

Southampton City Council

Bassett Neighbourhood Plan Referendum Information for Voters

About this booklet

On 25 February 2016 there will be a referendum on a neighbourhood plan for your area. This booklet explains the referendum that is going to take place and how you can take part in it. In this booklet you can find out about:

- The referendum and how you can take part
- The neighbourhood area
- The neighbourhood plan
- The development plan (of which neighbourhood plans are part)

Referendum on the Neighbourhood Plan

A referendum asks you to vote 'yes' or 'no' to a question. For this referendum you will receive a ballot paper with this question:

“Do you want Southampton City Council to use the neighbourhood plan for Bassett to help it decide planning applications in the neighbourhood area?”

How do I vote in the referendum?

You vote by putting a cross (X) in the 'Yes' or 'No' box on your ballot paper. Put a cross in only **one** box or your vote will not be counted.

If more people vote 'yes' than 'no' in this referendum, then Southampton City Council will use the Bassett Neighbourhood Plan to help it decide planning applications in Bassett.

If more people vote 'no' than 'yes', then planning applications will be decided without using the Bassett Neighbourhood Plan as part of the Development Plan for Bassett.

What is Neighbourhood Planning?

Neighbourhood planning aims to help local communities play a direct role in planning the areas in which they live and work.

A community can prepare a neighbourhood plan. This plan can show how the community wants land to be used and developed in its area.

What is a Neighbourhood Area?

A neighbourhood area can cover single streets or large urban or rural areas. The boundaries of a neighbourhood area are put forward by:

- Town or Parish councils
- A Neighbourhood Forum (a group of at least 21 people in areas without town or parish councils)

In Bassett the boundary of the Bassett Neighbourhood Area was determined by Southampton City Council and is identical to the boundary of the Bassett Ward. The following link provides further information:

<https://www.southampton.gov.uk/planning/planning-policy/neighbourhood-planning/bassett-neighbourhood-forum-area.aspx>

Who can prepare a Neighbourhood Plan?

Neighbourhood Plans are prepared by town or parish councils, or neighbourhood forums. In this case, the Bassett Neighbourhood Plan has been prepared by the Bassett Neighbourhood Forum.

What is a Development Plan?

In England, planning applications are determined by local planning authorities in accordance with the Development Plan. A Development Plan is a set of documents that set out the policies for the development and use of land across the entire local authority area. Within Southampton, the local planning authority is Southampton City Council.

The Neighbourhood Plan, once made (adopted) if more people vote 'Yes' than 'No', will become part of the Local Development Plan. In the Southampton City Council Local Planning Authority Area the Development Plan currently consists of the:

- Amended Local Plan Review (2015)
- Adopted Core Strategy (Amended 2015)
- Adopted City Centre Action Plan (2015)
- Hampshire Minerals and Waste Plan (2013)

The Council is currently working towards the preparation of a new Local Plan which will replace the Amended Local Plan Review (2015), Adopted Core Strategy (Amended 2015) and Adopted City Centre Action Plan (2015) once adopted.

Neighbourhood Planning in Bassett

The Referendum area is identified on the map below as the Bassett Ward of Southampton City Council and is identical to the area which has been designated as the Bassett Neighbourhood Plan Area.

Bassett Ward



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Referendum expenses

Expenses can be incurred by an individual or body during the period of the referendum for referendum purposes.

The Referendum expenses limit that will apply in relation to the referendum is £2,920.85. The number of persons entitled to vote in the Referendum by reference to which the limit has been calculated is 9,472.

Specified documents

The specified documents are:

- The Draft Bassett Neighbourhood Plan Referendum Version as modified;
- The Examiner's Report;
- Regulation 16 Publication Consultation Schedule of Responses submitted to the Examiner;
- Statement by the local planning authority that the draft plan meets the basic conditions (Decision Statement)
- Information Statement
- General Information on town and country planning including neighbourhood planning and the referendum (this document)

A copy of the specified documents, as listed above, may be inspected online at <http://www.southampton.gov.uk/planning/planning-policy/neighbourhood-planning/bassett-neighbourhood-plan.aspx>, or paper copies are available during advertised opening hours at the following locations:

- **Burgess Road Library, 245 Burgess Road, Southampton, SO16 3HF**
<http://www.southampton.gov.uk/libraries-museums/using-library/local-libraries/burgess-road-library.aspx>
- **Central Library Civic Centre, Southampton, SO14 7LW**
<https://www.southampton.gov.uk/libraries-museums/using-library/local-libraries/default.aspx>
- **Gateway, One Guildhall Square, SO14 7FP**
<http://www.southampton.gov.uk/contact-us/gateway.aspx>

Can I Vote?

You can vote in the referendum if you live in the Bassett Ward and:

- you are registered to vote in local council elections and
- you are 18 years of age or over on 25 February 2016

You have to be registered to vote by 9 February 2016 to vote in the referendum. You can check if you are registered to vote by calling our helpline on 023 8083 2245.

The referendum will be conducted in accordance with procedures which are similar to those used at local government elections.

Ways of Voting

There are three ways of voting:

In person on 25 February 2016

- Most people vote in person at their local polling station. It is easy and a member of staff will always help if you are not sure what to do.
- You will receive a poll card to advise you of your polling station.
- If you do not receive your poll card, you can contact our helpline on 023 8083 2245.
- Polling stations are open from 7am to 10pm.

By post

- If you have a postal vote already, you will receive a poll card confirming this.
- To vote by post, you will need to complete an application form and send it to the Electoral Registration Officer, Southampton City Council, Civic Centre, Southampton, SO14 7LY to arrive by 5pm on Wednesday 10 February 2016.
- Ballot papers can be sent overseas, but you need to think about whether you will have time to receive and return your ballot papers by 25 February 2016.
- You should receive your postal vote about a week before polling day. If it doesn't arrive on time, you can get a replacement up to 5pm on Thursday 25 February 2016 by contacting our helpline on 023 8083 2245.

By proxy

- If you have a proxy vote already, you will receive a poll card confirming this.
- If you can't go to the polling station and don't wish to vote by post, you may be able to vote by proxy. This means allowing somebody you trust to vote on your behalf.

- To vote by proxy, you will need to complete an application form and send it to the Electoral Registration Officer, Southampton City Council, Civic Centre, Southampton, SO14 7LY to arrive by 5pm on Wednesday 17 February 2016.
- When you apply for a proxy vote, you must say why you cannot vote in person.
- Anyone can be your proxy as long as they are eligible to vote and are willing to vote on your behalf. You will have to tell them how you want to vote.

Postal and proxy vote application forms are available from our helpline on 023 8083 2245 or for downloading via: <https://www.southampton.gov.uk/council-democracy/voting-and-elections/electoral-register-and-registration/postal-voting.aspx> and <https://www.southampton.gov.uk/council-democracy/voting-and-elections/electoral-register-and-registration/proxy-voting.aspx>

Am I Registered to Vote?

- If you are not registered to vote, you will need to complete an application form and sent it to the Electoral Registration Officer, Southampton City Council, Civic Centre, Southampton, SO14 7LY to arrive no later than Tuesday 9 February 2016.

Applications can be made online at www.gov.uk/register-to-vote. Alternatively, registration forms are available from our helpline on 023 8083 2245.

For more information on registering to vote please see our website at:

<https://www.southampton.gov.uk/council-democracy/voting-and-elections/electoral-register-and-registration/default.aspx>.

How to find out more

- Further general information on neighbourhood planning is available at:
- <https://www.gov.uk/government/publications/neighbourhood-planning>
- You can find the specified documents, a copy of this Information for Voters document, Information Statement and Decision Statement at:
- <https://www.southampton.gov.uk/planning/planning-policy/neighbourhood-planning/bassett-neighbourhood-plan.aspx>
- For queries about planning issues relating to the neighbourhood plan, please contact Southampton City Council's Planning Policy Team on 023 8083 3919 or by emailing City.Plan@southampton.gov.uk.
- For queries about voting and the arrangements for this referendum please contact our helpline on 023 8083 2245 or by email elections@southampton.gov.uk.