

Ringwood Town Council
Ringwood Gateway, The Furlong, Ringwood, Hampshire BH24 1AT
Tel: 01425 473883
www.ringwood.gov.uk

PLANNING, TOWN & ENVIRONMENT COMMITTEE

Dear Member

24th February 2022

A meeting of the above Committee will be held on **Friday 4th March 2022** at 10.00am and your attendance is requested.



Mr C Wilkins
Town Clerk

The Council has decided that, for health and safety reasons, until the 25th May 2022 its meetings will mostly continue to take place in a virtual environment using Zoom technology only. For legal reasons, these meetings will lack the power to make decisions directly and will, instead, take the form of consultations between councillors and staff at which councillors will seek to agree their collective preference as to how staff should exercise the decision-making powers delegated to them. This meeting will be held via Zoom and the joining details are set out below.

The Council remains committed to transparency in its decision-making processes and members of the press or public who would like to participate or simply observe the meeting are welcome to join the meeting using the same joining details.

Here are the details needed to join the meeting:-

<https://us02web.zoom.us/j/84869549626?pwd=ekhmNDNXa3p1NkRNa3BpQ2g3d0g4dz09>

Meeting ID: 848 6954 9626 Passcode: 802235

Everyone is encouraged to join in good time ready for a start of the meeting proper at 10am. In the event of difficulty joining please contact Jo Hurd, Deputy Town Clerk on (01425) 484721 or by sending an email to jo.hurd@ringwood.gov.uk

AGENDA

1. PUBLIC PARTICIPATION

There will be an opportunity for public participation for a period of up to 15 minutes at the start of the meeting

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

4. MINUTES OF THE PREVIOUS MEETING

To approve as a correct record the minutes of the meeting held on 4th February 2022

5. PLANNING APPLICATIONS

To consider applications and to note applications determined under delegated powers
(*Report A*)

6. NEIGHBOURHOOD PLAN

To receive an update from the GoFour team and the notes of the Steering Group meeting held on 14th February 2022 (including recommendations) (*Report B*)

7. STRATEGIC SITES

To receive updates in relation to strategic sites:-

- i) Crow Lane (Beaumont Park)
- ii) Land north of Hightown Road
- iii) Land off Moortown Road

8. A31 IMPROVEMENT SCHEME

To receive notes of the meeting with National Highways and Hampshire County Council on 10th February 2022 (*Report C*)

9. REAL WORKING PARTY

To receive notes of the REAL Working Party meeting on 22nd February 2022 (*Report D*)

10. FLOOD EMERGENCY ACTION PLAN

To approve a leaflet for delivery to homeowners at risk of flooding (*Report E*)

11. NFDC AIR QUALITY IN NEW DEVELOPMENT DRAFT SUPPLEMENTARY PLANNING DOCUMENT

To consider responding to the consultation (*Report F*)

12. PROJECTS (current and proposed)

To consider the officers' report (*Report G*), receive any verbal updates and agree next steps where necessary

13. NFDC/NFNPA PDCC

To review applications that are due before NFDC/NFNPA Planning Development Control Committee

If you would like further information on any of the agenda items, please contact Jo Hurd, Deputy Town Clerk, on (01425) 484721 or email jo.hurd@ringwood.gov.uk.

Committee Members

Cllr Philip Day (Chairman)
Cllr Rae Frederick (Vice Chairman)
Cllr Andrew Briers
Cllr Gareth Deboos
Cllr Hilary Edge
Cllr Peter Kelleher
Cllr Gloria O'Reilly
Cllr Tony Ring
Cllr Derek Scott
Cllr Glenys Turner

Student Advisors

Permission (1)	Recommend Permission, but would accept planning officer's decision
Refusal (2)	Recommend Refusal, but would accept planning officer's decision
Permission (3)	Recommend Permission
Refusal (4)	Recommend Refusal
Officer Decision (5)	Will accept planning officer's decision

Number	Name	Address	Proposal	Deadline for comment	P.O. brief	Recommendation Permission (1) Recommend Permission, but would accept planning officer's decision Refusal (2) Recommend Refusal, but would accept planning officer's decision (plus reasons) Permission (3) Recommend Permission Refusal (4) Recommend Refusal (plus reasons) Officer Decision (5) Will accept planning officer's decision
21/11661	Mr Hart	22, Queensway, Ringwood. BH24 1QF	Two-storey side extension view online here	4.3		
21/11683	Hayward - Surereed Limited	31, Market Place, Ringwood. BH24 1AN	Removal of five flue terminations and one blanking plate from the return gable wall of the property; work to close penetrations through the external wall and making good to match existing adjacent construction; the proposed construction work seeks to remedy alterations undertaken without listed building consent (Application for Listed Building Consent) view online here	4.3		
22/00053 NFNPA	Dr Scott	Land adjoining Milky Down, Nouale Lane, Poulner, Ringwood. BH24 3EL	Stable block view online here	22.3		
22/00120 NFNPA	Mr S Bourn	Byways, Hightown Hill, Ringwood. BH24 3HG	Dwelling; pool building; stable block; associated landscaping; demolition of existing outbuildings to allow Minor Material Amendment view online here	23.3		
22/10096	Mrs Hardy	16, Bishop Court, Ringwood. BH24 1PE	Single-storey rear extension view online here	4.3		
22/10132	Dr & Mrs Griffiths	St. Hilda, 28-30, College Road, Ringwood. BH24 1NX	Construction of proposed porch; installation of solar panels view online here	4.3		

22/10191	Mr Benjamin	38 Broadshard Lane, Ringwood. BH24 1RS	Replacement dwelling; demolition of existing view online here	25.3		
CONS/22/0109	Dr Rodericks	The Silver Jubilee Gardens, West Street, Ringwood, BH24 1DZ	Trees x 3 (see attached plan) - Fixing of temporary bat boxes at above site view online here	22.3		
CONS/22/0111		1-33 Quaker Court, Eynon Mews, Ringwood. BH24 1EW	1x Fallen Eldar - Prune 1x Oak - Prune 3x Silver Maple – Prune view online here	23.3		
TPO/22/0094	Mr Orchard	59 Seymour Road, Ringwood. BH24 1SQ	Walnut x 1 Reduce view online here	17.3		



Ringwood Neighbourhood Plan

B

NEIGHBOURHOOD PLAN (NP) UPDATE TO PLANNING, TOWN AND ENVIRONMENT COMMITTEE (PT&E)

24th February 2022

This document provides a brief update on progress from the GoFour team to the PT&E Committee it should be read in conjunction with the notes from the NP Steering Group Meeting of 14th February (attached) and the proposal for the Shared Space concept (attached)

Overall.

- Town Centre Stakeholder Meeting held a summary of the feedback is included in the attached notes from the last Steering Group meeting
- A series of further Stakeholder Meetings are recommended and the GoFour team will agree timing for these and share details
- A Communication and Engagement plan has been developed for informal consultation, more definitive timings will be added during March
- **It is recognised that engaging students and younger people is a specialist area and the GoFour team and the Steering Group would like to explore funding options to engage SPUD at a cost of £4-5K. SPUD have track record in this area. The team would like PT&E approval to explore funding options including via NFDC and if no support is available there then via a National Lottery application.**

Links to LPAs

- The first monthly meeting between Claire Upton-Brown (NFDC), Jo Hurd, John Haywood and the GoFour team is March 8th where, the process for engagement on policy directions, overlaps with Local Plan Part 2 and support available from NFDC will be discussed.

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Ringwood Neighbourhood Plan Steering Group
The Gateway, Meeting House Lane, Ringwood, BH24 1AT
plan@ringwoodnp.org.uk www.ringwoodnp.org.uk

@RingwoodNP

- A meeting with David Illsley NFNPA regarding the Parish Nature Recovery is scheduled for 3rd March

Housing

- Awaiting meeting with NFDC (Mark Williams) - proposed for 17th March
- Site assessment ongoing

Design and Heritage

- A map of opportunity sites has been developed, this will be prioritised and added to by the other NP working groups.

Environment

- Survey results received for Nature Recovery Plan, shared at last SG meeting
- Housing standards survey results and Green Infrastructure Plan is planned to be available for March SG meeting.

Town Centre

- All survey results shared with Steering Group
- The shared space concept received support at the Stakeholder meeting. **Whilst the Shared Space could form part of the Vision in the Neighbourhood plan, the design and implementation of a Shared Space is not part of the NP, therefore the GoFour Team and the Steering Group are seeking agreement from PT&E to further progress this concept in talks with NFDC and others (e.g. Highways). The aim being to secure funding/resource to assess the feasibility, further understand the barriers, design options for the scheme and understand the costs.**

GoFour team members

Cllr Gareth DeBoos
Mary DeBoos (secretary)
Janet Georgiou
Joe Morehouse
Chris Treleaven



Ringwood Neighbourhood Plan

B

Ringwood Neighbourhood Plan Steering Group

Notes of meeting held on Monday 14 February 2022 at 6pm on Zoom

Present:

- Cllr Gareth DeBoos
- Mary DeBoos (Secretary)
- Janet Georgiou
- Cllr John Haywood (Chair)
- Joe Moorhouse
- Tim Moxey (from 6.15 pm)
- Geoff Ridgway
- James Swyer
- Chris Treleaven

1. Apologies were received from Cllr Philip Day and Cllr Tony Ring
2. No declarations of interest were made.
3. Notes from the previous two meetings were received and accepted.
4. Project manager's remit

The remit was accepted and it was confirmed that ensuring Steering Group members were aware of new documents added to the shared area was implicit.

5. Feedback from the Town Centre Stakeholder Meeting on 10th February

Mary provided an overview of the meeting. In summary:

Overall

It was valuable to have a diverse cross-section of stakeholders all together with retail, developers, local authorities and other interested parties (police and bus company) all represented. It is recommended that a similar group is convened on 1 or 2 more occasions in the future as the NP progresses.

Important Areas

- The acute issues resulting from the A31 roadworks that are affecting the town centre footfall and revenue were highlighted and there was a strong feeling that more needs to be done
- There was support for:
 - Reintroducing people to the Market Place and High Street by improving connectivity, attractiveness of approaches and lines of sight to points of access
 - The creation of a shared space* to allow for events and al fresco dining to make the Market Place a more vibrant and welcoming area
- The need for smaller homes (not on primary shopping frontage) was reinforced
- The use of our Heritage and History as a Chartered Market Town as attractors for the town was supported.

Point of clarification

There was some discussion about the potential to move the bus depot to an alternative location in Ringwood. There is however a desire to continue to have a bus depot / station in Ringwood

Scale of change required

On a 'straw poll' about the scale of the change required, views varied from it being a large change (score of 5) through to it being a medium change (scores of 3) with a one vote for a 2.

*Please note that a shared space still allows for vehicular access.

It was resolved that this feedback should be shared with RTC Planning, Town and Environment (PT&E) Committee as part of the pre-read pack for the next meeting.

ACTION: MD

6. Finances

The successful application for a Locality Grant for February and March was noted.

7. Working Group Updates and Proposals

Housing

The Housing team requires support from O'Neill Homer to attend a meeting with NFDC and to assist in the assessment of the small site designations.

The team believes that the only way to specify housing for local people may be via a Community Land Trust or similar.

Chris also shared the results of the Housing Survey. The major takeaways from this are:

- People cannot afford a starter home in Ringwood unless they earn £50K-£60K p.a.
- There are insufficient smaller and subsidised homes.
- It confirms that there are local people who are unable to buy a home in Ringwood

Town Centre

Following the Stakeholder Meeting Janet on behalf of the TCWG submitted a proposal to create a shared space in the Market Place. The importance of this as part of the Vision in the NP and the acute need to make progress were agreed by members.

It was noted that the proposal includes a recommendation for a temporary article 4 and Joe suggested that we and Janet work on the precise wording of this part of the proposal.

The proposal was, therefore, supported by the Steering Group with the following recommendations to be taken to PT&E:

- That the creation of a shared space is included in the Vision in the NP
- That RTC supports and engages with NFDC, HCC and Highways to progress the design and implementation of a Shared Space in parallel with the NP
- The subject of funding be raised at the meeting with Claire Upton-Brown on 8th March

It was recognised that some Steering Group members had not had sufficient time to fully digest the proposal ahead of the meeting. In order for the proposal to be updated and submitted to PT&E, members were asked to provide comments to Janet by end of Thursday 17th February. (Note: John sent a note to this effect to members ahead of these minutes being circulated)

The location of the Bus Depot was also discussed and it was agreed that we want to maintain the presence of a bus depot in Ringwood and that moving it could be an opportunity to create a bus station and encourage greater use of public transport. The Steering Group supported further work to explore this.

Environment

Gareth presented the results of the Nature Recovery survey and reported that a meeting has been arranged with NFNPA to further develop the Nature Recovery Plan.

Work on the Green Infrastructure will be shared at the next Steering Group meeting.

Design and Heritage

Joe reported that the team had trialled the use of the Building for a Healthy Life Assessment Tool on the Moortown Lane development as a way of testing their policy.

They found that the tool proves to be useful and hence provides validation of their policy direction.

8. Communication and Engagement

On behalf of GoFour Mary provided an overview of the Communication and Engagement Plan.

James raised the challenge of engaging the 20 - 40 year old age group and asked that O'Neill Homer be asked for any advice on how to achieve this.

It was also suggested that the Library or engaging parents via school children might be considered.

Gareth shared details of his ongoing LCWIP survey and agreed to circulate to the rest of the GoFour team. ACTION:GD

The challenge of engaging young people in the Neighbourhood Plan was recognised and it was agreed to recommend to PT&E that we engage SPUD (<https://www.spud.org.uk>). Mindful of the cost it was also agreed that sources of funding including an application to National Lottery be explored in parallel.

9. No items of any other business were raised.

10. Date of next meeting

Monday 14th March at 6pm via zoom

Resolved that the next meeting will be held on Zoom and that the virtual/in person question will remain under review with regard to the COVID situation.

**SHARED SPACE CONCEPT
FOR RINGWOOD MARKET PLACE**

Prepared by:

Ringwood Town Centre Working Group

Date:

19th February 2022

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1. BACKGROUND RESEARCH

According to the Government's instructions on preparing a Neighbourhood Plan, it is essential to involve the residents of a town in the preparation of the Plan, taking into account their wishes and aspirations for the future of their town.

To meet this requirement, the TCWG carried out a systematic and professional programme of research:

- Shoppers Survey (537 respondents to an online survey)
- Shopkeepers Survey (50 personal interviews, using a semi-structured questionnaire)
- Developers/Investors Survey (ongoing depth interviews with developers/investors)

Both the **Shoppers Survey** and the **Shopkeepers Survey** indicated a consensus that more could be done to exploit Ringwood Town Centre's natural advantages. The desire for more independent shops came top of the list of improvements that would attract more people to the town centre, followed by more events and more entertainments in the town centre.

MORE INDEPENDENT SHOPS: The only way the town can increase the number of independent shops is by creating the conditions in Ringwood that will attract more independent shops to come to Ringwood.

For example, it can consider:

- lowering business rates (as Southampton Council did for the regeneration of Ocean Village and the surrounding area)
- provide marketing support by promoting the town
- free parking
- regular cultural/sports events as attractors
- building new shopping malls with units available for independent retailers to rent

It should also oppose the conversion of retail premises into residential use.

MORE EVENTS: What types of events will bring in more footfall?

- More markets (the Market Place is an ideal space for holding markets and the current holder of the Wednesday market charter has no objection to other markets being held within the allocated space on other days. For example, regular antiques and fine art markets)
- Exhibitions (exhibitions of local art and handicrafts)
- Concerts (performances by musical and choral artists)
- Annual events (Spring fair, Eco fair, Autumn Harvest, winter markets, Christmas gatherings)

MORE ENTERTAINMENT: What sort of entertainment?

- Hostelries for eating, drinking, meeting and greeting (bars, cafes, restaurants, spilling out onto the street)
- Street artists (dance bands, street buskers, mime artists)
- Speakers' platform (regular presentations by a Ringwood resident of an issue of importance to the presenter and of interest to the public)

Two of the top three wishes (more events and more entertainments), as expressed by Ringwood people in our surveys, require a large open space, ideally in the centre of town.

With this in mind, it was the TCWG's intention to include a "shared Space" area within the Neighbourhood Plan's vision for the future of the town, a space that would expand the town's

capacity to accommodate more events and encourage more visitors to the town centre, more footfall to the High Street and to the Market Place. The obvious candidate for the shared space was the Market Place.

To validate the idea of shared space, the TCWG contacted a number of individual stakeholders within the Market Place (the owners/managers of pubs, restaurants, shops, etc) to gauge their response. We wanted to make sure that:

- there was a consensus of support for the “shared space” concept
- pubs and restaurants would take advantage of an opportunity to extend their offer out into the “shared space”
- the need for deliveries could still be met
- the opportunities provided by a shared space would be likely to revive and revitalise the area.

The TCWG also spoke to the vicar of the church to have his thoughts on the impact on the church of turning the Market Place into shared space, concerned that he might feel it would have an adverse effect on weddings or, more particularly, funerals. The vicar was entirely supportive of the idea, believing that increased footfall in the Market Place would be to the advantage of the church in attracting more visitors.

The TCGW also approached the Head of Direct Investment at U & I to find out whether U & I would see a revitalized Market Place as an aid or a competitor to the Furlong. We were told that the Furlong has a very clear idea of its own market, that it does not see the High Street or the Market Place as a competitor and that anything which raises and enhances Ringwood’s profile and attracts more visitors would benefit all.

In short, all the interviews were extremely positive. All agreed that “shared space” in the Market Place, if well-designed and implemented, would create opportunities to increase footfall and business in the town centre, and establish (or re-establish) the Market Place as a destination for visitors in its own right. By restoring the Market Place as the true heart of the town, it would also create opportunities to direct visitors to other parts of the town and, in particular, the green spaces that Ringwood enjoys (e.g. Jubilee Gardens, the Pocket Park, the Bickerley), and the river Avon.

2. THE MOOD OF THE TOWN

The period of research ran from July to November. 2021. In the early weeks of the research the mood of interviewees and respondents was generally optimistic about the future. The success of the vaccination programme, the hoped-for return to a new normality and the initiative of many shopkeepers in expanding their businesses online during the pandemic (not only to bolster sales but also to attract new customers to visit their shops) generated a positive attitude amongst both shoppers and shopkeepers.

This mood of optimism waned markedly towards the end of the research programme. Why? The answer is simple – **Ringwood was hit by a perfect storm.**

3. THE PERFECT STORM

What perfect storm?

- a. The closure of West Street eliminated one of the main routes out of the town, one of only two routes directly on to the A31, and converted the whole of West Street and the Market Place into a cul de sac
- b. The reversal of traffic flow in Meeting House Lane eliminated one of only two means of access to the Market Place and West Street, forcing traffic that needed to enter the Market Place from the A31 to drive round the entire east side of the town to Greyfriars and then along a narrow stretch of the Christchurch Road to Fridays Cross, and then the length of the High Street.
- c. Roadworks in Mansfield Road caused traffic congestion and discouraged casual visitors from exploring any part of the town.
- d. The closure of the slip road from the Furlong on to the westbound A31 forced visitors leaving Ringwood who needed to access the A31 in that direction to drive through the outskirts of the town up to Poulner, a considerable detour,

The reversal of traffic flow in Meeting House Lane was re-reversed and the Mansfield Road roadworks have ended but the fundamental traffic flow problems caused by the closure of West Street remain. The Market Place and West Street are now, in effect an appendage to the main parts of the town. There is no flow of traffic through that section of the town. Footfall in the Market Place and West Street has fallen. According to the Ringwood Business Association (RBA) most of the businesses have experienced a steep decline in business to the point where five businesses are on the brink of closing.

When Highways England announced plans for the closure of West Street, it is remarkable that no Business Impact Study was conducted by Highways England or by anyone else. The closest anyone came to assessing the likely impact of the closure of West Street was a single question in a Highways England survey which invited those living anywhere between two and eight miles of the town centre to express a view on whether the closure of West Street would have any impact on Ringwood businesses. There was no survey of the shopkeepers and other businesses in the Market Place and West Street who were probably better placed to make an informed judgement than a random sample of those living outside the town.

That said, the above should not be seen as a criticism of Highways England who have discharged their primary task of improving the A31 with exemplary efficiency. Nevertheless, through unforeseen circumstances, it is now clear to all that the closure of West Street:

- has adverse implications for all the businesses in the Market Place and West Street
- has aggravated Ringwood's already strained traffic flow problems
- risks the decline of the Market Place into a residential estate, jeopardising the town's "Market Town" status and eroding any pride in its long and distinguished history.

Ringwood faces a crisis. The closure of West Street threatens the viability of Market Place (as the town centre) and the businesses in West Street.

But the conversion of the Market Place and West Street into a cul de sac can also be seen as an opportunity.

4. STRUCTURE OF RINGWOOD'S TOWN CENTRE

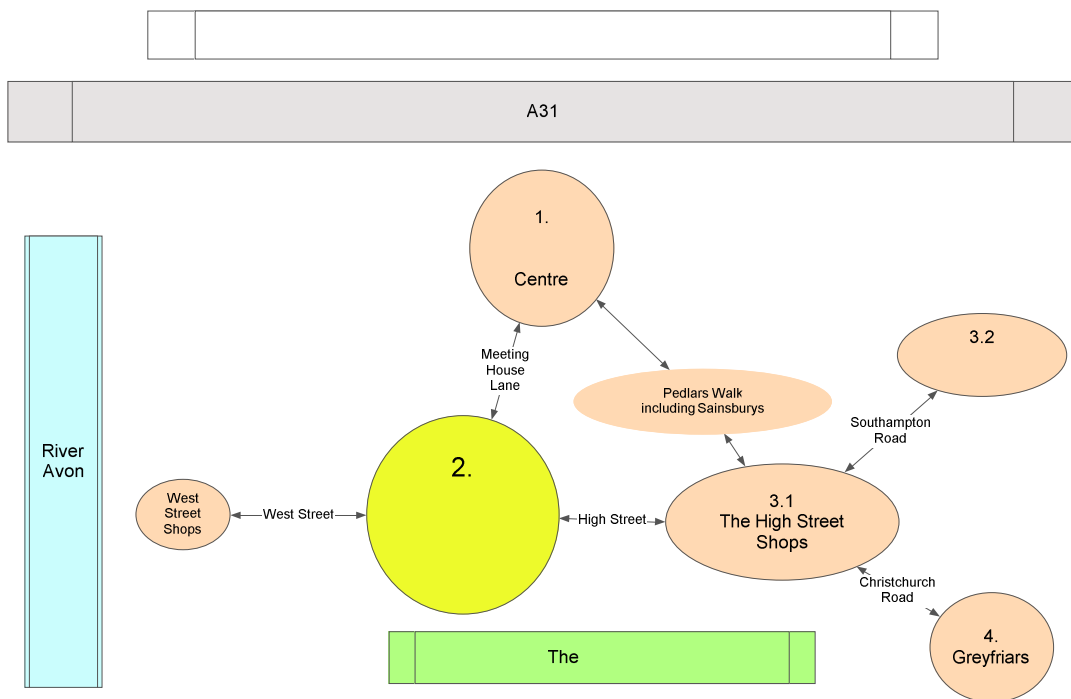
There are essentially four MAIN components to Ringwood's town centre.

The Furlong - a well-managed and well-marketed shopping centre aimed at the more affluent shopper. With an excellent Waitrose, it is a major benefit to Ringwood.

The Market Place - a large area (that has been the heart of the town) which runs from the end of Meeting House Lane where it meets the High Street to the church of St Peter and St Paul. It is this section of the town centre which gives the greatest cause for concern.

The High Street and Southampton Road - traditional 'market town' high streets with a wide variety of independent shops. There are gaps (e.g. no post office and a shortage of shops for men and young people) which is why both shoppers and shopkeepers put "more independent shops" at the top of their wish list.

Greyfriars - a community centre for Ringwood Town



The Market Place was the original site of the Wednesday markets and every Wednesday a market still takes place there. It was at one time the site of Ringwood's Town Hall; it has also been the site of a much-loved and, since its closure, much missed, cinema. The road running through Market Place is wide, and currently has a variety of shops and restaurants on either side. Apart from the weekly market, the Market Place is used for several other regular events:

- the Ringwood Carnival
- the Global Pedal Car Grand Prix
- the Fanfare for Spring
- the Christmas in Ringwood celebrations.

but these events, though generally highly successful, take up a very small percentage of the annual calendar. The Market Place is a largely unexploited space. It is clear from the diagram that if the Market Place ceases to be a vibrant part of the town centre, the town centre will be unbalanced. Without an engaging and attractive Market Place, many visitors will visit the Furlong and then leave Ringwood.

In planning how to make best use of the Market Place and to ensure it survives and thrives, we need to take three factors into account:

- a. the closure of West Street
- b. the reversal of traffic flow in Meeting House Lane which means that traffic goes from the bottom of Meeting House Lane up to the Furlong. This change in the direction of traffic means that visitors who wish to drive from the popular and prestigious Furlong shopping centre to the High Street and the Market Place must now leave the Furlong and drive round the east side of Ringwood to access the town centre along a narrow stretch of the Christchurch Road from Greyfriars to Fridays Cross.

NB: Happily, the traffic flow in Meeting House Lane has currently been reversed to its original direction but we understand this is a temporary measure while roadworks make access to the town centre difficult. For the reasons set out above we recommend this temporary change should be made permanent.

- c. the conversion of retail premises into residential use. (This inevitably breaks the flow of retail in the Market Place, detracts from the other shops and restaurants in the Market Place, and clearly undermines the status of Ringwood as a market town.)

The closure of West Street, the conversion of the Market Place into a cul de sac and the consequent reduction in traffic presents us with a unique opportunity to regenerate the town centre and, in particular, the Market Place by turning it into a pedestrian friendly “shared space”, a concept which fits well with the expressed wishes of a substantial majority of those who took part in the shoppers’ and the shopkeepers’ surveys.

We should add that, if nothing is done to revitalize the Market Place, to re-establish it as the heart of the town, there is a serious risk that it will decline and an asset that many towns would give their eye teeth for (i.e. an open space in the centre of the town for every kind of retail, community and social use) will be lost.

It is against this background that we submit a proposal for the development of the Market Place into shared space.

5. THE “SHARED SPACE” CONCEPT

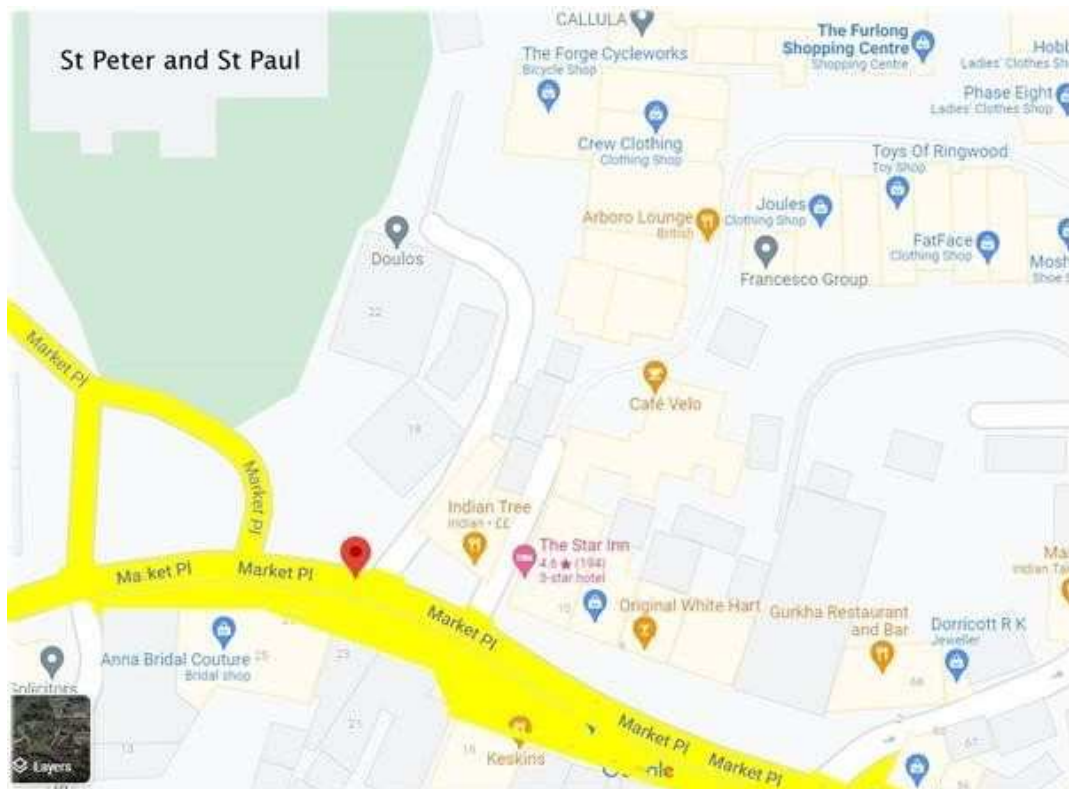
With all this in mind and based the firmly on the wishes expressed in our surveys by both shoppers and shopkeepers that:

- there should be more independent shops
- there should be more markets, events and entertainments
- the Market Place needs urgent revitalization, especially following the closure of West Street

it is not surprising that the Town Centre Working Group found that the concept of turning the Market Place into shared space was almost universally well-received. (NB: Shared space is a space predominantly for pedestrians but with limited, controlled access for essential vehicles.) It would provide an ideal venue for:

- outside dining
- all types of markets,
- street entertainment
- many other forms of community activities, including art, music, dance

Indeed, it is the only space in the town centre that can accommodate larger events.



The aim would be to create a space of pleasure, pride and enjoyment for Ringwood residents and a major attraction for visitors. If footfall in the Market Place increases, it will benefit the existing shops and restaurants and attract newcomers, enhancing Ringwood’s reputation both amongst residents and visitors and generating increased income for shopkeepers, landlords and the Council.

Ringwood has a vibrant, energetic community spirit and some of the types of activities listed above already take place. Most of these are currently staged in the Furlong or in front of the Gateway, mainly because the Furlong, which is brilliantly managed by a team of professionals, already attracts high levels of footfall and the more affluent shoppers. Space in the Furlong and outside Gateway is limited and not always ideal for these events but organisers tend to prefer these spaces because:

- the footfall in the Gateway is higher than in the Market Place, which means the Market Place is a less attractive alternative
- events in a pedestrian-friendly space are easier to manage
- the organisers do not have to pay for road closures
- publicity for the event is amplified by having the support of the Furlong.

The concept of turning the Market Place into shared space will make the area pedestrian-friendly and will obviate the need for fee-costing road closures. It will provide the opportunity to attract large numbers of shoppers and visitors so that we can begin to exploit the Market Place and restore it to its rightful place as the heart of the town. It will have the support of the Furlong, because the owners of the Furlong consider a thriving Market Place will do them more good than harm, extending Ringwood's appeal in depth (a richer experience for those who know Ringwood) and breadth (appealing to a much wider catchment area). Of course, there are already some events (noted in Section Two) that are held in the Market Place. With higher footfall, more will come.

We have not yet carried out a formal concept test of the shared space idea but we can already say from our research and from general discussions with shoppers and shopkeepers and even with those developers who have engaged with us that the concept seems to be very favourably received.

6. BENEFITS

1	Rebalance the town	<p>It will rebalance the town so that the four main components of the town centre:</p> <ul style="list-style-type: none"> • The Furlong • Market Place • the High Street/Southampton Road • Greyfriars <p>work together much more effectively as a broadly-based, well-balanced retail and experiential offer to residents, shoppers and visitors.</p>
2	Exploit assets	<p>It will take advantage of one of the town's under-exploited assets, its long history as a thriving market town, with a spacious Market Place for a variety of markets, for exhibitions, events and street entertainments</p>
3	Increase footfall	<p>It will attract more shoppers to the town centre and therefore generate more revenue for the shopkeepers, their landlords and the Town Council.</p>
4	Cornerstone of the Ringwood brand	<p>It will form the cornerstone of Ringwood's brand as the premier market town of southern England, perfectly located as the Western Gateway to the New Forest, with Bournemouth to the southwest, the cathedral city of Salisbury to the north, the great port of Southampton to the east and a clear road route to London along the A31, M27 and M3.</p>

Point 1 above merits further comment. The diagram on page 3 shows the unique configuration of Ringwood town centre's retail and social facilities. It also reveals that, without a thriving, busy, vibrant Market Place, the town centre lacks the cohesion which justifies the double-headed arrows in the diagram. These arrows with arrow heads at both ends are intended to indicate the mutual benefit that each part of the town centre should have on its neighbour. Shoppers and visitors to the Furlong can pass by foot, cycle or car down Meeting House Lane into the Market Place. Shoppers and visitors who park in the Market Place can pass up Meeting House Lane to the Furlong, or access West Street in one direction, or the High Street in the other.

It was out of these many suggestions that the concept for shared space in the Market Place emerged. From the results of our research, we are confident that the concept has the support of the people of Ringwood but we are well aware that there will be many obstacles – e.g. topographical, financial and logistical - to be overcome. It will also need the support of the Town and District Councils, and the major Market Place property owners.

The perfect storm outlined in Section 3, requires urgent action. Unless something is done quickly, there is a serious risk that many Ringwood businesses will fail and that the Market Place will cease to be of any interest to anyone other than its residents. Ringwood will have lost its heart. This idea is not one that can be implemented some time before 2036. Action is needed now.

7. MAKING THE MARKET PLACE MORE ACCESSIBLE

The concept of shared space is intended to revitalize the Market Place and reinstate it as the centre of the town. If we can attract more independent shops, arrange more events and provide more entertainments, we should succeed.

That said, there is no point in ignoring the obstacles, the most obvious of which is the topography of the town. The car park and the Furlong are perfect partners. If you park in the car park, get out of your car and look for signs of life, you will look west, and see the entrance to the Furlong.

Even if you know there is a High Street and a Market Place, you will not feel invited to visit. From the car park, if you look south, you will see a long stretch of the backs of buildings, including the brick wall back of Sainsburys. There is Pedlars Walk, with the Meeting House at its entrance, which gives access by foot to the High Street but the entrance to Pedlars Walk is not particularly inviting and there is no effort to tell people in the car park that Pedlars Walk leads to the High Street.

So, on arrival, most visitors go to the Furlong.

The Furlong gives us another opportunity to draw people down to the Market Place and the High Street. But again, the opportunity is missed. As part of our research, we carried out a small study to see how many shoppers move from the Furlong, down Star Lane, to the Market Place. We found that most shoppers who turned into Star Lane, immediately turned back into the Furlong. We investigated this further. Star Lane is not attractive to visitors. It has the “backs of the restaurant” down one side and the wall of the Star on the other. The exit into Market Place itself brings the visitor to an area with car parking to both sides. The High Street is difficult to see. In the other direction Letchers, admittedly an interesting building, takes up the prime spot, although it is of no interest to shoppers, visitors or tourists. Prezzo's cannot be seen. The Star and the White Hart have nothing to distinguish them from the Kitchen Shop or Let's Accommodate. The visiting eye sees just walls or flat shop fronts. The eye is drawn directly opposite the entrance from Star Lane to Woodsies which is a positive (it is decorated with flowers). Charity shops are adjacent. Anna's Wedding shop is also interesting, but one has to venture out onto the pavement to catch a glimpse of it. One can see why, even if a visitor has walked down past the two walls (of the Star and the sides of the restaurant), they would tend to return to the Furlong which is bright and full of life.

We carried out another small study to find out where the drivers who park in the Market Place go when they leave their cars. We found that over 80% of drivers, parked, and walked to the Furlong up Star Lane or Meeting House Lane, returning to their cars within the hour not venturing into any shop within the High Street or the Market Place.

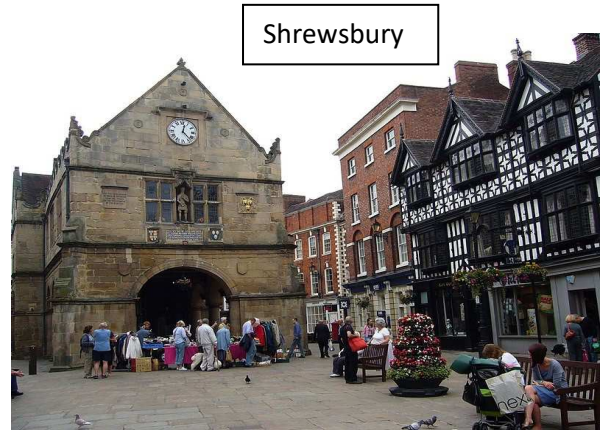
As part of the shared space concept we need to improve signage in the car park and at Meeting House Lane, Pedlars Walk and Star Lane; and further thought should be given to making these access points from the car park to the High Street and the Market Place more visible and attractive.

We also need to invoke Article 4 directives within the High Street and Market Place at least until the roadworks have been concluded. Otherwise owners of retail properties whose tenants have been forced out of business by the perfect storm will quickly take advantage of the Permitted Development changes to convert (after a three month wait) their retail properties to residential use, thus snuffing out any chance of reviving the town centre when the perfect storm has abated.

8. EXAMPLES OF SHARED SPACE HIGH STREETS



Oxford Street, Southampton



Shrewsbury



Marlborough, Wiltshire



SHARED SPACE- NEW ROAD, BRIGHTON

9. MARKETING

Although Marketing does not usually form part of a Neighbourhood Plan, we feel it necessary to include a brief section on marketing to emphasise that simply turning the Market Place into 'shared space' will not achieve success without the application of basic marketing principles.

It will not come as a surprise to anyone in the 21st century that towns need to be marketed. It's a competitive world and there are always limited resources.

Ringwood is one of a number of towns in the New Forest, all of which enjoy the benefits and the prestige of being in or on the edge of a National Park.

Ringwood is particularly fortunate in its location. First, it is the western gateway to the New Forest. Secondly, in normal circumstances it has excellent road connections to the seaside resort of Bournemouth to the southwest, to the cathedral city of Salisbury to the north, to the major port of Southampton to the east, and to Winchester and, of course, London to the northeast. From a business and tourist point of view, Ringwood has much to offer, both in its own right and in the access it provides to nearby attractions.

A further asset is Ringwood's population which is innovative and industrious and exhibits a vibrant community spirit.

Marketing Management: The shared space concept for the Market Place will not succeed without professional business management, in terms of both operational matters and marketing.

The Furlong which is well-managed in both respects, serves as an excellent example of what the Market Place 'shared space' will need if it is to succeed.

1. Know your market

Who are your customers?

- Age
- Gender
- Income level
- Shopping preferences

2. Identify and try to fill gaps in the retail offer?

For example, Ringwood town centre

- has no Post Office
- has no clothes shops for men and the less affluent
- has no clothes shops for the pecuniarily-challenged youth

3. Decorate and maintain the shared space to the highest possible standards

- install improved signage that leads the visitor to the town's attractions
- consider permanent decorative features (e.g. hanging baskets, permanent planters and trees)
- make use of bunting and other decorations to create a happy, festive atmosphere
- keep the place spotlessly clean and clear of litter

4. Organise and publicise a full calendar of events
5. Make full use of social media (Facebook, Instagram, Twitter, etc.)
6. Maintain the town's own marketing website

To implement the proposed strategy, it will be necessary to:

1. promote the town to its residents and visitors
2. to monitor and improve the general appearance of the town
3. to coordinate events in the Market Place in conjunction with the Furlong, the High Street and Greyfriars
4. to supervise the proper maintenance of the Market Place site.

Ideally, this marketing function should be discharged the Ringwood Business Association when it has firmly established itself. Alternatively, it might be possible to organise a BID to finance this essential marketing and general management role.

10. CONCLUSION

Ringwood is blessed with many advantages. It is an historic market town in the wealthiest region of England, ideally located with Bournemouth to the south west, Salisbury to the north and Southampton to the east. In between, there is the beautiful countryside of southern England. In addition, Ringwood has excellent road connections to London.

Given these advantages it is evidently tempting to become complacent. But complacency is a fast route to decline. There is competition for investment and other resources. Assets need to be managed and exploited. Every town needs a champion to lead it into the future. Simply hoping for the best and muddling along won't cut it.

To indicate the importance of developing and implementing a clear vision for the future, consider the status of Ringwood as a market town. According to leading estate agents, the status of a market town adds some £36,000 to the value of the average house in Ringwood. Were we to lose that status, the housing stock of Ringwood would fall by approximately a quarter of a billion pounds (£250,000,000). Could it happen? Yes, it could. Just up the road is the "**former** market town" of Fordingbridge. Are there warning signs for Ringwood? Yes there are. The consensus amongst the people of Ringwood is that the Market Place (and the market held there every Wednesday) is not what it used to be. The closure of West Street has turned the Market Place into a cul de sac. Footfall has dropped substantially. Unless action is taken, the Market Place will decline; shops will fail, and developers will be only too happy to turn the area over to residential use, thus excising the heart of the town.

With this in mind, we present this proposal for a clear strategy to develop and enhance the Market Place in order to restore it to its rightful position as the heart of the centre of the town. The concept of converting the Market Place into a better-used, more pedestrian-friendly, retail-focused, entertainment-centred "shared space" turns the closure of West Street into an exciting and potentially pivotal opportunity.

We also see it as laying the foundations for a long-term marketing plan which would take and exploit all the assets of the town in order to build a unique and unassailable brand for Ringwood.

A31 Improvement Scheme – Notes of Update Meeting – 10 February 2022

Present:

Ian Ackerman (IA), NRSWA Permit Scheme Manager / Traffic Manager, Hampshire Highways, HCC

Daniel Kittredge (DK), Project Manager, National Highways (NH)

Cllrs Day, Heron, Lane, Ring, Rippon-Swaine and Thierry

Jo Hurd, Deputy Town Clerk, Ringwood Town Council

1) General Views

All agreed that the impact of the works was currently not as bad as had been expected. The worst affected areas appear to be the Poulner junctions (eastbound off slip to Southampton Road and Eastfield Lane to slip road). Traffic was also heavier on the B3347 and across the Avon Causeway, with drivers seeking to avoid the A31 altogether.

It was noted that the A31 and official diversion routes were being monitored 24-7 by NH, and HCC was monitoring the wider network. This would continue throughout the project in order to identify any issues.

There were also significant delays for traffic heading northbound on the A338 from Bournemouth to the Ashley Heath roundabout, although Dorset Council was happy with the situation at present. It was suggested that one way to improve this traffic flow would be to give priority to traffic coming off the Ashley Heath roundabout and joining the A31 eastbound (whereas currently vehicles have to merge into traffic already on the A31). DK would put this suggestion forward but expected that an extension of the traffic management would not be supported. It was noted that traffic using both the A31 and A338 would increase significantly over the coming months and into the summer.

IA had requested signage, white lining and some drainage clearance in Harbridge. Any works in this area would be permitted, in order to discourage rat-running.

2) Update on issues raised at the last meeting (13 January 2022):

Issue	Action agreed
Pull back 50mph limit to slow traffic exiting westbound off-slip at Poulner, and to make it easier for traffic joining from westbound on-slip at Poulner	DK had discussed extending the 50mph in both directions with the Police and this was supported. The TTO will need to be amended, and this is a process that takes some time.
Suggestion to extend the 50mph speed restriction on eastbound carriageway beyond Poulner off-slip	
Deployment of cameras or camera vans by Police on ad-hoc basis	DK had put this suggestion to the Police and would be working with the local safety camera partnership, as well as looking at use of a safety van.
Continued reporting of speeds of over 30mph on local road network – Hightown Road dangerous to walk along due to narrow footpaths	At the last meeting IA advised that Police are aware and will keep a watching eye. No further update at this meeting.
Implementation of TTRO at junction of A338 Salisbury Road with Northfield Road to prevent cars parking and adding to congestion	Post meeting note: IA has looked at this and it is possible – he will liaise with DK over delivery, although it should be noted that cars currently parking here would be displaced elsewhere.

Pedestrian Crossing in Southampton Road	IA has reported the overhanging vegetation and requirement for repainting, and is waiting to hear when work will be carried out.
Signage to discourage rat-running	At the last meeting, DK agreed to deploy signs to encourage vehicles to stay on A31. No further update at this meeting.
Closure of one-lane between the two roundabouts in Mansfield Road	At the last meeting, DK agreed to look at whether closure of one lane was necessary at all times, and why the closure had been extended in to the road to the car parks. He confirmed that the lane closure would stay in place until works on the slip road were complete, expected to be mid-April. He again agreed to question the extent of the lane closure into the road to the car parks. Post meeting note: Traffic Management (TM) for Mansfield Road starts in The Furlong for lane discipline purposes; this prevents bottleneck and merge problem as vehicles enter the TM.
Junction of A31 eastbound off-slip with Southampton Road	IA was supportive of the deployment of manned traffic lights on this junction at peak times. This would have the advantage of preventing traffic backing up on to the A31 and creating a natural break in traffic to facilitate vehicles exiting Eastfield Lane. This would need to be funded by NH and DK asked IA to provide evidence of the need to justify this proposal.

3) Other issues:

i) New signage on A31 Poulner Hill

It was noted that new signs “Ringwood Town Open as usual” have replaced “West Street Ringwood Closed” signs.



ii) Footpath between West Street and Verwood junction

NH website states: “We will need to close the footpath between West Street and the Verwood Junction for a short time when we undertake the upgrade works to the path. We expect this to take around 2-4 weeks and we’ll provide an alternative path for people to use. We will share dates and details in advance of these works.”

DK advised that during works to upgrade the path, pedestrians would be accommodated with an alternative pathway that would be segregated from the main works.

iii) Noise Mitigation

An email had been received from a member of the public seeking confirmation that a low noise road surface will be used and that acoustic barriers will be installed between the churchyard and Avon bridge at the western end of Jubilee Gardens

DK advised that modern road materials produced lower noise levels. However, no acoustic barriers would be provided as, from an engineering perspective, it is not possible to construct the bunds capable of holding barriers – this would be cost prohibitive and would have had a detrimental impact on Jubilee Gardens.

iv) Removal of vegetation and trees

DK confirmed they would look to replace vegetation and trees that had been removed, and they would welcome input from the local community.

v) Jubilee Gardens

It was noted that at least one tree had been removed without permission. Cllr Heron asked DK to provide evidence of consent.

vi) Permanent closure of footpath on western side of main roundabout underneath flyover (crossing both slip roads)

It was noted that this footpath is to be permanently closed for safety reasons, and pedestrians directed to use the underpass between Gravel Lane and Linden Gardens, with new signage put in place. Concern was raised about the speed of traffic approaching the pedestrian crossings on the slip roads.

There had been issues in the past with the underpass flooding; DK asked to be informed if this was a continuing issue.

vii) Communication with local businesses

DK had met with Furlong businesses who said that the impact of the roadworks had not been as bad as expected with footfall having decreased by 6%.

The Business Association had raised some issues with him direct and the majority of these had been addressed.

Going forward, a new liaison group would be established, to include Furlong Centre Management and Ringwood Business Association members.

4) Date of Next Meeting – 2pm, 10 March 2022

Ringwood Environmental Action Leadership (REAL) Working Party

Notes of meeting held on Tuesday 22nd February 2022 at 7pm on Zoom

Present: Lindsay Andrews
Francis Charlton
Cllr Gareth DeBoos (Chair)
Mary DeBoos
Cllr Rae Frederick
Milinda Harding
Chantelle Monck
Cllr Glenys Turner

In Attendance: Christopher Wilkins – Town Clerk

Absent: Cllr Tony Ring

1. Apologies for absence

Cllr Tony Ring.

2. Declarations of interest

No disclosable pecuniary interests were declared.

3. To agree notes of last meeting

The notes of the last meeting were agreed as accurate.

4. Feedback from Ringwood Town Council Committees

Cllr DeBoos reported that it had been decided by the Policy & Finance Committee that any part of this working party's current budget that remains unspent and uncommitted at the end of March will not be carried over to next financial year.

5. Greening Ringwood

RF explained in outline the process which this campaign is required to follow; with the first key milestone being the public meeting, to be followed after about three months by the launch.

It was agreed to hold the public meeting on Thursday 31st March at 7pm in the hall at Trinity and look at holding the launch event in Gateway Square on Saturday 2nd July. It was agreed that the hall hire booking fee should be paid as soon as possible from the working party budget.

It was further agreed that a small work-group comprising RF, LA and MD should be formed to co-ordinate the necessary actions (booking the hall, issuing a press release and arranging other publicity, issuing invitations to community groups, etc.). CW explained the support available from the Council office.

Action: RF to convene meeting of the workgroup and pass to CW requests for payments and other office support.

6. Any other business

GD explained that he has prepared a flood advice leaflet for householders in the Bickerley area and proposed that the cost of printing 250 of these (estimated at about £50-60) be met from the working party's budget. This was agreed

Action: GD to pass details to CW to enable order to be placed.

FC reported a need for more litter-picking sticks and other supplies to support ongoing voluntary litter-picking activity in the town – adding that sticks bought in the past had proved flimsy in use. He has now identified much more durable replacements and would like to buy 40 of these as well as investigating other supplies. It was agreed that up to £300 of the working party's budget could be used for this purpose at the joint discretion of FC and CW.

Action: FC to pass details to CW for equipment orders to be placed.

7. Date of next meeting – to note the following details

Friday 11th March 2022 at 7pm (Zoom)

There being no further business, the meeting closed at 8pm.

DRAFT

Flood Survival Kit Checklist:

PACK YOUR KIT WITH:

Food & Drink:

3 days per person, requiring no preparation.

Medication:

First aid kit, individual prescription drugs and antibacterial wipes.

Light and Communication:

Fully charged phone, torch and spare batteries, supply of matches and candles in case of a power cut.

Keeping warm:

Warm, waterproof and clean clothing, blankets.

Important documents:

Copies of identity, insurance and medical documents, etc.

Cash:

In case local shops can't take cards or payment by phone.

Keys:

Pack a spare set.

Pets:

Pack pet food and poo bags.

CONTACT INFORMATION

Environment Agency: 0345 988 1188
Incident Hotline (24h): 0800 807 060
Wessex Water: 0345 600 4600

Your House Insurance Company:

Policy Number:

Contact Number:

FLOOD EMERGENCY ACTION PLAN

Prepare, Act, Survive

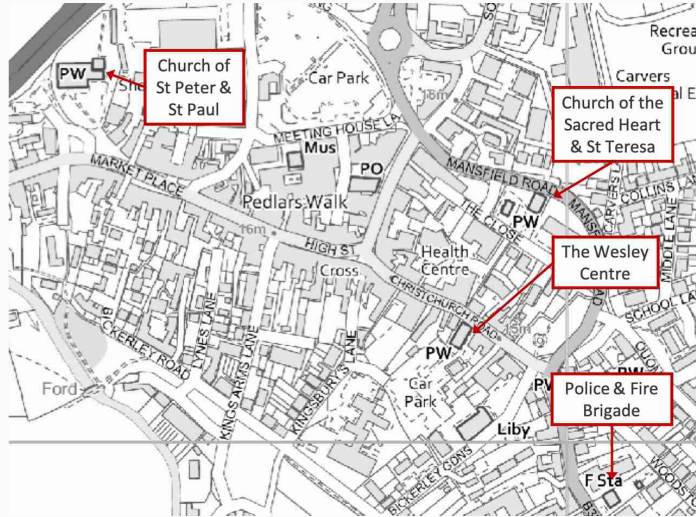
Helping homeowners
to be prepared



Your closest Safe Places:

If you have to leave your property, pick up your Flood Survival Kit and head to a safe place. Help others if it's safe to do so. Don't forget your pets or children!!

Safe Places from the Bickerley area:



If you are in any danger
CALL 999

If you haven't already, sign up for alerts:
www.gov.uk/sign-up-for-flood-warnings

If you can, before you evacuate:

Turn off your electricity, gas and water - if you don't know how to, find out before you need to know!

Call a friend or relative and tell them what your plans are.

Move sentimental items to a safe place. Draw up a list before you need it and put it in your Flood Survival Kit!

Move electrical items and furniture away from the flood risk area.

Move your car to higher ground.



STAY CALM, KEEP FOCUS, ACT SAFELY

Don't make contact with floodwater unless you have to. You don't know what might be in it!!

**REPORT TO PLANNING, TOWN & ENVIRONMENT COMMITTEE
4 MARCH 2022**

**CONSULTATION ON DRAFT AIR QUALITY IN NEW DEVELOPMENT
SUPPLEMENTARY PLANNING DOCUMENT**

1. New Forest District Council is inviting comments on a draft Air Quality in New Development Supplementary Planning Document (SPD). This document can be viewed on the NFDC website: <https://www.newforest.gov.uk/article/2934/Air-Quality-in-New-Development>. The consultation period ends on 1 April 2022.
2. Air pollution impacts on everyone's health and is a major public health concern with the young, elderly and those with chronic health conditions being particularly susceptible. Air quality is therefore a material consideration within the planning regime. To make development acceptable NFDC will expect mitigation measures to be implemented by applicants to reduce emissions to air from all proposed development.
3. The draft SPD provides supplementary guidance to the [Local Plan for the New Forest District Council area](#). In particular it provides guidance to support [Objective SO2 \(Biodiversity and environmental quality\)](#) and [Policy CCC1 \(Safe and healthy communities\)](#) which aims to prevent pollution or hazards which prejudice the health or safety of communities.
4. The draft SPD provides guidance on when an Air Quality Assessment will be needed to support a planning application and what the assessment needs to address. It also confirms when an Air Quality Statement is required. Where necessary to enable development to take place, appropriate mitigation measures will be required, the document contains suggested mitigation measures.
5. It is RECOMMENDED that Members consider whether to submit any comments or recommend any modifications to the draft SPD.

For further information, please contact:
Jo Hurd, Deputy Town Clerk
01425 484721 or jo.hurd@ringwood.gov.uk



New Forest District outside the National Park

Air Quality in New Development

Draft Supplementary Planning Document

Consultation Version February 2022

Contents

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1. Introduction

1.1 The quality of the air we breathe can have an effect on human health and quality of life. It can also impact upon local ecosystems and the area's micro-climate.

1.2 The Council has to weigh up economic, social and environmental factors when deciding whether to grant or refuse planning permission and if conditions are required.

1.3 The determination of planning proposals must be made in accordance with the development plan unless material considerations indicate otherwise. Air quality is a material consideration that planners must take into account when making plans and when taking planning decisions.

1.4 This Supplementary Planning Document (SPD) explains how development plan policies are to be applied in respect of air quality. It sets out an approach to air quality impact assessment of development schemes including:

- the type of air quality assessment required to assess the impact of development on local air quality in terms of human health and ecological receptors. Links are provided to further guidance and access to air quality data and information.
- how to manage and where possible reduce or mitigate activities that unacceptably impact on air quality.

1.5 The SPD covers the New Forest District (outside the National Park) Local Plan Area, shown in the figure below.



Figure 1: The Plan Area

2. National Air Quality Context

2.1 Air pollution impacts on everyone's health and is a major public health concern with the young, elderly and those with chronic health conditions being particularly susceptible. The impacts on human health are well [documented](#) with up to 36,000 annual deaths in the UK attributed to long term exposure to man-made pollution with the science continuing to evolve.

2.2 In 2014 Public Health England published a report to estimate the number of deaths associated with the long term [exposure to particulate matter](#). New Forest District has the lowest reported figures compared to the other local authorities in Hampshire, (4.9% of deaths of people over 25 are attributed to long term exposure to particulate matter, Hampshire = 5.3%, England = 5.6%).

3. Air Quality in the New Forest District

3.1 In broad terms the air quality in the New Forest is generally good and is reflected in the air quality statistics reported by New Forest District Council¹ and Public Health England².

3.2 The Council has a duty to continually review and assess the air quality in its district following Government guidance under the Local Air Quality Management regime. The Council, in accordance with Government guidance, reports on local air quality on an annual basis in the Annual Status Report. This includes reporting on the monitoring undertaken across the district using automatic and passive monitoring sites.

The main concerns regarding impacts on local air quality in the New Forest are from:

- increases in vehicles on the local road network (nitrogen dioxide (NO₂) and particulate matter (PM))
- industrial developments (NO₂, PM and sulphur dioxide (SO₂))
- mineral extraction sites (NO₂ and PM)
- construction sites (PM)

3.3 Local air quality is assessed against air quality objectives set by Government for named pollutants and over noted assessment periods. If air quality objectives are being, or are likely to be breached, the Council has a duty to declare an Air Quality Management Area (AQMA) and produce an Action Plan to reduce pollutant concentrations in pursuit of the objective being breached.

3.4 There is currently one declared AQMA in Lyndhurst (outside the planning area covered by this SPD) for the likely exceedance of the nitrogen dioxide annual mean objective due to emissions from vehicles.

3.5 The latest report which includes the most recent and validated monitoring results can be found at: <https://www.newforest.gov.uk/airquality>

¹ [Air pollution - New Forest District Council](#)

² [Air Quality Library - Defra, UK](#)

4. National Policy and Practice

National Planning Policy Framework

4.1 National planning policy is set by the National Planning Policy Framework (NPPF). The current NPPF places a general presumption in favour of sustainable development, stressing the importance of local development plans. Air quality is a material consideration in the planning process, in line with the following paragraphs of the NPPF:

170. Planning policies and decisions should contribute to and enhance the natural and local environment by [...]:

e) preventing new and existing development from contributing to, being put at unacceptable risk from, or being adversely affected by, unacceptable levels of soil, air, water or noise pollution or land instability. Development should, wherever possible, help to improve local environmental conditions such as air and water quality, taking into account relevant information such as river basin management plans;

181. Planning policies and decisions should sustain and contribute towards compliance with relevant limit values or national objectives for pollutants, taking into account the presence of Air Quality Management Areas and Clean Air Zones, and the cumulative impacts from individual sites in local areas. Opportunities to improve air quality or mitigate impacts should be identified, such as through traffic and travel management, and green infrastructure provision and enhancement. So far as possible these opportunities should be considered at the plan-making stage, to ensure a strategic approach and limit the need for issues to be reconsidered when determining individual applications. Planning decisions should ensure that any new development in Air Quality Management Areas and Clean Air Zones is consistent with the local air quality action plan.

4.2 The following paragraphs recognise the impact of traffic on air quality and health and the benefits of sustainable transport modes:

102. Transport issues should be considered from the earliest stages of planmaking and development proposals, so that: [...]

d) the environmental impacts of traffic and transport infrastructure can be identified, assessed and taken into account – including appropriate opportunities for avoiding and mitigating any adverse effects, and for net environmental gains; [...]

105. If setting local parking standards for residential and non-residential development, policies should take into account: [...]

e) the need to ensure an adequate provision of spaces for charging plug-in and other ultra-low emission vehicles.

5. Planning Policy Guidance

5.1 Whether air quality is relevant to a planning decision will depend on the proposed development and its location. Concerns could arise if the development is likely to have an adverse effect on air quality in areas where it is already known to be poor, particularly if it could affect the implementation of air quality strategies and action plans and/or breach legal obligations. Air quality may also be a material consideration if the proposed development would be particularly sensitive to poor air quality in its vicinity. It is important that applicants engage early on with the local planning and environmental health departments to establish the need and scope of any assessment to support an application.

5.2 The PPG sets out what specific issues may need to be considered when assessing air quality impacts. These include: changes in vehicle emissions; the introduction of new point sources of air pollution; exposure of people to harmful concentrations of air pollutants, for example, by introducing further development in places with poor air quality; potential adverse effects on biodiversity. It also sets out guidance on the approach to assessment.

5.3 The PPG advises that mitigation options will:

- Need to be specific to the location
- Depend on the proposed development
- Need to be proportionate to the likely impact.

5.4 Planning conditions and obligations can be used to secure mitigation where the relevant tests are met. Examples of mitigation include: maintaining adequate separation between sources of air pollution and receptors; using green infrastructure; appropriate means of filtration and ventilation; electric vehicle charging points; contributing funding to measures designed to offset the impact of air quality arising from new development.

6. Local Plan Policy Background

6.1 This Supplementary Planning Document to the Local Plan provides guidance to support Objective of Policy SO2 (Biodiversity and Environmental Quality) and Policy CCC1 (Safe and Healthy Communities) which aims to prevent pollution or hazards which prejudice the health or safety of communities. Where necessary to enable development to take place, appropriate mitigation measures will be required to prevent, control, mitigate or offset the impacts of development on community health and safety.

7. Development Management

Threshold, Assessment and Mitigation

7.1 The assessment of air quality for relevant planning applications should follow a three stage process;

1. Determining if the development proposal falls within one of the identified thresholds;
2. If it does, assessing and quantifying the impact on local air quality and finally
3. Determining if, applying mitigation measures, the proposal can be made acceptable

7.2 Pre-application discussions between developers and the local authority is encouraged to ensure an application is complete and meets the necessary requirements. Planning applications must contain sufficient detail to allow the impacts of development to be properly assessed.

7.3 Air quality is a material planning consideration. Consideration will be given to:

- the significance of the impact on (local) air quality;
- the current air quality in the area of the proposed development;
- the likely use of the development, (i.e. the length of time people are likely to be exposed at that location);

7.4 Most forms of development will have an impact on local air quality and therefore public health. To make development acceptable mitigation measures will need to be implemented by the applicant to reduce emissions to air. The mitigation measures implemented should be proportionate to the scale of the impact.

7.5 Impacts on air quality will be determined as 'significant' or 'not significant'.

8. ASSESSMENT OF AIR QUALITY

Figure 1 - Staged Approach

In order to ensure air quality is adequately and proportionately assessed in terms of the planning regime, a staged approach should be taken using relevant guidance and accepted methodologies:



Staged Approach

Section 1 - Development Design

8.1 New Forest District is characterised by generally high environmental quality with towns and villages set within attractive countryside with significant visual, recreational, heritage and ecological value. The qualities of the area and the sensitivities of its landscapes and habitats demand commensurate care and attention to quality in new development.

8.2 Developers should seek ways in which the places and spaces that are created can be sustainable. As Policy ENV3 of the Local Plan sets out, the Council expects development to offer a high-quality living environment for current and future residents.

8.3 Whilst it is acknowledged the design of a proposed development has to consider a number of parameters such as landscaping, property design and layout, the design stage should also consider how emissions could be reduced. This could include the following mitigation measures:

- Minimising the number of vehicles on site
- Removing street canyons by design
- Minimising public exposure to pollutants, for example by siting outside space away from busy roads / industrial sites
- Installation of electric vehicle charging points or a production of an electric vehicle charging scheme
- Energy efficient properties, reducing the need for heating
- Easy connections to public transport, walking and cycling networks to encourage the use of alternatives to cars
- Green Infrastructure, landscaping and planting

Section 2 - Requirement for an Air Quality Statement or Assessment

Air Quality Statement OR Assessment?

8.4 New Forest District Council use air quality planning guidance (*Land-Use Planning & Development Control: Planning for Air Quality. January 2017*. Environmental Protection UK, Institute of Air Quality Management) to determine whether a detailed air quality assessment is needed as part of the planning application. An air quality assessment is a detailed assessment to predict the impact of a proposed development on local air quality.

8.5 If there is no requirement to provide an air quality assessment, then an air quality statement will be needed. An air quality statement will include a commitment to implement measures to reduce emissions from the proposed development.

8.6 Table 1 summarises the development criteria for an air quality statement or assessment. The criteria are provided as guidance there maybe circumstances where an air quality assessment is needed due to local sensitivities outside the criteria.

Table 1 - Air Quality Statement or Assessment

STEP 1	Air Quality Statement	Air Quality Assessment
Development type		
Residential		
Less than 10 residential units or site less than 0.5ha	✓	
More than 10 residential units or more than 0.5ha, plus: <ul style="list-style-type: none"> • More than 10 parking spaces or • Centralised energy facility or combustion process 		✓
Other use classes		
Less than 1,000m ² of floor space or site less than 1ha	✓	
More than 1,000m ² of floor space or site more than 1ha, plus: <ul style="list-style-type: none"> • More than 10 parking spaces or • Centralised energy facility or combustion process 		✓
STEP 2		
Specific Criteria		
Traffic numbers		
Developments which generate less than 500 annual average daily traffic flows (AADT) for light goods vehicles (including cars) for outside AQMA or less than 100 AADT in or adjacent to* an AQMA – these figures will be produced from a transport assessment and agreed by the highway authority	✓	
Developments which generate more than 500 annual average daily traffic flows (AADT) for light goods vehicles (including cars) for outside AQMA or 100 AADT in or adjacent to* an AQMA – these figures will be produced from a transport assessment and agreed by the highway authority		✓
Developments which generate less than 100 AADT for heavy duty vehicles for outside AQMA or less than 25 AADT in or adjacent to* an AQMA – these figures will be produced from a transport assessment and agreed by the highway authority	✓	
Developments which generate more than 100 AADT for heavy duty vehicles for outside AQMA or 25 AADT in or adjacent to* an AQMA – these figures will be produced from a transport assessment and agreed by the highway authority		✓
Other		
Developments with 25m of A35 (Totton – Redbridge Causeway)		✓
New bus stations		✓
New road junction close to relevant receptors such as housing or schools		✓
Developments within an AQMA		✓
New substantial combustion plant including biomass boilers and standby emergency generators		✓

Notes:

* '**adjacent to**' can also include a location where the majority of traffic from a proposed development is travelling through an AQMA even if the development is not physically adjacent to the AQMA. The determination of 'adjacent to' will be at the discretion of the Local Planning Authority.

Section 3 – Air Quality Statement

Content of an Air Quality Statement

8.7 An air quality statement should include the following:

- why an air quality statement rather than an assessment is being submitted, with reference to relevant guidance
- statement confirming 3 mitigation measures to be implemented as part of the development from the list detailed in Appendix 1.

8.8 An Air Quality Statement will be submitted as part of the application.

Section 4 – Prior to submission of an Air Quality Assessment

8.9 It is strongly recommended that the applicant agrees the following points with the Local Planning Authority prior to submission of a planning application to reduce the need to request further information during the application process:

- **The requirement to undertake an air quality assessment** – if there is uncertainty of the potential impact of the proposed development
- **Details of assessment model.**
This includes:
 - i. *relevant air quality model.*
This depends on what is being modelled for example road or industrial / point emissions.
 - ii. *emission data.*
If roads are being modelled the most up to date vehicle emission factor should be used
 - iii. *transport data(need to be agreement with HCC/LPA)*
 - iv. *meteorological data*
 - v. *pollutants being assessed*
 - vi. *baseline pollutant concentrations*
 - vii. *background pollutant concentrations*
 - viii. *choice of baseline year*
 - ix. *use of local monitoring data*
 - x. *verification of air quality model*
- **Agreement of extent of assessment** – whether the assessment includes the development alone, other locations and / or other local developments (cumulative impacts). It should be noted that a route / location of interest may be some distance from the development but is still considered relevant to the proposed development.
- **Cumulative Impact - the NPPF(paragraph 181)** recognises that a number of individual developments proposals within close proximity of each other require

planning policies and decisions to consider the cumulative impact of them. Difficulties arise when developments are permitted sequentially, with each individually having only a relatively low polluting potential, but which cumulatively result in a significant worsening of air quality. This will occur where:

- A single large site is divided into a series of units, such as an industrial estates
- A major development is broken down into a series of smaller planning applications for administrative ease; and
- There are cumulative air quality impacts from a series of unrelated developments in the same area

The first to cases the cumulative impact will be addressed by the likelihood that a single developer will bring forward an outline application for the whole site which should include an air quality assessment as part of an Environmental Assessment. For major developments that are broken down into a series of smaller planning applications, the use of a Master or Parameter Plan that includes an air quality assessment will address the cumulative impact.

- **Agreement of the traffic figures, fleet composition and routes.** This will require agreement from the highway authority. If these traffic figures change, the air quality model is inaccurate and requires to be re-run. The traffic figures must be agreed with the relevant highway authority, in consultation with the LPA prior to submission of an air quality assessment.

Section 5 - Air Quality Assessment

Expectations

8.10 An air quality assessment is a detailed assessment which predicts the potential impact of the proposed development on local air quality. An air quality assessment will;

- follow current air quality / planning guidance;
- utilise current air quality assessment methodologies, which have ideally been agreed with the Local Planning Authority in advance of an application being submitted;
- effectively assess the significance of the potential impact of the proposed development on local air quality;
- use professional judgement; and,
- commit the applicant to implementing proportionate mitigation measures to minimise air quality emissions from the proposed development. The types of mitigation measures will be dependent on the outcome of the agreed air quality assessment.

8.11 An air quality assessment is expected to include:

- **Details of the proposed development.**
- **Policy context for the assessment.** This should include local and national policies
- **Description of relevant air quality standards and objectives.**
- **Details of assessment methodologies** – as advised in Section 4.
- **Identify relevant receptors.** This is dependent on the emissions of concern and relevant air quality objectives.
- **Description of baseline conditions**
- **Use appropriate mathematical verification of the model in accordance with guidance**

- **Provide results of the model outputs for all pollutants of concern at all relevant receptors locations.** All modelled results should be presented as;
 - i. *baseline pollutant concentrations (current air quality concentrations)*
 - ii. *pollutant concentrations without development (at development completion year)*
 - iii. *pollutant concentrations with development (at development completion year) and if appropriate;*
 - iv. *pollutant concentrations with development plus identified cumulative impacts*
 - v. *appropriate sensitivity test*
- **Provide robust determination of the significance of the likely impact of the proposed development at all relevant receptor locations.** This should follow relevant guidance and use professional judgement when required.
- **Provide details on mitigation measures based on the determination of significance with regards to the impact on local air quality**
- **Summary of the Air Quality Assessment**

8.12 The methodology to be used for the determination of pollution concentration change should meet the requirement of the Department for the Environment, Food and Rural Affairs (DEFRA) Technical Guidance Note LAQM TG (16) or any subsequent guidance.

Section 6 – Dust Impact Assessment

8.13 An air quality statement or assessment must also consider the impact of the operational phase of a proposed development on local air quality. In addition, an applicant must also assess the potential impact from dust from the construction phase of the development on local relevant receptors.

Requirement for a Dust Impact Assessment

8.14 A dust impact assessment **is required** where there is a human receptor within:

- 350m of the site boundary, or
- 50m of the route(s) used by construction vehicles on the public highway, up to 500m from the site entrance(s)

8.15 The assessment of dust from construction sites (dust impact assessment) can be undertaken within the air quality statement or assessment, or as a separate assessment, but in either case should follow current relevant guidance (*Guidance on the assessment of dust from demolition and construction*. Institute of Air Quality Management. February 2014).

8.16 The significance of the impact of construction dust is determined as a human health and dust soiling (nuisance) impact, and should be assessed for the following construction phases:

- Demolition
- Earthworks
- Construction
- Track out

8.17 The dust impact assessment will identify the potential impact at each phase of construction work against each type of impact (human health and / or dust soiling). The outcome of which may recommend mitigation measures to reduce the predicted impact to an acceptable level.

8.18 The Council advise that only a dust impact assessment is submitted as part of the application process. A Dust Management Plan (see Section 7), if required, will be agreed as part of a Construction Environmental Management Plan (CEMP) planning condition.

Section 7 - Dust Management Plan

8.19 Should the Dust Impact Assessment identify the likelihood of a dust impact either to human health and/or from dust soiling at relevant receptors the applicant will be required to submit an appropriate Dust Management Plan.

Expectations

8.20 A Dust Management Plan will:

- follow current air quality/planning guidance;
- include the Dust Impact Assessment which will identify the locations of potential impact and specific works requiring mitigation;
- be site specific, taking into account site layout, machinery and equipment to be used on site, vehicle emissions and any occupiers of the site as development continues; and,
- commit the applicant by a planning condition to implement appropriate mitigation measures to minimise dust and particulate emissions from the development site. Appropriate mitigation measures are provided in the guidance and should be adopted where appropriate. This may include the need to monitor the dust from the construction site.

Submission of Dust Management Plan

8.21 You may be required to submit of a Dust Management Plan as part of a CEMP condition should planning permission be granted. If you submit a Dust Management Plan as part of the application the Plan will not be reviewed or commented on.

Operational Phase

8.22 For proposed developments requiring an air quality statement there will be a requirement to include a minimum of 3 mitigation measures. A list of suggested mitigation measures is available in Appendix 1.

8.23 For proposed developments requiring an Air Quality Assessment, the level of required mitigation is dependent on the outcome of the assessment:

- A. Proposed developments determined to have a significant impact on local air quality – the applicant will be required to put in place mitigation measures which can demonstrate compliance with current air quality objectives. This may include an agreed reduction in emissions from the development site that is retained and maintained, and the installation of real time monitoring of pollutants to assess the impact on local air quality.
- B. Proposed developments determined to not have a significant impact will be required to include mitigation measures. A list of suggested mitigation measures is available in Appendix 1, other mitigation measures can be proposed by the developer.

9 AIR QUALITY AND THE NATURAL ENVIRONMENT

9.1 Modelling of traffic emissions from cumulative traffic growth over the Local Plan period has identified potential for significant adverse effects of parts of the New Forest SPA and SAC and Ramsar from nitrogen deposition and ammonia, particularly near main road corridors through the New Forest in areas lacking screening woodlands.

9.2 The Habitat Regulations Assessment which accompanied the Local Plan Part 1 concluded that implementation of the Local Plan and New Forest National Park Local Plan alone will not have an adverse effect on the integrity of any European site. While there is no evidence of current negative effects from traffic related air pollution, uncertainty remains about whether in-combination traffic growth and related air pollution could adversely affect the integrity of New Forest SAC, SPA and Ramsar site during the Local Plan period up to 2036.

9.3 With this uncertainty in the data, the precautionary principle applies requiring a modest financial contribution from development for ongoing monitoring of the effects of traffic emissions on sensitive locations, to trigger management or mitigation measures and developer contributions to implement them if harmful effects are confirmed in the future.

9.4 The Council has instigated a monitoring regime to monitor the condition of sensitive vegetation within the New Forest SPA, SAC and RAMSAR sites, to assess whether or not nutrient nitrogen deposition, acid deposition and ammonia levels from traffic emissions are having an adverse effect on these designated European sites.

9.5 If air quality monitoring identifies that significant adverse effects are occurring or likely, legal agreements or other appropriate mechanisms will be put in place to ensure that homes subsequently permitted would be required to make reasonable and proportionate developer contributions for air quality management or mitigation.

9.6 The project is monitoring any adverse impacts on short habitats (wet and dry heaths) and tall habitats (woodland) at selected sites and the air quality levels at those same sites. This establishes a monitoring framework and evidence base for measuring any adverse impacts on the integrity of New Forest designated internationally protected sites.

10 RELEVANT GUIDANCE

10.1 Includes guidance noted above for general air quality and planning and dust assessments: <http://iaqm.co.uk/guidance/>

10.2 Technical guidance for air quality monitoring and modelling (LAQM technical guidance): <https://laqm.defra.gov.uk/supporting-guidance.html>

CONTACT

For further advice on the planning process or air quality assessments please contact:

To be added when adopted by New Forest District Council

APPENDIX 1 – SUGGESTED MITIGATION MEASURES

An Air Quality Statement OR an Air Quality Assessment with a determined insignificant impact on local air quality.

- Development designed to reduce site user's exposure to pollutants, such as:
 - No kerbside development
 - No openable windows on domestic properties adjacent to emission release points
 - Internal layout designed to reduce number of windows on elevations facing emission release points
 - No installation of solid fuel (wood or coal) domestic appliances or open fires to be provided at any property
 - Where provided, gas boilers shall meet the minimum standard of <40mgNO_x/kWh.
 - Preference should be given to domestic heating systems that utilise low carbon heating technologies
- Development includes cycling / walking infrastructure
- Modal shift -encourage or require travel by vehicles other than the car including measures to improve public transport and promote use
- Car Clubs
- Cycling Hubs and corridors, including hire of bikes and E Bikes
- Installation of an electric vehicle charge point at each property or implementation of an electric vehicle charging scheme
- Implementation of a travel plan for residential or commercial site users including documentation of public transport options
- Public transport provisions provided / supplemented
- Provision of a delivery strategy (commercial development)
- Directions and Signage – advertise and encourage vehicular travel to locations using alternative routes subject to the capacity and convenience of those alternative routes
- Low emission vehicles - use of low emission vehicles
- Green Infrastructure – Green networks and infrastructure, planting trees within or adjacent to development, use of green roofs and walls, Biodiversity net gain in developments
- Provide a fleet emission reduction strategy/Low Emission Strategy, including low emission fuels and technologies, including ultra-low emission service vehicles.
- On larger scale development provide a range of facilities including retail and employment uses to reduce the need to travel

Current Projects Update

No.	Name	Status	Recent developments	Description and notes	Lead Officer/Member	Financing
Full Council						
FC1	Long Lane Football Facilities Development	In progress	Planning permission has been granted subject to conditions. VAT consultant's initial advice on business arrangements received. Business and legal arrangements being placed with lawyers. AGP contract awarded. Preferred partner for other contracts now identified. A scrutiny panel has been appointed to oversee further discussion of the funding arrangements.	A joint venture with Ringwood Town Football Club and AFC Bournemouth Community Sports Trust to improve the football facilities for shared use by them and the community.	Town Clerk	The current expectation is that the Council's contribution to the project will, in effect, be limited to a modest loss of income from the site (but over a long term).
FC2	Strategic Plan	On hold - awaiting officer availability		Exploring ideas for medium term planning	Town Clerk	N/A

Planning Town & Environment Committee

PTE1	Neighbourhood Plan	In progress	Work continues on building evidence and drafting policies, with the Plan focussing on 4 themes - Town Centre, Design & Heritage, Environment and Housing.	To prepare a Neighbourhood Plan for the civil parish of Ringwood but limited in scope to a few specified themes.	Deputy Clerk	Budget of £21,500 (£3,800 in 2021/22 budget, £3,000 in General Reserve and £14,700 to be funded by Locality grant)
PTE2	Human Sundial	Complete, with exception of interpretation board	Work to refurbish human sundial and install surrounding benches now complete. Interpretation board with details of sundial, Jubilee lamp etc. to be designed and costed.	Replacement of damaged sundial and surrounding paviers; installation of removable benches to protect it for the future - working with HCC (Principal Designer and Contractor)	Deputy Clerk	£5,295.15 spent from budget of £10,657 to be funded from CIL and contribution of £5,249.15 from Carnival
PTE3	Crow Stream Maintenance	Annual recurrent	Spraying of stream banks and annual stream clearance to be scheduled.	Annual maintenance of Crow Ditch and Stream in order to keep it flowing and alleviate flooding	Deputy Clerk	£1,120 spent to be funded by transfer from earmarked reserve
PTE4	Climate Emergency	In progress	REAL WP recommend supporting free bus initiative currently being investigated. Greening Campaign to be introduced. A further £1,000 has been included in the 2022/23 budget.	Minor funding to support local initiatives.	Cllr Deboos	Budget of £1,000
PTE5	Bus Shelter Agreement	In progress	Response awaited on issues raised by councillors	Request by ClearChannel for RTC to licence the bus shelters in Meeting House Lane and the advertising on them	Town Clerk	No financial implications

Projects being delivered by others which are monitored by the Deputy Clerk and reported to this committee:

A31 widening scheme	In progress	Scheme in progress. Contraflow in place from 26 January 2022. Due for completion by end November 2022.	Widening of A31 westbound carriageway between Ringwood and Verwood off slip to improve traffic flow; associated town centre improvements utilising HE Designated Funds	Highways England (HE)	HE funded
SWW Water Main Diversion (associated with A31 widening scheme)	In progress	Work on highway complete. Some work still required on Bickerley - land to be fully restored by SWW. Site compound remains in place at the southern end of Bickerley.	Diversion of water main that runs along the A31 westbound carriageway.	South West Water / Kier	HE funded
Moortown drainage improvements	In progress		HCC considering a controlled opening of the system in Moortown Lane to alleviate highway flooding	Hampshire CC	Developers contributions
Pedestrian crossing Castleman Way	On hold	Site does not meet HCC criteria for toucan crossing. Agreed to revisit following promotion of cycle path through Forest Gate Business Park.	Toucan crossing in Castleman Way to improve pedestrian and cycle route between town centre and Moortown	Hampshire CC	Developers contributions
Crow Lane Footpath	In progress	Developers' contributions paid to HCC to implement. Now at preliminary design stage.	New footpath to link Beaumont Park with Hightown Road, alongside west of Crow Lane	Hampshire CC	Developers contributions
Surfacing of Castleman Trailway	In progress	RTC carried out clearance on behalf of HCC so that the path was accessible through the summer, prior to surfacing. Work scheduled for early Spring for completion by Easter, subject to approval by Highway engineers.	Dedication and surfacing of bridleway between old railway bridge eastwards to join existing surfacing	Hampshire CC	Developers contributions
Railway Corner	In progress	Project supported by RTC.	Project to improve and promote historical significance of triangle of land at junction of Hightown Road and Castleman Way.	Ringwood Society	

Policy & Finance Committee

PF4	Review of governance documents	In progress	Revisions to Financial Regulations completed in September. Committee terms of reference and the Scheme of Delegation will be considered next.	Periodic review of standing orders, financial regulations, committee terms of reference, delegated powers, etc. to maintain suitability and fitness	Town Clerk	
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PF5	Poulner Lakes Lease	On hold	Awaiting track maintenance solution - see Recreation Leisure & Open Spaces Committee item RLOS21.	Negotiating a lease from Ringwood & District Anglers' Association of the part of the site not owned by the Council	Town Clerk
PF6	Health & Safety Management Support	In progress	Worknest appointed. Revised policy and manual approved. Awaiting initial audit visit.	Re-procuring specialist advice and support for discharge of health and safety duties	Town Clerk
PF7	Financial Procedures Manual	In progress	Initial drafting in hand	Preparation of a new manual for budget managers and other staff detailing financial roles, responsibilities and procedures	Finance Manager
PF8	Bickerley legal title	In progress	The Council has resolved to maintain its objection to the application (which is now expected to be passed to the Tribunal.) For legal reasons only basic information will appear here. Councillors can obtain further details from officers if needed.	An application to remove land from the Council's title has been made	Town Clerk
PF9	Greenways office leases	In progress	A schedule of condition has been prepared and legal work is in hand.	The tenant of the first floor suite has given notice and left. The building is to be re-let as a whole to the tenant of the ground floor suite.	Town Clerk

Recreation, Leisure & Open Spaces Committee

RLOS4	Grounds department sheds replacement	In progress	Cllr Briars has kindly produced some initial drawings which are being considered.	A feasibility study into replacing the grounds maintenance team's temporary, dispersed & sub-standard workshop, garaging and storage facilities. Combined with a possible new car park for use by hirers of and visitors to the club-house.	Town Clerk	Capital budget of £10,000
RLOS5	Cemetery development	In progress	Officers are working with CDS to produce a detailed design for consideration by members.	Planning best use of remaining space, columbarium, etc.	Town Clerk	Capital budget of £25,000 (but unlikely to finish in 2021-22 and therefore to be carried into an earmarked reserve)
RLOS7	Bowling Club lease	In progress	Draft heads of terms of new lease under discussion	Request by Ringwood Bowling Club for existing lease to be renewed. The lease terms will also be reviewed for suitability to current and future needs.	Town Clerk	
RLOS8	Ringwood Youth Club	On hold awaiting officer availability		Winding up the redundant CIO to terminate filing requirements	Town Clerk	
RLOS10	Waste bin replacement programme	In progress	The first 17 bins have been installed. The next batch will be ordered soon.	Three-year programme to replace worn-out litter and dog-waste bins	Grounds Foreman	
RLOS12	Van replacement	On hold awaiting officer availability		Replacing the grounds foreman's diesel van with an electric vehicle	Grounds Foreman	
RLOS13	Bickerley compensation claim	In progress	A final settlement has been agreed in principle and should be concluded this financial year.	Statutory compensation claim for access and damage caused by drainage works	Deputy Clerk	
RLOS14	Poulner Lakes waste licence	On hold awaiting officer availability		Arranging to surrender our redundant waste licence to avoid annual renewal fees	Town Clerk	
RLOS16	Town Safe	On hold awaiting officer availability		Possible re-paint of this important survival, part of a listed structure	Town Clerk	
RLOS17	New allotments site	In progress	Practical Completion of site agreed following inspection. Decision to proceed agreed. Legal work in progress.	The transfer to this Council (pursuant to a s.106 agreement) of a site for new allotments off Crow Arch Lane	Town Clerk	
RLOS18	Cemetery map and registers digitisation	In progress	Registers have been scanned. Digital map is being prepared.	Digitisation of cemetery records to facilitate remote working, greater efficiency and, eventually, direct public access	Town Clerk	Capital budget of £5,000
RLOS19	Carvers Strategic Development	In progress	The Carvers Working Party met on 30 November to consider service proposals from landscape designers. Further proposals have been received and will be considered shortly.	Devising a strategic vision and plan for the future of Carvers Recreation Ground pulling together proposals for additional play equipment and other features	Carvers Manager	
RLOS20	Detached youth outreach work	In progress	Work trial has concluded. A report was being prepared for consideration by Carvers Working Party but has been delayed.	Trialling the provision of detached outreach work by specialist youth workers.	Carvers Manager	Funded from agreed budget
RLOS21	Poulner Lakes track maintenance		Costs estimates for re-surfacing schemes obtained from two suppliers. NFDC officers have been consulted about related mitigation schemes and possible support.	Devising a sustainable regime for maintaining the access tracks at Poulner Lakes to a more acceptable standard.	Town Clerk	Yet to be settled
RLOS22	Bickerley parking problem	In progress	"No Parking" signs have been installed. Replacement timber for "dragon's teeth" has been ordered and will be installed shortly. A decorative sign was approved in principle at the February committee meeting and further design work is now being arranged.	Unauthorised parking on the tracks crossing the Bickerley is causing damage and obstruction	Town Clerk	

Staffing Committee

No current projects



Proposed/Emerging Projects Update

No.	Name	Description	Lead	Recent developments	Progress / Status Stage reached	Estimated cost	Funding sources
Full Council							
None							
Planning Town & Environment Committee							
	Roundabout under A31	Planting and other environmental enhancements		Area being used by National Highways for storage of materials during works to widen the A31.	Floated as possible future project		
	Lynes Lane re-paving Rear of Southampton Road	Ringwood Society proposal Proposal by Ringwood Society to improve appearance from The Furlong Car Park and approaches			Floated as possible future project Floated as possible future project		
	Dewey's Lane wall	Repair of historic wall		Re-build/repair options and costs are being investigated	Shelved as a TC project		
	Signage Review	Review of signs requiring attention - e.g. Castleman Trailway, Pocket Park, Gateway Square	Cllr Day		Floated as possible future project		
	Crow ditch	Investigate works required to improve capacity and flow of ditch alongside Crow Lane, between Hightown Road and Moortown Lane					Developers contributions
Policy & Finance Committee							
	Paperless office	Increasing efficiency of office space use	Cllr. Heron	Discussions with Town Clerk and Finance Manager			
Recreation, Leisure & Open Spaces Committee							
	Poulner Lakes	Developing and improving facilities	Cllr Heron		Floated as possible future project		
	Brockey Sands	Environmental enhancements to this area between the Bickerley and the Millstream	Cllr Day	Judged to be unviable. Written report to follow.	Floated as possible future project		
	Land at Folly Farm	Developing and improving this woodland site	Cllrs Heron & Ring		Floated as possible future project		
Staffing Committee							
None							



Closed Projects Report

No.	Name	Description	Outcome	Notes
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Full Council

Planning, Town & Environment Committee

	Pedestrian Crossings - Christchurch Road	Informal pedestrian crossings to the north and south of roundabout at junction of Christchurch Road with Wellworthy Way (Lidl)	Completed by HCC	
	Cycleway signage and improvements	New signage and minor improvements to cycleway between Forest Gate Business Park and Hightown Road	Completed by HCC	
	Carvers footpath/cycle-way improvement	Creation of shared use path across Carvers between Southampton Road and Mansfield Road	Completed by HCC	
	Replacement Tree - Market Place	New Field Maple tree to replace tree stump in Market Place.	Completed in January 2022 by HCC	

Policy & Finance Committee

PF1	New Council website	Arranging a new website that is more responsive, directly editable by Council staff and compliant with accessibility regulations.	Completed	
PF2	Greenways planning permission	Consideration of applying to renew planning permission for bungalow in garden previously obtained	Decided not to renew	
PF3	Detached youth outreach work	To provide youth workers for trial of detached outreach work	Transferred to Recreation Leisure & Open Spaces Committee (see RLOS20)	

Recreation, Leisure & Open Spaces Committee

RLOS1	War Memorial Repair	Repair by conservation specialists with Listed Building Consent with a re-dedication ceremony after.	Completed in 2021-22	
RLOS2	Bickerley Tracks Repair	Enhanced repair of tracks to address erosion and potholes (resurfacing is ruled out by town green status) and measures to control parking.	Fresh gravel laid in 2021-22.	No structural change is feasible at present.
RLOS3	Public open spaces security	Review of public open spaces managed by the Council and implementation of measures to protect the highest priority sites from unauthorised encampments and incursions by vehicles	Completed in 2021-22	
RLOS6	Community Allotment	Special arrangement needed for community growing area at Southampton Road	Ongoing processes adapted	Agreed to adopt as informal joint venture with the tenants' association
RLOS9	Aerator Repair	Major overhaul to extend life of this much-used attachment	Completed in 2021-22	
RLOS11	Ash Grove fence repair	Replacing the worn-out fence around the play area	Completed in 2021-22	
RLOS15	Acorn bench at Friday's Cross	Arranging the re-painting of this bespoke art-work	Completed in 2021-22	Labour kindly supplied by Men's Shed

Staffing Committee

S1	HR support contract renewal	Renewal of contract for the supply to the Council of specialist human resources law and management support	Completed in 2021-22	
S2	Finance Staffing Review	Reassessing staffing requirements and capacity for finance functions and re-negotiating staff terms	Completed in 2021-22	