



COMMUNITY WORKING GROUP MEETING MINUTES
Planning & Regeneration Services including Building Consultancy
Wednesday, 13th May 2015 2.00pm – 4.50 p.m. Room 134

ATTENDEES:		
<p><u>Borough of Poole Attendees:</u> Stephen Thorne (ST) Head of Planning & Regeneration inc Building Consultancy <i>chair</i> Sue Ludwig (SPL) Business Manager Steve Dring (SD) Senior Planning Officer Clare Taylor (CPT) PA to Stephen Thorne</p> <p><u>Community Groups / Resident Associations Attendees:</u> Graham Whitehall (GW) The Lilliput and Neighbourhood Association (LANA) Tony Hamilton (TH) Poole Agenda 21 Ann Wood (AW) Hamside Residents Association Chris Allenby (CA) Poole Quays Forum Brian Finch (BF) Friends of Harbour Reach Gerald Rigler (GR) Society of Poole Men & Broadstone N Forum Wayne Hancock (WH) Branksome Park, Canford Cliffs and District Residents Association Malcolm Tyler (MT) Lake Residents Association</p> <p><u>Apologies External:-</u> Ken Bearcroft (KB) Parkstone Bay Assoc Julie Bagwell (JB) Watch this Space Candice McMahon (CM) Lake Residents Association Pat Bullock (PB) Friends of Hamworthy Park</p> <p><u>Apologies Borough of Poole:-</u> Richard Genge (RTG) Planning and Regeneration Manager Keith Pegram (KDP) Change and Performance Manager</p>		
Item	Description	Action
1.	<p><u>Around the Table Introductions</u></p> <p>ST welcomed all to the meeting and requested an around the table introduction from members.</p>	
2.	<p><u>Terms of Reference and Email Sharing</u></p> <p>ST explained the Terms of Reference and Email Sharing: <i>“To work together, in the best interests of Poole to ensure that the community and the Borough of Poole, achieve the best quality sustainable development outcomes in an open and transparent way.”</i></p> <p>There were no additions or updates and it was felt that this was up to date and fit for purpose.</p>	
3.	<p><u>Kate Ryan Introduction</u></p> <p>KR introduced herself as the new Strategic Director, gave a brief outline of her background and outlined the challenges faced with Poole, including future opportunities, housing needs challenges, employment needs in the area, promoting Poole, key projects, growth, regeneration and working together.</p>	

Item	Description	Action
4.	<p><u>Questions from the Floor</u></p> <p>Questions were raised by members and answered by KR/ST.</p> <p>MT mentioned the overlap in units and the differing advice and outcome. CA advised that the communication and openness of the unit has vastly improved over the years and this was appreciated by the members. ST advised that this is a benefit to both members and BOP.</p> <p>BF advised that KR has some very important ideas. KR advised that the Chief Executive is working to a political steer and the priorities of growth, regeneration and housing are paramount.</p> <p>LEP was discussed, KR advised that this was set up with a particular remit, LEP's will remain and will have further funding as a business focus body.</p> <p>TH suggested widening the scope of this group or adding other areas, such as Transportation (issues had been experienced), this was noted.</p> <p>The heart of Poole town centre was discussed in detail including the issues faced with landlords and expensive rent preventing smaller shops from being able to trade, closing down and carrying out business online. It was felt that Poole needs more affordable shops for smaller retailers.</p> <p>ST advised on The Local Development Order in place in the Town Centre. It is no longer necessary to go through council for permission, to change certain uses. This initiative is to encourage business and enterprise.</p> <p>It was noted that the way forward for the Dolphin Centre is to include a leisure provision, it will increase attraction to both the Dolphin Centre and Poole Quay.</p> <p>BF raised the subject of the town centre plan. ST advised that this is on the agenda. BF suggested a theme park in the High Street as a way of attracting tourism. The need for an upgrade of Falkland Square was discussed and it was noted that L&G are engaging in this.</p> <p>The issues with the public conveniences on Poole Quay were discussed in detail and the empty units within Dolphin Quays. ST advised that alternative uses are being explored to bring vitality and interest to the area.</p> <p>KR left the meeting at 14:40hrs.</p>	
5.	<p><u>Minutes and Matters Arising – last regular CWG meeting held Thursday, 20th November 2014</u></p> <p>Item 9.2 – public conveniences and the planning permission was discussed further. ST advised that Shaun Robson is working with the local shops/businesses to allow the public to use their facilities.</p> <p>MT mentioned fees and increasing them to cover costs. ST advised that the fees are statutory and set by the Government on a National level and that additional fees are not permitted. ST advised that we are a 50% fee earning unit and that there are areas where we do not charge fees, such as TPO's and listed buildings. Furthermore, the Building Consultancy unit are not permitted to make a profit over a 3 year period.</p>	

Item	Description	Action
6.	<p><u>Website User Demonstration (plus “email me” alert system on BoP.com)</u> ST advised the meeting that there had been a delay on the system and this item would be moved to the next CWG meeting to be held 24th September 2015.</p>	
7.	<p><u>Recent Changes in Planning Regulations</u></p> <ul style="list-style-type: none"> • Self Build Exemption • Vacant Building Credit • Prior Approval Additions <p>ST explained in detail the recent changes and prior approval key issues being experienced such as Section 106 or CIL.</p> <p>ST gave an explanation of the definition of “Self Build” – buying a house and employing a developer is under this clause, and “Building Credit” – volume of the building against affordable housing contribution.</p> <p>The starter home initiative was discussed, ST advised that there was a 20% discount from the market value, which will be achieved by out taking Section 106 or CIL contributions.</p> <p>ST gave an overview of the Transformation Challenge Award, a new government initiative, which is aimed at shared services, efficiencies and governance.</p> <p>Steve Dring joined the meeting at 15:10hrs</p> <p>BF raised the issue of affordable housing and how the rent has increased substantially over the years.</p>	
8.	<p><u>CIL Update (Viability Workshop on 24th Sept 2014) & Core Strategy Update</u></p> <p>An introduction between the members and SD was held.</p> <p>SD gave an in-depth update of CIL and the Core Strategy, advising that there were two documents consulted on recently.</p> <p><u>Core Strategy</u></p> <p>It was noted that there had been a substantial increase from 500 to 700 houses needed per year to 2031. The options were discussed, we either build higher in Poole, this would cause issues with the need for more underground car parks for blocks of flats or we look to where we can utilise green belt. TH outlined the possibility of a new town outside of Poole and this was discussed. ST advised that concluding housing options will be a difficult decision but a necessary one. CA advised against building denser and higher but acknowledged the tension between options. ST suggested the use of brown field sites, although the constraints, such as contamination and the type of sites these are, causes issues of viability.</p> <p>SD advised that forecasts for retail floor space are lower than in the past, reflecting a change in shopping patterns with more online shopping. Furthermore, the employers may leave the area as a result of the lack of affordable housing for their workforce.</p>	

Item	Description	Action
<p>8. Contd/..</p>	<p>ST outlined the Strategic Planning and the duty to cooperate and explained to members the strategic issues of planning. Over the next year we will be engaging with other Councils in Dorset to firstly sign off the Strategic Housing Market Assessment that identifies housing need and secondly undertake work at exploring options on where that housing should go. We do not have a duty to agree but we do have a duty to cooperate. In light of this strategic work, the Poole Core Strategy timetable will be delayed a year.</p> <p>As a rule there is a requirement for the BOP to house a 5 year land supply, and refreshing the evidence base to the Core Strategy (Local Plan) as part of ensuring the plan is sound in this respect. If a 5 year land supply is not in place this leaves planning permissions open to being granted on appeal. Developers would submit a vast number of planning applications. GR enquired if 2nd homes are taken into consideration, ST advised that this is the case. ST also advised that it is about need and demand, not greed, as we have little control over who owns a property. SD clarified to GR that the type of developments are proper affordable accommodation.</p> <p>ST advised that BOP have no control over the use of the land and who purchases it, we cannot enforce it. Furthermore, there has been a market shift. Gallaghers are currently looking at Pilkingtons, to understand sales and housing type.</p> <p>ST outlined a new SHMA in the process of coming through. A team will be technically assessing and ST will be signing off this evidence base.</p> <p>TH enquired regarding the housing requirement change from 500 to 700. ST advised that the need has changed, the evidence base is showing:</p> <ul style="list-style-type: none"> • 2006 – 2016 500 completions • 2016 – 2031 700 completions <p>We will only build what the requirement is.</p> <p>MT enquired regarding back-land development. ST advised this is part of the Core Strategy, as 55% of the 10000 homes are from windfall sites.</p> <p><u>CIL</u></p> <p>Community Infrastructure Levy (CIL) – SD explained that the current rates could be subject to change, some areas could go higher, some areas lower, which would raise concerns. If rates are not dropped significantly, we may never see developments progress. Unfortunately the local development industry did not provide much evidenced challenge to the proposed new CIL rates. The increased Sandbanks rates got the headline figures but constraints mean that it would not result in much increase in floor space. This deflected attention away from the greater issue that the rates would have to be slashed across the majority of Poole where development will take place including the Regeneration Area.</p> <p>ST advised that if there is no CIL, a limit of 5 Section 106's are permitted on any infrastructure projects. Poole still operates CIL and has no intention to remove it. MT enquired if there is any CIL money outstanding, SPL/ST responded – No.</p> <p>ST advised TH that when setting CIL rates a guideline of 40-50% of headroom is taken as the final figure to allow for changes in the development system.</p> <p>As the viability work is up to date the Council will continue to progress the review to timetable taking into consideration consultation responses with adoption expected in 2016.</p>	

Item	Description	Action
9.	<p><u>Town Centre Planning and Design Supplementary Planning Document – Update</u></p> <p>ST updated the meeting on the consultation and advised this ended in March 2015. Once the consultation responses have been checked, this matter will then be raised to members in July 2015.</p>	
10.	<p><u>Regen Site Update</u></p> <p>ST updated the meeting on the regen sites and the Housing Zone status being granted on the Power Station Site by Government. This could unlock a Housing Zones Loan, which would be between the developers and government.</p> <p>ST advised on the Pilkingtons site (Inland Homes) and the decision by the Cabinet office advisory team to include the site as one of the Government’s Starter Home Initiatives.</p> <p>CA distributed notes, on behalf of Bill Constance, regarding a meeting held in respect of West Quay Marina/Nikal Site dated Wednesday, 15th April 2015, for information purposes.</p> <p>BF advised that the planning permission for West Quay Road Car Park has expired and has not been renewed.</p> <p><u>Action: ST will investigate this further and advise in due course.</u></p> <p>CA raised the matter of the planning application in West Quay Road. ST advised that whilst in Purdah, no planning application decisions are made of a significant nature but business as usual is still progressed both under delegated powers and by committee.</p>	Stephen Thorne
11.	<p><u>Other Items Raised by CWG Members</u></p> <p>11.1 <u>Agents & Developers and Arboricultural Working Group AGM held on 04 March 2015</u> The Tree Species Leaflet was discussed and ST advised that this will be uploaded onto the website out as soon as the leaflet is ready. An electronic copy will also be distributed.</p> <p>11.2 <u>Viability Reports</u> The Viability Reports were discussed, ST explained regarding pre-applications and advice. These are commercial in confidence and do contain commercially sensitive information. It is likely that, in some circumstances, these will remain confidential even after application submitted.</p> <p>ST explained regarding concept meetings, which are without prejudice, and the fact that no fee is charged. The meetings are literally to provide advice as to whether the application is worth progressing.</p> <p>11.3 <u>Documents Associated with CIL</u> SPL advised the meeting that a Demand Notice is an Invoice and would not be displayed on the website. All other CIL related documents are scanned and available to view.</p> <p>11.4 <u>Self Build CIL Exemption Rule</u> It was noted that this had been covered earlier in the meeting.</p>	

Item	Description	Action
<p>11. Contd/..</p>	<p><u>Other Items Raised by CWG Members</u></p> <p>11.5 <u>Poole's Road Infrastructure</u></p> <p>a. Port Link Road – ST advised that this is due to be completed in part by 2017 by Inland Homes but that a third is owned by Gallaghers. It was noted that the areas KR is working on cannot be progressed without the works to Poole's road infrastructure.</p> <p>11.6 <u>Arboricultural Issues Associated with Planning Applications & Refusals</u></p> <p>GW raised the above issues, as residents had approached him where an application had been refused several times in respect of a TPO. The trees in the area are overgrown and overshadowing the property, it had gone to appeal several times with the same result. ST explained that BOP has a statutory duty to protect healthy trees and it would appear that in this particular case the Planning Inspector had dismissed the appeal. However, he advised the meeting that any utilities supplier such an electric company could take action to trim the trees, where overhead cables could get entangled with the branches and interrupt the service they are providing.</p>	
<p>12</p>	<p><u>Any Other Business</u></p> <p>12.1 BF enquired regarding a programme on TV regarding planning and the 4 year rule. ST clarified that after 4 years enforcement cannot take action against anything that has been built without planning permission, unless it was built by deception, e.g. the bungalow built within a barn was concealed and, therefore, considered to be built by deception.</p> <p>12.2 GR requested that consultations, core strategy plus other ideas are shared with the CWG members by way of agenda prior to the next meeting.</p> <p>12.3 It was noted that Nigel Jacobs would be present at the next CWG meeting to update on policy work.</p> <p><u>Action: CT to extend an invite to NJ.</u></p> <p>12.4 ST explained in detail the changes in Council following the recent elections including a new leader who will have a Cabinet of 6. Full Council is due to take place on Wednesday, 20th May 2015, information to follow. ST advised that decisions will be easier due to the Conservative majority.</p> <p>12.5 ST announced the Open Day due to take place by way of the Pop-Up Shop in the High Street, which has been leased by the Council for the last 6 months and will continue for another 6 months. ST requested support from members with regards to publicity, please spread the word. The date/time is to be confirmed. CPT will advise further.</p> <p><u>Action: CT to advise members on the date/time of the Open Day.</u></p> <p>There being no further business the meeting finished at 16:50hrs.</p>	<p>Clare Taylor</p> <p>Clare Taylor</p>
<p><u>Date of Next Meeting: The Community Working Group</u> Thursday, 24th September 2015 14:00hrs – 16:30hrs Room 133 Civic Centre</p>		