



Agents and Developers Working Group MINUTES
 (Planning & Regeneration Services inc Building Consultancy)
 Wed 4th December 2013 2.00pm-4.30pm
 Room 134 - Civic Centre

Attendees:	
Borough of Poole:- Stephen Thorne (ST) – Head of Planning & Regeneration inc Building Consultancy - <i>chair</i> Richard Genge (RTG) – Planning and Regeneration Manager Steve Dring (SD) – Senior Planning Officer Andy Holmes (AMH) – Building Regulations Manager Sue Ludwig (SPL) – Business Manager Doug Evans (DLE) – Team Manager – Borough Team Gabriella Cobelli (GC) – Business Support – PA to Stephen Thorne <i>minutes</i>	
Agents and Developers:- Carol Traves (CT) - Evans and Traves Simon Greenwood (SG) - Savills Graham Thorne GT) - Thornes Chartered Surveyors & Estate Agents Phil Easton (PE) – Western Design Architects – <i>PE had to leave the meeting at 3.30pm</i> Peter Tanner (PT) – Tanner and Tilley Planning Consultants John Souter (JS) – Lionel Gregory Martin Hanham (MH) – Martin Hanham	
Apologies:	
Agents and Developers:- Keith Harrison (KH) – Harrison Property Group May Palmer (MP) Harry J Palmer	
Item	Action By / Owner
1. Minutes of the Last Meeting There was a brief introduction as Steve Dring (who replaces Nick Perrins), joined the meeting for the first time. AGM – A&D and Arboricultural Working Group There was an action at the AGM for Agents and Developers to attend future Arboricultural meetings in July 2013 if there were any items of interest. The items discussed have been very tree related with little development related crossover though there is one in the diary for 8 th Jan 2014. Action: GC will alert attendees of items on the agenda which developers may need to be aware of. (Post meeting note 06.01.2014:- n/a as items are tree related). CIL The Shinfield case and related docs have been emailed to the group. <i>The remaining action (relating to the Core Strategy) is covered in notes below.</i> A&D Working Group Terms of Reference and Email Address Sharing The action about absent attendees/ email address sharing is complete. PD Changes RTG advised no feedback has been received. Flood Risk There was comment that the Environment Agency keep telling developers to refer to the Local Authority for flood risk advice. RTG advised that the difficulty is that the BoP is expected to take a sequential approach whilst also they are being criticised for doing this for major and minor planning applications.	GC

	<p><u>Turning Aspirations into Planning Permissions and Housing Needs</u> This has now been superseded.</p> <p><u>Appeal Questionnaires</u> This has now been resolved</p> <p><u>Printing Issues</u> PT advised that this seems to have resolved itself.</p>	
2.	<p><u>Managing Heathland Contribution in light of GPDO Changes for B1 to C3 – Procedure - Update by Steve Dring</u> Changes to the General Permitted Development Order (GPDO) allow for the conversion of B1a (offices) to C3 residential. Unfortunately this means developers have two separate processes to follow prior to development. (1) They must ask for prior approval from the local planning authority (2) They should obtain the written approval of the local planning authority to ensure nothing conflicts with the habitats regulations. The BoP has undertaken an appropriate assessment identifying new residential development. This will have an adverse effect upon European protected heathland sites. Within the 400 m heathland buffer, most new residential development cannot be mitigated and so the BoP cannot provide written approval. Outside of 400 m buffer and with 5 km of heathland, the BoP can provide written approval as the development can be mitigated via CIL. It is unlikely conversions will have to pay CIL due to the existing office use, so the BoP will use the general CIL pot to cover the mitigation of these permitted developments. This would not apply to other Councils who do not yet operate CIL as they cannot take Section 106 contributions from permitted development. CIL is different, as the BoP simply top slices CIL to cover the heathland mitigation requirements. The council is considering simplifying the process for developers by including some standard text about the appropriate assessment in its response to (1), to save developers having to also write in under (2).</p>	
3. 3.1	<p><u>Policy Strategies Update - Update by Steve Dring</u> <u>3.1 Partial Review of Core Strategy - Introduction</u> This has been on hold due to other initiatives. The unit, however, is now seeking to refresh the strategy, to identify where evidence has changed. <u>Workspace Strategy</u> This evidence has definitely changed since it was last reviewed. Some B1 allocations have not come without controversy due to the economy and also their location. SG felt reviewing census results/ national stats would be a starting point and felt we could get a more active response rate by “planting a few seeds” from the census report. <u>400 metre rule and Heathland Policy</u> There were concerns raised about the Heathland Policy. SD commented that Purbeck District Council is critiquing the current approach. The group discussed the difficulties of developing within the 400 metre zone. Mitigation is provided within Poole through CIL, but outside the 400 metre zone. <u>The Location of Development – Flats</u> There was comment that the Flat Policy was outdated and that a review is needed to establish where high density development could be proposed. Action: If anyone can offer further ideas/comments about anything in the Core Strategy please email SD at s.dring@poole.gov.uk. This will also include any further comments in relation to the Affordable Housing item below. The comments will then be collated for a special working group to be set up in future.</p>	<p>Note</p>
3.2	<p><u>Gypsies and Travellers</u> The needs assessment has been completed. We will be consulting on</p>	<p>All / SD to collate</p>

<p>3.3</p> <p>3.4</p> <p>3.5</p> <p>3.6</p> <p>3.7</p> <p>3.8</p>	<p>transit sites in Summer 2014. The GTAA identified the need for an 18 pitch permanent residential site within Poole. That said, if a site cannot be identified in Poole the duty to cooperate can be requested from adjacent authorities.</p> <p>Heathland DPD Progress has stalled though this does need reviewing. There will also be a consultation next year on revising the SPD, although it has worked well since 2007.</p> <p>Nutrient Issues Poole Harbour This has been on the horizon the last 2 years. A strategy is being compiled to go out to consultation in 2014. Money will be sourced from CIL funding.</p> <p>CIL 2.5million of CIL has been promised since implementation although not every scheme has been implemented. Annually the BoP needs to show how this is being spent. PE asked if the same amount of S106 monies would have been collected for the same period, if CIL had not come into place. RTG felt it would probably have evened out. S106 will still exist so long as there is an Affordable Housing need, as CIL does not apply to this.</p> <p>Revised Statement of Community Involvement This is out for consultation and the closing date is Friday 6th Dec 2013. <i>(Post meeting note: See web link for up to date information about the consultation):</i> http://www.boroughofpoole.com/your-council/haveyoursay/consultation/revised-statement-of-community-involvement/</p> <p>SPS Due to go to Economy Overview and Scrutiny (ECOS) on 5th Dec 2013 for options to be explored. <i>(Post meeting note: It was decided at ECOS that a member working party be set up in Jan 2014 to decide on the elements that need modifying or omitting).</i></p> <p>Bournemouth and Poole Waste Mineral Consultation This is out for consultation to close 13th Feb 2014. Some of the above has been included in the Nov Planning Newsletter which GC has sent out to the group. <i>(See link again for ease of reference:-</i> http://www.poole.gov.uk/planning-and-buildings/news-and-consultations/planning-news/</p>	
<p>4.</p>	<p>Charges for Social Housing on the Land and Development Market – raised by Graham Thorne GT wished to talk about advice surveyors’ agents and architects are giving clients, and how this affects land valuations and Poole’s general property market. Viability was discussed, in that it is unworkable, whilst the housing need is getting bigger, and people are forced to rent. Finally, a question was raised about whether the BoP is reviewing its housing waiting list. It is, and further details are as follows:- http://www.poole.gov.uk/your-council/haveyoursay/consultation/dorset-home-choice-common-housing-allocations-policy-review-2013/ Action: GT will share with attendees a report outlining the above issues, with a model on how lower cost housing could work. Action: Also see item 3.1 please feedback any comments in relation to Affordable Housing to SD at s.drिंग@poole.gov.uk</p>	<p>GT (also covered in item 3.1) All (as per item 3.1)</p>
<p>5.</p>	<p>Access and Movement Workshop Consultation – raised by Stephen Thorne ST advised the group on how this initiative evolved. The closing date of the consultation is Friday 6th Dec 2013. CT made comment about the format of the Access and Movement consultation sessions at one of the public libraries. <i>Post meeting note: SD has passed these comments to Laura Bright who is leading on this work. Also see web link for up to date</i></p>	

	<p><i>information about the consultation since the closing date of 6th Dec 2013):-</i> http://www.boroughofpoole.com/your-council/haveyoursay/consultation/town-centre-access-and-movement/ Following review of the consultation responses a supplementary planning document will go out to consultation again with a “preferred option”, which needs modelling first to see if it works.</p>	
6.	<p><u>Informative Notes on Planning Decision Notices - raised by Peter Tanner</u> PT expressed concern with the ‘Informative Notes’ being attached to Planning Decision Notices, especially ones relating to the Local Planning Authority having offered advice or inviting the opportunity for applicants to submit amended plans, but indicating that applicants have chosen not to do so. He mentioned a specific case where the informative notes on the decision notice appeared to be in conflict with what actually happened. ST offered apologies for what appeared to be an oversight. <i>Post meeting note: DLE has provided PT with a copy of the Council’s response on appeal, to the case mentioned.</i></p>	
7. 7.1 7.2 7.3	<p><u>Building Consultancy – Update by Andy Holmes</u> <u>Potential Charging for Demolitions</u> Charges will apply from 6th April 2014 and AMH gave a quick overview. <u>New Part L – Building Regulations</u> AMH gave an update to Part L and other updated parts of the Building Regulations as per the hand out given to attendees at the meeting. <u>Bournemouth and Poole Partnership</u> AMH updated attendees on the current status. The BC section is also looking at ways of marketing their services better. Action: If the group feel there anything can be improved upon please email AMH direct at a.holmes@poole.gov.uk. It is still agreed that this makes commercial sense; hence AMH will keep the group updated.</p>	<p>All Note for AMH</p>
8.	<p><u>Arboricultural Working Group - Update by Richard Genge</u> RTG gave a quick update on discussions that took place at the Arboricultural Working Group in Oct 2013. Please see link for more details:-http://www.boroughofpoole.com/planning-and-buildings/news-and-consultations/planning-working-group-meetings/arboricultural-working-group-meetings-minutes/</p>	
9. 9.1 9.2 9.3	<p><u>AOB</u> <u>Item 6 Discussed Previously – Informative Notes on Planning Decision Notices</u> DLE went away to look in more detail at the particular case that raised by PT in item 6, and returned to update PT and attendees on the findings, which appeared to indicate that the informative notes were correct. <u>A&D an Arboricultural AGM Focus</u> CT agreed to do a summary presentation of the key points raised from meetings during the past year. <u>New Homes Bonus</u> CT advised that it was good to see the New Homes Bonus as part of a material planning consideration.</p>	
	<p><u>Date of the Agents & Developers / Arboricultural AGM:-</u> <u>Wed 5th March 2014 – 6.00pm-9.00pm - Cattistock Room</u></p>	