

**REDRUTH TOWN
COUNCIL**



**CONSEL AN DRE
RESRUDH**

The Chambers, Penryn Street, Redruth, Cornwall TR15 2SP
Tel No: 01209-210038 e-mail: admin@redruth-tc.gov.uk

Town Mayor: Cllr Ms D L Reeve

Town Clerk: P B Bennett

See Distribution

Our Reference:
RTC/420/3/Mtg
Date:
19th February 2020

Dear Councillor

Interim Planning Committee Meeting – Monday 24th February 2020

You are summoned to attend an Interim Meeting of the Redruth Town Council Planning Committee to be held in the Council Chamber, 1st Floor, The Chambers, Penryn Street on Monday 24th February 2020, commencing at **18:30**.

The Agenda and associated papers are enclosed for your reference and information.

Yours sincerely

A handwritten signature in black ink, appearing to read 'P B Bennett', written over a horizontal line.

Peter Bennett
Town Clerk

Enclosure:

1. Agenda and associated documentation

Distribution:

Cllr Mrs A Biscoe
Cllr H Biscoe
Cllr A Bishop
Cllr M Brown
Cllr Mrs B Ellenbroek
Cllr Ms C Page
Cllr Ms D Reeve
Cllr J Tregunna

For Information:

All other Councillors
Cornwall Council Members
Press & Public

Redruth Town Council
Interim Planning Committee Meeting – 24th February 2020

AGENDA

1. To receive apologies for absence.
2. Members to declare any disclosable pecuniary interests or non-registerable interests (including details thereof) in respect of any item(s) on this Agenda.
3. *To suspend Standing Orders to allow the public to speak*
4. To allow the public to put questions to the Council
5. *To reinstate Standing Orders*
6. To consider planning applications [see schedule attached]
7. To receive correspondence:
 - 7.1 NHS England – Application for inclusion in a pharmaceutical list at Boots, Parc Erissey Industrial Estate, New Portreath Road
 - 7.2 Sirius Planning Ltd – Planning application by Biffa for continued use of the materials recycling facility, increase to annual waste input and construction of external storage bays - Plot 45 Cardrew Industrial Estate
 - 7.3 Cornwall Council – Neighbourhood Planning E-Bulletin, January 2020

REDRUTH TOWN COUNCIL PLANNING COMMITTEE

SUBMISSIONS FOR: Monday 24th February 2020

LIST 1 (FOR APPROVAL EN-BLOC)

Ser No	Planning App No <i>(All PA20/ unless otherwise stated)</i>	Details	Ward	Reply
1	00358	Jacren Dovil, Shallow Adit Timber balcony and stairs For Mrs Therese Jones	Central	Supported

LIST 2

Ser No	Planning App No <i>(All PA20/ unless otherwise stated)</i>	Details	Ward	Reply
2	10458 (PA19) (Cllr Brown)	Land East of Rule Street Application for Outline Planning Consent with all matters reserved for residential development (up to 20 dwellings) For Mr N Morrish, Morrish Properties	North	

Our Ref: CAS-2197306-W6W3V8
Case number to be quoted on all
correspondence

Primary Care Support England
PCSE Enquiries, P O Box 350
Darlington DL1 9QN
Email PCSE.marketentry-leeds@nhs.net
Phone 0333 014 2884
Fax 0113 2776912

NHS Contracts Team
Boots UK Limited
D90 East F07
Nottingham
NG90 1BS

12th February 2020

Dear Sir/Madam

Re: Application for inclusion in a pharmaceutical list at Boots (existing unit), Parc Erissey Industrial Estate, New Portreath, Redruth, Cornwall, TR16 4HZ in respect of distance selling premises by Boots UK Limited

NHS England has considered the above application and I am writing to confirm that it has been refused. Please see the enclosed report for the full reasoning.

Yours sincerely



Market Entry Officer

NHS England's [Privacy Notice](#) describes how we use personal data and explains how you can contact us and invoke your rights as a data subject. We will protect your information in line with the requirements of the Data Protection Act 2018

PCSE ref: CAS-2197306-W6W3V8

Peninsula House
Kingsmill Road
Tamar View Industrial Estate
Saltash
PL12 6LE

england.pharmacysouthwest@nhs.net
07.02.2020

**APPLICATION BY BOOTS UK Ltd. FOR A DISTANCE-SELLING PHARMACY AT:
PARC ERISSEY IND. EST. REDRUTH, CORNWALL, TR16 4HZ.**

1. The South West Pharmaceutical Services Regulations Committee (“the Committee”) considered the above application on behalf of NHS England on Friday 17th January 2019. The application is **REFUSED**

BACKGROUND INFORMATION

2. The committee noted that:
 - Redruth is a town and civil parish in Cornwall which was once the urban centre of the Cornish Mining industry.
 - Redruth lies approximately at the junction of the A393 and A3047 roads, on the route of the old London to Land’s End trunk road (now the A30) and is approximately 9 miles (14 km) west of Truro, 12 miles (19 km) east of St Ives, 18 miles (29 km) north east of Penzance and 11 miles (18 km) north west of Falmouth.
 - The existing unit, owned by Boots UK Ltd, at Redruth Parc Erissey Ind. Est. currently operates as a ‘hub’ and is not open to public. Its normal opening times are: Monday – Friday 08:00 - 18:00.
 - Hub and spoke systems are used for centralised or remote assembly (not dispensing), with the overall aim of releasing capacity in community pharmacies, particularly for care home supplies and domiciliary monitored dosage systems.

REGULATION 31 – same or adjacent premises

3. The committee noted there were no pharmacies at the proposed premises therefore it is not required to refuse the application by virtue of Regulation 31.

REPRESENTATIONS RECEIVED

4. The committee noted that only Cornwall LPC responded (of which the committee were provided with a copy for their reference), stating that the LPC neither supported nor opposed the application but requested that NHS England be

confident that regulations 25,31 and 64 are complied with should they choose to grant the application. They also “asked that if advanced services are offered, other than in a consultation room on registered premises, that all usual requirements are met, including Prem 2 submission”.

REGULATION 25(2) – requirements for distance selling pharmacies

5. The committee noted that an application for distance selling premises is, by virtue of regulation 25(1), not subject to the market entry test.
6. The committee therefore had consideration for Regulation 25(2), which states:

[NHS England] must refuse an application ...—

- (a) If the premises in respect of which the application is made are on the same site or in the same building as the premises of a provider of primary medical services with a patient list; and*
- (b) unless [NHS England] is satisfied that the pharmacy procedures for the pharmacy premises are likely to secure—*
 - (i) the uninterrupted provision of essential services, during the opening hours of the premises, to persons anywhere in England who request those services, and*
 - (ii) the safe and effective provision of essential services without face to face contact between any person receiving the services, whether on their own or on someone else’s behalf, and the applicant or the applicant’s staff.*

Reg 25(2)(a) – same site as a provider of primary medical services

7. The committee noted that there is no provider of primary medical services at the proposed address, so were not required to refuse the application by virtue of Regulation 25(2)(a).

Reg 25(2)(b) – the pharmacy procedures

8. The committee noted that the application was first received 22nd August 2019 and the application was originally reviewed at the November meeting of the committee (15.11.2019) where it was noted that the only information regarding how the applicant proposed to operate the pharmacy was contained within the further information attached to the application (of which they were provided with a copy for their reference).
9. The committee noted furthermore at this time that, although not strictly a requirement to provide SOPS (the requirement is that the applicant provides information which demonstrates that their procedures will comply with the regulations) the committee were in agreement that the applicant should be given a further opportunity to provide more information that demonstrated

compliance with the regulations, including (should the applicant be agreeable) copies of any relevant SOPs.

10. On 10th December 2019, the applicant provided copies of relevant SOPs and copies were provided to the committee for their consideration, as follows:
 - **BOPCDv1 Dec 2019** – Delivery of a dispensed scheduled 2 or 3 Controlled Drug (CD) item(s) to a patient or authorised individual.
 - **BOPFv1 Dec 2019** – Delivery of a refrigerated item(s) to a patient or authorised representative
 - **BOPWv1 Dec 2019** – Dealing with a request from a patient for the disposal of unwanted medicines
 - **SOP BOPS1v1 Dec 2019** – Requesting, receiving and dispensing a prescription following an online prescription service order
 - **SOP BOPS2v1 Dec 2019** – Dispensing a 'one off prescription' entered online by the patient/representative
 - **SOP DEL2v1 Feb 2019** – Prescription Delivery and Collection Service Preparation
 - **SOP DEL4v1 Feb 2019** – Prescription Delivery & Collection Service in-store handover
 - **SOP DEL4v1 Feb 2019** – Dispensed item(s) delivery and prescription collection.
11. The committee also noted that in a letter (attached to an email of the 4th December 2019), that the applicant confirmed that the existing hub and spoke operation based at the application site (Erissey Parc Ind Est), would cease to operate should the application for a DSP be granted. A copy of the letter was provided to the committee for their reference.
12. Following receipt of the additional information, detailed above, the committee considered the pharmacy procedures, as follows:

Services available without interruption

13. The committee noted that the applicant had proposed total opening hours of 9am to 12pm and 1pm to 6pm, Monday to Friday (40 hours, all core), but that no further information was provided originally or subsequently by the applicant to explain how essential services will be provided, without interruption, to patients living anywhere in England, specifically:
 - The applicant has not stated that an RP will always be onsite (during opening hours) and/or
 - that cover (relief or locum pharmacist) will be procured if for any reason the RP is offsite.
14. Based on the limited information provided, the Committee could not be satisfied that services would be provided without interruption.

The essential services are provided without face-to-face contact

15. The committee noted that within the application form, it was stated that:

- Under 'background' at the top of page 11:

"The industrial unit is not open to the public and access to the proposed premises is strictly controlled"

"In the unlikely event that a patient presents themselves at the unit, the staff at the pharmacy will explain how essential services provided can be accessed remotely. Should patients require pharmaceutical services urgently they will be signposted to other pharmacies in the area."

and later:

"Boots has several years' experience of providing pharmaceutical services through wholly internet and mail order means (distance selling). Boots has a dedicated website, with specific pharmacy and prescription pages advising patients of services and how to access these services".

- Top of page 13, under 'Pharmacy systems and procedures, under bullet 1:

Patients will access these services primarily through our website but will also be able to contact the pharmacy by phone during the pharmacy's opening hours to make arrangements to access services".

- Within the further information at the end of the application, it is stated that prescriptions will be:
 - Received to the pharmacy by EPS, post or (with the necessary consent) collected from the patients GP practice (page 13)
 - Supplied to patients by either specialist courier or Boots PDC van (page 15) and that,
 - patients can contact the pharmacy by phone or email to arrange for disposal of unwanted meds. Arrangements will then be made to collect accordingly by a member of staff in Boots PDC van (page 15).

16. Accordingly, the Committee were satisfied that services would be provided without face-to-face contact with patients at the premises.

Services available to persons anywhere in England

17. The committee noted that within the application form, it was stated that within Appendix 1 of the application (pages 13-20) that:

Services will be provided by using telephone, website, email, specialist courier, Boots PDC van and post.

18. The committee were therefore of the view that:

- Services do not appear to be limited to patients using the internet.

- The provision of essential services will not be limited to certain categories of patients in accordance with regulation 61(3)(E)(ii), therefore there does not appear to be anything to suggest that services will be limited to particular patient groups, or that certain groups of patients will be unable to use the pharmacy's services.

19. Accordingly, the Committee were satisfied that services would be provided to persons anywhere in England.

Safe and effective provision of services

20. The committee checked all information provided by the applicant against the particular issues highlighted by the Appeals Committee in DSP cases, as follows: (Paragraph numbers are the relevant paragraphs in the terms of service).

- The committee were of the view that the following issues were covered satisfactorily:
 - Para 5(2)-(3): How prescriptions will be received –stated this will be through nomination of Electronic Prescriptions, by post, or collection from a local surgery (with patient's consent).
 - Para 6: Although briefly mentioned originally within the additional information (on page 13) of ensuring urgent delivery in relevant cases, the committee noted that it simply stated that it would be in accordance with Royal pharmaceutical Society Guidance, there was no detail about how a request for urgent supply without a prescription (whether from a patient or a prescriber) would be processed prior to delivery.

The committee did note, within the SOPs that were provided subsequently by the applicant, that the process for urgent deliveries including prioritisation of items in such cases was detailed.

- Para 8(1): Limited information was included within the original application/information provided by the applicant. On page 17, re. how controlled drugs will be delivered it simply stated that: *"procedures will also be in place for non-delivery"*. No information was provided initially relating to procedures in event of non-delivery, for example when undelivered CDs should be returned to the pharmacy rather than being held by the courier for further delivery attempt(s). Subsequent SOPs provided by the applicant included more detail, specifically the committee noted that:

BOPCDv1 (Delivery of a dispensed Schedule 2 or 3 Controlled Drug (CD) item(s) to a patient or authorised representative). Last Key Point explained that in the event a CD cannot be delivered it should be returned to the DSP same day, but if not possible (e.g. if not within locality), then should be returned to the nearest Boots store instead.

It also noted that CDs will be stored in CD cabinet and any required CD entries made.

Advice was sought from the accountable officer's team in this case to confirm whether this is an acceptable approach and that necessary governance requirements are satisfied accordingly. The committee were assured this was a pragmatic approach in relation to non-deliverable CDs.

- Para 8(4): the applicant stated (in section 4 of the application form) that they will be providing all appliances as indicated in the drug tariff and, in an email of the 2nd September 2019 (of which the committee were provided with a copy) that they did not intend to provide measuring or fitting (and so no information needs to be provided regarding this) but the committee noted that the email stated that the applicant will signpost the patient accordingly in such an eventuality.
- Para 10(1): information was provided on page 13 about how the pharmacy will promote repeat dispensing to suitable patients (again by way of its permissible methods of non-face to face contact with patients).
- Para 17: information was provided on page 15 about how healthy lifestyle advice will be provided to patients presenting prescriptions who suffer from diabetes, high blood pressure, etc.
- Paras 20 and 22: on page 15 there was information regarding giving patients signposting or self-care advice to minimise inappropriate use of health or social care services.

However, the committee were of the view that the following requirements were not met adequately:

- **Para 7(3):** Page 17 of the further information (at the end of the application, originally provided by the applicant), stated that that evidence of exemption from the NHS prescription charge could be supplied either by giving to the pharmacy's driver (in appropriate cases), by post and by scanning/faxing copies to the pharmacy.

The committee also noted from the application that:

- It may need to be recorded that the original was not presented but does not state where this should be recorded i.e. patients PMR and,
- that any originals sent to the pharmacy will be returned securely to the patient by a Boot's delivery driver or recorded delivery but does not state whether this would be at cost to the pharmacy or patient (regarding recorded delivery).

The committee also noted that there was no mention of whom in the pharmacy will decide if the evidence is satisfactory or not and/or whether evidence is acceptable when not in original format.

Additionally, the committee were of the view that faxes remain a high-risk area for inappropriate disclosure of sensitive personal information. The applicant has indicated exemption information could be provided by fax although no assurances have been provided around ensuring the security of said faxed information.

- **Para 7(5):** the committee noted that there was no mention within the application or SOPs of how patient charges will be paid.
- **Para 8(1):** Within the original application information provided by the applicant there was minimal information included about how cold-chain medicines will be delivered. On page 17, it stated that:

“Refrigerated lines will be supplied by delivery through the Boots internal cold chain or by specialist courier in containers designed to maintain the appropriate temperature of the medication”.

Subsequent SOPs provided by the applicant included more detail, specifically the committee noted that:

- BOPFv1 (Delivery of a dispensed refrigerated item(s) to a patient or authorised representative): Process steps and key points 5 and 6 provided detail regarding packaging to be used for fridge lines.
- BOPFv1 (Delivery of a dispensed refrigerated item(s) to a patient or authorised representative) Process steps 5 and 6 described use of fridge line and fragile label stickers.
- SOPDEL3v1 (Prescription Delivery and Collection in-store handover) Under header '*Delivery Driver processes in preparation for arrival at a store*', bullet 2, confirmed on collection from store, driver will check temperature of the van cool box is in range and record accordingly.
- SOPDEL4v1 (Dispensed item(s) delivery and prescription collection) First page under header *Delivery Driver Processes for delivering a dispensed item(s)*, bullet 2, confirmed on delivery to patient that driver will check fridge lines are within range and report accordingly. If not, will contact RP for guidance.

The committee were of the view that there remained no mention/detail of:

- How the driver will be notified if medicine is compromised during transit so that delivery can be aborted, and
 - process for monitoring/auditing temperatures during transit.
- **Para 8(1):** Limited information was included within the original application/information provided by the applicant. On page 17, re. how controlled drugs will be delivered it simply stated that:

“procedures will also be in place for non-delivery”.

No information was provided relating verifying the ID of the person taking delivery (for example, if the recipient is not the patient themselves, then ensuring that they have been authorised by the patient to take delivery).

The committee noted that the information provided in the SOPs still did not provide any further information regarding verifying the ID of person taking delivery so could not assured on this process.

- **Para 8(15):** Only very limited information was included within the original application and additional information provided by the applicant. Pages 15 and 16 simply stated that medications supplied to patients will:

“be placed in suitable packaging with a compliment slip stating the name and contact details of the pharmacist in the event of queries”.

The committee noted no detailed information about the type of suitable packaging for items being posted or sent by courier was provided.

- Although it is noted that additional information was received via the SOPs regarding packaging for cold chain and security of CDs, no further information had been provided by the applicant (via the SOPs or otherwise) regarding suitable packaging (e.g. tamper evident) for all items for delivery i.e. not just cold chain and/or CDs.
- **Para 9(4):** No specific information was provided by the applicant originally regarding how the pharmacy would ensure that it is appropriate to dispense against a repeatable prescription.

Subsequent SOPs provided by the applicant refer to a managed repeat service but not specifically to repeatable prescriptions, as follows:

SOPDEL2v1 (Prescription Delivery and Collection Service Preparation)

- Under heading ‘Dispensary team member process for arranging a delivery(ies) and/or collection(s), point 1, it states:
If the patient uses the repeat management service, follow the relevant Repeat Management Service SOP (SOP ODT04 or SOP ODT04C, as appropriate).

The committee noted no other detail was otherwise stated regarding what store processes would be relating to repeatable prescriptions.

- **Para 14:** Only very limited information was included within the original application/information provided by the applicant. Page 15 includes a summary of procedures should patients contact the pharmacy regarding the disposal of unwanted medicines in accordance with Boots procedures for this process, however this only stated collection by staff in Boots ‘PDC van’. There was no mention of provision for postal returns or otherwise by any alternative method.

Subsequent SOPs provided by the applicant included more detail, specifically the committee noted that:

BOPWv1 (Dealing with a request from a patient for the disposal of unwanted medicines):

- Process Step 1 describes conversation with patient/patient rep for returned meds – at which point will highlight whether specific packaging is required to be supplied in advance (if so, suitable packaging will be sent ahead of collection using Royal Mail Postage Service).
- Key Points 1-3 clarifies process for collection by both PDC and courier (if outside locality)
- Key point (5th down) confirms cost will be covered by DSP.

The committee also noted that the SOP referred to a guide for the process of arranging a TNT courier but that a copy of the document had not been provided by the applicant for reference.

The committee were of the view that there remained no mention/detail of specifically what 'suitable packaging' for return medications would look like (e.g. tamper proofing etc.).

- **Para 18:** Limited information included within the original application/information provided by the applicant. Stated on page 15 that the pharmacy will participate in National public health campaigns, but no detail of how they will promote the campaigns (specifically so that patients were aware of the campaigns), was provided.

No further information was provided by the applicant via the SOPs or otherwise.

21. Therefore, the Committee were not satisfied that the requirements of Regulation 25(2)(b)(ii) had been met.

Conclusion

22. As all the requirements of Regulation 25(2) have not been met, the application is **REFUSED**.



Sirius Planning Ltd
4245 Park Approach
Thorpe Park
Leeds
LS15 8GB

0113 264 9960
www.thesiriusgroup.com

Sent by Email: townclerk@redruth-tc.gov.uk

Our Ref: BF5015

Date: 13/02/2020

Dear Mr Bennett,

A handwritten signature in black ink, followed by the date '13/2/20' written in black ink.

Re: PLANNING APPLICATION FOR THE CONTINUED USE OF THE MATERIALS RECYCLING FACILITY, INCREASE TO THE ANNUAL WASTE INPUT AND FOR THE CONSTRUCTION OF EXTERNAL STORAGE BAYS AT REDRUTH MATERIALS RECYCLING FACILITY

I am writing on behalf of Biffa, who have recently applied for planning permission at their Redruth Materials Recycling Facility (MRF), located at Plot 45 Cardrew Industrial Estate off Cardrew Way, Redruth. A site location plan is attached to this letter.

The proposal involves the continuation of existing recycling and processing operations, increase of annual waste throughput from 29,999 to 75,000 tonnes per annum and the construction of external bays in the rear yard to facilitate storage of materials. The proposed development will increase the amount and types of recyclable material that can be processed and moved up the waste hierarchy, as well as enabling the facility to continue to meet and expand its contribution to the green economy by ensuring that waste is continued to be managed in a sustainable way.

The existing facility provides economically sustainable jobs for the local community with the facility currently requiring in the region of 12 members of staff.

A series of environmental and technical assessments have been undertaken for the proposal including a Transport Assessment, Noise Assessment and Air Quality, Dust and Odour Assessment which are included within the planning application. The assessments conclude that the impact of the proposed development is negligible and will not result in any unacceptable environmental impacts.

I will also be writing to Councillor Barbara Ellenbroek of the Redruth Central Ward and Stephen Barnes of the Redruth North Ward advising of the submitted planning application. As part of this, Biffa would welcome the opportunity to attend a meeting with the Town Council to discuss the proposal and answer any questions.

Should you have any queries or require any more information, please do not hesitate to contact me on 0113 264 9960 or email me at [REDACTED]

Yours sincerely,

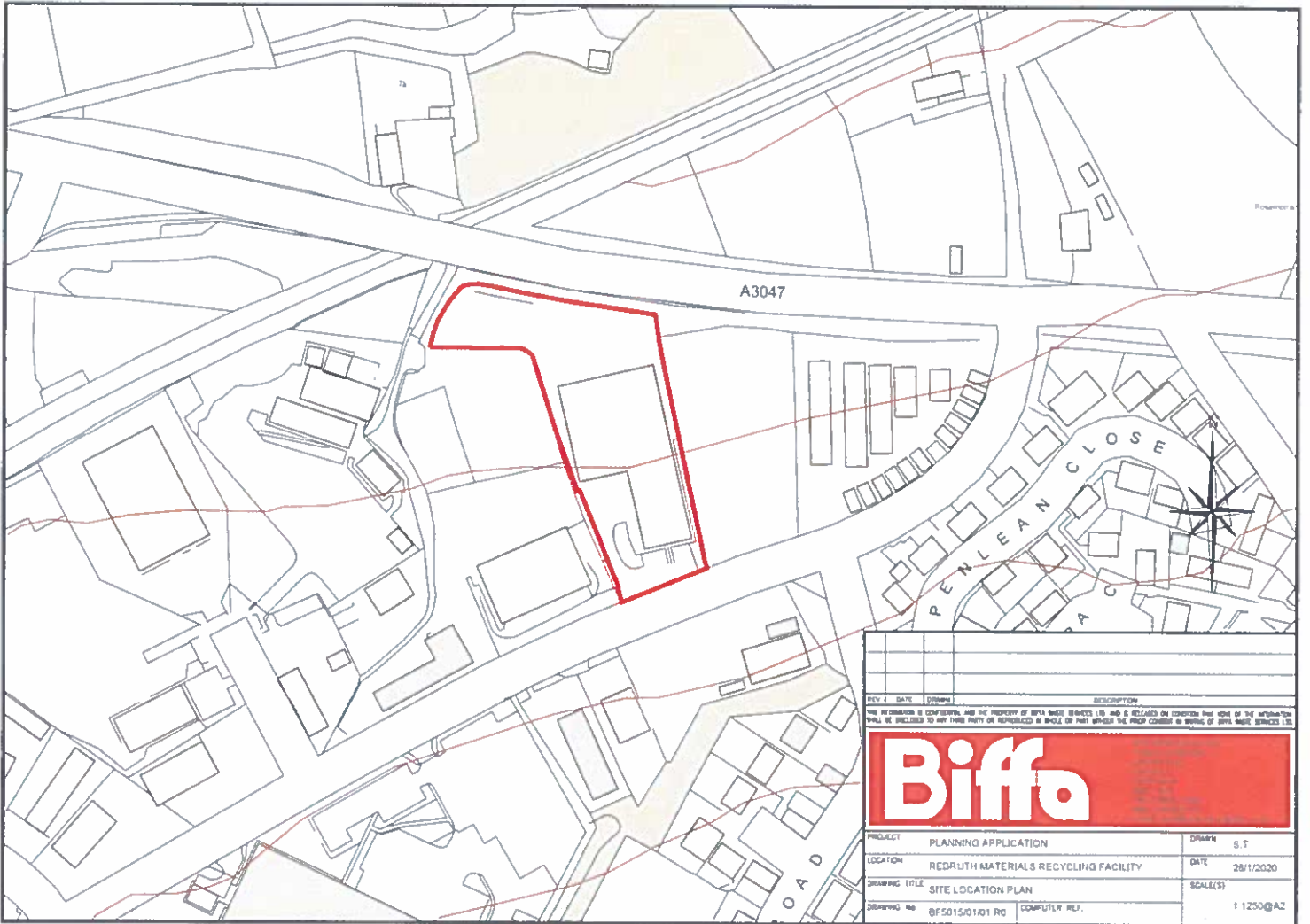
[REDACTED]
Project Planner

[REDACTED]

For and on behalf of Sirius Planning Ltd

Enc. Site Location Plan

CC. [REDACTED], Biffa

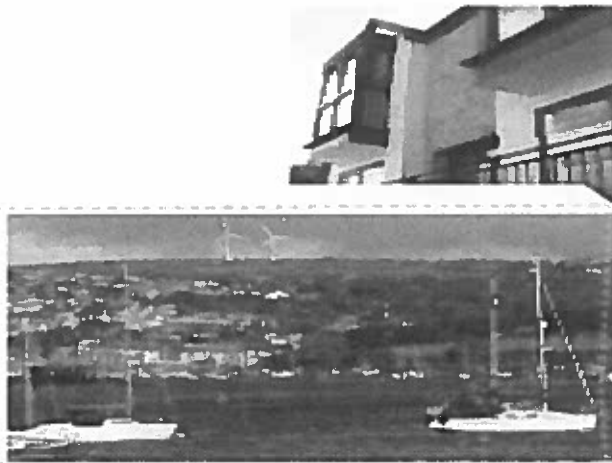


Neighbourhood Planning

Update • January 2020

Quick links

- [Current Consultations](#) • [Government Legislation](#)
- [Toolkit and guide notes](#) • [Other Information](#)
- [Town, Parish & City Council Online Mapping](#)



Welcome to the Neighbourhood Planning e-bulletin for January 2020

As we start a new year, a number of plans going to referendum in February 2020, there is an update on the grant programme managed by Locality and information about the consultation on the draft Cornwall Design Guide.

The neighbourhood planning surgeries were very well attended in January and new dates will be published in the next e-bulletin. We would like to wish Gemma Hankin and Melissa Burrow all the best in their new roles working on the Climate Change Development Plan Document and in the Affordable Housing Team. The existing officers in the team will continue to support NDP groups across Cornwall.

Neighbourhood Planning Team www.cornwall.gov.uk

New Cornwall Design Guide

The draft new Cornwall Design Guide is out for public Consultation until 2 March. Once finalised the document will replace both the current Design Guide and the Domestic Alterations and Extensions Guide.

The draft Design Guide is consistent with the National Design Guide which was published by the government in October as part of their drive to improve development quality. The draft guide has particular emphasis on environment growth, health and wellbeing, inclusivity and climate change resilience. The consultation page also hosts the draft new Streetscape Design Guide which is out for consultation at the same time. This has been prepared by Transport and Infrastructure colleagues with a view to it shaping future adoptions standards.

Both design guide documents will be finalised and adopted this spring. If you would like to comment on the draft documents you can e-mail your responses to: localplan@cornwall.gov.uk by Monday 2 March 2020. Due to the open nature of the consultation there is no form to complete.

Neighbourhood Planning Support

The grant element of the Neighbourhood Planning programme managed by Locality is now closed for the 2019/2020 financial year. Information about applying for the 2020/2021 grant programme will be coming soon so please check their website for updates.

Applications for technical support will be considered on a rolling basis and are not affected by these timeframes.

Neighbourhood Planning in Cornwall

137

Town and Parish Councils submitted Designation Applications

125

Designated Areas

This includes 5 cluster Neighbourhood Plans where two or more parishes are working together.

53

Pre-Submission Consultations held

St Eval, Quethiock, Roseland Peninsula, St Ives, St Cleer, Bude-Stratton, St Minver Parishes, Rame Peninsula, Roche, Mevagissey, Gwinear-Gwithian, Feock, Withiel, North Hill, South Hill, St Erth, Liskeard, Falmouth, Lanlivery, Lanreath, St Mewan, Crantock, Hayle, Landrake and St Erney, Newquay, Lanner, Wadebridge with Egloshayle and St Breock, Illogan, Lostwithiel, Luxulyan, Polperro and Lansallos, St Agnes, Landulph, St Stephens by Launceston, Gwennap, Crowan, Chacewater, St Erme, Fowey, St Enoher, Looe, St Cleer, Ludgvan, Lezant, St Clement, St Endellion, Camelford, Saltash, Lanteglos by Fowey, Calstock, Deviock, Porthleven, Budock

Designations:

From the 1st October 2016, local authorities no longer need to publish designation applications and consult people who live, work or carry out business in the area as long as the application is in conformity with the parish boundary as set out in the Neighbourhood Planning Regulations 2012/16 5A (3).

Cornwall Council will continue to consult statutory organisations when designation applications are submitted. A report will be collated providing initial information and guidance from these organisations to support town or parish councils during the early stages of developing their Neighbourhood Plan.

There have been no further designations submitted.

Strategic Environmental Assessment Screening (SEA):

Dobwalls and Trewidland, Linkinhorne and Mylor NDP's are currently being screened for SEA.

46

Plan Proposals Submitted

St Eval, Quethiock, Roseland Peninsula, St Ives, Truro and Kenwyn, St Minver Parishes, Bude-Stratton, Roche, Rame Peninsula, Gwinear-Gwithian, North Hill, South Hill, Lanreath, Feock, Mevagissey, St Erth, Withiel, Liskeard, St Mewan, Crantock, Hayle, Lanlivery, Landrake with St Erney, Newquay, Lanner, Polperro and Lansallos, Illogan, Lostwithiel, St Agnes, Chacewater, Luxulyan, Landulph, Crowan, St Stephen by Launceston, Fowey, Gwennap, St Erme, St Enoder, Lezant, Ludgvan, Falmouth, St Clement, Camelford, St Cleer, St Endellion, Lanteglos by Fowey,

40

Examinations held

St Eval, Quethiock, Roseland Peninsula, St Ives, Truro and Kenwyn, St Minver Parishes, Roche, Bude-Stratton, Rame Peninsula, Gwinear – Gwithian, North Hill, Lanreath, South Hill, Feock, Withiel, St Mewan, Mevagissey, Crantock, Hayle, St Erth, Liskeard, Landrake with St Erney, Lanlivery, Polperro and Lansallos, Lanner, Lostwithiel Illogan, Newquay, Landulph, St Agnes, Luxulyan, Crowan, Chacewater, St Erme, St Stephen by Launceston Rural, Gwennap, Fowey, St Enoder, Lezant, Ludgvan

35

Referendums held

St Eval, Quethiock, Roseland Peninsula, St Ives, Truro & Kenwyn, St Minver Parishes, Roche, North Hill Bude-stratton, Rame Peninsula, Gwinear-Gwithian, Lanreath, North Hill, South Hill, Feock, Withiel, St Mewan, Mevagissey, Crantock, Hayle, St Erth, Liskeard, Landrake with St Erney, Lanlivery, Polperro & Lansallos, Lanner, Lostwithiel, Newquay,

Pre-Submission Consultation:

Penryn NDP consultation runs until 2nd March 2020.

St Sampson NDP consultation runs until 14th March 2020.

Plan Proposals Statutory Consultation:

St Endellion and Lanteglos by Fowey NDP's have been formally submitted and are going through a legal compliance check.

St Cleer NDP statutory consultation will run between 5th December 2019 and 30th January 2020 due to the Christmas period.

Examination:

Camelford NDP is currently at examination. The independent examiner appointed is Deborah McCann.

Falmouth NDP is currently being amended following the examination.

St Clement NDP has been amended following Examination and is currently being signed off by Cornwall Council before the documents and decision notice is published.

Referendum:

Fowey, Lezant and Gwennap NDP's will be going to referendum on 27 February 2020.

St Enoder NDP is being signed off again before proceeding to referendum due to the Judicial Review Challenge.

Ludgvan NDP has been amended following examination and the referendum is being organised.

Made Neighbourhood Plans:

There are no further made plans.

35

Made Plans

St Eval, Quethiock, Roseland Peninsula, St Ives, Truro and Kenwyn, Bude – Stratton, Rame Peninsula, Roche, St Minver Parishes, Gwinear-Gwithian, North Hill, South Hill, Lanreath, Feock, Withiel, St Mewan, Crantock, Hayle, St Erth, Mevagissey, Liskeard, Landrake with St Erney, Lanlivery, Polperro & Lansallos, Lostwithiel, Lanner, Newquay, Illogan, Landulph, Luxulyan, St Agnes, Crowan, St Erme, Chacewater, St Stephen by Launceston Rural

For more information or if you would like to contact us please email the [Neighbourhood Planning Team](#).

Neighbourhood Planning Toolkit links

- [Neighbourhood Planning in Cornwall](#)
- [Neighbourhood Development Plan Proposals](#)
- [Neighbourhood Planning Examinations and Referendums](#)
- [Neighbourhood Planning Guide Notes and Template](#)

Toolkit and Guidance Notes

We have a number of guidance notes and templates available on the toolkit. The following guidance has been updated:

- Neighbourhood Planning and Heritage – new
- Principal Residence Policies – example policy updated September
- Pre-submission Consultation updated November
- Dark Night Sky Guidance - new
- Sustainability Check guidance and report template – new word document
- Climate Change
- Environment – Understanding the environmental baseline and plan context
- Do we need to review our Neighbourhood Development Plan
- How to get the most out of your Neighbourhood Plan – appendix 1 added
- Funding and Support includes updates on Locality funding
- What can Neighbourhood Plans do – Topics Analysis

Templates

- Neighbourhood Development Plan Template – updated November

Useful web links

- My Community
- Neighbourhood Planning Bill
- Cornwall Local Plan
- Neighbourhood Planning Roadmap Guide
- Neighbourhood Planning Regulations
- National Planning Policy Framework
- Upfront bulletin
- Cornwall Community Network Area

Government Legislation

CIL Update – New CIL Index rate from 1 January

In line with the CIL Regulations, as updated in September 2019, a new CIL Index rate will be applied to the adopted CIL rates with effect from 1 January 2020. Application of indexation means that rates will increase by 5% from 1 January. These new rates (set out in the table below) will be applied to any planning permissions granted, or CIL liable permitted development which commences, during the calendar year of 2020. Information on the new rates and how they have been calculated is set out in the Annual CIL Rate Summary which is available on the Councils website at www.cornwall.gov.uk/cil. The adopted CIL Charging Schedule should still be referred to for guidance.

Type of Development	Planning Use Class	Zone	Rate £sqm (all sites 1-5 dwellings, and sites of 6-10 not in a DRA/AONB)	Rate £sqm (all sites 1-5 dwellings, and sites of 6-10 in a DRA/AONB)
Housing	C3 & C4	1	£420.13	£210.06
		2	£210.06	£105.03
		3	£105.03	£63.02
		4	£105.03	£36.76
		5	£0.00	£0.00
Sheltered/ Extra Care Housing	C3 & C4	All	£0.00	£0.00
Strategic Sites	C3 & C4	All	£0.00	£0.00

Other Information

Biodiversity in Planning Practice Guidance

A Biodiversity in Planning Practice Guidance has been produced by the Royal Institute of Town Planning in partnership with the Partnership for Biodiversity in Planning. The guidance provides an overview of the main obligations and opportunities to promote biodiversity through the planning system with information on the key challenges relating to biodiversity and the current statutory duties and guidance that should be addressed. It offers practical pointers to support the integration of biodiversity into local policy, practice and individual development schemes through good practice examples. The document is available on the [toolkit](#).

Some of the information on this bulletin is taken from the Locality