



BROMSGROVE DISTRICT COUNCIL

YOU ARE HEREBY SUMMONED to attend a MEETING of BROMSGROVE DISTRICT COUNCIL to be held in the Council Chamber at Parkside Suite - Parkside at 6.00 p.m. on Wednesday 20th July 2016, when the business referred to below will be brought under consideration:-

The formal business will be preceded by a prayer.

1. To receive apologies for absence

2. Declarations of Interest

To invite Councillors to declare any Disclosable Pecuniary Interests or Other Disclosable Interests they may have in items on the agenda, and to confirm the nature of those interests.

3. Election of Leader of the Council

To elect a new Leader of the Council following the resignation as Leader of Councillor M. A. Sherrey.

4. Vote of thanks to the Retiring Leader

5. To confirm the accuracy of the minutes of the meeting of the Council held on 9th June 2016 (Pages 1 - 12)

6. To receive any announcements from the Chairman and/or Head of Paid Service

7. To receive any announcements from the Leader

8. To receive comments, questions or petitions from members of the public

A period of up to 15 minutes is allowed for members of the public to make a comment, ask questions or present petitions. Each member of the public has up to 3 minutes to do this. A councillor may also present a petition on behalf of a member of the public.

9. **Recommendations from the Cabinet** (Pages 13 - 14)

To consider the recommendations from the meeting of the Cabinet held on 6th July 2016

(Background information is included at the back of the Council agenda book)

10. **To receive the minutes of the meeting of the Cabinet held on 6th July 2016** (Pages 15 - 20)

11. **Changes to the Constitution - Statement of Accounts** (Pages 21 - 24)

12. **Overview and Scrutiny Board Annual Report** (Pages 25 - 48)

13. **To receive and consider a report from the Portfolio Holder for Finance, ICT, HR and Enabling Services (To follow)**

Up to 30 minutes is allowed for this item; no longer than 10 minutes for presentation of the report and then up to 3 minutes for each question to be put and answered.

14. **Questions on Notice**

A period of up to 15 minutes is allocated for the asking and answering of questions. This may be extended at the discretion of the Chairman with the agreement of the majority of those present.

To deal with any questions on notice from Members of the Council, in the order in which they have been received.

15. **Motions on Notice (To follow if any)**

A period of up to one hour is allocated to consider the motions on notice. This may only be extended with the agreement of the Council.

Background Information on Recommendation from the Cabinet on 6th July 2016 - Bromsgrove District Plan 2011-2030 - Proposed Main Modifications (Pages 49 - 84)

Background Information on Recommendations from the Cabinet on 6th July 2016 - Statement of Community Involvement and Local Development Scheme (Pages 85 - 130)

Background Information on Recommendations from the Cabinet on 6th July
2016 - Finance Monitoring Report - Outturn 2015/16 (Pages 131 - 146)

K. DICKS
Chief Executive

Parkside
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TO ALL MEMBERS OF THE BROMSGROVE DISTRICT COUNCIL

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BROMSGROVE DISTRICT COUNCIL

MEETING OF THE COUNCIL

9TH JUNE 2016 AT 6.00 P.M.

PRESENT: Councillors H. J. Jones (Chairman), M. Glass (Vice-Chairman), C. Allen-Jones, S. J. Baxter, C. J. Bloore, M. T. Buxton, B. T. Cooper, R. J. Deeming, G. N. Denaro, R. L. Dent, J. M. L. A. Griffiths, C.A. Hotham, R. J. Laight, P. Lammas, L. C. R. Mallett, C. M. McDonald, P. M. McDonald, S. R. Peters, S. P. Shannon, M. A. Sherrey, R. D. Smith, C. J. Spencer, C. B. Taylor, P.L. Thomas, M. Thompson, L. J. Turner, S. A. Webb and P. J. Whittaker

11\16 **COUNTY COUNCILLOR M. H. BROOMFIELD**

The Chairman held a minutes silence in memory of the late County Councillor M. H. Broomfield who was a former Chairman of Bromsgrove District Council. Members and officers stood in silence in tribute to his memory.

12\16 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors S. R. Colella, R. E. Jenkins and K. J. May.

13\16 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

14\16 **MINUTES**

The minutes of the meeting of the Council held on 20th April 2016 and 18th May 2016 were submitted.

In relation to Minute 121/15 (report of the Portfolio Holder for Environmental and Regulatory Services), Councillor M. Thompson referred to Emails he had sent to the Portfolio Holder seeking further information on the report to which he had not received replies. The Chairman requested that the Emails be forwarded to her to follow up.

RESOLVED that the minutes of the meetings of the Council held on 20th April 2016 and 18th May 2016 be approved as a correct record.

15\16 **ANNOUNCEMENTS FROM THE CHAIRMAN**

The Chairman referred to the “Fly the Flag” event in support of the Armed Services which would take place on 20th June in Crown Close and invited all Members to attend.

16\16 **ANNOUNCEMENTS FROM THE LEADER**

The Leader referred to the recent news regarding the review of the Alexandra Hospital by the West Midlands Senate. The review had confirmed that midwifery and some other services would be centralised at Worcester.

17\16 **COMMENTS, QUESTIONS OR PETITIONS FROM MEMBERS OF THE PUBLIC**

The Chairman announced that three questions had been received from members of the public.

As all of the questions related to the same general issue of the proposed new Leisure Centre, the responsible Portfolio Holder, Councillor P. J. Whittaker would respond to the questions all together rather than on an individual basis.

Question from Mr C. Barnett

“At the meeting of the Full Council on February 24th we were informed that the Sports Hall negotiations with BAM would be finalised in 4 to 6 weeks, but there's still no news.

These negotiations have been talked about since July 2014, almost 2 years ago, I'm beginning to think that the deal has actually failed and those in charge of it are keeping the truth from us.

I'd like to know who is responsible for carrying out these negotiations, how many times have they met with BAM, how much it has cost in council time and expenses and when will we have an answer?”

Question from Ms D. Fullerton

“I have been playing badminton in halls all over Worcestershire for the last 15 years, and the sports hall at The Dolphin Centre is one of the better ones I play in. Could the council consider retaining the sports hall when the rest of the centre is demolished, particularly as the money is not available to replace it?”

Ms Fullerton also referred to the general difficulty of being able to find available time slots within sports halls due to clubs making “block bookings”.

Question from Ms L. Humphries

“So far there has been £700,000 of extra costs concerning the construction of the new leisure centre due to "unexpected challenges". If the council votes to continue with this project can you guarantee the costs won't increase any further? And if you can't guarantee this, how are you going to afford any additional costs?”

Councillor Whittaker confirmed that talks with North Bromsgrove High School were still on going but progress had been made in that terms had been agreed and the talks were now focussing on access arrangements for the Hall. Reference was made to options which had been explored and to the financial pressures under which the Council was operating.

Progress was being sought as quickly as possible to achieve the best outcomes for the public. The Head of Leisure and Cultural Services was leading the negotiations with BAM and there had been 13 meetings and over 20 hours of discussion to date. The best possible outcome would continue to be pursued and information would be shared as soon as it was available.

In response to the possibility of retaining the existing sports hall in situ, Councillor Whittaker confirmed that this had been considered as an option. On investigation however it had become clear that this was not viable due to a number of factors including :

- the difficulty of retaining the sports hall whilst demolishing the remainder of the building;
- the extensive work which would subsequently be required to ensure the sports hall was safe and usable; and
- the loss of the sale value of the land which would result from the exercise.

In relation to the final question, Councillor Whittaker highlighted that the financial issues would be discussed further later in the meeting. It was unrealistic however to give a guarantee that there would be no additional costs arising during the project and a contingency sum was included within the budget to meet this possibility.

18\16

THE GOVERNMENT'S DEVOLUTION AGENDA - WEST MIDLANDS COMBINED AUTHORITY POTENTIAL MEMBERSHIP

The Council considered a report relating to the Government's devolution agenda and in particular the potential for the Council to become a non-constituent member of the proposed West Midlands Combined Authority (WMCA) at a cost of £25,000.

In introducing the report the Leader reminded Members that the Council had been invited in October 2015 to join the proposed WMCA. At that

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stage the 3 Group Leaders had agreed there was insufficient information available for the Council to make a formal decision.

The report now contained additional information on how the WMCA would operate and the role of non constituent members, including the appointment of a representative to the WMCA Audit Committee and WMCA Overview and Scrutiny Committee. The Leader also referred to a recent informative presentation from Councillor Bob Sleigh, the Chairman of the Shadow Board, to which all Members had been invited. The Leader felt it was important for the Council to become a non constituent member in order to be able to obtain the most benefit for the Bromsgrove District.

During the subsequent debate reference was made to a number of areas:

- the outcome of the two public consultation exercises undertaken on this issue the results of which, albeit with a limited response, had indicated opposition to this Authority becoming part of the WMCA;
- the possibility of holding a referendum to fully discover public opinion on the matter;
- the current status of the Worcestershire Devolution Deal and the potential for this Council to become part of this option;
- concerns regarding the involvement of Birmingham City Council, in particular in relation to potential cross border housing growth and the “duty to co-operate”;
- the lack of clear benefits to the Council of being a non constituent member in terms of what funding could be allocated to such members and the limited ability to influence spending decisions made by the WMCA.

It was proposed as an amendment by Councillor L. C. R. Mallett and seconded by Councillor M. Thompson that further consideration of the matter be deferred and that a referendum be held in order to ascertain the views of Bromsgrove residents.

On a requisition under Council Procedure Rule 18.3, the following details of the voting were recorded:

For the amendment: Councillors S. J. Baxter, C. J. Bloore, M. T. Buxton, J. M. L. A. Griffiths, C. A. Hotham, L. C. R. Mallett, P. M. McDonald, C. M. McDonald, S. R. Peters, S. P. Shannon, M. T. Thompson and L. J. Turner (12)

Against the amendment: Councillors C. Allen-Jones, B. T. Cooper, R. J. Deeming, G. N. Denaro, R. L. Dent, M. Glass, R. L. Laight, P. Lammas,

M. A. Sherrey, R. D. Smith, C. J. Spencer, C. B. Taylor, P. L. Thomas, S. A. Webb, P. J. Whittaker and H. J. Jones (16)

The Chairman declared the amendment to be lost.

During the further debate some Members queried again the benefit to Bromsgrove of becoming part of the WMCA. There was also some uncertainty around the role of the “metro-mayor” and any influence the role may have on non-constituent members.

Reference was made to areas within the report which may require further clarification so that the benefits or otherwise for Bromsgrove of joining the Combined Authority could be determined. In addition it was suggested there needed to be a better understanding of the next steps with regard to the Worcestershire Devolution Deal before a decision could be taken.

Following an adjournment of the meeting from 7.30pm to 8.00pm to allow for discussions to take place between Group Leaders and officers, the Leader announced that the item was withdrawn.

19\16

RECOMMENDATIONS FROM THE CABINET

Dolphin Centre Replacement – Financial Update

The recommendations from the Cabinet were proposed by Councillor P. J. Whittaker and seconded by Councillor G. N. Denaro.

In proposing the recommendations, Councillor Whittaker referred to the increase in the final contract sum proposed by the preferred building contractor for the replacement of the Dolphin Centre. This had resulted in a request for additional funding to support the increase in associated costs.

It was reported that officers, together with the Design/Project Management Team and the Commercial Team had undertaken a positive and challenging process to achieve a significant reduction in the additional cost over the currently approved budget from £2.5m to £619k. When added to other costs relating to the development such as purchase of the land and contingency the revised total cost to the Council of the replacement centre was £13.7m. There was now some urgency to proceed with the signing of the contract to ensure the project could go ahead.

Councillor Whittaker also referred to some of the reasons for the increase in cost including:

- Unusual ground conditions and the need for the car park to be split across two levels in order to be DDA compliant;

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- An increase in utility costs due to the need for a new electricity substation and connection to a new Severn Trent water main; and
- Inflation within the construction sector being higher than initially anticipated due largely to the increased cost of materials and the large number of 1960's and 1970's built Leisure Centres and Swimming Pools now requiring replacement.

Councillor Whittaker reported that Sport England, who were providing a grant of £1.5m towards the scheme, were satisfied that the revised proposals were robust and reasonable in the current market conditions. There had been a final review of the business case following the agreement of the facility mix in January 2016 and the resulting income levels anticipated from the larger site had increased the level of prudential borrowing.

During the debate some Members suggested that this may be an opportunity to review the proposals for the replacement Leisure Centre as a whole. This could include the possibility of simplifying/downsizing the current proposals in order to reduce the level of borrowing required and the building of a replacement sports hall.

It was proposed as an amendment by Councillor C. A. Hotham and seconded by Councillor C. J. Bloore that Council take the opportunity to defer any further payments on the sports hall and carry out a review to explore any further options for a replacement leisure centre.

On a requisition under Council Procedure Rule 18.3 the following details of the voting on the amendment were recorded:

For the amendment: Councillors S. J. Baxter, C. J. Bloore, M. T. Buxton, C. A. Hotham, L. C. R. Mallett, P. M. McDonald, C. M. McDonald, S. R. Peters, S. P. Shannon, M. Thompson and L. J. Turner (11)

Against the amendment: Councillors C. Allen-Jones, B. T. Cooper, R. J. Deeming, G. N. Denaro, R. L. Dent, M. Glass, R. L. Laight, P. Lammas, M. A. Sherrey, R. D. Smith, C. J. Spencer, C. B. Taylor, P. L. Thomas, S. A. Webb, P. J. Whittaker and H. J. Jones (16)

The Chairman declared the amendment to be lost.

During the debate on the substantive motion reference was made to the importance of moving forward with the project in order to minimise the risk of additional costs arising.

RESOLVED:

- (a) that the Capital programme for 2016/17 – 2017/18 be increased by £700k to £13.7m to progress the scheme;
- (b) that the funding of £700k be secured by

- (i) prudential borrowing of £465k; and
- (ii) release of balances of £235k to fund the contingency should it be required.

On a requisition under Council Procedure Rule 18.3 the following details of the voting on the recommendations were recorded:

For the recommendations: Councillors C. Allen-Jones, B. T. Cooper, R. J. Deeming, G. N. Denaro, R. L. Dent, M. Glass, R. L. Laight, P. Lammas, M. A. Sherrey, R. D. Smith, C. J. Spencer, C. B. Taylor, P. L. Thomas, S. A. Webb, P. J. Whittaker and H. J. Jones (16)

Against the recommendations: Councillors S. J. Baxter, C. J. Bloore, M. T. Buxton, C. A. Hotham, L. C. R. Mallett, P. M. McDonald, C. M. McDonald, S. R. Peters, S. P. Shannon, M. Thompson and L. J. Turner (11)

New Homes Bonus Scheme

The recommendations from the Cabinet were proposed by Councillor G. N. Denaro and seconded by Councillor R. D. Smith.

In proposing the recommendations Councillor Denaro referred to the work which had been undertaken to balance the budget for 2016/17 which therefore enabled funding to be released for the New Homes Bonus Scheme.

Councillor Denaro confirmed that the New Homes Bonus Panel would be looking at the application process with a view to simplifying it as far as possible. Members would have the opportunity to work with groups and organisations within their Wards in order to submit funding applications, including the possibility of cross border or joint applications.

RESOLVED:

- (a) that the revised New Homes Bonus Community Grants Scheme as set out in Appendix 1 to the report be approved subject to the exclusion of the sum of £23,840 (unallocated from 2015/16 scheme) and the subsequent recalculation of the sums available to each Ward ;
- (b) that 25% of the additional New Homes Bonus grant received in 2016/17 be used to calculate the amount of £101k to be allocated to the scheme; and
- (c) that the sum of £23,840 previously unallocated from the 2015/16 scheme, be allocated to bids from Communities previously affected by housing growth in 2015/16, using the criteria from 2015/16.

20\16 **MINUTES OF THE MEETING OF THE CABINET HELD ON 1ST JUNE 2016**

The minutes of the meeting of the Cabinet held on 1st June 2016 were received for information.

21\16 **APPOINTMENTS TO OUTSIDE BODIES**

Council considered a report of the Head of Legal, Equalities and Democratic Services on a number of appointments to Outside Bodies. Members' attention was drawn to an updated appendix to the report.

RESOLVED that the appointments to Outside Bodies as set out in the appendix to these minutes be approved.

22\16 **QUESTIONS ON NOTICE**

Question submitted by Councillor M. Thompson

I am very grateful to David Rischmiller for assisting the Community Safety Team in looking into crime issues in Rock Hill and the surrounding area. The Leader will, of course, be well informed of the recent increase in crime in this area. Will she tell me following Mr Rischmiller's assessment, how she intends to help me fight this increasing problem and whether she believes Barnt Green and Alvechurch are in better need of CCTV than Rock Hill?

The Leader responded that the report of David Rischmiller (Bromsgrove Community Safety Project officer) in relation to part of the Rock Hill area was to be presented at the Safer Bromsgrove meeting later in June for consideration and implementation where possible.

The Leader stated that Councillor Thompson's request for CCTV in Rock Hill had been incorporated into the review of CCTV currently being undertaken in order to meet the requirements of the Surveillance Camera Commissioner's Code of Practice.

The Leader also stated that an assessment of crime, anti social behaviour and CCTV monitoring centre data for each location in Bromsgrove, including three additional requested locations in Rock Hill was being produced to allow a comparison of the cameras across the CCTV scheme. The analysis would form part of the CCTV Review to be presented to Members and until this report was available the leader felt she was not able to comment on which areas within the District may or may not be in need of CCTV.

Question submitted by Councillor C. A. Hotham

Please can the Leader explain the current legal status of Bromsgrove District Council occupation of the Parkside building and how not

obtaining the half share of the freehold prior to the investment of £3.5 million was not reckless in risking Bromsgrove residents' money?

Councillor G. N. Denaro referred to the Development agreement between Worcestershire County Council and Bromsgrove District Council signed in November 2013 and made the following points in response to the question;

- that the current position was that Worcestershire County Council held the legal estate on trust for itself and the District Council;
- that the beneficial interest under the trust belonged to the County Council and the District Council in equal shares ;
- that there was no right of pre-emption in favour of any third party; and
- that the legal estate was to be transferred by the County Council to the County Council and the District Council jointly.

Councillor Denaro stated that now that the project was effectively complete and in order to move forward with the transfer, the legal teams were preparing the appropriate documents. The District Council had secured agreement to acquire 50% of the freehold at the point of completion of the project in addition to a number of other caveats to protect Bromsgrove District Council so any risk was minimal if it existed at all.

23\16

MOTION ON NOTICE - PARKSIDE

Members considered the following motion submitted by Councillor M. Thompson:

“Council notes the failure of the move to Parkside to save the costs it initially promised and the attempts of Cabinet Members to mislead the public about the cost implications of the move. Council therefore calls upon the Cabinet Members responsible for misleading the public to resign.”

The motion was moved by Councillor M. Thompson and seconded by Councillor P. M. McDonald.

In moving the motion Councillor Thompson referred to information he had received from officers indicating that heating costs were higher at Parkside than at the former Burcot Lane offices. This had subsequently been publicised in the local press and Councillor Thompson referred to on line comments made in response to this apparently by Councillor R. J. Laight which he felt were derogatory. Councillor Thompson had attempted to contact Councillor Laight on this matter but had not received a response.

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It was indicated that the lack of a response to the Emails would be referred to the Council's Monitoring officer for further investigation.

On being put to the vote the Chairman declared the motion to be lost.

The meeting closed at 9.15 p.m.

Chairman

Agenda Item 5

Appointments to Outside Bodies - nominations

Organisation	No. of Appts & Length of Office	Current appointments/ Nominations Councillors	Nominations
Amphlett Hall Management Committee	4 1 year	M. Buxton H. Jones J. Griffiths S. Webb	M. Buxton J. Griffiths R. Laight S. Webb
Bromsgrove Citizens' Advice Bureau	2 1 year	B. Cooper S. Webb	B. Cooper S. Webb
Bromsgrove Sporting Board (observers only)	2 1 year	P. Lammas P. Whittaker No reps – see note.	Any interested Councillor
Greater Birmingham and Solihull Local Enterprise Partnership (LEP) – Joint Overview and Scrutiny Committee for the Supervisory Board	1 and a substitute 1 year	R. Smith Substitute:	C Allen-Jones Substitute: P Thomas
Shared Services Members Board (2 representatives also by office)	2 and a substitute 1 year	(M. Sherrey & K. Taylor by office) R Smith R Laight Substitute:	Vacancy Vacancy Substitute: B Cooper
Midlands Joint Council for Environmental Protection	2 1 year	K. May M. Glass	K. May S. Shannon
West Mercia Police and Crime Panel <i>Rep and sub must be from majority political group on the Council</i>	1 rep and 1 substitute	M. Sherrey K. Taylor	M. Sherrey K. Taylor

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Agenda Item 5

Organisation	No. of Appts & Length of Office	Current appointments/ Nominations Councillors	Nominations
Worcestershire County Council Corporate Parenting Board	1 1 year	M. Sherrey	K. May
Worcestershire County Council Health Overview and Scrutiny Committee Rep must be a member of the O and S Board	1 1 year	B. Cooper	B. Cooper
Worcestershire County Council Highways (Bromsgrove) Partnership Forum	2 1 year	S. Baxter P. Whittaker	S. Baxter P. Whittaker
Worcestershire Shared Services Joint Committee	2 1 year To include relevant Portfolio holder and one other member of the controlling group and one substitute	R. Laight P. Whittaker R. Dent (sub)	R. Laight P. Whittaker R. Dent (sub)

CABINET

RECOMMENDATIONS TO THE COUNCIL

6TH JULY 2016

1. BROMSGROVE DISTRICT PLAN 2011-2030 PROPOSED MAIN MODIFICATIONS

The Cabinet has considered a report on the next stages in the process in respect of the Bromsgrove District Plan 2011-2030.

It is RECOMMENDED

that the recommended Main Modifications of the Inspector as set out in Appendix 1 of the report be noted and that officers be authorised to proceed with an 8 week consultation on the Main Modifications to run from 27th July 2016 to 21st September 2016. Details of the method of consultation are as set out in paragraphs 3.47 to 3.50 of the report.

2. STATEMENT OF COMMUNITY INVOLVEMENT AND LOCAL DEVELOPMENT SCHEME

The Cabinet has considered a report on the proposed revision of the Local Development Scheme (LDS) and the Statement of Community Involvement (SCI) documents which both formed part of the suite of documents required to be published and maintained by the Strategic Planning Section.

It is RECOMMENDED:

- (a) that the revised LDS as set out in Appendix 1 to the report be adopted as the Council's LDS;
- (b) that delegated authority be granted to the Head of Planning and Regeneration services in conjunction with the relevant Portfolio Holder to review and publish amended LDS timetables for the publication of the Development Plan Documents;
- (c) that the draft SCI as set out in Appendix 2 to the report be approved for publication as part of a six week period of public consultation during September/October 2016; and
- (d) that delegated authority be granted to the Head of Planning and Regeneration services in conjunction with the relevant Portfolio Holder to consider the response to the public consultation and, subject to no significant issues arising, to amend and adopt the SCI.

3. FINANCE MONITORING REPORT 2015/16

The Cabinet has considered a report on the Council's financial position for revenue and capital for the financial year 2015/16.

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It is RECOMMENDED

- (a) that the movements of £63k in existing reserves as included in Appendix 2 to the report which reflects the approval required for April-March 2016 be approved; and
- (b) that the addition of new reserves of £197k as included in Appendix 2 to the report which reflects the approval required for April-March 2016 be approved.

BROMSGROVE DISTRICT COUNCIL

MEETING OF THE CABINET

6TH JULY 2016 AT 6.00 P.M.

PRESENT: Councillors C. B. Taylor (Deputy Leader), K.J. May and P. J. Whittaker

Officers: Ms S. Hanley, Ms J. Pickering, Ms R. Bamford, Ms A. Singleton, Mr M. Dunphy, Mrs S. Sellers and Ms R. Cole

9/16 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors G. N. Denaro and M. A. Sherrey.

The Deputy Leader referred to the resignation of Councillor M. A. Sherrey as Leader of the Council and the resignation of Councillor R. J. Laight from the Cabinet. These matters would be reported and considered at the next meeting of the Council on 20th July 2016.

10/16 **DECLARATIONS OF INTEREST**

Councillor K. J. May declared an other interest in agenda item 8 (Asset of Community Value Application – The New Inn, Bournheath) as Chairman of Bournheath Parish Council. Councillor May stated she would leave the room whilst this matter was discussed. As this would leave the Cabinet inquorate, officers requested that the item be deferred until the next meeting of the Cabinet and this was agreed.

11/16 **MINUTES**

The minutes of the meeting of the Cabinet held on 1st June 2016 were submitted.

RESOLVED that the minutes of the meeting of the Cabinet held on 1st June 2016 be approved as a correct record.

12/16 **BROMSGROVE DISTRICT PLAN 2011 - 2030 - PROPOSED MAIN MODIFICATIONS**

The Cabinet considered a report on the next stages in the approval and adoption process in respect of the Bromsgrove District Plan 2011 – 2030.

It was noted that the report identified the Main Modifications proposed by the Planning Inspector and detailed the public consultation on these which was now required. Members were reminded of the stages which the Plan had already been through including a lengthy Examination in Public.

Members' attention was drawn to the Main Modifications now proposed by the Inspector which were set out in paragraphs 3.17 to 3.44 of the main report and in Appendix 1. At this stage Cabinet was being requested to consider approving the consultation on the Main Modifications.

Councillor P. J. Whittaker asked for it to be recorded that he did not support the proposals in relation to the area identified for cross border housing growth with Redditch. He was however aware that the current recommendation related only to the public consultation process and so he would be voting in favour of the recommendation.

RECOMMENDED that the recommended Main Modifications of the Inspector as set out in Appendix 1 of the report be noted and that officers be authorised to proceed with an 8 week consultation on the Main Modifications to run from 27th July 2016 to 21st September 2016. Details of the method of consultation are as set out in paragraphs 3.47 to 3.50 of the report.

13/16

STATEMENT OF COMMUNITY INVOLVEMENT AND LOCAL DEVELOPMENT SCHEME

The Cabinet considered a report on the proposed revision of the Local Development Scheme (LDS) and the Statement of Community Involvement (SCI) documents which both formed part of the suite of documents required to be published and maintained by the Strategic Planning section. Both documents required updating in view of changes in matters such as timescales and in methods of public consultation due to the development of technology. References to out of date processes and legislation had also been removed.

It was noted that the Local Development Scheme (LDS) document identified which development documents would be produced by the Council, the scope of the documents and the timescales involved. The revised LDS was set out in Appendix 1 to the report.

Members also noted that the Statement of Community Involvement (SCI) document set out how engagement and consultation with communities would be undertaken. It also now included a section on neighbourhood planning. The revised SCI was set out in Appendix 2 to the report.

RECOMMENDED:

- (a) that the revised LDS as set out in Appendix 1 to the report be adopted as the Council's LDS;

- (b) that delegated authority be granted to the Head of Planning and Regeneration services in conjunction with the relevant Portfolio Holder to review and publish amended LDS timetables for the publication of the Development Plan Documents;
- (c) that the draft SCI as set out in Appendix 2 to the report be approved for publication as part of a six week period of public consultation during September/October 2016; and
- (d) that delegated authority be granted to the Head of Planning and Regeneration services in conjunction with the relevant Portfolio Holder to consider the response to the public consultation and, subject to no significant issues arising, to amend and adopt the SCI.

14/16

LOCAL COUNCIL TAX SUPPORT SCHEME 2017/18

The Cabinet considered a report on the proposals for the Authority's Council Tax Support Scheme 2017/18 following public consultation on options being considered for inclusion in the scheme.

The Head of Customer Access and Financial Support reminded Members that if the current proposals were approved there would be a further public consultation prior to the submission of the final scheme to Cabinet and Council for consideration in November 2016. This would enable the final scheme to be published by 31st January 2017.

It was reported that the response to the consultation (set out in Appendix 1 to the report) had been low with only 25 responses received despite all current claimants being contacted directly and press and social media publicity. The feedback received had however been taken into account in proposing the options to be progressed.

The Head of Customer Access and Financial Support stressed that the proposals for the draft scheme were not intended to reduce the overall cost support provided to residents but to reduce the administrative burden wherever possible and to bring the scheme into line with other benefits, including Housing Benefit. This would enable claims to be assessed in tandem.

It was noted that the consultation on the draft scheme would be published and that key stakeholders, including existing working age claimants would be directly contacted in writing. Feedback would be used to inform any changes to the draft scheme before the final scheme was considered by Members.

It was also noted that any changes introduced would apply in respect of new claims only. Support on managing finances and advice on other potential benefits would continue to be made available.

Following discussion it was

RESOLVED:

- (a) that the outcome of the initial statutory consultation on options for change to the Local Council Tax Support Scheme be noted;
- (b) that the current scheme be changed as set out below with effect from April 2017/18:-
 - (i) reduce backdating of Council Tax Support to 4 weeks in line with the changes in Housing Benefit announced by Central Government;
 - (ii) enable claims to be processed based on information provided by the DWP without the need for further information;
 - (iii) removal of the family premium for new claims to bring the Council Tax Support Scheme in line with changes in Housing Benefit announced by Central Government

and that the amended version become the proposed Draft Scheme for 2017/18;

- (c) that authority be delegated to the Head of Customer Access and Financial Support to carry out the next phase of consultation on the Draft Scheme; and
- (d) that the final Scheme be presented to Cabinet to make recommendations to Council to allow for the necessary regulations to be published by 31st January 2017.

15/16

FINANCE MONITORING REPORT 2015/16

Members considered the report on the Council's financial position for revenue and capital for the financial year 2015/16. It was also reported that the Council's Accounts had been submitted in advance of the due deadline of 30th June 2016.

In relation to the revenue budget, it was noted that there was an underspend of £330k at the end of the financial year against a predicted underspend of £239k at the end of quarter 3. The reasons for this were referred to in section 3.3 of the report and within the detailed appendices. It was intended that the underspend would be transferred to balances.

The Executive Director of Finance and Corporate Resources confirmed that whilst the underspend was less than in previous years there would be further work undertaken to understand in detail the reasons for the underspend. In addition discussions with Heads of Service on future budgets for would focus on maintain the reduced level of expenditure.

In relation to the capital budget it was reported that there was a significant underspend of £8.3m. This was partly due to the carry forward of the Dolphin Centre replacement project to 2016/17, together

with a deferment of the vehicle replacement programme to enable the place team implementation to become stabilised.

Following discussion it was

RESOLVED that the outturn financial position on revenue and capital as detailed in the report be noted together with the transfer to balances of £331k.

RECOMMENDED:

- (a) that the movements of £63k in existing reserves as included in Appendix 2 to the report which reflects the approval required for April-March 2016 be approved; and
- (b) that the addition of new reserves of £197k as included in Appendix 2 to the report which reflects the approval required for April-March 2016 be approved.

16/16

ASSET OF COMMUNITY VALUE APPLICATION - THE NEW INN BOURNHEATH

This item was deferred for reasons set out in Minute 10/16 above.

The meeting closed at 6.30 p.m.

Chairman

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COUNCIL

20th July 2016

ARRANGMENTS FOR DEALING WITH THE STATEMENT OF ACCOUNTS

Relevant Portfolio Holder	Councillor G Denaro
Portfolio Holder Consulted	Yes
Relevant Head of Service	Claire Felton, Head of Legal, Equalities & Democratic Services
Wards Affected	All Wards
Ward Councillor Consulted	N/A
Non-Key Decision	

1. SUMMARY OF PROPOSALS

- 1.1 Members are asked to approve the proposed arrangements for dealing with the Statement of Accounts and Audit Findings for implementation with immediate effect.

2. RECOMMENDATIONS

- 2.1 That the Statement of Accounts and Audit Findings reports be considered each year by the Audit, Standards and Governance Committee, with recommendations on to the Council;
- 2.2 That when considering these reports the Committee invites all Councillors to attend;
- 2.3 That if recommendation 2.1 is agreed, the Cabinet meeting scheduled for 21st September 2016 (immediately before the Council meeting) is cancelled;
- 2.4 That if the above recommendations are agreed, the Head of Legal, Equalities and Democratic Services be authorised to update the constitution accordingly.

Financial Implications

- 3.1 There are no direct financial implications arising from this report. There would be marginal savings by not holding the extraordinary Cabinet meeting immediately prior to the Council meeting in September.

COUNCIL

20th July 2016

Legal Implications

- 3.2 The Audit Commission Act 1998 requires the Council to respond formally to the audit findings report. The Accounts and Audit Regulations 2011 require the Council to comply with statutory accounting legislation.

Service / Operational Implications

- 3.3 The Constitution Working Group met recently and was chaired by Councillor Kit Taylor in the absence of the Leader. It considered a number of items which are likely to be the subject of future reports to the Council.
- 3.4 One item it discussed was the mechanism for bringing the Statement of Accounts and the Audit Findings to the Council. Currently an extraordinary meeting of the Cabinet is held immediately prior to the Council meeting in the second half of September to consider the Statement of Accounts. Representatives from the External Auditors attend the Cabinet meeting to present their findings and answer questions. Recommendations are then made to the Council meeting.
- 3.5 The Working Group discussed whether the Audit, Standards and Governance Committee would be a more appropriate forum to consider both documents. It considered that it was, given its role in providing independent assurance to the Council about its financial processes.
- 3.6 The Group also discussed recommending that the responsibility for receiving the reports should be delegated by Council to the Committee. However, given the importance of the documents to the governance framework of the Council, it decided not to make this recommendation. Members suggested that when the Committee considered the Statement of Accounts, it should invite all councillors to attend the meeting so that they can ask questions of detail when the external auditors are present.
- 3.7 In summary then, the Working Group is recommending that responsibility for receiving the external auditors' reports on the Statement of Accounts and Audit Findings is retained by the full Council. However, the responsibility for considering these in detail be placed with the Audit, Standards and Governance Committee instead of the Cabinet, with an invitation to all councillors to attend the relevant Committee meeting.
- 3.8 The Group proposes that the changes come into effect immediately. If agreed by Council, this will mean that the Statement of Accounts will be considered by the Audit, Standards and Governance Committee at its

COUNCIL

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meeting on 15th September with any recommendations through to Council on 21st September. The extraordinary Cabinet meeting planned for 21st September will be cancelled.

Customer / Equalities and Diversity Implications

3.9 No implications have been identified.

4. RISK MANAGEMENT

4.1 There are no significant risks associated with this item.

5. APPENDICES

None

6. BACKGROUND PAPERS

None

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Bromsgrove District Council **Legal, Equalities & Democratic Services**



Overview and Scrutiny **Annual Report**

2015 - 2016



Bromsgrove
District Council

www.bromsgrove.gov.uk

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OVERVIEW AND SCRUTINY ANNUAL REPORT 2015-16

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FOREWORD FROM THE CHAIRMAN

Welcome to the Bromsgrove District Council's Overview and Scrutiny Board's Annual Report for 2015-2016.

The Board have been active this year in supporting scrutiny around the town centre regeneration, in particular the Hannover Street / George House development. The Board held an additional meeting in June 2015 to allow for pre-scrutiny of the proposals and a further meeting in September 2015 to provide input into the final decision.

The Board became aware, as a result of the Making Experiences Count Quarter 4 Report in 2014, of increasing complaints relating to Development Control and planning matters. The Board has this year sought to work with the Portfolio Holder for Planning and the officers in Development Control to monitor progress in moving the Council out of designation. Regular reports were received at the Board and it welcomed news early in 2016 that the Council had been taken out of designation by central Government.

A further focus for the Board this year has been the issue of homelessness in Bromsgrove and the future of homelessness provision when the current Burcot Lodge closes, my thanks to Councillor Sean Shannon for raising this subject with the Board. Following a number of officer presentations on plans to provide homelessness support in the future it was agreed by the Board to launch an investigation into the impact of the future closure of Burcot Lodge and the potential impacts to the Council and our local residents of the changes imposed by central Government to the benefits system.

The Board has also spent considerable time considering leisure services and specifically scrutinising the Dolphin Centre replacement this year. The Board felt it necessary in December to remind the Cabinet of the original Board recommendation regarding sports hall provision alongside the Dolphin redevelopment.

The Board has a responsibility for finance monitoring, overview of the budget and corporate performance. There is still some way to go in achieving timely and clear information to support this vital function of the Board. We look forward to working with finance and performance officers this year to build on the improvements of the past two years and also to build the corporate dashboard into our oversight as a Board.

A particular focus of work for the Board this year has again been the vexed issue of car parking in Bromsgrove, and the interplay with growing the local economy. My particular thanks to Cllr Karen May who led the task group on this issue, and the

members of the Council that supported this important work. The Cabinet chose to accept the majority of recommendations in respect of this task group aside from pushing forward with developing an Economic Development Strategy for the town, choosing instead to implement a review of the existing Economic Priorities to strengthen the focus on car parking as a driver in the local economy.

In terms of the operation of the Board this year, the year began with a training workshop for members. This proved an excellent opportunity for us, existing members and new, to develop our skills and knowledge of scrutiny. We are grateful to our officers for developing and facilitating this workshop. The session highlighted a number of areas for future discussion by the Board. Members also chose to adopt a more cross-party approach to delivering their function – resolving to no longer sit or identify by political group at Overview and Scrutiny Board meetings.

As in previous years the Board has scrutinised the North Worcestershire Community Safety Partnership as well as having received regular and thorough updates from our representative on the Health Overview and Scrutiny Committee, Cllr Brian Cooper.

Finally, I would like to take this opportunity to thank all of the Members of the Board, in particular the Vice Chairman, Councillor Karen May, and those Democratic Services Officers that have supported our work so diligently and professionally, enabling the Board to achieve and deliver its programme of work this year.

Councillor Luke Mallett
Chairman

INTRODUCTION

We are pleased to present the Overview and Scrutiny Annual Report which outlines our work during 2015/16 and provides general information on the overview and scrutiny processes at Bromsgrove District Council.

There were a number of Members who were new to the Overview and Scrutiny process this municipal year and the Board took the opportunity to reinforce the importance of its Members being 'a' political.

On 15th June 2015 a training/work planning evening was held, to which all non-Executive Members were invited. This consisted of basic background information about the role of Scrutiny in the decision making process together with a number of interactive exercises, based on Members experiences with residents and the Council's strategic purposes. The aim was to highlight those concerns which affected residents the most and then consider how best Scrutiny could assist in making changes where appropriate.

Overview and Scrutiny is a key part of the democratic decision making process in local Councils, where elected Councillors outside of the Cabinet can contribute to shaping Council policy, community well-being and accountability. This is done by reviewing Council services and policies, community issues and key decisions and making recommendations for improvement.

The four key principles of Overview and Scrutiny, as defined by the Centre for Public Scrutiny (CfPS), the lead charitable organisation supporting Overview and Scrutiny in the country, are:

- Provides a 'critical friend' challenge to executive policy makers and decision-makers.
- Enables the voice and concerns of the public to be heard.
- Is carried out by 'independent minded Members' who lead and own the scrutiny role.
- Drives improvement in public services

The Members of the Board consider these principles when selecting topics to investigate whether it is holding the executive to account, reviewing policies, policy development or scrutiny of external bodies.

MEMBERSHIP (The Board is made up of 11 Members)



Cllr Luke Mallett – Chairman



Cllr Karen May
(Vice Chairman)



Cllr Chris Allen-Jones

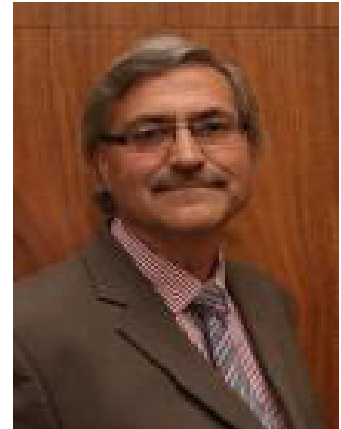


Cllr Sue Baxter

Agenda Item 12



Cllr Chris Bloore



Cllr Steve Colella



Cllr Brian Cooper



Cllr Richard Deeming
(w.e.f. 14th December 2015)



Cllr Malcolm Glass



Cllr June Griffiths
(from 2nd June to 13th December 2015)



Cllr Roger Smith



Cllr Phil Thomas

THE ROLE OF THE OVERVIEW AND SCRUTINY BOARD

Overview and Scrutiny is a key part of the Council's political structure and it plays a vital role in improving the services that people of the District use, whether a resident, employed here or just visiting. It does not just look at the way the Council does things, it can look at anything which affects the lives of people within the District and it allows citizens to have a greater say in Council matters.

Overview and Scrutiny allows Councillors to review and scrutinise decisions, look at existing practices and make recommendations to help ensure the residents of Bromsgrove District receive excellent services. The aim is to ensure Overview and Scrutiny adds value to the Council's decision-making process and makes a positive contribution towards policy development.

The detailed terms of reference and procedure rules for the Overview and Scrutiny Board can be found at Part 5 and Part 12 of the Council's Constitution. The Council's Constitution can be accessed by using the following link.

<http://svmodern.gov:9072/ieListMeetings.aspx?CId=329&Year=0> (Please click on the latest date to access the most recent version of the Council's constitution).

Number of Meetings

The Overview and Scrutiny Board met on a monthly basis during 2015-16 and there were a total of 12 meetings throughout the year. Eleven meetings had been scheduled in to the Calendar of Meetings with an additional meeting arranged due to pre-scrutiny work being held on 2nd June 2015.

REPORTS RECEIVED AND RECOMMENDATIONS MADE BY THE BOARD

The Board continues to receive regular updates in order to monitor the progress of recommendations it has made, through the Quarterly Recommendation Tracker. This contains both recommendations put forward by Task Groups and accepted by the Cabinet, together with recommendations put forward by the Board itself. In respect of Task Groups the Board does, where necessary, receive an update report 12 months following acceptance of its recommendations.

During the course of the year the Board received a number of reports and made a number of recommendations. There has been excellent support from the relevant Portfolio Holders this year, with regularly attendance from a number of them when a report which relates to their portfolio has been presented to the Board. This has given them an opportunity to hear first-hand the debate and ideas that the Board have put forward. On a number of occasions, whilst the Board has not made any recommendations in respect of an item it has endorsed and supported those recommendations which would be considered by Cabinet at its meeting.

George House/Hanover Street Car Park Site

It was highlighted at the Board's November 2014 meeting that Cabinet would be receiving a report on the Hanover Street Remarketing and the disposal of the Stourbridge Road site and it was agreed that the Board would hold an extra meeting, prior to Cabinet to pre-scrutinise these reports. A number of officers together with the Leader and relevant Portfolio Holder and a representative from the commercial property consultants involved, attended a very productive meeting, which led to a number of recommendations being considered and whilst the wording of those recommendations was slightly amended, they were agreed by Cabinet in principle.

A special meeting of the Board was held on 2nd June 2015 in order to consider a report which focused on the outcome of the marketing exercise for the Hanover Street Car Park and George House site; the process that had been followed by the Council, the preferred bidder's identity and further detail about the bid, prior to the report being considered by Cabinet. The discussions covered such areas as any planning permissions which would be required, any implications on car parking and the actual process which had been followed.

The topic was further discussed at its meeting in September 2015 when the Board was given the opportunity to comment on changes to the way in which the development would be built, prior to the matter being discussed at Cabinet and the final decision being made at full Council

Development Control

During consideration of the Making Experiences Count Quarter 4 Report in 2014, Members highlighted that there had been an increase in the number of complaints that had been received during the period in respect of planning matters. In particular, there were concerns about the delays in resolving planning applications that appeared to be causing these complaints. Members therefore received a verbal update from the Head of Planning and Regeneration with the outcome being that the Board would receive a six monthly update containing data on the backlog of outstanding applications in order to monitor progress on this. The first of these reports was received by the Board at its January 2015 meeting, when a number of further points and concerns were raised. The Head of Planning and Regeneration and the Portfolio Holder attended the March meeting and discussed those concerns in more detailed.

The Board has continued to receive quarterly updates in respect of the backlog and actions that have been taken to reduce that backlog. A report was received at its August 2015 meeting and a further report, which contained amendments that had been requested, came to the November meeting. It is hoped that in the future Members will be able to access the information via the Corporate Dashboard (see item below for full details of this), but it is currently agreed that it would be more appropriate for the Board to continue to receive a report.

Disposal of Burcot Lodge Emergency Homeless Unit

At its July meeting the Board considered a topic proposal in respect of Burcot Lodge, which provided emergency housing to vulnerable individuals at risk of homelessness, was due to be included as part of the sale of the Council House site. After consideration Members requested further information before making a decision as to whether it was appropriate for a Task Group to be formed. A report was received at the August meeting which provided broad details of the options which were being considered and Members requested a further update which came to its October meeting. A final update was presented to the Board at its January 2016 meeting, which provided details of the current position and the options for replacement of the Unit, following the sale of the old Council House site, which would be considered by Cabinet together with the financial implications of those options. The information received in that update report led the Board to agree to a Short Sharp Review being set up to look into the effects of the closure of the Unit together with potential impact to the Council and its residents of the forthcoming changes imposed by central Government to the benefits system.

Finance Monitoring and Overview of the Budget

The Board continued to receive regular quarterly finance monitoring reports and, following a recommendation from the previous municipal year, the format of those reports has been updated to include a number of suggestions made by the Board.

For the second year running, the Board has been able to take a more active role in the scrutiny of the Council's budget. They have considered a number of reports over five meetings, including an Overview of the Budget, Fees and Charges Report, Capital Budget and a pressures and savings report. Whilst considering these reports, Members had highlighted the difficulty in respect of timing, as often the Board did not receive the reports until after Cabinet had considered them, therefore rendering it unable to do any constructive pre-scrutiny work. With this in mind the meetings for 2015/16 have, where possible, been scheduled a week prior to the Cabinet meetings to enable this work to be carried out more successfully. This is something which will be further addressed in the next municipal year. The Board has scheduled at its April meeting an item which will consider how successful it feels this year's budget scrutiny work has been and whether there are any changes that could be made for the future which would allow the Board to play a more active role in the process, particular reference will be made to the timing of when reports are received as it was felt that whilst progress has been made, this could be improved further in the future.

Leisure Provision Task Group and the Dolphin Centre

During consideration of the Quarterly Recommendation Tracker at the November 2015 meeting the Board was advised that a number of the recommendations that had been made by the Leisure Provision Task Group remained to be implemented. Members of that Task Group had carried out pre-scrutiny of the business case for the replacement Dolphin Centre. Members were keen to hear of progress in respect of the recommendations which had been made. An update was therefore requested from the Head of Leisure and Cultural Services. A detailed update was provided at the December meeting which led to Members making a further recommendation to the Cabinet reminding them of the original recommendation which had been agreed.

Corporate Dashboard

Part of the role of Overview and Scrutiny is performance monitoring. This area of work has been neglected of late as the Council no longer has Key Performance Indicators set by central Government. However, officers have been working towards developing a new Performance Measures Dashboard. The aim of the Dashboard is to present performance data in a new and meaningful way in line with the Council's systems thinking approach to service delivery.

The Board received a demonstration on the Dashboard at its December 2015 meeting and discussed how best it could be used for the purpose of Overview and Scrutiny. It was anticipated that Members would be able to access the Dashboard individually and officers would upload data onto it, with explanatory notes and contact details of lead Officers. Members were encouraged to access the Dashboard and provide feedback to officers whilst it was still in its early stages of development.

Staff Survey Update

The Board had previously received the results of the staff survey back in June 2014 and in light of the discussions at that meeting had placed an update report on its Work Programme to be scheduled in when convenient. As some time had elapsed since that meeting, the Board was keen to ensure that the actions arising from the survey had been dealt with and requested an update report to be brought before the February 2016 meeting. At that meeting Members considered the progress which had been made in respect of the action plans that had been put in place learnt that a further survey would be sent out in April. This would be along similar lines to the original survey in order to provide comparative data. It was also hoped that analysis of that data would be available much sooner than the previous survey. The Board requested that it have sight of this and the item was therefore retained on its Work Programme for the new municipal year.

Scrutiny of the North Worcestershire Crime and Disorder Reduction Partnership

The Board has a statutory duty to hold at least one meeting a year which covers the scrutiny of the work of the local Crime and Disorder Reduction (CDRP) partnership. In the case of Bromsgrove District Council this is the North Worcestershire Community Safety Partnership.

At its March 2016 meeting the Board considered a report from the Community Safety Manager which provided a comprehensive update in respect of the work of the North Worcestershire Community Partnership, which covered funding and projects which were being undertaken.

WORCESTERSHIRE HEALTH OVERVIEW & SCRUTINY COMMITTEE (HOSC)

The Council's representative on this Committee must be a Member of the Overview and Scrutiny Board and is required to provide the Board with regular updates on the work being carried out.

Councillor Brian Cooper has continued as the Board's representative this year providing regular updates on what has been discussed at these meetings. Where appropriate the minutes from a relevant meeting have been provided for Members' consideration.

During the year Councillor Cooper highlighted the following areas and responded to questions from other Members when raised:

- Primary Care commissioning and GP access
- Worcester Cancer Services
- Alexandra Hospital Maternity Services
- Draft Joint Health and Well-being Strategy 2016-19
- Worcestershire Acute Hospitals Trust and an unannounced CQC inspection.
- Health services for patients living on the borders of Worcestershire.

In December 2015 the Chairman reported that he had been approached by another member of the Council who was concerned about the services that were being provided to residents who were members of GP Practices that were not part of a Worcestershire Clinical Commissioning Group (CCG). At the request of the Board Councillor Cooper raised this for the consideration of HOSC, though it was not possible for the Committee to consider the matter in detail until after the local elections in May 2015. The Committee then brought this matter to the attention of the CCGs, though no solution was identified to the problem.

The Board remained concerned about this issue, particularly after learning that similar concerns had been raised at a local CALC meeting. In order to address these issues and residents' concerns the Board agreed that the Chief Executive of the Council should be asked to write a letter to the Chief Executive and Medical Director of NHS Arden Herefordshire and Worcestershire Area Team as, in their capacity as the senior leads for the regional branch of NHS England, it was suggested that they might be in a position to influence CCGs to work better together to resolve this problem to the benefit of patients. A letter was subsequently sent to the team and an acknowledgement was received. The Board had agreed that it might also be useful to consult with a representative of Worcestershire HealthWatch about this matter and it is possible that further information about progress in terms of addressing these problems may be made available when this occurs.

Following the updates at the November and December meetings, the Board put forward 2 recommendations; one in respect of the inclusion of Air Quality as a priority in the draft Joint Health & Well-being Strategy 2016-19 and the second was a request for the Leader to clarify the Council's position in respect of the outcome of the Worcestershire Acute Hospitals Trust being placed in special measures following the CQC inspection.

Cabinet supported the Board's proposal in respect of the inclusion of Air Quality as a priority in the Joint Health and Well-Being Strategy and recommended that Council endorse the proposal from the Board. In January 2016 the Leader attended a meeting of the Board to provide further clarification about the Council's position in respect of Worcestershire Acute Hospitals Trust being placed in special measures.

TASK GROUP INVESTIGATIONS & SHORT, SHARP REVIEWS CARRIED OUT

The detailed final reports of all these investigations can be found on the Council's website within the Overview and Scrutiny section.

Evening & Weekend Car Parking Task Group

Membership: Councillors Karen May (Chairman), Margaret Buxton, Malcolm Glass, Sean Shannon and Shirley Webb

Deadline: March 2016

At its meeting held on 24th August 2015 the Overview and Scrutiny Board considered a topic proposal entitled Review of Evening Car Parking which had been submitted by Councillors Karen May and Luke Mallett. The aim of investigation was to assist Officers in evaluating the success of the trial of free evening car parking which had been implemented in February 2015, with the possibility of recommendations being made for future car parking arrangements.

During discussions at that meeting Members were advised that a Task Group review of evening car parking would investigate use of the car parks during the evenings and the impact that this had had on the night time economy. It was envisaged that Members would consult with both local businesses and residents to ascertain the impact that free parking had had on the local economy and whether this free parking provision represented value for money for local tax payers. A review would also explore the potential for alternative parking arrangements to be introduced in the town. Following discussion the Board agreed that a Task Group review of this subject would provide information which could help the Cabinet when reviewing the outcomes of the trial and it was on this basis that Members agreed that the Task Group should be launched. It was also agreed that a report would be brought back to the Board in January 2016 before being presented to the Cabinet at its February 2016 meeting, which would be in time for the final budget setting process to be completed.

The Task Group held its first meeting on 30th September when it discussed how best to carry out its investigations. It quickly became apparent from the work already carried out at the early stages of the investigation that an assessment of the success of the introduction of free evening car parking was difficult to measure and any recommendations would have to be based on assumptions and anecdotal evidence.

This led the Members of the Group to unanimously agree that car parking as a whole needed to be reviewed in order to widen the area of benefit to residents and contribute to economic growth for the local traders and the district as a whole. The Task Group was mindful that part of the regeneration of the Town Centre will impact on car parking provision and believe that it would be prudent to undertake a full review at this time in order to ensure that going forward the Council's car parks meet the needs of both visitors to the Town Centre and the traders.

The Task Group therefore requested, at the Overview and Scrutiny Board meeting on 23rd November, an amendment to its terms of reference together with an extension of the time to complete its work. Following discussion the Board agreed to amend the Task Group's remit to cover Evening and Weekend Car Parking and to extend its timescale for completion to March 2016, with an interim report being produced in January 2016.

The Group made 4 recommendations which were considered by the Board at its March meeting, which cover a number of areas including the need for a car parking strategy to be put in place as soon as possible. Full details of the recommendations and the detailed final report can be found on the Overview and Scrutiny pages of the Council's website.

Preventing Homelessness in Bromsgrove Task Group

Membership: Councillors Chris Bloore (Chairman), Sue Baxter, Helen Jones, Sean Shannon and Roger Smith

Deadline: September 2016

At its meeting held on 18th January and following a number of presentations and update reports in respect of the Burcot Lodge Emergency Homeless Unit disposal, the Board agreed that a Short Sharp Review should be established to look further into the effects of both the disposal of this unit and the impending changes to the welfare system imposed by central Government.

The Review Group held its first meeting on 25th February and its terms of reference were considered by the Board at its meeting on 29th February 2015. Following the initial meetings, it soon became clear to the Group that this was a complex subject and in order to do it justice it was requested at the March 2016 meetings of the Board that the review be extended to a full Task Group exercise. It will now present its findings and any recommendations at the Board meeting to be held in September 2016 and in the meantime continue to provide verbal updates on the progress of the investigation at future Board meetings.

JOINT OVERVIEW AND SCRUTINY INVESTIGATIONS

Increasing Physical Activity Joint Scrutiny Task Group

Bromsgrove District Council representative: Councillor June Griffiths (until 13/12/15)

Deadline: March 2016

The Worcestershire County Council's (WCC's) Overview and Scrutiny Performance Board (OSPB) at its meeting on 26th February 2015 discussed the Worcestershire Public Health Annual Report 2014, a theme of which was to increase opportunities for participation in physical activity. This highlighted that "physical activity rates decrease quite steeply after the age of 45"... (although) .. "when comparing with the region and England, Worcestershire participation rates are relatively high". It also noted that "there is fragmentation of responsibility between County, District and national (Sport England) levels."

The County Council was keen to ensure opportunities to access sport and physical activity were available to all, and were interested to find out what impact the 2012 Olympics had had on participation rates.

Following Councillor Griffiths standing down from the Board it was agreed that due to the Task Group's work coming to a conclusion a replacement would not be sought. However, it was requested that the Chairman of the Task Group attend the relevant Board meeting to present the findings of the Group. There has been some delay in the final report being produced, which originally was given as December 2015, and has currently slipped to June 2016. At the time of writing this was still awaited.

PLANS FOR THE FUTURE

At its final meeting on 25th April the Board discussed its key achievements over the year and the work of the task groups. The Chairman also took the opportunity to thank Members and Officers for their hard work in supporting the scrutiny process.

In line with best practice Members considered actions that could be taken to improve the scrutiny process in future years. A number of potential options to enhance the scrutiny process had been identified by the Chairman and Vice Chairman, during discussions with officers and these ideas were discussed in turn with the Board.

Members discussed and agreed the introduction of a Finance and Budget Scrutiny Working Group. The following points were noted if such a Group was created:

- The working group would comprise a small number of Members of the Board.
- The Working Group could meet in private to consider the Council's finance position and budget matters throughout the year, rather than just before the budget is set.
- This would enable Members on the Working Group to develop expertise in terms of local government finances and to dedicate time to investigating particular areas in detail.
- To make it easier to arrange meetings Officers would suggest it might be worth limiting membership to 5 members of the Board.
- Meetings could be convened at times that would enable scrutiny Members to pre-scrutinise details before any decision is made by Cabinet.
- Key findings and recommendations could be reported back by the Chairman of the Working Group to the Board.
- Recommendations proposed through this process would have an evidence basis and would enhance informed decision making at the Council.

It was also agreed that the Board would establish a small working group to review the Corporate Measures Dashboard which had recently been introduced and which the Members had received a presentation on at a recent meeting. The following points were highlighted:-

- The working group could meet throughout the year to monitor performance data on the dashboard.
- The group might want to focus on different areas of the dashboard, perhaps in accordance with each strategic purpose, via a set work programme.
- This would enable Members of the Working Group to develop expertise in using the dashboard.
- The Working Group could also highlight any areas of concern about service performance and, where considered appropriate, report back to the Board

which could lead to a variety of outcomes (a presentation to the Board, a Task Group etc.)

- Recommendations could also be reported back to the Cabinet via the Board by the Chairman of the Working Group.
- This Working Group could help the Council to address the role that Overview and Scrutiny has to play in respect of performance management from a best practice perspective.

The Board agreed that the Membership of each working group should be considered at the first meeting of the Board in the new municipal year.

Members also considered creating Member Champions for particular areas, however after discussion it was felt that the creation of the Working Groups would meet the needs of the Board.

A training session had been delivered to Members of the Board and other non Cabinet Members in June 2015. Members concurred that this training had been very good and had provided both an introduction to the scrutiny process and an opportunity for Members to consider subjects that might be suitable for scrutiny during the year. It was agreed that a similar session would be useful for 2016, with the inclusion of a review of the previous list of proposed subjects for scrutiny, including the outcomes that had been achieved, with the 2016 session providing additional opportunities to discuss suitable subjects for scrutiny in 2016/17.

FURTHER INFORMATION

Overview and Scrutiny Board Meetings

Overview and Scrutiny Board meetings are open to the public. To find out more visit our website at <http://www.bromsgrove.gov.uk/council/the-council/overview-and-scrutiny.aspx> or telephone 01527 881288 and ask to speak to the Democratic Services Officer.

Public Involvement

If you would like to have your say on issues being considered by Overview and Scrutiny or to suggest a topic for consideration you can email scrutiny@bromsgrove.gov.uk or complete the form on the Council's website at <http://www.bromsgrove.gov.uk/council/the-council/overview-and-scrutiny/public-participation.aspx>

Giving Evidence

Members of the public or organisations with a special interest or knowledge about a particular topic being considered by Overview and Scrutiny can put forward evidence to a Committee or appear as a witness to give evidence for an investigation. If you think you or your organisation might be able to participate in an issue currently under review, please contact us.

If you have a personal issue with a Council service you may find it more useful to contact your local ward Councillor who can help you decide the best way to take it forward.

Contact Overview and Scrutiny

If you would like to find out more about any aspect of the Overview and Scrutiny Board then you can email scrutiny@bromsgrove.gov.uk or telephone 01527 881288 and ask to speak to the Democratic Services Officer.

Further information can also be found on the Council's website. Please go to <http://www.bromsgrove.gov.uk/cms/council-and-democracy/oands-welcome-page.aspx>

**Overview and Scrutiny
Legal, Equalities and Democratic Services
Bromsgrove District Council
Parkside, Market Street, Bromsgrove B61 8DA**



**This report can be provided in
large print, braille, on audio CD or tape,
or on computer disc.**

"Need help with English?" Contact Worcestershire HUB, Bromsgrove 01527 881288

'Potrzebujesz pomocy z angielskim?' Skontaktuj się z Worcestershire HUB, Bromsgrove, tel.: 01527 881288

"İngilizce için yardıma ihtiyacınız var mı?" 01527 881288 numarayı arayıp Worcestershire HUB, Bromsgrove ile irtibata geçin

"ইংরেজির জন্য সাহায্য চাই?" 01527 881288 নম্বরে উস্টাশায়ার হাব [HUB] ব্রমসগ্রোভ [Bromsgrove]-এ টেলিফোন করুন

"ਅੰਗਰੇਜ਼ੀ ਵਿਚ ਮੱਦਦ ਚਾਹੁੰਦੇ ਹੋ?" ਵਰਸੈਸਟਰਸ਼ਾਇਰ ਹੱਬ [HUB] ਨੂੰ ਬਰੋਮਸਗ੍ਰੋ [Bromsgrove] ਵਿਖੇ 01527 881288 'ਤੇ ਟੈਲੀਫੋਨ ਕਰੋ

"انگریزی میں مدد چاہتے ہیں؟" ورسیسٹر شائر ہب [HUB]، برومزگرو [Bromsgrove] میں 01527 881288 پر رابطہ کریں



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Bromsgrove District Plan 2011 – 2030 – Proposed Main Modifications

Relevant Portfolio Holder	Councillor Kit Taylor
Portfolio Holder Consulted	Yes
Relevant Head of Service	Ruth Bamford
Ward(s) Affected	All Wards
Ward Councillor(s) Consulted	Yes – Via officer briefings
Non Key Decision	Yes

1. SUMMARY OF PROPOSALS

- 1.1 The following report outlines the Examination in Public process the Bromsgrove District Plan 2011 -2030 has undergone over recent years. It identifies the Main Modifications proposed by the Planning Inspector, and explains the public consultation required.

2. RECOMMENDATIONS

2.1 RECOMMENDATIONS

The Committee is asked to RECOMMEND to the Council that

Council notes the recommended main modifications of the Inspector as set out in Appendix 1 and authorises officers to proceed with an 8 week consultation on the main modifications to run from 27th July 2016 to 21st September 2016. Details of the method of consultation are set out in paragraphs 3.47 to 3.50 of this report.

3. KEY ISSUES

Financial Implications

- 3.1 The cost of carrying out the consultation is not excessive and can be funded through existing budgets.

Legal Implications

- 3.2 The relevant legislation setting out the process approval and adoption of Local Plans is contained in the Planning and Compulsory Purchase Act 2004 as amended (PCPA 2004).
- 3.3 The Inspector can recommend ‘main modifications’ (changes that materially affect the policies) to make a submitted Local Plan sound and legally compliant if asked to do so by the Local Planning Authority under section 20(7C) of the

Bromsgrove District Plan 2011 – 2030 – Proposed Main Modifications

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- PCPA 2004. The Council can also put forward 'additional modifications' of its own to deal with more minor matters.
- 3.4 The Local Plan Examination in Public has progressed to the point where the Inspector has proposed Main Modifications to the Plan. He was invited to suggest these modifications by the Authority. The Inspector now requires the Local Planning Authority to consult upon all proposed Main Modifications. The Inspector's report on the Plan will only be issued once the Local Planning Authority has consulted on the Main Modifications and the Inspector has had the opportunity to consider the representations on these. This is part of the standard procedure in the Examination process and it is entirely normal for Inspectors to suggest Modifications.
- 3.5 On receipt of the Inspector's final report on the Plan (following consultation on the Main Modifications) s23(3) of the PCPA 2004 allows an Authority to adopt the Local Plan with only the Main Modifications or adopt the Local Plan with the Main Modifications and any additional modifications that do not materially affect the policies.
- 3.6 At the adoption stage the Authority is bound by the Main Modifications; the Authority cannot alter the Main Modifications in any way. At the adoption stage the Authority can decide to adopt the Plan with Main Modifications (and any non-material modifications if appropriate) or not to adopt the Local Plan. Thus the consultation period for the Main Modifications is critical for interested parties to make representations about the Main Modifications to the Inspector.

Background

The Bromsgrove District Plan Examination in Public

- 3.7 In September 2013 the Bromsgrove District Plan 2011 -2030 (BDP) Proposed Submission version was approved by the Council for Publication. Following a period of representations the BDP was submitted to the Planning Inspectorate on the 12th March 2014 this was the beginning of the Examination in Public (EIP) proceedings. The Planning Inspectorate appointed Mr Michael J Hetherington BSc (Hons) MA MRTPI MCIEEM to carry out the EIP. The EIP proceedings have been lengthy and complicated and the following few paragraphs outline the key stages that have taken place since March 2014.
- 3.8 Despite some initial concerns around the Objectively Assessed Housing Needs (OAHN), the first public hearing sessions took place in June 2014, these sessions were held jointly with Redditch Borough Council, and were concerned with the Duty to Cooperate (DTC) and the OAHN. On 17th July 2014 the Inspector's Interim Conclusions were received. This concluded that whilst the DTC had been met, further work was required on the OAHN for Bromsgrove.

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- 3.9 Additional work on the Bromsgrove OAHN was submitted by BDC in September 2014, it was then confirmed by the Inspector that the Bromsgrove only hearing sessions could recommence in December 2014. The Bromsgrove hearing sessions were held between 2nd and 4th December 2014, these sessions excluded any consideration of the cross boundary sites, as the Inspector wished to examine this issue jointly with Redditch Borough Council at a separate hearing session. As a result of these hearings some additional work was requested to be carried out to provide more evidence on housing land supply, the Gypsies and Travellers Accommodation Assessment (GTAA), and retail floor space figures.
- 3.10 Meanwhile, a delay had been requested to the cross boundary hearing sessions, which was approved by the Inspector. The rescheduled hearings were held over two days in June 2015. The Inspector issued a note in July 2015, requesting that further work be carried out to clarify the site selection, and Sustainability Appraisal process.
- 3.11 The Councils submitted a timetable of proposed works to the Inspector in September 2015. The Inspector responded to the effect that less extensive work was needed and as such a shorter timescale should be possible. The Councils responded that the less extensive work could be completed, and submitted in December 2015, this was accepted by the Inspector.
- 3.12 In December the Councils submitted a Narrative of all the evidence including the Housing Growth Development Study. The Narrative presented the rationale for the selection of the proposed allocations, and referenced additional Heritage Assets evidence; this was the specific work the Inspector asked the Councils to undertake. Further work was also published on the 5 Year Housing Land Supply, and the GTAA.
- 3.13 This work was published for consultation for a period of 6 weeks, closing on the Tuesday 16th February 2016. The Narrative and the associated consultation responses to it were the focus of further hearing sessions which took place on the 23rd and 24th March 2016. Following these further hearings the Inspector informed the Councils on the 15th April, that he would now not be recommending that the Councils undertake any more work or withdraw the plans, and that he would be producing a Schedule of Main Modifications. It is these Main Modifications which are the subject of this report.

What are Main Modifications?

- 3.14 Main Modifications are those modifications which the Inspector feels necessary to make the Plan legally compliant and sound. Main Modifications must materially affect one or more of the policies set out in the Plan. Changes to the reasoned justification or supporting text are also considered Main Modifications if

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they materially affect the operation of any policy. Without these Main Modifications the plan would not be able to proceed to Adoption.

The BDP Proposed Main Modifications

3.15 For information the BDP contains

- A District Profile which describes Bromsgrove District as it is at the moment
- The challenges facing Bromsgrove that the Plan can help to address and the objectives for addressing these challenges
- A vision of how the District could develop as a place to meet the needs of its local residents, businesses and visitors in the future
- A strategy to direct growth to sustainable locations
- A set of twenty six Policies to deliver the strategy
- A monitoring and implementation framework for delivering the Plan. The Plan is supported by a draft Infrastructure Delivery Plan (IDP) which attempts to show how the proposed development may be delivered. The IDP is a 'live' document and can be found as a separate document within the evidence base.

3.16 The following sections summarise the changes made to each element / policy of the BDP, it should be read in conjunction with the full Schedule of Main Modifications at Appendix 1 and also the Bromsgrove District Plan Proposed Submission version which can be viewed at, <http://www.bromsgrove.gov.uk/media/748662/CD-11-BDP-Submission-Version.pdf>

3.17 Introduction and Context, District Profile and Plan Vision

A series of minor amendments which include, correcting a reference to the Infrastructure Delivery Plan, more explicit reference to the Black Country and Solihull, meeting the needs of the elderly population, and clarification of the Local Plan Review and its impact on the Green Belt boundaries.

3.18 BDP 1 Sustainable Development Principles

This very minor change inserts a small number of words and removing one, to aid the clarity of the policy.

3.19 BDP2 Settlement Hierarchy Policy

Changes are made to this policy which removes the link between the settlement hierarchy and the future Green Belt Review. The future Green Belt Review will be assessed on sustainable development principles as opposed to relying on the more restrictive settlement hierarchy. Also removal of the suitable development column in the settlement hierarchy table, this was discussed in the examination hearings where it was felt it wasn't needed in the context of what the hierarchy was looking to achieve.

3.20 BDP3 Future Housing and Employment Growth

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The Main Modification to this policy is the clarification of the objectively assessed housing needs and the housing requirement in the plan; they have now been set at 6648 and 7000 respectively. Other changes have also been made to update some of the housing delivery numbers, the main implication being that land to accommodate 2300 houses needs to be released from the Green Belt for Bromsgrove's needs rather than 2400.

3.21 BDP 4 Green Belt

The changes to this policy link in with the changes made to BDP2 and BDP3 described above, in that it clarifies the break in the link between the Green Belt review and the settlement hierarchy, and also confirms that 2300 houses is the number of dwellings which is required as part of the review of the Green Belt. Changes are also made which confirm that the timing of the plan review, in terms of the providing for some of the wider needs of the Conurbation will be dependent on the evidence prepared in conjunction with the GBSLEP and maintenance of a 5 Year Housing Land Supply (5YHLS). A change is also made to the 40% rule for proportionate extensions in the Green Belt which appears in this policy, this change is to clarify the position with regards to what can be achieved under the now more relaxed Permitted Development rights.

3.22 BDP 5A Bromsgrove Town Expansion Sites

Additions of text to link the development proposals at the Perryfields Road site, with the Green infrastructure concept plan which has been developed for this site. Further additions of text as agreed with the Environment Agency in a Statement of Common Ground (SOCG), to add clarity to what is required mitigation with regards to the protection of water quality and flood risk. The numbers of new dwellings on the 3 main expansion sites have all been changed to 'approximately' rather than 'minimums', this is to allow for some flexibility to amend the schemes should it be necessary as they progress over the forthcoming years.

3.23 BDP 5B Other development Sites

Ravensbank development site

Similar changes as identified above in respect of water quality and flood risk. An addition is also made to the supporting text, to confirm that the setting of Gorcott Hall, which is a Grade II* Listed Building, must be protected in line with the heritage assessment the Council has produced.

3.24 RCBD 1 Redditch Cross Boundary Development

A series of changes have been made to this policy to aid clarity and consistency with other elements of the plan. These changes are in the same vein as changes to BDP 5A in relation to water quality and flood risk and approximate development targets, and BDP 5B in relation to heritage assets. The assets to be protected in this instance are, Lane House Farm House, and Hewell Grange Conservation Area and Grade II* Registered Park and Garden.

3.25 BDP 6 Infrastructure Contributions

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This is a very minor change to allow for contributions to continue to be received in advance of the adoption of a Community Infrastructure Levy.

3.26 BDP 7 Housing Mix and Density

Policy changed to clarify that on sites of 10 or more dwellings, a wider mix of housing types may be required.

3.27 BDP 8 Affordable Housing

This policy has been amended to reflect the changes to the national guidance, the main change being that schemes of 10 units or less do not have to make a contribution to affordable housing provision.

3.28 BDP 9 Rural Exception Sites

No change to the policy wording, although a minor change to the supporting text to remove reference to the suitable development column of the settlement hierarchy, which has now been removed as explained with reference to BDP 2 above.

3.29 BDP10 Homes for the Elderly

Changes in both the policy and the supporting text to remove reference to the Lifetime Homes Standards and Code for Sustainable Homes, this is in line with the written Ministerial statement 25th March 2015. This statement confirmed that local plans should not introduce additional local technical standards or requirements relating to the construction, internal layout or performance of new dwellings.

3.30 BDP 11 Accommodation for Gypsies, Travellers, and Travelling Showpeople

A change to the supporting text is required to clarify the up to date position with regards to the GTAA, which was published whilst the plan was being examined. This new assessment confirms that it will be necessary to consider whether gypsy and traveller sites will be needed when the Plan is reviewed.

3.31 BDP 12 Sustainable Communities

A new paragraph has been added to allow for the full consideration of service specific needs, when applying the policy tests designed to prevent the loss important community facilities.

3.32 BDP 13 New Employment Development

No modifications required.

3.33 BDP 14 Designated Employment

No modifications required.

3.34 BDP 15 Rural Renaissance

Minor change to remove wind energy developments from the list of the development to be encouraged, this is now covered by revised national policy.

3.35 BDP 16 Sustainable Transport

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There are very minor amendments to confirm that financial contributions will be sought from developers.

3.36 BDP 17 Town Centre Regeneration

A section of the supporting text has been amended to reference specifically the requirement for new comparison retail up to 2030, this has been confirmed as 16,300 sqm. The policy wording has also been updated to this effect. The rest of the changes required to the Town Centre policies were instigated by the Environment Agency who wanted specific references made to the need for the flood risk of developments in the Town Centre to be considered. Other minor factual changes are required to reflect the fact that the Parkside redevelopment has taken place.

3.37 BDP 18 Local Centres

Minor amendment to allow for other Town Centre uses on the ground floor properties, in the various allocated local centres across the District.

3.38 BDP 19 High Quality Design

As per the changes made to BDP 10 a number of modifications have been made to this policy to remove the reference to the various technical design standards, such as the Code for Sustainable Homes.

3.39 BDP 20 Managing the Historic Environment

A number of changes have been made to the policy to ensure that the most up to date terminology is used, i.e. the use of 'heritage assets' as opposed to listed buildings, and not all heritage assets will be listed or locally listed buildings.

3.40 BDP 21 Natural Environment

A new paragraph has been inserted by the Inspector to reference the hierarchy of designated sites as set out in the National Planning Policy Framework (NPPF) this will give added protection to important ecological sites.

3.41 BDP 22 Climate Change

As per other policies mentioned above, a number of changes have been made to remove reference to the standards such as the Code for Sustainable Homes.

3.42 BDP 23 Water Management

An additional paragraph has been included to refer to new guidance on the requirements for flood risk assessment, this in line with new government advice on climate change, as agreed with the Environment Agency.

3.43 BDP 24 Green Infrastructure

No modifications required.

3.44 BDP 25 Health and Well Being

No modifications required.

3.45 Appendices

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A small number of changes have been made to the appendices to update some of the definitions on the Glossary, and clarify the position with the current plan once the new BDP is adopted.

- 3.46 Whilst the above summary and the schedule may look like the BDP has been amended significantly by the Inspector. It is the officer's view that whilst the modifications are main ones, and therefore required, they do not make wholesale changes to the vast majority of the Plan, many of the modifications are very similar to suggested changes made by council officers. All of the site allocations, including the large sites on the edge of Bromsgrove Town and the edge of Redditch, remain in the plan.

The Consultation

- 3.47 The Modifications requested by the Inspector require public consultation. The Council is invited to carry out the consultation on behalf of the Inspector. It is proposed that as we are entering the summer holiday period to extend the consultation to an 8 week period running between 27th July – 21st September.
- 3.48 This consultation is not an opportunity to raise matters that either were, or could have been, part of the earlier representations or hearings on the submitted Plan. Comments should be confined to the Main Modifications and address the following points
- Make clear in what way the published Main Modification is not sound or not legally compliant,
 - Support representation by evidence showing why the Main Modifications should be changed.
 - Say precisely how the Main Modifications should be changed.
- 3.49 Upon the consultation period closing all the responses will be sent to the Inspector. The Council will not comment on or respond to the representations received. Responses to these Main Modifications are for the Inspector to consider.
- 3.50 It is anticipated that officers will be sending out letters advertising the consultation to statutory consultees, everyone who made a formal submission to the plan at the Proposed Submission stage, and anyone on the examination database. This letter will also contain a note explaining the scope of the consultation as outlined above. There will also be the same information on the Council's website, an advert will be placed in the local papers, and hard copies distributed to public buildings across the District as per all the other consultations carried out on the BDP.

Customer / Equalities and Diversity Implications

3.51 As outlined above the Modifications will be subjected to public consultation.

4. RISK MANAGEMENT

4.1 The risks associated with the Bromsgrove District Plan are managed via the Councils 4Risk management system. Without this consultation the plan cannot proceed to the next stage.

5. APPENDICES

Appendix 1 Bromsgrove District Plan – Proposed Main Modifications

6. BACKGROUND PAPERS

All the information and documents associated with the BDP and the examination can be viewed on the Councils website at www.bromsgrove.gov.uk/bdp

AUTHOR OF REPORT

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Bromsgrove District Plan – Proposed Main Modifications (Consultation Version)

This schedule sets out the Proposed Main Modifications to the submitted version of the District Plan that, subject to the outcome of this consultation period, are considered to be necessary in order for it be ‘sound’ and able to be adopted by the District Council as a Development Plan Document.

The modifications below are expressed either in the conventional form of ~~strikethrough~~ for deletions and *italics* for additions of text, or by specifying the modification in words in **bold text**.

The page numbers and paragraph numbering below refer to the submission local plan, and do not take account of the deletion or addition of text. Further renumbering of pages and paragraphs will be required as a consequence of these modifications.

Ref	Page	Policy/ para	Main Modification
MM1	3	Introduction and Context 1.7	<p>The Plan includes:</p> <ul style="list-style-type: none"> • A District Profile which describes Bromsgrove as it is at the moment • The challenges facing Bromsgrove that the Plan can help to address and the objectives for addressing these challenges • A vision of how the District could develop as a place to meet the needs of its local residents, businesses and visitors in the future • A strategy to direct growth to sustainable locations and achieve the vision • A set of Policies to deliver the strategy • A monitoring and implementation framework for delivering the Plan. The Plan is supported by a draft Infrastructure Delivery Plan (IDP) which attempts to show how the proposed development may be delivered. <p>The IDP is at present in draft and as a ‘live’ document <i>and will be updated before Submission of the Plan.</i> The draft IDP can be found as a separate document.</p>
MM2	10	District Profile 2.28	<p>Due to the District’s close proximity to the West Midlands conurbation, many inhabitants in Bromsgrove <i>District</i> commute to work in Birmingham, <i>the Black Country and Solihull.</i></p>
MM3	12	Vision 4.6	<p>In the next 15 to 20 years, the District will have achieved a more balanced housing market and be continuing to deliver the required level of housing growth to meet local needs, <i>including the needs of the elderly population.</i></p>
MM4	13	Vision 4.12	<p><i>Following the Local Plan Review, the Green Belt boundary boundaries will remain unchanged⁸ and until 2030 and beyond.</i> The quality of the environment will continue to improve with the existing high levels of open space and ‘greenery’ within the settlements maintained and improved.</p> <p>8. Subject to Redditch Cross Boundary Sites and full Green Belt Review by 2030</p>

Appendix

Ref	Page	Policy/ para	Main Modification
MM5	17	BDP1.3	b) Specific policies in that Framework indicate that development should be restricted as stated in footnote 9 of paragraph 14 of the NPPF. For example, those policies relating to sites designated as Sites of Special Scientific Interest; remaining land designated as Green Belt, Local Green Space, designated Heritage Assets and locations at risk of flooding.
MM6	17	BDP1.4	Accessibility to public transport options and the ability of the local <i>and strategic</i> road networks to accommodate additional traffic;
MM7	17	BDP1.4	d) The quality of the natural environment including any potential impact on biodiversity, <i>water quality, geodiversity</i> , landscape and the provision of/and links to green infrastructure (GI) networks;
MM8	18	BDP2 8.13	Whilst the majority of development will occur around the Town and in the larger settlements there will be opportunities for small affordable housing schemes in rural settlements that meet local needs. <i>To reflect the need to boost housing the four facets of housing delivery set out in the policy are not set out in a priority order as it is recognised that all four will have an important role in delivering housing.</i> Until a Green Belt Review <i>and Local Plan Review</i> is carried out it is considered desirable for village envelope boundaries to remain unchanged.
MM9	19	BDP2	BDP2.1 Initially there will be four main facets to the delivery of housing in to <i>meet the needs of</i> Bromsgrove District consisting of the following: a) BDP2.1 Development of previously developed land or buildings within existing settlement boundaries which are not in the designated Green Belt; b) BDP2.2 Expansion Sites around Bromsgrove Town (as identified in BDP 5A); c) BDP2.3 Development Sites in or adjacent to large settlements (as identified in BDP 5B); <i>and</i> d) BDP.2.4 Exceptionally, affordable housing will be allowed in or on the edge of settlements in the Green Belt where a proven local need has been established through a comprehensive and recent survey and where the choice of site meets relevant planning criteria. Where viability is a concern the inclusion of other tenures within a scheme may be acceptable where full justification is provided. Where a proposed site is within the boundaries of a settlement, which is not in the Green Belt, a local need for housing would not need to be justified. <i>Proposals for development for needs arising outside the District will be fully justified and based on principles of sustainable development and evidence indicating the most appropriate location for such development across the West Midlands area.</i> BDP2.2 BDP2.5 Proposals for new development <i>for Bromsgrove's needs</i> should be located in accordance with the District's settlement hierarchy as shown in table 2 on page 20 <i>within this policy if up to date evidence supports this.</i> This will ensure that development contributes to the regeneration priorities for the area, preserves the attractiveness of the environment, reduces the need to travel and promotes sustainable communities based on

Appendix

Ref	Page	Policy/ para	Main Modification
			<p>the services and facilities that are available in each settlement and will assist villages to remain viable and provide for the needs of the catchment population that they serve.</p> <p>BDP2.6 The Settlement Hierarchy outlined above will provide the guiding principles in terms of sustainability for the proposed Green Belt Review sequential testing as outlined in BDP4 Green Belt.</p> <p>BDP2.7 The 'village envelope' i.e. the defined settlement boundary for a village, is identified on the Policies Map and will remain unaltered until a review of the Green Belt is undertaken. Within the village envelope appropriate development will be limited to suitable infill plots. This applies to the following villages; Adams Hill, Belbroughton, Beoley (Holt End), Bournheath, Burcot, Clent, Fairfield, Finstall, Holy Cross, Hopwood, Lower Clent, Romsley and Rowney Green.</p> <p>[Table 2 (page 20) District's Settlement Hierarchy: Layout and design to clarify that table 2 falls within policy BDP2]</p>
MM10	20	BDP2 table 2 2 nd Column – Large Settlements	<p>Alvechurch Barnt Green (<i>including Lickey</i>) Catshill Hagley Rubery Wythall (<i>including Drakes Cross, Grimes Hill and Hollywood</i>)</p>
MM11	20	BDP2, Table 2 3 rd Column	<p>Suitable development</p> <p>Comparison and convenience retail (to meet District requirements and needs)</p> <p>Commercial leisure – restaurants, cafes pubs and bars</p> <p>Office</p> <p>Residential development of a scale proportional to the sustainability of the settlement</p> <p>Hotels/guest houses</p> <p>Employment</p> <p>Leisure/culture i.e. churches, health centres, libraries, public halls etc</p> <p>Major services</p> <p>Convenience A1 retail (to meet needs of the specific village)</p> <p>Local services</p> <p>Residential development of a scale proportional to the sustainability of the settlement</p> <p>Small scale business/office development</p> <p>Leisure/culture i.e. churches, health centres, libraries, public halls etc</p> <p>Housing to meet local needs (through rural exception sites in appropriate</p>

Appendix

Ref	Page	Policy/para	Main Modification				
			<p>circumstances). Where a proposed site is within the boundaries of a settlement, which is not in the Green Belt, a local need for housing would not need to be justified</p> <p>Local services</p> <p>Small scale rural employment in appropriate circumstances.</p> <p>More limited local services for example, local convenience shop/post office or public house</p>				
MM12	20	BDP2 Table 2 – Small settlement	<p>Small 'Settlement'¹⁰ (population circa 50-2500)</p> <p>10. Villages highlighted in blue are subject to a village envelope</p>				
MM13	21	BDP3 8.19	<p>The Worcestershire Strategic Housing Market Assessment 2012 (SHMA) analyses the current housing market and assesses future demand and need for housing within each local authority across the County. In determining the potential housing requirement for the District a range of scenarios were tested with the most realistic being a migration led and employment constrained scenarios which identified a net dwelling requirement for the period 2011-2030 of 6,980 and 6,780 respectively. However to ensure the evidence is robust and up to date further demographic forecasts have been completed. Based on the demographic scenarios run, it is considered that the figure of 6,648 would represent the Objectively Assessed housing need and a figure of 7,000 over the period 2011-2030 meets the full housing requirement of the District. The Council is committed to significantly increasing the supply of housing to meet need and demand. On this basis a housing target of 7,000 is proposed for the 19 year plan period.</p>				
MM14	21	BDP3 8.21	<p>The NPPF highlights that windfalls can now be included in 5 year land supply calculations where there is compelling evidence that windfalls have consistently become available and will continue to do so in the future. A separate paper entitled '5 Year Land Supply in Bromsgrove District' highlights that an allowance of 30-40 dwellings per annum should be included.</p>				
MM15	21	BDP3 8.22	<p>The sites and associated development trajectories identified in the SHLAA highlight that approximately 4,600 4,700 homes will be delivered in the period up to 2023 over the plan period without development in the Green Belt. This equates to the equivalent of a 12-7 years supply of land that can be delivered without the need to alter Green Belt boundaries. Previous versions of the SHLAA have indicated that only 4,000 homes could be developed on non-Green Belt land. This increase of 600 700 is primarily due to the inclusion of a windfall allowance. The breakdown of the types of sites contributing to the 4,600 4,700 total is detailed in the table below:</p>				
MM16	21	BDP3 table	<table> <thead> <tr> <th>Source of Supply</th> <th>No. of Dwellings</th> </tr> </thead> <tbody> <tr> <td>Net Completions (2011-136)</td> <td>1124 386</td> </tr> </tbody> </table>	Source of Supply	No. of Dwellings	Net Completions (2011-136)	1124 386
Source of Supply	No. of Dwellings						
Net Completions (2011-136)	1124 386						

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			<p>Net Commitments <i>1092 12 1052</i></p> <p>Bromsgrove Expansion Sites <i>1790 2106</i></p> <p>Remaining Development Sites <i>66 179</i></p> <p>Other SHLAA Sites <i>97 421</i></p> <p>Windfall Allowance <i>560 (40 x 14 yrs) 480</i></p> <p>TOTAL: <i>4729 4624</i></p>
MM17	21	Footnote 12 page 21	12 This figure includes the development sites at Selsdon Close (Wythall), St. Godwalds Road (Bromsgrove), Birmingham Road (Alvechurch), Kendall End Road (Barnt Green), Kidderminster Road (Hagley) , and Bleakhouse Farm (Wythall) <i>and Norton Farm (Bromsgrove).</i>
MM18	21	BDP3 8.23	It is clear ly essential that a full Green Belt Review <i>will be required is undertaken</i> following the adoption of this Plan to ensure that land can be identified and allocated <i>via a Local Plan Review</i> to ensure that the remaining 2,400 <i>2,300</i> homes can be delivered <i>and additional sites then allocated in a Local Plan Review. The timing of this review will be determined by updated evidence such as, the GBSLEP Strategic Housing Needs Study and the monitoring of housing delivery against the Council's projected housing trajectory. This will ensure guarantee</i> that land can be identified and allocated to ensure that the remaining 2,400 <i>2,300</i> homes can be delivered. This will ensure that the Council is in a position to achieve the housing target of 7,000 by 2030.
MM19	22	BDP 3 Future Housing and Employment Growth table	Dwellings outside Green Belt 4600-4700 Green Belt Review 2400-2300
MM20	22	8.25	As mentioned above the Council has a duty to co-operate on planning issues that cross administrative boundaries, particularly those which relate to strategic priorities. New housing is considered to be a strategic priority which Redditch Borough Council are unable to fully address within their own administrative boundary and require help immediately to achieve, and then maintain, a 5 year supply of housing land. Land has been identified within Bromsgrove District to deliver 3,400 homes to enable Redditch Borough to achieve their housing target of 6,400. Bromsgrove Council is also aware that Birmingham City Council may require assistance in achieving their housing target. The amount of development required is not yet known but the need for this housing is not immediate. Bromsgrove is also already helping to meet the growth needs of Birmingham with the 700 houses currently being developed on the former MG Rover plant at Longbridge. It is therefore considered that cross-boundary growth in relation to Birmingham is already being partly addressed and can be further addressed through the full Green

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			<i>Belt and Local Plan Review.</i>
MM21	22	BDP3 (table)	Dwellings outside the Green Belt 4,600 2011-2023 30
MM22	22	BDP3.1	It is proposed that prior to 2023 a A full Green Belt Review will have been completed <i>be carried out</i> and further sites will have been <i>be allocated within a Local Plan Review</i> to contribute approximately 2,400 <i>2,300</i> dwellings towards the 7,000 target. <i>The timing of this this review will be determined by updated evidence including the GBSLEP Strategic Housing Needs Study and the monitoring of housing delivery against the Council's projected housing trajectory.</i>
MM23	22	BDP 3.3	The Council will seek to maintain a 5 year supply of deliverable sites plus an additional buffer of 5% moved forward from later in the plan period (or 20% where there has been persistent under delivery of housing).
MM24	23	BDP4 8.28	In advance of 2023, a A Green Belt Review will <i>therefore</i> be undertaken which will remove and then through a review of the Local Plan sufficient land will be removed from the Green Belt to deliver the remaining 2,400 <i>2,300</i> homes in the period <i>up to 2023-2030</i> and address the longer term development needs of Bromsgrove District and adjacent authorities based on the latest evidence at the time. <i>The timing of this review will be determined by updated evidence including the GBSLEP Strategic Housing Needs Study and the monitoring of housing delivery against the Council's projected housing trajectory.</i> The Green Belt Review will take account of: the need to accommodate 2,400 <i>2,300</i> dwellings in the period up to of 2023 to 2030
MM25	23	8.29	The Green Belt Review will follow the approach in the settlement hierarchy (BDP2) for Bromsgrove related growth as follows: <ul style="list-style-type: none"> • Significant growth in Bromsgrove Town • Some growth in large settlements • Limited opportunities for growth in small settlements
MM26	24	BDP4 8.31	The Green Belt Review will also consider all land along the northern boundary of the District that adjoins the West Midlands conurbation to meet any growth needs arising from the conurbation. At this stage the quantum of development required is not yet known, however the Council is working with the local authorities in the Greater Birmingham and Solihull Local Enterprise Partnership (GBSLEP) under the duty to co-operate to address this issue. <i>The ongoing GBSLEP Strategic Housing Growth Study will provide further evidence to help address this matter.</i>
MM27	24	8.34	The NPPF states that the extension or alteration of a building in the Green Belt is not inappropriate provided that it does not result in disproportionate additions over and above the size of the original building <i>permits proportionate extensions to all building in the Green Belt.</i> In terms of residential dwellings this is interpreted by the Council as extensions up to a maximum increase of 40% of the original dwelling or a maximum total floor

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			space of up to 140m ² (i.e. the original dwelling plus extension). <i>However, the Council acknowledges that a greater degree of extension may be allowed under Permitted Development rights.</i> Only extensions built before 1st July 1948 (the date of the first modern Planning Acts), should be considered to be part of the original dwelling. For the purpose of calculating the floorspace, only existing curtilage buildings located within 5 metres from the original dwelling house will be treated as forming part of the dwelling. New curtilage buildings located more than 5 metres from the dwelling house will normally be treated as inappropriate development. Any proposed extensions above the identified thresholds will be viewed as inappropriate development and would therefore only be permitted where very special circumstances exist.
MM28	25	BDP4.2	A Local Plan Review including a full Review of the Green Belt will be undertaken <i>in accordance with policy BDP3 in advance of 2023</i> to identify...
MM29	25	BDP4.2	a) Sufficient land in sustainable locations to deliver approximately 2,400 2,300 homes in the period <i>up to 2023-2030</i> to deliver the objectively assessed housing requirement for Bromsgrove District. b) Safeguarded land for the period 2030-40 to meet the development needs of Bromsgrove <i>District</i> and adjacent authorities based on the latest evidence;
MM30	25	BDP4.2	c) Land to help deliver the objectively assessed housing requirements of the West Midlands conurbation within the current plan period ie. up to 2030. <i>The timing of the Green Belt Review will be determined by updated evidence including the GBSLEP Strategic Housing Needs Study and the monitoring and housing delivery against the Council's projected housing trajectory. The outcomes of the Green Belt Review will then be incorporated into the Local Plan Review.</i>
MM31	25	BDP 4.3	BDP4.3 The Green Belt boundary review will follow <i>sustainable development principles</i> the approach in BDP2 Settlement Hierarchy and take into account <i>up to date</i> evidence and any proposals in Neighbourhood Plans. Where appropriate, settlement boundaries and village envelopes on the Policies Map will be revised to accommodate development.
MM32	25	BDP 4.4 b)	b) Appropriate facilities for outdoor sport, and outdoor recreation, and for cemeteries, and for other uses of land which preserve the openness of the Green Belt and do not conflict with the purposes of including land in it;
MM33	25	BDP4.4 c)	c) Extensions to existing residential dwellings up to a maximum of 40% increase of the original dwelling or increases up to a maximum total floor space of 140m ² (<i>'original' dwelling plus extension(s)</i>) <i>provided that this scale of development has no adverse impact on the openness of the Green Belt;</i>
MM34	25	BDP4.4 e)	e) The replacement of a building of , built with the intention of being permanent, provided the new building is in the same use and should not be materially larger than the original building <i>it replaces</i>
MM35	27	BDP5A 8.51	It is preferable for the three expansion sites to include a small number of large play areas rather than a larger number of small play areas. This will enable a wider range of play equipment to be provided in selected locations that will be easier to maintain. It is however, important that all residents have

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			<p>access to such a facility within a 10 minute walk. The exact amounts of open space required on each site will depend upon the amount and type of dwellings proposed. Whilst the Council would expect the vast majority of provision to be provided on-site, some off-site commuted sums may be appropriate where a better outcome can be achieved through improvement or expansion of existing facilities such as at Sanders Park.</p> <p><i>The Perryfields Green Infrastructure Concept Plan identifies the green infrastructure assets and spatial patterns that give rise to opportunities for a connected and multifunctional green infrastructure network in BROM2. The development principles demonstrate how best practice for the development and management of green and blue infrastructure can be applied on the ground and the Council expects the principles be applied to inform the detailed masterplanning in BROM2.</i></p>
MM36	27	8.52	<p>8.52 The development of these sites would make a significant contribution towards delivering locally identified housing targets. However, it is critical that in order to achieve these targets that new housing addresses local need rather than encouraging further in-migration into the District. Therefore detailed development proposals will need to conform with other policies in the Bromsgrove District Plan that focus on the delivery of 2 and 3 bedroom units and up to 40% affordable housing. Evidence gathered also identifies a need in the District for housing suitable for the elderly and this site provides an opportunity to address this need. Whilst building to Lifetime Home Standards ensures homes are compatible for the elderly-t There is also a need for more specialised accommodation such as an ‘extra care’ village that offers varying degrees of residential care. It is not only the type and size of dwellings that are important, they must also be of high quality design and be constructed in a sustainable way to maximise energy efficiency, embrace opportunities for renewable energy use and provide good accessibility to existing and/or proposed community facilities.</p>
MM37	28	BDP5A 8.54	<p>The proximity of the motorway means that air and noise quality will be an issue that requires further investigation and mitigation. The sites (particularly BROM 1) are also located near to an Air Quality Management Area (AQMA) at junction 1 of the M42. The design of any new development will need to take the existence of the AQMA into full consideration to avoid any additional adverse impact.</p> <p><i>The three sites have a sensitive hydrogeological setting¹⁵. They fall within Source Protection Zones 1, 2 and 3 and there are qualitative and quantitative issues associated with the groundwater body and receiving river water body (the Battlefield Brook). BROM3 also has historic landfill¹⁶. The chemical and quantitative status of the groundwater body is poor under the Water Framework Directive (WFD) and the aquifer below the site is over abstracted which is causing low flows in the Battlefield Brook. Development and surface</i></p>

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			<p><i>water drainage will need to be carefully located and designed to avoid pollution risks to controlled waters and address the environmental impact associated with over abstraction. For example, to achieve the water quality objective of the WFD, SuDS on the sites may need to provide multiple levels of treatment. To address the quantitative issues with the waterbodies, SuDS should be designed so to maximise recharge to the aquifer and support water levels in the Battlefield Brook. The development principles in the blue infrastructure section of the Perryfields Green Infrastructure Concept Plan are also applicable to BROM3.</i></p> <p>¹⁵<i>Map of the extent of the Source Protection Zones and location of landfill is available at: http://maps.environment-agency.gov.uk</i></p> <p>¹⁶<i>Map of the sites geology is available at: http://mapapps.bgs.ac.uk/geologyofbritain/home.html</i></p>
MM38	29	BDP5A.2	Of this total allocation BROM1 will include approximately a minimum of 316 dwellings and associated community infrastructure that including public open space with play facilities.
MM39	29	BDP5A.3	BROM2 will contain approximately a minimum of 1300 dwellings, 5 hectares of local employment land (office and/or light industry), a local centre and community facilities.
MM40	29	BDP5A.6	BROM3 will include approximately a minimum of 490 dwellings and associated community infrastructure that should include public open space with play facilities and small scale local retail
MM41	29	BDP5A.7 b)	b) To address the housing needs of the elderly all dwellings should seek to achieve Lifetime Homes' Standards and BROM2 should contain an 'extra care' type facility of approximately 200 units;
MM42	30	BDP5A.7	<p>i) The sites will have an overall strategy for green infrastructure (incorporating SuDS and blue infrastructure) that maximises opportunities for biodiversity and recreation throughout, creating a green corridor around the Battlefield Brook (BROM2) and in the case of BROM3, links to Sanders Park. <i>The Council will expect the Perryfields Green Infrastructure Concept Plan be applied to inform the detailed masterplanning in BROM2;</i></p> <p>j) Important biodiversity habitats and landscape features should be retained and enhanced with any mitigation provided where necessary. There should be no net loss of hedgerow resource within the sites. Full account should be taken of protected and notable species (e.g badgers, reptiles, water voles and bats);</p> <p><i>k) An appropriate assessment of the pollution risks to controlled waters will be produced taking account of any previous contaminative uses on the sites (including the historic landfill) and the risks associated with the proposed uses</i></p> <p>k) l) Flood risk from the Battlefield Brook on BROM2 and BROM3 should be</p>

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			<p><i>managed through measures that work with natural processes to improve the local water environment addressed through flood management measures to protect and enhance the District's watercourses and enable development appropriate to the flood risk;</i></p> <p><i>m) SuDS proposals must provide an appropriate level of treatment to avoid pollution risks to controlled waters, and be designed to achieve the greenfield rate of run-off and support water levels in the Battlefield Brook. and surface water run-off must be managed to prevent flooding on and around all of the sites through the use of SuDS. In accordance with the objectives of the Water Framework Directive, development should ideally contribute towards the improvement of, but as a minimum not have a deteriorative effect on, the water bodies associated with the site; enhance, or at least not worsen, water quality</i></p>
MM43	32	BDP5B 8.65	<p>This site is located close to the boundary with Birmingham in the north western sector of the District. The site is approximately 6.66 hectares in area and is currently vacant. Restrictive covenants affect the site which limit both its use and developable area (See map 9). <i>A Flood Risk Assessment will be required to support any planning application proposing the development of this site which reflects the principles and recommendations within the Council's Level 2 Strategic Flood Risk Assessment.</i></p>
MM44	32	BDP5B 8.66	<p>Add text to end of paragraph: <i>Any planning application proposing the development of the remainder of this site should be supported by a Flood Risk Assessment which reflects the principles and recommendations for the site within the Council's Level 2 Strategic Flood Risk Assessment.</i></p>
MM45	33	8.67	<p>Ravensbank expansion site; This site is located to the south/east of the existing Ravensbank employment site and is approximately 10 hectares in area, as indicated on map 8. The original employment site caters for Redditch Borough's needs and it is envisaged that this expansion site will provide additional capacity for Redditch's future needs on a similar basis. <i>The site is within the setting of Gorcott Hall, a Grade II* listed building. The Gorcott Hall Setting Assessment (Bromsgrove DC, 2014) has been prepared to inform the principle of development and its future form, and should be applied to ensure the significance of the Hall and its setting is conserved.</i> This site is part of the Redditch Eastern Gateway, a strategic employment site, which is being promoted by the Worcestershire Local Enterprise Partnership</p>
MM46	34	BDP 5B	<p>Insert Footnote: <i>To ensure protection of Gorcott Hall's significance, future proposals should be in conformity with Policy BDP20 and informed by an understanding the Hall's setting, mindful of the Gorcott Hall Setting Assessment (Bromsgrove DC, 2014) and English Heritage guidance on setting matters. Historic Environment Good Practice Advice Note 3 (GPA3)</i></p>

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			<i>The setting of Heritage Assets (Historic England, March 2015) http://historicengland.org.uk/images-books/publications/gpa3-setting-of-heritage-assets/</i>
MM47	43	RCBD1.3	Site 1 Foxlydiate is located to the north western side of Redditch within the Parish of Bentley Paucefoot and will provide opportunities to improve facilities and services in the wider Webheath area. It also offers the opportunity to extend existing bus services and through the provision of facilities within development has the potential to reduce the need to travel. <i>The site has a sensitive hydrogeological setting and the aquifer below the site is over-abstracted. There are Source Protection Zones²³ 1, 2 and 3 located on the site and the historic landfill²⁴ presents a potential source of contamination. Development and surface water drainage will need to be carefully located and designed to avoid pollution risks to controlled waters and maximise recharge to the underlying aquifer. For example, to achieve the water quality objective of the WFD, SuDS on the site may need to provide multiple levels of treatment to avoid pollution risks. To address the quantitative issues with the groundwater body SuDS should be designed so to maximise recharge to the aquifer.</i>
MM48	45	RCBD1.6	Two mixed use urban extensions are proposed (as shown on Map 10 RCBD1 page 44) across two sites adjacent to Redditch and are appropriate to deliver a minimum of <i>approximately</i> 3400 dwellings and comprehensive provision of associated new infrastructure to meet some of Redditch's housing requirements up to 2030.
MM49	45	RCBD1.7	Site 1 Foxlydiate will include a minimum of <i>approximately</i> 2800 dwellings, a first school and a Local Centre, including associated community infrastructure.
MM50	45	RCBD1.8	Site 2 Brockhill will contain a minimum of <i>approximately</i> 600 dwellings which will integrate with the Strategic Site at Brockhill East, as shown in the Redditch Local Plan No.4 and should integrate well into the existing urban fabric of Redditch.
MM51	45-46	RCBD1.9	II. An overall Transport Assessment will be produced taking into account of <i>the prevailing traffic conditions and the individual and the cumulative and wide-ranging</i> effects of development on transport infrastructure. <i>This will define the mitigation necessary to protect the safety and operation of the road network, including sustainable travel measures and any including new and improved access arrangements. which are in keeping with the structured road hierarchy.</i> III. Significant improvements in passenger transport will be required resulting in integrated and regular bus services connecting both sites to key local facilities. In particular, services should be routed through both Site 1 Foxlydiate and Site 2 Brockhill, with all dwellings to be located within 250m of <i>accessible to the a bus network stop.</i>

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			<p>VI. Flood risk from the Spring Brook on Site 1 Foxlydiate and the Red Ditch on Site 2 Brockhill East should be managed through measures that work with natural processes to improve the local water environment. <i>A detailed, site specific, Flood Risk Assessment will be required. This should provide a model of the nearby ordinary watercourses to ascertain the design flood extents, including the 1% plus climate change allowances, and determine the developable area of the site. This will inform the sequential approach and the need to include any necessary avoidance or mitigation measures such as the incorporation of open space and green infrastructure within the floodplain regime. Surface water runoff must be managed to prevent flooding on, around and downstream of both sites through the use of Sustainable Drainage Systems (SuDS).</i> Surface water runoff must be managed to prevent flooding on, around and downstream of the both sites through the use of Sustainable Drainage Systems (SuDS). A supporting risk assessment will be provided as SuDS techniques may be limited due to Source Protection Zones within Site 1 Foxlydiate.</p> <p>VII. <i>SuDS proposals on Site 1 must provide an appropriate level of treatment to avoid pollution risks to controlled waters, and be designed to achieve the greenfield rate of run-off, maximise recharge to the underlying aquifer and support water levels in the Bow Brook. In accordance with the objectives of the Water Framework Directive, development should ideally contribute towards the improvement of, but as a minimum not have a deteriorative effect on, the water bodies associated with the site.</i></p> <p>VIII <i>An appropriate assessment of the pollution risks to controlled waters on Site 1 Foxlydiate will be produced taking account of any previous contaminative uses on the site including the historic landfill, and the risks associated with the proposed uses</i></p> <p>VII.IX <i>Proposals for development will need to ensure that sufficient capacity of the sewerage systems for both wastewater collection and treatment is provided through engagement with Severn Trent Water Ltd and the Environment Agency and delivered at the appropriate stage.</i></p> <p>X <i>Supporting developments that follow the water conservation hierarchy: Where standards currently exist for a particular non-domestic building type in BREEAM, maximum points should be scored on water and a minimum of 25% water savings for any other development.</i></p> <p>VIII. XI. <i>All development must be of a high quality design and locally distinctive to its surrounding rural and urban character; contribute to the areas' identity and create a coherent sense of place; and respect and enhance the setting of any heritage asset. There should be a continuous</i></p>

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			<p>network of streets and spaces, including the provision of public open spaces, creating a permeable layout with well-defined streets.</p> <p>IX. XII. In preparing Development proposals <i>should incorporate</i>, provision should be made for any necessary infrastructure <i>to be delivered in parallel with the implementation of new development for the effective delivery of the site.</i></p> <p>X. XIII. Any proposals for development on either site must not individually or cumulatively jeopardise the future use of any other part of the site (s) or impede the delivery of the two sustainable communities.</p> <p><i>XIV. To ensure the protection of Heritage Assets, future proposals including development boundaries should be in conformity with Policy BDP20 and informed by an understanding of the Setting of Heritage Assets set out in the most recent Setting Assessment(s) produced, or formally endorsed, by the Council in accordance with current Historic England guidance. Specifically, built development should not take place in the 'no development' areas identified in the Hewell Grange and Lanehouse Farm Setting of Heritage Assets Assessments (both dated December 2015).</i></p>
MM52	47	BDP6	<p><i>BDP6.1 Financial contributions towards development and infrastructure provision will be coordinated to ensure that growth in the District is supported by the provision of infrastructure (including Green Infrastructure), services and facilities needed to maintain and improve quality of life and respond to the needs of the local economy. This will be documented in the Infrastructure Delivery Plan.</i></p> <p><i>BDP6.2 Irrespective of size, development will provide, or contribute towards the provision of:</i></p> <ul style="list-style-type: none"> • Measures to directly mitigate its impact, either geographically or functionally, which will be secured through the use of planning obligations; • Infrastructure, facilities and services required to support growth which will be secured through a Community Infrastructure Levy (CIL) <p><i>BDP6.3 Contributions through CIL will be required once the charging schedule has been through an independent public examination and has been formally adopted by the Council. Prior to this, contributions will be sought on a case by case basis in line with relevant policy and guidance.</i></p>
MM53	49	BDP7.1	<p>Proposals for housing must take account of identified housing needs in terms of the size and type of dwellings. To ensure mixed and vibrant communities are created development proposals need to focus on delivering 2 and 3 bedroom properties. On large schemes of 10 or more dwellings it is accepted that a wider mix of dwelling types will may be required.</p>
MM54	52	BDP8.1	<p><i>BDP8.1 Contributions towards affordable housing provision will not be sought</i></p>

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			<p>from developments of 10 units or less, and which have a maximum combined gross floorspace of 1000 sqm. Where there is a net increase of 11 or more dwellings or the site is equal to or greater than 0.4 hectares, affordable housing provision will be expected on-site and will be calculated against the net number of new dwellings as follows:</p> <ul style="list-style-type: none"> • Up to 40% affordable housing (or a higher % if proposed) on greenfield sites or any site accommodating 200 or more dwellings; • Up to 30% affordable housing (or a higher % if proposed) on brownfield sites accommodating less than 200 dwellings <p>BDP8.2 In exceptional circumstances where the applicant can fully demonstrate that the required target cannot be achieved the Council may negotiate a lower provision.</p> <p>BDP8.3 The Council will seek to negotiate the mix of affordable housing tenures on individual schemes taking into account local needs, the housing mix in the local area and the impact on viability. A mix of the following tenures will generally be sought: Social rented; Intermediate housing; and Affordable rent</p> <p>BDP8.4 The affordable housing element of developments should focus primarily on the delivery of smaller units. However, there may be locations or changes in market conditions that warrant a different breakdown to deliver a scheme that best meets local needs in relation to the relevant settlement. The precise mix to be provided should be developed through discussions with the Strategic Housing Team.</p> <p>BDP8.5 To help meet the needs of the elderly all homes should be built to Lifetime Homes Standards in accordance with BDP10 Homes for the Elderly.</p> <p>BDP8.6 To create mixed and balanced communities affordable housing should be distributed throughout new developments and not be visually distinguishable from market housing.</p> <p>BDP8.7 When a development site is brought forward for planning consent on a piecemeal basis i.e. involving a parcel of land for development which is part of a larger site, Bromsgrove District Council will assess 'affordable housing' targets for each part of the site on a pro-rata basis having regard to the overall requirements generated by the whole site.</p>
MM55	53	8.116	<p>The settlement hierarchy (BDP2) sets out the types of uses that are generally acceptable within each tier of the hierarchy. It highlights that rural exception schemes are not appropriate in Bromsgrove Town or large settlements</p>
MM56	56	BDP10 8.125	<p>Lifetime Homes Standards are inexpensive, simple features designed to make homes more flexible and functional for all. In order to progressively encourage increased take-up in new build projects, Lifetime Homes Standards are a key feature within the Code for Sustainable Homes and currently mandatory at level 6.</p>
MM57	56	8.126	<p>The Joseph Rowntree Foundation in association with the Habinteg Housing Association (lifetimehomes.org.uk) conducted a</p>

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			national comparative study into the cost of meeting both Building Regulations and Lifetime Home standards. The additional cost of building Lifetime Homes ranged from £545 to a maximum of only £1615 per dwelling, depending on the size, layout and specification of the property.
MM58	56	BDP10.2	The Council aims to ensure that older people are able to secure and sustain their independence in a home appropriate to their circumstances and to actively encourage developers to build new homes to the Lifetime Homes' standards, so that they can be readily adapted to meet the needs of those with disabilities and the elderly, as well as assisting independent living at home.
MM59	56	BDP10.3	The Council will, through the identification of sites and/or granting of planning consents in sustainable locations, provide for the <i>a wide range of elderly accommodation including the development of residential care homes, close care, 'extra care' and assisted care housing; and in particular Continuing Care Retirement Communities which encompass an integrated range of such provision.</i>
MM60	57	8.129	The 2007 Gypsy and Travellers Accommodation Assessment (GTAA) identified that no additional pitches are required in the Bromsgrove District in the 5 year period between 2008 and 2013. The 2014 Gypsy and Travellers Accommodation Assessment (GTAA) shows that there is no overall shortfall of permanent pitches for Gypsies and Travellers across Worcestershire over the next five years up to 2018/19. Bromsgrove has sufficient capacity to cover identified requirements up to 2018/19. This reflects the historical low levels of demand for accommodation of this nature within the District. The more recent options consultation of the West Midlands RSS Phase 3 Revision highlighted a need of 3 pitches arising in the period up to 2017. Five additional pitches were completed at the Wythall site in 2011. Space for the additional pitches has come from converting the transit site, which has not been used as such for 19 years. The GTAA also identified that there is no need or demand for plots to be provided for travelling showpeople over the five year period 2014/15 to 2018/19
MM61	57	8.130	The needs of gypsies and travellers are also addressed in the County Housing Strategy and a further Gypsy and Travellers Accommodation Assessment has now been commissioned for the period beyond 2013. Whilst, in the short-term it is considered that current needs have been met, the 2014 GTAA indicates a need for permanent pitches after 2019/20. this situation could potentially change in the period up to 2030 once the new GTAA has been completed. Therefore, it will be necessary pertinent to consider whether sites for gypsies and travellers will need to be identified as part of the proposed Local Plan Green Belt Review.
MM62	57	BDP11.3	If additional sites are required land will be identified through a <i>Local Plan</i> full Green Belt Review.
MM63	59	BDP12.2	Add new paragraph:

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			<i>BDP12.3 When applying these tests to specific proposals the Council will have full regard to the specific characteristics, needs, service priorities and objectives of the service and/or organisation concerned.</i>
MM64	67	BDP15.1 k)	Small scale renewable energy projects, <i>excluding wind energy developments</i> , and business to serve the industry
MM65	72	8.194	Transport Statements and Assessments should be fully informed by Guidance on Transport Assessment (DfT, March 2007) and Worcestershire LTP3 Requirements for Transport Assessments and Statements (March 2011) <i>or such relevant updates to these documents.</i>
MM66	73	BDP16.2	<i>Financial</i> contributions from developers will be sought for new development in respect of investment in public transport, pedestrian, cycle and highways infrastructure as detailed by the draft Bromsgrove Infrastructure Delivery Plan in conjunction with policy BDP6 Infrastructure Contributions
MM67	74-75	BDP17 8.201 & 8.202	<p>A Retail Capacity Assessment was completed in 2004 which was updated in 2007 and 2010. An update to the 2010 assessment is expected in 2013 to identify the retail needs for Bromsgrove District up to 2030. The most recent assessment will take into consideration new retail stores that had received Planning Consent, including Sainsbury's and Aldi. Key assumptions and data sources underpinning the 2010 update will be revisited in light of the current economic climate.</p> <p>The Bromsgrove Town Retail Capacity Assessment will include a household survey to inform the needs assessment; this provides an up-to-date picture of trading patterns. The tested assumptions will provide a forecast of comparison and convenience floorspace capacity in Bromsgrove over 5-year periods (2013, 2018, 2023 and 2028). Recommendations on the level of retail expansion that could be supported and the type and format of floorspace that can be accommodated will be provided. Over the plan period there is likely to be limited need for further convenience retailing floorspace. Whilst limited need, convenience retail development may support the viability of other schemes and may contribute to the regeneration of the town centre. In terms of comparison retail floorspace there is a likely need for additional comparison retail floor space up to 2030.</p> <p><i>A Retail Capacity Assessment was completed in 2004 which was updated in 2007 and 2010. An updated retail study was then published in October 2013 to identify the retail needs for Bromsgrove District to 2030. This assessment took in to consideration new retail stores that had received planning permission, including Sainsbury's and Aldi, the latter of which is complete and trading.</i></p> <p><i>The Bromsgrove Town Retail Capacity Assessment included a household survey to inform the needs assessment; which provided an up-to-date picture of trading patterns. The tested assumptions provided a forecast of</i></p>

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			<i>comparison and convenience floorspace capacity in Bromsgrove up to 2030. The NPPF makes it clear that the identified need for retail uses should be met in full and should not be compromised by limited site availability. As a result of the retail capacity assessment, it was concluded that there will in fact be a slight oversupply of convenience retail up to 2030 and a relatively small requirement for comparison floorspace of some 16,300m² (gross). Whilst limited need, convenience retail development may support the viability of other schemes and may contribute to the regeneration of the town centre. The retail assessment also surveyed local centres across Bromsgrove and did not suggest any major qualitative deficiencies and, in any case, most lacked major development opportunities. The study therefore recommended that most new development, particularly comparison goods floorspace, is directed towards Bromsgrove town centre, in order to consolidate its role as a centre which serves residents in the area immediately surrounding it.</i>
MM68	78	BDP17 8.223	The Spadesbourne Brook flowing through the town is an important natural asset. Parts of the Brook are naturalised, including areas between Birmingham Road and School Drive, and at the bus station. However, the majority of the Brook has been re-routed, culverted and effectively relegated to function as a storm drain through the Town Centre, hidden from view, and sometimes covered entirely by access roads to properties. Even in its urban context the brook contains some plant and animal life, and the water quality is good and clear. However it fails to provide any real amenity value for users of the Town Centre and its ability to support a wider variety of plants and animals is reduced by poor water quality and its unnatural form.
MM69	78	8.224	Add new paragraph: <i>Parts of the Town Centre Regeneration Area (including sites TC1, TC9 and TC10) are located in Flood Zone 2 (medium probability) and Flood Zone 3 (high probability) on the Environment Agency's Flood Map which, in this location, is based on a national, generalised mapping technique. This type of modelling does not include the impacts of structures such as culverts and bridges on the flooding regime. As the Spadesbourne Brook is currently impacted by long culverts, crossings and heavily engineered banks at the open sections, a detailed flood risk assessment (including hydraulic modelling) will be required for the delivery of sites within the flood risk areas. Such proposed redevelopment should also provide betterment and take the opportunity to re-establish an open and more natural river course with a simplification of the number of crossings.</i>
MM70	78	8.226	The Historic Market Site Proposals for a mixed use development are currently expected. The development proposals are expected to include shops, restaurants and a 5 screen cinema. <i>As the site is next to the Spadesbourne Brook where flooding is an issue, the design and layout of the development should be informed by a detailed flood risk assessment including hydraulic modelling.</i>
MM71	79	BDP17	This site functions as part of the Primary Shopping Zone and as such any

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		8.236	redevelopment will be required to maintain retail uses on the ground floor, upper floors could be used for both residential and or office accommodation. The route between Market Street and Bus Station into the High Street along Mill Lane is considered one of the key Town Centre gateway areas and as such development in this area should reflect this in the design of the public realm and the buildings that surround it. <i>This site is identified as a long-term redevelopment opportunity post 2031 and its risk of flooding will be assessed in the future strategic flood risk assessment. Should development come forward in this plan period, the design and layout of the development should be informed by a detailed flood risk assessment including hydraulic modelling.</i>
MM72	79	BDP17 8.237	The Council wishes to maintain a substantial element of employment opportunities in and around the Town Centre and as such the focus for any redevelopment of this site should be employment led. It is also acknowledged that flexibility needs to be introduced to enable businesses to operate in challenging economic circumstances such as those we <i>have recently faced. currently face.</i> Adjacent properties to the north, which are currently part of the existing Town Centre zone, may also offer wider opportunities for redevelopment, along with any proposals for the site identified above. <i>This site is identified as a long-term redevelopment opportunity post 2031 and its risk of flooding will be assessed in the future strategic flood risk assessment. Should development come forward in this plan period, the design and layout of the development should be informed by a detailed flood risk assessment including hydraulic modelling.</i>
MM73	81	BDP17.2.1	BDP17.2.1 Bromsgrove District has a likely need for additional comparison floorspace <i>of some 16,300m² (gross)</i> and limited need for further convenience floorspace up to 2030. Although where positive effects on the viability of regeneration schemes can be demonstrated, further convenience floorspace may be allowed in such circumstances.
MM74	81	BDP17.2.2	Bromsgrove Town Centre will continue to be the main retail centre of the District with extended Primary and Secondary Shopping Zones being the focus. As such: <ul style="list-style-type: none"> a) A1 Uses will remain the predominant use for ground floor premises in the Primary Shopping Zone in order to maintain the retail vitality and viability of the Primary Shopping Zone and wider Town Centre. b) Other A class uses will be supported throughout the Secondary Shopping Zone. Development outside A Class Uses in Secondary Shopping Zones and will be considered where there is no adverse impact to the retail viability of the Town Centre. c) Retail development will be generally resisted in other areas of the designated Town Centre unless it can be demonstrated that proposals will not have an adverse impact on the viability and vitality of the primary or secondary shopping zones. d) <i>A wide range of appropriate Town Centre uses would be supported at first floor level in the Town Centre such as office, retail and</i>

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			<p><i>residential.</i></p> <p>The Council will:</p> <p>◊-e) Continue to support markets in the Town Centre and provide for specific facilities within the public realm to ensure that a range of different markets can contribute to the overall vitality of the Town Centre.</p> <p>e-f) Support proposals to deliver high quality housing which provides a mix of unit sizes and tenure, contributing to the districts overall affordable housing provision. This includes retirement living accommodation on Recreation Road; development of vacant premises above shops on and surrounding the High Street; residential development within mixed use schemes.</p> <p>◊-g) Continue to support small specialist shops, whilst creating opportunities for new retailers to enter the Town; and seek to offer new opportunities for people to work in the Town by providing an enhanced Town Centre which provides flexible business spaces available to accommodate a wide range of employment uses, as well as dedicated B1 office developments. Existing employment sites will be the focus of new employment developments.</p> <p>g h) Protect and enhance all existing public open spaces within the Town Centre with specific proposals for enhancements on The High Street, The Spadesboune Brook and The Recreation Ground.</p> <p>h i) Seek to improve the range of the evening economy uses within the Town Centre, to include a mix of entertainment uses for all groups, including sport, leisure and culture, a choice of bars, cafes and restaurants. <i>There will be a focus on achieving a safe, balanced and socially responsible evening economy and therefore proposals must demonstrate that whether on its own or cumulatively with other uses, they do not create an unacceptable impact on neighbouring uses by reason of noise pollution, light pollution or disturbance.</i></p> <p>j) New opportunities for community events will be explored including community focused leisure and cultural development and potential for a new Civic Centre whether stand alone or part of a mixed use scheme.</p>
MM75	84	Table 5	<p>TC4 Parkside Middle School 0.7 Office led <i>Civic Centre</i> with public library and job centre Application pending Full Planning Permission</p> <p>TC9 Mill Lane 0.2 Retail led mixed use Long term opportunity <i>post 2030</i></p> <p>TC10 Worcester Road Employment Area 2.3 Employment led Long term opportunity <i>post 2030</i></p>
MM76	84	BDP17.8 TC1	<p>F. A flood risk assessment will be required to address flood risk from the Spadesbourne Brook and appropriate mitigation implemented where necessary. The watercourse must also be considered as part of the public realm element of any proposals, including provision for enhanced walking and cycling opportunities.</p> <p>I. An appropriate assessment of flood risk must be carried out including the</p>

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			<i>hydraulic modelling of the Spadesbourne Brook through the site.</i>
MM77	85	BDP17.11 TC4	<p>The former Parkside Middle School is a Grade II Listed Building and therefore would have to undergo sympathetic conversion <i>and extension</i> for development potential to be realised. The following development principles will apply:</p> <p>A. Office conversion is considered to be the most suitable use, although other uses may be acceptable. <i>Change of use to Civic Centre, library and job centre with other associated uses.</i></p> <p>B. Full regard to the buildings listed status will be essential for all proposals.</p> <p>C. Development will be required to contribute to the reinstatement of the avenue of lime trees on Market Street.</p>
MM78	87	BDP17.16 TC9	<p>BDP17.16 TC9 Mill Lane</p> <p>This site offers a longer term opportunity for retail led mixed use development <i>to be informed by the future Strategic Flood Risk Assessment. It is envisaged that the following development principles will apply subject to the outcome of a flood risk assessment:</i></p> <p>A. At ground floor level A1 retail uses are to be the predominant use. with Upper floors suitable for office and residential uses development. may be considered subject to the provision of safe flood free pedestrian access and egress</p> <p>B. The scale of retail development is to be determined although the scope to include larger retail spaces must be considered.</p> <p>C. Proposals must include details of public realm improvement on Mill Lane and the creation of an enhanced public space and would require a development which reflects the role of this space as a 'town square'.</p> <p>D. Spaces to the rear of the current buildings which are adjacent to the Brook must have full regard to the enhanced environment created by the naturalised Spadesbourne Brook.</p> <p><i>E. Development must be made safe without increasing flood risk elsewhere. Opportunities should also be sought through the design and layout for reducing flood risk in the area.</i></p> <p>E F. The current pedestrian thoroughfare along Mill Lane will be protected in any development proposals.</p>
MM79	87	BDP17.17 & BDP17.18 TC10	<p><i>This site offers a longer term opportunity for employment based redevelopment to be informed by a future Strategic Flood Risk Assessment. It is envisaged subject to the outcome a flood risk assessment that</i> P proposals for new employment uses will be supported within the existing employment allocation. Subject to BDP14 other uses may be acceptable where it can be demonstrated that they support the wider enhancement of the Town Centre and do not compromise the existing retail core of the Town Centre.</p> <p>Any major redevelopment proposals should reflect the linear nature of the Town with active frontages along Worcester Road, although opportunities</p>

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			exist for a wide range and scale of design approaches on other areas of the site. The eastern edge , bounded by the Spadesbourne Brook and Sanders Park must address these features <i>whilst taking the risk of flooding as identified by the strategic flood risk assessment into account</i> and where possible look to use these features as a positive design element. <i>Any development proposals must be made safe without increasing flood risk elsewhere. Opportunities should also be sought through the design and layout for reducing the flood risk in the area.</i>
MM80	89	BDP18.1	Within the areas defined on the Policies Map the District Council will allow proposals for retail development (Class A Uses) at ground floor level and retail, office, or residential use <i>or any other appropriate Town Centre use</i> at upper floor level.
MM81	92	BDP19 8.258	<i>One of the purposes of the planning system is to contribute to the achievement of sustainable development. Using sustainable design and construction techniques ensures that the environmental impacts of buildings are minimised as far as possible. Buildings of all types and sizes have the potential to reduce their impact on the environment, including by minimising their contribution to climate change and by using less resources. This also includes the use of sustainable building materials having regard to sourcing materials in a responsible way and use of materials which have a low embodied impact over their life including extraction, processing, manufacture and recycling. It is well understood that most development damages the natural environment and it is important that the resulting damage to the environment can be minimised. The Code for Sustainable Homes and BREEAM is a are the widely adopted tools for rating and measuring the sustainability performance of domestic and non-domestic buildings. In Bromsgrove, it is tested viable in the Affordable Housing Viability Study to require affordable housing development to meet the Code for Sustainable Homes Level 6, and market housing to meet Code Level 4 now, and to meet Level 6 by 2016. For non-residential development, the Council expects non-domestic development to meet the BREEAM 'very good' standard.</i>
MM82	92	8.261	Design and criminal behaviour 8.261 The reduction of crime, and the fear of crime and anti-social behaviour are identified as important issues for Bromsgrove in the Sustainable Community Strategy. Previous consultations show that most people favour the promotion of designing out crime initiatives. The Council therefore expects all development to <i>adhere to meet the 'Secured by Design' standard, unless it contradicts with</i> principles of good spatial design on site. Good crime prevention/ safety measures are also good counter terrorism protective security. For example, access control, blast resistant glazing and structural design can make unauthorised entry more difficult, and reduce casualties in case of gas explosion. So where relevant and appropriate, the Council will encourage developments in crowded locations, or those expected to become crowded, to take into account the design principles in Crowded Places: The

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			Planning System and Counter- Terrorism and the relevant guidance.
MM83	94	BDP19.1	<p>c) Ensuring residential development achieves the highest standard of Building for Life;</p> <p>d) Ensuring all affordable housing to meet the Code for Sustainable Home Level 6 and all market housing to meet Code Level 4 now and Code Level 6 by 2016, or the equivalent level(s) as set out in the transitional arrangement of the national housing standards or other successor schemes; Encouraging the use of sustainable construction methods and materials;</p> <p>e. Ensuring all non-residential developments to meets BREEAM 'very good' standard <i>or other successor guidance</i></p> <p>l). Encouraging Requiring residential developments to provide sufficient functional space for everyday activities, meet people's needs and expectations from their homes, and to enable flexibility and adaptability. through meeting the internal environment standards in Standards and Quality in Development: A good practice guide;</p> <p>o). Ensuring developments meet the 'Secured by Design' standard Incorporating opportunities to design against crime and decrease fear of crime;</p>
MM84	94	BDP19.1	<p>r. Ensuring development is made suitable for the proposed final use, for instance, in terms of land contamination, <i>and does not create an unacceptable risk to controlled waters (where relevant)</i>. The Council will determine whether reports detailing for example, the site history; <i>a preliminary risk assessment, an appropriate remediation scheme and where appropriate; a site investigation and remediation scheme along with long term monitoring and maintenance proposals</i>, will need to be submitted in support of any planning application. Such reports will be prepared in accordance with best practice guidance.</p>
MM85	99	BDP20.12	<p>The District Council will update the current draft local list of assets <i>heritage list</i> and formally adopt it. It will include all Heritage Assets recognised as being of local importance, including those which are locally distinctive such as nailers cottages, assets associated with the scythe industry and assets associated with the use of the Birmingham Worcester and Worcester <i>Birmingham</i> canal which runs the length of the District, to name but a few.</p>
MM86	99	BDP20.13	<p>BDP20.13 The District Council will support development that:</p> <p>i. Retains locally listed buildings. <i>Heritage Assets on the Local List</i></p> <p>ii. Involves sympathetic alterations and extensions to locally listed buildings <i>Heritage Assets on the Local List</i></p> <p>iii. Does not have a detrimental impact on the setting or context of locally listed buildings. <i>Heritage Assets on the Local List.</i></p>
MM87	99	BDP20.14	<p>In considering applications that directly or indirectly affect locally listed buildings <i>Heritage Assets</i>, a balanced judgement will be applied having regard to the scale of any harm or loss as a result of proposed development</p>

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			and the significance of the locally listed building . <i>Heritage Asset.</i>
MM88	103	BDP21.1	<p>BDP 21.1 The Council will seek to achieve better management of Bromsgrove’s natural environment by expecting developments to:</p> <p>a) i) Protect and, restore, enhance and create core areas of high nature conservation value (including nationally and locally protected sites and irreplaceable nature resources, such as, sites with geological interest, ancient woodlands and habitats of principle importance). wildlife corridors, stepping stones and buffer zones.</p> <p>ii) <i>Protect and create corridors and ‘stepping stones’</i></p> <p>iii) <i>Enhance restoration areas</i></p> <p>iv) <i>Protect and create buffer zones- areas that protect core areas, restoration areas and ‘stepping stones’</i></p> <p>v) <i>Ensure areas of land surrounding development are managed in a sustainable and wildlife friendly manner</i></p> <p>b) Take appropriate steps to maintain the favourable conservation status of populations of protected species.</p> <p>c) Protect, restore and enhance other features of natural environmental importance, <i>including locally protected sites</i>, in line with local environmental priorities.</p> <p><i>BDP21.2 In determining applications affecting sites of wildlife importance, the Council will apply the hierarchy of designated sites set out in the NPPF and appropriate weight will be given to their importance and contribution to wider ecological networks. Due to the national importance of Sites of Special Scientific Interest (SSSI) proposals likely to have an adverse impact within or outside of a SSSI, either individually or in combination with other developments, will not normally be permitted. An exception will only be made when it can be demonstrated that the benefits of the development clearly outweigh the impact on the site or network of sites.</i></p>
MM89	105	8.290	<p>Energy Efficiency in new buildings</p> <p>8.290 It is the Government’s ambition for all new homes to be zero carbon by 2016 and new non-domestic buildings to be zero carbon by 2019/43. The Government’s approach to achieve zero carbon home is through revising Part L of the Building Regulations and a new mechanism called ‘allowable solutions⁴⁴’. This approach is likely to be adopted by the Government to achieve the zero carbon non-domestic buildings target. To maximise the other benefits of carbon reduction in the District, the Council expects all allowable solutions to be linked with local projects (i.e. within Bromsgrove District) that would bring local benefits before projects outside of the District, then County and Region are considered. To maximise benefits of carbon reduction in the District, the Council expects every effort to be made to use sustainable building techniques and local and low-carbon materials. It is expected that the use of local materials will bring local benefits to the District and surrounding area.</p>
MM90	105		In Bromsgrove, the viability of meeting the Code for Sustainable Homes

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			standard was tested in the Affordable Housing Viability Study. The study found that it is viable for affordable housing development to meet the Code Level 6 by 2013 and for market housing, it is viable to meet Code Level 4 by 2013 and Code Level 6 by 2016.
MM91	105	Footnote 43	43. The Government announced in Budget 2008 its ambition that new non-domestic buildings should be zero carbon from 2019 and seek views on the issue at the “Definition of Zero Carbon Homes and Non-Domestic Buildings: Consultation”
MM92	105	Footnote 44	44. Allowable Solutions is a new concept. The developer will make a payment to an Allowable Solutions provider, who will take the responsibility and liability for ensuring that Allowable Solutions, which may be small, medium or large scale carbon-saving projects, deliver the required emissions reductions. However, Code Level 5 requires the zero carbon target to be reached on-site without the use of ‘Allowable Solutions’
MM93	106	Paragraph 8.295	8.295 To contribute to the carbon reduction target, the Council will support large scale low/ zero carbon energy generation projects when adverse impacts are addressed satisfactorily. For developments in areas where low carbon/ renewable resources/ opportunities are available and technically feasible, the Council will expect the development to incorporate the relevant technologies, such as photovoltaic and district heating network. Where there is a firm plan on the delivery of a <i>district heating supply, renewable/low carbon energy generation schemes, such as wind harvesting/turbines and combined heat and power or tri-generation</i> , developments nearby will be required to connect to these energy supplies. <i>Wind energy generation schemes, such as wind harvesting/ turbines will be considered against national policy and guidance.</i>
MM94	107	BDP 22 Climate Change	The Council will deliver viable low carbon climate resilient developments through: <ul style="list-style-type: none"> a. Encouraging development in existing buildings to achieve consequential energy efficiency improvements b. Requiring allowable solutions to be linked with projects within the District in the first instance, followed by the County and then Region b e. Ensuring developments and infrastructure are planned to avoid increased vulnerability to the range of impacts and take advantage of the opportunities arising from climate change, having regard to the intended lifetime of the development. Where developments and infrastructure are brought forward in areas which are vulnerable, care should be taken to ensure that risks can be managed through suitable adaptation measures, c d. Ensuring developments are in locations well-served by public/ sustainable transport, existing local facilities and infrastructure. d e. Ensuring the construction and design of developments as well as future occupants of the developments will follow the energy, waste management hierarchies and other relevant guidance. Where relevant, developments must comply with the Worcestershire Waste Core Strategy.

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			<p>e f. Supporting developments to incorporate zero or low carbon energy generation technologies, especially installations that improve the energy security of developments in the rural areas. Where there is a firm delivery plan of a district heating zero or low carbon energy generation scheme, developments nearby are expected to provide infrastructure/ to connect to the zero/ low carbon energy that scheme.</p> <p>f g. Supporting zero or low carbon energy generation schemes, other than wind energy, when adverse impacts are addressed satisfactorily.</p>
MM95	108	8.306	<p>In terms of residential development, the Environment Agency Report states that getting existing homes retrofitted could reduce/ delay the need for new resource developments. It is tested in the Affordable Housing Viability Assessment that all market housing in the District can achieve Level 454 of the Code for Sustainable Homes by 2013 and Level 655 by 2016 and that affordable housing can achieve Code Level 6 from 2013 onwards.</p>
MM96	109	BDP23 8.309	<p>To ensure flood risk is minimised, the Council expects all developments to take account of flood risk from all sources (which should also include the impact of climate change) and follow the flood risk management hierarchy in PPS25 Development and Flood Risk Practice Guide, that is: 1) Assess; 2) Avoid; 3) Substitute; 4) Control; 5) Mitigate, when planning and designing development.</p> <p><i>Site-specific Flood Risk Assessments (FRAs) and drainage proposals should have regard to the guidance within the Council's Level 2 Strategic Flood Risk Assessment (SFRA) and take account of the effect of climate change on peak river flows and peak rainfall intensity as set out in Table 1 and Table 2 (respectively) of the Government's Climate Change Allowance guidance. This is available at: https://www.gov.uk/guidance/flood-risk-assessments-climate-changeallowances</i></p>
MM97	111	BDP 23.1	<p>The Council will deliver safe developments with low environmental impact through:</p> <p>a) Supporting developments that take into account of the Severn River Basin Management Plan and contribute to delivering the Water Framework Directive objectives.</p> <p>b) Supporting developments that follow the water conservation hierarchy. All market housing developments should achieve at least the water category of the Code for Sustainable Homes Level 4 by 2013 and Level 6 after 2016. Affordable housing should at least achieve the water category of Code Level 6 from 2013 onwards. Where standards currently exist for a particular non-domestic building type in BREEAM, maximum points should be scored on water and a minimum of 25% water savings for any other development.</p> <p>c) Ensuring development addresses flood risk from all sources, follows the flood risk management hierarchy when planning and designing development, and does not increase the risk of flooding elsewhere. Where inappropriate developments in areas at risk of flooding are necessary after the sequential test is applied, appropriate designs, materials and escape routes that minimise the risk(s) and loss should be incorporated.</p> <p>d) Requiring all developments to work with the Lead Local Flood Authority</p>

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			<p>and SuDS Approval Body and pay necessary regard to the Local Flood Risk Management Strategy and its evidence.</p> <p>e) Requiring all major developments to engage with Severn Trent Water at the earliest opportunity to ensure that sufficient capacity of the sewerage system (i.e. wastewater collection and treatment) is available to accommodate the development.</p> <p>f) Supporting developments that protect and enhance water quality. This includes ensuring the phasing of development is in line with the completion of the required infrastructure and non-mains drainage will follow the foul drainage hierarchy with appropriate management plans in place.</p> <p>g) Requiring developments to set aside land for Sustainable Drainage Systems (SuDS) and follow the SuDS management train concept. This includes maximising opportunities for restoring watercourses, deculverting, delivering multiple benefits in line with BDC24 Green Infrastructure and ensuring that an appropriate buffer zone is provided between the watercourse and any development.</p>
MM98	135	Appendix II Glossary	<p>Green Belt - Land allocated for a district to prevent urban sprawl by keeping land permanently open. Guidance on Green Belt policy is contained in <i>the NPPF PPG2</i>, and the <i>Policies Map Worcestershire Structure Plan</i> identifies the broad extent of the Green Belt within Bromsgrove District. and the Local Plan defines detailed boundaries of Green Belt land.</p>
MM99	135	Appendix II Glossary	<p>Add new text: <i>Infrastructure Delivery Plan (IDP) - The IDP is a key component of the evidence base to support the Bromsgrove District Plan. The IDP provides a baseline of the existing infrastructure capacity and needs in the District and highlights the infrastructure requirements to support the predicted growth set out in the Bromsgrove District Plan. The IDP provides a snapshot at the time of publication of the Proposed Submission Bromsgrove District Plan. Over the plan period, new funding opportunities will arise and, equally, infrastructure priorities may change. The IDP will be reviewed on an annual basis subsequent to the Local Plan's adoption to reflect these changes.</i></p>
MM100	138	Appendix IV	<p>Before table in Appendix 4 insert the following text: <i>The following table sets out where policies in the Bromsgrove District Local Plan (BDLP) 2004 will be superseded by the Bromsgrove District Plan on adoption. Where terms such as 'partially replaced' and 'partially superseded' are used it simply means parts of BDLP policies were not considered necessary to carry forward as they are either no longer relevant or the level of detail will be addressed in a future Supplementary Planning Document. For clarification, no part of the BDLP will remain extant following the adoption of the Bromsgrove District Plan.</i></p>
MM101	152	Appendix VI	<p>New Supplementary Planning Documents: Design SPD To replace SPG1 Residential Design Guide (<i>to include evening and night-time economy</i>), SPG2 Shopfronts and Advertisements, SPG4 Conversion of rural Buildings and SPG5 Agricultural Buildings Design Guide.</p>

**Bromsgrove Planning - Statement of Community Involvement
Bromsgrove Planning - Local Development Scheme**

Cabinet

6th July 2016

**Bromsgrove Planning - Statement of Community Involvement
Bromsgrove Planning - Local Development Scheme**

Relevant Portfolio Holder	Councillor Kit Taylor
Portfolio Holder Consulted	Yes
Relevant Head of Service	Ruth Bamford
Ward(s) Affected	All Wards
Ward Councillor(s) Consulted	No
Non Key Decision	Yes

1. SUMMARY OF PROPOSALS

- 1.1 The following report outlines two revised documents which are part of the required suite of documents the Strategic Planning department is required to publish and maintain. The Local Development Scheme (LDS) is a simple document which identifies what development planning documents the Council will be producing, the scope of these documents and when they will be produced. The Statement of Community Involvement is a document which identifies how we will involve the community and other stakeholders in the planning process, both of these documents are updated versions of ones which have been previously approved.

2. RECOMMENDATIONS

- 2.1 **That Appendix 1 to this report the Bromsgrove Local Development Scheme July 2016 (LDS) is adopted as the Council's current LDS.**

That delegated authority is given to the Head of Planning and Regeneration services in conjunction with the relevant portfolio holder to review and publish amended LDS timetables for the publication of Development Plan Documents.

To publish Appendix 2 the Draft Statement of Community Involvement 2016 for a 6 week period of public consultation in September – October 2016.

That delegated authority is given to the Head of Planning and Regeneration services in conjunction with the relevant portfolio holder to consider the response to the public consultation and subject to no significant issues being present amend and adopt the SCI.

3. KEY ISSUES

Financial Implications

Bromsgrove Planning - Statement of Community Involvement Bromsgrove Planning - Local Development Scheme

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- 3.1 Whilst there are no immediate direct financial implications of producing the revised Local Development Scheme, the costs to progress planning policy documents through an independent Examination and associated evidence gathering should be noted.

Legal Implications

- 3.2 The Planning and Compulsory Purchase Act 2004 introduced the requirement for Councils to prepare and adopt an SCI and LDS. This legislation has since been amended through other new legislation, including the Localism Act 2011. Whilst the need for the SCI to undergo an Examination in Public, and the need for the LDS to be submitted to the Secretary of State no longer exists, although there is still a requirement for both documents to be prepared and kept up to date.

Service / Operational Implications

- 3.3 The Local Development Scheme
The Local Development Scheme sets out the key Development Plan Documents (DPDs) to be progressed by the Council. The LDS outlines that Bromsgrove District Council is still progressing the Bromsgrove District Plan 2011 – 2030 (BDP). The main change in this version of the LDS is the amendment of the timetable for the BDP to reflect the ongoing progress of the Examination in Public. Whilst authority to commence working on a Community Infrastructure Levy (CIL) was approved in June 2014, the timetable for the development of the CIL has also been removed in this LDS whilst the BDP remains un-adopted, the reason for is explained further below.
- 3.4 As of February 2016 the Department for Communities and Local Government (CLG) are using the published versions of the LDS to monitor how authorities are progressing with their plan making. The results of this monitoring will be published in the form of league tables. To avoid being unfairly penalised in the league tables we have removed the CIL from the timetable. This is because we are unsure of exactly when we will be able to progress it at this stage, once this is known and if a CIL is required it can be reinserted into the LDS. It is for this reason that we have asked for the delegation above. As it is often the case and as proved with the development of the BDP, the timetables for plan production can alter for a wide number of reasons many of which are outside of the officers' control. Having this delegation will allow us to amend the timetable for the production of a plan, and ensure that the Council's correct position is reflected when CLG publish their league tables. Approval will still need to be sought from Members if a new Development Plan Document is to be added into the LDS.
- 3.5 Statement of Community Involvement
The requirement for an SCI was introduced in 2004 under the Planning and Compulsory Purchase Act and was seen as part of the then new Local Development Frameworks (LDF), whilst the core legislation remains, much of the LDF processes have since been scaled back via newer legislation. Under the

Bromsgrove Planning - Statement of Community Involvement Bromsgrove Planning - Local Development Scheme

Cabinet

6th July 2016

LDF format the SCI was required to be subjected to both public consultation and an Examination in Public, both these requirements have since been removed.

- 3.6 The SCI is a document which shows how we will engage with our communities and other consultees in the planning process; this covers both plan making and development control. The document at Appendix 2 is a revised version of the SCI previously examined by a Planning Inspector and subsequently adopted in September 2006. Many of the changes made are to remove now out of date references to LDF processes, and include a section on neighbourhood planning. Most of the processes around how we will consult remain intact, although they have been updated to reflect the passage in time and changes in technology, such as the ability that social media and the internet can now play in consultation.

Customer / Equalities and Diversity Implications

- 3.7 Whilst it is not a requirement to consult on the SCI it is proposed to carry out a 6 week period of consultation in September and October 2016. It is felt necessary to delay the consultation until after the BDP Main Modifications consultation to avoid confusing the issues. It is anticipated that officers will be using some of the consultation techniques in the document to ensure the consultation is well advertised. All the information will be placed on the Council's website, an advert will be placed in the local papers, and hard copies distributed to public buildings across the District. All Parish Councils will be notified alongside other statutory consultees, Members are also encouraged to advise officers of any groups in their ward who would benefit from being consulted and also ensure that in their role as ward councillors they share the details of the consultation across their communities.

4. RISK MANAGEMENT

- 4.1 The main risk associated with this report is, unless the LDS is amended regularly to reflect the current progress on the BDP, the league tables published by CLG will reflect an unfair and untrue position on plan making in Bromsgrove.

5. APPENDICES

Appendix 1 - Bromsgrove Local Development Scheme July 2016

Appendix 2 - The Draft Statement of Community Involvement 2016

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Local Development Scheme 2016-2019

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Introduction

The Local Development Scheme (LDS) is a programme management plan, which sets out details of key planning policy documents which the local authority seeks to produce over the next three years. The LDS outlines opportunities for public and stakeholder involvement. A Local Development Scheme is required under Section 15 of the Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011). The National Planning Practice Guidance (NPPG) states that it must specify (among other matters) the documents which, when prepared, will comprise the Local Plan for the area. It must be made available publically and kept up-to-date. It is important that local communities and interested parties can keep track of progress. Local planning authorities should publish their Local Development Scheme on their website.

The LDS has been updated to reflect:

- Localism Act 2011,
- National Planning Policy Framework 2012,
- Progress on Development Plan Documents (DPDs) detailed in previous LDS.

The LDS is produced under the Localism Act 2011 and the Town and Country Planning Act 2004. The legislation states that Councils must prepare and maintain a Local Development Scheme specifying:

- the documents which are to be Local Development Documents and Development Plan Documents,
- the subject matter and geographical area of each document,
- any matter or area in respect of which the authority have agreed; and,
- the timetable for their preparation and revision of the documents.

The Localism Act removes the requirement to submit the LDS to the Secretary of State. However, it is important for Councils to publish up to date information on their progress of the LDS. Councils have flexibility to decide how best to present this information to the public.

The LDS will come into effect on 20th July 2016. Figure 2 (see page 6) outlines an indicative timetable for the preparation of documents within the LDS.

Existing Policy Base

Major changes have been made to the planning system through the introduction of the National Planning Policy Framework (NPPF) on 27 March 2012. The NPPF is a framework which sets out how local planning authorities should produce planning documents that will guide the development and use of land within a local authority's boundary. The NPPF requires each Local Authority to produce a local plan for its area. Any additional Development Plan Documents should only be used where clearly justified (NPPF, para 153).

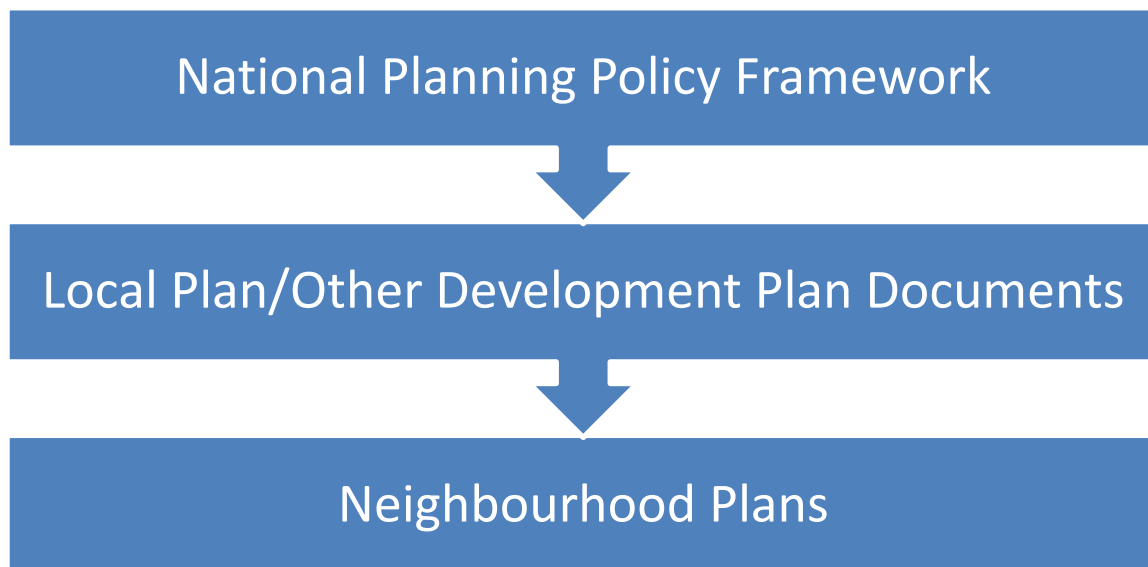
The new chain of conformity is shown in Figure 1 where all plans must be in general conformity with the NPPF. The Localism Act (2011) set the framework for revoking the existing Regional Strategy and

Structure Plan policies as soon as possible, these revocations have now taken place and as such these documents no longer form part of the Development Plan.

Due weight should be given to relevant policies in the Bromsgrove District Local Plan 2004 according to their degree of consistency with this framework (NPPF para 215). The Secretary of State issued a direction of saved local plan policies in September 2007 which are 'relevant policies' until appropriately replaced; a list can be found on the Council's website. The Council's existing Supplementary Planning Documents, see website, are still relevant as they provide additional design guidance for Bromsgrove District. Although not formally adopted they should be applied when consistent with the policies in the NPPF. Furthermore the emerging Bromsgrove District Plan is at an advanced stage having been Examined by an independent Inspector and (at the time of writing June 2016) are at Main Modifications stage. Therefore appropriate weight should be afforded to these emerging Local Plan policies prior to Adoption particularly, for example, where they are supported by up to date evidence.

Under the Localism Act 2011, Neighbourhood Plans can be produced by a Parish Council, or an organisation or body designated as a Neighbourhood Forum to provide detailed guidance on specific issues. These will be subject to independent examination and a local referendum. If approved at the referendum then the Council will bring the Neighbourhood Plan into force. As it is the Parish Councils or Neighbourhood Forums that will decide to produce Neighbourhood Plans, it is not appropriate for the LDS to specify when or where they will be produced.

Figure 1 – Chain of conformity



Progress on Documents

Bromsgrove District Plan 2011-2030 and Policies Map DPD

The previous LDS published in 2013 envisaged the Bromsgrove District Plan 2011-2030 to be adopted in September 2014. Adoption is now anticipated in early 2017 due to a longer than expected Examination period and uncertainty at the present time regarding the publication of the Inspectors report.

The Community Infrastructure Levy

Preparation of the Community Infrastructure Levy was set back due to the ongoing examination of the Bromsgrove District Plan 2011-2030. Meanwhile Planning obligations and Section 106 agreements have continued to be negotiated. It is uncertain at this time if a CIL will be pursued by the Council. However, this may be pursued at a future date should this be required and will be included in the timeline of future LDS's if appropriate.

Authority Monitoring Report

Bromsgrove District Council has been producing an Authority Monitoring Report annually to:

- Review the progress of the Council's Development Plan Documents;
- Inform on the implementation of the Local Development Scheme;
- Provide District-wide statistics on housing, population, employment, health, education, environment, community and transport;
- Record public consultations and Duty to Co-operate; and
- Report on Neighbourhood Planning.

All annual monitoring reports are available on the Council's website.

Proposed Documents

Bromsgrove District Council are progressing a new Local Plan entitled Bromsgrove District Plan 2011-2030 (formerly known as the Core Strategy) which is based on supporting evidence. The evidence base can be accessed on the Council's website (www.bromsgrove.gov.uk/strategicplanning).

Bromsgrove District Plan 2011-2030 and Policies Map DPD

The Bromsgrove District Plan aims not to endlessly repeat national guidance but provides a spatial strategy specific to the needs of Bromsgrove. It contains a set of primary policies for delivering the overall strategy and identifies strategic allocations for development through the production of a policies map. This map illustrates broad locations for strategic development and land-use designations. They are intended to cover the period 2011-2030.

During the Examination of the Bromsgrove District Plan further work was required by the Inspector. This meant that the receipt of the Inspector's binding report and adoption has been delayed. It is now anticipated that the District Plan will be adopted in early 2017.

Local Plan Review

A Local Plan Review will be required to address any future needs in Bromsgrove District and any unmet need from Birmingham City and surrounding authorities. The Local Plan Review will incorporate the outcomes of the Green Belt Review and any other updated evidence.

Background Information

The Community Infrastructure Levy

The Community Infrastructure Levy (CIL) represents a system of collecting monies from developer contributions to fund infrastructure, which will benefit the development of an area. CIL came into force on 6th April 2010 through the CIL Regulations 2010 (as amended), the powers enabling

Councils to introduce the planning charge having been introduced through the Planning Act 2008 (as amended). It introduces a standard charge per square metre applied to all qualifying developments. The charge is applied at the time planning permission is granted and is normally paid upon commencement of development.

CIL would help to secure a funding stream for infrastructure over a wider area, but should be regarded as complimentary to other sources of funding. The amount of CIL charged must be informed by and not adversely affect the viability of development in an area.

The decision on how to raise developer contributions in Bromsgrove in the future is still pending. Currently, the mechanisms for securing contributions are on-site design, planning conditions, planning obligations (Section 106 obligations), highway contributions and sewer adoption (Section 104 agreements).

Green Belt Review

Once the Bromsgrove District Plan 2011-2030 has been adopted, a Green Belt Review (GBR) will be undertaken to meet the remainder of needs up to 2030, although the date for this review is not formally set. The Inspector examining the BDP suggested that the GBR should be undertaken when certain 'triggers' come into play, such as the specifics of the Birmingham HMA housing need and its implications in terms of location and quantum for Bromsgrove and if the District failed to maintain a five year housing land supply. This review will identify any potential areas to be removed or added to the Green Belt which will be assessed on their planning merits. The Green Belt Review will be used as evidence for the Local Plan Review.

Timetable

The chart (Figure 2) indicates the timetable for the production of the Development Plan Documents. Further profiles on the documents are contained in Appendix 1. This chart identifies the key dates in the process although the dates are only an indication at this stage.

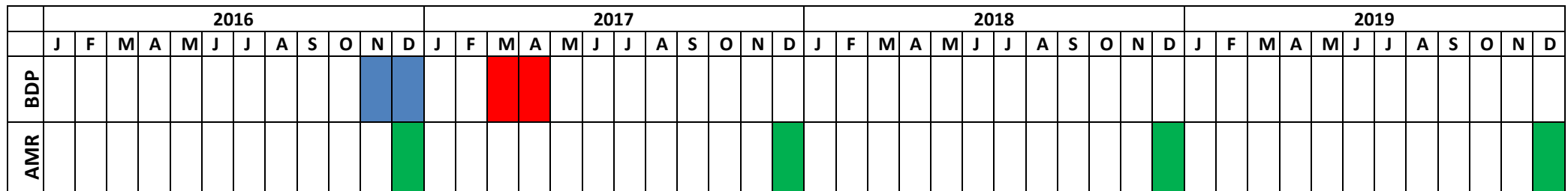











Figure 2: Proposed timescales of documents

Key

- BDP Bromsgrove District Plan 2011-2030
- LPR Local Plan Review
- AMR Authority Monitoring Report

	Publication and consultation of Primary Draft Document		Publication and consultation of Draft Document		Publication of pre-submission document
	Submission to Inspectorate		Pre-examination meeting		Commencement of the Examination Period
	Receipt of Binding Report		Adoption		Publication of Monitoring Report

Appendix 1 – Document profiles

Bromsgrove District Plan and Proposals Map DPD		
Document Details	Role and Content	Will set out the vision, spatial strategy and core policies for the spatial development of the District including strategic allocations up to 2030
	Status	Development Plan Document
	Position in chain of conformity	General conformity with National Planning Policy Framework
	Geographic coverage	District wide

Appendix 2 – Glossary

Adoption: The point at which the final agreed version of a document comes into force.

Authority Monitoring Report (AMR): The report prepared by Councils to assess the implementation of the Local Development Scheme and the extent to which the policies of the Local plan and adopted SPDs Local Development Framework are being achieved.

Community Infrastructure Levy (CIL): The Community Infrastructure Levy (the levy) came into force in April 2010. The Community Infrastructure Levy is a new charge which local authorities in England and Wales can levy on new development in their area. CIL is charged on the net additional floor space created by development of buildings that people normally use. It allows local authorities in England and Wales to raise funds from developers undertaking new building projects in their area. The money can be used to fund a wide range of infrastructure that is needed as a result of development. This includes transport schemes, flood defences, schools, hospitals and other health and social care facilities, parks, green spaces and leisure centres.

Green Belt: Land designated in a district to prevent urban sprawl by keeping land permanently open. Guidance on Green Belt policy is contained in the NPPF, and the Policies map identifies the broad extent of Green Belt within Bromsgrove District and the Local Plan defines detailed boundaries of Green Belt land.

Local Development Scheme (LDS): Sets time-scales for the preparation of key documents including Local Development Documents and Development Plan documents.

Local Plan: The plan for the future development of the local area, drawn up by the Local Planning Authority in consultation with the community. In law this is described as the Development Plan Documents adopted under the Planning and Compulsory Purchase Act 2004. The term includes old policies which have been saved under the 2004 Act.

Department for Communities and Local Government: The Department sets policy on supporting local government; communities and neighbourhoods; regeneration; housing; planning, building and the environment; and fire.

Development Plan Documents: The key planning documents at the local level subject to independent examination.

Examination: Independent inquiry into the soundness of a draft Local Plan chaired by an Inspector appointed by the Secretary of State.

Localism Act 2011: An Act to make provision about the functions and procedures of local and certain other authorities.

Local Development Scheme: This document is a project plan for the production of local planning policy documents.

National Planning Policy Framework: Document setting out the Government's economic, environmental and social planning policies for England, published 27 March 2012.

National Planning Practice Guidance: The government launched its Planning Practice Guidance on

Appendix

6 March 2014. The website brought together many areas of English planning guidance into a new online format, linked to the National Planning Policy Framework.

Neighbourhood plans: A plan prepared by a Parish Council or Neighbourhood Forum for a particular neighbourhood area (made under the Planning and Compulsory Purchase Act 2004).

Planning Obligations: Legal agreements between a planning authority and a developer that ensure that certain extra works related to a development are undertaken. For example, the provision of highway works. These can include Section 106 agreements, Section 278 agreements-highway contributions and Section 104 agreements- sewer adoption.

Proposals Map: A map that shows the spatial extent of adopted planning policies and proposals affecting Bromsgrove District.

Publication: Point at which a draft Local Plan is Published prior to its Submission to the Secretary of State for Examination. Also known as 'Proposed Submission' stage.

Regional Strategies: Regional strategies were part of the Development Plan until they were abolished by Order using powers taken in the Localism Act.

Saved policies: Adopted policies which remain in force pending their replacement by the Local Plan.

Submission: The point at which a draft Local Plan is submitted to the Secretary of State for Examination along with representations received at Publication Stage.

Supplementary Planning Documents: A Local Development Document which adds detail to supplement Development Plan Document (DPD) policies and proposals. SPDs can be thematic or site specific.

Supplementary Planning Guidance: Documents, which supplement policies within the Local Plan and have been produced and adopted through public consultation. SPGs continue to have status until they are reviewed and replaced by new Supplementary Planning Documents. They are capable of being a material consideration in planning decisions.

Strategic Environmental Assessment: A procedure (set out in the Environmental Assessment of Plans and Programmes Regulations 2004) which requires the formal environmental assessment of certain plans and programmes which are likely to have significant effects on the environment.

Contact Details

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For further information please visit the Strategic Planning section of the website:
www.bromsgrove.gov.uk/strategicplanning

Consultation Draft Statement of Community Involvement

Please note, any legislation referred to in the Statement of Community Involvement includes any order revoking and re-enacting that order.

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Introduction

What is planning?

Planning is the process through which we make land use decisions about the area we live in. The planning system is in place to make sure that the balance is maintained between protecting our environment and developing our area. Planning can be divided up into two main areas; development management and Strategic Planning. Development management is concerned with planning applications and making decisions on specific developments. Strategic Planning is about creating policies which help to achieve the long-term vision for the area. Both elements are important in creating a place where people want to live and work. It is essential that the community get involved in planning as the decisions taken affect everyone's lives. How the community can get involved in both aspects of planning is covered by this document, the Statement of Community Involvement (SCI).

What is a SCI?

The SCI sets out the opportunities residents and other interested parties have to become involved in the planning process in Bromsgrove District.

Please note that the SCI identifies the **minimum requirements** for consultation, however Bromsgrove District Council will hold further consultation at our discretion.

Why is SCI important?

Involving the community in the planning process from the beginning alongside stakeholders will provide many benefits for both the Council and the community. Involving the community is a key part of having a planning system that is open and transparent. The Council will benefit from effective community involvement because:

- We can gain important local knowledge from the community;
- We can get community support for the plans we create; and
- We can reduce the levels of conflict in the system.

The benefits for the community include:

- A better understanding of the planning process;
- Reduced levels of conflict in the system; and
- Having a say in the development of their area.

“Early and meaningful engagement and collaboration with neighbourhoods, local organisations and businesses is essential. A wide section of the community should be proactively engaged, so that Local Plans, as far as possible, reflect a collective vision and a set of agreed priorities for the sustainable development of the area, including those contained in any neighbourhood plans that have been made.”

National Planning Policy Framework 2012 (Para 155)

The Aims of the SCI

Bromsgrove District Council has produced this document to set out the ways in which the community can be effectively involved in the planning system. By involving the community, the Council will gain a greater understanding of the needs of the community and we can develop documents which better suit the needs of the people of Bromsgrove. At the same time, we are keen to make every effort possible to improve decision making, minimise delays and use resources effectively.

The SCI will:

- Explain why involving the community is important;
- Describe what we intend to do to inform you;
- Let you know how and when you can be involved;
- Outline the various methods for involving people; and
- Explain how you will be informed of any outcomes.

Consultation - Planning Policy

There are a number of opportunities for the community to have their say on plans. There are two principal types of planning policy documents, each with different statutory arrangements dictating how they are consulted on and adopted.

Development Plan Documents (DPDs) – These set out the policies which will be used to manage development in Bromsgrove District and normally called a Local Plan. . The Local Plan must go through specific stages of community involvement before being submitted to a Government Inspector for Examination and decision.

Supplementary Planning Documents (SPDs) – These documents provide additional guidance on policies in the adopted Local Plan. These documents are also subject to public consultation and are adopted by Bromsgrove District Council. They are not independently examined.

There are also other documents the public are invited to comment on, but this is not a mandatory requirement.

Stages of Plan Making

All planning policy documents are required to be based on evidence. Evidence used in preparing planning policy documents includes statistical evidence, technical assessments, and information gathered through public consultation.

Planning policy documents must also be in conformity with national policy, such as the National Planning Policy Framework, amongst others. The Council must therefore balance the need to ensure its policies are justified by the empirical economic, social and environmental evidence whilst supporting the broad national aims of the Government and reflecting, as far as possible, local opinion.

The process of developing Development Plan Documents and Supplementary Planning Documents is detailed below in Figure 1.

Appendix

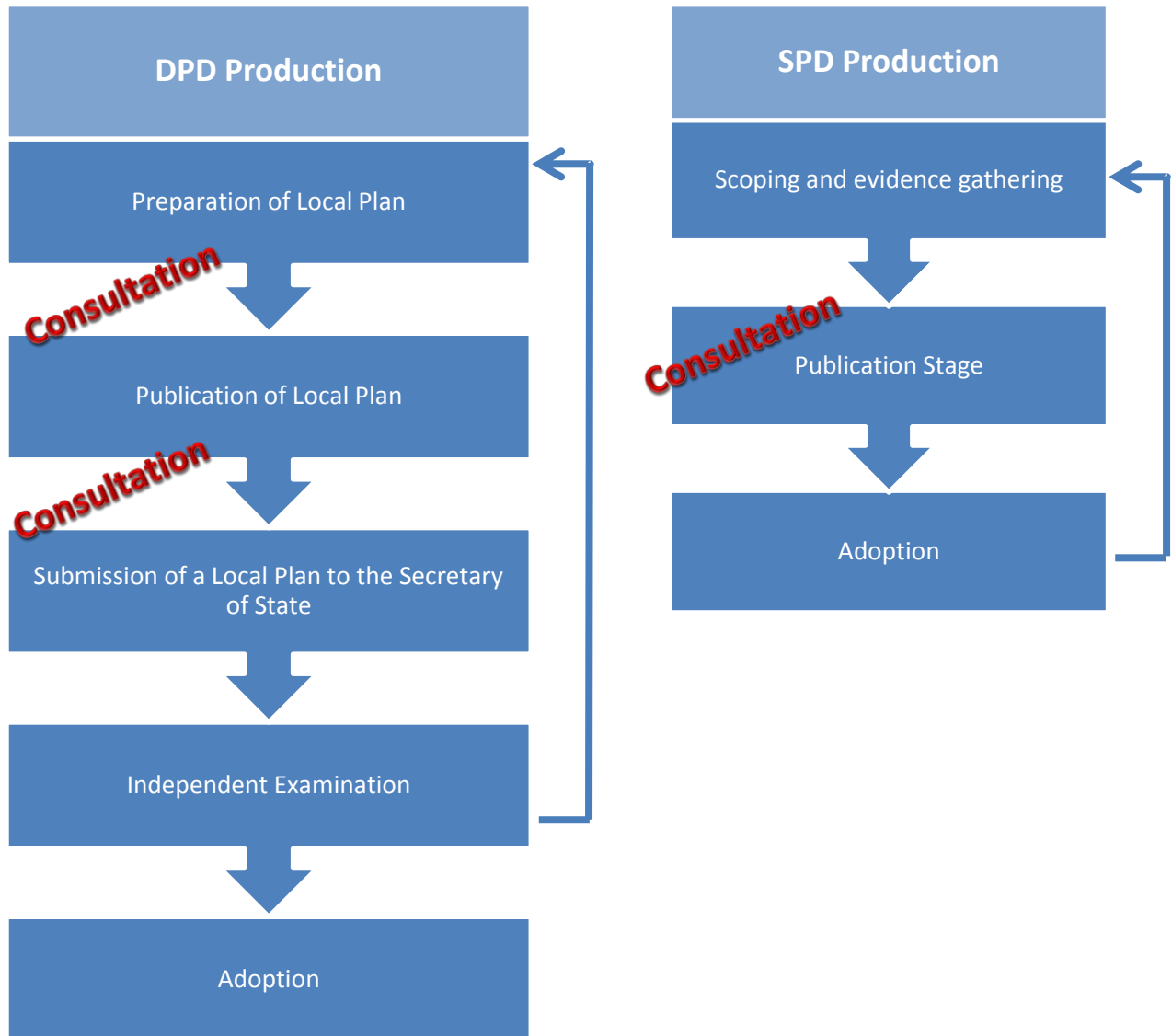


Figure 1: Stages of DPDs and SPDs

Development Plan Documents (DPDs)

The main stages of DPD production are detailed above in Figure 1. Within these 5 stages, consultation or engagement is required during the Preparation and Publication stages.

Preparation of a Local Plan

At this stage of the plan making process, we must consult and invite representations from:

- Duty to Co-operate bodies (See Appendix A);
- Specific consultation bodies (See Appendix B);
- General consultation bodies; and
- Residents or businesses within the area, as appropriate.

Representations will be sought on what the Local Plan ought to contain. The Council has flexibility as to how the initial stages of plan production are conducted.

Publication of a Local Plan

The Publication Stage Plan is the plan which the Council considers is ready for examination. Before the plan is submitted, the Local Plan, along with all the supporting documents will be published for consultation. The consultation will last a minimum of 6 weeks and documents will be made available in all the locations detailed in the 'Access to information' section of this document. The Council will invite everyone living, working or with an interest in the District to comment. This is the final stage in the process when formal representations on the Local Plan can be made to the Council.

Submission of a Local Plan to the Secretary of State

The Local Plan and associated documents is submitted to the Secretary of State for Examination and an Independent Inspector is appointed. The Inspector will examine the soundness of the Local Plan and will be provided with the formal representations made at the publication stage.

A Programme Officer will also be appointed who works under the direction of the Inspector and is therefore independent of the Council. The Programme Officer will assist the Inspector with the procedural and administrative matters and be the channel of contact between the Council, Inspector and representors.

No formal consultation is carried out at this stage.

Independent Examination

The Planning Inspectorate will inform the Council of the date for the Examination in Public (EIP). The EIP will be a public hearing to examine the soundness of the Plan and that the appropriate legal and procedural requirements have been met. The Programme Officer will notify any person who made a representation at the Publication Stage of the date, time, place and name of the Inspector at least 6 weeks before the opening of the hearing.

No formal consultation is carried out at this stage.

Adoption

As soon as reasonably practicable after the Council adopts a Local Plan it will make the plan and associated documents available for inspection at the Council Offices and on the Council's website. An adoption statement will be sent to any person who has asked to be notified of the adoption of the Local Plan as well as to the specific and general consultation bodies.

Supplementary Planning Documents (SPDs)

The Council will occasionally produce SPDs to add further detail and guidance to the policies in the Local Plan as well as other DPDs. An SPD can be area or topic based and is a material consideration in a planning decision.

Scoping and Evidence Gathering

This stage is the beginning of document preparation with evidence gathered from a variety of different sources and the identification of possible options and issues. No formal consultation is required at this stage, however the council may hold informal consultation with stakeholders and interested parties where appropriate to the subject matter of the SPD.

Publication Stage

The draft SPD document will be available for consultation for a minimum of 4 weeks. Representations will be invited from individuals and bodies considered appropriate having regard to the lists of specific and general consultation bodies.

Adoption

Representations received will be considered and when the SPD document has been re-drafted to incorporate comments and finalised it will be presented to Cabinet for adoption. Once adopted a SPD is a material consideration in the determination of planning applications.

Localism and Neighbourhood Development Planning

The Localism Act 2011 introduced the ability for a parish council or neighbourhood forum (known as a Qualifying Body) to prepare Neighbourhood Development Plans which can add detail beyond the strategic elements of the District Council's planning policies. The Qualifying Body can allocate land for development and include policies to control development. Parish councils can also prepare neighbourhood development orders and community right to build orders. As local communities are responsible for the development of these plans, it is up to them to decide how they involve people and undertake any consultation. The Council does, however, have some statutory functions regarding the development of Neighbourhood Plans, which are set out in the Neighbourhood Planning (General) Regulations 2012.

Table 1 below identifies the different stages of preparing a Neighbourhood Development Plan and at which stage the Qualifying Body or Local Planning Authority have a statutory duty to consult the public or hold a referendum.

Table 1: Summary of the key stages in neighbourhood planning

Step 1	Designating neighbourhood area and if appropriate neighbourhood forum	<ul style="list-style-type: none">• Relevant body (parish / town council, prospective neighbourhood forum or community organisation) submits an application to the local planning authority (LPA) to designate a neighbourhood area• local planning authority publicises and consults on the area application for a minimum of 6 weeks (or minimum of 4 weeks where the area to which the application relates is the whole of the area of a parish council and is wholly within the area of one
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Appendix

	<p>local planning authority)</p> <ul style="list-style-type: none"> • local planning authority designates a neighbourhood area within the statutory timescales • In an area without a town or parish council a prospective neighbourhood forum submits an application to be the designated neighbourhood forum for a neighbourhood area • local planning authority publicises and consults on the forum application for minimum 6 weeks • local planning authority takes decision on whether to designate the neighbourhood forum
<p>Step 2 Preparing a draft neighbourhood plan or Order</p> <p><i>Qualifying body will consult with the community</i></p>	<p>Qualifying body develops proposals (advised or assisted by the local planning authority)</p> <ul style="list-style-type: none"> • gather baseline information and evidence • engage and consult those living and working in the neighbourhood area and those with an interest in or affected by the proposals (e.g. service providers) • talk to land owners and the development industry • identify and assess options • determine whether a plan or an Order is likely to have significant environmental effect • start to prepare proposals documents e.g. basic conditions statement
<p>Step 3 Pre-submission publicity & consultation</p> <p><i>Qualifying body will consult with the community</i></p>	<p>The qualifying body:</p> <ul style="list-style-type: none"> • publicises the draft plan or Order and invites representations • consults the consultation bodies as appropriate • sends a copy of the draft plan or Order to the local planning authority • where European Obligations apply, complies with relevant publicity and consultation requirements • considers consultation responses and amends plan / Order if appropriate • prepares consultation statement and other proposal documents
<p>Step 4 Submission of a neighbourhood plan or Order proposal to the local planning authority</p> <p><i>Local Planning Authority will consult with community</i></p>	<ul style="list-style-type: none"> • Qualifying body submits the plan or Order proposal to the local planning authority • Local planning authority checks that submitted proposal complies with all relevant legislation • If the local planning authority finds that the plan or order meets the legal requirements it: <ul style="list-style-type: none"> ▪ publicises the proposal for minimum 6 weeks and invites representations ▪ notifies consultation bodies referred to in the consultation statement ▪ appoints an independent examiner (with the agreement of the qualifying body)
<p>Step 5 Independent Examination</p>	<ul style="list-style-type: none"> • local planning authority sends plan / Order proposal and representation to the independent examiner • independent examiner undertakes examination • independent examiner issues a report to the local planning authority and qualifying body

		<ul style="list-style-type: none"> • local planning authority publishes report • local planning authority considers report and reaches own view (save in respect of community right to build orders where the report is binding) • local planning authority takes the decision on whether to send the plan / Order to referendum
Step 6	Community Referendum <i>Local Planning Authority will hold the referendum</i>	<ul style="list-style-type: none"> • relevant council publishes information statement • relevant council publishes notice of referendum/s • polling takes place (in a business area an additional referendum is held). This is a Yes or No vote. • results declared. A Yes vote needs to be over 50%
Step 7	Making the neighbourhood plan or Order (bringing it into force)	<ul style="list-style-type: none"> • subject to results local planning authority considers plan / order in relation to EU obligations and Convention rights • If the plan / Order is compatible with EU obligations and does not breach Convention rights – local planning authority makes the plan or Order. • Once the legal challenge period is over, the Council can adopt the Neighbourhood Development Plan which will then be a material planning consideration

Source: Adapted from NPPG Paragraph: 080 Reference ID: 41-080-20150209

What other documents are consulted on?

Sustainability Appraisal

The undertaking of a Sustainability Appraisal (SA) is vital to the integration of sustainability and environmental considerations into the preparation and adoption of plans. The SA is not a separate activity, but an integral part of the plan making process. As such, the Council reports documenting the SA process will be published at the same time as the Publication and Submission stages of the Local Plan document production for consultation.

Community Infrastructure Levy (CIL) Charging Schedule

The Community Infrastructure Levy (CIL) is a charging schedule which sets a standardised non-negotiable, local levy which is placed on new development for the purpose of helping raise funds to support the delivery of infrastructure, such as schools and highways that are required due to the new development.

Bromsgrove District Council does not currently have a CIL Charging Schedule and achieves coverage of infrastructure costs by developers through Section 106 agreements. Should the Council wish to implement CIL, the Council will produce a document which sets out the level of charge required for every additional square metre of new development. This new document will be produced through the same stages as a Local Plan, as outlined in Figure 1. The Council will therefore:

- Widely publicise and consult a Preliminary Draft Charging Schedule setting out the Council's initial consideration of appropriate charge;

- Widely publicise and consult a Draft Charging Schedule prior to submission for independent examination; and
- Submit the Draft Charging Schedule and all representations to an examination in public. All those who made a representation on the Draft Charging Schedule will be able to speak at the examination, should they wish.

Statement of Community Involvement

The SCI will be consulted on with the public and statutory consultees at the draft stage. Although there is no legal requirement for consultation, it is important to the council that the ways in which we will be consulting and advertising on development plan documents and planning applications is clearly explained and the public are able to give comments and suggestions on the ways we consult.

Once the SCI is adopted, it will be reviewed to incorporate new and revised legislation. Depending on the changes made to the SCI, further consultation will occur.

Who do we consult?

The nature of community involvement will vary depending on the type of planning policy document being produced. Bromsgrove District Council intends to do more than the required minimum for consultation and intend to involve as many parties, groups, bodies and individuals as possible, using a variety of techniques to involve the public.

Bromsgrove District Council has a consultation database, all of whom are on the list are notified of a public consultation on a planning document when one occurs. Individuals and groups who have previously responded to a consultation on a particular planning document are automatically added to the database unless they expressly opt out. Organisations, groups and individuals that wish to be added or deleted from the database can do so at any time by contacting the Strategic Planning team (See 'Access to information' section for details).

How will we involve people?

A basic minimum for involvement would be informing the required (statutory) consultees about documents being produced and how and when they can be consulted on.

The principles for involvement are ensuring our approach is:

- Accessible: Have documents and hold events in the most suitable places for people to make use of;
- Genuine: to only involve people when they can have a real influence on the outcome of a plan;
- Transparent: to keep the lines of communication open; and
- Appropriate: to use the best method possible for involving people.

Methods of involvement

The table below shows the variety of methods available to the Council when consulting on planning documents. Not all of these documents will be used, the most appropriate method(s) will be used when consulting on specific documents.

Table 2: Methods of involvement

Method	Approach
Letter	Letters will be sent out to all required consultees, all those who have expressed a specific interest and local bodies who may have valuable input, to inform them of any consultation they may want to take part in or about a document that has been released for consultation in accordance with legal requirements.
E-mail	E-mails will be used when appropriate. All documents will be available in an electronic format via email as this is an important way of saving paper.
Exhibitions	Exhibitions including explanatory posters and leaflets can be held to inform people about documents that are being produced. These exhibitions will be held at Parkside, Bromsgrove, Redditch Town Hall and other locations as appropriate.
Workshops	Workshop events will consist of a presentation followed by group work in order to discuss the issue at hand. These organised discussion group events can be very worthwhile but can be very resource intensive. Workshop event or focus group will be held for documents.
Website	The Council's website has proven to be a very useful tool when engaging the public. All documents will be available online free of charge.
Focus Groups	Focus groups bring together a small number of stakeholders to discuss a specific issue in depth. They are used to explore specific subjects in detail.
Newsletter	The Council has a bi-annual newsletter, which is sent out to every home in the district. The Planning Department will make use of this to inform the community about the Local Planning process and how they can be involved.
Public Meetings	Where Planning Officers are invited to attend public meetings, such as Parish Council meetings to discuss documents, every effort will be made to attend.
Questionnaires	Questionnaires will be used at an early stage of document production to gauge public opinion on a specific topic. Questionnaires will generally be sent out to members of the public who have previously displayed an interest in the subject to find out their opinions on certain matters. This technique is useful when we need quantitative data.
Interviews	It may be useful to do one to one interviews with specific individuals who have links to a specific subject to get their in-depth knowledge of the subject. This technique will be employed when appropriate.
Planning for Real	Planning for Real refers to using interactive displays and 3D plans to illustrate the issue we are dealing with. These techniques tend to be very popular with the public and tend to help those who have not taken part before have their say. Planning for Real can be used in conjunction with

	other methods to help maximise involvement.
Media	There are statutory requirements for the Council to publish details of consultation periods in a newspaper which covers the whole of the District. We will attempt to get extra media coverage of any events to improve publicity. We will use free newspapers to increase coverage opportunities.

A wide variety of methods have been identified which can be used to involve as many people as possible in the most suitable way for them. Different people will want to be involved in the process to different degrees. We are also aware of the suitability of different methods at different stages of the document production. At early stages we may seek to gather quantitative data (views, reasoning and suggestions) and this may involve a workshop or focus group; later stages will necessitate as much publicity of proposals as possible to ensure people are aware of proposals.

In many cases, it may be necessary to consult on more than one document at the same time or for the Council’s Planning Service to get involved in and attend meetings of other groups. This is known as ‘piggybacking’ and relates to our intention to link our activities with other community initiatives. By ‘piggybacking’ events we will be able to reach a broader and, potentially, a greater number of people than we would otherwise be able to do. ‘Piggybacking’ also has the potential to help avoid consultation fatigue with the public. We will make every attempt to attend meetings of other organisations, such as the Parish Councils, on request.

Choosing the appropriate approach

Choosing the appropriate approach during consultation can influence the number of people informed, consulted and involved in the different stages. Appropriate approaches to each stage will result in the optimum consultation with the community.

Access to information

The Council recognises the importance of effective communication. All Local Development Documents will be available for review during normal opening times at the locations below. For opening times of libraries please visit the Worcestershire County Council website.

Customer Service Centre Market Street Bromsgrove B61 8DA		Bromsgrove Library Parkside Market Street Bromsgrove B61 8DA
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Alvechurch Library Birmingham Road Alvechurch Birmingham B48 7TA	Catshill Community Library The Community Room Catshill Middle School Meadow Road Bromsgrove B61 0JW	Hagley Library Worcester Road Hagley Stourbridge West Midlands DY9 0NW
Rubery Library 7 Library Way Rubery Rednal Birmingham B45 9JS	Wythall Library May Lane Hollywood Birmingham B47 5PD	Bromsgrove District Council Website www.bromsgrove.gov.uk

We will also advertise in the local press when a draft version of any document is available for consultation and prior to submission to the Secretary of State. The advert will state where and when the documents can be viewed. Documents will be available in a variety of different formats including:

- Paper copies – leaflets, posters and paper copies of documents, which will be placed in key community locations;
- Electronic Versions – that can be e-mailed to interested individuals/organisations;
- Website – proposals documents, proposals matters, availability of proposals documents for inspection (with times, locations, places) will be published on the Council’s website – www.bromsgrove.gov.uk

We may also be able to make documents available in other languages and formats (large print, Braille) as needs are identified. Any comments that people wish to make on any of the documents out for consultation can be sent to the Council by post or by emailing the following addresses

Strategic Planning Team
Bromsgrove District Council
The Town Hall
Walter Stranz Square
Redditch
Worcestershire
9AH 8AA
Tel: 01527 881691 / 881663
Email: strategicplanning@bromsgroveandredditch.gov.uk

Feedback and taking views into account

The views that are expressed by the community during any involvement activity will be fed into the process of document production. Feedback from consultations will be made

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available in summary form and will be used to influence the drafting of documents. Ensuring people are kept informed of the outcome of events is seen as a vital part of the planning system to reinforce the message that public involvement is helpful and worthwhile.

We are committed to incorporating where possible the consensus views raised through involvement into the preparation of the documents.

The Council will keep contributors informed, where possible, through using;

- The Councils website and social media sites
- The Local Media, e.g. Press Releases;
- Officer presentations to stakeholder groups who have been involved in participation events and those who contact us to request a presentation.

Consultation - Development Management

Introduction

Many people first become involved in planning through consultation on nearby development, whether it is a small householder development, such as an extension, or a larger application for a number of dwellings.

The Council's Development Management team is responsible for the processing of most planning applications within the District (apart from applications which are dealt with by Worcester County Council such as those for minerals, waste, railway stations and large infrastructure projects among others).

Depending on the type of planning application being considered, there are a number of consultation bodies that the Council must consult and invite to make representations. In addition, who is consulted can depend on factors such as how many people would be affected by the proposal and the type of impact likely. The main type of consultation groups include:

- Public – Including consultation with neighbouring residents and community groups through site notices or letters or other means, depending on the type of planning application;
- Statutory Consultees (see Appendix C) – Where there is a requirement by law to consult a specific body they are expected to respond, for example, Environment Agency or Parish Councils
- Consultation required by a direction – Where the local planning authority is directed to undertake additional consultation due to specific local circumstances; and
- Non Statutory Consultees (see Appendix D) – These consultees are not required by law but there is a planning reason to engage with these consultees and who are likely to have an interest in the proposed development, for example, Health and Safety Executive.

All applications are available to view on the Council's website and are available to inspect in hard-copy on request at Parkside in Bromsgrove and the Town Hall in Redditch. Responses received within the consultation periods for applications are generally uploaded on the Council's website. Full consideration is given to representations received, and due weight attached to the views of the community and stakeholders. Once a decision has been reached, all respondents will be informed of the outcome. Decisions can be reached in two ways, by planning officers through delegated powers, or by the Planning Committee comprised of a number of elected Ward members.

What do we consult on and how?

Pre-application Stage

The Localism Act 2011 requires applicants to consult with the community before submitting planning applications for certain large developments.

Pre-application consultation can be in a number of different forms, which is up to the developer to organise. Examples of pre-application consultation include fliers, public meetings and questionnaires targeted at those living near to the proposed development site.

Minor Planning Applications

Minor planning applications include development for:

- Householder developments – Developments within the curtilage of a dwelling house which requires planning permission, for example: extensions, alterations, garages, car ports, walls, fences and outbuildings. **Please note: this is not an exhaustive list of when planning permission may be required for householder developments, please seek advice from the Planning Department if you have any queries.**
- New Residential - 1-9 dwelling/under half a hectare
- Office/light industrial – up to 999m²/under 1 hectare
- General industrial – up to 999m²/under 1 hectare
- Retail – up to 999m²/under 1 hectare
- Gypsy/traveller site – 1-9 pitches

Consultation on minor applications normally involves the writing to immediately adjoining neighbours **OR** advertising the application through a site notice. The application is also published on the weekly list of applications received in planning services and the plans uploaded to the Council's website. The Parish Council is also written to (where one exists) and public consultation on minor applications last for a minimum of 21 days.

Minor applications which are for Listed Buildings, within a Conservation Area or immediately adjacent to or includes a public right of way may also have to be advertised in the newspaper and a minimum 21 days given for comments to be submitted. A site notice will also be put up.

Minor applications are generally determined by planning officers. However, an applicant or objector can ask their local Ward Councillor to call the application into Planning Committee. Should the Ward Councillor call in the application within relevant timeframes, the Planning Committee will determine the planning application.

Major Planning Applications

Major planning applications include development for:

- Residential – 10 or more/over half a hectare

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- Office/light industrial – 1000m² or more/over 1 hectare
- General industrial - 1000m² or more/over 1 hectare
- Retail – up to 1000m² or more/over 1 hectare
- Gypsy/traveller site – 10 or more pitches

For the consultation on major planning applications posting site notices and/or adjacent neighbourhood notification letters are required, depending on the type of development. For all major applications, advertising in the newspaper and uploading the application to the Council's website is required. Major applications are also included on the weekly list. Consultation on major schemes is required to be a minimum of 21 days but, dependent on the size and type of scheme, a longer consultation period may be given. For major applications that are determined at Planning Committee, for those who submitted representations there is the opportunity to speak at the committee meeting.

Change of use applications

Applications for a change of use can be either major or minor. This is dependent on the size of the site or floor space of a building as detailed above.

Other Applications

In addition to planning applications, there are other types of applications which can be submitted to the Council for determination. With the update to Permitted Development Rights, through the Town and Country Planning (General Permitted Development) (England) Order 2015, a greater amount of development can be undertaken without the need for planning permission from the Council or without the need for public consultation. For developments which fall within these categories the Council suggests that in these cases the developers inform neighbours themselves of the intended development.

Table 3 lists the minimum requirements for consultation for types of applications not mentioned in the above sections. For the statutory publicity requirements for planning and heritage applications, please see Table 4 below.

If you are unsure whether the proposed development falls within Permitted Development Rights or have any other questions regarding planning applications or prior notifications please contact the Planning Department Monday-Friday 9am-5pm on 01527 881 770 or email newplan@bronsgroveandredditch.gov.uk

Table 3: Minimum requirements for consultation on applications

Application Type	Consultation
Lawful Development Certificate (existing)	➤ None required
Lawful Development Certificate (proposed)	➤ None required
Prior Notification	As the scheme is permitted development and does not need

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	the benefit of planning permission, generally there is no consultation. There are some types of Prior Notification where neighbours are notified. But this is not always the case and consultation will be undertaken depending on the nature of the proposal and type of prior notification application.
Advertisement Consent	➤ Relevant Statutory consultees
Listed Building Consent	➤ Site Notice ➤ Newspaper Advert
Tree Preservation Orders (TPOs)/works to trees protected by TPOs	➤ None required
Works to trees in Conservation Areas	➤ None required
Discharge of conditions	➤ Relevant Statutory consultees
Environmental Assessment 'scoping opinion'	➤ Relevant Statutory consultees
Environmental Assessment 'screening opinion'	➤ None required
Non-material Amendments	➤ None required

Source: Please see Appendix F for the relevant legislation

Table 4: Statutory publicity requirements for planning and heritage applications

Type of development	Site notice	Site notice or neighbour notification letter	Newspaper advert	Website
Applications for major development as defined in Article 2 of the Development Management Procedure Order		X	X	X
Applications subject to Environmental Impact Assessment which are accompanied by an environmental statement	X		X	X
Applications which do not accord with the development plan in force in the area	X		X	X
Applications which would affect a	X		X	X

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right of way to which Part 3 of the Wildlife and Countryside Act 1981 applies				
Applications for planning permission not covered in the entries above e.g. non-major development		X		X
Applications for listed building consent where works to the exterior of the building are proposed	X		X	X
Applications to vary or discharge conditions attached to a listed building consent or conservation area consent, or involving exterior works to a listed building.	X		X	X

Source: NPPG Paragraph: 029 Reference ID: 15-029-20140306

All valid applications will be made publically available on the Bromsgrove District Council website.

Planning Committee

Planning Committee is a meeting held monthly and consists of 11 Ward Councillors.

All major applications automatically go to Planning Committee for determination, while minor planning applications can be called in by the local Ward Councillor should they wish. Only the Ward Councillor whose ward the application is within can call in an application to Planning Committee. The applicant or general public can request that an application is determined at Planning Committee rather than by a Planning Officer, however, it is at the discretion of the Ward Councillor to whether they call in the application.

There is an opportunity to speak at Planning Committee, by the applicant, any objectors, Parish Council representatives or Ward Councillor.

For further details of Planning Committee please visit www.bromsgrove.gov.uk/planningcommittee or email the Committee Services Team at democratic@bromsgroveandredditch.gov.uk

Notification of planning decisions

Once a decision is reached, either by delegated authority or by Planning Committee, the Council will send a Decision Notice to the applicant or agent. Decision Notices are available to view on the Council's website and letters or emails are sent out regarding the Decision to all those who made representations.

Appeals

Should planning permission not be granted, the applicant is able to appeal the decision. This means that the application is re-assessed by an independent Planning Inspector. Only the person who applied for planning permission has a legal right to appeal (known as the

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appellant). There is no right of appeal for interested people or organisations (known as third parties).

Appealing a planning decision can be for a number of reasons including:

- Disagreement with the decision;
- Disagreement with the imposition of a planning condition; or
- The decision wasn't made within 8 weeks (13 weeks for a major development, as detailed in the 'Major applications' section above or 16 weeks for Environmental impact assessment (EIA) development).

To appeal a planning decision, please visit the Gov.uk website (<https://www.gov.uk/appeal-planning-inspectorate>). There are time limits for submitting appeal.

Anyone can comment on a planning appeal.

Once an appeal has been validated, the Planning Inspectorate will tell the applicant what happens next and how long the appeal may take. There are three ways an appeal can be determined:

- Written Representations – The inspector reads all the written information produced by the Council and the appellant. Third parties may also submit representations. The Planning Inspector may wish to visit the site and then a decision will be issued.
- A Hearing – Where the planning issues are not straight forward and require a discussion. This is an informal discussion of the issues between the parties which the Planning Inspector leads. Third parties are welcome to attend and speak at the discretion of the Inspector.
- A Public Inquiry – Where the planning issues are complex or there are legal matters to discuss. Expert witnesses present evidence and the opposing party can cross-examine them. Third parties may take part but can also be cross-examined.

The Planning Inspector will make the decision and inform the appellant and Council. The appellant can challenge the decision in the High Court if they think the Planning Inspectorate made a legal mistake.

For further information, please visit the Gov.uk website.

Conclusion

The purpose of the SCI is to set out how people can be involved in the planning process. It explains:

- The minimum requirements for community involvement;
- How involvement will occur in a timely and accessible way;
- That suitable methods will be employed;
- How results of involvement will be fed into document production; and
- How people can be involved in planning applications.

Bromsgrove District Council is committed to providing a high level service to the community, making sure everyone has the opportunity to be involved in the planning process. The Council will look to achieve this in the most resource efficient way. Therefore any approach used when engaging with stakeholders will reflect the type of work being undertaken. Any non-statutory approaches used during engagement or consultation activities will also be reviewed to assess whether such an approach was effective

Appendix A – Planning Policy: Duty to Co-operate Bodies

Other public bodies, in addition to local planning authorities, are subject to the duty to cooperate by being prescribed in the Town and Country Planning (Local Planning) (England) Regulations 2012 as amended by The National Treatment Agency (Abolition) and the Health and Social Care Act 2012 (Consequential, Transitional and Saving Provisions) Order 2013 These bodies are:

- the Environment Agency;
- the Historic Buildings and Monuments Commission for England (known as Historic England);
- Natural England;
- the Mayor of London;
- the Civil Aviation Authority;
- the Homes and Communities Agency;
- each clinical commissioning group established under section 14D of the National Health Service Act 2006;
- the National Health Service Commissioning Board;
- the Office of Rail Regulation;
- Transport for London;
- each Integrated Transport Authority;
- each highway authority within the meaning of section 1 of the Highways Act 1980 (including the Secretary of State, where the Secretary of State is the highways authority); and
- The Marine Management Organisation.

These organisations are required to cooperate with local planning authorities, County Councils that are not local planning authorities and the other prescribed bodies. These bodies play a key role in delivering local aspirations, and cooperation between them and local planning authorities is vital to make Local Plans as effective as possible on strategic cross boundary matters. The bodies should be proportionate in how they do this and tailor the degree of cooperation according to where they can maximise the effectiveness of plans.

The prescribed bodies are defined in Part 2 of the Town and Country Planning (Local Planning) (England) Regulations 2012. Those relevant to Bromsgrove District are:

- Environment Agency
- English Heritage;
- Natural England;
- Highways Agency;
- Homes and Communities Agency;
- Primary Care Trust;
- Office of Rail Regulation;
- Highway Authority.

In respect of other bodies Local Enterprise Partnerships (LEPs) have been identified in the regulations as bodies that those covered by duty 'should have regard to' when preparing local plans and other related activities. A similar status is also now applied to Local Nature Partnerships and Utility Companies.

Appendix B – Planning Policy: Specific Consultation Bodies

Specific consultation bodies are set out in the Town and Country Planning (Local Planning) (England) Regulations 2012 Part 1.

- The Coal Authority
- The Environment Agency
- English Heritage
- Natural England
- Network Rail
- The Highways Agency
- A 'relevant' authority in or adjoining the Local Planning Authority (Including Local Planning Authorities, County Council, a Parish Council and a Local Policing Body)
- Electronic communication code systems operators
- Primary Care trust established under section 18 of the National Health Service Act 2006 or continued in existence by virtue of that section
- Electricity providers
- Gas providers
- Sewerage Undertakers
- Water Undertakers
- Homes and Communities Agency

Appendix C – Development Management: Statutory Consultees

The table below lists where there is a statutory requirement to consult particular bodies or persons, detailing when each statutory consultee is consulted and an example planning application.

Statutory consultee	When are they consulted	Example application
Adjoining landowners	When a planning application is classed as a major application. In accordance with Article 15 of the Town and Country Planning (Development Management Procedure) (England) Order 2015.	Major application for 200 dwellings
Canal and River Trust	Where development is likely to affect any inland waterway or reservoir owned or managed by the Canal and River Trust or any canal feeder channel, watercourse, let off or culvert which is within an area which has been notified for the purposes of this provision to the local planning authority by the Canal and River Trust. In accordance with Schedule 4(za) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.	Major application adjacent a canal
Coal Authority	Where notice has been given to a mineral planning authority as respects land which is in their area and it is specified in the notice by the Coal Authority that the land contains coal or any development which involves the provision of a building or pipeline in an area of coal working notified by the Coal Authority to the local planning authority. In accordance with Article 26 and Schedule 4 of the Town and Country Planning (Development Management Procedure) (England) Order 2015.	This is for applications to the minerals authority which is Worcestershire County Council
Control of major-accident hazards competent authority (COMAH) competent authority	Where development may become the source of or increase the risk or consequences of a major accident. In accordance with Schedule 4(zb) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.	Application for a nuclear power plant
County Planning Authorities	Where development is of strategic importance or may impact on the wider county strategy. In accordance with Paragraph 7 of Schedule 1 of the Town and Country Planning Act 1990 and Article 21 and Schedule 4(b) and (c) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.	Application for a new motorway junction
Crown Estates Commissioners	Where notice has been given to a mineral planning authority as respects land which is in their area and it is specified in the notice by the Crown Estate Commissioners that the land contains gas or oil. In accordance with Article 26 of the Town and Country Planning (Development Management Procedure) (England) Order 2015.	This is for applications to the minerals authority which is Worcestershire County Council
Department of Energy and Climate Change	Where notice has been given to a mineral planning authority as respects land which is in their area and it is specified in the notice by the Coal Authority that the land	This is for applications to the minerals

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	contains coal. In accordance with Article 26 of the Town and Country Planning (Development Management Procedure) (England) Order 2015.	authority which is Worcestershire County Council
Environment Agency	Applications including those for mining operations, refining or storing mineral oils and their derivatives, development relating to the use of land as a cemetery, development within Flood Zones 2 or 3 or Flood Zone 1 which has critical drainage problems, development which does not use the services of a sewage undertaker for the disposal of sewage, or development involving the carrying out of works or operations in the bed of, or within 20 metres of the top of a bank of a main river which has been identified by the Environment Agency. In accordance with Schedule 4 (t), (u), (v), (zc) and (zd) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.	Application for development within Flood Zone 2
Forestry Commission	Where an application proposes the use to be for forestry or an application where there is forestry. In accordance with Paragraph 4 of Schedule 5 of the Town and Country Planning Act 1990.	This is for applications to the minerals authority which is Worcestershire County Council
Garden History Society	Where development is likely to affect any battlefield, garden or park of special historic interest. In accordance with Schedule 4(s) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.	Application near to Hewell Grange
Greater London Authority	Where development is within a London Borough. In accordance with the Town and Country Planning (Mayor of London) Order 2008	This is for applications within a London Borough
Health and Safety Executive	Where development is within an area which has been notified by the Health and Safety Executive as being within the vicinity of toxic, highly reactive, explosive or inflammable substances (otherwise than on a relevant nuclear site). In accordance with Schedule 4(e) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.	No sites have been identified within Bromsgrove District at this time
Highways Authority	Where development is likely to result in an adverse impact on the safety of, or queuing on a trunk road, prejudice the improvement or construction of a road or highway, includes the construction, formation or laying out access to or from a trunk road or highway, development likely to result in the material increase in the volume of a material change in the character of traffic using a level crossing over a railway or the laying of a new street. In accordance with Schedule 4(g), (h), (i), (k), (l), (m) and (n) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.	Major application including access onto a main trunk road
Highways England	Where development is likely to result in an adverse impact on the safety of, or queuing on a trunk road, prejudice the	Major application including access

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	improvement or construction of a road, includes the construction and the formation or laying out access to or from a trunk road. In accordance with Schedule 4(g), (h) and (i) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.	onto a main trunk road
Historic England	Where development is likely to affect a scheduled monument, a battlefield, garden or park of special historic interest or is for the demolition, in whole or in part, or the material alteration of a listed building which is classified as Grade I or Grade II*. In accordance with Schedule 4(q), (r) and (s) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.	Application for an extension to a Grade II* listed building
Local Highway Authority	Where development is likely to result in a material increase in the volume of traffic or a material change in the character of traffic entering or leaving a classified road or proposed highway, likely to prejudice the improvement or construction of a classified road or proposed highway, development which involves the laying out of a new street or highway or the laying out or alteration of any means of access to a highway. In accordance with Schedule 4(k), (l), (m) and (n) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.	Major application including access onto a highway
Local Planning Authorities	Where development is likely to affect land in Greater London or in a metropolitan county other than land in a National Park, or is likely to affect land in a non-metropolitan county other than land in a National Park. In accordance with Schedule 4(b) and (c) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.	An application within Bromsgrove District
National Parks Authorities	Where development is likely to affect land in a National Park. In accordance with Schedule 4(a) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.	There are no National Parks within the vicinity of Bromsgrove District at this time
Natural England	Where development is in or likely to affect a site of special scientific interest, is not for agricultural purposes and is not in accordance with the provisions of a development plan and will involve the loss of 20 hectares or lead to the loss of 20 hectares or more of grades 1, 2 or 3a of agricultural land or where it appears to the local planning authority that an area of particular natural sensitivity or interest may be affected. In accordance with Schedule 4(w), (y) or (zb) of the Town and Country Planning (Development Management Procedure) (England) Order 2015 and Paragraph 4 of Schedule 5 of the Town and Country Planning Act 1990.	Application for development adjacent to a Site of Special Scientific Interest (SSSI)
Parish Councils	Where an application is made which is likely to affect land in the area of a parish council. In accordance with Schedule 4(d) of the Town and Country Planning (Development	Application within an area which contains a Parish

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	Management Procedure) (England) Order 2015.	Council
Rail Infrastructure Managers	Where development is within 10 metres of relevant railway land. In accordance with Article 16 of the Town and Country Planning (Development Management Procedure) (England) Order 2015.	Application adjacent to relevant railway land
Rail Network Operators	Where development is likely to result in a material increase in the volume or a material change in the character of traffic using a level crossing over a railway. In accordance with Schedule 4(j) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.	Application which is close to a level crossing and would lead to a likely increase in traffic over the level crossing
Sport England	Where development is likely to prejudice the use, or lead to the loss of use of land being used as a playing field or is on land which has been used as a playing field any time in the 5 years before the making of the relevant application and which remains undeveloped. In accordance with Schedule 4(z) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.	Application for housing on a playing field
Theatres Trust	Where development involves ant land on which there is a theatre. In accordance with Schedule 4(x) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.	Application involving a theatre
Toll Road Concessionaries	Where development involves the construction of a highway or private means of access to the premises affording access to a road in relation to which a toll order is in force. In accordance with Schedule 4(m) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.	Bromsgrove District currently has no toll roads
Water and sewerage undertakers	Where development involves the boring for or getting of oil and natural gas from shale. In accordance with Schedule 4(zf) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.	Bromsgrove District currently has no identified shale oil or gas resources

Source: Modified from NPPG Paragraph: 030 Reference ID: 15-030-20140612

Appendix D – Development Management: Non-statutory Consultees

The table below lists where there is a requirement to consult particular bodies or persons on planning applications for certain types of development.

Non statutory consultee	When are they consulted	Example application
Emergency Services and Multi-Agency Emergency Planning	Where issues affecting the emergency services are identified or if specific emergency planning issues related to new developments are apparent.	Application which is protected by flood defences
Forestry Commission	Where development is likely to affect Ancient Semi-Natural woodlands or Plantations on Ancient Woodlands Sites including proposals where any part of development is within 500 metres of an ancient semi-natural woodland or ancient replanted woodland.	Application within 500m of an Ancient semi-natural woodland as defined and recorded in Natural England's Ancient Woodland Inventory.
Health and Safety Executive	Where developments are proposed around pipelines, licensed explosives sites, licensed ports and other relevant sites as well as developments for and around hazardous installations.	Application in proximity to a site which stores or uses hazardous substances
Ministry of Defence	Where developments are within 15km of Ministry of Defence aerodromes or the application is for a wind turbine of 11m to blade tip or taller and/or has a rotor diameter of 2m or more.	Application for a wind turbine over 11m high (to blade tip)
Office of Nuclear Regulation	Where developments are proposed for and around nuclear installations.	Bromsgrove District currently has no nuclear installations
Police and Crime Commissioners	Where there is an identified risk and to create safer places and buildings that are less vulnerable to terrorist attack through integrating counter-terrorism protective security measures as part of building and urban design.	Application for a new shopping centre
Rail Network Operators	Where development would likely affect transport infrastructure.	Application near to a level crossing
Sport England	Where development might lead to loss of or loss of use for sport of any major sports facility, proposals which lead to the loss of use for sport of a major body of water, creation of a major sports facility, creation of a site for one or more playing pitches, development which created opportunities for sport, artificial lighting of a major outdoors sports facility or a residential development of 300 dwellings or	Application for 350 dwellings

Appendix

	more.	
Business Improvement Districts	Where development is within or likely to impact on a Business Improvement District.	Bromsgrove District currently does not have any Business Improvement Districts

Source: Modified from NPPG Paragraph: 031 Reference ID: 15-031-20140306

Appendix E – Legislation at the time of publication

Please note, any legislation referred to in the Statement of Community Involvement includes any order revoking and re-enacting that order.

Town and Country Planning (Development Management Procedure) (England) Order 2015

Town and Country Planning (General Permitted Development) (England) Order 2015

Town and Country Planning (Local Planning) (England) Regulations 2012

Town and Country Planning (Tree Preservation) (England) Regulations 2012

Town and Country Planning (Control of Advertisements) (England) Regulations 2007

The Business Improvement District (England) Regulations 2004

Planning and Compulsory Purchase Act 2004 (as amended)

Town and Country Planning Act 1990 (as amended)

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CABINET

6th July 2016

FINANCE MONITORING REPORT 2015/16

Relevant Portfolio Holder	Councillor Geoff Denaro, Portfolio Holder for Finance and Enabling Services
Relevant Head of Service	Jayne Pickering, Executive Director Finance and Corporate Resources
Non-Key Decision	

1. SUMMARY OF PROPOSALS

- 1.1 To report to Cabinet on the Council's financial position for Revenue and Capital for the Financial Year 2015/16.

2. RECOMMENDATIONS

- 2.1 That Cabinet note the outturn financial position on Revenue and Capital as detailed in the report and transfer to balances of £331k.

That Cabinet recommend to Council:

- 2.2 approval of the movements of £63k in existing reserves as included in Appendix 2 which reflects the approval required for April - March 2016.
- 2.3 approval of the addition of new reserves of £197k as included in Appendix 2. This reflects the approval required for April - March 2016.

3. KEY ISSUES

- 3.1 This report provides details of the financial information across the Council. The aim is to ensure officers and members can make informed and considered judgement of the overall position of the Council. The report reflects the financial position across the Strategic Purposes to enable Members to be aware of the level of funding attributed to these areas.
- 3.2 This report includes both a summary for revenue and capital expenditure followed by the departmental analysis of expenditure detailed in appendices showing the areas that link to Strategic Purposes

**Revenue Budget summary
Financial Year 2015/16 – Overall Council**

3.3 Internal recharges have not been included in these figures to allow comparison for each service area. However Support costs have been included

Strategic Purpose	Revised budget £'000	Actuals to date £'000	Variance to date £'000
Keep my place safe and looking good	4,579	4,700	120
Help me run a successful business	-576	-534	42
Help me be financially independent	-106	-245	-139
Help me to live my life independently	150	59	-91
Help me find somewhere to live in my locality	1,215	1,118	-97
Provide Good things for me to see, do and visit	1,539	1,396	-143
Enable others to work/do what they need to do (to meet their purpose)	6,496	6,558	63
Totals	13,297	13,052	-245
Corporate Financing	-13,297	-13,383	-86
Grand Total	0	-331	-331

Financial Commentary:

The underspend at Quarter 3 for services was forecast at £239k underspent. This is due to a number of reasons including:

- There is a saving on Revenues & Benefits is due to additional income generated from recover of Council Tax.
- Lifeline income has increased compared to budget due to supporting people funding being withdrawn from BDHT last year and we now offer a full service.
- Housing had savings due to vacancies and in addition, there is extra income on Burcot Hostel and savings on BDHT contract payments.
- There are also salary savings within sports services and there were also savings at the Dolphin Centre associated with the long term future of the building.

The detailed appendices give a further breakdown for each Strategic Purpose.

The Corporate Financing underspend relates to the savings on borrowing offset by payments in relation to Business Rates Levy due to timing of the scheme and the repayment profile.

**Capital Budget summary
Financial Year 2015/16 – Overall Council**

Strategic Purpose	Revised budget £'000	Actuals to date £'000	Variance to date £'000
Keep my place safe and looking good	2,924	1,142	-1,781
Help me run a successful business	110	78	-32
Help me be financially independent	17	0	-17
Help me to live my life independently	770	496	-274
Help me find somewhere to live in my locality	293	264	-29
Provide Good things for me to see, do and visit	9,510	3,262	-6247
Enable others to work/do what they need to do (to meet their purpose)	110	130	20
Totals	13,733	5,372	-8,361

Financial Commentary:

The significant projected underspend in 'keep my place safe and looking good' is due to the vehicle replacement programme. A decision was made in 2015/16 to defer purchase until the place team implementation was stabilised. There has also been a delay for vehicles from suppliers due to their demand. The proposed that the underspend will be carried forward to 2016/17.

Also within this strategic purpose the project for the North Cemetery Extension is not commencing until July 2016 due to works not being able to take place in the winter months. This budget will also be carried forward into 2016/17.

The Dolphin centre redevelopment with the strategic purpose of 'provide good things for me to see do and visit' will carry forward into 2016/17. This is as projected at Quarter 3.

CABINET

6th July 2016

4. TREASURY MANAGEMENT

- 4.1 The Council's Treasury Management Strategy has been developed in accordance with the Prudential and is used to manage risks arising from financial instruments. Additionally, treasury management practices are followed on a day to day basis.
- 4.2 The Council receives credit rating details from its Treasury Management advisers on a daily basis and any counterparty falling below the criteria is removed from the list of approved institutions.
- 4.3 Due to market conditions the Council has reduced its credit risk for all new investments by only investing in the highest rated instruments and has shortened the allowable length of investments in order to reduce risk.
- 4.4 At 31st March 2016 short term investments comprised:

	31st March 2015 £'000	30th June 2015 £'000	30th Sept 2015 £'000	31st Dec 2015 £'000	31st Mar 2016 £'000
Deposits	6,400	7,000	4,600	11,500	0
Total	6,400	7,000	4,600	11,500	0

Income from investments and other interest

- 4.5 An investment income target of £36k has been set for 2015/16 using a projected return rate of 0.5%. During the past financial year bank base rates have remained 0.5% and current indications are projecting minimal upward movement for the short term.

5. REVENUE BALANCES

5.1 Revenue Balances

The addition of the 2015/16 underspend will increase the balances to £4.160m.

Legal Implications

None.

Service/Operational Implications

All included in financial implications.

Customer / Equalities and Diversity Implications

None as a direct result of this report

7. RISK MANAGEMENT

7.1 Risk considerations are covered in the report. There are no Health & Safety considerations

8. APPENDICES

Appendix 1 – Strategic Purposes Revenue
Appendix 2 – Reserves

9. BACKGROUND PAPERS

Available from Financial Services

AUTHORS OF REPORT

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Tel: (01527) 881208

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Please note figures have been rounded.

Keep my place safe and looking good.

Department		Annual budget £'000	Actuals to date £'000	Variance to date £'000
BDC Reg Client	Exp	571	545	-26
	Inc	-113	-113	0
	Net	459	433	-26
Bereavement Services	Exp	146	240	93
	Inc	-132	-251	-119
	Net	15	-11	-26
Building Control	Exp	460	445	-15
	Inc	-541	-447	94
	Net	-81	-2	79
Cesspools/Sewers	Exp	87	115	27
	Inc	-208	-156	52
	Net	-120	-41	79
Climate Change	Exp	8	9	1
	Inc	-40	-41	-1
	Net	-32	-32	0
Community Safety	Exp	438	551	113
	Inc	-63	-163	-100
	Net	375	388	13
Place & Core Environmental Teams	Net	2,246	2,125	-121
Development Control	Exp	603	738	135
	Inc	-446	-589	-144
	Net	157	149	-9
Environmental Health / Protection / Enforcement	Exp	0	0	0
	Inc	-11	-7	4
	Net	-11	-7	4
LSP/P'ships	Exp	102	111	9
	Inc	-50	-60	-11
	Net	53	51	-1
Pest & Dog control	Exp	0	0	0
	Inc	0	-3	-3
	Net	0	-3	-3
Public Conveniences	Exp	91	103	12
	Inc	-0	-0	0
	Net	91	103	12
Public Health & Safety	Exp	0	7	7

	Inc	0	-5	-5
	Net	0	2	2
Refuse & Recycling	Exp	2,133	2,557	424
	Inc	-1,093	-1,291	-198
	Net	1,040	1,266	226
Strategic Housing	Exp	18	18	0
	Inc	-11	-11	0
	Net	7	7	0
Strategic Planning	Exp	262	262	-0
	Inc	0	0	0
	Net	262	262	-0
Town Centre Development	Exp	164	141	-23
	Inc	-67	-80	-14
	Net	98	61	-37
Waste Management, policy, promotion, management	Exp	38	14	-24
	Inc	-43	-13	30
	Net	-5	1	6
	Totals:	4,552	4,750	197

Financial commentary:

Public conveniences - the overspend is due to essential repairs and maintenance to improve the standard of the service and additional overtime costs incurred due to staff sickness

Building Control - Income lower than expected

Town Centre - Underspend is due to salary savings in Corporate and Democratic

Cesspools variance is as a result of the responsibility of emptying the pumping stations. We are currently in dispute which has impacted on the resources available to service existing customers and incurred additional water charges.

The variance on Waste Management is due to a reduction in the use of recycling banks across the district which has resulted in lower income from recycling credits.

Refuse & Recycling - Variance includes £90k of unachievable garden waste income for which a pressure has been approved by Members for 2016/17 and also £30k unidentified savings which have been found with other Environmental Services budgets. There was also additional overtime costs incurred as two Easter bank holidays occurred within this financial year.

Place & Core Environmental Teams - The changes to the structure within Environmental services has resulted in new allocations across Street Cleansing, Landscaping and Grounds maintenance. Therefore a net position is shown with a resulting saving of £121k.

Reg Client - The overall saving of £26k relate to a number of elements including, refund from WRS of £17k and the pension deficit of £14k was also absorbed by WRS.

Help me run a successful business

Department		Annual budget £'000	Actuals to date £'000	Variance to date £'000
Business Development - Business	Exp	29	68	39
	Inc	-1	-28	-27
	Net	28	40	12

Car Parks/Civil Enforcement Parking	Exp	660	578	-82
	Inc	-1,275	-1,176	98
	Net	-614	-598	16
Economic & Tourism Development	Exp	307	281	-26
	Inc	-106	-74	32
	Net	201	207	6
Licenses (all)	Exp	0	0	0
	Inc	-191	-183	8
	Net	-191	-183	8
Totals:		-576	-534	42

Financial commentary:

Car Parks/Civil Parking Enforcement - there is an underachievement on the income for Car parks and Civil parking Enforcement which however that has been largely offset by savings in the contact with Wychavon District Council

Help me to be financially independent

Department		Annual budget £'000	Actuals to date £'000	Variance to date £'000
Revenues & Benefits	Exp	16,731	18,105	1,375
	Inc	-16,837	-18,350	-1,513
	Net	-106	-245	-139
Totals:		-106	-245	-139

Financial commentary:

The saving on Revenues & Benefits is due to additional income generated from recover of Council Tax.

Help me to live my life independently

Department		Annual budget £'000	Actuals to date £'000	Variance to date £'000
Community Safety - lifeline	Exp	213	239	26
	Inc	-177	-297	-121
	Net	36	-59	-94

Community Transport / Dial a ride	Exp	28	31	3
	Inc	0	0	0
	Net	28	31	3
Disabled Facilities grants	Exp	474	474	0
	Inc	-387	-387	0
	Net	87	87	0
Totals:		150	59	-91

Financial commentary:

Lifeline income has increased compared to budget due to supporting people funding being withdrawn from BDHT last year. (We now provide the full service). This has been included in the 2016/17 budget. There have been additional savings within community safety due to temporary staff vacancies.

Help me to find somewhere to live in my locality

Department		Annual budget £'000	Actuals to date £'000	Variance to date £'000
Housing Strategy & Enabling	Exp	1,166	1,077	-90
	Inc	-227	-234	-7
	Net	939	842	-97
Private Sector Housing	Exp	276	276	0
	Inc	0	0	0
	Net	276	276	0
Totals:		1,215	1,118	-97

Financial commentary:

Housing have a saving on salary costs due to vacancies and in addition, there is extra income on Burcot Hostel and savings on BDHT contract payments.

Provide things for me to do, see and visit

Department		Annual budget £'000	Actuals to date £'000	Variance to date £'000
Business Development - Cultural	Exp	12	14	3
	Inc	0	-1	-1
	Net	12	14	2

Community Cohesion (older and young people) social inclusion	Exp	29	24	-5
	Inc	0	0	0
	Net	29	24	-5
Cultural Services	Exp	242	234	-8
	Inc	-23	-28	-5
	Net	219	206	-13
Grants & Donations	Exp	108	81	-27
	Inc	0	0	0
	Net	108	81	-27
Highways - Seasonal	Exp	28	22	-6
	Inc	-31	-16	14
	Net	-2	6	8
Parks & Green Space	Exp	517	453	-64
	Inc	-89	-48	42
	Net	428	405	-23
Shopmobility	Exp	6	6	0
	Inc	0	0	-0
	Net	6	6	0
Sports Services	Exp	831	742	-89
	Inc	-91	-86	4
	Net	740	655	-85
Totals:		1,539	1,396	-143

Financial commentary:

The improvement within the Business Development final out turn is due to the prudent approach that was taken to the anticipated costs associated with Parkside and the effective management of the site since occupation. The revenue overspend associated with the delays to moving to Parkside was fully funded from the reserve set aside from prior year. The overspend within Business Development is due to an underachievement of income on sponsorship of road island advertisements plus costs associated with the legal issues at Aston Fields Industrial Estate units which are now nearing completion.

Cultural services has achieved an underspend by effective procurement and freezing expenditure where possible in line with corporate policy.

Parks and green spaces have made additional savings as a result of the transformation work being trialled within the service, the cheaper than anticipated fuel costs and more effective procurement processes across the council.

Sports services have achieved savings due to the over performance of the Sports Development team in obtaining external funding, (budgets for 16-17 have been reduced in line with the current programme of projects being delivered) they have also managed temporary vacancies within the service, there were also savings at the Dolphin Centre associated with the long term future of the building.

Enable others to work/do what they need to do (to meet purpose)

Department		Annual budget £'000	Actuals to date £'000	Variance to date £'000
Accounts & Financial Management	Exp	492	517	25

	Inc	0	-8	-8
	Net	492	509	17
Business Development	Exp	642	699	57
	Inc	-43	-103	-60
	Net	599	596	-3
Central Overheads	Exp	1,198	1,246	48
	Inc	-2	-3	-1
	Net	1,197	1,243	47
CMT	Exp	393	399	6
	Inc	-146	-156	-10
	Net	247	243	-4
Communications	Exp	148	126	-23
	Inc	-64	-54	9
	Net	85	71	-14
Corporate	Exp	78	219	141
	Inc	-0	0	0
	Net	77	219	141
Corporate Administration / Central Post Opening	Exp	226	230	3
	Inc	-21	-16	5
	Net	205	214	9
Customer service centre	Exp	441	418	-23
	Inc	-42	-42	-1
	Net	399	376	-23
Democratic Services & Member Support	Exp	672	563	-109
	Inc	-181	-156	25
	Net	491	407	-84
Election & Electoral Services	Exp	746	607	-139
	Inc	-496	-356	140
	Net	250	251	1
Emergency Planning / Business Continuity	Exp	14	12	-2
	Inc	0	0	0
	Net	14	12	-2
Equalities	Exp	56	26	-30
	Inc	-23	-9	14
	Net	33	17	-16
Human Resources & Welfare	Exp	264	272	7
	Inc	0	-27	-27
	Net	264	245	-20
ICT	Exp	2,149	2,430	280
	Inc	-695	-929	-234
	Net	1,454	1,501	47
Land Charges	Exp	166	145	-21
	Inc	-184	-126	58
	Net	-18	19	37
Leisure & Cultural Mgt	Exp	105	101	-3
	Inc	-48	-48	-0

	Net	57	53	-4
Policy	Exp	146	83	-64
	Inc	-67	-41	26
	Net	79	42	-38
Printing & Reprographics	Exp	176	131	-45
	Inc	-66	-69	-3
	Net	110	63	-48
Professional Legal Advice & Services	Exp	518	492	-25
	Inc	-266	-273	-8
	Net	252	219	-33
SMT	Exp	351	352	2
	Inc	-142	-144	-2
	Net	209	209	0
Transport	Exp	224	358	134
	Inc	-263	-399	-135
	Net	-39	-40	-1
Transformation	Exp	134	134	-1
	Inc	-68	-91	-24
	Net	67	42	-25
	Totals:	6,523	6,508	-15

Financial commentary:

The underspend on Leisure and Cultural management is due to staff costs being recharged to the project team for time spent managing the ongoing defect issues at Parkside.

Within ICT - overspend is due to constant increases in types and costs of licences required and the inclusion of the Idox spend centrally in IT

Within Policy the underspend is due to apprentice funding and training for a new employee that didn't happen in 2015/16.

Accounts & Financial Management is made up of several things including an overspend of £42k as a result of severance costs following the restructure to reduce the cost of the service. This has been offset by savings from Internal Audit Shared Service.

Central Overheads is showing an overspend due to additional premiums for insurance, Officers are currently reviewing these costs with our insurance provider.

Customer Service saving is due to vacant posts.

Democratic Services is showing a saving as a result of a vacant post. The saving is also as a result of Members allowances following the post boundary review and single member wards. There has also been a saving in member allowances due to the change to civic arrangements and members have made savings in mileage claims and other small operational budgets.

Legal - The saving is due to the department achieving additional income and small salary savings due to maternity leave.

Members will be aware that the above savings were anticipated in the reporting at Qtr 3 although actual amount was unknown until the Qtr 4 outturn due to the uncertainty in relation to the Elections budgets and the payments due from the Cabinet Office for the Combined Election. This has now been settled hence the overall savings across the service.

Corporate - Corporate initiatives / savings of £78k has been met across the services. Bank charges was overspent by £25k. Bad debt increased by £16k

Due to changes in printing arrangements a saving of £38k has been achieved.

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FINANCIAL RESERVES STATEMENT 2015/16

APPENDIX 2

Description	Balance b/fwd 1/04/2015	Movement in Reserve 2015/16	New Reserve 2015/16	C/fwd 31/03/2016	Comment	Release for 16/17 budget	Balance 16/17
	£'000	£'000	£'000	£'000		£'000	£'000
Building Control	-7	0	0	-7	To Fund the mobile working task	0	-7
Building Control Partnership	-46	-27	0	-73	Partnership income has to be reinvested in the service behalf of the shared service	0	-73
Business Transformation	-11	0	0	-11	Towards organisational design	0	-11
Community Safety	-30	-13		-43	Grant funding received to fund associated community projects		-43
Community Services	0	0	-40	-40	To help towards a district network feasibility study	0	-40
Economic Regeneration	-32	27	0	-5	To fund the Town Centre Manager post and Economic Development opportunities across the District	4	-1
Election Services	-86	-26	0	-112	To fund costs associated with the election eg replacement ballot booths	0	-112
Financial Services	-646	-25	-150	-821	The reserve includes the small business rate relief grant that will offset the costs in future years. In addition a number of reserves / grants have been set aside to support residents through the changes to welfare reform	0	-821
Housing Schemes	-169	0	0	-169	To provide a number of housing schemes to fund those in need	26	-143
ICT/Systems	-205	-61	0	-266	To provide for replacement ICT systems	248	-18
Leisure/Community Safety	-568	189	0	-379	Grant received and reserves set aside to support a number of leisure and well being schemes across the District	41	-338
Litigation Reserve	-330	82	0	-248	To provide funding for any potential legal challenges	0	-248
Local Development Framework	-69	-73	0	-142	To fund the costs associated with the local plan enquiry	0	-142
Local Neighbourhood Partnerships	-16	0	0	-16	Grant received in relation to liveability schemes	0	-16
Other	-99	19	-7	-87	To support apprentices, set up costs and other general reserves	7	-80
Regulatory Services (Partner Share)	-5	-8	0	-13	To fund potential redundancy and other shared costs	0	-13
Replacement Reserve	-477	-113	0	-590	To fund replacement vehicles and plant	0	-590
Shared Services Agenda incl Joint CE	-200	-34		-234	To fund potential redundancy and other shared costs	176	-56
Grand Total	-2,996	-63	-197	-3,256		502	-2,754

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