the sale of premises at 1-3 James St West.

7 OTHER OPTIONS CONSIDERED

7.1 None. This proposal is in accordance with the approved policy of community asset transfers in relation to one of the subject organisations identified as a "Quick Win"

8 CONSULTATION

8.1 Finance Team; Section 151 Officer; Strategic Director - Resources; Monitoring Officer.

The report has been circulated to the above consultees and any comments or amendments incorporated in to the final document.

9 RISK MANAGEMENT

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

Contact person	Richard Long – 01225 477075
Background papers	
Please contact the report author if you need to access this report in an alternative format	

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Appendix 5

1-3 James Street West -Principle Terms for disposal

The Council have entered into a conditional Building Agreement with Iesis, a Bristol based developer. The agreement is conditional on the developer obtaining planning consent for a scheme to develop the listed building, comprising ground floor commercial space with student housing on new floors above. The developer has submitted an application and it is understood that this is currently the subject of discussion with planning officers.

The Building Agreement provides for the contract to become unconditional on the grant of planning consent and the Developer will be required to deliver the finished building. On the present timetable completion of construction is anticipated as late 2016. At that time the Council will grant a long lease of the property to the Developer in consideration for a premium of £1,500,000

In addition to the premium the developer will hand back to the Council the ground floor commercial element which the Council will then be free to lease to a business tenant. The rent received for such a letting will depend on the market conditions at the time; however current indications are a rent of £50,000 pa may be achievable. This income, assuming a normal rent free period, is likely to start in mid 2017 (subject to completion of the building work in late 2016).

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Single Member Cabinet Decision

Executive Forward Plan Reference	E2741
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97/101 Walcot St.

Grant of long lease at less than market value under Community Asset Transfer policy

Decision maker/s	Cllr Bellotti, Cabinet Member for Community Resources Cllr Crossley, Leader of the Council
The Issue	It is proposed to grant a lease at a nominal rent to a charity, Genesis Trust Bath, of premises under the provisions of the Community Asset Transfer policy. The grant required cabinet approval to authorise the Chief Property Officer to deal with the disposal of the asset, because there are no current delegations or resolutions to allow such a transfer to take place at less than best consideration
Decision Date	11 Feb. 2015
The decision	<p>The Cabinet Members agree that:</p> <ul style="list-style-type: none"> -The Chief Property Officer be authorised to enter into an agreement for lease leading to grant of a lease based on the agreed heads of terms. -The Council finance a scheme of refurbishment of the existing building to an agreed specification, for a maximum investment of £100,000. - On completion of the works, Genesis will take the lease and be committed to invest a minimum of £60k capital in fitting out the building to operate their charitable organisation. -The lease reserves a market rent, which is abated to nil subject to the tenant satisfying the landlord that it uses the property only for appropriate purposes in line with its constitution and charitable aims and with the Council having an option for the return of the asset at nil consideration should this use not continue. - The lease imposes restrictions ensuring that the premises can only be used for the charitable purposes set out in the tenant's constitution. -Prior to the lease being granted, Council officers are satisfied that the tenant has in place a constitution that is robust and sufficient. -The tenant has a break option every 5 years. If this option is exercised there will be no reimbursement of costs to Genesis for the value of their investment.
Rationale for decision	<p>At its meeting of 19th February 2013 Council resolved to note the approach to Community Assets as set out and support the progression of transfers to the organisations identified. It was agreed that a number of potential organisations be identified to be taken forward and Genesis Trust was one of those listed.</p> <p>The application of this policy is in line with guidance to Local Authorities on asset transfers. The idea is to help secure community benefits in line with Council priorities and objectives by transferring property at a peppercorn rental, in exchange for arrangements</p>

	<p>designed to secure community benefits in line with Council objectives. As there are no current delegations in place to officers it is necessary to give specific authority to enter into this transaction.</p> <p>The proposals give a structure which can demonstrate the audit trail that led to the grant of a leasehold disposal at less than market value.</p>
Financial and budget implications	<p>The Council are committing £100,000 to enable the refurbishment scheme of 97/101 Walcot St.</p> <p>The proposal is to abate the rent to nil during the entire term of the lease. The estimated rental value of the property, assuming the building is in good repair, is £21,000 pa. Genesis will be committed to invest a minimum of £60,000 to carry out a scheme of improvements subject to approval from B&NES. The value of those works can be rentalised and equates to a deduction of £4,000 pa. Therefore the net revenue foregone is £17,000 pa.</p> <p>Genesis occupied other premises until 30 June 2014 which they vacated at the Council's request to make that site available for sale. The rent payable under that tenancy was £12500 pa and this revenue stream will be replaced.</p> <p>The capital input of £100,000 is included in the 2014/15 Corporate Capital Estate Planned Maintenance cost plan and this will slip into 2015/16.</p>
Issues considered	Other Legal Considerations
Consultation undertaken	Cabinet colleagues; Other B&NES Services; Community Interest Groups; Section 151 Finance Officer; Monitoring Officer
How consultation was carried out	The report has been circulated to the internal consultees listed above and any comments or amendments incorporated in to the final document.
Other options considered	None. This proposal is in accordance with the approved policy of community asset transfers in relation to one of the subject organisations identified as a "Quick Win"

Signatures of Decision Makers	
Date of Signature	
Subject to Call-in until 5 Working days have elapsed following publication of the decision	

GENESIS TRUST BATH - 97-101 Walcot Street, Bath:

	Ref:	Website: http://genesistrust.org.uk/
Summary of asset use	This scheme provides for the Genesis Trust - a Bath-based charity which helps people who are homeless, vulnerable, and in need - to have a permanent base in the City of Bath, at 97-101 Walcot Street, Bath.	
Aims of organisation- eg from Articles of Association	The principal objects of the charity are set out in its constitution as “the relief of poverty amongst homeless and destitute persons and the relief of sickness, hardship and distress of people in need in the City of Bath and surrounding area’.	
Governance of organisation	<p>Genesis Trust is a charity registered on 12 April 1995. The management of the charity is undertaken by a Board of Trustees, a Director and Project Managers and Co-ordinators. A fundraising plan is in place to ensure that the charity’s activity is sustainable. The Trust is supported by all the churches in Bath, who provide the majority of volunteers The Trust employs 14 people and has over 600 volunteers in a total of 9 different projects</p> <p>The budget for the year 2013-14 was £382,324.</p>	
Current situation inc. assessment of ERV and asset value where appropriate	<p>Until 30 June Genesis Trust Bath occupied premises at 1-3 James St West and their tenancy was terminated by B&NES consequent on the proposed sale of the site for redevelopment. They were prepared to vacate without attempting to exercise any statutory rights on the informal understanding that the Council would find alternative premises to rehouse them.</p> <p>The lease of 97/101 Walcot Street is to be granted to Genesis Trust for a term of 99 years at £17,000 pa which is estimated to be the current rental value for the premises in existing condition and with the proposed user. The rent will be commuted to nil by virtue of the community asset transfer to be approved by the Cabinet Member for Community Resources on the provisions set out in the heads of terms.</p>	
Financial implications	<p>The Council will benefit from a capital receipt from the sale of this site and this will have been facilitated by the co-operation of Genesis. The building is in need of substantial repair and modernisation and a scheme of works has been prepared which the Council intend to fund up to a maximum of £100,000 to put the shell into a reasonable state for occupation. The capital requirement will be ring fenced from the anticipated sale proceeds from 1-3 JSW</p> <p>The rent will be commuted to nil by virtue of the community asset transfer to be approved by Cabinet Member for Community Resources on the provisions set out in the heads of terms</p>	
Relevant Council objectives	<ul style="list-style-type: none"> • The people most in need are supported to live full active lives. • Where people feel safe • Reduced inequality between communities across Bath & North East Somerset 	

Community
benefits

The Genesis Trust currently operates the following key projects which deliver clear benefits to the most vulnerable in our local community.

- “The Soup Run”- serving soup, fruit and sandwiches every night of the year to the homeless
- “Lunch Box”- serving hot sandwiches every Monday and Wednesday.
- “Sunday Centre”- serving an affordable lunch and providing shelter, newspapers, and companionship on a Sunday.
- Bath Foodbank- providing emergency meals to those in a temporary crisis.
- Lifeline Centre- a drop-in centre, providing friendship, guidance and referrals to other professional agencies.
- Furniture Project- selling furniture and household goods at low cost to those in need or on benefits
- Life Skills- a programme of educational, training and social activities offered free to vulnerable adults to enable them to actively move forward in their lives.
- Bath Street Pastors- helping on the street to ensure those who are vulnerable during the late night/early morning are kept safe.
- Family Matters- supporting families in need of help through a key worker

Outcomes from these projects in 2012/13 included:

- 6,790 visits to the Lifeline Centre and 44 people helped to find accommodation.
- About 8,000 soup and sandwiches provided by Sunday Centre to people in need: about 3,000 full Sunday meals provided 22 people found new volunteering posts through Life Skills.
- 3,027 sales of affordable furniture made to those on benefits and low incomes.
- Over 3,000 hours of work placement experience provided.
- Over 6,200 training hours provided and 14 people gaining DIDAC certificates.
- 297 people helped by Street Pastors during patrols in Bath.

Currently, the Trust rents space on a short-term basis, and its central team is split on two sites, reducing efficiency. The key additional value from the move to the new premises therefore to:

- Provide Trust projects with more efficient central services, including a central staff team, trustees, accounting, database management, governance, legal compliance, volunteer guidelines, health and safety, and training. This will secure the future of the Trust’s projects and allow for development and enhancement.
- Provide a long term solution to avoid the costs and disruption of moving, together with the ongoing uncertainty
- Allow joined up services, so that clients can easily be referred to other Genesis projects, and also allow for “ all-day” timetabling of services
- Provide a more flexible space so that future activities and projects can be developed

	<p>Specifically, the new building will :</p> <ul style="list-style-type: none"> • Provide the space needed to grow the LifeSkills project and help more people learn new skills that equip them for independent living. A new kitchen space will be used in the LifeSkills training programme • Establish a brand new Workshop- allowing donated furniture to be worked on by clients before it goes on sale • Provide a Retail shop space to sell the furniture and accessories that come from the workshop. Clients will be engaged as sales staff in the shop, with a fixed commitment to the hours that they are spending there
Preferred Outcome	<p>Agreement for lease by which B&NES will carry out the works and Genesis will take a 99 year lease on practical completion. Rent to be abated to a peppercorn subject to the tenant satisfying the landlord on a number of conditions including that a constitution is in place that is consistent with the Visions and Values of Bath and North East Somerset Council, alongside a robust business plan, competent trustees and the ability to raise adequate funds. The tenant will not use the premises otherwise than for the purposes set out in the constitution in line with the aims objectives and constitution as set out in the governing articles. Every five years it will submit to the landlord, at the landlord's request, information that will satisfy the landlord that the conditions continue to be complied with.</p> <p>A handover ceremony to celebrate the signing of the lease and an annual peppercorn ceremony.</p>
Key Risks/Issues	<p>The building is currently in poor condition, and needs to be refurbished. In addition, there is an open area next to the building (currently covered with a dilapidated roof) that will be used to extend the existing building so that it covers the complete site. The existing building has two storeys, and the plan for the extension is to have three storeys.</p> <p>Fund-raising for refurbishment and extension of the building is therefore a key issue</p>

Statement of Social Objectives

1 Objects

As stated in the Charity's Memorandum of Association, the Charity's Objects are, for the public benefit:-

3.1 the relief of poverty amongst homeless and destitute persons and the relief of sickness, hardship and distress of people in need in particular (but not limited to) those living in Bath and the surrounding areas; and

3.2 to promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society in particular (but not limited) to those living in Bath and the surrounding areas.

For the purpose of Article 3.2 'socially excluded' means being excluded from society, or parts of society, as a result of one or more of the following factors: unemployment; financial hardship; youth or old age; ill health (physical or mental); substance abuse or dependency including alcohol and drugs; discrimination on the grounds of sex, race, disability, ethnic origin, religion, belief, creed, sexual orientation or gender re-assignment; poor educational or skills attainment; relationship and family breakdown; poor housing (that is housing that does not meet basic habitable standards; crime (either as a victim of crime or as an offender rehabilitating into society).

2 Usage of 97-101 Walcot Street

The initial usage will be as follows...

A retail shop selling mainly refurbished furniture and items made by our clients. The shop will be staffed by clients as part of their Personal Programmes, supported by staff and volunteers. The atmosphere of the shop will be in sympathy with the eclectic and artistic nature of Walcot Street, and will be welcoming to customers and visitors.

A workshop where the refurbishment and production will be undertaken, staffed by clients and employees.

A hall where items will be made for sale, and where training courses and other activities will be held as part of the Personal Programmes for clients.

A counseling room for one-to-one support.

A meeting and training room for general meetings and client support.

A domestic kitchen for use by people in the building and for teaching cookery.

An office for the staff of the charity.

Disabled access and toilets.

3 Future usage

In the future, the usage of the building will be consistent with the Objects of the charity, but the actual activities are bound to develop over a period of time to suit the needs of our clients.

We do not intend to use the building either for a soup run or for accommodation for our clients and these uses will not be permitted in the lease.

Genesis Trust
12 August 2015

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Bath & North East Somerset Council

DECISION MAKER:	Cabinet Member for Community Resources with Leader of The Council		
DECISION DATE:	On or after 1st March 2014	EXECUTIVE FORWARD PLAN REFERENCE:	
		E	2625
TITLE:	Community Asset Transfer – Granting of Long Leases		
WARD:	All		
AN OPEN PUBLIC ITEM			
<p>List of attachments to this report:</p> <p>Appendix 1 - RICS - Local Authority Asset Management Best Practice - 07: Disposal Of Land At Less Than Best Consideration</p> <p>Appendix 2 – Summary Sheets for Assessment of individual Asset Transfers</p> <p>Appendix 3 - Empowering communities: making the most of local assets. A LGA publication - available via link and on Minute book http://locality.org.uk/wp-content/uploads/Companion-Guide-for-Local-Authorities-Empowering-Communities.pdf</p>			

1 THE ISSUE

1.1 The Medium Term Service & Resource Planning 2013/14 – 2015/16 & Budget and Council Tax 2013/14 reports set out an intended approach to Community Asset Transfers.

It was agreed - as set out as Appendix 2 - Annexe 6 to the February 2013 Council report – that a number of potential organisations be identified to be taken forward in the first year. The idea is to help secure community benefits in line with Council priorities and objectives by transferring property at a peppercorn rental, with certain controls.

The application of this policy is in line with guidance to local authorities on asset transfers and requires a Cabinet authorisation to deal with the disposal of these assets at less than market value. The use of the assets for the purposes envisaged has already been agreed in previous years. The change proposed is one of tenure.

The theoretical market value of the properties affected has already been restricted by previous Council policy decisions, and these proposed transfers effectively

decide that these restrictions should continue, with less rental in exchange for arrangements designed to secure community benefits in line with Council objectives.

2 RECOMMENDATION

The Leader and Cabinet member for Community Resources is asked to agree that:

2.1 The Chief Property Officer is authorised to enter in to long-leases of the properties set out within the body of the report at Schedule 1.

2.2 The Leases to be granted subject to:

- The organisation accepting full repairing and insuring terms
- Use being restricted to community purposes and uses ancillary thereto, with the Council having an option for the return of the asset at nil consideration should this use not continue

2.3 Prior to the leases being entered in to, Council officers to be satisfied that the individual occupiers have in place a constitution that is robust and sufficient.

2.4 The lease to reserve a market rent. However, the lease will abate the rent to zero on the condition that, every year there is an annual progress report setting out the community benefits achieved, and every five years, the group provides a copy of its constitution, articles of association and other supporting documentation to satisfy the Council that it continues to operate the property for appropriate purposes.

3 FINANCIAL IMPLICATIONS

3.1 Local authorities are given powers, under the *Section 123 of the Local Government Act 1972*, to dispose of land in any manner they wish. The only constraint is that a disposal must be for the best consideration reasonably obtainable unless the Secretary of State consents to the disposal.

3.2 The *Local Government Act 1972: General Disposal Consent (England) 2003* gives consent to a disposal of land at less than market value if the land to be disposed is likely to contribute to the achievement of any one or more of the following objects in respect of the whole or any part of its area, or of all or any persons resident or present in its area;

- i) the promotion or improvement of economic well-being;
- ii) the promotion or improvement of social well-being;
- iii) the promotion or improvement of environmental well-being;

so long as the difference between the unrestricted value of the land to be disposed of and the actual consideration received does not exceed £2 million.

- 3.2 In considering whether to dispose of land at less than market value the RICS has issued guidance of best practice which is attached at Appendix 1. At Appendix A to that report is a Checklist for taking less than best consideration decisions. It is suggested that this checklist should be the basis used for the signing-off of any disposals on this basis
- 3.3 Because the Council would seek to protect the assets for use in line with their existing community purposes it is legitimate to impose voluntary restrictions on the properties as a condition of transfer. With such restrictions, the total annual rental value of assets to be transferred is estimated by officers to be between £102,450 and £125,950 per annum, in respect of the properties that are the subject of this report (see body of report for breakdown).
- 3.4 The cabinet therefore need to be satisfied:
- They wish to continue to support the use of the properties for similar uses to now so that they can continue to be part of a pattern of service and community provision rather than a new speculative source of increased capital value. That the community outcomes being offered by the individual groups is likely to be equal to the rent or premium forgone
- 3.5 By adopting the recommendations as set out 2 above the Council will have an audit trail in place to support the individual asset transfers and a method to secure community outcomes
- 3.6 Inquiries have been made of HMRC regarding the liability for Stamp Duty Land Tax in respect of the proposed transactions. Because, by operation of the lease, the actual level of rent payable will be nil, no SDLT will be payable. SDLT would only become due if the rent abatement ceased and the organisation became liable to pay the Market Rent. At this time HMRC would need to be notified and SDLT would be payable based on the Market rent for the remainder of the term. The maximum level of SDLT that the tenant would be liable for in these circumstances is set out at schedule 2 below, with figures derived from HMRC's online calculator.

4 CORPORATE OBJECTIVES

- *Promoting independence and positive lives for everyone* - The ability to build the capacities of the groups, because they will be benefitting from Community Asset Transfer. The organisations involved will be able to improve their activities in this area, and will have greater security, without the need to find additional scarce resources to fund property costs.
- *Creating neighbourhoods where people are proud to live* - land and buildings subject to Community Asset Transfer will have the potential to provide a sustainable focus to the local communities that they serve. This proposal helps local people make positive changes within their own communities.
- - In line with the Localism Agenda the Council is keen to help local groups get involved and support them to make improvements within their local neighbourhoods and communities.

- In examining the individual cases for Community Asset Transfer a full understanding of the benefits that the groups or organisations can bring to the delivery of the Council's Corporate Objectives will be tested and understood.

5 THE REPORT

- 5.1 At its meeting of 19th February 2013 Council resolved to note the approach to Community Assets as set out and support the progression of transfers to the organisations identified in the Annex.
- 5.2 Detailed work has now been undertaken to assess the issues relating to each of the organisations set out in that report. In some cases this has led to a conclusion that either it will not yet be possible to progress the transfers at this time or that a staged approach to transfers is appropriate. Beacon Hall has already been transferred to Peasedown Parish Council.
- 5.3 The following properties are considered appropriate to take forward on the basis of the preferred method of transfer, which is a long lease (99 years) at a peppercorn rent, with clauses that are appropriate to protect the use of the land or building for the relevant community purpose.

Schedule 1.

Property	Organisation
Land North of Kelston Road	Bath Scouting Association
WHISTY Hall, Radstock	WHISTY Community Association
Former Midsomer Norton Railway Station, Silver Street, Midsomer Norton	Somerset and Dorset Trackbed Trust
Percy Community Centre, Bath	Percy Community Association
Midsomer Norton Town Hall and Other Land	Midsomer Norton Town Council/Town Trust

- 5.4 Whilst the principles of Community Asset Transfer were agreed at Council, there are no current delegations or resolutions to allow these transfers to take place at less than best consideration, best consideration being based on market values. This report, therefore, seeks to give such authorisation to the Chief Property Officer for the properties, who otherwise has the delegated powers to enter in to property transactions on behalf of the Council

5.5 Community Asset Transfers are seen as a positive addition to provision of local services and the Local Government Association has published guidance for Councils which is attached at Appendix 3

5.6 The RICS is the governing body for Chartered Surveyors and they have set out Guidance specifically to deal with this issue, which should be followed unless there are particular circumstances that mean that it is not appropriate. It essentially puts in place an audit trail so that the decision to dispose at less than market value is demonstrably robust. It is, therefore, considered that this is an appropriate model for sign off of the individual transactions, which should be undertaken in liaison with the Section 151 officer. The guidance is attached in full at Appendix1

5.7 The Council has been in discussion with the organisation currently in occupation of the subject properties and is working with the groups to be satisfied that they are sufficiently robust in their constitution to take on the liability for a long lease of the nature proposed. Consideration has also been given to the corporate objectives that are expected to be met by the transfer of the relevant property assets. The basic premise is that the organisations will be able to grow their capacities to deliver better services to the communities the Council serves, thus being in line with one or more of the headings set out at Paragraph 3.2 above.

5.8 A summary of the facts for each proposed transfer is set out Appendix 2.

5.9 The RICS guidance requires that a full valuation exercise is undertaken which understands

- the maximum theoretical Market Value for the asset to be transferred Given the planning restrictions on the loss of community assets it is assumed for the purposes of this exercise that the market value is for existing community use as there is reasonable expectation that a change of use away from this would not be allowable in planning terms
- the reduced values that apply because of any restrictions that the Council applies relating to things such as use, alienation, clawback, etc.
- that the difference between Market Value and the actual price to be paid has been assessed and found to be equal to (or in excess of) the value added to the Council through the outcomes of the transfer.

Therefore:

Actual Disposal Costs + Value Added by Transfer + Value of Voluntary Restrictions

Must Equal Market Value

5.10 For the purposes of this report, officers have undertaken initial valuations based on the best available evidence of the assets that are the subject of this report, to give a broad indication of the possible calculations involved and this is set out in table below. The final figures will be agreed by negotiation with the relevant groups

5.11 By its resolution of February Council has essentially confirmed that it wishes to commit these assets to community purposes. As a next stage, the Cabinet needs to be satisfied that the value added by the individual transfers in terms of community outcomes, equals the cost of the asset forgone, to an estimated extent of £102,450 to £125,950 per annum for the subject properties. It is then desirable that ongoing delivery of these outcomes is protected throughout the term of the lease. It is proposed that this is best done by an annual progress report on the outcomes being delivered by the group and the lease to be set up on the basis that if the group fail to deliver the outcomes then a market rent is payable.

Schedule 2

Asset	Theoretical Market Value	Based On	Maximum Level of SDLT Payable
Land North of Kelston Road	£1,450 per annum	Existing Use Values	£nil
WHISTY Hall, Radstock	£20,500 per annum	Existing Use Values	£4,162
Former Midsomer Norton Railway Station, Silver Street, Midsomer Norton	£12,500 per annum	Existing Use Values	£1,952
Percy Community Centre, Bath	£43,000 per annum	Existing Use Values	£10,378
Midsomer Norton Town Hall and Other Land	£25,000-48,500 per annum	Existing Use Values. Will vary depending on which buildings are included within the transfers.	£5,405-11,897

6 RISK MANAGEMENT

6.1 The report author and Cabinet member have fully reviewed the risk assessment related to the issue and recommendations, in compliance with the Council's decision making risk management guidance.

7 EQUALITIES

- 7.1 An Equalities Impact Assessment has not been completed at this stage because any significant issues will be examined as part of the assessments undertaken in respect of the individual properties on a case-by-case basis.

8 RATIONALE

- 8.1 As there are no current delegations in place to officers it is necessary to give specific authority to enter in to these transactions at less than market value. The proposals give a structure, the use of which can demonstrate the audit trail that lead to the grant of a leasehold disposal at less than market value.

9 OTHER OPTIONS CONSIDERED

- 9.1 An alternative would be to bring each of these disposals for cabinet approval. So long as the individual decisions are taken using the guidance offered by the RICS this level of sign off is seen as being unnecessary.
- 9.2 Entering in to these agreements without a policy decision that a principle of sale at less than market value is agreed would mean that the Chief Property Officer was acting outside of his delegated authorities and would therefore be acting unlawfully.

10 CONSULTATION

- 10.1 *Cabinet members; Other B&NES Services; Section 151 Finance Officer; Chief Executive; Monitoring Officer*
- 10.2 The report will be circulated to the above consultees and any comments or amendments incorporated in to the final document

11 ISSUES TO CONSIDER IN REACHING THE DECISION

- 11.1 *Property; Other Legal Considerations*

12 ADVICE SOUGHT

- 12.1 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	Tom McBain – Chief Property Officer – 01225 477806
Background papers	Report and Minutes of Council 19th February 2013
Please contact the report author if you need to access this report in an alternative format	

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Bath & North East Somerset Council		
MEETING/ DECISION MAKER:	Cabinet Cllr Vic Pritchard, Cabinet Member for Adult Social Care & Health	
MEETING/ DECISION DATE:	9th September 2015	EXECUTIVE FORWARD PLAN REFERENCE:
		E 2789
TITLE:	<i>Your Care, Your Way: Draft Commissioning Intentions & Market Engagement Approach</i>	
WARD:	All	
AN OPEN PUBLIC ITEM		
<p>List of attachments to this report:</p> <p>Appendix 1: <i>“Proposals to Review Community Services Consultation Document”</i></p> <p>Appendix 2: <i>“The story so far...Phase One Report”</i></p>		

1 THE ISSUE

- 1.1 The *Your Care, Your Way* community health and care services review programme has four key phases. Phase 1 “Analyse and Plan”, included extensive engagement, which ran from January to May 2015. The focus was on engaging key stakeholder groups to elicit feedback to help to better understand current service provision, identify needs and aspirations and consider some of the findings and key challenges and opportunities identified as a pointer towards priorities and strategies for the future.
- 1.2 The focus of Phase 2 is on developing the commissioning intentions document that will set out the overarching strategy, outcome framework and potential models on which consultation will be based during the latter part of this Phase. A further consultation period is planned during Phase 3.
- 1.3 Phase 2 includes key milestones, which are the focus of this report as follows:
- i) Approval of draft commissioning intentions, including outcomes, values, priorities and potential future service delivery models all covered in the consultation document attached as Appendix 1; and
 - ii) Approval of market engagement approach.

2 RECOMMENDATION

- 2.1 Approve, for consultation, the document attached as Appendix 1: *‘Proposals to Review Community Services Consultation Document NHS Bath and North East Somerset CCG and Bath & North East Somerset Council’*.
- 2.2 Approve the Market Engagement Approach set out in Section 5.

3 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

- 3.1 During Phase 1 of the review process, our analysis and planning included establishing, as clearly and in as much detail as possible, patterns and trends in expenditure and activity in respect of all current community services. Current headline figures show that across commissioning organisations, which are primarily the Council and CCG, we spend £69.24m annually on community services in Bath and North East Somerset.
- 3.2 The information from Phase 1 has helped to define the current funding envelope for community services. As part of Phase 2: 'design and specify', work, we have further refined and analysed this information. This analysis is contained in pages 11 to 12 of the consultation document attached as Appendix 1. This has been and will continue to be an iterative process throughout Phase 2 and into Phase 3: 'service model development' to reflect feedback from engagement and consultation and start to firm up the commissioning strategy, drawing up of outcome-based service specifications and develop service models.
- 3.3 As the review progresses through Phases 2 and 3, which is planned to cover the period to Summer 2016, it is highly likely that both the CCG and Council will face further reductions in funding of public services arising from Government policy and spending review. This will also have to be taken into account as the envelope for funding service provision is finalised. The scale of the challenge will become clearer on the announcement of the Government's four-year plan to cut public spending by £20bn which will be published on 25 November 2015. Communication on how these funding reductions impact on B&NES Council and BaNES CCG will be addressed through the Council and CCG's annual financial planning and contracting processes and, also, further inform Phase 2 and 3 of the community services review.
- 3.4 Commissioners will work closely with providers to develop service models that reflect this funding envelope and align with the principles that all services must be affordable, provide value for money and demonstrate that resources are appropriately allocated to address priority areas of need.

4 STATUTORY CONSIDERATIONS AND BASIS FOR PROPOSAL

- 4.1 Community health and care services play a vital role in meeting the statutory responsibilities of the Council and CCG. For the Council, these included those in the Care Act (2014); Mental Capacity Act (2005); Mental Health Act/Deprivation of Liberty Safeguards (2007); Children Acts (1989 and 2004) and SEND (Special Educational Needs and Disabilities) reform. Public Health responsibilities include a duty to promote the health & wellbeing of the inhabitants of its area and to reduce inequalities amongst its population.
- 4.2 *Your Care, Your Way* also supports the delivery of local strategic priorities, including those set out in the Health & Wellbeing Strategy, Better Care Plan, Council vision and priorities, and CCG 5-Year Strategy.
- 4.3 An Equalities Impact Assessment (EIA) has been undertaken and can be found on the *Your Care, Your Way* website (www.yourcareyourway.org). The EIA will be regularly reviewed and updated throughout all phases of the programme.

5 THE REPORT

- 5.1 In October 2014, the Council and CCG launched the joint review of community health and care services with the aim of having a new fully integrated community services model in place by April 2017. The *Your Care, Your Way* review presents the opportunity to engage with all our stakeholders, think differently and design service models that better meet the needs of our ageing and growing population and enable them to continue living independently in their own homes. In this way *Your Care, Your Way* is aligned to NHS England's Five Year Forward View with its aim of breaking down boundaries between GPs and hospitals, between physical and mental health and between health and social care and empowering patients to take more control over their own care and treatment. *Your Care, Your Way* also supports the priorities in the Health and Wellbeing Strategy and the national exemplar B&NES Better Care Plan 2014/15-2018/19.
- 5.2 The programme is supported by detailed project plans aligned with nine individual work streams, each with its own project group. Work stream leads sit on a Project Team, reporting to the Joint Commissioning Committee (membership includes Council Directors, including those in joint Council/CCG roles, CCG Executives and CCG GP Board Members). The Health and Wellbeing Board has overall oversight of the programme.
- 5.3 The *Your Care, Your Way* review consists of four phases with stakeholder engagement and consultation playing a vital part in every stage of the process. Phase 1 – Analysis and Planning (Winter 2014-Spring 2015); Phase 2 – Design and Specify (Spring 2015 – Autumn 2015); Phase 3 – Service Model Development (Autumn 2015 – Summer 2016); and Phase 4 – Implementation and Delivery (Summer 2016-Spring 2017).
- 5.4 The initial engagement phase of the project, which ran from January to May 2015, was focussed on engaging with key stakeholder groups to elicit feedback to help to better understand current service provision, identify needs and aspirations and consider some of the findings and key challenges and opportunities identified as a pointer towards priorities and strategies for the future. 31 separate events were held during this time with 500 face to face contacts and over 700 website social media interactions and emails (see: www.yourcareyourway.org for more information including a write up of all engagement events). The Phase One report is attached as Appendix 2.
- 5.5 Nine key themes emerged from the Phase 1 engagement:
- Provide more joined up care
 - Consider the whole person
 - Focus on prevention
 - Reduce social isolation
 - Build community capacity
 - Guide people through the system
 - Value the workforce and volunteers
 - Share information more effectively
 - Embrace new technology

5.6 Further engagement is being undertaken with children and younger adults as well as with seldom heard groups. Work is also underway to structure Phase 2 Focus Groups that will be designed around the nine emerging themes from Phase 1 and will facilitate co-production of emerging models of care.

5.7 Phases 2 includes key milestones in as follows:

September 2015:

- i. Approval of draft commissioning outcomes, values and priorities and potential service delivery models, which are all included in the consultation document '*Proposals to Review Community Services*' attached in draft form as Appendix 1. Subject to approval, the proposals set out in this document will be the subject of consultation running from 10th September to 31st October 2015; and
- ii. Approval of market engagement approach.

5.8 In addition to this report to Council Cabinet, a mirror report went to the Council/CCG Joint Commissioning Committee on 27th August (this is not a public meeting) for input from senior commissioners from both the Council and CCG, and, also to CCG Board on 3rd September. As the Council is subject to different statutory and constitutional requirements, this report to Council Cabinet was published before the report to CCG Board and does not, therefore, include the outcome of the CCG Board meeting in respect of the recommendations made in section 2.

5.9 **Commissioning Intentions Consultation Document**

The draft commissioning intentions consultation document '*Proposals to Review Community Services*' attached as Appendix 1 sets out the overarching strategy, outcomes framework, priorities, and potential models on which initial consultation will be based. Following approval of the consultation document, an easy read version of this document will be finalised and published.

5.10 Learning from Phase 1 of the review as detailed in Appendix 2 has been invaluable in helping with the drawing up of the draft proposals in this consultation document. Three key areas are set out for consideration by stakeholders in this document:

- i. our vision and core values for future provision;
- ii. details on how we will transform services; and
- iii. the priorities that we will seek feedback from our community on.

5.11 Views from this public consultation will be fed into the further refinement and development of the options and will also be taken account of by commissioners as they put together more detailed proposals. The priorities confirmed as part of the consultation will enable commissioners to develop final models of provision with service providers as part of Phase 3.

5.12 **Market Engagement Approach**

A key outcome of this next Phase of the Programme is to determine the most appropriate way to approach the market. The CCG and the Council are currently subject to different rules around public sector procurement and commissioning. We will only confirm the approach following engagement with the market place.

5.13 The CCG and the Council are both governed by the Public Contract Regulations 2015. The CCG is also bound by the NHS Procurement, Patient Choice and Competition Regulations 2013.

5.14 **Methodology for Market Engagement**

Experience shows that the understanding and readiness of the provider organisations is vital to the success of a new commissioning approach. This section outlines the plans for engagement with providers in order to provide input to the outline business case development and understand any concerns and risk factors in the approach from the provider and commissioner perspective. Key outcomes are summarised as follows.

5.15 The objectives of engaging with providers in respect of our review of community services are as follows:

- i. To ensure providers are engaged and informed about our commissioning intentions and that they understand the process and options for commissioners;
- ii. To assess whether Providers are ready to participate in dialogue around new models of care and provision;
- iii. For commissioners to understand the concerns that providers have about the commissioning process and population; and
- iv. For providers to be ready to respond to a new commissioning approach.

5.16 Regulations stipulate that contracting authorities intending to award a public contract for the services shall make known their intention. It is therefore proposed to advertise our intent to engage with the market and seek expressions of interest from interested Providers with which we shall engage. It should be noted that advertising our intent does not commit the Council or CCG to pursuing full market testing in any form.

5.17 **Approach and Timetable**

September 2015:

- Advert placed by means of a Prior Information Notice.
- Provider workshops to update on progress and further test the appetite for provision of services in Bath and North East Somerset.

September – October 2015:

- Individual meetings face to face/telephone with identified stakeholders. A semi-structured approach to the provider meetings will be taken, with some standard questions asked to all providers, some provider-specific questions and also allowing the providers to guide the conversations around the issues salient for them. These will allow more detailed insight regarding their understanding and view of the review and proposed segmentation and organisational development implications and readiness.
- Feedback will be collated and we will discuss further communication to try to address the main concerns and questions.
- Note in addition to this engagement a number of workshops will be offered to providers to explore the potential care model design – again this will be an opportunity to engage.

November – December 2015:

- A communication will need to be developed to inform providers of the outcome of the business plan and recommended route and will be published in December pending Cabinet and CCG Board approval.

6 RATIONALE

- 6.1 The recommended approach to public consultation on our core vision and priorities will ensure we are able to collect sufficient quantitative data to evidence the level of stakeholder support for the proposals and understand their priorities for funding. It will also ensure that all identified stakeholder groups (particularly seldom heard groups) are given the opportunity to share their views and that they are fairly and proportionally represented in the final analysis of the data. We also expect this consultation to raise awareness amongst stakeholders of the challenges facing the care and health system in Bath and North East Somerset and how the CCG and the Council are taking action to address these.
- 6.2 The market engagement strategy has been developed in consideration of delivering transformational change with our Community. In this situation there are currently many unknowns and consequently market testing models that rely on certainty and a minimum of discussion with providers may not be fit for purpose. We therefore propose the recommended approach to market engagement prior to more formal market testing in order to fully assess the market position and to mitigate risk as far as is possible in relation to our legal and statutory obligations.

7 OTHER OPTIONS CONSIDERED

- 7.1 None.

8 CONSULTATION

- 8.1 Parties consulted in preparing this report include the Monitoring Officer, s151 Officer, Council Strategic Management Team, Council/CCG Joint Commissioning Committee in addition to the extensive stakeholder engagement detailed in Appendix 2.

9 RISK MANAGEMENT

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

Contact person	Jane Shayler/Sue Blackman: 01225 396120
Background papers	<i>List here any background papers not included with this report, and where/how they are available for inspection.</i>
Please contact the report author if you need to access this report in an alternative format	



Proposals to Review Community Services

Consultation Document

**NHS Bath and North East Somerset CCG
and
Bath & North East Somerset Council**

DRAFT

Date: 27th August 2015

Status: Draft – For approval

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1. Foreword

Recent policy changes and guidance – including the NHS 5 Year Forward View, the Better Care Fund and the Care Act 2014 - has given permission to commissioners in both health and social care to explore ways of doing things differently. Both nationally and locally there is renewed interest in finding new ways to genuinely integrate services to deliver better models of care and support in the community.

The ***your care, your way*** review has brought together a wide range of stakeholders from all parts of our health and care system to identify the best way to deliver services that are truly integrated and person-centred. Our services will need to be resilient and adaptable, not only to address the significant challenges we face but to drive lasting and sustainable improvements for our community. Our success will ultimately be measured by the delivery of improved health outcomes and reduced health inequalities that give us confidence that everyone in Bath and North East Somerset has the support they need to live happier and healthier lives.

Your feedback has shown us that individuals, families and communities will benefit if we can reduce the current barriers to efficient service delivery; if services are focused on prevention and tailored to meet individual care and support needs; and if they are commissioned in a way that will stand the test of time. We need continuous transformation in a dynamic and developing environment to ensure that services continue to meet individual's needs within a time of financial austerity.

The key to any successful transformation of services rests with the strength and maturity of the relationships between us all – between individuals, services, commissioners and providers. The proposals set out in this document will take time to achieve and must be continually nurtured by those commissioning and delivering services and by the people who use them. We want to build – together - a model which will provide trusted, compassionate and responsive services that people recognise as truly personalised in its approach to meeting people's needs.

We urge you to actively participate in this consultation which has the potential to deliver dramatic changes to the way that health and care services are provided in your local area. Please discuss it with your family, your friends and your colleagues so that as many people as possible have the opportunity to influence the future of their local services.

Ian Orpen, Clinical Chair, NHS Bath and North East Somerset Clinical Commissioning Group

Cllr Vic Pritchard, Cabinet Member for Wellbeing, Bath & North East Somerset Council

2. Executive Summary

your care, your way is a bold and ambitious review of community health and care services for children, young people and adults* being carried out jointly by Bath & North East Somerset Council and NHS Bath and North East Somerset Clinical Commissioning Group (BaNES CCG).

Following a seven month period of engagement with a wide range of stakeholders across Bath and North East Somerset, this consultation document sets out our draft proposals for the future of community health and care services from 1 April 2017.

Every aspect of this document has been influenced by the hundreds of conversations that have taken place with our stakeholders since the review was launched at Bath Assembly Rooms on 29 January 2015. In Phase One of the review, we actively sought out the views of patients, service users, carers, clinicians, commissioners and providers and their feedback is summarised in the Phase One Report: "The Story So Far".

The publication of this consultation document marks the beginning of Phase Two as we continue to be proactive in reaching out to all our stakeholders to capture their thoughts on the models and ideas we are putting forward.

It is now widely recognised that health and care services both locally and across the country cannot continue to operate in the same way they have done in the past. Our population is ageing, the number of people living with long term conditions is increasing and the demand for health and social care services is growing fast - all at a time of financial austerity.

Our response is to offer you a choice of four potential models for the delivery of community health and care services in the future. Two of the models are not too dissimilar to the current arrangement of services and are based around specific conditions such as diabetes or specific functions like discharge from hospital. The other two models would require a more radical transformation with services either clustered around GP-led wellbeing hubs or delivered within local neighbourhoods. Your views may help us to clarify and confirm the model that is right for us or to develop an alternative model that might combine elements from some or all of these in order to achieve the best outcomes for our population.

Whichever direction we take, there are some core values that we believe to be vital to a sustainable future for the local health and care system. We will explore opportunities to develop a single pooled budget across health and social care. We will expect these services to be person-centred and fully integrated with a primary focus on prevention and maximising independence. We will utilise the latest technology to ensure that there is a single care plan for every person that can be easily shared between everyone involved in

that person's care. We will invest in new services that support people to navigate through the complex web of services and we will tackle social isolation by building the capacity of our volunteers, community groups and voluntary, community and social enterprise organisations.

To ensure that the **your care, your way** review delivers real lasting change for local people we will measure the success of community health and care services using a set of physical and emotional outcomes based around the nine themes identified during Phase One of our review. These outcomes are detailed on page 38.

We hope that the ideas put forward in this document will inspire and challenge you to think differently about the way that we provide health and care services in Bath and North East Somerset. The consultation period is open until Friday 30th October and we hope you will encourage as many people as possible to complete the feedback survey.

The results of the consultation and our final business case will be presented to the Council Cabinet and CCG Board for approval in December before we begin the process of identifying which organisation(s) will be awarded the contract to provide the new model of community services you have asked us to deliver.

* The term "people" used throughout this document refers to children, young people and adults

3. Listening to you

Phase 1 – Engagement

From the very beginning, the **your care, your way** review has been about understanding the experiences of our stakeholders and listening to their ideas for improving services and delivering better outcomes for our local population.

Our launch event at Bath Assembly Rooms on 29 January 2015 was attended by over 200 people and we have taken part in engagement events every week since then. Over 1,000 people have been engaged in the review so far through meetings, surveys, social media and the **your care, your way** website. Highlights of the engagement work so far include the three Area Forum meetings in February, the Youth Parliament in June and the Design Day at Bath Racecourse in May where clinicians, carers, patients and service users sat together to plan how services could look in the future.

We have produced a summary report of every engagement event that we have attended and these can all be viewed at www.yourcareyourway.org. The feedback from all this work is contained in our Phase One report, “*The Story So Far*” which is also available to download from the website. This report identified nine key themes that our stakeholders have asked us to address and in Section 8 of this document we set out some specific priorities for how we will tackle all nine of these issues.

Phase 2 – Consultation

Having considered all of the ideas and suggestions received so far we have now reached the stage in the review where we would like to present to you our draft proposals for the future of community health and care services in Bath and North East Somerset.

There are three key elements in this document that we would like you to consider carefully, discuss with your family, friends and colleagues and then share your views with us:

- **1 shared vision** for all community health and care services (see p13)
- **4 potential models** for the organisation of services (see p14)
- **14 priorities** in response to the key themes identified in Phase One (see p23-36)

The consultation will run for a period of just over 7 weeks from 9am on Thursday 10th September 2015 to 5pm on Friday 30th October 2015

Your views will be used to help us refine and develop the options we have put forward and will be given careful consideration by the Council and the CCG as we develop our final business case and further develop the models of provision with potential service providers.

How do I take part in the consultation?

In order for us to analyse and understand the level of support for the proposals set out in this document we will be encouraging as many people as possible to complete a short survey that will ask for your views on the shared vision, the four models and the nineteen Priorities.

The survey can be found online at www.yourcareyourway.org or you can request a hard copy by calling 01225 396512.

There are also a number of events being held during the consultation period across the Bath and North Somerset area where the proposals will be presented in detail and you will have the opportunity to ask questions to the project team.

Tuesday 15th September	Somer Valley Area Forum
Thursday 17th September	BaNES CCG AGM
Tuesday 29th September	Bathavon Area Forum
Wednesday 30th September	Keynsham Area Forum
Thursday 1st October	Chew Valley Area Forum

If you would like to attend any of these events or you would like to invite us to attend a meeting of your local group or organisation then please get in touch using the contact details on the back cover of this document.

Making sure no one is left behind

We have carried out an Equalities Impact Assessment (EIA) which can be found on the ***your care, your way*** website or can be provided in printed form on request.

The EIA outlines how the Council and the CCG have gathered evidence about groups with protected characteristics and people who may face inequalities. These inequalities could relate to accessing services or health outcomes.

The EIA contains an assessment of the potential positive and negative impacts of the proposals on each of these groups and considers how the proposals for the reconfiguration of services for older people could be amended to improve the experience of people with protected characteristics or those people who may face inequalities.

This assessment will continue to evolve throughout the review and will be informed by feedback from all the groups who may be affected by the proposals. We will be carrying out targeted outreach work throughout the formal consultation period to ensure that the voices of these seldom heard groups are represented clearly and fairly.

4. The case for change

The Council and the CCG work together to plan, pay for and monitor health, care and support services for everyone in Bath and North East Somerset. We are facing a challenging time. Our population is ageing, the number of people living with long term conditions is increasing and the demand for health, care and support services is growing. At the same time, our community expects services to be more personalised and joined-up.

Community health and care services need to adapt and thrive in the face of these significant challenges ahead. The age demographic and associated complexity of need, coupled with increasing quality requirements and financial austerity all signal the need for change. Community services will need to become a driving force for an important shift in emphasis towards prevention and self-care with more care and support delivered in people's homes or their local communities.

We are proud of our reputation for successful partnership working in Bath and North East Somerset. Much has already been achieved in terms of integrating both service delivery and commissioning but we want to be bolder. We need to implement new models that dissolve the boundaries between primary care, community services, hospitals, social care, mental health services and the voluntary, community and social enterprise (VSCE) sector. We are committed to making the most of our combined skills, knowledge and experience for the benefit of our population.

Whilst life expectancy in Bath and North East Somerset is higher than regional and national averages, there are significant variations in life expectancy related to socio-economic inequality. In deprived areas, it is more common for people to be living with a number of health conditions and from an earlier age. Evidence suggests that prevention programmes from childhood upwards can prevent disease, improve physical and emotional wellbeing, slow disease progression and reduce demand for specialist services. Therefore, our approach is to ensure that services support prevention as well as help people to self-care, especially in areas of higher deprivation, and enable people to build on their individual and community willingness to connect and to take care of themselves and each other.

Services will need to respond better to people's needs, support healthy lifestyles, enable people to play more active roles in managing their own conditions, restore health and independence when conditions worsen and ensure that people are treated with respect and dignity towards the end of their life.

Providers will need to work more collaboratively with each other; working as equal partners and valuing each other's contribution. This could include forming joint ventures; becoming partners in alliance contracts; delivering care and support within devolved budgets or becoming partners within a formalised model of integrated service delivery. These new approaches will be essential for ensuring that our community health and care services are truly coordinated and person-centred with increasingly complex care needs being met by a range of professionals (and others) in, and near to, people's homes.

5. Where we are now

How are services currently organised?

Community services are those health and care services that are delivered in a person's home or in a nearby local care setting. There are 400 different community health and care services currently operating in Bath and North East Somerset, provided by over 60 different organisations, further details of these can be found in Appendix A. The table below provides a summary of how these services are currently organised.

Community health and care services	
<ul style="list-style-type: none"> • district nursing • specialist nursing • health visitors • specialist foot care, • speech and language therapy • occupational therapy • rehabilitation 	<ul style="list-style-type: none"> • specialist equipment services • community resource centres • social work • respite and supported living care • learning disabilities support • end of life care • community paediatricians
Community mental health services	
<ul style="list-style-type: none"> • dementia services • early intervention • recovery teams • Wellbeing College • Talking Therapies Service 	<ul style="list-style-type: none"> • floating support • social prescribing • child and adolescent mental health services • creative link services
Expert outreach services	
<ul style="list-style-type: none"> • specialist care and support • drug and alcohol support • substance misuse 	<ul style="list-style-type: none"> • sexual health service • specialist clinical services for diabetes, stroke, tissue viability etc
Prevention and self-care initiatives	
<ul style="list-style-type: none"> • exercise on referral • sexual health services • telehealth support • health visiting • school nursing 	<ul style="list-style-type: none"> • lifestyle education and campaigns • stop smoking service • healthy weight support • food and health service
Support services	
<ul style="list-style-type: none"> • advocacy and information services 	<ul style="list-style-type: none"> • community transport • village agents
Primary care services	
<ul style="list-style-type: none"> • GP practices • Dentists 	<ul style="list-style-type: none"> • Pharmacists • Optometrists

Scope

The services listed below do not fall within the scope of the **your care, your way** review. However, it is essential that the commissioning strategies for all these services are closely aligned to the outcomes of this review in order to support the transformation change that is required if we are to continue meeting the care and support needs of local people.

- Primary Care GP Services
- Pharmacists
- Dentists
- Optometrists
- Children’s Social Care
- Care Homes

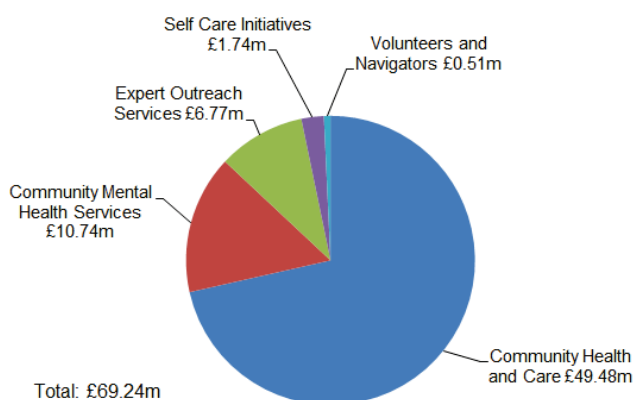
How much do we currently spend on community services?

In line with local strategic intentions and national policy, the CCG and the Council have set out a series of principles that underpin the provision of community services including:

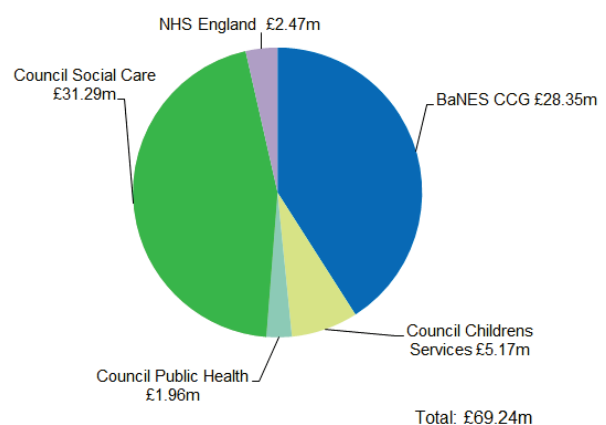
- **Value for money** – All services must be affordable and provide value for money in what will be a challenging economic environment.
- **Resource allocation** – All services must demonstrate that resources are appropriately allocated to address priority areas of need.

During Phase 1 of the review, our analysis and planning, included establishing, as clearly and in as much detail as possible, patterns and trends in expenditure and activity in respect of all current community services. The following pie charts show that across commissioning organisations we spend £69.24m annually on community services, the charts have shown this spend by care category and by commissioning organisation:

Annual expenditure by care category:



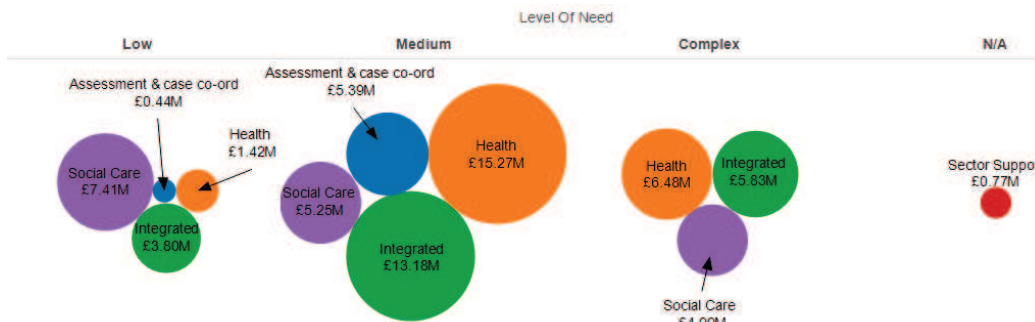
Annual expenditure by commissioning organisation:



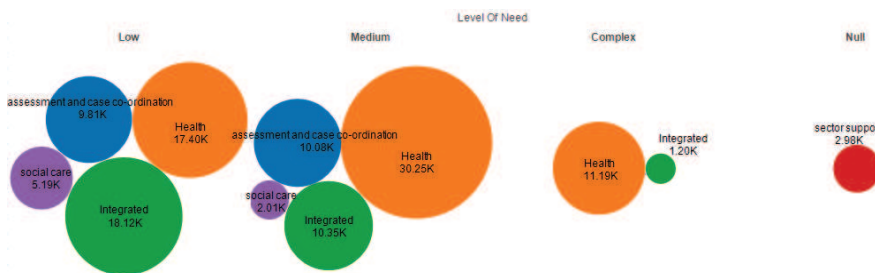
*NHS England figure includes Health Visiting for children aged 0-5, the responsibility for commissioning will transfer to B&NES Council Public Health from Oct 2015.

Commissioned services have been categorised by the type of care service the individual is receiving shown as health, integrated and social care, assessment & co-ordination and sector support, these services have been shown by the level of need / complexity.

The following graph show's cost by type of care and level of need:



The following graph shows activity at a referral level across services where data is available:



This information has helped define the current funding envelope for community services and we have further refined and analysed this information in Phase 2. This has been and will continue to be an iterative process throughout Phase 2 and Phase 3 to reflect feedback from engagement and consultation and start to firm up the commissioning strategy, outcome-based service specifications and develop service models.

How might funding change in the future?

As the review progresses through Phases 2 and 3, it is highly likely that both the CCG and Council will face further reductions in funding of public services arising from the Government policy and spending review and this will have to be taken into account as the envelope for funding service provision is finalised. The scale of the challenge will become clearer on the announcement of the Government's four-year plan to cut public spending by £20bn which will be published on 25 November 2015. Communication on how these funding reductions impact the Council and the CCG will be addressed through our annual financial planning and contracting processes and further inform Phase 2 and 3 of the review.

Commissioners will work closely with providers to develop service models that reflect this funding envelope and align with the principles that all services must be affordable, provide value for money and demonstrate that resources are appropriately allocated to address priority areas of need.

We expect to see a shift of our resources into community and primary care services for both mental and physical health and care, aligning with our overall intention to provide more people with services in settings closer to home. As a consequence we expect that there will be fewer people treated in hospital settings. We recognise that providers may seek to expand into sectors in which they are not currently operational in response to the opportunities arising from redesigned pathways and investment.

6. Where we could be

Our vision

- Bath and North East Somerset will be a connected area ready to create an extraordinary legacy for future generations - a place with a strong social purpose and a spirit of wellbeing, where everyone is invited to think big.
- We will have health and care services in the community that empower children, young people and adults to live happier and healthier lives.
- Our services will provide timely intervention and support to stem ill health, prevent social isolation and tackle inequalities. By placing the user at the heart of services, they will receive the right support at the right time to meet their needs and conditions.
- Dedicated to supporting greater levels of prevention and to help people self-manage their conditions, community services will ensure that clear routes to good health and wellbeing are available.
- Supporting people to access services when they are needed in as seamless a way as possible, navigators will assist individuals to access pathways of care and support.
- Services will be easy to access and will connect and integrate across acute, primary care, mental health and community service boundaries.

How will we get there?

Having listened to the feedback received in Phase One we have developed four potential models for the organisation of community services in the future. These are:

1. Services based on specific **conditions** e.g. diabetes, dementia, heart failure.
2. Services based on specific **functions** e.g. discharge, prevention, end of life care.
3. Services coordinated by **clinically-led Wellbeing Hubs** configured around clusters of local GP practices.
4. Services coordinated by **community-led Neighbourhood Teams** configured around the existing Area Forum areas.

Each of these four models presents opportunities and challenges for the future arrangement of services and for meeting the priorities, values and outcomes outlined in this document. The models have been developed in response to what people have told us they want and need from local services. They are not “done deals” and are simply intended to stimulate debate about what might be possible and to explore their relative strengths and weaknesses. The feedback from the formal consultation will then be used to further develop and finalise the models with providers and our community during Phase 3.

Some elements of the models are similar to current service provision whilst others would be a bold and ambitious step forward for us all and would require significant change to the way we currently commission and provide services. By the end of the review, it is quite possible that the final model we agree together as a community may combine elements from some or all of these models in order to achieve the best outcomes for our population.

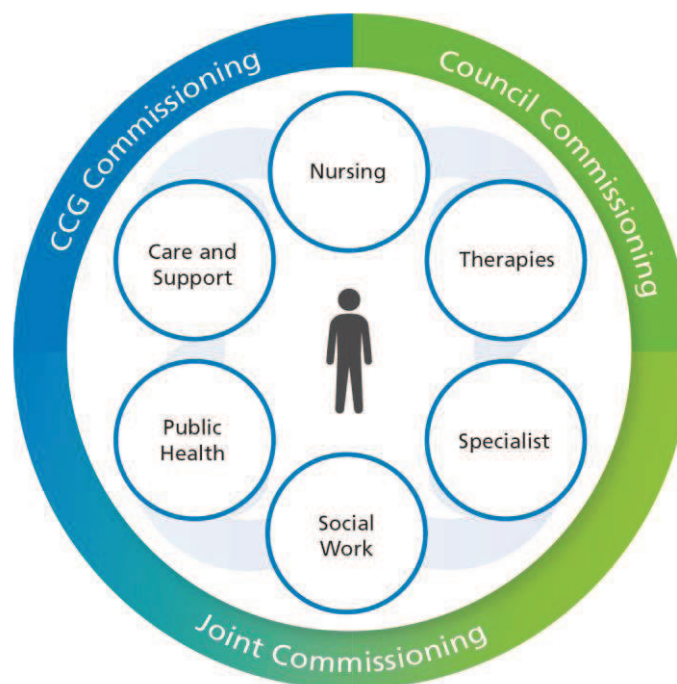
How will we measure success?

To ensure that the ***your care, your way*** review delivers real lasting change for local people, the Council and the CCG will be measuring the success of community health and care services using a set of physical and emotional outcomes based around the nine themes identified during Phase One of our review.

The most important outcomes are the ones that make sense and are important to everyone who uses community health and care services and their carers. These will be the priorities for us to embed across all health and care systems. Some are built into services already as part of previous and ongoing public engagement but we recognise there is always more that can be done to establish measures that enable us to monitor and evaluate outcomes including the quality, effectiveness and value for money of all services. All services will contribute to the population outcomes which have been prioritised by the Bath and North East Somerset Health and Wellbeing Board and which are reflected in the Children and Young People’s Plan.

To reflect our commitment to delivering personalised services we have mapped the Making It Real Markers for Change against the outcomes of the Health and Wellbeing Board as shown in Appendix C.

Current Model



How are services delivered?

- Community health and care services are delivered against a wide range of service specifications mostly based on activity levels with some services commissioned against outcomes
- Most services have a model pathway and a set of indicators for measuring the outcomes for individuals and the performance of the provider(s) against that particular condition and the agreed pathway.

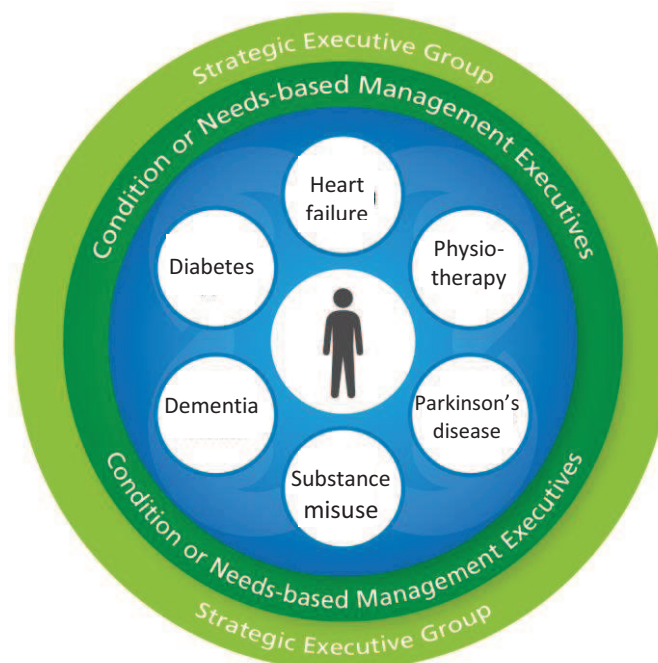
Who is in charge?

- Local operational leadership sits with the management team of each provider which is responsible for co-ordinating input and activity to deliver the contract for that particular service whilst ensuring appropriate governance, quality assurance and engagement with patients or service users.
- Currently, individual commissioning staff work with providers to performance manage and quality assure service provision and a number of these have integrated posts across the Council and CCG. The Council and CCG have a Joint Commissioning Committee of services commissioned under a Joint Working Framework.

How are services funded?

- The Council and the CCG have pooled budgets for areas such as learning disabilities, Better Care Fund, and mental health but the majority of expenditure is held within separate NHS and Local Authority accounts.

Condition or needs-based model



How would services be delivered?

- Service specifications are based on provider activity in relation to specific conditions or needs e.g. diabetes, dementia, substance misuse, long term conditions, physiotherapy and heart failure.
- Each service has a model pathway and a set of indicators for measuring the outcomes for individuals and the performance of the provider(s) against that particular condition and the agreed pathway.

Who would be in charge?

- Services focussed on each condition or need would be coordinated by a Management Executive made up of relevant providers which would be responsible for coordinating input and activity to deliver the outcomes for their specific condition or need whilst ensuring appropriate governance, quality assurance and engagement with patients or service users.
- Each provider is represented by a senior manager on a Strategic Executive Group responsible for overseeing the delivery of services and accountable to the commissioner.

How would services be funded?

- A single budget is managed by the commissioner who contracts with providers independently of each other.
- Alternatively, a budget for each of the conditions or needs is devolved to an alliance or federation of providers working together that are contracted to deliver the specification for that particular condition or need.

Function-based model



How would services be delivered?

- Service specifications relate to each of the nine functions of community health and care services (see diagram above)
- Each function has a set of indicators for measuring the outcomes for individuals and the performance of providers against each of the functions.

Who would be in charge?

- Services focussed on each function would be coordinated by a Management Executive made up of relevant providers which would be responsible for coordinating input and activity to deliver the outcomes for their specific function whilst ensuring appropriate governance, quality assurance and engagement with patients or service users.
- Each provider is represented by a senior manager on a Strategic Executive Group responsible for overseeing the delivery of services and accountable to the commissioner.

How would services be funded?

- A single budget is managed by the commissioner who contracts with providers independently of each other.
- Alternatively, a budget for each function is devolved to an alliance or federation of providers working together that are contracted to deliver the specification for that particular function.

GP-led Wellbeing Hubs



How would services be delivered?

- Services would be coordinated by a GP-led Wellbeing Hub, configured around groups of GP practices serving a population of 30,000 to 50,000 people, and focused on delivering health and care outcomes.
- The Wellbeing Hub co-ordinates the services delivered by providers from different sectors e.g. social care, secondary care and voluntary, community and social enterprise (VCSE) organisations.
- Each Wellbeing Hub would be supported by the commissioner to undertake community mapping to identify the health and care needs of the local population and harness the strengths of the community to identify the most effective local response.
- The overarching service specification for the Wellbeing Hub would be set by the commissioner with separate service specifications agreed by the Wellbeing Hub for contracting with providers according to local need.

Who would be in charge?

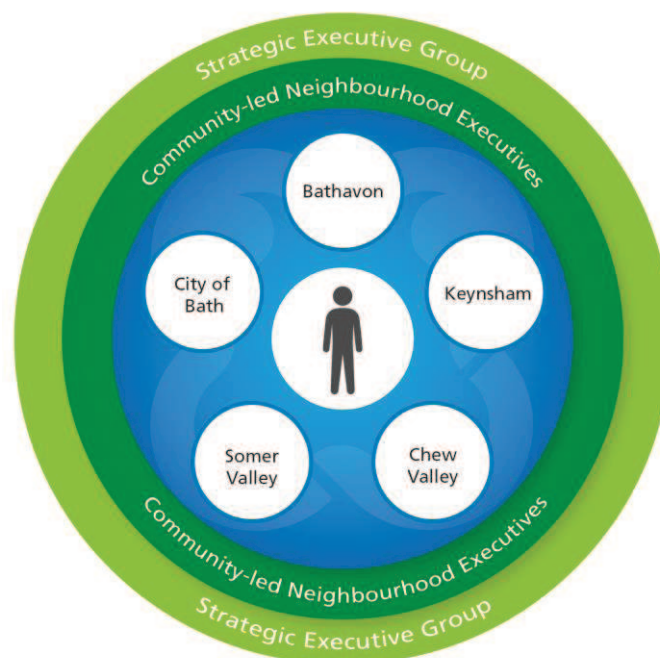
- Each Wellbeing Hub would be managed by a Wellbeing Executive led by GP's which would be responsible for monitoring outcomes for the local community and for co-ordinating input and activity to deliver the contract for the Wellbeing Hub whilst ensuring appropriate governance, quality assurance and engagement with patients or service users.
- The Wellbeing Executives would bring together senior representation from providers, primary care, secondary care, public services, VCSE organisations and the local community (supported by subject matter experts) with the authority to commit spending on services tailored to their local community.

- The Strategic Executive Group would be responsible for high-level system leadership of the Wellbeing Hubs, ensuring effective coordination and collaboration between the hubs and promoting the sharing of best practice.

How would services be funded?

- A devolved commissioning budget to each Wellbeing Executive to commission health and care services on behalf of its population – accountable to the Commissioner.

Community-led Neighbourhood Teams



How would services be delivered?

- Services would be coordinated by community-led Neighbourhood Teams configured around the existing Area Forum areas.
- Community health and care services would be delivered within a wider context of public services commissioned by the Neighbourhood Team and delivered in local communities
- Each Neighbourhood Team would be supported by the commissioner to undertake community mapping to identify the needs of the local population and harness the strengths of the community to identify the most effective local response.
- The overarching service specification for the Neighbourhood Team would be set by the commissioner with separate service specifications agreed by the Neighbourhood Team for contracting with providers according to local need.

Who would be in charge?

- Each Neighbourhood Team would be led by a Neighbourhood Executive including leadership from local health and social services, which would be responsible for monitoring outcomes for the local community and for co-ordinating input and activity to deliver the contract for their area whilst ensuring appropriate governance, quality assurance and engagement with patients or service users.
- Neighbourhood Executives would bring together senior representation from providers, primary care, secondary care, public services, VCSE organisations and the local community (supported by subject matter experts) with the authority to commit spending on services tailored to their local community

- The Strategic Executive Group would be responsible for high-level system leadership of the Neighbourhood Teams, ensuring effective coordination and collaboration between the teams and promoting the sharing of best practice.

How would services be funded?

- A devolved commissioning budget to each Neighbourhood Executive to commission health and care services within the wider commissioning of services on behalf of its population – accountable to the Commissioner.

Model Summary

The key attributes of each model described above are summarised as follows:

Model	Service Delivery	Leadership	Funding
Current model	Mostly based on activity levels with some services commissioned against outcomes	Commissioners performance manage and quality assure provision under the oversight of a Joint Commissioning Committee	Some pooling of budgets across health and social care
Condition or needs-based model	Services based on specific conditions e.g. diabetes, dementia, heart failure.	Condition or needs-based Management Executives overseen by multi-disciplinary Strategic Executive Group	Integrated budgets across health and social care
Function-based model	Services based on specific functions e.g. discharge, prevention, end of life care	Function-based Management Executives overseen by multi-disciplinary Strategic Executive Group	Integrated budgets across health and social care
GP-led Wellbeing Hubs	Services coordinated by Wellbeing Hubs configured around groups of local GP practices.	GP-led Wellbeing Executives overseen by multi-disciplinary Strategic Executive Group	Devolved commissioning budget to each Wellbeing Executive
Community-led Neighbourhood Teams	Services coordinated by Neighbourhood Teams configured around the existing Area Forum areas.	Community-led Neighbourhood Executives overseen by multi-disciplinary Strategic Executive Group	Devolved commissioning budget to each Neighbourhood Team

7. Our shared values

The feedback we have heard so far in this process has highlighted the need for all of us to play our part in ensuring that our communities are happy and healthy places to live. The Council, the CCG and the organisations we commission to provide health and care services in the community have a vital role in this but we also need individuals and their communities to take responsibility for looking after themselves and their family, friends and neighbours too.

The values listed below set out what every person should expect from community health and care services in the future, how the Council and the CCG will make this happen and our expectations of the organisations that will provide those services.

Individuals

1. I have access to a range of support that helps me to live the life I want and remain a contributing member of my community.
2. I am in control of planning my own care and can decide when, where and how to receive the support I need.
3. I know the amount of money available to me for care and support needs and I can determine how this is used (whether it's my own money, a direct payment or a managed personal budget).
4. I have a network of considerate and competent people who support me including carers, family, friends, neighbours, volunteers and paid support staff if required.
5. My support is fully coordinated so I only have to tell my story once and I know who to contact to get things changed.
6. I feel safe and supported to manage any potential risks to my wellbeing.
7. I have systems in place to access support at an early stage to avoid a crisis.
8. I can easily access reliable and consistent information about community health and care services which is easy to understand.
9. I have information and advice on the range of options for choosing my support staff.
10. I have opportunities to train, study, work or engage in activities that match my interests, skills and abilities.
11. I feel welcomed and included in my local community.

Commissioners (the Council and the CCG)

1. We will ensure that the voices of people who use community health and care services are represented at all stages of this process.
2. We will ensure all statutory and constitutional duties are met and that for those statutory adult social care responsibilities undertaken through delegation to a specified provider or providers, commissioners retain a direct relationship with the provider(s) for the purposes of oversight and assurance.
3. We will commission on the basis of an outcomes framework to improve the physical and emotional wellbeing of the population.
4. We will commission services that will deliver evidence-based and evidence-informed outcomes that are focussed on the needs of the individual.
5. We will encourage a culture change across our local health and care system by ensuring the workforce has the right mix of skills and support to deliver person-centred

services that are delivered in a fully integrated and seamless way.

6. We will develop a common skills framework for everyone working in community health and care services and will create a shared budget for training.
7. We will explore opportunities to develop a single pooled budget (or similar mechanism) for community health and care services to include spending on adult social care, community health, public health, primary care, community mental health services and some acute hospital services (which will be determined on a service-by-service basis).
8. We will continue to integrate commissioning across the boundaries of health, social care and public health, between children's and adults' services and consider opportunities to extend this to other Council-funded services.
9. We will take an asset-based approach to commissioning - mobilising and building on community strengths as set out in Appendix B.
10. We will ensure the commissioning of health and care services is aligned with the strategic priorities of the CCG and Council.

Providers





1. You will deliver services in people's homes or in nearby local settings that enable them to remain independent as possible, for as long as possible.
2. You will take a person-centred approach that looks at all aspects of a person's health and wellbeing and you will agree with them what support they require.
3. You will provide services that are good value for money with as much resource as possible dedicated to front line services and, also, maximise opportunities for the sharing of back office functions to minimise overheads.
4. You will make it easy for people and those supporting them to navigate through the health and care system including access to "care navigators" when required.
5. You will work together with multiple providers with shared objectives and responsibility to ensure the integrated and seamless provision of services.
6. You will work in partnership with local communities to deliver services through a range of resources whilst maximising the potential of voluntary, community and social enterprise partners through an asset-based approach (see Appendix B).
7. You will prevent avoidable admissions to hospital and support appropriate and sustainable discharge whilst empowering people to be active participants in the organisation of their care.
8. You will provide alternative options to GP appointments that enable people to receive an appropriate, timely and trusted response to their needs.
9. You will harness the potential of new technology to lead innovation in service delivery and the sharing of information between providers.
10. You will ensure all your staff receive the appropriate level of training in line with the common skills framework for community health and care services.
11. You will encourage your staff to shift their mindset from being care providers to be more focussed on prevention, early intervention and empowering individuals to be more independent and connected with their communities.





8. Responding to your feedback

Phase One provided us with an enormous amount of feedback about the way community services are performing now and ideas for delivering improvements in the future. We organised this feedback into nine themes that needed to be addressed and this section sets out some specific priorities for how we will tackle all nine of these issues.

Our approach in addressing each of these will acknowledge that there are overlaps between areas, for example the links between reducing social isolation, building community capacity, whole system navigation and the role of social prescribing.

There are 14 priorities in total summarised as follows:

Theme	Priorities
	<p>Priority 1: A single assessment and support plan</p> <p>Priority 2: Integrated personal budgets</p>
	<p>Priority 3: Delivering cultural change</p>
	<p>Priority 4: Acting earlier to sustain health and wellbeing</p> <p>Priority 5: Supporting people to self-care</p>
	<p>Priority 6: Seeking proposals to reduce social isolation</p> <p>Priority 7: Expanding the social prescribing service</p>

	<p>Priority 8: Building community capacity</p>
	<p>Priority 9: Care navigators to support those with the most complex needs</p>
	<p>Priority 10: Developing the capability and capacity of the workforce</p> <p>Priority 11: Volunteer recruitment</p>
	<p>Priority 12: Joining up the individuals health and care records</p> <p>Priority 13: Sharing information about services</p>
	<p>Priority 14: Explore the potential of new technology</p>

Provide more joined up care and support

You told us that the separation between different services can make it hard for you to find your way around the system.

You said we need to join up the money, join up the information and join up the people so that everyone involved in your care knows your story and works better together.

Priority 1: A single assessment and support plan

In future, people will have a single assessment and support plan that is coordinated and based around their individual needs, wishes and preferences. The planning and delivery of services will bring together everyone involved in supporting an individual to manage their care. Providers will deliver services through multi-disciplinary teams coordinated at local level that put people at the centre of their support and treatment plans.

In particular, people with the most complex needs will benefit from many people coming together around a single support plan that is individually designed and can flex around the needs of the individual rather than the person having to 'fit in' with service requirements. There will be greater thought given to the social, psychological and economic impacts of managing complex needs both for the person and their family.

We will use available and emerging technology to ensure that people have a single record that is transferrable and offer real-time access to staff so that a person does not have to keep repeating their story to different professionals. (see p35 for more details)

Having a single plan will enable a whole system approach to providing person-centred care and support. We will expect providers to work in partnership alongside people and their communities to ensure integrated and seamless provision of services.

Priority 2: Integrated personal budgets

We will continue to promote and develop new ways of paying for services at individual and organisational levels. This will include the offer of integrated personal budgets that enable an individual to purchase support that meets both their health and social care needs. 'Local Payment' models are also emerging to support health and care economies make the shift to payment approaches that will underpin new models of integrated care and support.

Consider the whole person

You told us that we need to treat you as a person rather than focussing on your illness or health condition.

You said we need to understand your physical, mental and social needs so that you feel supported to improve your overall wellbeing.

Priority 3: Delivering cultural change

When we talk about personalisation, we are talking about a fundamental shift in the way we view, and work with, people who need care and support. It means seeing the whole person, focusing on their strengths, interests, abilities and networks, not just their diagnoses, illnesses and deficits. It means taking into account a person's physical, mental, emotional and spiritual needs. It means taking time to listen to an individual's own voice, particularly those whose views are not easily heard. It means working with the person in the context of their lives, building support around their preferences and choices and helping them to help themselves.

It also means actively engaging local communities and partners, including people who use services and their carers, in the co-design, development, commissioning, delivery and review of local support and ensuring that leaders at every level of every organisation work towards a genuine shift in attitudes and culture.

We want community health and care services to empower people to live their lives, rather than just doing things for them. We are committing to work this way because it's what we believe in, and what our community has told us they want. During Phase One, people clearly told us they wanted support to consider the whole person, provide more joined-up care, reduce social isolation and build community capacity. Working in a personalised way fully supports this.

One way we have demonstrated our commitment to personalisation is by signing up to *Making it Real* and we encourage everyone who provides community health and care services to do the same. *Making it Real* is a series of 'I' statements (known as *Markers for Change*) which were co-produced by people who use community health and care services. They describe what support should feel like if it is truly personalised.

At the start of the **your care, your way** review, we identified some key outcomes that we wanted community health and care services to deliver. We have now mapped these outcomes against the *Markers for Change* to make sure the focus remains on personalised support (see Appendix C – Outcomes).

Focus on prevention and self care

Waiting for something to go wrong before you get the right support doesn't make sense.

You told us that community services need to work with you to stop you from getting ill, or to prevent a health condition getting worse.

You recognise that you share responsibility in this but that you may need some help or encouragement from us.

Priority 4: Acting earlier to sustain health and wellbeing

Many people have told us that when they are ill or have a crisis then the service response is good. However, when they recover from a period of ill health and regain their independence then support can tail off, meaning that people are at risk of becoming ill again or even reaching crisis point before they get the services and support they need.

We will ensure that people's needs are proactively planned for to sustain health and independence, and appropriately responded to at all time, and not just when people are most unwell or in need. This includes providing access to housing, employment, healthy environments and communities, preventing exposure to harmful hazards, providing access to preventative services such as immunisations as well as providing access to good quality education and information about healthy lifestyles and signposting to local opportunities which people need to stay healthy.

It also includes activities aimed at detecting and treating people with disease or injury as soon as possible to ensure they are able to stop their condition getting worse or to prevent illness or injury reoccurring. It involves identifying people who are most likely to become ill due to lifestyle such as smoking, being overweight, drinking too much and being inactive etc. and then intervening early to reduce the risks of becoming ill and to encourage and support healthy behaviour.

Prevention also includes activities for people with an ongoing chronic illness, disability or injury in order to improve the ability to function, their quality of life and life expectancy. This can include therapy, rehabilitation techniques or support groups.

Priority 5: Supporting people to self-care

Self-care is all about individuals taking greater responsibility for their own health and wellbeing. It starts with people making daily choices about lifestyle, such as brushing teeth, eating healthily or choosing to do exercise in order to stay fit and maintain good physical and mental health. People can also take care of themselves when they have common symptoms such as sore throats, coughs and minor ailments for example by using over-the-counter medicines. The same is true for long term conditions where people often self-manage without intervention from a health professional.

People can also return to self-care during a period of recovery following major trauma when responsibility for care is entirely in the hands of the healthcare professionals. Empowering people with the confidence and information to look after themselves when they can, and visit a GP or specialist only when they need to, can reduce the number of consultations and enable clinicians to focus on caring for higher risk patients.

Reduce social isolation

You told us that social isolation and transport are big issues, and not just in rural areas.

You said that we need to work more closely with local communities and the voluntary sector so that no one feels on their own or without the care and companionship they need.

Priority 6: Seeking proposals to reduce social isolation

Social isolation is an increasing problem in our society. It's not just a matter of feeling lonely, social isolation affects people's health. It increases the risk of depression, disability, cognitive decline, dementia and death. Older people who are socially isolated are more likely to need professionally provided care and support and more likely to need residential care. Reducing social isolation means increasing the interactions people have with others. Face to face interaction is important, allowing physical contact, but embracing new technology to make the best use of social media and the internet also provide a wealth of opportunities.

We will encourage key partners and particularly providers from the voluntary, community and social enterprise sector, who frequently offer support to people at the most vulnerable points in their lives, to collaborate and work alongside people to mobilise community, family and local care and support networks and resources to tackle social isolation at individual and neighbourhood levels.

We will be seeking proposals to reduce social isolation in the following ways:

- take an early intervention and preventative approach, particularly for older people and vulnerable or disadvantaged groups
- build on community strengths and the resources of local people to help each other e.g. volunteering, befriending schemes and the Village Agents
- encourage increased face to face contact for people
- support digital inclusion by helping individuals or specific groups to be connected, keeping people 'in touch' with each other and their communities

We recognise that work on social isolation and loneliness needs to be part of wider local commissioner efforts to build social resilience within local communities. In particular, poor transport can be an important factor in restricting access to further education, training and employment and can also restrict access to health facilities as well as shops and amenities. Community transport provides a vital lifeline for those most vulnerable to isolation and loneliness, such as the elderly and the disabled and should be recognised for the vital contribution it makes for improving the quality of life for some of our most vulnerable citizens.

Tackling local transport barriers can help alleviate social isolation for a range of people across the life course and will be a key priority for us to address with commissioners and providers of those services.

Examples from around the country include:

Casserole Club is a web-based initiative which links people who are willing to take a spare portion of food to someone who has requested one. Not just about providing people with home cooked food, this scheme has the potential to build connections and relationships between people who are socially isolated in their community.

DropBy is an interactive website for people over 60 and their families. It is designed to help keep older people 'in touch' by providing a secure place for the over 60s to meet both online and in real life. Joining DropBy can provide a life-line for those who live alone, in residential care or who are feeling isolated. Membership is free and privacy is a priority.

The Good Gym makes it easy for people to combine exercise with doing good in their local community. The Good Gym unlocks volunteering potential by channeling the energy that people spend on exercising and turning it into positive social action. It was set up to connect elderly and isolated local residents with a runner on a mission: to get fit, do something useful and to provide social interaction.

Priority 7: Expanding the social prescribing service

Social prescribing links people with non-medical activities and sources of support in the community that might benefit their wellbeing. There is increasing evidence to support the use of social interventions for people experiencing a range of common mental and physical health problems. Social prescribing has been shown to be particularly applicable for vulnerable and at risk groups; people with mild to moderate depression and anxiety; and people who are frequent attendees in primary care.

The social prescribing service in Bath & North East Somerset aims to improve the health and wellbeing of people who are frequent attendees at GP practices. The service encourages social interaction, prescribed activities such as weight loss and exercise programmes and access to both mainstream services and community resources to improve their quality of life.

The social prescribing service has recently been expanded and we anticipate that we will further develop and expand the social prescribing model to embed it as a foundation of community health and social care provision, increasing interactions for individuals, keeping people in touch, and maximizing the strengths of local communities and its members.

Extended across Bath and North East Somerset, the service will continue to make good and appropriate use of volunteers, particularly people who have themselves been recipients of the social prescribing service, using their shared knowledge and experience to deliver peer support. Roles for volunteers could include those of navigator, facilitator, befriender, or of carrying out practical tasks such as transportation. The training and support of volunteers will reflect the fact that volunteers' own mental and physical health may vary, or that they become overwhelmed by other's problems. It will encourage and support them to remain in the service over a long period, gaining skills and experience, and bringing continuity to the role for the benefit of all parties.

Build Community Capacity

You want community health and care services to make the most of existing community centres and facilities.

You also want us to work more closely with local groups and volunteers in your community so they can play their part in keeping you healthy and happy at home.

Priority 8: Building community capacity

Building community capacity is a vital component of the way we will commission future service models of care. Current evidence suggests that participation in community networks brings with it significant benefits for wellbeing. Developing the capacity and skills of the members of a community places the focus both on individuals as well as collective groups in such a way that they are better able to identify and help meet their needs and to participate more fully in society.

Economic and social factors are also key contributors to people's care and support needs and are unequally distributed across society. Disadvantage is associated with feelings of isolation, low self-esteem, low perceived power and loss of meaning and purpose. These factors damage physical and mental health both directly and indirectly via behaviors such as drug and alcohol abuse and smoking.

Building community capacity means motivating individuals and communities to identify what services they need in their area and to work together to utilise existing strengths and skills to help the community meet their needs. It promotes empowerment, validation, engagement, ownership, participation, teamwork, respect, being listened to and much more.

We will expect providers to work alongside individuals and communities to support them to achieve the best possible outcomes for their health and wellbeing. Providers and commissioners are in a perfect position to empower the community to develop their existing skills and knowledge and make a unique difference to their own community through delivery of a number of priorities:

- Establishing and developing a building community capacity approach, with training, peer support and workshops.
- Identifying and equipping champions for Building Community Capacity with the expert skills and knowledge to provide a source of ongoing support, advice and expertise.
- Sharing and celebrating examples of good practice and excellence in Building Community Capacity throughout stakeholders and the communities.
- Equipping people with full information and a pathway to support future Building Community Capacity activities.

Guide people through the system

You told us we don't do enough to tell you about all the services that are available to support you.

You said that we should invest in "navigators" who can help you find out about the groups and services in your local area

Priority 9: Care navigators to support those with the most complex needs

We are proposing a new approach for Bath and North East Somerset that will create a system of care navigation which will act as a bridge between individuals with care and support needs and providers who have the skills and resources to meet those needs.

Care navigation will not replace a clinical role or act as a gatekeeper to services. It could be jointly delivered through a range of providers coming together to maximise particular areas of expertise, knowledge and resource to ensure the best outcomes for individual people using services. There is also an opportunity to harness and strengthen the role of volunteers in assisting people to access the support they need under the umbrella of navigation.

Some people have told us that the need for a navigation system is diminished if we can ensure that services are easily understood and accessible to all and that people are receiving good person-centred care and support. However, we think that any local system will need to include a trained "care navigator" for people with the most entrenched multiple and complex needs. We also think this may be the case for people who don't engage in services, revolve in and out of services or are excluded from services.

The care navigator will be the 'go to' person for people needing additional support to understand and work their way through what can be a very complex system. The care navigator may also be a helpful point of contact for professionals seeking to ensure that their services are effective and don't exclude 'seldom heard' groups.

The care navigators will be co-located both within services and in the community and will develop a deep understanding of both. Co-location alongside professionals, as well as within community settings, would make it easier to link in with other relevant services such as housing, leisure and employment support too.

Care navigators do not need to be the expert but they would know who the expert on any given topic is and would be able to effectively link people and experts together whilst developing trust and good communication. Most importantly, care navigators will ensure that a person is supported to be in control of their care and support and can access services and support that help them to live the life they want and remain an active, contributing member of their community.

Value the workforce and volunteers

You told us that we need to invest in our workforce and provide more opportunities for training and career progression.

You said this would give staff the time, skills and motivation to provide better quality care.

Priority 10: Developing the capability and capacity of the workforce

One of the key factors in ensuring the successful delivery of integrated community services will be the workforce on whom we depend to deliver care and services. Commissioners and providers will need to take the necessary action to ensure that their workforce is sufficient and skilled, well-led and supported to deliver high quality services. We will work with stakeholders to develop education strategies, training and employment of staff to deliver the flexible, multi-skilled workforce that services of the future will need.

Priority 11: Volunteer recruitment

Bath and North East Somerset has a strong voluntary, community and social enterprise sector that often relies on the use of volunteers to be able to deliver local services. In recent years there has also been a growing use of volunteers across the public and independent sectors.

There are a large number of benefits from volunteering to the volunteers themselves. It is an excellent way in which to increase self-confidence and skills which in turn increase employability. Volunteering can also improve people's health and wellbeing.

We will assist organisations with their recruitment, retention and up-skilling of volunteers, ensuring that support is given to local voluntary, community and social enterprise organisations that are taking on services and assets so that they are in the best possible position to efficiently run them.

We will also support co-ordination and promotion of volunteering opportunities through a central point such as the Bath and North East Somerset Volunteer Centre which will be the 'go-to' place for all information on volunteering in Bath and North East Somerset, making it easier for residents to find out about opportunities.

Share information more effectively

You told us that there needs to be better communication between the different teams caring for you.

You said that everyone involved in your care, including you, should be able to access a single care plan so that you don't have to repeat your story over and over.

Priority 12: Joining up the individuals health and care records

The delivery of care and support that is integrated around the individual requires a corresponding integration of Information Management Technology (IMT) Systems. The future model will be one that is supported by an IMT strategy that recognises the need for relevant information to be available to all relevant professionals to support care as well as to relevant individuals in receipt of care or people involved in their care. Clinical and administrative systems need to facilitate the sharing of appropriate data, not inhibit it and make best use of modern technologies to provide an efficient and effective experience.

Health and social care records will be kept digitally with the NHS number as the unique identifier and have the ability to communicate automatically with other parts of the health and social care system across organisational boundaries, while respecting individual consent and the need to safeguard against harm to the individual.

The care record will be maintained on the Council's new electronic care record, provided by Liquid Logic. The health record will be maintained on the provider electronic patient record. The use of interoperable systems and full provider engagement with the Bath and North East Somerset community wide interoperability and information sharing agenda will ensure that relevant information is available to support care to an individual.

Priority 13: Sharing information about services

We will support a single source of information about local services allowing faster access and sharing of up to date information above what is available in the community. Having a centralised information service will enable providers to spend less money on marketing their services and spend more of their budgets on front line care. We welcome innovative proposals for how this service could operate which could include:

- An easy-to-use website for people to search for local services
- A call centre offering information about services over the phone
- Information and advice provided by email and social media channels
- Outreach workers that visit vulnerable and seldom heard people in their own homes and communities to tell them about the different services available to them.

Embrace new technology

The world of technology is moving quickly, and you think we could use it more effectively. Many of you like the idea of using apps and other technology to manage your own health and care but it needs to be simple and easy to use.

You also recognise that we need reliable connectivity to make this happen, especially in the rural areas.

Priority 14: Explore the potential of new technology

We continue to see enormous developments in the range of technologies and digital tools and approaches available to both people within our community and to organisations. Smart phones and tablet computers are now everywhere; town centres and public buildings routinely offer wireless access; data and systems are increasingly stored in the 'cloud'. These advances have enabled people, businesses and public bodies to change the ways in which they interact, gain access to information and services, and organise their work. However, we also acknowledge that some of our communities, particularly in rural areas, have told us that there are significant issues with broadband and access to the internet.

Commissioners recognise the opportunities offered by technology and digital tools and approaches to target and deliver services better and save money. Many local providers have already explored different methods of improving access to services including tele-care and apps to inform or alert service users. At the same time, they have made their workforce more productive by introducing mobile technologies, route planning tools and video-conferencing.

Technology and digital tools and approaches are central to achieving integrated and seamless community services. This includes both the application of new technologies and the development of skills by both commissioners and providers. For commissioners and their providers, we expect these tools to enable:

- Greater accessibility of data and more sophisticated means by which to form a deeper understanding of local patterns of need and interaction across services, allowing resources to be better managed, planned and directed to where they will have the greatest impact;
- More effective management of demand – for example, enabling user self-service and supporting peer-to-peer advice-giving and assistance via social media;
- More reliable, speedy, and precise handling of routine, repetitive tasks – allowing costly and scarce professional expertise to be targeted at cases which need judgement or at new and unexpected situations;
- Faster access to, and sharing of, data between key stakeholders, avoiding the need to collect the same information many times over and saving time on research and information collation;
- New ways of working that potentially reconcile the goals of providing a better quality of experience of the person accessing services.

10. What happens next?

The consultation will run for a period of just over 7 weeks from 9am on Thursday 10th September 2015 to 5pm on Friday 30th October 2015.

Please provide your feedback by completing the online survey at www.yourcareyourway.org or request a hard copy by calling 01225 396512.

There are a number of events being held during the consultation period across the Bath and North Somerset area as detailed below. If you would like to attend any of these events then please let us know by contacting yourcare@bathnes.gov.uk or by calling 01225 396512.

Phase 2

Thursday 10 th September	Consultation Period Begins
Tuesday 15 th September	Somer Valley Area Forum
Thursday 19 th September	BaNES CCG AGM
Tuesday 29 th September	Bathavon Area Forum
Wednesday 30 th September	Keynsham Area Forum
Thursday 1 st October	Chew Valley Area Forum
Friday 30 th October	Consultation Period Ends

Once the consultation period is closed the results will be analysed and a final report will be submitted to the Council's Cabinet and the CCG Board for final approval in December. We will then begin detailed discussions with providers to develop the final model for community health and care services and we will consult the community on this during summer 2016.

Once the consultation has been completed we will award contracts to the chosen provider(s) and carry out the necessary preparations to begin operating the new model from 1 April 2017.

Phase 3

Wednesday 2 nd December	Council Cabinet to approve outline business case
Thursday 3 rd December	CCG Board to approve outline business case
Winter/Spring 2016	Develop models with providers
Summer 2016	Formal consultation on final proposals

Phase 4

Autumn 2016	Contracts awarded to chosen provider(s)
1st April 2017	New arrangements come into place

Appendix A: Community Service Providers

Age UK – Bath & North East Somerset	Learning and Living
Alzheimer's Society	Leonard Cheshire Disability
Action on Hearing Loss	Mencap
Avon and Wiltshire Mental Health Partnership NHS Trust (AWP)	Next Link Domestic Abuse Services
Bath & North East Somerset Council	Options
Bath Area Play Project	Off The Record - Bath & North East Somerset
Bath Community Transport	Oxford Health NHS Foundation Trust
Bath Mind	Prospects
Bath Opportunity Pre-School	Pulse Community Healthcare
BEMS+	Quarriers
Black Families Education Support Group	Quartet
Brandon Trust	Rethink Mental Illness
Candlelight	Royal United Hospitals Bath NHS Foundation Trust
Care South	Safe & Sound Homecare Services
Carewatch	Second Step Housing Association
Children's Centres	Sirona Care & Health CIC
Children's Hospice South West	Solon South West Housing Association
Community Pharmacies	Somerset Care
Creativity Works	Soundwell Music Therapy Trust
Curo	Southside
deafPLUS	SPA (Peggy Dodd) Bath
Developing Health and Independence	Specialist Drug and Alcohol Service (AWP)
Dimensions	St Mungo's Broadway
Dorothy House	St Peter's Hospice
First Steps (Bath)	Stonham (a division of Home Group Ltd)
Freeways	Stroke Association
Primary Care (GP's)	SWALLOW
Guinness Housing Association	Swan Advocacy
Great Western Hospitals NHS Foundation Trust	The Carers' Centre
Jessie May Trust	The Home Farm Trust
Julian House	The National Autistic Society
KeyRing - Living Support Networks	Time2Share
Kick Start Enterprise	United Response
KIDS	Wansdyke Play Association
Knightstone Housing Association	Way Ahead
Kumari Homecare	West of England Centre for Inclusive Living
Lifeways Community Care	Your Say Advocacy Service

Appendix B: Asset Based Approach

Desirable	Typical
Start with strengths and potential – the assets of individuals and communities	Start with deficiencies and needs – what a community needs
Promote wellbeing and positive health Treat the whole person	Treat the illness and symptoms
Foster strengths and assets to prevent problems	React to problems
Work with	Do to
People are co-producers of health outcomes	People are consumers of health services
Emphasise the role and knowledge of communities, networks and neighbourhood organisations Citizens act as peers and agents in their own health and work alongside professionals	Emphasise the role and knowledge of professionals and agencies
Empower people to take control of their lives and health Act as brokers, facilitators, catalysts, collaborators	Fix broken people
Work with local people to support their ideas, potential and priorities	Deliver intervention programmes
Work with citizens to tackle the social, economic and environmental determinants of health and challenge health inequalities	View the social causes of ill health and inequality as outside the remit of health and care services
Focus on what a community has and could have Collaborate and work alongside people to mobilise community, family and local care and support networks and resources Self-organisation and community organisation Support peer groups, social prescribing and local networks	Focus on what a community does not have
Work alongside citizens to improve health and care outcomes	Consult residents about health services

Appendix C - Outcomes

Health and Wellbeing Board Outcomes	Making It Real Markers for Change
All people in Bath and North East Somerset are healthy	
All people have the opportunity to have the best health and wellbeing throughout life	I have access to a range of support that helps me to live the life I want and remain a contributing member of my community
All people are a healthy weight	
All families with complex needs receive appropriate support	I have a network of people who support me - carers, family, friends, community and if needed paid support staff My support is coordinated, co-operative and works well together and I know who to contact to get things changed
All people are free from the misuse of substances	
All people adopt healthy behaviours to stay healthy	I have access to a range of support that helps me to live the life I want and remain a contributing member of my community
All people live in healthy and sustainable places	
All people are protected from infectious diseases	I feel welcomed and included in my local community I feel that my community is a safe place to live and local people look out for me and each other
People who lack capacity receive appropriate support to enable them to maintain their health	I have considerate support delivered by competent people
All people are supported to recover from periods of ill health or injury	
More people have better mental health	I have care and support that is directed by me and responsive to my needs My support is coordinated, co-operative and works well together and I know who to contact to get things changed
More people with mental health problems will have better physical health	
All people in Bath and North East Somerset have a good quality of life	
All people with long term conditions are supported to stay well	
All people have good mental wellbeing and all children and young people have good emotional wellbeing and resilience	I have access to a range of support that helps me to live the life I want and remain a contributing member of my community
All disabled people are living lives free from discrimination	I feel welcomed and included in my local community I feel that my community is a safe place to live and local people look out for me and each other
All people with dementia and their families and carers are supported to maintain the best quality of life	My support is coordinated, co-operative and works well together and I know who to contact to get things changed
All older people are supported to live independently and are able to die well	
All adults with learning disabilities are supported to live independently and are able to die well	I am in control of planning my care and support
People have a positive experience of care and support	I have care and support that is directed by me and responsive to my needs
More people with mental health problems will recover	I have care and support that is directed by me and responsive to my needs
All people in Bath and North East Somerset have equal life chances	I have opportunities to train, study, work or engage in activities that match

Appendix C - Outcomes

Health and Wellbeing Board Outcomes	Making It Real Markers for Change
All people have access to good quality education and employment opportunities.	my interests, skills, abilities
Young people aged 16-19 are in education, training and employment including young people with Education Health and Care Plans.	
All people are able to live free from domestic abuse.	I feel safe, I can live the life I want and I am supported to manage any risks
Vulnerable adults, children and young people's life chances are not adversely affected as a result of domestic abuse	I have systems in place so that I can get help at an early stage to avoid a crisis
All people are able to live free from social isolation and loneliness	I have access to a range of support that helps me to live the life I want and remain a contributing member of my community
All children and young people up to 25 with Special Education Needs and disabled young people enjoy good health and lead fulfilling lives	I have opportunities to train, study, work or engage in activities that match my interests, skills, abilities
All children are identified and supported through seamless transition stages, from early years to adolescence and early adulthood	My support is coordinated, co-operative and works well together and I know who to contact to get things changed
All children and young people are active citizens who feel they have a voice and influence.	I feel valued for the contribution that I can make to my community
All vulnerable children and young people and their families receive timely and effective early intervention	My support is coordinated, co-operative and works well together and I know who to contact to get things changed
All disabled people are supported to receive services in an equitable manner	I have care and support that is directed by me and responsive to my needs
All vulnerable people are safe and secure	I feel safe, I can live the life I want and I am supported to manage any risks
All children and young people in Bath and North East Somerset are safe	
All children and young people in care make the same or better progress in educational attainment as their peers	
All children and young people on free school meals make the same or better progress in educational attainment as their peers	I have opportunities to train, study, work or engage in activities that match my interests, skills, abilities
All children and young people on Child Protection Plans make the same or better progress in educational attainment as their peers	
All children and young identified as having challenging behaviour make the same or better progress in educational attainment as their peers	
Children are identified and supported through seamless transition stages, from early years to adolescence and early adulthood	I am in control of planning my care and support My support is coordinated, co-operative and works well together and I know who to contact to get things changed
Parents are confident and able to support and meet the needs of their children	I have access to easy to understand information about care and support which is consistent, accurate, accessible and up to date I can speak to people who know something about care and support and can make things happen





your care
your way

Appendix 2

The story so far...

Phase One report

Let's plan community services together



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1. Introduction

Your care, your way is a bold and ambitious review of community health and care services being carried out jointly by NHS Bath and North East Somerset Clinical Commissioning Group (BaNES CCG) and Bath & North East Somerset Council.

Our vision is to provide excellent health and care services in the community and enable people to live happier and healthier lives. We want the community health and care system to provide timely intervention to prevent or delay ill health, reduce social isolation and tackle inequalities. We will place people at the heart of services so they receive the right support at the right time to meet their needs and enable them to live happy and healthy lives.

Phase One of the review ran from 29 January to 30 April 2015. The main aim of this phase was to raise awareness of the review with as many people and organisations as possible to collect their feedback and ideas about the way community health and care services could be provided in the future.

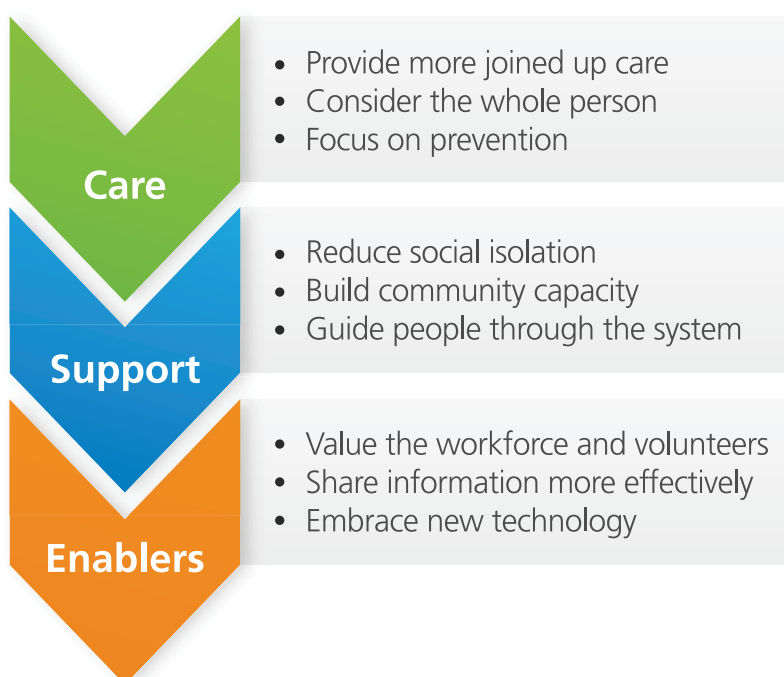
Over 30 engagement events were held across Bath and North East Somerset with patients, service users, carers, volunteers, health and care professionals, service providers and community organisations with direct involvement or interest in the provision of community services.

We also encouraged people to engage with the project online through the **your care, your way** website (www.yourcareyourway.org), the **your care, your way** Facebook page and posting comments on Twitter using the hashtag #ycywbanes.

Having identified these key demographic groups we then mapped out the key organisations and professionals that are involved in the provision of community services and could help us reach these groups. We are aware that there will be some organisations that do not appear on this list and we encourage you to contact us if you know of any other organisations that you believe should be involved in the review.

Key themes

Nine key themes emerged from the feedback received in Phase One



Phase One - In their words



People simply want their needs met and don't want to fight the system to make that possible

Include pastoral care and spiritual needs in planning

Everyone needs to be able to access information about a person through a single portal

Listen to service users and red flag any advance directives

It's really important to talk and it helps if you can talk to someone who has been through a similar situation

Navigators don't have to be a clinician or specialist as long as they can access the right information

Provide trusted, responsive and coordinated services which respect personal choice whilst maximising the resources available

We all know about recycling services. Why don't we have the same publicity for health services?

Join up:
 • the money
 • the working
 • the information

Phase One In Numbers



Over **30**
engagement events between
January and April 2015



Over **500**
face to face contacts



Over **800**
website visits, social media
interactions and emails

Next Steps

Phase Two of the review will run from the start of May to the end of October 2015 and will include the following activities:

- A survey of the health and care workforce
- A survey tailored specifically for children and young people
- A day of design workshops at Bath Racecourse on 21 May
- Workshops based around specific conditions or health and care needs
- Outreach events to involve seldom heard groups
- A formal consultation in September and October to seek support from local people to take the proposed new model(s) forward to Phase Three.

2. Engagement timeline

The *your care, your way* review consists of four distinct phases with stakeholder engagement playing a vital part in every stage of the process.

Phase 1 - Analysis and Planning (Winter 2014 – Spring 2015)

- Extensive needs and assets assessment using existing demographic and service delivery data
- Development and delivery of full communications and engagement strategy
- Initial fact-finding engagement with stakeholders to inform design.

Phase 2 - Design and Specify (Spring 2015 – Autumn 2015)

- Development of a range of options for future service provision
- Obtain agreement with stakeholders on the preferred option(s)
- Outcome-based service specifications developed with stakeholders.



Phase 3 - Service Model Development (Autumn 2015 – Summer 2016)

- Development and submission of service models by providers
- Full qualitative and quantitative assessment by stakeholders of those models
- Selection of preferred provider(s).

Phase 4 – Implementation and Delivery (Summer 2016 – Spring 2017)

- Final contract award
- Full mobilisation of new service model with selected provider(s)
- New service model to be in operation from 1st April 2017.

3. Methodology

Your care, your way was launched at the Bath Assembly Rooms on 29 January 2015. Over 200 members of the public, service providers and commissioners were brought together at the launch event to share their thoughts on how to deliver truly integrated services and support people to live healthier and more independent lives.

Following the launch, a wider programme of outreach and engagement events was organised across Bath and North East Somerset to encourage feedback from a range of key stakeholders including patients, service users and carers along with health and care professionals and service providers. We asked them to share their experiences of community services and provide their ideas and suggestions on how to deliver more integrated community services in the future.

Stakeholder Mapping

The CCG and the Council have identified a range of stakeholders that could be affected by or have an opinion on the review of community services. This process began by breaking down the local population into specific categories in order to tailor our engagement methods in the most effective way and to ensure that seldom heard groups were not excluded from participating in the review and sharing their valuable experiences. These categories are as follows:

- Children and young people
- Parents and working age adults
- Older people
- People with long-term conditions
- People with physical and sensory impairments
- People with mental health conditions
- People with learning disabilities and autism
- Carers
- Black and minority ethnic (BME) communities
- Faith groups
- LGBT groups
- Gypsies/travellers/boat-dwellers
- People who are homeless
- People who misuse substances

Having identified these key demographic groups we then mapped out the key organisations and professionals that are involved in the provision of community services and could help us reach these groups. We are aware that there will be some organisations that do not appear on this list and we encourage you to contact us if you know of any other organisations that you believe should be involved in the review.

- CCG staff
- Council Staff
- Councillors and MPs
- Health and Wellbeing Board
- Wellbeing Policy Development and Scrutiny Panel
- Community Area Forums and Parish Councils
- GPs and Practice Managers
- Pharmacists
- NHS England
- B&NES Healthwatch
- Neighbouring CCGs and Local Authorities
- Media (Press/Radio/TV)
- Major employers and business networks
- Preschools and nurseries
- Schools and academies
- Colleges and universities
- Avon and Wiltshire Mental Health Partnership NHS Trust
- B&NES Doctors Urgent Care (BDUC)
- B&NES Enhanced Medical Services (BEMS+)
- B&NES Health and Wellbeing Network
- B&NES Children and Young People's Network
- Dementia Care Pathway Group
- Domiciliary Care Strategic Partners
- Dorothy House Hospice
- Housing Associations
- Mental Health and Wellbeing Network
- Oxford Health NHS Foundation Trust (Child and Adolescent Mental Health Services)
- Royal United Hospitals NHS Foundation Trust
- Sirona Care and Health
- Voluntary and Community Sector

Event Organisation

All stakeholders received an invitation to take part in the consultation process. It was explained that Phase One of the review was seeking feedback on current service provision with ideas welcomed on how improvements could be made in the future. It was stressed that the CCG and the Council were keen to encourage input from a wide group of participants including the wider community, service users, volunteers and carers as well as professional, clinical and administrative staff. Participation was invited in Phase One with the hope that groups would be willing to continue to engage as part of the ongoing process to influence positive change.

Stakeholders were encouraged to visit www.yourcareyourway.org to discover more detailed information on the review, dates of forthcoming events and summary reports from all of the engagement events that have taken place to date.

Engagement Events

Engagement events were held in towns and villages across Bath and North East Somerset. Where possible activities were timetabled to fit in with existing meetings which groups already had planned, but where this was not possible special meetings were held.

In addition to meeting with groups focussing on specific conditions (e.g. the Stroke Association) or specific age groups (e.g. Age UK B&NES) there were also meetings with a broader reach including the Council's three Community Area Forums. The Forums include local councillors, public service providers (police, fire service etc.) along with representatives of community groups and local residents. Other engagement events included briefings for staff in community health and social care teams as well as service users and volunteers from a wide range of public, private and voluntary sector organisations.



Event	Main Audience	Date	Venue	Attendees (approx.)
Launch Event	All	29 January 2015	Bath Assembly Rooms	200
BaNES GP Forum	Workforce	11 February 2015	Saltford Golf Club	50
Chew Valley Area Forum	Community	12 February 2015	The Wellsway, West Harptree	20
Keynsham Area Forum	Community	18 February 2015	Community Space, Keynsham	35
Somer Valley Area Forum	Community	19 February 2015	Midsomer Norton Town Hall	25
Mental Health & Wellbeing Forum	Workforce	3 March 2015	Southdown Methodist Church, Bath	20
Developing Health and Independence	Workforce	12 March 2015	The Beehive, Bath	30
Sirona Service User Panel	Community	16 March 2015	St Martin's Hospital, Bath	5
Sexual Health Board	Workforce	17 March 2015	St Martin's Hospital, Bath	10
Adult Social Care Team Briefing	Workforce	18 March 2015	St Martin's Hospital, Bath	10
Healthwatch fieldwork	Community	w/c 23 March 2015	RUH, Bath	100
Stroke Association	Community	23 March 2015	Bath Bowling Club	20
Domiciliary Care BANES	Workforce	24 March 2015	Fry's Conference Centre, Keynsham	20
Carer's Centre Staff Meeting	Workforce	1 April 2015	Carer's Centre, Bath	10
Breathe Easy Group, Bath	Community	2 April 2015	Combe Down Surgery, Bath	10
Village Agents – Chew Valley	Community	14 April 2015	The Conygre Hall, Timsbury	18
Health and Wellbeing Network	Workforce	15 April 2015	Folly Farm, Pensford	27
Pharmacists meeting	Workforce	15 April 2015	St Martin's Hospital, Bath	5
Young People's Equalities summit	Community	17 April 2015	Bath Spa University	100+
People and Communities Staff Briefings	Workforce	21, 29 and 30 April 2015	Various	3 x 15
Practice Managers meeting	Workforce	21 April 2015	Elm Hayes Surgery, Paulton	20
Age UK Hub in a Pub	Community	21 April 2015	The Stoke Inn, Chew Stoke	4
Dorothy House Hospice	Workforce	22 April 2015	Dorothy House Hospice, Bath	5
BANES Carer's Centre, Radstock	Community	22 April 2015	Radstock	10
Dementia Care Pathway group	Workforce	23 April 2015	St Martin's Hospital, Bath	10
End of Life group	Workforce	29 April 2015	St Martin's Hospital, Bath	10

Collecting Feedback

Each engagement event began with a presentation on the purpose and principles, phases and timing of the **your care, your way** review followed by a Q&A session.

More detailed feedback was then encouraged through verbal discussions at the meetings, either in facilitated workshops or smaller group sessions. The following three questions were commonly used across all engagement events in order to focus the feedback.

1. What works well at the moment?
2. What are the opportunities and how do we seize them?
3. What are the barriers and how do we overcome them?

Case Studies

In order to encourage more people-focused feedback, a number of case studies were prepared. These represented nine individuals all facing different issues or life events and with a wide range of options or pathways to take in terms of their engagement with and support from community services.

Participants were invited to consider social, health and environmental impacts, potential for change and the best way to provide any required support in the immediate and long term. The nine case studies will be used throughout all four phases of the review to enable further analysis of issues and to assess how service delivery options might work in relation to some 'real life' scenarios.



Raising Awareness

We recognised from an early stage in the project that engaging effectively with such a wide range of stakeholders would require a large amount of financial and human resource. As a result, our engagement strategy was built on the principle of identifying and working with partners who could help us to raise awareness of the review and disseminate our key messages through their network of members and staff.

As a result, a number of key networks such as Connecting Capacity (the voluntary, community and social enterprise network), Business West (the regional business network), Bath Mums and the University of the Third Age posted information on their own websites and emailed out to their membership, pointing them to the **your care, your way** website as a resource for further information and as a means of providing feedback.

In addition, everyone who attended an engagement event was provided with hard copies of the **your care, your way** leaflet and overview document. They were encouraged to spread the word about the project and pass on the details of the **your care, your way** website to colleagues, service users, friends and relatives.

The launch event on 29 January also attracted media attention with a full page article in the Bath Chronicle and a live interview on BBC Radio Bristol. Generating more media coverage will be a key part of ensuring that we reach as many people as possible in Phase Two.

A double page spread about **your care, your way** featured in the March edition of the Council's Connect magazine, encouraging people to get in touch to share their feedback. 76,000 copies of the magazine are distributed to households across the Bath and North East Somerset area with copies also available in Council public access points like libraries and Council Connect Offices.

Online Engagement

The **your care, your way** website attracted 883 unique visits by 28 April 2015 with people spending an average of 3 mins 56 seconds on the site. 681 visits were from a desktop computer, 103 from a tablet device and 93 from a smartphone. Just under 50% of people viewing the website have followed a link from the CCG or Council website and the remainder from searching on Google or another search engine. The Overview Document has been downloaded 57 times.

We have had varying success on Twitter where we used the hashtag #ycywbanes to join together people's views about community services. This worked very effectively at the launch event with questions being raised through Twitter and a number of delegates tweeting to their followers throughout the afternoon. Since then, there have only been a limited number of tweets and we are yet to generate the level of online debate we would like to see. Similarly, the **your care, your way** Facebook page quickly gathered 54 followers but there has been very little interaction on the page since then. Generating more discussion on social media will be a key part of Phase Two as we encourage people to use their experience and expertise to influence the evolving service models.



4. Key themes: problems and solutions

Phase One has given us an enormous amount of qualitative feedback about the way community services are performing now and ideas for delivering improvements in the future.

In order to use this large amount of information effectively, the feedback has been structured into nine key themes as set out in the introduction. This section provides more detail about each theme; highlighting the problems faced and the suggestions for improvement.





1. Provide more joined up care

Problems	Solutions
<ul style="list-style-type: none"> • Lack of communication and integration between agencies and departments often leads to fragmented services • Continuity of care and support is sometimes lacking • Too many boundaries between services • Need to avoid a “silo” approach, creating barriers and preventing care across the pathways. • Handover of care • Integration between service providers/partnership working • Lack of co-ordinated approach • Not sustainable • There is a need for greater integration between service providers and more consideration of ways to improve partnership working • Competition for contracts and funding can reduce or prevent joined up working of voluntary and community sector services • Mental health services inadequate and difficult to access/work alongside – referral criteria too high or inadequate funding? • Need for more services to be offered during early stages of dementia – lots of people get lost between NHS and Social Services • Good services are out there but these need to be dovetailed together better. 	<ul style="list-style-type: none"> • Multi-agency service hubs • Multi-disciplinary teams • Whole systems approach • Continuity of care could be improved by moving towards a more co-ordinated approach • Review existing contracting methods between services to avoid “silos” developing • Embrace technological advances • Encourage professionals to think about the services they would want to receive themselves as well as approaching the subject from a provider perspective. • More flexibility for community service staff to enable them to deliver care across pathways • Carers have a key role joining up formal and informal care • Bring together services users and members and give them a chance to have their say • Future workshops that show good practice and compare what is being offered in other areas of the country • Move away from a time and task based approach and manage in a more sustainable way e.g. commission and provide on an ‘outcomes based’ approach • Parity of esteem between partners in the system is key to reduce hierarchies and build a sense of trust.





2. Consider the whole person

Problems	Solutions
<ul style="list-style-type: none"> • Need a more holistic approach – equal priority for mental/spiritual as well as physical needs • Need to empower and enable independence • Not enough support for individual or for carers • How to support clients with complex needs. 	<ul style="list-style-type: none"> • Offer more choice – right time, right place • Work on more individualised care and support • Focus on person centred/family centred needs • Services need to be more flexible to meet individual needs • Encourage peer support – those best able to support are individuals who understand what the other person is going through • Services supported by pooled budgets allowing the focus on person-centred needs being met • Shift the skill-set and mind-set to promoting greater independence rather than doing things for patients • Listen to the service user when forming a plan • Patients need a ‘promise’ of what to expect and easier means of raising issues if things go wrong • The word “patient” suggests someone who has had something done to them – we need to treat people as “people” not just patients or service users.



3. Focus on prevention

Problems	Solutions
<ul style="list-style-type: none"> • Equality of access is an issue • Need more accessibility / to simplify access • Need to be more responsive • Not timely enough • People wait until crisis point to access services which means they require more intensive support • People are not prepared by their employers for retirement and go from leading an active life to sitting at home • Lack of early intervention especially around mental health post diagnosis – if not picked up early results in full blown mental health issues • People are treated too often as a single acute intervention – clinicians deal with the reason for presenting and think they have done the job. 	<ul style="list-style-type: none"> • More SMART/early interventions • Offer more support to older people • Encourage greater individual responsibility • Promote and encourage general wellbeing services • Empower individuals via ‘self service’ options Education and courses eg diabetes • Consider an individual’s current lifestyle, history and situation – monitoring to prevent illness getting worse • Don’t treat people as a single acute intervention • Communicate with the patient – follow up and feedback on outcomes • Enhance links with education • Provide tailored care packages Each practice should have a patient representative for each long term condition • Personal Health Budgets – encourage people to make individualized choices • Need printed information on release from hospital in case something goes wrong at home.



4. Reduce social isolation

Problems	Solutions
<ul style="list-style-type: none">• Think about strategies for supporting rural and isolated communities where lack of community services is an issue. Practical concerns such as transport as well as clearer signposting of services available within the community.• Social isolation is a big issue and not just in rural areas• Demographics tend to focus on the elderly in rural areas – younger people can be overlooked• Recognition that carers need support• Need access to care and support regardless of geographical location• People living on their own are disconnected – won't attend support groups unless they receive a personal invite• Accessibility of buildings/transport prevents people getting out and about• Access to care services and travel times – care agencies in the Chew Valley in particular hard to access or locate• Lack of emotional support services• If you don't fit into specific categories you fall between the gaps• Older people in particular can be very independent not wanting to ask for help or admit they might need it• Domiciliary care contracts and coverage of area do not include sufficient travel time• If people don't leave the house they need someone to reach out to them• GPs in Bath need training in LGBT.	<ul style="list-style-type: none">• Learn from the success of the Village Agents• Introduce more mobile services• Consider 'buddy' services to reduce social isolation• Clearer signposting and promotion of services and social networks available within the community/"social prescribing"• Encourage greater community involvement/local 'hubs'• Provide key functions: Community Matrons, District Nurses and Health Visitors• Improve public transport links/dial-a-ride• Upskill local volunteers eg arrange local first aid courses to build community confidence• Encourage volunteer networks• Provide good venues in accessible locations with no steps and good parking• More training and cluster working for GP services ref dementia and available day services.





5. Build community capacity

Problems	Solutions
<ul style="list-style-type: none"> • Need to build more community capacity – lack of community services or support • Support and community groups need individuals with energy and ability to run them • Being bold with new developments within the commissioning process is very difficult when planning finances in a charitable organisation. 	<ul style="list-style-type: none"> • Make more of local community centres/facilities for sharing of information/‘hubs’ • Encourage community leadership • Involve voluntary organisations • Focussed care-centres in areas of greatest need • Ability to get x-rays in a community setting as opposed to hospital • Community cluster teams • Community physio, pharmacies, diabetes service etc • A community consultant who can coordinate all the services a patient requires • Welfare officers attached to surgeries to help plan care • Need more involvement of homecare staff in discharge of patient • Better partnership working eg Tesco and Diabetes UK – involves dietician, dietary plans and lunch clubs • Local pharmacies offering free delivery.



6. Guide people through the system

Problems	Solutions
<ul style="list-style-type: none"> • Equality of access is an issue • Need more accessibility / to simplify access • Need to be more responsive • Not timely enough • Need access to care regardless of geographical location • Multiplicity of services and professionals – service users are not sure how to access or navigate the system • People expected to attend multiple appointments for diagnostic tests especially difficult for elderly or working people • Separate health and care budgets make it very confusing • Different generations access services in different ways – not “one size fits all” • Assessment process – can be a barrier and paperwork complex • Social care assessments are still a hold-up in moving people through the system • Services can be too rigid for people who are vulnerable and chaotic • Availability of accessible and flexible mental health services needs to be addressed. 	<ul style="list-style-type: none"> • More SMART/early interventions • Offer more support to older people • Encourage greater individual responsibility • Simplify access to care and seek to integrate and connect care records • There needs to be better planning for end of life care • Consider a named, single point of contact • Pharmacists working in GP practices and care homes • Longer and weekend opening hours of services • Carry out more diagnostics locally and offer results by phone • A crisis can occur at any time – appropriate community services need to be available outside the normal 9-5 window • Need access points throughout the system for information • Family Information Services Helpline – a great system combining helpline and database • Funding by Councils to provide resilience if circumstances change • Make services more flexible to individual needs • Having people with mental health qualifications embedded in the service would help.



7. Value the workforce and volunteers

Problems	Solutions
<ul style="list-style-type: none">• Difficulty recruiting and retaining staff• Expectations are not high with regards to career progression/opportunities• Skills needs - workforce capacity and capability needs to develop in line with any new model of care• More choice and variety of contracts• Better access to training/sharing of training facilities• Need to overcome the negative image in the media of social care• Conditions and pressures of work for home care workers.	<ul style="list-style-type: none">• Encourage more peer support• Build trust and assign responsibility• Encourage a learning environment• Better training/sharing of training opportunities• Offer free coaching and development support for carers and nurses• Build on willingness of staff to always 'go an extra step' for their patients• Take a joined up approach with Occupational Health/ Learning & Development to ensure all new staff are healthy, safe to work and given essential training asap• Carers and volunteers need more recognition, reward, training and support in their own health• GP receptionists – more understanding and asking the right questions• Provide respite and support for carers/ free carers personal care• Consider apprenticeships for young carers coming out of school• 'Skills for Care' qualification is positive to motivate and recognise the role care staff play.• Need a clearer career path within social care and the caring professions.





8. Share information more effectively

Problems	Solutions
<ul style="list-style-type: none"> • Signposting is key – people need to know what services are available and where • Confused or contradictory messages • Insufficient signposting especially to local services • Not always easy to find or navigate through information provided • There needs to be more sharing of information between and within agencies • Seek to change behavioural and cultural barriers around information sharing • Lack of communication between primary and secondary care • Behavioural and cultural barriers around information sharing • Confidentiality – DOH principle that sharing information can be as important as withholding it • Volume of schemes/initiatives – makes it almost impossible to know all that is happening. 	<ul style="list-style-type: none"> • Clearer pathways/roadmaps • Effective and clearer communications • Better dissemination of knowledge of services available • Voluntary and third sector providers can play an important role in signposting • Village agents play an important role in signposting local people to useful information and services, particularly those new to the area • Needs to be better communications and information between all parties especially on borders where some care services are split between BANES and neighbouring authorities • Clear and unambiguous communications are needed – avoid using healthcare jargon when presenting to patient groups • Promote and advertise courses and initiatives better • Make better use of technology • Consider a 'link agent' in GP practices to help identify what is available • Introduce something along the lines of 'First Contact' scheme in South Gloucestershire • Have leaflets and information you can hand out at clubs, schools etc • Deliver an annual leaflet to homes including group listings, etc.



9. Embrace new technology

Problems	Solutions
<ul style="list-style-type: none">• Need improved connectivity/broadband especially in rural areas• Separate websites for different agencies can make it hard to know where to go for information.	<ul style="list-style-type: none">• Embrace technology – encourage patients to interact via apps and mobile platforms• Integrate and connect care records - Care plan database is imperative• Use technology to give patient information to urgent care/first response teams at first contact• New equipment is needed• Better use and trust in assistive technology• Exercises you could do yourself using apps on table devices like Talk Board then see a therapist every few months• Health and Wellbeing Board webcast very useful• Invest in smaller providers to assist with IT/input to a system• Introduce earlier in support for individuals so they are more confident in using• Systems co-produced by people/focus group who use it ie offer phone not internet if person not IT literate• Example of Brokerage team in North Somerset – use a website to match gaps in service and postcodes of patients with available staff/hours• Consider remote diagnostics which could avoid a patient having to travel to a consultant/hospital.



5. Evaluation

Your care, your way is a two year project and we are keen to learn lessons from each phase so that we can continue to adapt and improve our engagement with our stakeholders.

What did we do well?

- 1** The launch event was very well attended and received very positive feedback.
- 2** We have engaged with over 500 people face to face from all parts of Bath and North East Somerset and the website has been viewed by over 800 people.
- 3** We have received very good feedback about the presentation we give at the start of each event to explain what the review is all about.
- 4** The best feedback has been collected when we have used the three key questions: What's working well? What are the barriers? What are the opportunities?
- 5** The nine case studies have helped to spark conversation in the groups and prevented people from focussing on single issues.

What could we do better?

- 1** We need to encourage more debate on social media through regular Twitter Q&As and by creating more engaging and shareable content e.g. infographics, quizzes, videos.
- 2** We have not reached enough children and young people but we have plans to address this in Phase Two with a bespoke survey and two Youth Parliament events.
- 3** We have not reached enough seldom heard groups (e.g. BME communities and people who experience health and care inequalities). We will address this in Phase Two through workshops and outreach events including stalls and drop-in events in supermarkets and public places.
- 4** We must generate sustained media coverage and distribute more posters, leaflets and other printed materials in Phase Two to ensure that people remain engaged.
- 5** A major piece of engagement such as this will inevitably evolve over time and we strongly encourage all our stakeholders to help us identify and reach any people who have not had a chance to participate in the review so far.

6. Next steps

The objectives of Phase Two are as follows:

- Develop a range of options for the future provision of community services
- Obtain agreement with stakeholders on the preferred option(s)
- Develop outcome-based service specifications with stakeholders.

In order to achieve this, Phase Two will be split into two distinct sections.

Phase 2a – May to August 2015

We will launch a survey for front line staff across the health and care sector in Bath and North East Somerset so they have an opportunity to contribute their ideas about how community services could be delivered.

We will also launch a survey tailored specifically for children and young people along with a resource pack to enable schools and voluntary sector organisations to run sessions with young people and encourage their feedback about services. The results will be used to plan two day-long events with the Primary and Youth Parliaments in June.

The centerpiece of Phase Two will be a daylong event at Bath Racecourse on Thursday 21 May where we will use process mapping techniques to map out the nodes and the links required to deliver excellent community services. This event will bring together the insights of service users, carers, commissioners, GPs, front line staff and voluntary sector organisations to develop more detailed proposals for community services.

After the Design Day on 21 May we will arrange a series of workshops with specific groups of people such as young people, people with learning disabilities and other seldom heard groups to check that the proposed models can be used easily by people with diverse and unique needs.

Phase 2b – September and October 2015

In September and October we will publish our detailed proposals and begin an eight week period of formal consultation with the whole population of Bath and North East Somerset to seek their support before progressing with Phase Three.

This consultation will have a more quantitative approach than the previous engagement to provide clear evidence of which aspects of our proposals are supported by the community. This feedback will be collected through one standard survey and our efforts in Phase 2b will focused on encouraging as many responses as possible.

Appendix A – Supporting documents

If viewing this report online please click on the event to view the event report.

If you are reading a hard copy version then please visit www.yourcareyourway.org/get-involved to view these documents or contact us on **01225 396512** if you would like to request a hard copy.

- [your care, your way - Getting Started: Overview](#)
- [your care, your way - Communications and Engagement Strategy](#)
- [NHS Five Year Forward View](#)
- [Seizing Opportunities: BaNES CCG Five Year Strategy](#)
- [B&NES Joint Strategic Needs Assessment](#)
- [B&NES Joint Health and Wellbeing Strategy](#)
- [NHS England Action Plan on Hearing Loss](#)
- [Lesbian, Gay, Bisexual and Trans Health and Wellbeing in Bath and North East Somerset](#)

Appendix B – Event reports

If viewing this report online please click on the event to view the event report.

If you are reading a hard copy version then please visit www.yourcareyourway.org/get-involved to view these documents or contact us on **01225 396512** if you would like to request a hard copy.

Community

1. [Launch Event](#)
2. [Keynsham Area Forum](#)
3. [Somerset Valley Area Forum](#)
4. [Chew Valley Area Forum](#)
5. [Village Agents – Chew Valley](#)
6. [AgeUK Hub in a Pub](#)
7. [Young People’s Equalities Summit](#)
8. [Healthwatch Fieldwork](#)
9. [Sirona Service User Panel](#)
10. [Stroke Association](#)
11. [Breathe Easy Group](#)
12. [Carers’ Centre \(Radstock\)](#)

Workforce

13. [Carers’ Centre \(Bath\) – Staff Meeting](#)
14. [Developing Health and Independence – Staff Meeting](#)
15. [CCG Staff Away Day](#)
16. [GP Forum](#)
17. [Pharmacists Meeting](#)
18. [Mental Health and Wellbeing Forum](#)
19. [Dementia Care Pathway Group](#)
20. [Sexual Health Board](#)
21. [Dorothy House Hospice](#)
22. [Health and Wellbeing Network](#)
23. [Domiciliary Care Providers](#)
24. [Day Services Provider Forum](#)

Get involved!



Come to an event:
Come to a *your care, your way* event or invite us to your local community group



Write to us:
your care, your way,
BaNES CCG, St.Martin's Hospital,
Clara Cross Lane, Bath, BA2 5RP



Find us on Facebook:
[facebook.com/yourcareyourway](https://www.facebook.com/yourcareyourway)



Discuss on Twitter:
[#ycywbanes](https://twitter.com/ycywbanes)



Send us an email:
yourcare@bathnes.gov.uk



Call us:
01225 396512

www.yourcareyourway.org

Let's plan community services together

Bath & North East Somerset Council		
MEETING/ DECISION MAKER:	Cabinet	
MEETING/ DECISION DATE:	9th September 2015	<small>EXECUTIVE FORWARD PLAN REFERENCE:</small>
		E 2758
TITLE:	Transforming Firs Field into a Centenary Park	
WARD:	All	
AN OPEN PUBLIC ITEM		
List of attachments to this report:		
N/A		

1 THE ISSUE

- 1.1 Fields in Trust has launched a new initiative called Centenary Fields, to protect and preserve the UK's war memorial fields, parks and green spaces that include war memorials and other valued green space with significance to World War I.
- 1.2 Designated sites would be protected in perpetuity through a legal deed of dedication between the Council and Fields in Trust.
- 1.3 Following discussions with officers and local consultation with the Friends of Firs Field, it is proposed that Firs Field would be ideal for this programme

2 RECOMMENDATION

- 2.1 Subject to discussion with the Charities Commission, that Cabinet recommends to the Council that it enter into a legal deed of dedication giving Centenary Field designation to Firs Field.
- 2.2 That Cabinet recommends to the Council that the Leader of the Council agrees, on behalf of the Council as corporate trustee, to include the land held on trust within this designation, on the basis that Centenary Field designation will appropriately serve the aims of the trust created.

3 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

- 3.1 There are no additional resource implications in designating the site as it is currently managed and maintained by the Council's Parks Service.
- 3.2 The site will continue to be the responsibility of the Council to maintain, there is therefore no expected change to the costs of this site within the Parks budget, however the maintenance costs would become a continuing budget requirement in perpetuity - in line with the deed of dedication.
- 3.3 The costs associated with the process are any legal costs; the installation of the commemorative plaque (the plaque is provided free) and the cost of registering the resulting restrictions with the land registry approximately £80.00. Legal costs will be covered by the WW1 Centenary Budget held by the Arts Development Section.
- 3.4 The site will be designated in perpetuity and cannot therefore be sold or developed in the future without meeting specific criteria detailed in 5.7 below.
- 3.5 Fields in Trust is an external trust separate to the Council and there are therefore no implications for management and finance of the Trust itself.

4 STATUTORY CONSIDERATIONS AND BASIS FOR PROPOSAL

- 4.1 The main consideration is that Members should be aware that this decision is in perpetuity and therefore may limit any development proposals of a future administration.
- 4.2 The Planning department have confirmed that this site is not required to meet any development needs identified in current or emerging plans.

5 THE REPORT

- 5.1 This report is presented following representation by the Friends of Firs Field to designate the site as a Centenary Field.

5.2 Background relating to the site's significance in relation to World War I

At a meeting of discharged soldiers in February 1919, the men had asked that a Church Army hut should be built as a memorial to those who had died in the war, and as a place that ex-soldiers could use for recreation.

According to the Historical Guide to Monkton Combe, Combe Down and Claverton (1924) the Reverend Sweetapple was instrumental in arranging the purchase of Firs Field which then measured 4.75 acres. The Reverend Sweetapple is named in the first conveyance of 3rd March 1919 as purchasing the whole field from the Misses Stennard, acting on behalf of the residents who had subscribed to the cost of the field. The larger part of Firs Field was conveyed to Monkton Combe Parish

Council for £750.00 on 9th February 1920. The Misses Stennard kindly refunded £50.00 of the price to commemorate England's victory in the Great War and to keep in memory those who so bravely laid down their lives for their King and Country from the Parish of Combe Down.

The remainder of Firs Field continued to be held under a charitable trust but was finally conveyed to the Parish Council on 1st June 1965. A handsome memorial cross which still stands today was also erected in the Field along with a Church Army hut that was demolished in the 1960s.

Following several boundary changes and local government re-organisations, Bath and North East Somerset Council is now the statutory successor to the Parish Council and responsible for the management of Firs Field. Following a Counsel's Opinion obtained in 2009, the land conveyed in 1965 is deemed to be held by the Council on trust to provide a public recreation facility for the residents.

Harry Patch, known as the 'Last fighting Tommy' grew up on Combe Down and was called up in October 1916. He was sent to France in June 1917 and was wounded while serving in the Duke of Cornwall's Light Infantry. He returned to live in Combe Down village after the war. Harry Patch took part in the church service and the ceremony to unveil the war memorial on the 28th May 1921 and this is recorded movingly in his memoirs.

- 5.3 Firs Field has continued to be the centre of community life on Combe Down. Older residents - some the direct descendants of the original subscribers - have ensured that the story is known of how the field was bought by public subscription as a memorial to those who lost their lives in the First World War..
- 5.4 The Centenary Fields programme aims to protect at least one green space in every local authority area to commemorate the centenary of World War 1.
- 5.5 Fields in Trust exists to safeguard fields in perpetuity via a legal document called a deed of dedication through the Centenary Fields Programme and other similar initiatives.
- 5.6 Phase 1 began in April 2014 when first tier local authorities received an initial approach. Phase 2 began in November when Town and Parish councils were approached with a similar request to nominate suitable sites.
- 5.7 Fields in Trust want the network of Centenary Fields to be established by November 2018 with all deeds of dedication signed by this time. Any sites that have not completed the deed by this date will not be eligible to take part in the scheme.
- 5.8 Each application is assessed through a site visit after the application is filled out by the landowner evidencing ownership. The principal use of the site should be outdoor recreation, sport or play. The site must have public access and be accessible in terms of its location and affordability for the local community. Sites must also have local managers e.g. the council's Parks department. The Deed of Dedication must be agreed and signed within six months of submitting an application.
- 5.9 The site continues to be managed by the Local Authority and all aspects of the management and maintenance remain the same and will retain the name. The

site will receive a commemorative plaque to be display denoting its status as a Centenary Field. The decision is legally binding in perpetuity and protects the site from future development or from being considered a disposable asset.

5.10 Fields in Trust does accept that on rare occasions communities change and land use changes accordingly. Parts of sites, or very rarely, whole sites can therefore be disposed of provided the disposal is of clear advantage to, and in the best interests of, the community from a recreational perspective. The criteria which Fields in Trust applies to replacement facilities are that they should be of:

- at least equal size
- better quality
- serving the same community in terms of catchment area.

5.11 Additionally, and very importantly, the entire proceeds of any disposal should normally be re-applied to new sport, recreation and/or play facilities, with priority given to outdoor before indoor facilities

6 RATIONALE

6.1 This proposal has community support and is a positive way of commemorating local war heroes and the centenary of the Great War.

7 OTHER OPTIONS CONSIDERED

7.1 None.

8 CONSULTATION

8.1 Friends of Firs Field, Monitoring officer, Section 151 officer, Planning Department, Property Services, Legal Services, Strategic Director Place.

8.2 The Charities Commission will need to be consulted to ensure there are no issues with this proposal from their perspective, in relation to the piece of land currently held in trust.

9 RISK MANAGEMENT

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

Contact person	<i>Michael Rowan 01225 396811</i>
Background papers	http://www.fieldsintrust.org/centenaryfields.aspx
Please contact the report author if you need to access this report in an alternative format	

Bath & North East Somerset Council		
DECISION MAKER:	Cabinet	
DECISION DATE:	9th September 2015	EXECUTIVE FORWARD PLAN REFERENCE:
		E 2782
TITLE:	Leisure Contract – Capital Approvals and reserve use	
WARD:	All	
AN OPEN PUBLIC ITEM		
List of attachments to this report:		
None		

1 THE ISSUE

1.1 The Leisure Contract preferred bidder has been announced and the Council is now in a position to fully approve

- the capital budgets for Bath Leisure Centre refurbishment works;
- Council costs associated with the delivery of the contract; and
- Bath Recreation Ground Trust capital works.

2 RECOMMENDATION

2.1 To fully approve the element of current capital budget of £7.635m for Bath Leisure Centre Refurbishment.

2.2 To fully approve the capital budget of £2.0m for potential Council costs associated with the delivery of the contract.

2.3 To fully approve the capital budget of £2.0m for Bath Recreation Ground Trust capital works.

2.4 To extend the use of the Invest to Save reserve to up to 6 years (rather than the previously approved 4 years) to optimise the smoothing of Council and Leisure Operator costs, and that this be repaid over a period of up to 10 years.

2.5 To increase the Leisure base budget by £175kpa to cover the ongoing cost of the annual payment to the Bath Recreation Ground Trust thus increasing the financial pressure on the Council which will need to be considered as a commitment as part of the 2016/17 budget.

3 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

- 3.1 Approval of Capital Budgets:** The capital budgets are all provisionally approved in the capital programme, either by approval by full Council as part of the budget report in February 2015 or via the subsequent decision in March 2015 by the Chief Executive in consultation with Group Leaders. This decision is to move the budgets to fully approved status. The element of provisional budget for Keynsham will remain provisional and will be subject to a future decision.
- 3.2 All the capital budgets are funded by Corporate Borrowing. The cost of repaying this borrowing is more than covered by the additional income received from the new Leisure provider over the duration of the contract – Greenwich Leisure Limited (GLL).
- 3.3 Use of Invest to Save Reserve:** In the urgent decision of March 2015, approval was given ‘That an allocation of up to £2.1m be made within the Invest to Save reserve to cover the smoothing of Council or contractor costs in the first 4 years and that this be repaid over a period of up to 10 years, subject to final bids (rather than the currently approved 3 years).’
- 3.4 Having announced a preferred bidder and having an agreed profile of payments between the provider and the Council, in order to best fund the early years of the contract, it is proposed to extend the initial period over which the reserve is drawn down to 31 March 2021, then to be repaid over a 10 year period as previously approved.
- 3.5 The annual payment of £175k to the Bath Recreation Ground Trust does not form a direct part of the Leisure contract, however the impact of this payment on the Leisure budgets is such that the financial benefit of the new Leisure contract is not anticipated to cover the additional commitment until around 2022/23. The change in base budget would remove the impact of this payment and will increase the financial pressure on the Council; this will need to be considered as part of the 2016/17 budget process and the 2015/16 position considered as part of the Council’s overall outturn position.
- 3.6 The current assumption is that interest on borrowing will be 3.5%. There is a risk that interest rates will increase; the impact of a 0.5% increase in interest in a mature borrowing year on the above borrowing is c£36kpa. This would be an additional cost to the Council if it arises and would adversely impact the Leisure budgets.

4 STATUTORY CONSIDERATIONS AND BASIS FOR PROPOSAL

- 4.1 There are no legal obligations arising directly from this report. Public Health and inequalities issues are addressed as a result of this proposal and by the delivery of the Fit for Life Strategy (see details in 5.)

5 THE REPORT

- 5.1 The procurement process for the new leisure contract started in July 2014. This followed the adoption of the Fit for Life Strategy which set out the Council’s priorities around physical activity, including the provision of leisure facilities. There was significant interest in the contract from the market with over 10 submissions at the PQQ stage.

5.2 4 bidders were shortlisted and all provided detailed solutions stage bids showing significant improvements above the current level of service.

5.3 The shortlist of 4 was reduced to two final bidders at the end of January to enter the targeted dialogue phase of the process.

5.4 GLL were chosen as the preferred bidder in May and commenced operation of the contract on 1st July 2015.

5.5 The objectives of the new contract are to:

- deliver significant investment in the facilities to bring them up to date, addressing the backlog of maintenance issues;
- provide a new facility in Keynsham to replace the current life expired facility;
- reduce the annual cost to the Council;
- provide a much enhanced user experience; and
- support the delivery of the Fit for Life Strategy which seeks to improve the health of our population through encouraging *more people to be more active more often*.

5.6 In summary the preferred bid turns the portfolio of leisure facilities from being in a poor state of repair with significant maintenance liabilities into modern, fit for purpose facilities with a secure financial future which will make a significant contribution to the delivery of the Fit for Life Strategy.

5.7 The Council's initial feasibility studies showed an expected total capital cost of £15 million for the refurbishment of Bath and the new build leisure centre in Keynsham -- taking into account repairs and maintenance issues highlighted in condition survey reports across the portfolio of facilities. Borrowing limits were set to allow for £12 million of Council borrowing and £3 million of investment from the chosen bidder to deliver this work.

5.8 During the dialogue phase the 2 remaining bidders proposed enhancements over and above the initial feasibility work which will provide greater increases in participation and income levels. For example a new teaching pool at Bath Sports Centre and a greater range of activities to appeal to families and younger people such as climbing and enhanced soft play which make the contract more financially advantageous to the Council.

5.9 As a result of this in March a report was taken to Group Leaders to consider raising the borrowing limits and adjusting the budget to allow for up to £15 million of borrowing to deliver these enhanced works, which was agreed.

5.10 At this stage approval to spend is only required for the works to Bath Sports and Leisure Centre as these works are scheduled to start in this calendar year. A report for approval to spend for the Keynsham new build will be tabled once a site has been agreed and work has progressed further on this scheme. It should also be noted that there will be a further requirement for additional budget in

relation to the new build centre in Keynsham for essential associated works once the proposal is more clearly defined. This will be in relation to, for example, car parking provision, land acquisition etc which could be in the region of £3-5 m. These will only become clear once Keynsham feasibility, parking and transport studies have been completed and the viability of the proposals tested. This additional amount will be requested through the normal budgetary process.

5.11 Further to this a budget of up to £2m was approved in principle to undertake additional works required by the Bath Recreation Ground Trust as part of the agreed Heads of Terms to resolve the lease of the Leisure Centre in Bath.

5.12 A capital budget of £2.0m was also approved in principle for potential Council costs associated with the delivery of the contract. These costs will:

- ensure the proper and effective delivery of the proposed improvement works to the leisure centres in the contract;
- secure the delivery of a new leisure centre in Keynsham; and
- provide the necessary support to ensure the effective mobilisation of the contract and the establishment of a robust contract monitoring regime.

- This report seeks approval to spend against these decisions taken in March.

6 RATIONALE

6.1 In order to commence works on site and to support the implementation of the Leisure Contract, the budgets need to be fully approved to enable authorised expenditure.

6.2 The rationale for the Invest to Save decision is largely on a value for money basis, this being the most cost effective way of financing the early years of the new Leisure Contract.

7 OTHER OPTIONS CONSIDERED

7.1 Not to re-procure the contract. This would have involved taking the service back 'in house' as there was no provision to extend the Aquaterra contract. This option would have involved significant costs to the Council with a much reduced prospect of additional income being generated as the Council does not currently have the expertise to do this.

7.2 Condition surveys identified £5.7 million worth of works that needed to be completed to bring the sites up to an acceptable standard. This was to address the falling customer satisfaction with the facilities and ensure usage did not decline and impact on income generation. These works would not have provided any additional income, but would be required to maintain current levels meaning that 'do nothing' was not a viable option. The likely borrowing cost of this work would be c£400k pa over 20 years.

7.3 Bringing the service back 'in house' would have required the Council to develop the facilities itself without the support of the considerable expertise that exists in the market place. Experienced leisure contractors are far better placed to both

deliver the developments themselves and then ensure those facilities are used to drive maximum increases in both participation and income.

7.4 Further to this there would have been significant financial impacts on income and expenditure with a Council operated facility. The Council would also have been required to charge VAT on memberships, something which Charitable Trusts do not, resulting in either a 20% increase in membership cost to the public or a 20% drop in income. The Council would also have been required to pay the full NNDR costs which currently stand at c.£55k per year due to charitable trusts only being required to pay 20% of these costs this would have increased to c.£275k per year.

7.5 The Leisure provider to cover all borrowing over £12m. This would have led to reduced payments to the Council and therefore was not recommended on a value for money basis, however this still requires the Council to provide a guarantee over the additional borrowing.

7.6 The Leisure provider to smooth payments to the Council and cover the balance by borrowing. This would have led to reduced payments to the Council and therefore was not recommended on a value for money basis.

8 CONSULTATION

8.1 Consultation has been carried out with Cabinet Members, Strategic Directors, Section 151 Finance Officer, Monitoring Officer, Divisional Director for Project Delivery, Chief Property Officer, Procurement and external leisure consultant.

9 RISK MANAGEMENT

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

9.2 The current assumption is that interest on borrowing will be 3.5%. There is a risk that interest rates will increase; the impact of a 0.5% increase in interest in a mature borrowing year on the above borrowing is c£36kpa.

Contact person	<i>Louise Fradd, Strategic Director – Place 01225 395385</i>
Background papers	Urgent decision by Chief Executive in consultation with Group Leaders (March 2015): Leisure Contract Procurement Update; Amendment to Borrowing Limits; use of Invest to Save reserve
Please contact the report author if you need to access this report in an alternative format	

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Bath & North East Somerset Council		
MEETING	Cabinet	
MEETING	9 September 2015	EXECUTIVE FORWARD PLAN REFERENCE: E2777
TITLE:	Consideration of the introduction of a Public Space Protection Order to ban the amplification of busking in Abbey Green, Abbey Churchyard and Kingston Parade	
WARD:	Abbey	
AN OPEN PUBLIC ITEM		
List of attachments to this report:		
Appendix A Summarised responses to the consultation exercise on the proposed PSPO		
Appendix B Anti-social Behaviour, Crime and Policing Act 2014, Section 43 Community Protection Notices (CPNs)		
Appendix C Busking complaints received by B&NES Council in 2014 and 2015		

1 THE ISSUE

- 1.1 This report brings the findings of the consultation exercise carried out on the proposal to introduce a Public Spaces Protection Order (PSPO), prohibiting the use of amplifiers by street entertainers in specific areas of Bath city centre; Abbey Church Yard, Kingston Parade and Abbey Green. A consultation exercise has been undertaken to hear the public's views and consider the various options available to reduce noise nuisance. There were 1429 responses to the consultation.
- 1.2 A Local Authority can make a PSPO under Section 59 of the Anti-social Behaviour, Crime and Policing Act 2014 (the Act).

2 RECOMMENDATION

- 2.1 The Cabinet considers the results of the consultation and, in the light of the very close response numbers for and against, it is recommended not to introduce a PSPO to ban amplification of busking at this stage.
- 2.2 The Cabinet endorses the continued use of Community Protection Notices (CPNs) and engagement with the Busker Stakeholder Group.
- 2.3 The Cabinet reviews this decision in December 2015.

3 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

- 3.1 If introduced, there would be legal costs to prepare and ratify the PSPO which would be approximately £300.
- 3.2 If introduced, the Council would need to install signage to publicise the area affected by the PSPO. This is estimated to be £500 and there would be ongoing revenue costs to maintaining this signage.
- 3.3 The Act states that a PSPO may not have effect for a period of more than 3 years, unless extended. Before the PSPO is due to expire, the Council may extend the period for which it has effect if satisfied, on reasonable grounds that doing so is necessary to prevent occurrence or recurrence, after that time, of the activities identified in the order, or an increase in the frequency or seriousness of those activities, after that time. This could incur costs to complete another public consultation which could amount to £3,000.
- 3.4 Alternative enforcement through Community Protection Notices (CPN's) can incur legal costs. Whilst these can be managed within existing budgets, an element may be recovered on successful prosecution at the discretion of the court.
- 3.5 Enforcement of busking complaints whether during the day or outside of office hours is currently funded from within existing budgets with assistance from partners including Avon and Somerset Police. There would be a budget pressure if the number of complaints markedly increased and further enforcement operations were required.
- 3.6 All costs outlined, excepting further enforcement costs in the case of significant complaint increases, would be managed within existing budgets.

4 STATUTORY CONSIDERATIONS AND BASIS FOR PROPOSAL

- 4.1 The power to make a PSPO is found in section 59 of the Anti-social Behaviour, Crime and Policing Act 2014.
- 4.2 A Local Authority can make a PSPO if they are satisfied on reasonable grounds that the activities carried out, or likely to be carried out, in a public space:
- have had, or are likely to have, a detrimental effect on the quality of life of those in the locality;
 - is, or is likely to be, persistent or continuing in nature;
 - is, or is likely to be, unreasonable; and
 - justifies the restrictions imposed.

4.3 Relevant considerations: Equality, Social Inclusion and Customer Focus

5 THE REPORT

- 5.1 The Council completed a twelve week consultation exercise between January and March 2015 on the proposed prohibition of amplification by street entertainers, in specific areas of Bath city centre which are Abbey Green, Abbey Churchyard and Kingston Parade. This report details the findings of the consultation together with

officer comments and recommendations. Summarised comments received during the consultation are provided in Appendix A.

- There were **1429** responses to the consultation. **1360** people responded online and **69** submitted written responses. Every person who responded did not answer every question. Condensed results are shown in full in Appendix A.
- **613 (44%)** responders indicated that they had been adversely affected by amplified music from busking; **774 (56%)** responders indicated that they had not been adversely affected.
- **659 (47.5%)** responders indicated that the noise level from amplification is unreasonable at present, compared to **673 (48.5%)** responders who indicated it is not unreasonable, and **55 (4%)** responders did not know.
- **658 (47%)** responders indicated they would support a ban of amplifiers, compared with **707 (51%)** responders who indicated they would not, and **26 (2%)** responders did not know.

6 RATIONALE

6.1 The rationale for this report stems from provisions under the Anti-social Behaviour, Crime and Policing Act 2014.

7 OTHER OPTIONS CONSIDERED

7.1 This report brings to the Cabinet alternative provisions under the Anti-social Behaviour, Crime and Policing Act 2014 that can prove effective in resolving noise nuisance complaints from busking.

7.2 Community Protection Notices (CPNs) provide an alternative enforcement option from provisions under the Environmental Protection Act 1990 or a PSPO. Initially a CPN warning letter is served upon an individual, specifying what the individual must do to achieve compliance. If the behaviour continues, then a CPN can be served which again specifies what the individual must do to achieve compliance. If there is a breach of the CPN then a fixed penalty notice can be served or criminal proceedings can be commenced. If convicted, the individual can be fined up to £2,500. Further information is available in Appendix B (page 19) to this report.

7.3 CPNs have been used in the interim period between the consultation and the determination of this report by both Council officers and Avon and Somerset Police. Three CPN warning letters and one CPN have been served since 9th March 2015. This course of action has been successful in achieving compliance from the individuals concerned.

7.4 The graph and table in Appendix C shows a comparison between the number of complaints received by the Council about busking in 2014 and 2015. The graph demonstrates the reduced number of complaints which have been received so far in 2015. It is considered that the approach to date of using CPN's and engaging with the Busker Stakeholder Group has been effective in reducing the negative impacts of busking in the city centre.

7.5 At this time a PSPO is not considered justifiable in light of the consultation responses which demonstrate that the statutory test of 'detrimental effect on the quality of life of those in the locality is persistent and unreasonable' has not been met. It is however, considered that the practice of issuing CPN warning letters and CPN's to individuals should continue, as it has proved successful, and that the situation should be kept under review and reported back to Cabinet in December 2015.

8 CONSULTATION

8.1 The consultation included the persons listed below:

- Ward Councillors;
- Cabinet;
- B&NES Services;
- Section 151 Finance Officer;
- Chief Executive; Monitoring Officer.

8.2 An online consultation was available through the Council's website, with a downloadable questionnaire. A draft consultation Public Space Protection Order was issued to interest groups and stakeholders.

8.3 In addition, a workshop event was held at the British Royal Literary and Scientific Institution on 25th February 2015 which was attended by Councillors, officers, stakeholders and residents and provided opportunity to ask questions and submit comments. Presentations were delivered by Cllr David Dixon, Andrew Cooper from the Bath Business Improvement District, Rev Edward Mason from Bath Abbey, Tim Harris from Avon & Somerset Constabulary, Jonny Walker and Jeremy Broun who represented the busking community. Approximately 30 people attended. Comments from this workshop are summarised on page 17 of Appendix A.

9 RISK MANAGEMENT

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

Contact person	<i>Cathryn Humphries 01225 477645 or Aled Williams 01225 396625</i>
Background papers	
Please contact the report author if you need to access this report in an alternative format	

Appendix A: Condensed responses to the consultation exercise on the proposed PSPO

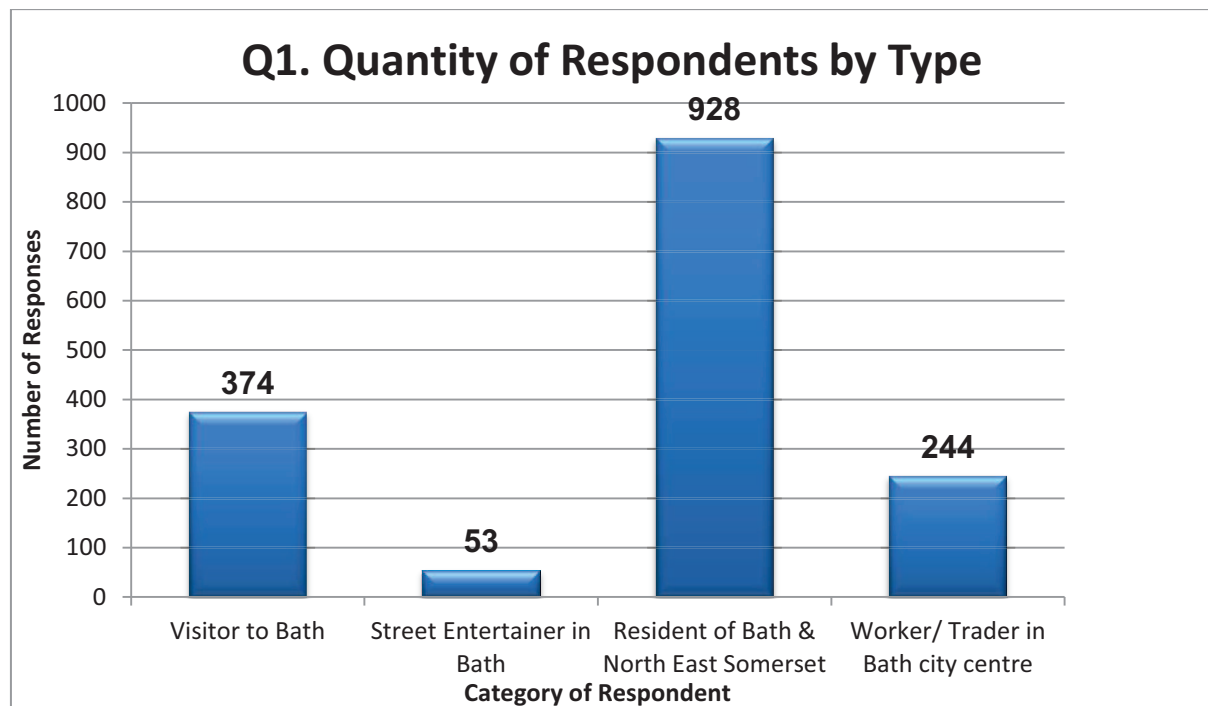
1429 responses were received to the public consultation, which included 1360 online and 69 paper responses.

“Question 1: Which of the following best describes you (tick all that apply)

- Visitor to Bath
- Street entertainer in Bath
- Resident of Bath and North East Somerset
- Worker/Trader in Bath and North East Somerset, located in the city centre
- None of the above please specify.”

There were 1412 total (99%) responses to this question.

1356 responses were received online and 56 were received from printed consultations.



The question allowed for multiple responses and the breakdown is below:

Visitors to Bath	374	23.4%
Street Entertainers in Bath	53	3.3%
Residents of Bath and North East Somerset	928	58.0%
Worker/Trader in Bath and North East Somerset	244	15.3%
Total	1599	100%
187 responders ticked more than 1 box	1599-1412=187	

“Question 2: Are you responding on behalf of an organisation? If so, what is the name of the organisation?”

77 (5%) responders indicated they were responding on behalf of an organisation.

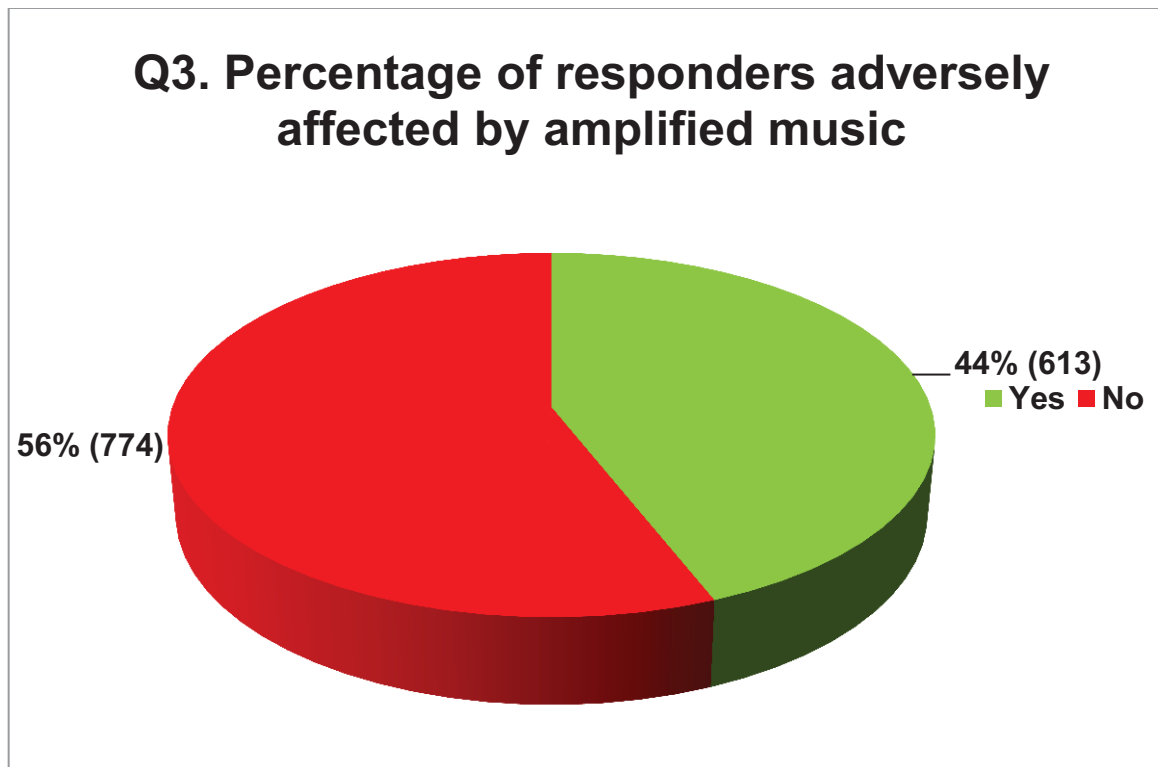
The Organisations that responded were:

- Bath Abbey;
- Bath Film Festival;
- Bath Mind;
- Bath Philharmonia;
- Bath Parade Guides;
- DBP Architects;
- Eureka of Bath;
- Heritage Services – Bath and North East Somerset Council;
- Keep Streets Live;
- Mayor of Bath Corps Honorary Guides
- The Abbey Residents Association;
- Showhawkduo
- Sulis Guides;
- Ward Councillors;
- Zenith International Ltd;

“Question 3: Have you ever been adversely affected by amplified music/ sound from street entertainers in Abbey Church Yard, Kingston Parade or Abbey Green? (Please tick one)”

- Yes
- No

There were 1387 (97%) responses to this question. 1351 were received online and 36 were received from printed consultations.

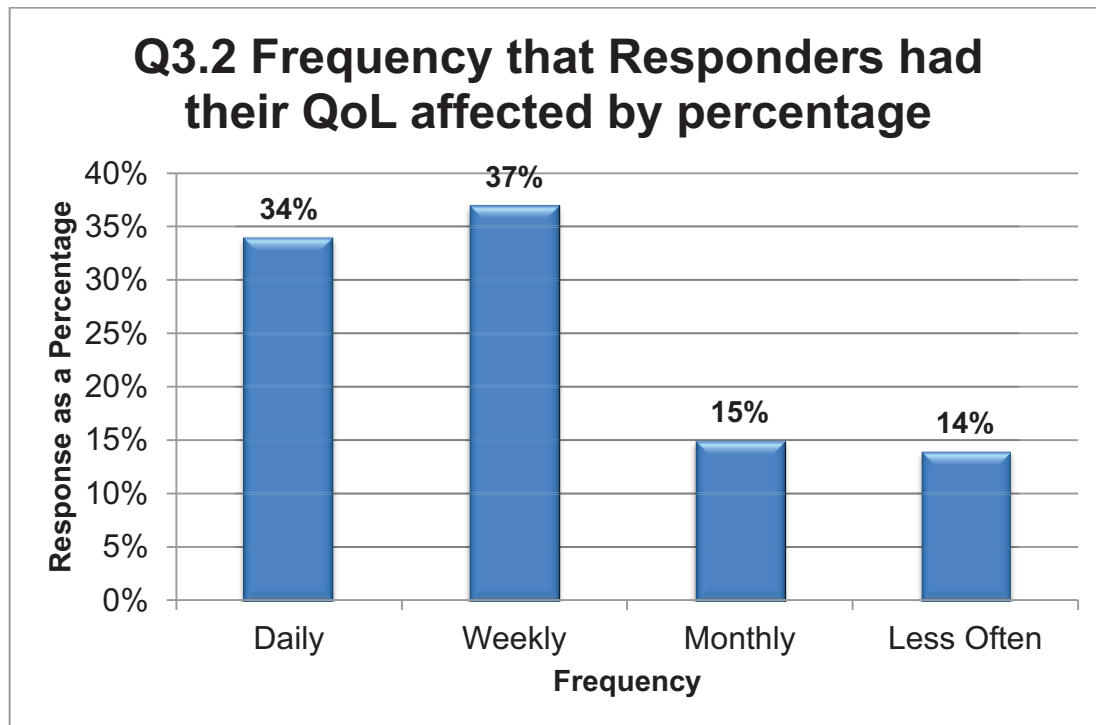


“Question 3, part 2: If you answered ‘yes’ to this question, on average how frequently were you affected by amplified music/sound in these locations?” (Please tick one)

Of those who answered the previous question, there were 509 (37%) who answered this question.

- Daily
- Once a week
- Once a month
- Less often; please write in.

“If you were affected, please explain in the space provided, telling us how this affected your quality of life.”



Responses given in free-text box contained both positive and negative comments. In summary, these were:

- Significant disruption to concentrate at work, increased stress and inability to relax
 - 209 responders commented on how their quality of life was affected their daily ability to perform routine tasks in their working environment.
- Minor disruption to work or disagreeable working environment
 - 239 responders put forward that they were unable to open windows in their working environment in warmer weather due to amplification outside.
 - Responders said that because the buildings are listed and do not have air-conditioning; it is uncomfortable.
 - Many responders said their quality of life was adversely affected in Kingsmead Square area, even though this is not within the PSPO area.
- Difficult to hold a normal conversation
 - 146 responders commented on the difficulty to hold a conversation, both in the street and within their working environment.
 - Many responders said that they found it difficult to make business calls and hold meetings, in buildings located within or close to the designated PSPO area, as well as other areas around the city centre.

- Health and Safety Risk
 - 28 responders expressed concerns of trailing amplification leads being a public health and safety risk particularly during high season, with areas creating bottle-necks of crowds watching and listening to buskers.

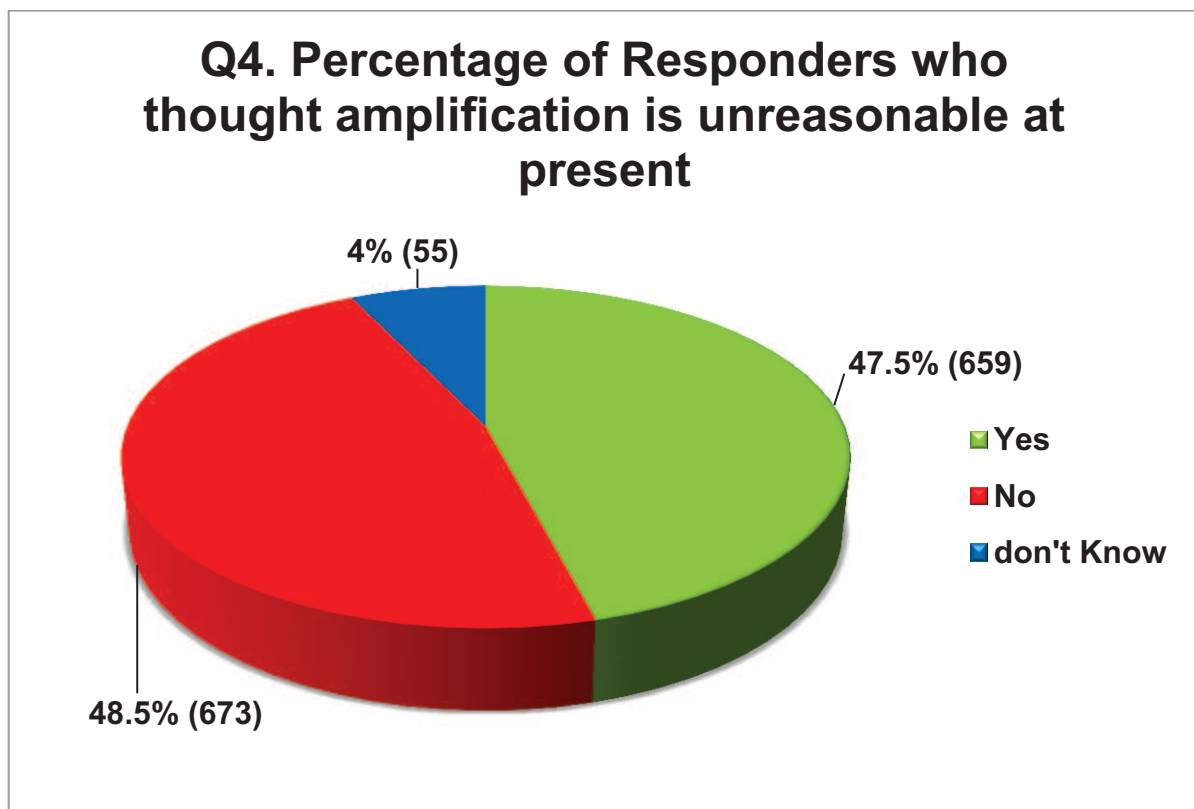
- Positively affected
 - 74 responders said that their quality of life had been positively affected and that they enjoy the 'free' performances.
 - Several responders commented that those with learning disabilities felt more inclusive in society; enjoying the same experience alongside able-bodied individuals.

“Question 4: Do you think the noise level from amplification in the areas specified above is unreasonable at present? (Please tick one)”

- Yes
- No
- Don't know.

“You can use this space to expand on your answer, if required.”

There were 1387 (97%) responses to this question. 1353 were received online and 34 were received from printed consultations.



Of the 1387 responders to Question 4, there were 584 who submitted free-text comments. Some responses contained multiple positive and negative views and opinions. In summary, these were:

- Distance of music
 - 219 online responders said that music should not be heard once they had moved away from the immediate busking locations.
 - Several responders suggested that music should not be heard more than 50m away.

- Music with amplification
 - 164 responders said that good music should not need amplification. Although several responders recognised that some (acoustic) musicians would need amplification to be heard due to the quietness of their instruments.

- Problem individuals
 - 85 responders said that only some individuals cause noise nuisance problems and it is those individuals that should be dealt with.

- Adds Character to Bath
 - 101 responders put forward that buskers add character and vibrancy to the area and are not seen as a problem.

- Other activities are Public Health risk
 - 15 responders put forward that other activities are a public health risk, such as feeding pigeons in close proximity to food outlets and street entertainers using fire which lead to large crowds watching the performances. This should be noted, however they would not be affected by the potential PSPO unless they amplified their music or voice.

“Question 5: Would you support a ban on the use of amplifiers by street entertainers in Abbey Church Yard, Kingston Parade, and Abbey Green?”(Please tick one)

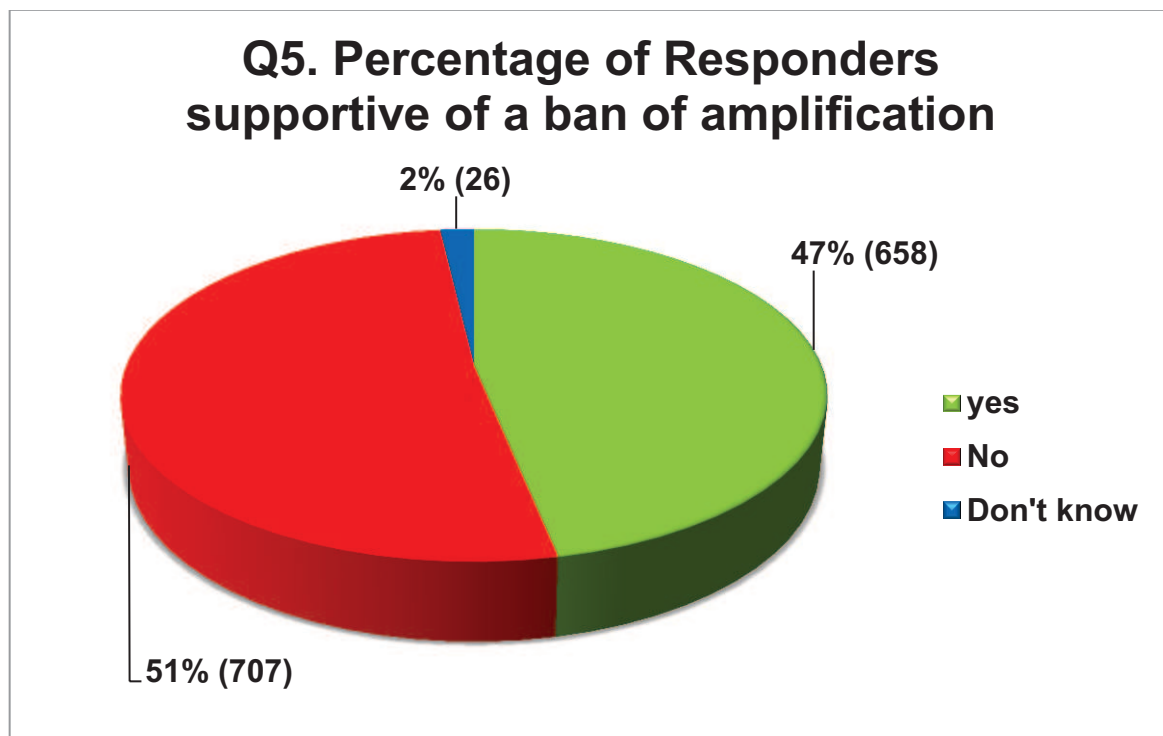
Yes

No

Don't know.

“You can use this space to expand on your answer, if required.”

There were 1391 (97%) responses to this question. 1356 were received online and 35 were received from printed consultations.



Of the 1391 responders to Question 5, there were 487 (35%) who submitted free-text comments. 467 (96%) of which were online submissions and 20 (4%) were paper submissions. Some responses contained multiple positive and negative views and opinions. In summary these were:

Yes, other areas are also affected by amplified disturbance

- 201 responders reported that other areas were affected by the amplification, not just the proposed PSPO area. These areas included:
 - Abbey Chambers;
 - Areas around the Roman Baths;
 - Areas of Southgate;
 - Burton Street;
 - Cheap Street;
 - High Street;
 - Kingsmead Square;

- Kingston Buildings;
- Milsom Street;
- New Bond Street;
- North, East and West sides of Bath Abbey;
- Old Bond Street;
- Orange Grove;
- Stall Street;
- Throughout the city centre;
- Union Street;
- York Street.

No, there would be loss of culture to the city

- 65 responders suggested that there may be a loss of culture coming into the city if amplification was banned.

No, it is the volume of the music

- 162 responders indicated that they thought it was the level/ volume of the amplification that was too loud. Several responders said that buskers without amplification could be just as intrusive as those with amplifiers, such as saxophonists, drummers, steel bands, bagpipes and cheer-leaders.

No, I enjoy listening to their music

- 59 responders said that they enjoy listening to the music played by buskers whilst they are seated in Kingston Parade or Abbey Church Yard eating their lunches.

“Question 6: Please list any benefits or drawbacks you see from proposals to ban amplification in the three areas of Bath city centre.”

Of the total 1429 responses to the public consultation, there were 1261 responses (88%) to Question 6. Some of these responses contained multiple benefits and or drawbacks. Due to the complexity and the extent of the comments, views and opinions submitted, these are summarised under the following headings:

- Benefits - Reduce noise nuisance and or noise disturbance:
 - There were 473 responders (38%) who thought that if the PSPO was adopted in the designated area then noise nuisance and or noise disturbance would be mitigated.
- Benefits - If the PSPO addresses noise nuisance in the designated area, and other areas are also affected, then the PSPO could be extended to other parts of the city centre:
 - There were 137 responders (11%) that indicated that other areas were also affected and are not included in the PSPO. Responders expressed concerns that if the PSPO was implemented in the designated area street entertainers with amplifiers would move to other areas.

- Drawbacks: If the PSPO is implemented, street entertainers may not come to Bath and vibrant culture is lost
 - 444 responders (35%) thought that if the PSPO was implemented, the vibrant culture of street entertainers would be lost and upcoming musicians may not come to Bath to perform.

- Drawbacks: Only some street entertainers are a problem, some musicians need amplification to be heard: acoustic guitars
 - 94 respondents (7%) put forward their fears that some musicians need amplification to be heard, over the crowds and background environmental noise, if they play acoustic instruments.

- Consider alternative (enforcement) options:
 - 213 respondents (17%) put forward suggestions towards alternative options, either enforceable or informal agreements. These are displayed in the Table 1 on page 13.

Results from Equalities Monitoring

“The Following questions are optional but will help us check if our consultation has reached people from different backgrounds, and if opinions and experiences differ between groups.”

About you

What is your age (please tick one)

Under 16

16 to 18

19 to 24

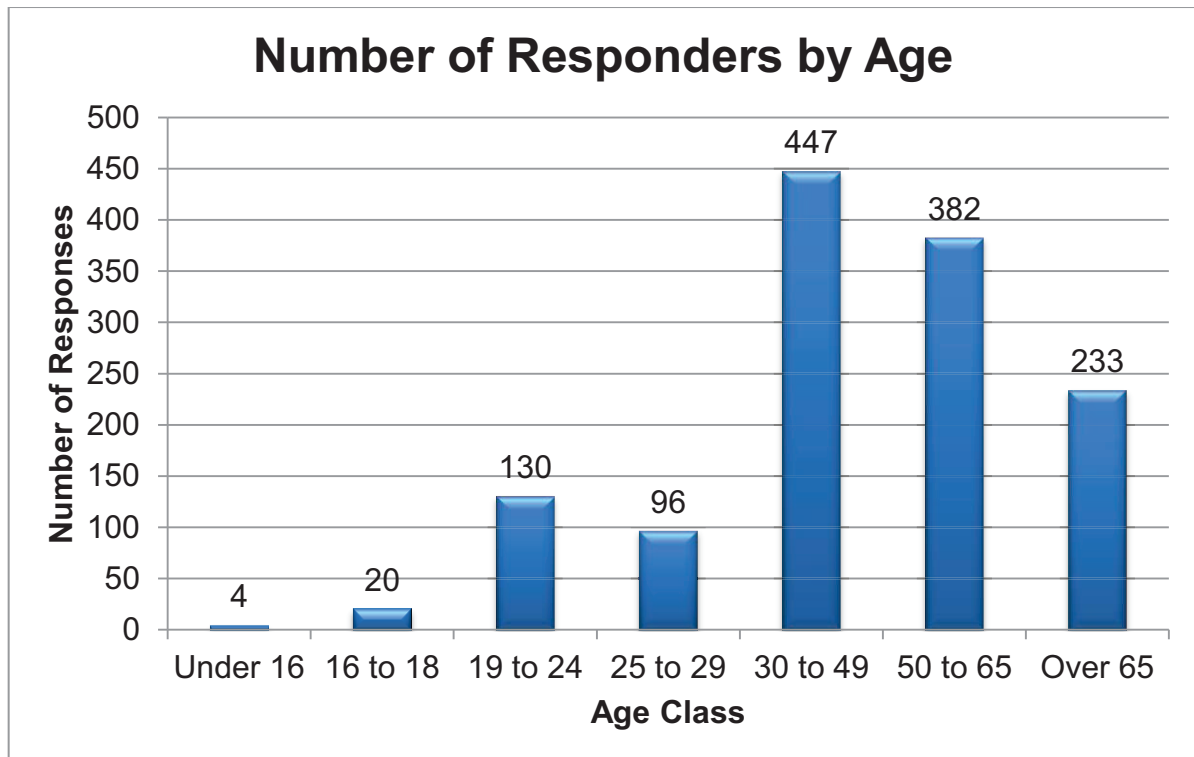
25 to 29

30 to 49

50 to 65

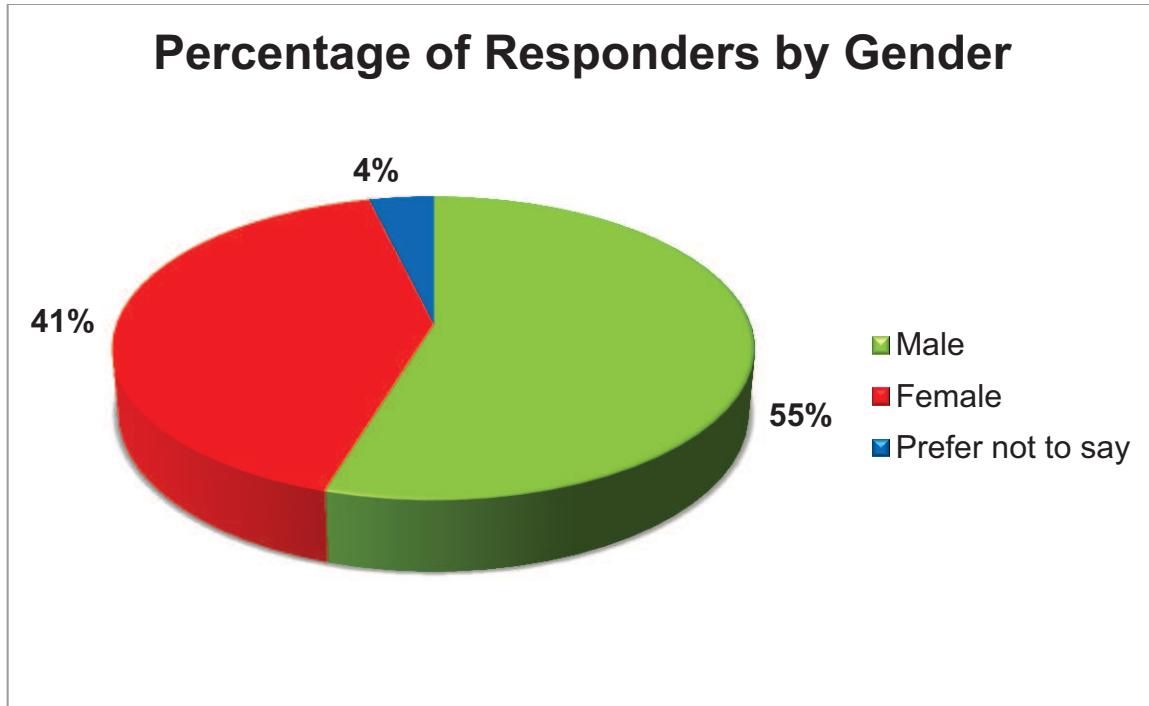
Over 65

Prefer not to say



“What is your gender (please tick one)”

- Female
- Male
- Prefer not to say

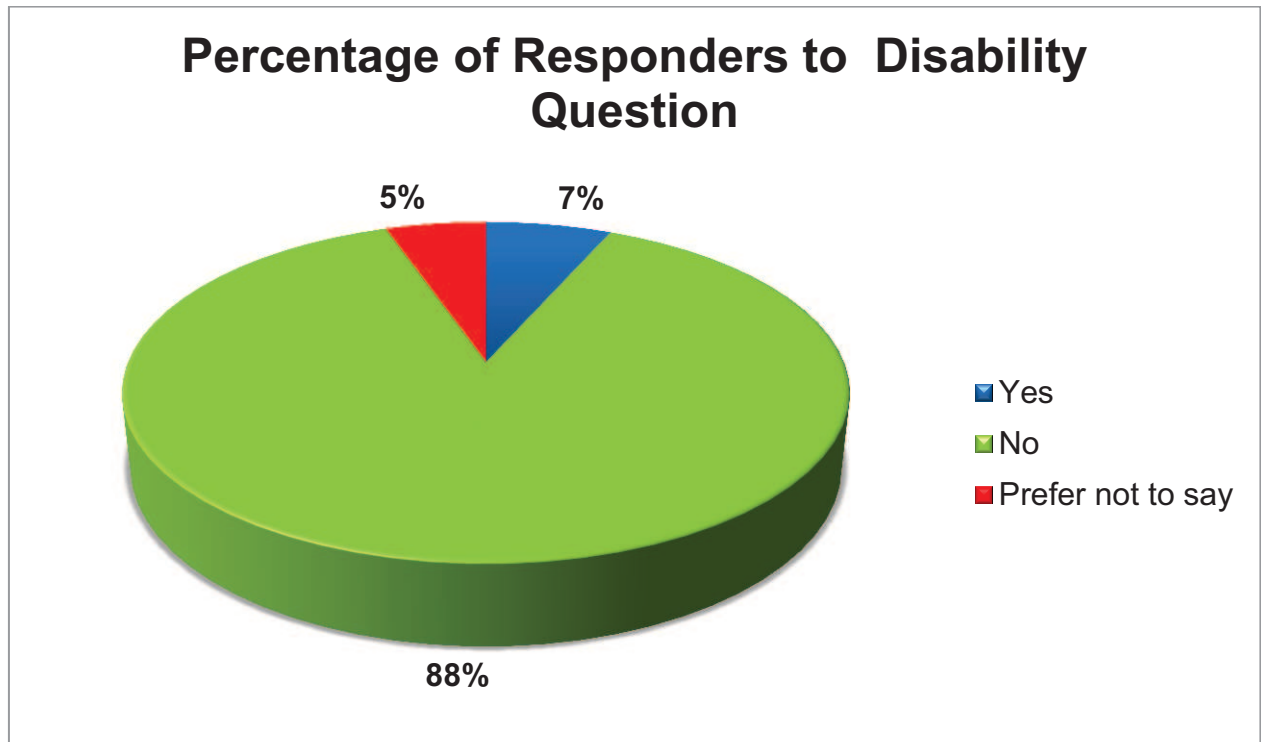


Disability

“Do you consider yourself to be a Disabled Person?”

- Yes
- No
- Prefer not to say

(i.e. do you have physical or mental impairment which has a substantial long-term adverse effect on your ability to carry out day to day activities?)



Ethnicity

- WHITE – English/ Welsh/ Scottish/ Northern Irish/ British
- WHITE - Irish
- WHITE - Eastern European
- WHITE – Gypsy or Irish Traveller
- WHITE – Mixed European
- WHITE - Any other White Background
- BLACH/ AFRICAN/ CARIBBEAN/ BLACK BRITISH - Caribbean
- BLACK / AFRICAN/ CARIBBEAN/ BLACK BRITISH - African
- BLACK/ AFRICAN/ CARIBBEAN/ BLACK BRITISH – Any other Black background
- ASIAN OR ASIAN BRITISH - Indian
- ASIAN OR ASIAN BRITISH - Pakistani
- ASIAN OR ASIAN BRITISH - Bangladeshi
- ASIAN OR ASIAN BRITISH - Chinese
- ASIAN OR ASIAN BRITISH – Any other Asian background
- OTHER ETHNIC GROUP - Arab
- OTHER ETHNIC GROUP – Any other ethnic group
- MIXED/ MULTIPLE THNIC GROUPS – White and Black Caribbean
- MIXED/ MULTIPLE THNIC GROUPS – White and Black African
- MIXED/ MULTIPLE THNIC GROUPS – White and Asian
- MIXED/ MULTIPLE THNIC GROUPS – Any other mixed background
- Prefer not to say

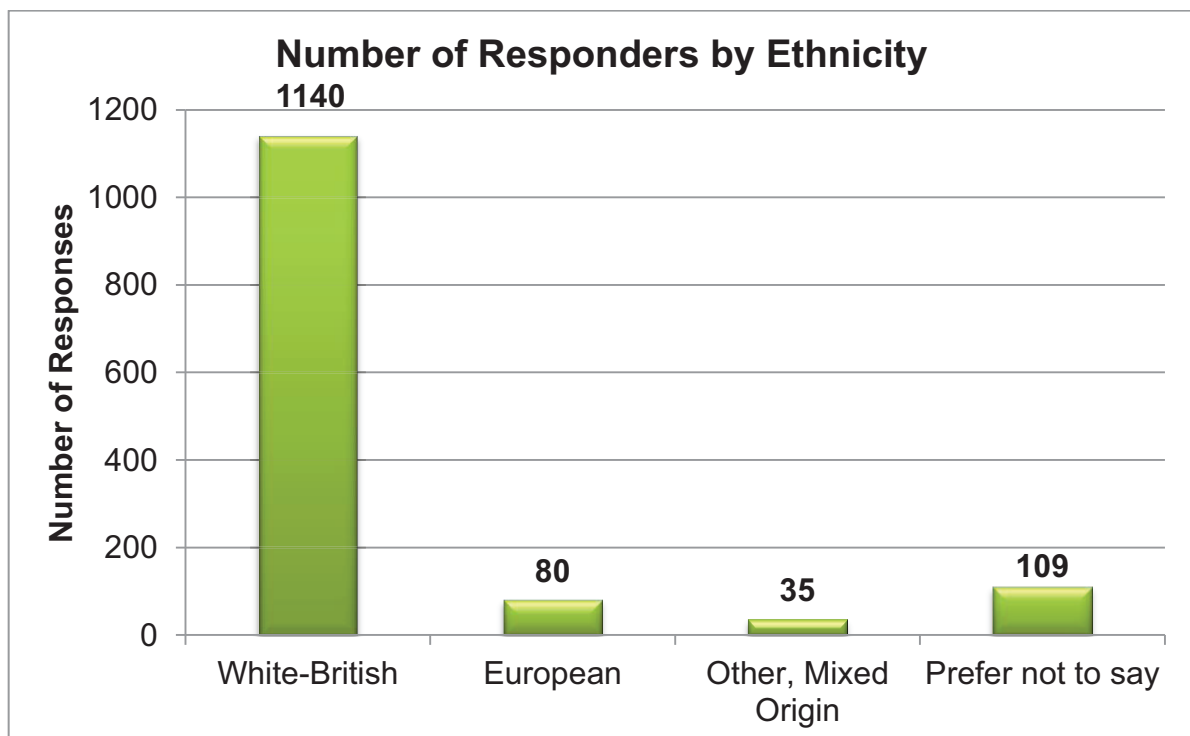


Table 1 Alternative options and informal collaborative agreements extrapolated from Q6

Proposed actions	Enforceable actions	Collaborative working	Rationale
Agree and restrict amplification times of day/ days of the week	The Council would not be able to enforce this proposal, under any current legislation.	Informal agreements would need to be set up between the Buskers and Bath Abbey.	The Council would not be able to take responsibility for informal agreements. It would be up to the Buskers, as a collective, to agree, monitor and evaluate sound levels with Bath Abbey.
Amplification-free in the three areas on specific days of the week: Sunday	The Council would not be able to enforce this proposal, under any current legislation.	Informal agreement would need to be instigated between the Buskers and Bath Abbey.	The onus of this proposal would be between the Buskers (collectively) and Bath Abbey to agree and monitor amplification-free days.
Appoint a Busker representative to liaise between complainants and problematic buskers	The Council would not be able to enforce this proposal, under any current legislation.	Regular local and transient buskers would need to nominate a spokesperson.	The nominated representative would work proactively between buskers and businesses to resolve issues.
Provide buskers with similar guidance to: 'The Liverpool Best Practice Guide'	The Council would not be able to enforce this proposal, under any current legislation.	Informal meetings would need to occur between local and national buskers, Bath Abbey, Bath BID and Environmental Protection Officers of the Council to review current documents and implement new informal guidance.	Collaboration is needed with buskers of Bath, the author of 'Liverpool Best Practice Guide' and Environmental Protection Officers to review and update current guidance to reflect the current climate. NOTE: The buskers have nominated a 'busker' rep. A working group has been convened with representatives from Bath Abbey, the BID, Buskers and the Council.
Consider Licensing busking/street entertainment	The Licensing Act 2003 and The Legislative Reform (Entertainment Licensing) Order 2014, does not relate to busking on the street. There are no by-laws in Bath and North East Somerset to require a busker to obtain a license to perform. Therefore, the Council would not be able to enforce this proposal under current legislation.		This proposal is not an option in Bath and North East Somerset, due to the absence of local by-laws. The Legislative Reform (Entertainment Licensing) Order 2014, came into force 06 April 2015, only applies to amplified live or recorded music to an audience of more than 500 people.

Proposed actions	Enforceable actions	Collaborative working	Rationale
Designate pitches around the city centre: amplified and non-amplified	The Council would not be able to enforce this proposal under any current legislation.		The allocation and designation of pitches: amplified & non-amplified, would need to be agreed between buskers themselves.
Encourage a more diverse range of buskers performing in the three designated areas	The Council would not be able to enforce this proposal under any current legislation.	Informal agreements between the busking community and local businesses.	Voluntary agreements between buskers and local businesses would facilitate positive relationships and may reduce complaints of noise nuisance/ disturbance.
Environmental Protection Officers to undertake spot-checks and fine persons causing noise nuisance	Enforcement Officers shall take enforcement action when individual buskers/ street performers are identified as creating noise nuisance/ noise disturbance. Person(s) may be issued with a Community Protection Notice (CPN), under the Anti-social Behaviour, Crime and Policing Act 2014.	Enforcement Officers may collaborate with buskers and local businesses, to resolve issues informally in the first instance. Enforcement action will be considered where issues cannot be resolved.	Enforcement Officers have a duty to investigate noise nuisance complaints, and if substantiated shall take enforcement action, using the most appropriate legislation. See Appendix B.
Limit the number of buskers performing with amplification in any one area at any one time	The Council would not be able to enforce this proposal under any current legislation.	Informal agreements between buskers in the city centre, and with local businesses to limit amplified performance and evaluate volumes of instruments.	The buskers would need to work collectively to implement themselves. It has been suggested that this could be achieved using a voluntary permit/ ID badge system where pitches are allocated by previous arrangement before the busker pitches up. Buskers would need to reach agreements with local businesses.
Consider/implement an 'acoustic-only' zone	The Council would not be able to enforce this proposal under any current legislation.	Collaborative working would be required between established and transient buskers	The buskers would need to work and collectively agree amongst themselves to designate zones/ areas for specific instruments.
Consider/implement street performance/ busker band-stand in Royal Victoria Park	The Council would not be able to enforce this proposal under any current legislation.		Buskers would need to approach Parks & Green Spaces Team of the Council to arrange the use of RVP where they could perform. Conditions may be attached to any agreement.

Proposed actions	Enforceable actions	Collaborative working	Rationale
<p>Continue using the 'Traffic-light' system outside Bath Abbey for respect of special services</p>	<p>The Council would not be able to enforce this proposal under any current legislation.</p>	<p>Continual communication is required between Bath Abbey and the buskers.</p>	<p>The traffic-light system is the responsibility of Bath Abbey to keep up-to-date and reviewed, and there needs to be dialogue with buskers when problems are identified.</p>
<p>Instigate voluntary meetings between buskers, Bath Abbey and Council members to informally resolve issues: proactively and reactively</p>	<p>The Council would not be able to enforce this proposal under any current legislation.</p>		<p>Proactive steps have been taken and voluntary meetings are in the process of taking place between buskers, Bath Abbey and the Bath BID. Rev. E. Mason has offered sponsorship of a room to facilitate these meetings.</p>
<p>Consider using limiting the maximum volume level/ decibel level of amplification equipment</p>	<p>Complaints of noise nuisance/disturbance needs to be substantiated under Section 80, Environmental Protection Act 1990. Enforcement Officers will use the most appropriate legislation to resolve noise nuisance.</p>	<p>The onus would be on the buskers to monitor their own level of amplification, and work with local businesses to adjust the volume level. Enforcement Officers will respond to complaints of noise nuisance and react appropriately.</p>	<p>There are many amplifiers available. The Council is not in a position to stipulate which amplifier a busker may purchase or use, nor is the Council able to limit the maximum decibel/volume of amplification equipment due to the array of instrument specification. The Council would not be able to use noise-monitoring equipment to assess noise or reduce amplification volume; due to interference of background environmental sounds.</p>
<p>Re-position/ rearrange street furniture so not to provide an 'arena' for buskers in Kingston Parade</p>	<p>The Council would not be able to enforce this proposal under any current legislation.</p>	<p>Formal meetings need to occur between Council members and the Health and Safety Committee to discuss the feasibility of this proposal.</p>	<p>This proposal was investigated however it does not now appear necessary following the introduction of Community Protection Notices (See Appendix B).</p>
<p>Utilise Bath Business Improvement District (BID) Street Marshalls to monitor sound levels of amplified instruments</p>	<p>The Council would not be able to enforce this proposal under any current legislation.</p>	<p>Bath BID Street Marshalls could liaise between businesses and buskers who are reported to be causing noise nuisance. Informal resolution would be the preferred option.</p>	<p>Additional resources (Marshall time & equipment) would need to be sought along with securing funding for this proposal. General background noise levels would likely be higher than sound from amplified instruments.</p>

Proposals of alternative options, either enforceable or informal agreements, which were offered at the consultation workshop are given in Table 2, below.

Region	Proposal	Potential Shortcoming	Potential Solution
Enforcement	<ul style="list-style-type: none"> Out-of-Hours enforcement provision Use CPNs to target individual offenders 	<ul style="list-style-type: none"> Resource constraints: officer limitations: funding: number of and availability of officers; Complaint-led vs. proactive work. Need Police support out of normal office hours –information sharing to be consistent; Need police support for (non) authorised officers and compromising situations; Timely availability of Police officers. 	<ul style="list-style-type: none"> Proactive enforcement / customer liaison = better working relationship. Information Sharing Protocols and agreements between LA & Police now in place. Police have authority to serve Notices (out-of normal office hours); Authorised officers can respond during office hours and have been doing so. This has led to a reduction in the number of complaints received. See Appendix C for more details.
Collaborative working	<ul style="list-style-type: none"> Monthly meetings between Buskers, EHOs, BID, Police & Abbey Buskers need to unite before they can look to resolve immediate amplification problem 	<ul style="list-style-type: none"> Officer availability; Availability of resources; Availability, organisation and reliability of buskers to attend; Possibility that it won't resolve the overarching issue of amplification. Not all 'local' / offending buskers meet regularly; Lack of community and dialogue between buskers. 	<ul style="list-style-type: none"> E. Mason has offered sponsorship & use of Bath Abbey to hold meetings; Conscientious (local) buskers will attend; Proactive approach to potential seasonal affected complainants; Implement strategies to address seasonal demand at key locations. A busker forum meeting has been arranged for early September which will keep the dialogue open between the buskers, commercial premises, residents and agencies. Buskers to have a collective input to one Social media site to promote busking activities in Bath; Catchy & proactive site = transient buskers maybe more likely to take notice.

	<ul style="list-style-type: none"> Update Bath Buskers Guide to reflect current users & local climate 	<ul style="list-style-type: none"> All of those who busk in Bath to nominate one 'spokesperson' to work with LAV/BID to produce Bespoke Bath Busker guide; Time & property resources 	<ul style="list-style-type: none"> Buskers to organise themselves to collective & unified group, then nominate spokesperson. Buskers to meet with stakeholders to produce guide. BID offered to produce/print free of charge.
<p>Permit system</p>	<ul style="list-style-type: none"> Buskers to apply for ID card/badge and get allocated pitches/times 	<ul style="list-style-type: none"> Financial implication: who is to fund the production of the badges? How to ensure transient buskers comply; Non-enforceable. 	<ul style="list-style-type: none"> Buskers to organise themselves as collective; Publicise this widely on social media sites; Buskers pay nominal fee for badge; this pays for the administration = cost neutral.

**Appendix B: Anti-social Behaviour, Crime and Policing Act 2014, Section 43
Community Protection Notices (CPNs)**

An authorised person may issue a Community Protection Notice (CPN) to an individual aged 16 or over, or a body, if satisfied on reasonable grounds that the conduct of the individual or body is:

- having a detrimental effect;
- is persistent or continuing in nature;
- affecting the quality of life of those in the locality;
- unreasonable.

The authorised person shall investigate complaints of unreasonable behaviour. Where the authorised person is able to gather sufficient evidence a written warning shall be issued. The Warning Letter details:

- the behaviour(s) that are causing the problem;
- the timescale by which the behaviour is expected to have been amended;
- describes the steps that should be taken to cease or amend the problem behaviour;
- the potential consequences of failing to comply.

Following service of the warning letter compliance will be closely monitored. If the behaviour has not been amended satisfactorily within a reasonable given timeframe, then a CPN shall be served on the individual or body to cease the anti-social behaviour.

A Community Protection Notice is a notice that imposes any of the following requirements on the individual or body issued with it:

- (a) a requirement to stop doing specified things;
- (b) a requirement to do specified things;
- (c) a requirement to take reasonable steps to achieve specified results.

The recipient of a CPN may appeal to the Magistrate's Court within 21 days from the date of service of the notice.

A person issued with a community protection notice may appeal to a magistrates' court against the notice on any of the following grounds:

That the conduct specified in the community protection notice—

- (a) Did not take place,
- (b) Has not had a detrimental effect on the quality of life of those in the locality,
- (c) Has not been of a persistent or continuing nature
- (d) is not unreasonable, or
- (e) Is conduct that the person cannot reasonably be expected to control or affect.

ii) That any of the requirements in the notice, or any of the periods within which or times by which they are to be complied with, are unreasonable.

iii) That there is a material defect or error in, or in connection with, the notice.

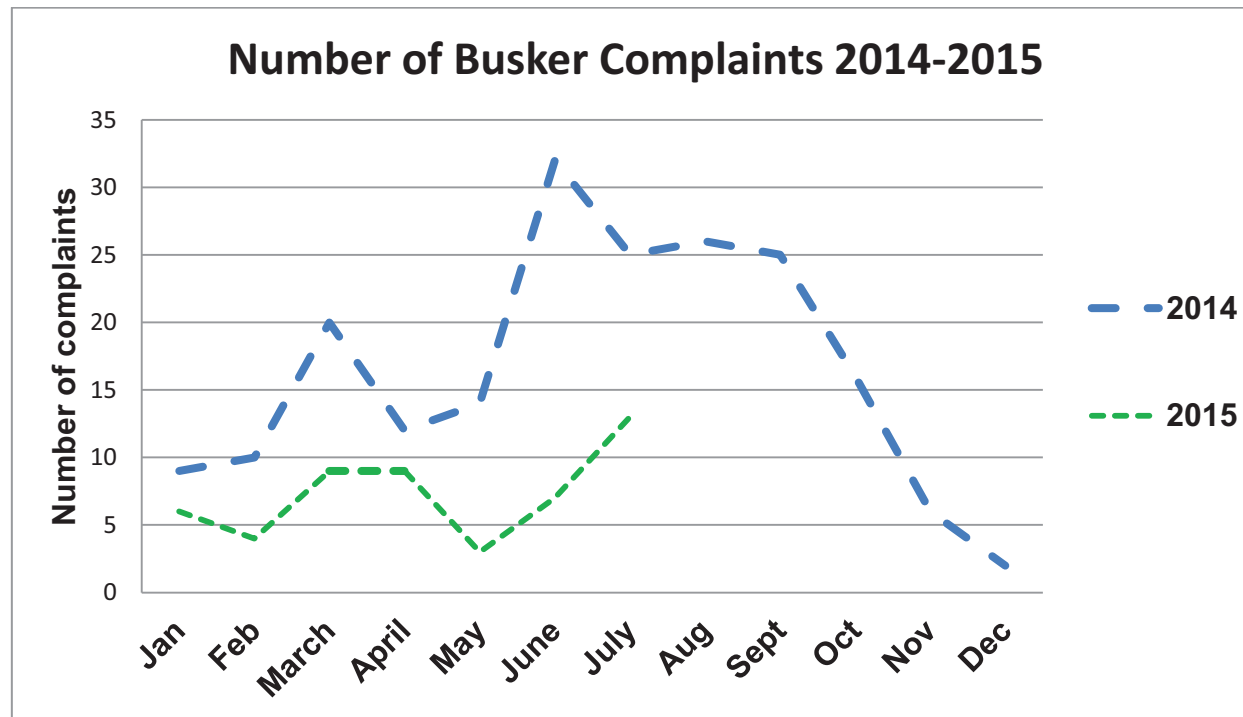
iv) That the notice was issued to the wrong person.

It is an offence (Section 48) for person(s) or body to fail to comply with a CPN (Section 48). An individual or body shall be served a Fixed Penalty Notice (FPN).

Failure to comply with a FPN an individual or body can be prosecuted in the Magistrate's Court; a fine of up to scale 4 for an individual or up to £20,000 for a body.

Appendix 3: Busker complaints received by B&NES Council in 2014 and 2015 Sept 2015

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
2014	9	10	20	12	14	32	25	26	25	16	6	2
2015	6	4	9	9	3	7	13					



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