

**AGENDA**  
**PLANNING AND DEVELOPMENT POLICY**  
**DEVELOPMENT AND REVIEW PANEL**

**Date:** Tuesday, 8 November 2016

**Time:** 6.00 pm

**Venue:** Collingwood Room - Civic Offices

**Members:**

Councillor A Mandry (Chairman)

Councillor J E Butts (Vice-Chairman)

Councillors K A Barton  
S Cunningham  
G Fazackarley  
C J Wood  
N J Walker

**Deputies:** S D Martin  
Mrs K K Trott



**1. Apologies for Absence**

**2. Minutes (Pages 3 - 6)**

To confirm as a correct record the minutes of the meeting held on 06 September 2016.

**3. Chairman's Announcements**

**4. Declarations of Interest and Disclosures of Advice or Directions**

To receive any declarations of interest from members in accordance with Standing Orders and the Council's Code of Conduct and disclosures of advice or directions received from Group Leaders or Political Groups, in accordance with the Council's Constitution.

**5. Deputations**

To receive any deputations of which notice has been lodged.

**6. Statement of Community Involvement: Draft for Consultation (Pages 7 - 44)**

To receive a report from the Director of Planning and Regulation on the draft Statement of Community Involvement which outlines the Council's consultation responsibilities with respect to neighbourhood planning and identifies how the Council will meet its Duty to Cooperate requirement.

**7. Authority Monitoring Report (Pages 45 - 72)**

To consider a report by the Director of Planning and Regulation on the Authority Monitoring Report.

**8. Planning and Development Policy and Development Review Panel Work Programme (Pages 73 - 82)**

To consider a report by the Director of Planning and Regulation, which reviews the Panel's Work Programme for 2016/17.

P GRIMWOOD  
Chief Executive Officer  
Civic Offices  
[www.fareham.gov.uk](http://www.fareham.gov.uk)  
31 October 2016

**For further information please contact:  
Democratic Services, Civic Offices, Fareham, PO16 7AZ  
Tel:01329 236100  
[democraticservices@fareham.gov.uk](mailto:democraticservices@fareham.gov.uk)**

# FAREHAM

BOROUGH COUNCIL

## Minutes of the Planning and Development Policy Development and Review Panel

(to be confirmed at the next meeting)

**Date:** Tuesday, 6 September 2016

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Councillor A Mandry (Chairman)

Councillor J E Butts (Vice-Chairman)

**Councillors:** K A Barton, S Cunningham, G Fazackarley, N J Walker and  
C J Wood

**Also  
Present:**



**1. APOLOGIES FOR ABSENCE**

There were no apologies of absence.

**2. MINUTES**

It was AGREED that the minutes of the Planning and Development Policy Development and Review Panel meeting held on 24 May 2016 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

There were no Chairman's announcements.

**4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTIONS**

There were no declarations of interest made at this meeting.

**5. DEPUTATIONS**

There were no deputations made at this meeting.

**6. FAREHAM TOWN CENTRE PARKING SURVEY - PRESENTATION**

The Panel received a presentation from the Transport Planner (Planning Strategy and Regeneration) which provided information on the outcome of a recent survey undertaken on parking provision for the town centre, which will be used to inform the preparation of the Fareham Town Centre Regeneration Vision, and sought member's views on the results of the survey.

The presentation provided information on:

- The survey objectives
- The current parking provision in the town centre
- The methodology used for the survey
- The outcome and results summary for the inner stay car parks
- The outcome and results summary for the outer stay car parks

Members commented on the lack of signage and visibility of both the Fareham Shopping Centre Multi Storey car park and Lysses car park, and suggested that this is likely to be a significant reason as to why these car parks are underutilised.

It was also suggested that the loss of the Osborn Road Multi Storey car park would reduce the visitor attractiveness of the town centre, as it is significant in terms of parking numbers. However, it was also noted that this car park is in need of modernisation, with better sized parking bays and a more attractive appearance.

Lastly it was noted that a parking behaviour survey is planned to be undertaken in order to gain a better understanding as to why people choose to use one car park over another.

It was AGREED that:-

- (a) the Transport Planner (Planning Strategy and Regeneration) be thanked for his informative presentation; and
- (b) Officer's note Member's comments when preparing the Fareham Town Centre Regeneration Vision.

## **7. PORTCHESTER DISTRICT CENTRE PARKING SURVEY - PRESENTATION**

The Panel received a presentation from the Transport Planner (Planning Strategy and Regeneration) which provided information on the outcome of a recent survey undertaken on parking provision for the Portchester District Centre, which will be used to inform the preparation of the Portchester District Centre Regeneration Vision, and sought member's views on the results of the survey.

The Survey provided the following information:

- The methodology used for the survey
- The dates of when the survey took place
- Analysis of the occupation levels of the short stay car parks
- Analysis of the occupation levels of the long stay car parks

The Panel enquired as to whether there was any data collected on the misuse of the car parks in respect of cars parking for longer periods than is permitted. The Transport Planner informed the Panel that he did not currently have this information but that he would liaise with the Head of Parking and Enforcement and would advise members accordingly.

The Portchester Ward Councillors' in attendance informed the Panel that all of the car parks within the District Centre were well used especially on a Wednesday which is the Portchester Market Day, and that this often results in complaints from the public who have difficulty in finding available spaces.

It was AGREED that:-

- (a) the Panel thank the Transport Planner (Planning Strategy and Regeneration) for his informative presentation; and
- (b) that Officers note Members comments on the results of the survey when preparing the Portchester District Centre Regeneration Vision.

## **8. PLANNING AND DEVELOPMENT POLICY AND DEVELOPMENT REVIEW PANEL WORK PROGRAMME**

The Panel considered a report by the Director of Planning and Regulation which invited members to review the Panel's work programme for 2016/17.

It was AGREED that the Panel:-

- (a) agree the proposed Work Programme for 2016/17, as set out in Appendix A to the report;
- (b) noted the outcomes from matters considered at the Panel meeting on 19 July 2016, as set out in Appendix B to the report; and
- (c) noted the Planning and Development Executive Portfolio work programme for 2016/17, as set out in Appendix C to the report.

(The meeting started at 6.00 pm  
and ended at 7.37 pm).

# FAREHAM

## BOROUGH COUNCIL

### Report to Planning and Development Policy Development and Review Panel

**Date**                    **08 November 2016**

**Report of:**            **Director of Planning and Regulation**

**Subject:**              **STATEMENT OF COMMUNITY INVOLVEMENT: DRAFT FOR CONSULTATION**

#### SUMMARY

This report summarises the content, scope and purpose of the draft Statement of Community Involvement (SCI) 2016, with a view to publishing the draft document for a six week period of public consultation following approval by the Panel.

The SCI is a requirement under the Planning and Compulsory Purchase Act 2004 (subject to further regulatory changes). The SCI sets out how everyone can be involved in developing local planning policy and in the planning application process. It will support and sit alongside the emerging Fareham Local Plan (2036) and one of the key tests of soundness for the emerging Local Plan will be that it complies with the Council's SCI.

This SCI will supersede the previously published SCI (2011) resulting in an SCI up-to-date with current regulatory requirements and also one that reflects the Council's Vanguard approach.

The SCI relates to Local Plans and planning applications. The key areas covered by the SCI include:

- Principles for consultation
- What we consult on and when
- Who we will consult with
- How will we engage and consult?
- Staying up to date
- How decisions are made
- What happens with comments on the emerging Local Plan?
- The duty to cooperate
- Neighbourhood Planning
- Planning Applications and Appeals
- Planning Performance Agreements
- Who can you turn to for more support?

## **RECOMMENDATION**

That the Panel approves the following:-

- (a) that the draft Statement of Community Involvement 2016, as set out in Appendix A, be made available for a six week period of consultation;
- (b) that the Director of Planning and Development, be authorised to make any necessary minor changes to the draft Statement of Community Involvement, prior to publication, providing that these do not change the overall direction, shape or emphasis of the document, and do not raise any significant issues; and
- (c) following consultation, the document will be revised as appropriate before being considered for adoption by the Fareham Borough Executive

This is with regard to the requirements of Regulation 18 of the Planning and Compulsory Purchase Act 2004 (as amended) and amendments made through the Town and Country Planning (Local Planning) (England) Regulations 2012.



## **INTRODUCTION**

1. The requirement for Local Authorities to produce a Statement of Community Involvement (SCI) is set out in Regulation 18 of the Planning and Compulsory Purchase Act 2004 (as amended).
2. Following public consultation on the draft SCI, and any appropriate amendments being made, this SCI will be referred to the Executive. If approved by Executive the SCI will be published and supersede the previously published SCI which was adopted in 2011. The SCI will then be up-to-date with current regulatory requirements and also reflect the Council's Vanguard approach. The SCI should thereafter be complied with during Local Plan preparation and in considering planning applications.

The key areas covered by the SCI include:

- Principles for consultation
- What we consult on and when
- Who we will consult with
- How will we engage and consult?
- Staying up to date
- How decisions are made
- What happens with comments on the emerging Local Plan?
- The duty to cooperate
- Neighbourhood Planning
- Planning Applications and Appeals
- Planning Performance Agreements
- Who can you turn to for more support?

An overview of these key chapters is provided below. The full text for the draft document is provided in Appendix A.

## **PRINCIPLES FOR CONSULTATION**

3. The Council's aim is to give everyone an equal opportunity to influence and comment on plans and planning applications. There are five guiding principles that will apply to the Council's engagement and consultation. Engagement and consultation will (a) have a purpose; (b) be informative and clear; (c) be promoted and targeted; (c) use a variety of methods; and (d) be open and transparent.
4. This section of the draft SCI also introduces the customer focused 'Vanguard' approach applied by the Council. For planning this is most notable in how planning applications are dealt with. Upfront work to understand the needs of the applicant have improved customer service and sped up the time it takes to deal with an application.

## **WHAT WE CONSULT ON AND WHEN**

5. The Council will only consult on issues that are to be decided and there are specific planning documents and matters where there is a duty/requirement to consult:
  - The Local Plan

- Supplementary Planning Documents (SPDs)
- Sustainability Appraisal and Strategic Environmental Assessment
- Community Infrastructure Levy
- Planning Applications and Appeals

## **WHO WILL WE CONSULT WITH?**

6. The draft SCI provides an overview of the different people and organisations that the Council need to consult with and also the requirement of 'duty to cooperate'.

## **HOW WILL WE ENGAGE AND CONSULT?**

7. The SCI outlines the range of methods and tools that might be used to engage and consult. This includes online engagement (website, social media and e-panel), face to face engagement (engagement groups, exhibitions, on-street events, use of the Community Action Team meetings, phone surveys), direct mailshots, public notices, etc.
8. The Council's methods, scale and extent of consultation typically relate to the scale and potential impact of the planning application proposal or Local Plan matter. This is explained through examples in the draft SCI.

## **STAYING UP TO DATE**

9. The Council keep and maintain a database of local people and organisations who are interested in the development of the Local Plan and this is used to inform people of forthcoming consultations on the Local Plan.

## **How decisions are made**

10. The SCI outlines how the evidence base documents will inform the Local Plan and that this evidence base will be made public. This will include responses to formal consultation on the emerging Local Plan and how those comments have been considered and what changes have been made because of them.

## **What happens to the Local Plan comments received?**

11. All representations received on the Local Plan will be considered alongside the evidence base documents and other considerations. The SCI explains the process in more detail, in particular how the Planning Inspector will be the one to consider the final consultation period responses (Regulation 19) during the examination of the Local Plan.
12. All representations received throughout the plan making process will be recorded and their receipt acknowledged. They will be made available for others to see, although personal information will be redacted.

## **Duty to cooperate**

13. The SCI gives a broad overview of the duty to cooperate and how this is a requirement of the Localism Act 2011 and the NPPF. The Partnership for Urban South Hampshire (PUSH) is referred to as part of this.

## **Neighbourhood Planning**

14. Through the Localism Act (2011), local communities can produce their own Neighbourhood Plans. Local Authorities have a 'duty' to support a community's wish to prepare a Neighbourhood Plan, but Neighbourhood Plans are not Council documents. The SCI outlines the process for a Neighbourhood Plan in Appendix C to the draft document.

## **PLANNING APPLICATIONS AND APPEALS**

15. The SCI explains the role of the Council's Development Management Team who are responsible for determining planning applications in accordance with adopted Local Plan Policies, national planning policy and other material considerations. It also explains how applications for highways and schools are dealt with by Hampshire County Council.
16. For major applications, applicants are expected to consult the local community prior to submitting an application. Suggested methods for this consultation are outlined in Appendix D to the draft document.
17. The SCI outlines how planning application notifications are normally done (e.g. letters to neighbour, site notices, etc.) and how anyone can object to a planning application no matter where they live or how they learned of the proposal. It explains planning matters that can be taken into account and those non-planning matters that cannot influence the planning decision.
18. The SCI explains how applicants have the right of appeal to the Secretary of State if their application is refused and how the Planning Inspectorate then handle that appeal case. The fact that there is currently no third party right of appeal is referred to in the SCI.

## **Planning Performance Agreements**

19. A Planning Performance Agreement is a project management tool where the Council and applicants agree timescales, actions and resources for handling a particular application. It can cover all stages including before and after an application is determined.

## **WHO CAN YOU TURN TO FOR MORE SUPPORT?**

20. The final chapter of the SCI provides information (largely designed for the public) as to who they could contact, beyond the Planning Service, should they still want to raise issues. This includes their Local Councillor, the Executive Leader and their MP.

## **RISK ASSESSMENT**

21. There are no significant risk considerations in relation to this report

## **CONCLUSION**

22. The Statement of Community Involvement, once consulted on, will be revised as appropriate before being considered for adoption by the Executive. At such a stage it would supersede the previous SCI (2011) and provide a SCI up-to-date with changes in legislation and which also takes account of the vanguard influence in the planning process at Fareham Borough Council. At examination of the Fareham Local Plan 2036 the plan will be tested to ensure it has complied with the SCI during its formation.

23. It is recommended that the Panel approve the publication of the draft Statement of Community Involvement for a six week period of public consultation on its content.

### **Appendices:**

Appendix A: Draft Statement of Community Involvement

### **Background Papers:**

None

### **Reference Papers:**

None

### **Enquiries:**

For further information on this report please contact Claire Burnett. (Ext. 4330)

# **Fareham Borough Statement of Community Involvement**

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Draft for Consultation

October 2016

## Further information and contacts

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If you have any questions regarding this Statement of Community Involvement, please contact a member of the Planning Service Team at Fareham Borough Council.

Telephone: 01329 236100

Email: [planningpolicy@fareham.gov.uk](mailto:planningpolicy@fareham.gov.uk)

Address: Planning Strategy & Regeneration  
Fareham Borough Council  
Civic Offices  
Civic Way  
Fareham  
PO16 7AZ

Information including updates on the progress of Fareham's Local Plan and current consultations is available on the Council's website: [www.fareham.gov.uk/planning](http://www.fareham.gov.uk/planning).

### **Please note:**

This Statement of Community is being reviewed by the Planning and Development Policy Development and Review Panel on 8 November 2016. Following review, any necessary changes will be made to the document before it is published for 6 weeks public consultation. Following consultation, the document will be revised as appropriate, before being considered for adoption by the Fareham Borough Executive.

If you require this document in large print, or help with translation into other languages, please call 01329 236100 for further information.

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## 1.0 What is a Statement of Community Involvement?

- 1.1 The Council is committed to involving our communities in the development of Fareham. The Statement of Community Involvement (SCI) sets out how everyone can be involved in developing and deciding on local planning policy and planning applications that help shape Fareham.
- 1.2 The SCI tells you how you can keep up to date with the development of the Local Plan and planning applications. The SCI also outlines the types of consultation and engagement methods that the Council will use to get interested residents, groups, organisations, businesses, other representatives and individuals involved in the decision making process.





## 2.0 Our principles for consultation

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2.1 The Council aims to give everyone an equal opportunity to influence and comment on plans and planning applications shaping the future development within Fareham. Our engagement and consultation will:

- **Have a purpose.** We will consult on Local Plan documents at each formal stage and only ask questions on issues that are to be decided on;
- **Be informative and clear.** We will provide information in plain English that is clear and balanced and helps everyone contribute to the process;
- **Be promoted and targeted.** We will promote consultations widely and target people, businesses and organisations who may be most affected by a policy or planning application.
- **Use a variety of methods.** We will understand the needs of different stakeholders and engage and consult in a way that suits them, making best use of new technologies and methods.
- **Be open and transparent.** We will publish responses to the consultations in a timely fashion and explain how consultation responses have informed decision making.

2.2 The Council applies what is termed as the ‘vanguard’ method in all services and procedures. This means that services are customer focused. For planning this is most notable in how planning applications are dealt with. Upfront work to understand the needs of the applicant have improved customer service and sped up the time it takes to deal with an application. To further support this, wherever possible consistency is provided with the same Officer dealing with a planning matter from beginning to conclusion. Methods such as this have put customers at the forefront of the work of the Planning Service.

### 3.0 What will we consult on and when?

3.1 The Council constantly works to update its planning policy, guidance and supporting evidence. As a result, public consultation often takes place throughout the year.

3.2 The Council will only consult on issues that have not yet been decided. This means that the views of residents and organisations can help inform our decision making. The Council has a duty to consult on the following:

- **The Local Plan.** This sets out where and how we expect development to take place in Fareham, through the use of planning policies and site allocations, for example for housing development. The policies in the Plan are used to assess all the planning applications we receive.
- **Supplementary Planning Documents (SPDs).** These documents explain a Local Plan policy in more detail, where this is needed, in order to help applicants make successful applications or to aid infrastructure delivery.



- **Sustainability Appraisal and Strategic Environmental Assessment.** This is a method designed to achieve a balanced approach to development through informing the assessment and selection of development options and monitoring outcomes. The Council has a statutory obligation to consult on this alongside each version of the Local Plan that we produce.
- **Community Infrastructure Levy (CIL).** This is a planning charge which the Council can use to raise funds from developers undertaking new building projects in their area. The money can be used to fund a wide range of infrastructure that is needed as a result of development. The Council adopted CIL in May 2013.
- **Planning Applications and Appeals.** In addition to the Local Plan and CIL, consultation also takes place on development proposals. This consultation may take place at the following stages:
  - **Pre-application consultation.** This can be carried out by the developer/applicant before a formal planning application is submitted to the Council for approval. The Council encourage potential applicants for major development proposals (residential sites of 10 or more dwellings and other large development types) to engage and consult with the local community at the pre-application stage.
  - **Consultation on the planning application.** This consultation will be carried out by the Council once a planning application has been submitted. The consultation period will normally last 21 days.
  - **Notification when a planning appeal is lodged.** An applicant can appeal to the Planning Inspectorate if their planning proposal is refused or a planning condition is imposed which they do not like. In many cases where appeals are lodged, we will write to all those originally notified of the application and any persons who made a formal representation on the application to let them know an appeal is underway, and that there may be further opportunities to be involved in the decision making process.

## 4.0 Who will we consult with?

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4.1 There are a number of different people, communities and organisations that the Council needs to consult with:

- Residents
- Community and voluntary sector organisations
- Local businesses
- Local interest groups
- Developers
- Landowners and their agents
- Service and utility providers e.g. Southern Water
- Statutory bodies e.g. Hampshire Highways, Environment Agency
- Government bodies

4.2 The Council also has a legal ‘duty to co-operate’ with other local Councils in relation to strategic cross boundary issues. We also have to consult with organisations such as Natural England, the Environment Agency and Historic England when developing a Local Plan or when considering some planning applications. You can see a list of the organisations we consult with in Appendix A and Appendix B.

## 5.0 How will we engage and consult?

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5.1 The Council has a range of methods and tools for engaging and consulting. The approaches we use will depend on the needs of the different groups that want to get involved. The following outlines the different ways people can get involved:



**Online Engagement:** The way people and organisations have their say on issues has dramatically changed over the last ten years, with more and more engagement taking place online. The type of online engagement we use will depend on the issues that are being considered. One or a combination of the following may be used:

- a) **Website:** We regularly update [www.fareham.gov.uk/planning](http://www.fareham.gov.uk/planning) with information about planning policies and applications. Consultation information will be provided online with comment forms and surveys. You can also view and comment on any planning application online.

- b) **Social Media:** Both our Facebook (farehambc) and Twitter (@FarehamBC) accounts are used to promote consultations and high profile planning applications. We also encourage people to ask questions and comment on planning issues using social media. However, in regulatory terms comments made on social media cannot be formally taken into account but we welcome this interaction and often more accessible means of contacting the Council.
- c) **E-Panel:** You can sign up at [www.fareham.gov.uk/epanel](http://www.fareham.gov.uk/epanel) and keep up to date with all the Council's consultations, engagement events, such as Community Action Team (CAT) meetings as well as take part in surveys. We will promote all planning consultations and large scale planning applications on the E-Panel.



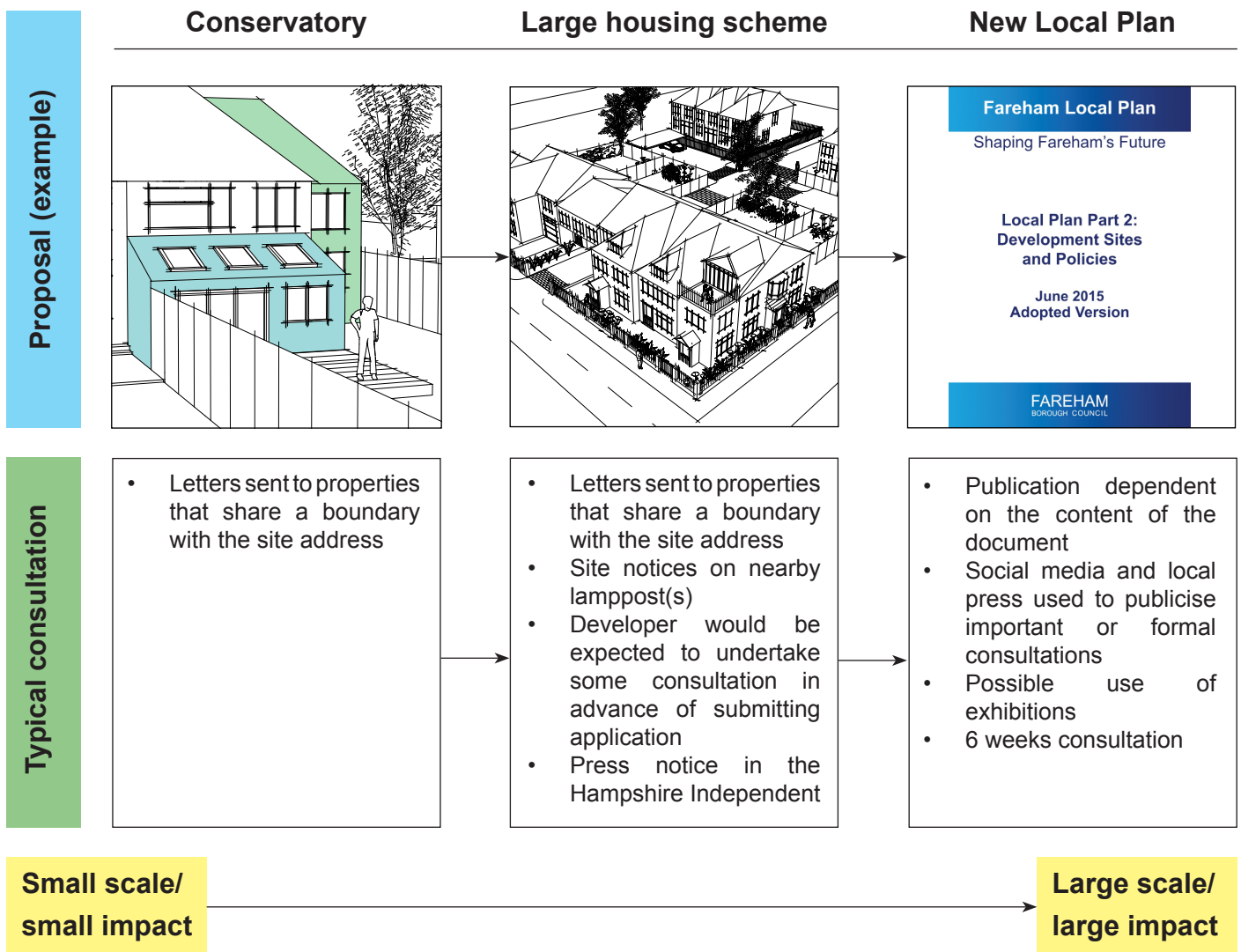
**Face-to-face engagement:** Sometimes speaking directly to someone is the best way that we can understand their point of view and they can understand ours. The type of face-to-face engagement we use will depend on the issues that are being considered. Depending on the topic, we may use one or a combination of the following:

- d) **Engagement Groups:** These may be used when we want to get in depth comments on specific planning issues, from a small cross section of residents or interested organisations such as Residents Associations and established Business Forums. This sort of work often takes place before more wide ranging public consultations.
- e) **Exhibitions:** We may hold exhibitions to get people involved in shaping plans for the development of the Borough or if there is a planning application that could impact on a lot of our residents. This also allows people to speak to the Officers and Councillors involved in planning.
- f) **On-the-street events:** These are smaller exhibition style events, which we hold in places where a lot of people are likely to visit, such as Fareham Shopping Centre.
- g) **Community Action Team (CAT) Meetings:** CATs are public meetings that are usually held about a single topic e.g. a large planning application in a local area. They are a great way to find out more about issues and directly question the Officers and Councillors involved in the decision making process.

h)

**Phone surveys:** Whilst not strictly face-to-face, we may ask companies working on our behalf to carry out phone surveys about certain topics such as shopping

5.2 We may also promote consultations and planning applications with direct mailshots; public notices in the 'Hampshire Independent' newspaper and by displaying notices outside the sites and properties directly concerned. Press releases and online notifications will also be posted online using the methods described above. In general terms the scale and extent of publication about a planning matter relates to the scale and the potential impact of the development proposal.



## 6.0 Staying up to date

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- 6.1 The Council keep and maintain a database of local people and organisations who are interested in the development of the Local Plan. This database is used to send correspondence out to inform people of forthcoming consultations on the Local Plan and how they can make a consultation submission.
- 6.2 A Local Plan newsletter or Fareham Today are other useful ways in which the Council might promote Local Plan consultations.

## 7.0 How decisions are made

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- 7.1 The information we use to make decisions is called an evidence base. Comments and information provided during consultations form part of this evidence base but there are other sources we need to consider:
- Other authorities' and agencies views
  - Professional research and opinion
  - Other spatial plans or statements e.g. PUSH Spatial Position Statement
  - Laws and regulations
  - Policy Guidance e.g. National Planning Policy Framework
- 7.2 Creating a policy or making informed planning decisions requires consideration of all the information available and this often requires an understanding of conflicting opinions.
- 7.3 All the information that forms the Local Plan evidence base will be made public so that everyone has the chance to see how it has influenced a decision. This includes the Council's responses to comments and an explanation of how they have been considered and what changes have been made because of them.

## 8.0 What happens to the Local Plan comments received?

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8.1 The Council has a responsibility to consider all the representations it receives. These will be weighed up alongside evidence documents, legal requirements, national policies and local needs and interests. All comments will be fully considered and if they warrant an amendment for the subsequent version of the Local Plan this will be explained. In addition, if comments do not justify a change this will also be explained. Occasionally the Council may wish to contact the person or organisation directly to discuss their representations.

8.2 At the later stages in the Local Plan making process, the engagement methods become more formal. If at that stage you feel that the Council has not positively listened to or constructively addressed your suggested changes to the Local Plan, an independent Planning Inspector will consider your representations during the examination of the Plan. Only written formal comments that are submitted within the specified final consultation period (Regulation 19 onwards) will be considered by the independent Planning Inspector. Representations will be sent to the Planning Inspectorate alongside a package of 'submission' documents including a summary statement of the main points raised by consultees with an explanation of how the Council has addressed these issues in the Local Plan.

8.3 All representations received throughout the plan making process will be recorded and their receipt acknowledged. They will be made available for others to freely see, however, personal information will not be made public in order to comply with the Data Protection Act.



## 9.0 Strategic Planning - The Duty to Cooperate

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- 9.1 Local Planning Authorities have a legal duty to work collaboratively with neighbouring authorities on strategic, cross boundary issues. The Duty to Cooperate is a requirement of the Localism Act 2011 and the National Planning Policy Framework. It requires Local Planning Authorities and other prescribed bodies (as set out in Appendix A) to engage constructively, actively and on an on-going basis to maximise the effectiveness of Local Plan preparation in the context of strategic cross boundary matters<sup>1</sup>.
- 9.2 Fareham Borough Council is a member of the Partnership for Urban South Hampshire (PUSH), which is a partnership of the covers the 12 whole or part Council areas in South Hampshire and the Isle of Wight<sup>2</sup>.
- 9.3 The purpose of PUSH is to facilitate collaborative working on strategic cross boundary issues between the authorities in the sub-region, and as such enable all PUSH authorities to address their Duty to Co-operate requirements. In June 2016, PUSH published the South Hampshire Spatial Position Statement<sup>3</sup> which sets out development targets for each Council to 2034. The Statement is informed by a robust and co-ordinated evidence base and by substantive discussions at all levels across all Councils and with other key agencies as set out in this paper. A Process Background Paper<sup>4</sup> was produced by PUSH to set out the process behind the preparation of the PUSH Spatial Position Statement (June 2016) and provide further evidence of how the 12 Councils in PUSH have undertaken their 'duty to co-operate' with each other, and with other statutory agencies.

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<sup>1</sup> Strategic matters are set out in paragraph 156 of the National Planning Policy Framework

<sup>2</sup> East Hampshire District Council (part); Eastleigh Borough Council; Fareham Borough Council; Gosport Borough Council; Hampshire County Council (part); Havant Borough Council; Isle of Wight Council; New Forest District Council (part); Portsmouth City Council; Southampton City Council; Test Valley Borough Council (part); Winchester City Council (part).

<sup>3</sup> PUSH Spatial Position Statement (June 2016) available at: [http://www.push.gov.uk/item\\_12\\_-\\_appendix\\_1\\_-\\_position\\_statement.pdf](http://www.push.gov.uk/item_12_-_appendix_1_-_position_statement.pdf)

<sup>4</sup> PUSH Process Background Paper (June 2016) available at: [http://www.push.gov.uk/160721\\_final\\_process\\_document.pdf](http://www.push.gov.uk/160721_final_process_document.pdf)

## 10.0 Neighbourhood Planning

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- 10.1 Through the Localism Act (2011), local communities can produce their own Neighbourhood Plans as well as Neighbourhood Development Orders and Community Right to Build Orders. Neighbourhood Plans give communities the right to choose where they want new homes, shops and offices to be built in their local area, have their say on what those new buildings should look like and help identify what infrastructure should be provided. Communities can also grant planning permission for the new buildings they want to see go ahead. It must be stressed that the policies produced in a Neighbourhood Plan cannot block development, but can help shape where new development will go and what it will look like.
- 10.2 The Neighbourhood Planning (General) Regulations 2015 set out the statutory requirements for the preparation of Neighbourhood Plans and Development Orders. Neighbourhood Plans are prepared by Parish and Town Councils (where these exist) or Neighbourhood Forums (where there are no parish or town councils). The Council has a role to play in this process as we provide technical advice and carry out conformity checks against national and local policies. Neighbourhood Plans are subject to independent examination and a local referendum. Should a Neighbourhood Plan be found sound and pass the local referendum, the Council can adopt the Neighbourhood Plan and it becomes part of the statutory development plan for the Borough, and as such is used to assist in the determination of any planning applications within the area covered by that Neighbourhood Plan.
- 10.3 Local Authorities have a 'duty' to support a community's wish to prepare a Neighbourhood Plan, but Neighbourhood Plans are not Council documents. The Neighbourhood Planning (General) Regulations 2012 (as amended) set out the requirements for publicity and consultation in relation to the initial establishment of neighbourhood areas and neighbourhood forums, as well as in relation to the subsequent production of Neighbourhood Plans and Neighbourhood Development Orders.
- 10.4 The SCI and other Council commissioned evidence documents can be a useful starting point to help guide and support the work to be done. If you are interested in developing a Neighbourhood Plan you can contact the Council for advice by phoning 01329 236100 or emailing [planningpolicy@fareham.gov.uk](mailto:planningpolicy@fareham.gov.uk).

10.5 The process for preparing a Neighbourhood Plan is set out in a process flow diagram in Appendix C. This process diagram identifies the responsibilities of both the Neighbourhood Forum and the Council throughout the process, including those relating to publicity and consultation.

## 11.0 Planning Applications

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11.1 The Planning Service Team at Fareham Borough Council is responsible for handling all planning applications within the Borough, with the exception of applications for highways and schools, which are the responsibility of Hampshire County Council.

11.2 Applicants or developers are expected to consult with the local community before submitting major planning applications which are large scale or likely to generate wide public interest. Consultation before planning applications are submitted must be of high quality, accessible and clear for the whole community to understand. If a planning application is submitted, but consultation with the community has either not been carried out, or has not been carried out appropriately, the Council may decide to not to accept the application until it has been done. The ways in which community consultation should be undertaken prior to planning applications being submitted are set out in Appendix D.

11.3 When the Council receives a planning application, it will let neighbours and other interested parties know that the application has been submitted. We will seek the views of other likely interested parties at this stage e.g. Hampshire County Council and the Environment Agency. We will normally allow 21 days, in which comments by anyone can be made.

11.4 Notification of applications is normally done in one or more of the following ways:

- Letters to neighbours whose properties are next to the application site;
- Site notices. A fluorescent orange notice(s) is displayed in the vicinity of the application site advising of an application and when comments should be made by;
- Notice in the 'Hampshire Independent' newspaper. This is usually only done for major development proposals, listed building applications or development within a conservation area.
- For some larger or controversial applications, we may also promote the application using press releases, the Council's website and social media.

- 11.5 Fareham Borough Council encourages public participation in all aspects of planning, and comments and views are welcomed. There is a general presumption in favour of development which is in accordance with the policies in the 'adopted' Local Plan, unless there are sound and clear planning reasons why such development should not be permitted.
- 11.6 Anyone can object to a planning application no matter where they live or how they learned of the proposal. Details of all current planning and related applications as well as their supporting documents can be viewed on our website. Comments are best made after you have studied the application, when you are fully aware of what is proposed. They can be submitted via the Council's website, by email to [devcontrol@fareham.gov.uk](mailto:devcontrol@fareham.gov.uk) or can be made in writing. You are also welcome to view planning applications at the Council's offices (contact details on page 2 of this document) where applications can be inspected between 08:45 and 17:15 hours, Monday to Friday.
- 11.7 You will always need to give your name and postal address for your views to be taken into account. Please quote the planning application reference number. Whilst oral comments are noted by the Planning Officer, they cannot be treated as a formal comment.
- 11.8 Any comments or representations about a planning application should relate solely to planning matters. Some examples of planning and non-planning matters are listed below:

### Planning

- How well the application complies with Local Plan policies and Government planning policy
- Highway safety and traffic impact
- Parking, servicing or turning space provided
- The effect upon a conservation area or listed building
- Privacy, light and outlook
- External design, appearance or layout
- Effect upon protected trees
- Potential noise, dust or smell from a proposed operation

### Non-planning

- Would devalue property
- Loss of private view
- Breach of covenant in a private contract
- Applicant does not own the land
- Boundary disputes
- Matters addressed by other legislation, e.g.: alcohol licence or building regulations
- Objections based on moral, racial or religious views
- Personal views about the applicant

- 11.9 The large majority of planning applications are decided by Officers rather than the Council's Planning Committee. The Planning Committee generally only decides large scale or controversial planning proposals.
- 11.10 Applications are not necessarily refused just because an objection has been received. The number of objectors may reveal strength of feeling but that in itself is not grounds to refuse an application. A single valid objection can be effective.
- 11.11 If an application is being considered by the Planning Committee, you have a right to speak at the Committee if you would like to do so. You will however need to make a request to the Council to speak in advance ("make a deputation"). Further details of how you can arrange to speak at the meeting are on the Council's website<sup>6</sup>.
- 11.12 All formal comments made on an application are acknowledged. Following the consultation, it may be that further changes are submitted by the applicant that requires additional consultation prior to any decision being made. You will also receive notification of the outcome of an application in writing.
- 11.13 The process of deciding a planning application is demonstrated in Figure 1 below.

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<sup>6</sup> [http://www.fareham.gov.uk/about\\_the\\_council/council\\_and\\_democracy/makingdeputation.aspx](http://www.fareham.gov.uk/about_the_council/council_and_democracy/makingdeputation.aspx)

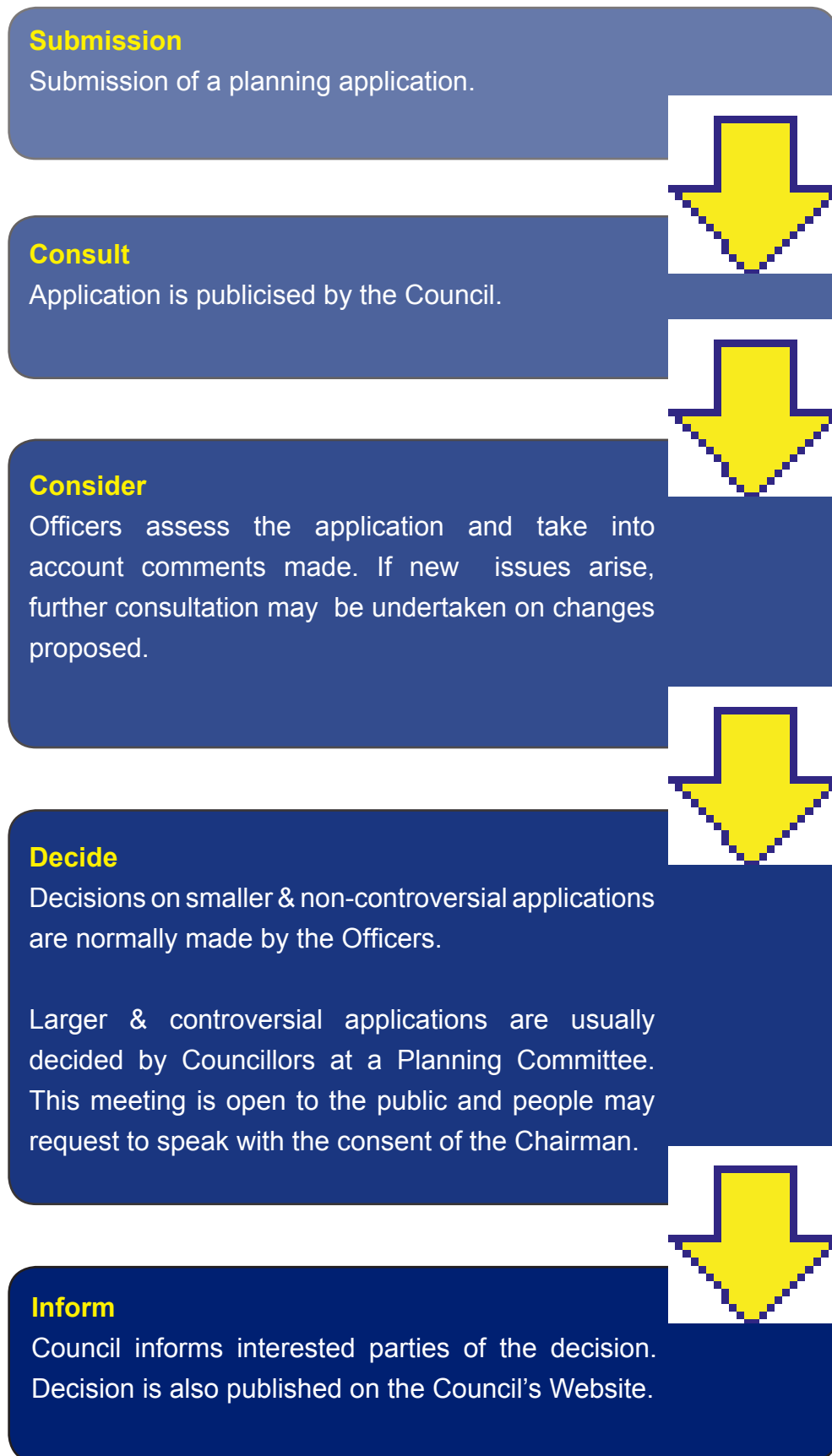


Figure 1 ►

## 12.0 Planning Appeals

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- 12.1 Applicants have the right of appeal to the Secretary of State if an application is refused, if they consider a condition attached to a permission is unreasonable or if a decision has not been made by us (the Local Planning Authority) within the statutory period stipulated. A body known as the Planning Inspectorate handles appeals on behalf of the Secretary of State.
- 12.2 The length of time an applicant has to lodge an appeal varies depending on the type of application made. Further advice on timescales and planning appeals can be found on the Planning Inspectorate website<sup>7</sup>.
- 12.3 When an appeal is lodged we (the Local Planning Authority) will forward copies of any representations we received to the Planning Inspectorate. For some planning appeals there is a further opportunity for interested parties to comment again. The Council will let local residents and other interested parties know when an appeal has been made, on behalf of the Planning Inspectorate.
- 12.4 Currently there is no right of appeal for third parties against the planning decisions made by Fareham Borough Council.

## 13.0 Planning Performance Agreements

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- 13.1 A Planning Performance Agreement is a project management tool which we (the Local Planning Authority) and applicants can use to agree timescales, actions and resources for handling particular applications. It should cover the pre-application and application stages but may also extend through to the post-application stage.
- 13.2 Planning Performance Agreements can be particularly useful in setting out an efficient and transparent process for determining large and/or complex planning applications. They encourage joint working between us (the Local Planning Authority) and the applicant, and can also help to bring together other parties such as statutory consultees.

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<sup>7</sup> <https://www.gov.uk/government/organisations/planning-inspectorate>

- 13.3 A Planning Performance Agreement is agreed voluntarily between us (the Local Planning Authority) and the applicant prior to the application being submitted and can be a useful focus of pre-application discussions about the issues that will need to be addressed.
- 13.4 Planning Performance Agreements are positively welcomed by this Council as a way of working collaborative with applicants to resolve problems before applications are made.

## 14.0 Who can you turn to for more support?

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- 14.1 If you have already contacted the Planning Service Team and still want to raise issues or have support getting involved in influencing decisions, the following people may be worth contacting:
- **Your Local Councillor.** A Local Councillor is your elected representative. They are regularly updated on the progress of community issues from a range of sources. They can raise matters directly with organisations if appropriate. They can also tell you about local meetings that are happening that might be useful e.g. Community Action Team meetings. They can support you if you feel that consultation has not been undertaken in accordance with this Statement of Community Involvement. Find out who the Local Councillor is by calling 01329 236100, going to the Council's website<sup>8</sup> or by emailing [customerservices@fareham.gov.uk](mailto:customerservices@fareham.gov.uk).
  - **Executive Leader.** The Executive Leader is the Councillor responsible for overseeing Policy and Resources at the Council. He also represents Fareham Borough Council at meetings and external partnerships with other organisations.
  - **Your MP.** The job of an MP is to represent the people of his or her constituency (constituents) in Parliament. Your MP is there to also help you with all matters which Parliament or Central Government is responsible. There are two MPs for the Fareham area. You can find out how to contact your MP by going to <http://www.parliament.uk/get-involved/contact-your-mp/> or by calling 020 7219 3000.

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<sup>8</sup> <http://www.fareham.gov.uk/catsmap/map.aspx>



## Appendix A: List of Duty to Cooperate Organisations

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### Organisations which Fareham has a 'Duty to Co-operate' with<sup>9</sup>:

Hampshire County Council  
Eastleigh Borough Council  
Winchester City Council  
Havant Borough Council  
Portsmouth City Council  
Gosport Borough Council  
Southampton City Council  
Test Valley Borough Council  
New Forest District Council  
Environment Agency  
Historic England  
Natural England  
Civil Aviation Authority  
Homes and Communities Agency  
Fareham and Gosport Clinical Commissioning Group  
NHS England  
Office of Rail Regulation  
Highways England  
Highway Authority (Hampshire County Council)  
Solent Transport  
Marine Management Organisation  
Solent Local Enterprise Partnership  
Hampshire and Isle of Wight Local Nature Partnership (LNP)

*Legally, the Duty could also be argued to apply to the two bodies below, but Fareham Borough Council has decided that in order to meet the requirement in the Act to maximise the effectiveness of preparing the Local Plan Review, it would be unnecessary, and indeed contrary to achieving 'effectiveness', to actively seek cooperation with the following prescribed bodies:*

*Mayor of London*

*Transport for London*

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<sup>9</sup> As required by section 33A (1) c of the Planning and Compulsory Purchase Act 2004 (local development) as amended by Section 110 of the Localism Act 2011 and paragraphs 178-181 of the National Planning Policy Framework (2012)

## Appendix B: List of General and Specific Consultees

Appendix C comprises a list of the bodies which the Council considers to be “General Consultation Bodies” as defined by the Town and Country Planning (Local Development) (England) Regulations 2012.

Those organisations denoted with a \* are those identified as ‘Specific Consultation Bodies’ in The Town and Country Planning (Local Development) (England) Regulations 2012, which must be consulted if they are affected by the subject matter of the Local Plan. The majority of these are also listed as prescribed authorities for the purposes of the Duty to Cooperate requirements (Appendix B).

### Government Bodies

Department for Communities and Local Government

Church Commissioners

Equality and Human Rights Commission

Commission for Architecture and the Built Environment

Homes and Communities Agency\*

Crown Estates

Environment Agency\*

Forestry Commission

Natural England\*

Historic Buildings and Monuments Commission for England known as (Historic England)\*

The Coal Authority\*

Health and Safety Executive

Highways Agency\*

Network Rail Infrastructure Ltd\*

Marine Management Organisation (MMO)\*

The Planning Inspectorate

Civil Aviation Authority

### Elected Bodies and Representatives

Police & Crime Commissioner\*

The Mayor’s Office\*

Fareham Borough Councillors

Local Members of Parliament

Local Members of European Parliament

Eastleigh Borough Council\*  
East Hampshire District Council\*  
Gosport Borough Council\*  
Havant Borough Council\*  
New Forest District Council\*  
Portsmouth City Council\*  
Rushmoor Borough Council\*  
Southampton City Council\*  
Test Valley Borough Council\*  
Winchester City Council\*  
Hampshire County Council\*  
Bursledon Parish Council\*  
Hamble-le-Rice Parish Council\*  
Southwick and Widley Parish Council\*  
Whiteley Parish Council\*  
Wickham Parish Council\*  
Botley Parish Council\*  
Bishops Waltham Parish Council\*  
Boarhunt Parish Council\*  
Partnership for Urban South Hampshire  
Fareham Borough Council Departments as appropriate

### **Key Local Businesses**

National Air Traffic Services  
Estée Lauder  
HMS Collingwood  
Office of National Statistics  
Kvaerner UK Ltd  
Asda Stores Ltd  
EDS Credit Services  
Barclays Bank PLC  
J Sainsbury  
FR-HiTEMP Ltd  
CooperVision Limited  
Schefenacker Vision Systems (SVS) UK Ltd  
Fareham Shopping Centre  
Eaton Aerospace  
Grant Thornton

Meggitt Avionics  
Turbomeca UK Ltd  
Parallel Business Centre  
Portchester Business Centre  
START Business Centre  
Visiocorp  
Boots Plc  
Marks and Spencers Plc

### **Local Faith Groups**

Churches Together  
Al Mahdi Mosque  
Other individual places of worship, as appropriate

### **Business Associations**

Confederation of British Industry  
Institute of Directors  
Federation of Small Businesses  
Business Environment Forum  
Business Link Hampshire and Isle of Wight  
Solent Enterprise Hub  
Solent Local Enterprise Partnership  
Country Landowners and Business Association  
National Farmers Union  
House Builders Federation  
Southampton and Fareham Chamber of Commerce  
Hampshire Economic Partnership  
Portsmouth and South East Hampshire Chamber of Commerce

### **Civic, Community and Voluntary Organisations**

Burridge and Swanwick Residents Association  
Community Action Fareham  
Fareham Society  
Portchester Civic Society  
Portchester Society  
Fareham Allotment Association  
Caring and Disability Information Centre, Fareham  
South Hampshire's Unheard Voices

Hampshire Children and Families Forum, Fareham Branch  
Hampshire Voluntary Housing Society  
Hampshire Coalition for Disabled People  
Hampshire Voluntary Care Advice Service  
Fareham Area Disability Forum  
Fareham Area Active Blind  
The Harbour Economic Development Forum  
Portsmouth and South East Hampshire  
Partnership  
Gypsy Council  
Aircraft Owners & Pilots Association  
BurrIDGE & Swanwick Residents Association  
Catisfield Village Association  
Disability Dynamics Ltd  
Fareham Access Group  
Fareham Community Association  
Fareham East Tenants Forum  
Fareham Leaseholders Group  
Fareham South TA  
Fareham West Tenants Forum  
Friends, Families and Travellers  
Funtley Village Society  
Hill Head Residents Association  
Knowle Village Residents Association  
North Fareham Greening Campaign  
Portchester Community Association  
Priory Park Community Association  
Ranvilles Community Association  
Sarisbury Residents Association  
Sight Concern (Hampshire Association for the Care of the Blind)  
Swanwick Yacht Surveyors  
The Theatres Trust  
The Waterlooville Trust  
Titchfield Community Association  
Titchfield Village Trust  
Wallington Village Community Association  
Warsash Residents Association  
Wickham Society

Women's National Commission

Local and major private house builders, developers, planning and other consultants

Individual residents' as appropriate

### **Culture, Community, Sport, Historic and Tourism**

National Trust

Sport England South East

Sport England

Hampshire County Sports Partnership

The Theatres Trust

Planning Aid South

Tourism South East

### **Environment**

Hampshire and Isle of Wight Local Nature Partnership

Gosport and Fareham Friends of the Earth

Campaign to Protect Rural England – Hampshire Branch

The Woodland Trust

Greenpeace UK

Groundwork Solent

Solent Protection Society

Hampshire and Isle of Wight Wildlife Trust

RSPB

Forestry Commission

British Wind Energy Association

Friends of Holly Hill Woodland Park

Friends of Warsash Common

Hampshire Gardens Trust

Whiteley Conservation Group

### **Public Services**

Hampshire Fire and Rescue

Hampshire Constabulary

Jobcentre Plus

Citizens Advice Bureau

Post Office South East Regional Office

Queen Alexandra Hospital

Fareham and Gosport Clinical Commissioning Group

Southern Health NHS Foundation Trust  
NHS Property Services  
Probation service  
Portsmouth Hospitals NHS Trust  
Solent NHS Trust  
Transport for South Hampshire  
Individual health centres and GP practices as appropriate

### **Transport**

Airport Operators  
BAA Aerodrome Safeguarding\*  
Civil Aviation Authority  
The Rail Freight Group  
British Water Authorities, Maritime and Port Authorities  
National Express Group  
First Group  
Highways England\*  
Network Rail  
South West Trains  
First Provincial Bus  
Associated British Ports  
Portsmouth Harbour  
River Hamble Harbour Authority  
Southampton Airport  
Southampton Port  
Freight Transport Association  
Office for Rail Regulation

### **Local Media**

Newspapers: Portsmouth News, Southampton Echo, Fareham and Gosport Journal  
TV: BBC South, Meridian TV  
Radio: BBC Radio Solent  
Web: local web sites with reciprocal links to Fareham Borough web site

### **Education**

Hampshire and Portsmouth Learning Partnership  
Hampshire Early Years Development and Childcare Partnership  
Fareham College

Individual schools and colleges, as appropriate  
Hampshire and Isle of Wight Learning and Skills Council

### **Social Housing Providers**

First Wessex  
Radian Group  
Sovereign Housing Association

### **Young People**

Fareham Youth Council  
Youth Concern Fareham  
Hampshire County Council Youth Service  
Individual youth centres, as appropriate  
Local scouts, guides and other such groups as appropriate

### **Older People**

Age Concern Fareham  
Help the Aged

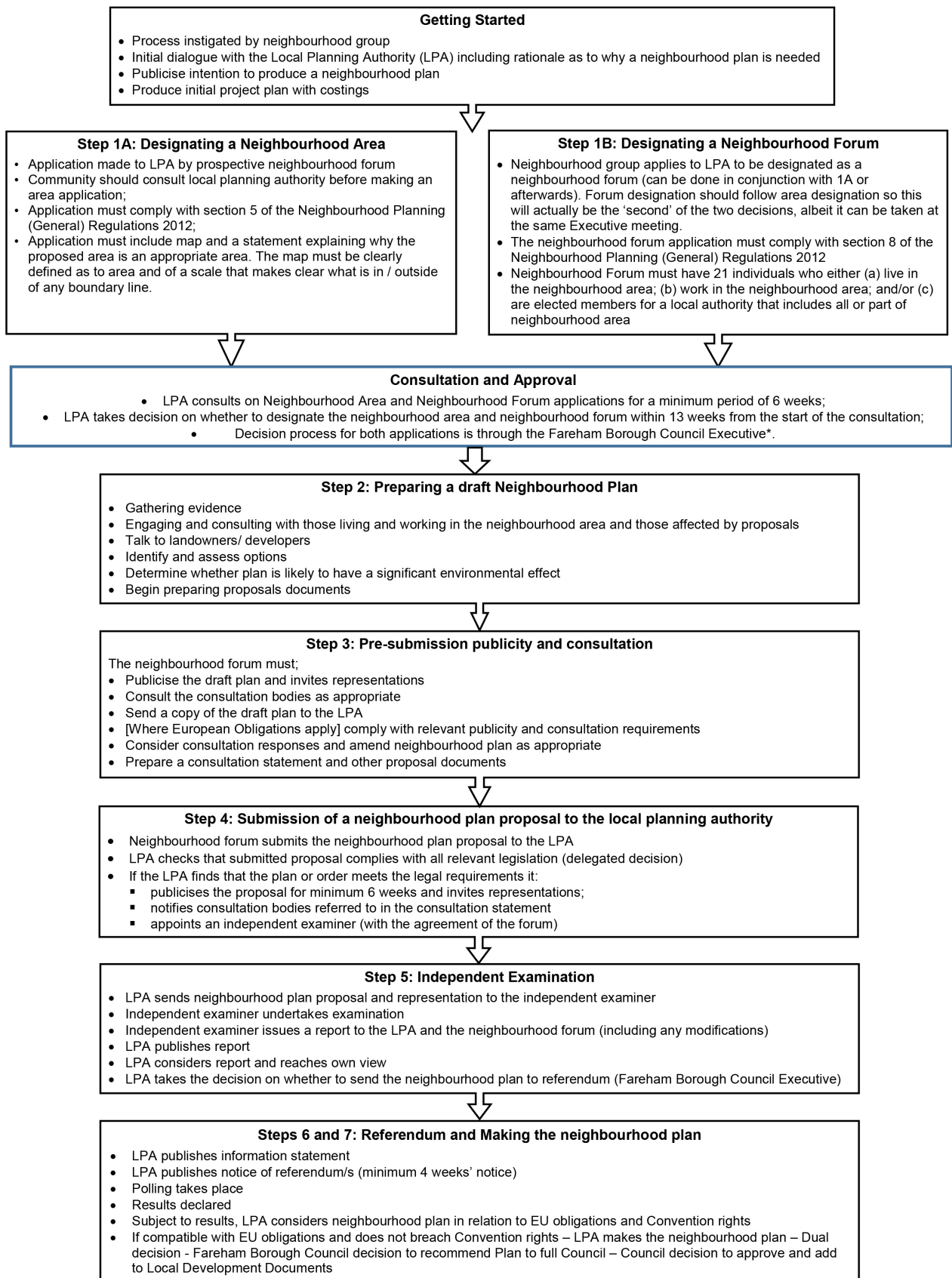
### **Utilities**

The following who own, control or function within Fareham Borough:

BT\*  
Southern Gas Networks (SGN)\*  
National Grid\*  
SSE\*  
Portsmouth Water Ltd\*  
Southern Water Services Ltd\*



## Appendix C: Diagram Illustrating the Neighbourhood Plan Process



## Appendix D: Pre-Application Consultation

The Council expects applicants to carry out pre-application discussions and early community engagement, appropriate to the scale and nature of the proposed development and to provide evidence of this with an application. To achieve this will require co-operation and community engagement by the applicant.

In the case of major planning applications\* (defined below) it is a Local Information requirement of Fareham Borough Council that community involvement is undertaken before the planning application is submitted. Major applications will need to be supported by a statement setting out how the views of the community have been sought and how those views have been taken into account in formulating the development proposals. Without a clear statement from the applicant on the community involvement undertaken and the outcomes, major planning applications are likely to be treated as ‘invalid’ and therefore cannot be determined.

Table 1 below represents the level of consultation that Fareham Borough Council will normally expect before planning applications are formally submitted. Fareham Borough Council operates a pre-application planning service and we encourage applicants promoting major applications to discuss those proposals with us prior to submitting planning applications. As part of any pre-application discussions, we are happy to advise on the community engagement which should be undertaken for planning proposals.

(\*Major applications are those which involve: 10 or more dwellings; where the site has an area of 0.5 hectares or more and the number of dwellings is unknown; the provision of a building or buildings where the floor space to be created by the development is 1,000 square metres or more; where development is proposed on a site having an area of 1 hectare or more.)

Approach	Application	
	Large scale major applications (likely to generate wide community interest)	Major applications
Community engagement to be undertaken by applicant		
Public Meetings	●	
Public Exhibition	● ●	●
Workshops	●	
Press notice/adverts	●	●
Notify and consult with neighbours	● ●	● ●

● ● Will be expected

● May be appropriate

▲ Table 1

## Appendix E: Glossary

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### **‘Duty to Co-operate’**

The Localism Act 2011 places a legal duty on Local Planning Authorities, County Councils in England and public bodies to engage constructively, actively and on an on-going basis to maximise the effectiveness of Local Plan preparation in the context of strategic cross boundary matters.

### **Evidence Base**

Background studies informed by the local community, national policies and statistical information to support planning documents.

### **National Planning Policy Framework (NPPF)**

Introduced in March 2012, this new framework sets out the Government’s planning policies for England and how these are expected to be applied. It provides the framework within which local councils can produce local plans, which reflect the needs and priorities of their communities.

### **Neighbourhood Plans**

Neighbourhood Plans are a way for communities to decide the future of the places where they live and work. A Neighbourhood Plan enables residents to: choose where they want additional new homes, shops and offices to be built, have a say on what those new buildings should look like and the type of infrastructure that should be provided.

### **Strategic Environmental Assessment Directive (SEA)**

An internationally used term to describe the environmental assessment to be applied to plans, policies and programmes to ensure a high level of protection of the environment. This is derived from European Directive 2001/42/EC.

### **Sustainability Appraisal (SA)**

A tool to assess the environmental, economic and social impact of the Local Plan, it is used to ensure that the policies and proposals within all the documents that make up the Local Plan will promote a balanced approach to sustainable development in the Borough.



# FAREHAM

## BOROUGH COUNCIL

### **Report to Planning and Development Policy Development and Review Panel**

**Date** 08 November 2016

**Report of:** Director of Planning and Development

**Subject:** AUTHORITY MONITORING REPORT

#### **SUMMARY**

This report summarises the content, scope and purpose of the Authority Monitoring Report (AMR) 2015-16 (attached as Appendix A) with a view to publishing the report following approval by the Panel.

The requirement for an Authority Monitoring Report (AMR) is set out in Planning Practice Guidance and is a statutory requirement. This monitoring report covers the period from 1<sup>st</sup> April 2015 to 31<sup>st</sup> March 2016.

#### **RECOMMENDATION**

Members are asked to:-

- (a) review the AMR for 2015/16, as set out in Appendix A;
- (b) give authorisation to the Director of Planning and Regulation to make any necessary minor changes to the AMR 2015/16, prior to publication, providing that these do not change the overall direction, shape or emphasis of the document, and do not raise any significant issues;
- (c) support publishing of the AMR 2015/16 on the Council's website.

## **INTRODUCTION**

1. The requirement for Local Authorities to produce Authority Monitoring Reports (AMRs) is set out in Regulation 34 of the Town and Country Planning (Local Planning) (England) Regulations 2012. In compliance of these requirements the AMR (Appendix A) includes information on the following:-
  - Delivery and implementation of Local Plan documents against the milestones set out in the Council's Local Development Scheme (LDS) timetable;
  - Adopted Local Plan policy (Core Strategy; Development Sites and Policies and the Welborne Plan) identifying where policies have not been applied;
  - Housing supply – reporting on housing completions during 2015/16, including the Council's current five-year housing land supply position;
  - Employment floorspace – reporting on the employment floorspace gains and losses for 2015/16, including losses to residential;
  - Retail floorspace - reporting on the retail floorspace gains and losses for 2015/16;
  - Community Infrastructure Levy (CIL) – reporting on CIL receipts and expenditure during 2015/16;
  - Duty to Cooperate – reporting on how the Council has co-operated with other local authorities during 2015/16

## **RISK ASSESSMENT**

2. There are no significant risk considerations in relation to this report.

## **CONCLUSION**

3. The Authority Monitoring Report as set out in Appendix A is a factual document and does not, in itself, alter any of the Council's policies or strategies. It is therefore recommended that the Panel approve the publication of the report in order to comply with the Council's statutory obligations under Section 34 of the Town and Country Planning (Local Planning) (England) Regulations.
4. The Panel is invited to:-
  - (d) review the AMR for 2015/16, as set out in Appendix A;
  - (e) Give authorisation to the Director of Planning and Regulation to make any necessary minor changes to the AMR 2015/16, prior to publication, providing that these do not change the overall direction, shape or emphasis of the document, and do not raise any significant issues;
  - (f) support publishing of the AMR 2015/16 on the Council's website.

**Appendices:**

Appendix A: Authority Monitoring Report 2015-16

**Background Papers:**

None

**Enquiries:**

For further information on this report please contact Claire Burnett. (Ext. 4330)





# **Fareham Borough Council Authority Monitoring Report 2015 – 2016**

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**Draft**

October 2016

## Further Information

Information on the progress of Fareham's Local Development Documents and details of consultations are available at the following website

[www.fareham.gov.uk/planning/local\\_plan](http://www.fareham.gov.uk/planning/local_plan)

If you have any questions on the Fareham Borough Local Plan, please contact a member of Planning Strategy and Regeneration at Fareham Borough Council.

Telephone: 01329 236100

Email: [planningpolicy@fareham.gov.uk](mailto:planningpolicy@fareham.gov.uk)

Address: Planning Strategy and Regeneration  
Department of Planning and Development  
Fareham Borough Council  
Civic Offices, Civic Way  
Fareham  
PO16 7AZ

For more detailed information and guidance on the planning system, visit the Department for Communities and Local Government website at <http://www.communities.gov.uk>.

### **Please Note:**

This Monitoring Report is being reviewed by the Fareham Borough Council Planning and Development – Policy Development and Review Panel on the 8<sup>th</sup> November 2016.

If you require this document in large print, or help with translation into other languages, please call 01329 236100 for further information.

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# 1. Introduction

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## PURPOSE & AIM OF THE MONITORING REPORT

- 1.1 This monitoring report formally covers the period from 1<sup>st</sup> April 2015 to 31 March 2016, but also considers progress of the Fareham Local Plan up to the publication of this monitoring report, in order to provide the most up to date position and avoid confusion. This is the 11<sup>th</sup> Monitoring Report to be produced by Fareham Borough Council.
- 1.2 The requirement for Local Authorities to produce Authority Monitoring Reports (AMRs) is set out in Regulation 34 of the Town and Country Planning (Local Planning) (England) Regulations 2012.
- 1.3 This monitoring report covers the following information:
- **Delivery and implementation** – identifying progress of Local Plan documents against the milestones set out in the Council's Local Development Scheme (LDS) timetable;
  - **Adopted Local Plan policy** (Core Strategy; Development Sites and Policies and the Welborne Plan) - identifying where policies have not been applied;
  - **Housing supply** – reporting on housing completions during 2015/16, including the Council's current five-year housing land supply position;
  - **Employment floorspace** – reporting on the employment floorspace gains and losses for 2015/16, including losses to residential;
  - **Retail floorspace** - reporting on the retail floorspace gains and losses for 2015/16;
  - **Community Infrastructure Levy (CIL)** – reporting on CIL receipts and expenditure during 2015/16;
  - **Duty to Cooperate** – reporting on how the Council has co-operated with other local authorities during 2015/16

## 2. Delivery and Implementation

### LOCAL DEVELOPMENT SCHEME



- 2.1 The Council’s Local Development Scheme (LDS) identifies the preparation stages and timetable for each of the Local Development Documents (LDDs) that the Council is preparing. In accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012, the AMR must report on the progress of documents against LDS timetable and milestones.
- 2.2 The Council’s 2014 LDS set out a timetable for the review of the Local Plan which would allow the Authority to take account of the review of the South Hampshire Strategy, as undertaken by the Partnership for Urban South Hampshire (PUSH). However, since the 2014-15 Monitoring Report, due to the complexity of strategic cross boundary issues, there was an extension to the original timescales for the publication of the PUSH Spatial Position Statement. Consequentially, the original timescales for consultation on Fareham’s Draft Local Plan, set out in the 2014 LDS were not achieved.
- 2.3 However, work remains on-going on the new Local Plan (henceforth be referred to as the Local Plan 2036) and a revised Local Development Scheme was adopted by the Council in September 2016, which sets out the up to date timetable for production of the new Local Plan. The new timetable is reflected in Table 1. The revised programme will enable the new Local Plan to be informed by, and be in consistency with, the PUSH Spatial Position Statement and the supporting evidence which informs that Position Statement. Progress on the timetable set out in the updated 2016 LDS for the Local Plan 2036 will be reviewed in the next monitoring report (2016-17).

### LOCAL DEVELOPMENT DOCUMENT PROGRESS

- 2.4 This section of the monitoring report primarily audits the progress of Local Development Documents during the period 1 April 2015 to the 31 March 2016 but also includes progress up to the publication of this AMR. To avoid misunderstanding and ensure clarity, Table 1 sets out the progress of document production against the timescales published in the current Local Development Schemes (LDSs).

**Table 1: Local Plan progress against Local Development Scheme timetables**

Document Title	LDS Edition	Draft Stage	Publication Stage	Submission	Examination	Adoption
Local Plan Part 2: DSP	2011 LDS	Jan 2008 – Nov 2011	February – April 2014	June 2014	November 2014	June 2015
Local Plan Part 3: Welborne	2011 LDS	Jan 2009 – July 2012	February – April 2014	June 2014	October 2014	June 2015
Local Plan 2036	2016 LDS	Spring 2017	Autumn – Winter 2017/18	Winter 2017/18	Spring-Summer 2018	Autumn 2018

 Achieved       On Track

## Local Plan Part 2: Development Sites and Policies (DSP) Plan

- 2.5 The DSP Plan sets out the Council's approach to managing and delivering development in the Borough up to 2026, except for Welborne. Local Plan Part 2 allocates sites for specific land uses and replaces all policies in the Local Plan Review 2000. The DSP Plan was adopted by the Council in June 2015, following it being found sound by a Planning Inspector.

## Local Plan Part 3: The Welborne Plan

- 2.6 The Local Plan Part 3: Welborne Plan is a site specific plan which sets out how the new community of Welborne should be developed over the period to 2036. The Welborne Plan will be used to determine planning applications for the initial development of Welborne and was adopted by the Council in June 2015, following it being found sound by a Planning Inspector.

## Supplementary Planning Documents

- 2.7 Supplementary Planning Documents (SPDs) provide more detail on how a site should be developed, or give more detailed guidance on how a particular policy (or policies) should be implemented. SPDs are not subject to independent examination and the full timetables for the preparation of SPDs are not required to be included in the LDS.
- 2.8 During this monitoring period the Council has adopted the following Supplementary Planning Documents:

### Non-Residential Parking Standards SPD (adopted September 2015)

This SPD sets out the standards and key requirements for parking provision that developers will be expected to provide for new non-residential developments.

### Design (Rest of Borough) SPD (adopted December 2015)

This SPD provides further visual guidance to Policy CS17: High Quality Design of the Core Strategy and sets out Fareham Borough Council's aspirations for high quality design to householders, developers and other interested parties. The guidance is intended to make the planning application process clearer for applicants.

### Welborne Design Guidance SPD (adopted January 2016)

This SPD expands on the design principles in the Welborne Plan by explaining and illustrating what the Council expects in the design of Welborne.

### Planning Obligations SPD (excluding Welborne) (adopted April 2016)

This SPD sets out the mechanisms that will be used in mitigating the impacts of development as well as specific guidance on the different types of planning obligations and levels and type/tenure of affordable housing that may be sought.

- 2.9 The Council also prepared the Welborne Planning Obligations and Affordable Housing SPD and consulted on a draft in June 2014. However, since that time, the Welborne Plan was adopted by the Council in June 2015 and the Council considers that the adopted version of the Welborne Plan provides sufficient detailed policy guidance on planning obligations and affordable housing to enable the Welborne development to be implemented. Therefore, it is not proposed to take the Welborne Planning Obligations and Affordable Housing SPD any further at this stage.

### 3. Local Plan Policy Analysis

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- 3.1 All development management policies were applied to all applications with the exception of those nullified by changes to national policy and guidance. These nullified policies are set out in greater detail below.
- 3.2 During this monitoring period, the government published a Ministerial Statement<sup>1</sup> which raised the development threshold at which affordable housing is required to be provided by the developer, from 5 units or more, to 11 units or more. This change was further implemented through changes to the National Planning Practice Guidance (NPPG). As such, the section of Core Strategy Policy CS18, relating to affordable housing contributions on sites with a capacity of between 5 and 10 units was not applied by the Council from date of publication of the ministerial statement (28 November 2014), unless the gross floorspace of the development exceeded 1000 sq. metres.
- 3.3 From 25th March 2015, the Core Strategy requirement specified in Policy CS15 for new housing development to meet Level 4 of the Code for Sustainable Homes was no longer able to be applied, in line with new national guidance which announced the removal of the Code for Sustainable Homes. Instead a requirement for energy and water efficiency, equivalent to the standards set out in Code Level 4 is now set out in Building Regulations.
- 3.4 A detailed review of Local Plan policies contained in the Core Strategy and DSP Plan will be conducted as part of the Local Plan 2036. This process will enable officers to assess the effectiveness of policy, suggest changes to any policy shortcomings and revise policies where legislation has changed.

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<sup>1</sup> <http://www.parliament.uk/documents/commons-vote-office/November%202014/28%20Nov%202014/2.%20DCLG-SupportForSmallScaleDevelopersCustomAndSelf-Builders.pdf>



## 4. Housing Completions and Supply

### HOUSING COMPLETIONS

- 4.1 In accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012, Councils are required to report on the housing delivery that has taken place during the past monitoring year, which in this case, is the period from 1<sup>st</sup> April 2015 until the 31<sup>st</sup> March 2016.
- 4.2 The monitoring of housing delivery in Fareham Borough is undertaken in partnership with Hampshire County Council, in order to ensure that the housing completion count is accurate and robust. For the monitoring year 2015-16, a total of 374 units were delivered in Fareham Borough.
- 4.3 The delivery figure has been put in the context of those figures from previous years, so as to facilitate a comparative view. Table 2 below sets out annual housing completions since the beginning of the Core Strategy plan period in 2006-07. A breakdown of housing delivery for 2015-16 by settlement is included at Appendix 1.
- 4.4 As Table 2 in this monitoring report demonstrates, housing completions in this monitoring period have increased from 2014-15 and, with exception to 2012/13 are now at their highest level since before the economic recession in 2008. In line with the national Planning Practice Guidance<sup>2</sup>, housing completions within planning use class C2 are included within housing completions.

**Table 2: Annual housing completions in Fareham Borough, 2006 – 2016**

Year	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Housing completions <sup>3</sup>	608	546	318	188	339	315	391	152	285	374	3,516
Housing Requirement	340	340	340	340	340	252	252	252	252	147	2,855
<b>Annual Balance</b>	<b>+268</b>	<b>+206</b>	<b>-22</b>	<b>-152</b>	<b>-1</b>	<b>+63</b>	<b>+139</b>	<b>-100</b>	<b>+33</b>	<b>+227</b>	<b>+661</b>

### ADOPTED HOUSING REQUIREMENT

- 4.5 Annual housing completions in the Borough are currently measured against the Council's adopted Local Plan housing target, as given in Table 2.
- 4.6 The Council's housing requirement was originally set through the adopted Core Strategy, with a phased housing requirement set out in paragraph 4.16 of the Core Strategy. However through Local Plan Part 2 the Borough's Core Strategy housing

<sup>2</sup> Paragraph: 037 Reference ID: 3-037-20150320 Available at: <http://planningguidance.communities.gov.uk/blog/guidance/housing-and-economic-land-availability-assessment/stage-5-final-evidence-base/>

<sup>3</sup> Including use class C2 (residential institutions such as residential accommodation, nursing homes and care facilities) and C3 covers standard dwellings.

target was updated to reflect the Borough's requirements from the revised South Hampshire Strategy 2012, which requires Fareham to deliver 2200 homes between 2011 and 2026. This quantum is an increase on the Core Strategy housing requirement for the same time period.

- 4.7 This updated housing requirement (2200 dwellings) equates to an annual requirement of 147 dwellings which from this monitoring period<sup>4</sup> forms the first part of the Council's adopted Local Plan housing requirement.
- 4.8 In addition to the housing requirement in Local Plan Part 1 and Local Plan Part 2, from 2016/17, the Borough's housing requirement also includes the housing quantum specified for Welborne in Local Plan Part 3 (Table 10.1).
- 4.9 The National Planning Policy Framework requirement for the Local Plan housing requirement to be based on Objectively Assessed Need (OAN) is acknowledged by the Council. In light of this and in accordance with the Inspector's Report on Local Plan Part 2, the Council has committed to and commenced a review of the adopted Local Plan, in order to plan positively for meeting Objectively Assessed Housing Need.
- 4.10 The Council's Objectively Assessed Need for housing has been derived and published as part of the evidence which informed the development of the PUSH Spatial Position Statement (2016), which was prepared jointly by the PUSH authorities, of which Fareham is a member.
- 4.11 A ministerial letter on Strategic Housing Market Assessments (dated 19<sup>th</sup> December 2014)<sup>5</sup> states that "the outcome of a SHMA is untested and should not automatically be seen as a proxy for a final housing requirement in Local Plans. It does not immediately or in itself invalidate housing numbers in existing Local Plans". Therefore in accordance with this statement and the Planning Practice Guidance<sup>6</sup>, the housing requirement figure used to calculate the Council's five-year housing supply position, as set out above, is currently based on the Council's adopted Local Plan. As such, until the new Fareham Local Plan has been subject to consultation, examination and been adopted by the Council, it is the Council's view that it would be premature at this stage to adopt the Objectively Assessed Housing Need figure as the Borough's housing requirement.

## FIVE YEAR HOUSING LAND SUPPLY

- 4.12 The Council is required to identify a supply of specific deliverable sites sufficient to provide five years' worth of housing against its adopted housing target, with an additional buffer of 5% (moved forward from later in the plan period) to ensure choice and competition in the market for land. Local planning authorities must assess and demonstrate the extent to which existing plans fulfil this requirement and identify and maintain a rolling<sup>7</sup> five-year supply of deliverable land for housing.
- 4.13 The 5% buffer has not been applied to the requirement from the Welborne Plan, as Welborne is a strategic site which is to be delivered comprehensively. It is not

<sup>4</sup> Local Plan Part 2 - Development Sites and Policies was formally [adopted](#) by the Council on 8 June 2015.

<sup>5</sup> Available at:

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/390029/141219\\_Simon\\_Ridley\\_-\\_FINAL\\_SIGNED.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/390029/141219_Simon_Ridley_-_FINAL_SIGNED.pdf)

<sup>6</sup> Paragraph: 030 Reference ID: 3-030-20140306

<sup>7</sup> The supply of land should be managed in a way that ensures that a continuous five year supply of **deliverable** sites is maintained i.e. at least enough sites to deliver the housing requirements over the next five years of the housing trajectory.

considered appropriate to apply this buffer on a strategic site, as the purpose of it, “to ensure choice and competition in the market for land” is not considered to be directly appropriate to strategic sites like Welborne.

- 4.14 Table 3 sets out the amount of housing that is expected to be delivered annually for the next five years against the adopted housing requirement for the five-year period from 2016/17 to 2020/21. As shown in Table 3, the Council can demonstrate a housing supply of 5.7 years against the adopted housing requirement for the five year period from 2016/17 to 2020/21.

**Table 3: Five-year housing land supply**

		2016-17	2017-18	2018-19	2019-20	2020-21	Total
<b>Requirement</b>	Core Strategy + DSP Plan	147	147	147	147	147	<b>735</b>
	5% buffer	8	8	7	7	7	<b>37</b>
	Welborne Plan	120	180	200	320	340	<b>1160</b>
	<b>Total</b>	<b>275</b>	<b>335</b>	<b>354</b>	<b>474</b>	<b>494</b>	<b>1932</b>
<b>Supply</b>	Outstanding planning permissions for large sites (5 or more units)	334	254	282	63	0	<b>933</b>
	Outstanding planning permissions for small sites (1-4 units) <sup>8</sup>	48	47	47	0	0	<b>142</b>
	Outstanding site allocations in Local Plan Part 2	0	0	20	140	125	<b>285</b>
	Brownfield sites in planning	0	0	45	40	78	<b>163</b>
	Small site windfall allowance <sup>9</sup>	0	0	0	37	37	<b>74</b>
	Delivery at Welborne	0	0	0	250	350	<b>600</b>
	<b>Total</b>	<b>382</b>	<b>301</b>	<b>394</b>	<b>530</b>	<b>590</b>	<b>2197</b>
Balance against Requirement	+107	-34	+40	+56	+96	<b>+265</b>	
<b>Land Supply Position (Years)</b>	<b>5.7</b>						

### Outstanding Planning Permissions for Large Sites

- 4.15 This supply comprises all outstanding planning permissions for sites of 5 units and greater (net) as at 31 March 2016. Planning permission data and the projected rate of delivery is derived from the Council’s records, the Hampshire County Council Land Availability Monitoring System (LAMS) and from direct discussion with the applicants of those permissions. A schedule of the large sites with planning permission is presented at Appendix 2.

<sup>8</sup> A 10% discount has been applied to outstanding small site permissions to take account of the likely permission lapse rate.

<sup>9</sup> Windfall allowance for only small sites included in year 4 and year 5 in line with Windfall Paper (2016)

## Outstanding Planning Permissions for Small Sites

- 4.16 This supply comprises all outstanding planning permissions for sites of 1 - 4 units (net) as at 31 March 2016. Planning permission data is derived from the Council's records and the Hampshire County Council Land Availability Monitoring System (LAMS).
- 4.17 Previously, the Council did not include outstanding planning permissions for small sites and relied upon the adopted windfall rate in Local Plan Part 2 (20 dwellings per annum). However, in order to reach the most accurate housing land supply position, a change in the methodology was made to include small site permissions. Small sites form a consistent and important component of the Council's five year housing land supply. To ensure that the annual projection is realistic, a 'permission lapse rate reduction' of 10% has been applied to the small site permissions, in order to take into account the typical lapse rate on small sites (i.e. those planning permissions that expire before being implemented). The discounted quantum of small site permissions has then been distributed over years 1, 2 and 3 (2016/17 – 2018/19) of the Council's five-year housing land supply.

## Outstanding Site Allocations in Local Plan Part 2

- 4.18 This supply comprises all site allocations within Local Plan Part 2 which remain unbuilt as at 1 April 2016 and without planning permission, to ensure that there is no double counting with the supply from outstanding planning permissions for large sites. The principle of development has been established for all of these sites through the examination and adoption of Local Plan Part 2. The project rate of delivery is derived from both the Hampshire County Council Land Availability Monitoring System (LAMS) and from direct discussion with the promoters / landowners of those allocated sites. This supply A schedule of the outstanding site allocations is presented at Appendix 2.

## Brownfield Sites in Planning

- 4.19 These are large sites (5 units or greater) which do not have planning permission, which are not allocated in a Local Plan and which are located on previously developed land where the principle of development is already established. These include sites where there may be a planning application where there is resolution to grant permission, where positive pre-application discussion has commenced between the Council and site promoters or where the Council is looking to proactively develop housing on its own landholdings. A schedule of these sites is presented as part of Appendix 2.

## Windfall

- 4.20 The Council has historically over delivered against its adopted Local Plan targets largely due to significant housing windfall<sup>10</sup>. This trend has necessitated a review of the Council's adopted windfall rate, which is currently set at 20 units per annum through the DSP Plan.
- 4.21 Review of the windfall was undertaken in line with Paragraph 48 of the NPPF and in accordance with Planning Policy Guidance and is published independently of this monitoring report. The windfall review identified a new windfall rate of 89 dwellings per annum, which is comprised of 52 dwellings per annum for large sites and 37

<sup>10</sup> The NPPF defines windfall sites as sites which have not been specifically identified as available in the Local Plan process. They normally comprise previously-developed sites that have unexpectedly become available.

dwellings per annum for small sites.

- 4.22 However, in respect of the Council's five-year housing land supply, windfall from large sites has not been included in order to ensure that there is no double counting with permitted large sites. However, the windfall rate for small sites is included within years 4 (2019/20) and 5 (2020/21) of the five-year housing land supply, as it is considered that permitted small sites will be delivered in years 1-3, due to the relative simplicity and quick build out rates of small sites. Table 4 sets out the composition of the revised windfall rate within the Council's five year housing supply from 2016/17 to 2020/21.

**Table 4: Fareham projected windfall rate 2016/17 – 2020/21**

Windfall source	2016/17	2017/18	2018/19	2019/20	2020/21	Total
Large sites (5 or more units) at 52 dwellings per annum	0	0	0	0	0	0
Small sites (1-4 units) at 37 dwellings per annum	0	0	0	37	37	74
<b>Total Windfall</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>37</b>	<b>37</b>	<b>74</b>

### Welborne

- 4.23 The delivery of housing at Welborne forms a significant component of both the Borough's five year housing land supply and the long term housing supply. The projected trajectory for housing delivery at Welborne has been revised from that envisaged in the Welborne Plan, in accordance with the Council's Delivery Strategy<sup>11</sup> and delivery of dwellings is now scheduled to commence in 2019/20.

### PROJECTED LONG TERM HOUSING TRAJECTORY

- 4.24 It is also important to consider housing supply in the medium to long term (beyond five years) to ensure that the housing delivery objectives of the Local Plan are achieved. For the purposes of this monitoring report, the medium to long term supply is presented in two distinct delivery phases; medium-term 6-10 years (2021-2026) and long term 11+ years (2027-2036).

**Table 5: Fareham Projected Housing Trajectory 2021 – 2036**

Local Plan	Medium term (6 – 10 years)	Long term (11+ years)
Core Strategy + DSP Plan	698	0
Welborne Plan	1700	3140
<b>Total Local Plan Requirement</b>	<b>2398</b>	<b>3140</b>
Anticipated Supply	2285	3890
<b>Surplus/ Deficit</b>	<b>-113</b>	<b>+750</b>

<sup>11</sup> Welborne Delivery Strategy available at:

<http://modern.gov.fareham.gov.uk/ieListDocuments.aspx?CId=129&MId=3176&Ver=4>

## AFFORDABLE HOUSING PROVISION

- 4.25 As set out in the Core Strategy, the Borough's affordable housing target is set out in the Council's Corporate Strategy which currently has a target of 500 units over a six year period between 2011/12 and 2016/17<sup>12</sup>. For the purposes of the Monitoring Report an annual target of 84 units has been applied between 2011/12 and 2015/16, with a residual requirement of 80 units in 2016/17.
- 4.26 During the monitoring year 2015/16, a total of 73 affordable housing units were delivered in the Borough. This was 11 units below the affordable housing provision target of 84 units set out in the Council's Housing Strategy, as shown in Table 6.

**Table 6 – Affordable housing completions**

Year	2006/07- 2010/11	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Affordable Housing Delivery	658	93	66	41	96	73	1027
Housing Strategy Target	<b>500</b>	<b>84</b>	<b>84</b>	<b>84</b>	<b>84</b>	<b>84</b>	<b>920</b>
Balance vs Housing Strategy target	+158	+9	-18	-43	+12	-11	<b>+107</b>

<sup>12</sup> As set out in the Fareham Borough Council Corporate Strategy (2011-2017), Available at: [http://www.fareham.gov.uk/PDF/about\\_the\\_council/CorpStrategy.pdf](http://www.fareham.gov.uk/PDF/about_the_council/CorpStrategy.pdf)

## 5. Employment Floorspace Monitoring

- 5.1 The employment floorspace completions in Fareham Borough for the monitoring year 2015-16 are set out in Table 7. The net employment and town centre use delivery since 2011 is set out in Table 8.

**Table 7: Employment completions in Fareham, 2015-16**

Site Address	Use Class	Proposal	Completed Gain (m2)	Completed Loss (m2)
Kites Croft Business Park	B1-8	Residual area of business park.	3,675	0
64 Botley Road	B1A	Three storey and single storey office buildings.	134	0
Fareham Point	B1A	Change of use of offices to form 18 two bedroom apartments	0	1,172
Furze Court	B1A	Change of Use from Class B1a (Office Use) to Class C3 (Residential)	0	2,932
Unit N Fort Wallington Industrial Estate	B8	Change of Use from Industrial To Climbing Centre (Use Class D2)	0	860
<b>Total Employment Completions</b>			<b>3,809</b>	<b>4,964</b>

**Table 8: Net employment floorspace delivery in Fareham, 2011-12 to 2015-16**

	2011-15	2015-16	Total
Employment Floorspace (B1a gain sq. m)	-836	<b>-3,970</b>	<b>-4,806</b>
Employment Floorspace (B2/B8 gain sq. m)	3677	<b>2815</b>	<b>6,492</b>
<b>Total Employment Floorspace</b>	<b>2841</b>	<b>-1,155</b>	<b>1,686</b>

- 5.2 As a result of the changes to the General Permitted Development Rights, which came into force on 30<sup>th</sup> May 2013, during this monitoring period there has been a loss of 4104 sq. metres of B1 office floorspace through the change of use to residential accommodation (up to 1<sup>st</sup> April 2016). A list of the floorspace losses and residential gains is set out in Table 9. Furthermore, there is approximately 1000 sq. metres of permitted employment floorspace conversions which are still to be completed into dwellings. The trend will continue to be monitored through future monitoring reports and as part of the new Local Plan.

**Table 9: Change of use from office (B1) to residential (C3)**

Site Address	Proposal	Estimated Floorspace Loss m <sup>2</sup>	Residential Gain
Fareham Point, Wickham Road, Fareham	Change of use of offices to form 18 two Bedroom Apartments	1172	18
Furze Court Wickham Road	Change of Use from Class B1a (Office Use) to Class C3 (Residential)	2932	66
<b>TOTAL</b>		<b>4104</b>	<b>84 units</b>

5.3 The Fareham Employment Study (2014) sets out a projected future need for employment floorspace across the Borough in order to accommodate projected job growth. The floorspace requirements across the different use classes, as well as the updated projected supply, are shown in Table 10. This demonstrates that there is a surplus in terms of overall supply of employment floorspace in the Borough at 31<sup>st</sup> March 2016 of 14,899 sq. metres.

**Table 10: Employment requirement and predicted supply**

	2011-16		2016-26		2021-26		Total 2011-26		
	B1a	B1c/B2/B8	B1a	B1c/B2/B8	B1a	B1c/B2/B8	B1a	B1c/B2/B8	Total
Completions 2011-16	-4,806	4,852	-	-	-	-	-4,806	4,852	46
Excess Vacancies <sup>13</sup>	<b>3,400</b>	<b>8,600</b>	-	-	-	-	<b>3,400</b>	<b>8,600</b>	<b>12,000</b>
Permissions			2,755	56,372		-	<b>2,755</b>	<b>56,372</b>	<b>59,127</b>
Allocations	-	-	-	23,526	-	-	<b>0</b>	<b>23,526</b>	<b>23,526</b>
Welborne	-	-	-	1,700	4,400	14,200	<b>4,400</b>	<b>15,900</b>	<b>20,300</b>
Total supply	-1,406	13,452	2,755	81,598	4,400	14,200	<b>5,749</b>	<b>109,250</b>	<b>114,999</b>
Total Requirement	13,567	19,800	13,567	19,800	13,567	19,800	<b>40,700</b>	<b>59,400</b>	<b>100,100</b>
<b>Surplus (+) / deficit (-)</b>							<b>+14,899</b>		

<sup>13</sup> Wessex Economics (as at June 2013)



## 6. Retail Floorspace Monitoring

6.1 The retail completions in Fareham Borough for the monitoring year 2015-16 are set out in Table 11. Changes to the General Permitted Development Rights, which allow for the conversion of some shops (A1) into dwellings (C3), came into force on 30<sup>th</sup> May 2013. As a result of these changes there has been 28 sq. metres of retail floorspace lost through the change of use to residential accommodation (31 March 2016)<sup>14</sup>. The trend will be monitored through future monitoring reports.

**Table 11: Retail completions in Fareham, 2015-16**

Site Address	Use Class	Proposal	Completed Gain (m2)	Completed Loss (m2)
Collingwood Retail Park	A1	Change of use from leisure to retail & add mezzanine floor	2,766	0
Castle Trading Estate (UNITS 1-4 & 18)	A1	Redevelopment of retail food store	0	1,065
<b>Total A1 Completions</b>			<b>2,766</b>	<b>1,065</b>

6.2 The Council produces a Retail Health Check (RHC) annually in order to measure the vitality and viability of Fareham Town Centre, the district centres at Portchester and Locks Heath and the local centres at Stubbington, Park Gate, Broadlaw Walk, Highlands Road, Gull Coppice, Titchfield and Warsash. The study measures:

- Diversity of main town centre uses (by number, type and amount of floorspace);
- The amount of retail, leisure and office floorspace in edge-of-centre and out-of-centre locations;
- Proportion of vacant street level property; and
- Pedestrian flows.

6.3 Preliminary findings from the Fareham Retail Health Check conducted in Summer 2016 shows a decrease in vacancies in Portchester District Centre, while Locks Heath District Centre maintained its nil vacancy rate. There was an increase of one vacant unit, between summer 2015 and summer 2016, in each of Fareham Town Centre, Stubbington Local Centre and Park Gate Local Centre. A full break down of the retail health of the Borough's main centres is set out in the Retail Health Check (Summer 2016)<sup>15</sup>.

<sup>14</sup> 31 Newton Road Warsash: Change of use from A1 retail to C3 residential.

<sup>15</sup> Available at: [http://www.fareham.gov.uk/PDF/planning/local\\_plan/RetailHealthCheck\\_Summer2016.pdf](http://www.fareham.gov.uk/PDF/planning/local_plan/RetailHealthCheck_Summer2016.pdf)

## 7 Community Infrastructure Levy

- 7.1 Fareham Borough Council has an adopted [Community Infrastructure Levy \(CIL\) Charging Schedule](#), which commenced from 1 May 2013. Development permitted from the 1<sup>st</sup> May 2013 is required to pay the Levy as per the charges set out in the schedule, when construction starts. Alongside the CIL Charging Schedule a [guide](#) and [calculator](#) were published to help inform developers and calculate their liability.
- 7.2 In line with Regulation 62 of the Community Infrastructure Levy Regulations 2010, the Council produces an annual CIL monitoring report which sets out the amount of CIL receipts collected during the monitoring year, items on which CIL has been spent on and the amount of CIL retained at the end of the monitoring year. The report for year 2015-16 was published in September 2016 and is available on the Council's [website](#)<sup>16</sup>. An excerpt of CIL Report is provided in Table 12 and Table 13.

**Table 12: Regulation 62 (4) information**

Regulation 62 Reference	Description	Amount Collected / Project Title
4 a)	Total CIL receipts for the reported year	£2,895,625 In the reporting period demand notices were raised for £1,101,626 of which the amount outstanding was paid/due to be paid in 2016/17 monitoring period.
4 b)	Total CIL expenditure for the reported year	£2,400,000
4 c) (i)	The items of infrastructure to which CIL (including land payments) has been applied - Holly Hill Leisure Centre	£2,400,000
4 c) (ii)	Amount of CIL expenditure on each item	As above
4 c) (iii)	Amount of CIL applied to repay money borrowed, including any interest, with details of the infrastructure items which that money was used to provide (wholly or in part)	£0
4 c) (iv)	Amount of CIL applied to administrative expenses pursuant to regulation 61, and that amount expressed as a percentage of CIL collected in that year in accordance with that regulation	£0
4 ca) (i)	The amount of CIL passed to Any local council under regulation 59A or 59B	£0
4 ca) (ii)	The amount of CIL passed to Any person under regulation 59(4)	£0
4 d)	Total amount of CIL receipts retained at the end of the reported year	£495,625

<sup>16</sup> Available at: [http://www.fareham.gov.uk/PDF/planning/local\\_plan/CILMonitoringReport15-16.pdf](http://www.fareham.gov.uk/PDF/planning/local_plan/CILMonitoringReport15-16.pdf)

**Table 13: Movement in CIL Reserves**

Balance at 1st April 2015, start of reporting period	£499,380
Movement in the year	£495,625
Balance at 31 March 2016, end of the reporting period	£995,005

## 8 Duty to Cooperate

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- 8.1 The 'duty to co-operate' is set out in Section 110 of the Localism Act. It applies to all local planning authorities, national park authorities and county councils in England and to a number of other public bodies as set out in Section 4 (1) of The Town and Country Planning (Local Planning) (England) Regulations 2012. The duty:
- relates to sustainable development or use of land that would have a significant impact on at least two local planning areas or on a planning matter that falls within the remit of a county council;
  - requires that councils set out planning policies to address such issues;
  - requires that councils and public bodies to 'engage constructively, actively and on an on-going basis' to develop strategic policies; and
  - requires councils to consider joint approaches to plan making.
- 8.2 Fareham is a two-tier area, with Hampshire County Council providing some public services including education, highways and social services.
- 8.3 Fareham is a member of the Partnership for Urban South Hampshire (PUSH), which is made up of 12 local authorities, including New Forest District Council; Test Valley Borough Council; Southampton City Council; Eastleigh Borough Council; Winchester City Council; Fareham Borough Council; Gosport Borough Council; Portsmouth City Council; Havant Borough Council, East Hampshire District Council, Isle of Wight Council, and Hampshire County Council. PUSH (formed in 2003) is a strategic partnership that deals with strategic and sub-regional issues. The partnership meets at both member and officer level, to discuss strategic issues such as housing, employment, transport, waste, environment and biodiversity, and provision for gypsies and travellers.
- 8.4 A Duty to Co-operate Statement of Compliance was produced in the preparation of both the [Development Sites and Policies Plan](#) and the [Welborne Plan](#) to show how the duty was complied with in the preparation of both Local Plan documents. Both documents formed part of the evidence submitted for examination of each Plan. A revised Duty to Cooperate Statement will be prepared alongside the Local Plan 2036.
- 8.5 A separate Duty to Cooperate Statement<sup>17</sup> relating the formulation of the PUSH Spatial Position Statement 2016 is available through the PUSH website. This demonstrates the Council's cooperation through the development of the PUSH Spatial Position Statement.

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<sup>17</sup> Available at: [http://www.push.gov.uk/160721\\_final\\_process\\_document.pdf](http://www.push.gov.uk/160721_final_process_document.pdf)

# Appendices

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Appendix 1: Housing Completions by Settlement

Appendix 2: Schedule of Sites which comprise the Five-Year Housing Land Supply

## Appendix 1

### Housing Completions by Settlement

Settlement	Completions				
	2011/12	2012/13	2013/14	2014/15	2015/16
Western Wards & Whiteley	189	272	94	232	189
Fareham	90	117	42	39	182
Portchester	3	2	12	13	0
Stubbington & Hill Head	33	0	4	1	3
<b>Total</b>	<b>315</b>	<b>391</b>	<b>152</b>	<b>285</b>	<b>374</b>

## Appendix 2

### Schedule of Sites which comprise the Five-Year Housing Land Supply

Planning Permission / SHLAA Ref	Site Name	Outstanding	2016/17	2017/18	2018/19	2019/20	2020/21
<b>LARGE SITE PERMISSIONS (5 UNITS AND MORE)</b>							
P/03/1865/FP	Land south of Palmerston Avenue	16	16				
P/14/0509/OA	142-144 West Street	17			17		
P/14/0080/PC and P/15/0316/FP	Fareham Point	4	4				
P/13/0408/FP	Land to the rear of Red Lion Hotel and Bath Lane (TC12)	55		28	27		
P/13/1055/FP and P/15/0690/RM	Fareham College Site	119	50	40	29		
P/13/0059/OA	84 Fareham Park Road	6	6				
P/12/0205/FP	Catholic Church of our Lady	7	7				
14/0533/PC	10 Southampton Hill	5	5				
14/0447/PC	8 Southampton Hill	9	9				
14/1071/PC	A1 Segensworth Business Centre	6		6			
P/14/1252/FP	100 Wickham Road	13			13		
P/14/0841/FP	Minton Care Village	86			40	46	
P/16/0212/FP	207-209 Segensworth Road Fareham	5		5			
P/15/1261/FP	Furze Court (FP)	33		33			
P/09/1001/FP	324-326 Brook Lane	4		4			
P/09/1024/DP/A	69 Botley Road	5		5			
P/15/0391/FP	Land to the rear of 123 Bridge Road	5	5				
13/0965/OA	411 Hunts Pond Road	7	7				
P/09/0672/FP	Newpark Garage, Station Road	14		14			
P/15/1200/VC	East of Lower Duncan Road, Park Gate	18		5	13		
P/14/0638/FP	Peters Road - Land To South Of - Parcel B Locks Heath Hampshire	9	9				
P/12/0717/DP/A and P/13/0832/FP	Peter's Road	159	121	41			
P/15/0424/VC	Swanwick Marina, Bridge Road, Swanwick	50		20	30		
P/12/0299/FP + 1257	Coldeast Hospital (Lot 1 - Phase 2 + Lot 2)	96	29	25	25	17	
P/14/0173/DP/A	Coldeast Sheltered Element (Strategic Housing)	36	36				
P/13/1121/OA	Navigator	37		20	17		
P/15/0626/FP	The Meadows	71			71		
P/15/0576/FP	100 Locks Road Locks Heath	8		8			
P/15/0351/FP	PCT Housing Land Coldeast	30	30				
<b>Large Sites TOTAL</b>		<b>933</b>	<b>334</b>	<b>254</b>	<b>282</b>	<b>63</b>	<b>0</b>

<b>SMALL SITE PERMISSIONS (1-4 UNITS) (DISCOUNTED BY 11% TO ACCOUNT FOR LAPSES)</b>							
<b>Small Sites TOTAL</b>		<b>140</b>	<b>47</b>	<b>47</b>	<b>46</b>	<b>0</b>	<b>0</b>
<b>LOCAL PLAN PART 2 ALLOCATIONS</b>							
1381	H1 Croft House, Redlands Lane	15				15	
1058	H3 Former Community Facilities, Wynton Way	10				10	
1076	H4 Land between 335-357 Gosport Road	10				10	
1078	H12 Land at Stubbington Lane	10				10	
1394	H13 Sea Lane	5				5	
0154	H14 Land adjacent Maytree Road	20				20	
58	H6 East of Raley Road	50				30	20
1068	H7 Land at Fleet End Road	10					10
1070	H8 East of Church Road	20					20
1072	H9 Extra part of Hunts Pond Road (No.s 399-411)	20			20		
1075	H10 33 Lodge Road	10					10
1007	H11 Land at Heath Road	70				30	40
2851	H17 Genesis Centre	35				10	25
<b>Allocations TOTAL</b>		<b>285</b>	<b>0</b>	<b>0</b>	<b>20</b>	<b>140</b>	<b>125</b>
<b>WELBORNE</b>							
<b>Welborne TOTAL</b>		<b>600</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>250</b>	<b>350</b>
<b>BROWNFIELD SITES IN PLANNING (5 UNITS AND MORE)</b>							
1056	Hampshire Rose Site	21			21		
P/14/0033/FP	Windmill Grove	24			24		
Pre-App	Wykeham House School	18					18
Pre-App	Warsash Maritime Academy	100				40	60
<b>Brownfield Sites in Planning TOTAL</b>		<b>163</b>	<b>0</b>	<b>0</b>	<b>45</b>	<b>40</b>	<b>78</b>
<b>WINDFALL</b>							
	Small sites	0	0	0	0	37	37
	Large sites	0	0	0	0	0	0
<b>Windfall TOTAL</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>37</b>	<b>37</b>



# FAREHAM

## BOROUGH COUNCIL

### Report to Planning and Development Policy Development and Review Panel

**Date**                    **08 November 2016**

**Report of:**            **Director of Planning and Regulation**

**Subject:**              **REVIEW OF WORK PROGRAMME 2016/17**

#### **SUMMARY**

At its meeting on 06 September 2016, the Planning and Development Policy Development and Review Panel agreed to a draft Work Programme for 2016/17.

#### **RECOMMENDATION**

Members are now invited to:-

- (a) review and agree the proposed Work Programme for 2016/17;
- (b) review the outcomes from matters considered at the Panel meeting on 06 September 2016; and
- (c) note the Planning and Development Executive Portfolio work programme for 2016/17.

## **INTRODUCTION**

1. At the last meeting of the Panel on 06 September 2016, members agreed a draft Work Programme for 2016/17, see Appendix A.
2. Appendix B contains details of the outcomes from matters considered at the Panel meeting on 06 September 2016.
3. Appendix C contains details of the Planning and Development Executive Portfolio programme of items proposed to be reported to future meetings of both the Panel and the Executive.

## **REVISIONS TO THE WORK PROGRAMME 2016/17**

4. Members are asked to note the following revisions to the current work programme:-
  - (a) the agenda item Performance Review: Tree Service and Strategy has been removed from the 28 February meeting; and
  - (b) an item, Performance Review: Coastal Management has been added to the 28 February meeting.

## **RISK ASSESSMENT**

5. There are no significant risk considerations in relation to this report

## **CONCLUSION**

6. The Panel is invited to:-
  - (a) review and agree the proposed Work Programme for 2016/17, as appropriate add to the work programme any additional items or revisions agreed generally by the Panel or put forward by individual members and accepted by the Panel;
  - (b) review the outcomes from matters considered at the Panel meeting on 06 September 2016; and
  - (c) note the Planning and Development Executive Portfolio work programme for 2016/17.

### Appendices

Appendix A – Planning and Development PDR Panel Work Programme 2016/17

Appendix B – Progress on Actions Since Last Meeting

Appendix C – Planning and Development Portfolio – Combined Executive and Policy Development and Review Panel Work Programme 2016/17 as at 25 October 2015.

### **Background Papers:**

None

### **Reference Papers:**

Planning and Development PDR Panel – 06 September 2016 - Minutes

**Enquiries:**

For further information on this report please contact Richard Jolley. (Ext 4388)

**PLANNING AND DEVELOPMENT POLICY DEVELOPMENT AND  
REVIEW PANEL - WORK PROGRAMME 2016/17**

<u>MEETING DATES FOR 2016/17</u>	<u>ITEMS</u>
17 May 2016	<ul style="list-style-type: none"> <li>• Presentation on Introduction to Portfolio Services</li> <li>• Conservation Services Casework Presentation</li> <li>• Review of the Work Programme 2016/17</li> </ul>
19 July 2016	<ul style="list-style-type: none"> <li>• Local Development Scheme</li> <li>• Review of the Work Programme 2016/17</li> </ul>
6 September 2016	<ul style="list-style-type: none"> <li>• Fareham Town Centre Parking Survey - Presentation</li> <li>• Portchester District Centre Parking Survey - Presentation</li> <li>• Review of the Work Programme 2016/17</li> </ul>
8 November 2016	<ul style="list-style-type: none"> <li>• Statement of Community Involvement: Draft for Consultation</li> <li>• Authority Monitoring Report</li> <li>• Review of the Work Programme 2016/17</li> </ul>
10 January 2017	<ul style="list-style-type: none"> <li>• Performance Review: Building Control Partnership</li> <li>• Preliminary Review of the Work Programme 2016/17 and Draft Work Programme 2017/18</li> </ul>
28 February 2017	<ul style="list-style-type: none"> <li>• Performance Review: Coastal Management</li> <li>• Final Review of Work Programme 2016/17 and Draft Work Programme 2017/18</li> </ul>

**Unallocated Items:**

**PLANNING AND DEVELOPMENT POLICY DEVELOPMENT AND REVIEW PANEL PROGRESS ON ACTIONS  
SINCE LAST MEETING ON 06 SEPTEMBER 2016**

<b>Date of Meeting</b>	<b>06 September 2016</b>
<b><u>Subject</u></b>	<b>FAREHAM TOWN CENTRE PARKING SURVEY - PRESENTATION</b>
Type of Item	Presentation
Action by Panel	<p>The Panel received a presentation from the Transport Planner (Strategy and Regeneration) which provided information on the outcome of a recent survey undertaken on parking provision for the town centre, which will be used to inform the preparation of the Town Centre Regeneration Vision, and sought member's views on the results of the survey.</p> <p>The presentation provided information on:</p> <ul style="list-style-type: none"> <li>• The survey objectives</li> <li>• The current parking provision in the town centre</li> <li>• The methodology used for the survey</li> <li>• The outcome and results summary for the inner stay car parks</li> <li>• The outcome and results summary for the outer stay car parks</li> </ul> <p>Members commented on the lack of signage and visibility of both the Shopping Centre Multi Storey car park and Lysses car park, and suggested that this is likely to be a significant reason as to why these car parks are underutilized.</p> <p>It was also suggested that the loss of the Osborn Road Multi Storey car park would have a significant loss to the attractiveness of the town centre, as it is one of the most visible car parks in the town. However it was also noted that this car park is in need of modernisation, with better sized parking bays and a more attractive appearance.</p> <p>Lastly it was noted that a behaviour survey is planned to be undertaken in order to gain an better understanding as to why people choose to use one car park over another.</p>

	<p>It was AGREED that:-</p> <p>(a) the Transport Planner (Strategy and Regeneration) be thanked for his informative presentation; and</p> <p>(b) Officer's note Member's comments when preparing the Town Centre Regeneration Vision.</p>
Outcome	Members comments noted by Officers
Link Officer	Claire Burnett
<b><u>Subject</u></b>	<b>PORTCHESTER DISTRICT CENTRE PARKING SURVEY – PRESENTATION</b>
Type of Item	Presentation
Action by Panel	<p>The Panel received a presentation from the Transport Planner (Strategy and Regeneration) which provided information on the outcome of a recent survey undertaken on parking provision for the Portchester District Centre, which will be used to inform the preparation of the Portchester District Centre Regeneration Vision, and sought member's views on the results of the survey.</p> <p>The Survey provided the following information:</p> <ul style="list-style-type: none"> <li>• The methodology used for the survey</li> <li>• The dates of when the survey took place</li> <li>• Analysis of the occupation levels of the short stay car parks</li> <li>• Analysis of the occupation levels of the long stay car parks</li> </ul> <p>The Panel enquired as to whether there was any data collected on the misuse of the car parks in respect of cars parking for longer periods than is permitted. The Transport Planner informed the Panel that he did not currently have this information but that he would speak to the enforcement officers and would report back to members on this.</p> <p>The Portchester Ward Councillor's informed the Panel that all of the car parks within the District Centre were well used especially on a Wednesday which is the Portchester Market Day, and that this often results from complaints from the public who have difficulty in finding available spaces.</p> <p>It was AGREED that:-</p> <p>(a) the Panel thank the Transport Planner (Strategy and Regeneration) for his informative presentation; and</p>

	(b) that Officers note Members comments on the results of the survey when preparing the Portchester District Centre Regeneration Vision.
Outcome	Members comments noted by Officers
Link Officer	Claire Burnett
<b><u>Subject</u></b>	<b>PLANNING AND DEVELOPMENT POLICY AND DEVELOPMENT REVIEW PANEL WORK PROGRAMME</b>
Type of Item	Report
Action by Panel	<p>The Panel considered a report by the Director of Planning and Regulation which invited members to review the Panel's work programme for 2016/17.</p> <p>It was AGREED that the Panel:-</p> <ul style="list-style-type: none"> <li>(a) agree the proposed Work Programme for 2016/17, as set out in Appendix A to the report;</li> <li>(b) noted the outcomes from matters considered at the Panel meeting on 19 July 2016, as set out in Appendix B to the report; and</li> <li>(c) noted the Planning and Development Executive Portfolio work programme for 2016/17, as set out in Appendix C to the report.</li> </ul>
Outcome	Contents of report noted
Link Officer	Richard Jolley





Committee / Panel	Portfolio	Service Area	Item Description	Item Type	Date	Key Decision	Author
Planning & Development PDRP	Planning and Development		Introduction to Portfolio Services	Presentation	17/05/2016	No	Richard Jolley
Planning & Development PDRP	Planning and Development	Development Management	Conservation Services: Caseload - WITHDRAWN	Presentation	17/05/2016	No	Mike Franklin
Executive	Planning and Development	Welborne	Delivery of Welborne: Detailed programme & costs and interim Governance Review	Report	11/07/2016	Yes	Richard Jolley
Executive	Planning and Development	Coastal Management	Hill Head Coastal Protection Project: Phase 1 – Proposals	Report	11/07/2016	Yes	Lyall Cairns
Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	Local Development Scheme	Report	19/07/2016	No	Claire Burnett
Executive	Planning and Development	Planning Strategy & Regeneration	Local Development Scheme: Approval	Report	05/09/2016	No	Claire Burnett
Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	Fareham Town Centre Parking Survey - Presentation	Presentation	06/09/2016	No	Claire Burnett
Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	Portchester District Centre Parking Survey - Presentation	Presentation	06/09/2016	No	Claire Burnett
Executive	Planning and Development	Coastal Management	Portchester to Paulsgrove Coastal Protection Scheme: Preferred Option	Report	05/12/2016	Yes	Lyall Cairns
Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	Authority Monitoring Report	Report	08/11/2016	No	Claire Burnett
Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	Statement of Community Involvement: Draft for Consultation	Report	08/11/2016	No	Claire Burnett
Executive	Planning and Development	Planning Strategy & Regeneration	Draft Portchester (District Centre) Regeneration Vision: For Consultation	Report	09/01/2017	No	Claire Burnett
Planning & Development PDRP	Planning and Development	Building Control	Performance Review: Building Control Partnership	Report	10/01/2017	No	John Shaw

Committee / Panel	Portfolio	Service Area	Item Description	Item Type	Date	Key Decision	Author
Executive	Planning and Development	Planning Strategy & Regeneration	Draft Fareham (Town Centre) Regeneration Vision: For Consultation	Report	06/02/2017	No	Claire Burnett
Executive	Planning and Development	Planning Strategy & Regeneration	Statement of Community Involvement: For Approval	Report	06/02/2017	No	Claire Burnett
Planning & Development PDRP	Planning and Development	ESCP	Performance Review: Coastal Management	Report	28/02/2017	No	Lyall Cairns
Executive	Planning and Development	Planning Strategy & Regeneration	Draft Local Plan Review: for Consultation	Report	06/03/2017	Yes	Claire Burnett
Executive	Planning and Development	ESCP	Hill Head Coastal Protection Project: Phase 2 – Preferred Option and Award of Tender	Report	06/03/2017	Yes	Lyall Cairns
Executive	Planning and Development	Planning Strategy & Regeneration	Fareham (Town Centre) Regeneration: Vision – For Approval	Report	TBC 2017/18	Yes	Claire Burnett
Executive	Planning and Development	Planning Strategy & Regeneration	Portchester (District Centre) Regeneration: Vision – for Approval	Report	TBC 2017/18	Yes	Claire Burnett
Executive	Planning and Development	Coastal Management	Portchester to Paulsgrove Coastal Protection Scheme: Award of Tender	Report	TBC 2017/18	Yes	Lyall Cairns
Ind Exec Member	Planning and Development	Development Management	Article 4 Direction - Titchfield	Report	TBC	No	Lee Smith
Ind Exec Member	Planning and Development	Development Management	Article 4 Direction - Wallington	Report	TBC	No	Lee Smith