

# FAREHAM

BOROUGH COUNCIL

## AGENDA SCRUTINY BOARD

**Date:** Thursday, 16 March 2017

**Time:** 6.00 pm

**Venue:** Collingwood Room - Civic Offices

**Members:**

Councillor Mrs S M Bayford (Chairman)

Councillor S D Martin (Vice-Chairman)

Councillors B Bayford

S Cunningham

M J Ford, JP

L Keeble

A Mandry

Ms S Pankhurst

C J Wood

**Deputies:** F Birkett

Mrs M Brady

J E Butts

Mrs L E Clubley

Mrs T L Ellis

R H Price, JP

Mrs K K Trott



**1. Apologies for Absence**

**2. Minutes (Pages 5 - 10)**

To confirm as a correct record the minutes of the Scrutiny Board meeting held on 31 January 2017.

**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. Review of the Board's Work Programme (Pages 11 - 48)**

To consider a report by the Director of Finance and Resources on a final review of the Board's Work Programme 2016/17 and draft Work Programme for 2017/18.

**7. Presentation by, and questioning of, the Executive Member for Planning and Development**

To receive a presentation by the Executive Member for Planning and Development on progress made and changes to the portfolio over the past 2 years.

**8. Receive Minutes of Meeting of Policy Development and Review Panels**

To receive the minutes of the Policy Development and Review Panels held since 1 January 2017.

**(1) Minutes of meeting Tuesday, 10 January 2017 of Planning and Development Policy Development and Review Panel (Pages 49 - 52)**

**(2) Minutes of meeting Tuesday, 28 February 2017 of Planning and Development Policy Development and Review Panel (Pages 53 - 56)**

**(3) Minutes of meeting Tuesday, 17 January 2017 of Public Protection Policy Development and Review Panel (Pages 57 - 62)**

**(4) Minutes of meeting Wednesday, 18 January 2017 of Leisure and Community Policy Development and Review Panel (Pages 63 - 66)**

**(5) Minutes of meeting Wednesday, 1 March 2017 of Leisure and Community Policy Development and Review Panel (Pages 67 - 70)**

**(6) Minutes of meeting Thursday, 19 January 2017 of Health and Housing Policy Development and Review Panel (Pages 71 - 74)**

**(7) Minutes of meeting Thursday, 26 January 2017 of Streetscene Policy Development and Review Panel (Pages 75 - 78)**

**9. Executive Business**

If requested by a member, to consider any item of business dealt with by the Executive, since the last meeting of the Board. The relevant Executive meeting(s) is 6 February 2017. (This will also include any decisions taken by individual Executive members during the same time period.)

P GRIMWOOD  
Chief Executive Officer  
Civic Offices  
[www.fareham.gov.uk](http://www.fareham.gov.uk)  
7 March 2017

**For further information please contact:  
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# FAREHAM

## BOROUGH COUNCIL

### Minutes of the Scrutiny Board

**(to be confirmed at the next meeting)**

**Date:** Tuesday, 31 January 2017

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Councillor Mrs S M Bayford (Chairman)

Councillor S D Martin (Vice-Chairman)

**Councillors:** B Bayford, S Cunningham, M J Ford, JP, L Keeble, A Mandry,  
Ms S Pankhurst and C J Wood

**Also Present:** Councillor Miss S M Bell, Executive Member for Leisure and  
Community (Item 7)



**1. APOLOGIES FOR ABSENCE**

There were no apologies of absence.

**2. MINUTES**

It was AGREED that the minutes of the Scrutiny Board meeting held on 22 December 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. PRELIMINARY OVERALL REVIEW OF WORK PROGRAMME 2016/17 AND DRAFT WORK PROGRAMME 2017/18**

The Board considered a report by the Director of Finance and Resources which reviewed the Board's work programme for the current year 2016/17, and asked members to consider the work programme for 2017/18.

The Chairman drew member's attention to Appendix B of the report which contained a list of organisations which help to support the delivery of public services within the Borough, and asked if there were any of the listed organisations that the Board would like to invite to a future meeting. Councillor Cunningham suggested that a presentation from 2 Saints would be beneficial to the Board especially in light of the recent Public Spaces Protection Order that the Council has introduced in the Town Centre. The Director of Finance and Resources addressed the Panel and suggested that he meet with Councillor Cunningham to draft a scoping report which can be brought back to the Board for agreement on the information that the Board would like 2 Saints to provide to them.

Councillor Cunningham also suggested that a presentation on PUSH could be useful to the Board. The Director of Finance and Resources explained that PUSH has its own Scrutiny arrangements and as a result did not feel that it would be appropriate to invite them to the Board. The Director of Planning and Regulation advised that he would speak to Councillor Cunningham after the meeting regarding this.

It was AGREED that Members:-

- (a) agreed the current work programme for 2016/17;

- (b) give initial consideration for items for the 2017/18 work programme; and
- (c) in addition to the scoping report for 2 Saints give further consideration for any other external review they may wish to carry out in 2017/18.

## **7. PRESENTATION BY, AND QUESTIONING OF, THE EXECUTIVE MEMBER FOR LEISURE AND COMMUNITY**

The Board received a presentation by the Executive member for Leisure and Community on the performance of the services within the Leisure and Community portfolio over the past two years, and on future plans. The presentation included details on:-

- Finances (Revenue and Capital Budgets)
- Leisure Centres
- Play Area Improvement Programme
- Community Centres
- Westbury Manor Museum
- Leisure and Town Centre Events
- Community Funding
- Sports Club Liaison
- Community Service Level Agreements
- Youth Facilities
- Y CAT meetings
- Defibrillator Scheme
- Countryside Ranger Service
- Ferneham Hall
- Key Projects

The Executive Member for Leisure and Community answered members' questions concerning the presentation.

It was AGREED that the Executive Member for Leisure and Community be thanked her very information presentation.

## **8. FINANCE STRATEGY, CAPITAL PROGRAMME, REVENUE BUDGET AND COUNCIL TAX 2017/18**

The Board considered a report by the Director of Finance and Resources on the Finance Strategy, Capital Programme, Revenue Budget and Council Tax for 2017/18.

It was AGREED that members:-

- (a) noted the content report;
- (b) do not have any comments or proposals to refer to the Executive at its meeting on 6 February 2017.

## **9. HOUSING REVENUE ACCOUNT BUDGET AND CAPITAL PLANS 2017/18**

The Board considered a report by the Director of Finance and Resources on the Housing and Revenue Account Budget and Capital Plans for 2017/18.

It was AGREED that members:-

- (a) note the content of the report; and
- (b) do not have any comments or proposals to make to the Executive at its meeting on 6 February 2017.

**10. RECEIVE MINUTES OF MEETING OF POLICY DEVELOPMENT AND REVIEW PANELS**

The Board was asked to receive the minutes of the Policy Development and Review Panels held since 1 November 2016.

**(1) Minutes of meeting Tuesday, 8 November 2016 of Planning and Development Policy Development and Review Panel**

The Chairman of the Planning and Development Policy Development and Review Panel, Councillor A Mandry was invited to present the minutes of the meeting held on 8 November 2016.

It was AGREED the minutes be received.

**(2) Minutes of meeting Wednesday, 9 November 2016 of Leisure and Community Policy Development and Review Panel**

The Chairman of the Leisure and Community Policy Development and Review Panel, Councillor Ms S Pankhurst was invited to present the minutes of the meeting held on 9 November 2016.

It was AGREED the minutes be received.

**(3) Minutes of meeting Tuesday, 15 November 2016 of Public Protection Policy Development and Review Panel**

The Chairman of the Public Protection Policy Development and Review Panel, Councillor M J Ford, JP was invited to present the minutes of the meeting held on 15 November 2016.

It was AGREED the minutes be received.

**(4) Minutes of meeting Thursday, 17 November 2016 of Health and Housing Policy Development and Review Panel**

The Chairman of the Health and Housing Policy Development and Review Panel, Councillor B Bayford was invited to present the minutes of the meeting held on 17 November 2016.

It was AGREED the minutes be received.



## **11. EXECUTIVE BUSINESS**

The Chairman invited members to indicate if they wished to consider any other item of business dealt with by the Executive since the last meeting of the Board.

There were no other items of Executive Business considered.

(The meeting started at 6.00 pm  
and ended at 7.00 pm).



# FAREHAM

## BOROUGH COUNCIL

### Report to Scrutiny Board

**Date**                    **16 March 2017**

**Report of:**           **Director of Finance and Resources**

**Subject:**            **FINAL REVIEW OF THE WORK PROGRAMME 2016/17 AND  
DRAFT WORK PROGRAMME 2017/18**

#### **SUMMARY**

At its meeting on 31 January 2017, the Board received a report which gave preliminary information to assist the end of year review of the work programme of the Board. Members also received the first draft of the proposed work programme for 2017/18.

#### **RECOMMENDATION**

Members are now invited to:-

- (a) review the outcome of the work programme of the Scrutiny Board for 2016/17;
- (b) inform the Council of the Board's view on the outcome of the call-in arrangements for 2016/17;
- (c) agree a provisional work programme of the Board for 2017/18; and
- (d) submit the provisional work programme of the Board for 2017/18 to the Council.

## **INTRODUCTION**

1. At the meeting of the Board in January, members received some preliminary information to assist in the end of year review of the work programme of the Board. This is the last cycle of meetings for this year and the Board is invited to finalise its review of this year's work and consider the draft programme for 2016/17.

## **THE BOARD'S TERMS OF REFERENCE**

2. Under its terms of reference, the Scrutiny Board is responsible for:-
  - maintaining an overview of the discharge of the Council's Executive functions;
  - exercising the right to call-in, for reconsideration, any decisions made but not yet implemented by the Executive (and individual Executive members) or key decisions made by officers in exercise of their delegated powers;
  - reviewing and/or scrutinising any decisions made or actions taken in connection with the performance of any of the Council's functions;
  - reviewing and/or scrutinising any matter affecting the strategic plans and financial affairs of the Council; and
  - considering matters affecting the area or local people and, in so doing, reviewing and scrutinising the performance of other public bodies in the area or referring such scrutiny to the relevant Review Panel.

## **SCRUTINY BOARD WORK PROGRAMME – CURRENT YEAR 2016/17**

3. Appendix A contains details of the current year's work programme, for review by the Board. As this is the last meeting of the municipal year, the outcomes of items on this meeting's agenda are obviously not referred to in the schedule.
4. The Board is reminded that there has been one call-in this year, relating to a decision made by the Executive regarding the Termination of the Traffic Management Agreement with Hampshire County Council. Given the information provided at the call-in meeting, the decision made by the Executive was accepted.
5. As the call-in procedure is operating satisfactorily, there is no reason to suggest that the arrangements should be amended and it is recommended that the Council be advised accordingly.

## **SCRUTINY BOARD WORK PROGRAMME – NEXT YEAR 2017/18**

6. Appendix B sets out as a preliminary draft work programme, details of the general business of the Board, which it is known, at this stage, will arise during the course of the coming year. As the Council has decided on the dates for meetings, these have been included in the schedule. It is for members to decide whether they are in agreement with the scheduling of these general matters, having taken account of any other proposed items put forward by the Board.
7. It is also for the Board to consider whether any review of items under the Council's policy framework would be included in the 2017/18 programme. Appendix C contains a list of the plans and strategies currently contained in the Council's policy framework.

8. In connection with next year's programme, members will recall that in January they considered a list of external agencies operating in the Borough and decided that members of the Board e-mail the Chairman with any suggested external reviews that it might wish to carry out during 2017/18, for consideration at its meeting in March 2017.

### **RISK ASSESSMENT**

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

### **CONCLUSION**

10. Members are now invited to:-

- (a) review the outcome of the work programme of the Scrutiny Board for 2016/17;
- (b) inform the Council of the Board's view on the outcome of the call-in arrangements for 2016/17;
- (c) agree a provisional work programme of the Board for 2017/18; and
- (d) submit the provisional work programme of the Board for 2017/18 to the Council.

### **Appendices:**

**Appendix A – Current Work Programme 2016/17**

**Appendix B – Outcomes 2016/17**

**Appendix C – Draft Work Programme 2017/18**

**Appendix D – Policy Framework**

### **Background Papers:**

### **Reference Papers:**

### **Enquiries:**

For further information on this report please contact Andrew Wannell. (Ext 4620)

**SCRUTINY BOARD – CURRENT WORK PROGRAMME 2016/17**

<b>DATE</b>	<b>SCRUTINY BOARD ITEM</b>
19 May 2016	<p>Review of Work Programme 2016/17</p> <p>Presentation from Head of Project Integra</p> <p>Receive Minutes of Meetings of Policy Development and Review Panels</p>
23 June 2016	<p>Review of the Work Programme 2016/17</p> <p>Presentation by, and questioning of, the Executive Member for Health and Housing</p> <p>Receive Minutes of Meetings of Policy Development and Review Panels</p>
15 September 2016	<p>Review of the Work Programme 2016/17</p> <p>Receive Minutes of Meetings of Policy Development and Review Panels</p>
24 November 2016	<p>Review of the Work Programme 2016/17</p> <p>Vanguard Update</p> <p>Review of the Medium Term Finance Strategy</p> <p>Receive Minutes of Meetings of Policy Development and Review Panels</p>
<p>12 January 2017</p> <p>31 January 2017</p>	<p>Preliminary Overall Review of Work Programme 2016/17 and Draft 2017/18</p> <p>Finance Strategy, Capital Programme, Revenue Budget and Council Tax 2017/18</p> <p>Housing Revenue Account Budget and Capital Plans 2017/18</p> <p>Presentation by, and questioning of, the Executive Member for Leisure and Community</p> <p>Receive Minutes of Meetings of Policy Development and Review Panels</p>
16 March 2017	<p>Final Review of Work Programme 2016/17 and Draft Work Programme 2017/18</p> <p>Presentation by, and questioning of, the Executive Member for Planning and Development</p>

	Receive Minutes of Meetings of Policy Development and Review Panels
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Items to be assigned:

- Review of the implementation of the universal credit system and its impact on the residents of Fareham
- Minutes of meetings of the Portchester Crematorium Joint Committee (as appropriate)
- Presentation by, and questioning of, the Executive member for Policy and Resources (June 2017)
- Review of Corporate Strategy and Corporate Priorities
- Scoping Report for Questions and Answers of Two Saints

<b><u>SCRUTINY BOARD WORK PROGRAMME 2016/17 - OUTCOMES</u></b>				<b>APPENDIX B</b>	
<b>Date of Meeting</b>	<b>Subject</b>	<b>Type of Item</b>	<b>Action by Board</b>	<b>Outcome</b>	<b>Link Officer</b>
19 May 2016	Presentation from Head of Integra	Presentation	<p>The Board received a presentation from Chris Nobel, the Head of Project Integra.</p> <p>The presentation gave the Board an overview of Project Integra, the areas of work covered under the Partnership, the achievements that they have made and the challenges for the future.</p> <p>Councillor Keeble requested that a Member visit to the Materials Recovery Facility and the Energy Recovery Facility be arranged for this year. Chris Noble informed the Board that there were dates already set for this year for visits to both facilities and that Members would need to liaise with the Refuse, Recycling and Transport Manager regarding this.</p> <p>It was AGREED that Chris Noble be thanked for his information presentation.</p>	Completed	Paul Doran



	Minutes of Meetings of Policy Development and Review Panels		<p>The Board was asked to receive the minutes of the Policy Development and Review Panels held since 1 March 2016.</p> <p><b>(1) Minutes of meeting Wednesday, 2 March 2016 of Leisure and Community Policy Development and Review Panel</b></p> <p>The Chairman addressed the Board and explained that unfortunately there was no representative of the Leisure and Community Policy Development and Review panel available to present the minutes, but advised members that she was happy for them to receive them if there were no questions arising from them.</p> <p>It was AGREED the minutes be received.</p> <p><b>(2) Minutes of meeting Tuesday, 8 March 2016 of Public Protection Policy Development and Review Panel</b></p> <p>The Chairman advised that the Chairman of the Public Protection Policy Development and Review panel was unable to attend this meeting but would like to present the minutes of the Public Protection Policy Development and Review</p>	Completed	Andrew Wannell
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			<p>Panel meeting held on 8 March 2016 at the next meeting of the Scrutiny Board on 23 June 2016.</p> <p>It was AGREED that the minutes be deferred to the meeting on 23 June 2016.</p> <p>(3) Minutes of meeting Thursday, 10 March 2016 of health and Housing Policy Development and Review Panel</p> <p>The Chairman of the Health and Housing Policy Development and Review panel, Councillor B Bayford was invited to present the minute of the meeting held on 10 March 2016.</p> <p>It was AGREED that the minutes be received.</p>		
	Review of the Board's Work Programme 2016/17	Programming	<p>The Board considered a report by the Director of Finance and Resources which reviewed the work programme for 2016/17.</p> <p>Councillor Mandry referred to Appendix B of the report which outlined progress on actions since the last meeting. He enquired as to whether the Director of Finance and Resources had followed up on the Board's request that the Executive Leader include an update on the Solent Local Enterprise Partnership</p>		

			<p>(LEP) in his announcements at Council meetings. The Director of Finance and Resources confirmed that the Executive Leader is aware of the Board's request and has agreed to provide an update on the Solent (LEP) at Council meeting if there is something of significance that he feels Members should be aware of.</p> <p>Councillor Mandry also requested an update on the trial being undertaken in Portchester with regards to tackling dog waste issues. The Director of Operations addressed the Board and explained that the trial has only been operating since the beginning of April and therefore is too early to know whether it has made a significant impact or not. He did informed members that at the end of May they would be looking to review the publicity campaign for this trial to assess the effectiveness of it, and that this would be reported to the Streetscene Panel. In addition to this he will provide a briefing note that can be presented to the Scrutiny Board to provide an update on the trial.</p> <p>The Director of Finance and Resources also informed the Board that the Executive Leader had made the</p>		
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			<p>decision that the Scrutiny Board would be tasked with reviewing the Health and Housing Portfolio, giving particular attention to health provision, and suggested that an item titled 'Review of Corporate Strategy and Corporate Priorities' be added to the work programme for the September meeting.</p> <p>It was AGREED that the Board:-</p> <p>(a) add a report on Review of Corporate Strategy and Corporate Priorities to the work programme for the September meeting;</p> <p>(b) note the progress on actions since the last meeting, as set out in Appendix A; and</p> <p>(c) subject to the inclusion of the report outlined in (a) approve the work programme for 2016/17, as set out in Appendix B.</p>		
23 June 2016	Presentation By, and Questioning of, The Executive Member for Health and Housing		<p>The Board received a presentation by Councillor Mrs K Mandry, Executive Member for health and Housing, on the areas of service within the portfolio, providing details on how the service was performing, any achievements made and the key priorities for the future. These services included:</p> <ul style="list-style-type: none"> <li>• Health Services</li> <li>• Tenancy Services</li> <li>• Responsive Repairs</li> <li>• Housing Options</li> </ul>	Completed	Paul Doran

			<ul style="list-style-type: none"> <li>• Private Sector Housing</li> <li>• New Developments</li> </ul> <p>At the invitation of the Chairman, Councillor Mrs Trott addressed the Board on this item and raised the issue of homelessness, and enquired how the Council are looking to handle this in the future. The Head of Housing, Revenue and Benefits addressed the Board and explained the challenges that they face in trying to tackle this issues, with the biggest challenge being that a large number of people who are homeless are choosing to sleep rough and do not want the help of the Council as there is an expectation that by accepting support they will agree to taking help to combat drug/alcohol/mental health issues and they are not ready for this. She also informed the Board that the Homelessness Strategy will be reviewed next year and time will be given to looking into the issue of homelessness and how it can be tackled.</p> <p>Councillor Mrs Mandry further addressed the Board and offered all new members the opportunity to have a visit to the newly completed Collingwood Court.</p> <p>It was AGREED that Councillor Mrs K Mandry, Executive Member for Health and Housing be thanked for her</p>		
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			informative presentation.		
	Minutes of Meetings of Policy Development and Review Panels		<p>The Board was asked to receive the minutes of the meetings of the Policy Development and Review Panels held since 1 March 2016.</p> <p>(1) Minutes of Meeting Tuesday, 1 March 2016 of Planning and Development Policy Development and Review Panel.</p> <p>The Chairman of the Planning and Development Policy Development and Review Panel, councillor A Mandry was invited to present the minutes of the meeting held on 1 March 2016.</p> <p>It was AGREED the minutes be received.</p> <p>(2) Minutes of Meeting Thursday, 3 March 2016 of Streetscene Policy Development and Review Panel.</p> <p>The Chairman of the Streetscene Policy Development and Review Panel, Councillor L Keeble was invited to</p>		Andy Wannell

			<p>present the minutes of the meeting held on 3 March 2016.</p> <p>He informed the Board that at the next meeting of the Panel there will be a Member's Open Forum, this is an opportunity for any member to ask questions of the Streetscene Officers on any Streetscene related topic. All questions must be submitted to the Committee Officer 5 clear working days prior to the meeting.</p> <p>It was AGREED the minutes be received.</p> <p>(3) Minutes of meeting Thursday, 8 March 2016 of Public Protection Policy Development and Review Panel.</p> <p>The Chairman of the Public Protection Policy Development and Review Panel, Councillor M J Ford, JP was invited to present the minutes of the meeting held on 8 March 2016.</p> <p>Councillor Bayford asked for clarification as to where the two Air Quality Monitoring Areas were within the Borough, and was informed by the Director of Planning and Regulation that they were in Hartlands Road and Gosport Road.</p> <p>Councillor Ford also referred to the</p>		
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			<p>same minute item from the previous minutes but in relation to the Panel's question on how many Hybrid cars there were currently within the Borough. He informed that as of March 2016 there were 17 Hybrid Cars within the Borough.</p> <p>It was AGREED the minutes be received.</p>		
	Review of the Board's Work Programme		<p>The Board considered a report by the Director of Finance and Resources which reviewed the Board's work programme for 2016/17.</p> <p>Councillor Ms Pankhurst requested that the unallocated report on Universal Credit be added on to the work programme. The Head of Housing Revenue and Benefits informed the Board that a report on this will be going to the Health and Housing Panel, but at present does not feel that it needs to come before the Scrutiny Board yet as it is still in the early stages and is only being applied for a very small number of people, it is anticipated that it will be another 5 years until it is fully rolled out across the Borough. It was agreed therefore to leave the item as unallocated until such time that there is more information to report to the Board.</p> <p>It was AGREED that the work programme for 2016/17 be approved.</p>		Andrew Wannell



15 September 2016	Review of the Board's Work Programme	Review	<p>The Board considered a report by the Director of Finance and Resources which reviewed the Board's work programme for 2016/17.</p> <p>Members were invited to put forward any suggestions for any items they would like to see included. Councillor Ford stated that he would like a report providing an Update on Vanguard. The Director of Finance and Resources addressed the Board and advised them that a report on Vanguard is planned to go to the Executive at its meeting on 7 November 2016. He suggested that should any member wish to scrutinise this report then an item could be added onto the Board's work programme at a later date.</p> <p>It was AGREED that the Board's work programme for 2016/17 be approved.</p>	Completed	Andrew Wannell
	Minutes of Meetings of Policy Development and Review Panels	Review	<p>The Board was asked to receive the minutes of the Policy Development and Review Panels held since 1 May 2016.</p> <p><b>(1) Minutes of meeting Tuesday, 17 May 2016 of Planning and Development Policy Development and Review Panel</b></p> <p>The Chairman of the Planning and</p>	Completed	Andrew Wannell

			<p>Development Policy Development and Review Panel, Councillor A Mandry was invited to present the minutes of the meeting held on 17 May 2016.</p> <p>It was AGREED the minutes be received.</p> <p><b>(2) Minutes of meeting Tuesday, 19 July 2016 of Planning and Development Policy Development and Review Panel.</b></p> <p>The Chairman of the Planning and Development Policy Development and Review panel, Councillor A Mandry was invited to present the minutes of the meeting held on 19 July 2016.</p> <p>It was AGREED the minutes be received.</p> <p><b>(3) Minutes of meeting Tuesday, 24 May 2016 of Public Protection Policy Development and Review Panel</b></p> <p>The Chairman of the Public Protection Policy Development and Review Panel, Councillor M J Ford, JP was invited to present the minutes of the meeting held on 24 May 2016.</p> <p>It was AGREED the minutes be received.</p>	Completed	Andrew Wannell
				Completed	Andrew Wannell

		<p><b>(4) Minutes of meeting Tuesday, 26 July 2016 of Public Protection Policy Development and Review Panel</b></p> <p>The Chairman of the Public Protection Policy Development and Review Panel, Councillor M J ford, JP was invited to present the minutes of the meeting held on 26 July 2016.</p> <p>It was AGREED the minutes be received.</p>	Completed	Andrew Wannell
		<p><b>(5) Minutes of meeting Thursday, 26 May 2016 of Health and Housing Policy Development and Review Panel</b></p> <p>The Chairman of the Health and Housing Policy Development and Review Panel, Councillor B Bayford was invited to present the minutes of the meeting held on 26 May 2016.</p> <p>It was AGREED the minutes be received.</p>	Completed	Andrew Wannell
		<p><b>(6) Minutes of meeting Thursday, 21 July 2016 of Health and Housing Policy Development and Review Panel</b></p> <p>The Chairman of the Health and Housing Policy Development and Review Panel, Councillor B Bayford was</p>	Completed	Andrew Wannell

			<p>invited to review the minutes of the meeting held in 21 July 2016.</p> <p>Councillor Bayford referred to minute item 6, the Health Update. He informed the Board that he gave a brief presentation on the role of the Health and Housing Panel with regards to Health provision within the Borough, and offered to present the same presentation to the Board members as health provision has been identified by the Board previously as an issue that needs to be addressed.</p> <p>It was AGREED that:-</p> <p>(a) the minutes be received; and</p> <p>(b) the Chairman of Health and Housing provide a presentation to Board members at a briefing session to be confirmed.</p> <p><b>(7) Minutes of meeting Wednesday, 1 June 2016 of Leisure and Community Policy Development and Review Panel</b></p> <p>The Chairman of the Leisure and Community Policy Development and Review panel, Councillor Ms S Pankhurst was invited to present the minutes of the meeting held on 1 June 2016.</p>	Completed	Andrew Wannell
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		<p>It was AGREED the minutes be received.</p> <p><b>(8) Minutes of meeting Wednesday, 27 July 2016 of Leisure and Community Policy Development and Review Panel</b></p> <p>The Chairman of the Leisure and Community Policy Development and Review Panel, Councillor Ms S Pankhurst was invited to present the minutes of the meeting held on 27 July 2016.</p> <p>It was AGREED the minutes be received.</p>	Completed	Andrew Wannell
		<p><b>(9) Minutes of meeting Thursday, 9 June 2016 of Streetscene Policy Development and Review Panel</b></p> <p>The Chairman of the Streetscene Policy Development and Review Panel, Councillor L Keeble was invited to present the minutes of the meeting held on 9 June 2016.</p> <p>It was AGREED the minutes be received.</p>	Completed	Andrew Wannell
		<p><b>(10) Minutes of meeting Thursday, 14 July 2016 of Streetscene Policy Development and Review Panel</b></p>	Completed	Andrew Wannell

			<p>The Chairman of the Streetscene Policy Development and Review Panel, Councillor L Keeble was invited to present the minutes of the meeting held on 14 July 2016.</p> <p>Councillor Wood referred to minute item 7, Annual Report on Street Cleansing Service, and enquired as to what the Council's responsibility is with regard to the removal of weeds on the kerbside. The Director of Operations explained to the Board that the responsibility of the treatment of eradicating weeds was Hampshire County Council and that the Borough Council's responsibility is to clear up the weeds once they have been treated and have died, as part of the street sweeping service.</p> <p>Councillor Ms Pankhurst asked for her thanks to be passed to the Operations Manager and his team for the hard work and extremely quick responses to reports of street cleansing issues.</p> <p>It was AGREED the minutes be received.</p>		
<b>24 November 2016</b>	Vanguard Update	Scrutiny	The Board considered a report by the Director of Finance and Resources on an Update to the Vanguard interventions that have taken place throughout the Council.	Completed	Andrew Wannell

			<p>The Board enquired as to when the next phase is completed will all departments have been through an intervention. The Director of Finance and Resources confirmed that at the end of the next phase all services within a department will have had an intervention, but this will not apply to the whole department.</p> <p>It was AGREED that Members:-</p> <ul style="list-style-type: none"> <li>(a) noted the progress made with the Vanguard programme of interventions; and</li> <li>(b) agreed that no comments need to be made for the Executive to consider.</li> </ul>		
	Review of the Medium Term Finance Strategy	monitoring	<p>The Board considered a report by the Director of Finance and Resources which reviewed the Council's Medium Term Finance Strategy.</p> <p>The Board enquire as to whether the Spending Reserve of 5% compared with other authorities and whether it would change with changes to the economic climate. The Management and Financial Accounting Manager explained that the 5% figure is a suggested figure from CIPFA, however it is the responsibility of each authorities Section 151 Officer to determine the level set. He explained that at present they are comfortable that the 5% level was appropriate for Fareham. In regards to changes in the</p>	Completed	Andrew Wannell

			<p>economic climate, this is something that is monitored and should there be a major change then the level could be revisited.</p> <p>A question was raised regarding the Housing Capital budget and why this did not feature in the report. The Director of Finance and Resources informed the Board that the Medium term Finance Strategy is for the General Fund, and that the housing capital programme would form part of the Housing Revenue Account which is separate to this.</p> <p>It was AGREED that the Board:-</p> <ul style="list-style-type: none"> <li>(a) note the content of the report; and</li> <li>(b) agree that they have no comments on the Medium Term Finance Strategy that the Executive need to consider.</li> </ul>		
	Review of the Board's Work Programme		<p>The Board considered a report by the Director of Finance and Resources which reviewed the Board's work programme for 2016/17.</p> <p>The Director of Finance and Resources provided a verbal update to the work programme which concerned a further amendment to the one set out in paragraph 3 (i) of the report. The item titled "Presentation and questioning of,</p>	Completed	Andrew Wannell



[illegible]

			<p>Community Policy Development and Review Panel, Councillor Ms S Pankhurst was invited to present the minutes of the meeting held on 7 September 2016.</p> <p>It was AGREED the minutes be received.</p> <p><b>(3) Minutes of meeting Thursday, 8 September 2016 of Streetscene Policy Development and Review Panel</b></p> <p>The Chairman of the Streetscene Policy Development and Review Panel, Councillor L Keeble was invited to present the minutes of the meeting held on 8 September 2016.</p> <p>It was AGREED the minutes be received.</p>	Completed	Andrew Wannell
			<p><b>(4) Minutes of meeting Thursday, 22 September 2016 of Health and Housing Policy Development and Review Panel</b></p> <p>The Chairman of the Health and Housing Policy Development and Review Panel, Councillor B Bayford was invited to present the minutes of the meeting held on 22 September 2016.</p> <p>It was AGREED the minute be received.</p>	Completed	Andrew Wannell

			<p><b>(5) Minutes of meeting Thursday, 20 October 2016 of Streetscene Policy Development and Review Panel</b></p> <p>The Chairman of the Streetscene Policy Development and Review Panel, Councillor L Keeble was invited to present the minutes of the meeting held on 20 October 2016.</p> <p>It was AGREED the minutes be received.</p>	Completed	Andrew Wannell
<b>22 December 2016</b>	Call-in of Executive Decision No.1855: Traffic Management	Scrutiny	<p>The Board considered a report by the Head of Democratic Services which outlined the reasons given for the call-in of the Executive Decision regarding the Traffic Management Agency Agreement. The report highlighted that a number of reasons given for the call-in were matters for consideration in public, whilst others were confidential items. A number of appendices were attached to the report to further assist the Scrutiny Board in its review of the decision, all of which contained exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.</p> <p>At the invitation of the Chairman, Councillor R H price, JP, the representative of the call-in, was invited to present the publicly available reasons he had given for the call-in.</p>	Completed	Andrew Wannell / Paul Doran

			<p>Councillor R H Price, JP declared a Non-Pecuniary Interest for item 6 as he is also a Hampshire County Councillor.</p> <p>At the invitation of the Chairman, Councillor Cunningham, a representative of the call-in was invited to present the publicly available reasons he had given for the call-in.</p> <p>At the invitation of the Chairman, the Executive Leader Councillor S D T Woodward was called upon to advise the Scrutiny Board of the elements taken into account by the Executive before making its decision. The Executive Leader then answered questions put to him on the matters for discussion in public by members of the Scrutiny Board.</p> <p>The Executive Leader was thanked for his answers and was advised that he was no longer required at the meeting. At the invitation of the Chairman, the Executive Member for Public Protection, Councillor T M Cartwright, was called upon to advise the Scrutiny Board of the process undertaken before making its recommendation to the Executive. The Executive Member then answered questions put to him on the matters for discussion in public by members of the Scrutiny Board.</p>		
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			<p>The Executive Member was thanked for his answers and was advised that he was no longer required at the meeting.</p> <p>At this point, the Chairman moved the matters for public session had been dealt with, the meeting temporarily go into private session to allow the confidential items to be discussed.</p> <p>RESOLVED that in accordance with the Local Government Act 1972 the Public and Press be excluded from this section of the meeting on the grounds that the matters to be dealt with involve the likely disclosure of exempt information, as defined in Paragraph 3 of part 1 of Schedule 12A of the Local Government Act 1972.</p> <p><b>Private Session</b></p> <p>The Director of Operations answered questions put to him on the confidential items by members of the Scrutiny Board.</p> <p>At this point, the meeting moved back into <b>Public Session</b>.</p> <p>The Chairman confirmed that having considered all the reasons given for the call-on, the Scrutiny Board now had to consider its options as set out in the</p>		
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			<p>report, that being either:</p> <ul style="list-style-type: none"> <li>(a) to accept the decision made by the Executive, in which case the decision can be implemented; or</li> <li>(b) to request that the Executive reconsiders the decision, giving reasons for such a request.</li> </ul> <p>A motion was proposed and seconded to request that the Executive reconsider their decision and specifically:</p> <ul style="list-style-type: none"> <li>1) to explore further options in order to keep the service at Fareham Borough Council; and</li> <li>2) to negotiate with Hampshire County Council to retain the current criteria for the issuing of Traffic Regulation Orders.</li> </ul> <p>Upon being put to the vote, the motion was declared NOT CARRIED (2 members voting in favour; 6 against and 1 abstention)</p> <p>A further motion was proposed and seconded to accept the decision made by the Executive and to allow the decision to be implemented which when being put to the vote was declared CARRIED. (6 members voting in favour and 3 against).</p> <p>RESOLVED that the Scrutiny Board</p>		
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			<p>accept the decision made by the Executive and to allow the decision to be implemented to:</p> <ul style="list-style-type: none"> <li>(a) approve the termination of the current traffic management agreement with Hampshire County Council; and</li> <li>(b) continue funding the provision of deploying speed limit reminder signs with a budget of £8,000 per annum.</li> </ul>		
<b>31 January 2017</b>	Preliminary Overall Review of Work Programme 2016/17 and Draft Work Programme 2017/18		<p>The Board considered a report by the Director of Finance and Resources which reviewed the Board's work programme for the current year 2016/17, and asked members to consider the work programme for 2017/18.</p> <p>The Chairman drew member's attention to Appendix B of the report which contained a list of organisations which help to support the delivery of public services within the Borough, and asked if there were any of the listed organisations that the Board would like to invite to a future meeting. Councillor Cunningham suggested that a presentation from 2 saints would be beneficial to the Board especially in light of the recent Public Spaces Protection Order that the Council has introduced in the Town centre. The Director of</p>	Completed	Andrew Wannell

			<p>Finance and Resources addressed the Panel and suggested that he meet with Councillor Cunningham to draft a scoping report which can be brought back to the Board for agreement on the information that the Board would like 2 Saints to provide to them.</p> <p>Councillor Cunningham also suggested that a presentation on PUSH could be useful for the Board. The Director of Finance and Resources explained that PUSH has its own Scrutiny arrangements and as a result did not feel that it would be appropriate to invite them to the Board. The Director of Planning and Regulation advised that he would speak to Councillor Cunningham after the meeting regarding this.</p> <p>It was AGREED that Members:-</p> <ul style="list-style-type: none"> <li>(a) agreed the current work programme for 2016/17;</li> <li>(b) give initial consideration for items for the 2017/18 work programme; and</li> <li>(c) in addition to the scoping report for 2 Saints give further consideration for any other external review they may wish to carry out in 2017/18.</li> </ul>		
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	<p>Presentation by, and Questioning of, the Executive Member for Leisure and Community</p>		<p>The Board received a presentation by the Executive Member for Leisure and Community on the performance of the services within the Leisure and Community portfolio over the past two years, and on future plans. The presentation included details on:-</p> <ul style="list-style-type: none"> <li>• Finances (Revenue and Capital Budgets)</li> <li>• Leisure Centres</li> <li>• Play Area Improvement Programme</li> <li>• Community Centres</li> <li>• Westbury Manor Museum</li> <li>• Leisure and Town Centre Events</li> <li>• Community Funding</li> <li>• Sports Club Liaison</li> <li>• Community Service Level Agreements</li> <li>• Youth Facilities</li> <li>• Y CAT meetings</li> <li>• Defibrillator Scheme</li> <li>• Countryside Ranger Service</li> <li>• Ferneham Hall</li> <li>• Key Projects</li> </ul> <p>The Executive Member for Leisure and Community answered members' questions concerning the presentation.</p> <p>It was AGREED that the Executive Member for Leisure and Community be thanked for her very informative presentation.</p>	Completed	Paul Doran
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	Finance Strategy, Capital Programme, Revenue Budget and Council Tax 2017/18		<p>The Board considered a report by the Director of Finance and Resources on the Finance Strategy, Capital Programme, Revenue Budget and Council Tax for 2017/18.</p> <p>It was AGREED that Members:-</p> <p>(a) noted the content of the report;</p> <p>(b) do not have any comments or proposals to refer to the Executive at its meeting on 6 February 2017.</p>	<p>At the meeting of the Executive on 6 February 2017:</p> <p><u>Minute 10 (2) - Finance Strategy, Capital Programme, Revenue Budget and Council Tax 2017/18</u></p> <p>RESOLVED that the Executive approved and recommends to the meeting of the Council to be held on 24 February 2017:-</p> <p>(a) the capital programme and financing of £63,686.000;</p> <p>(b) an overall revised revenue budget for 2016/17 of £8.903,300;</p> <p>(c) a revenue budget for 2017/18 of £8,616,700; and</p> <p>(d) a council tax for Fareham Borough council for 2017/18 of £150.22 per band D property, which represents a £5.00 increase</p>	Andrew Wannell
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				when compared to the current year and is within referendum limits.	
	Housing Revenue Account Budget and Capital Plans 2017/18		<p>The Board considered a report by the Director of Finance and Resources on the Housing and Revenue Account budget and Capital Plans for 2017/18.</p> <p>It was AGREED that members:-</p> <ul style="list-style-type: none"> <li>(a) note the content of the report; and</li> <li>(b) do not have any comments or proposals to make to the Executive at its meeting on 6 February 2017.</li> </ul>	<p>At the meeting of the Executive on 6 February 2017:</p> <p><u>Minute 10(1) – Housing Revenue Account Budget and Capital Plans 2017/18</u></p> <p>RESOLVED that the Executive agrees to recommend to Council that:-</p> <ul style="list-style-type: none"> <li>(a) rents be approved for Council Dwellings as set out in paragraph 11 with effect from 03 April 2017;</li> <li>(b) rents for Council garages be increased by 6.2% with effect from 03 April 2017;</li> <li>(c) discretionary fees and charges be</li> </ul>	Kevin Golledge / Andrew Wannell

				<p>increased with effect from 03 April 2017;</p> <p>(d) the revised budget for 2016/17 be approved;</p> <p>(e) The base budget for 2017/18 be approved;</p> <p>(f) The capital programme and financing for 2016/17 to 2020/21 be approved; and</p> <p>(g) Annual budgets and assumptions are set with the aim of ensuring sufficient surpluses are held to repay debt on the date of maturity of each loan.</p>	
	Receive Minutes of Meeting of Policy Development and Review Panels	Review	<p>The Board was asked to receive the minutes of the Policy Development and Review Panels held since 1 November 2016.</p> <p><b>(1) Minutes of meeting Tuesday, 8</b></p>		

			<p><b>November 2016 of Planning and Development Policy Development and Review Panel</b></p> <p>The Chairman of the Planning and Development Policy Development and Review Panel, Councillor A Mandry was invited to present the minutes of the meeting held on 8 November 2016.</p> <p>It was AGREED the minutes be received.</p>	Completed	Andrew Wannell
			<p><b>(2) Minutes of meeting Wednesday, 9 November 2016 of Leisure and Community Policy Development and Review Panel</b></p> <p>The Chairman of the Leisure and Community Policy Development and Review Panel, Councillor Ms S Pankhurst was invited to present the minutes of the meeting held on 9 November 2016.</p> <p>It was AGREED the minutes be received.</p>	Completed	Andrew Wannell
			<p><b>(3) Minutes of meeting Tuesday, 15 November 2016 of Public Protection Policy Development and Review Panel</b></p> <p>The Chairman of the Public Protection Policy Development and Review Panel,</p>	Completed	Andrew Wannell

			<p>Councillor M J Ford, JP was invited to present the minutes of the meeting held on 15 November 2016.</p> <p>It was AGREED the minutes be received.</p> <p><b>(4) Minutes of meeting Thursday, 17 November 2016 of Health and Housing Policy Development and Review Panel</b></p> <p>The Chairman of the Health and Housing Policy Development and Review panel, Councillor B Bayford was invited to present the minutes of the meeting held on 17 November 2016.</p> <p>It was AGREED the minutes be received.</p>	Completed	Andrew Wannell
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**SCRUTINY BOARD – DRAFT WORK PROGRAMME 2017/18**

<b>DATE</b>	<b>SCRUTINY BOARD ITEM</b>
18 May 2017	Review of Work Programme 2017/18 Receive Minutes of Meetings of Policy Development and Review Panels
29 June 2017	Review of Work Programme 2017/18 Presentation by, and questioning of, the Executive Member for Policy and Resources Receive Minutes of Meetings of Policy Development and Review Panels
14 September 2017	Review of Work Programme 2017/18 Receive Minutes of Meetings of Policy Development and Review Panels
23 November 2017	Review of Work Programme 2017/18 Presentation by, and questioning of, an Executive Member for Public Protection Review of the Medium Term Finance Strategy Receive Minutes of Meetings of Policy Development and Review Panels
11 January 2018	Preliminary Review of Work Programme 2017/18 and Draft Work Programme 2018/19 Finance Strategy, Capital Programme, Revenue Budget and Council Tax 2018/19 Housing Revenue Account Budget and Capital Plans 2018/19 Receive Minutes of Meetings of Policy Development and Review Panels
22 March 2018	Final Review of Work Programme 2017/18 and Draft Work Programme 2018/19 Presentation by, and questioning of, an Executive Member for Streetscene Receive Minutes of Meetings of Policy Development and Review Panels

Items to be assigned:

Presentation by Two Saints

Review of Corporate Strategy and Corporate Priorities

**FAREHAM BOROUGH COUNCIL**

**POLICY FRAMEWORK**

Under the Constitution, the plans and strategies to be adopted or approved by the full Council are:-

- (a) Sustainable Community Strategy;
- (b) Housing Strategy;
- (c) Food Safety Service Plan;
- (d) Licensing Policy;
- (e) Development Plan:
  - Fareham Core Strategy
  - Fareham Borough Local Plan Review 2000
- (f) Community Safety Strategy;
- (g) Corporate Strategy.



# FAREHAM

## BOROUGH COUNCIL

### Minutes of the Planning and Development Policy Development and Review Panel (to be confirmed at the next meeting)

**Date:** Tuesday, 10 January 2017

**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 given at this meeting.

**2. MINUTES**

It was AGREED that the minutes of the Planning and Development Policy Development and Review Panel held on the 08 November 2016 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

There were no Chairman's announcements made at the meeting.

**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. PERFORMANCE REVIEW: BUILDING CONTROL PARTNERSHIP**

The Panel received a presentation by the Head of Building Control on the Building Control Partnership (BCP) which is currently made up of three authorities; Fareham Borough Council, Gosport Borough Council and Portsmouth City Council. The presentation also gave a thorough overview of all the services that the BCP provide, including:-

- Building Regulations
- Enforcement
- Inspections
- Dangerous Structures
- Advice
- Regularisation Service - works carried out without prior approval
- Emergency Planning - assistance due to specialist knowledge on fire and structure safety.

The Head of Building Control also explained to members about how the Partnership is run, how the finances, legal agreements and shared services such as ICT and printing are managed and how this is a very successful relationship, transpiring into an excellent service with a great reputation.

Members enquired about the income for the partnership and how this is used. The Head of Building Services explained that any surplus funds are invested into the service which has led to the BCP becoming a paperless office due to the purchase of the latest ICT equipment.

The Panel were informed that two other authorities; East Hants District Council and Havant Borough Council have both formally requested to join the partnership and discussions are currently taking place with the relevant parties.

It was AGREED that, the Head of Building Control be thanked for his informative presentation.

**7. PRELIMINARY REVIEW OF THE PANELS WORK PROGRAMME 2016/17 AND DRAFT WORK PROGRAMME 2017/18.**

The Panel considered a report by the Director of Planning and Regulation which reviews the Panel's work programme for 2016/17 and gave initial consideration to the work programme for the next municipal year 2017/18.

The Chairman invited members to put ideas forward for next year's Work Programme. The following suggestions were proposed:-

- a presentation by Hampshire County Council on the South Hampshire Road Traffic Model and it's use in relation to advising on planning applications; and
- a briefing on the Housing White Paper explaining its potential impact to the current planning processes.

The Director of Planning and Regulation agreed that both items would be added to the draft work programme for next year, that the Panel will consider at the next meeting on the 28 February 2017.

It was AGREED that the Panel:-

- a) approve the programme of items for the remainder of 2016/17, as set out in Appendix A to the report;
- b) note the progress on actions since the last panel meeting, as set out in Appendix B to this report;
- c) note the Planning and Development Portfolio – Executive Work Programme 2016/17;
- d) give preliminary consideration to the outcome of the Panel's work programme for the current year; and
- e) note the draft work programme for next year, 2017/18, with the inclusion of items on the South Hampshire Traffic Model and the Housing White Paper, which can be given further consideration at the next Panel meeting on 28 February 2017.

(The meeting started at 6.00 pm  
and ended at 7.10 pm).



# FAREHAM

## BOROUGH COUNCIL

### Minutes of the Planning and Development Policy Development and Review Panel (to be confirmed at the next meeting)

**Date:** Tuesday, 28 February 2017

**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 given at this meeting.

**2. MINUTES**

It was AGREED that the minutes of the Planning and Development Policy Development and Review Panel held on the 10 January 2017 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

There were no Chairman's announcements made at the meeting.

**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. PERFORMANCE REVIEW: COASTAL MANAGEMENT**

The Panel received a presentation by three senior officers from the Eastern Solent Coastal Partnership (ESCP) on a review of the coastal management services provided within the Fareham Borough. Currently the ESCP is one of the most successful partnerships of its kind in the country and is made up of four local authorities; Fareham Borough Council, Gosport Borough Council, Portsmouth City Council and Havant Borough Council.

The presentation began with the Assistant Coastal Defence Partnership Manager giving an overview to members detailing the background and vision of the partnership and how the ESCP is run.

The Assistant Coastal Defence Partnership Manager outlined to the Panel the three main component areas of the ESCP work: -

- Strategy & Planning – a bespoke approach to communications and branding, delivering differently and enhancing the natural environment.
- Capital Projects – large capital projects, 'in house' design, procurement and contract management.
- Operations & Maintenance – Coastal research & GIS, survey & inspection/technology, asset management.

The Coastal Policy, Strategy & Environment Team Leader and the Operations Team Leader from the ESCP then continued the presentation describing these areas in more detail and an in-depth question and answer session sustained throughout the item, giving members a thorough understanding of the coastal management service provided through the ESCP within the borough.

With a ten year capital programme across the Partnership area the ESCP are forecasting a secure future for their staff and will seek to ensure that the cost savings and excellent level of service continue in the delivery of coastal management services within Fareham Borough.

It was AGREED that, the Assistant Coastal Defence Partnership Manager, Coastal Policy, Strategy & Environment Team Leader and the Operation Team Leader from the Eastern Solent Coastal Partnership be thanked for their informative presentation.

## **7. FINAL REVIEW OF PANEL WORK PROGRAMME 2016/17 AND DRAFT WORK PROGRAMME 2017/18**

The Panel considered a report by the Director of Planning and Regulation on the final review of the Panels work programme for 2016/17 and a proposed draft work programme for 2016/17.

The Director of Planning and Regulation advised members that at the request of the Chairman, starting in the next municipal year he would give a verbal update on the Planning and Development Portfolio as part of the Work Programme item to allow the Panel to be updated on any activity within the relevant service areas that maybe of interest to the Panel.

The Chairman invited members to put ideas forward for next year's Work Programme and a number of items were suggested: -

- a review of Portfolio Services be brought to the 16 May 2017 meeting as this is the first meeting of the new municipal year;
- a verbal update on the delivery of the coast protection scheme at Hill Head be brought to either 05 September 2017 or 07 November 2017 Panel meeting (post completion); and
- updates on the progression of the Portchester and Fareham Town Centre Regeneration Visions and the review of the Local Plan, being provided to the Panel during the municipal year as appropriate.

The Director of Planning and Regulation agreed to add these items to the work programme for 2017/18.

It was AGREED that the Panel: -

- a) approve the current year's work programme for 2016/17;
- b) note the draft work programme for 2017/18; and
- a) with the addition of; a review of Portfolio Services being brought to the 16 May 2017 meeting, a verbal update on the ESCPs work at Hill Head being brought to either 05 September 2017 or 07 November 2017 meeting, and with updates on the progression of the Portchester and Fareham Town Centre Regeneration Visions and the review of the Local Plan being provided to the Panel during the municipal year as appropriate, submit the proposed work programme to Council for endorsement.

(The meeting started at 6.00 pm  
and ended at 7.15 pm).



# FAREHAM

## BOROUGH COUNCIL

### Minutes of the Public Protection Policy Development and Review Panel

**(to be confirmed at the next meeting)**

**Date:** Tuesday, 17 January 2017

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Councillor M J Ford, JP (Chairman)

Councillor Mrs T L Ellis (Vice-Chairman)

**Councillors:** K A Barton, F Birkett, Mrs P M Bryant and Mrs K K Trott

**Also Present:** Councillor T M Cartwright, MBE, Executive Member for Public Protection (items 6,7 and 10)



**1. APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor J M Englefield.

**2. MINUTES**

It was AGREED that the minutes of the meeting of the Public Protection Policy Development and Review Panel held on 15 November 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 or disclosures of advice or directions made at this meeting.

**5. DEPUTATIONS**

The Panel received a deputation from Mr P Rogerson, on minute item 7 – Traffic Management Report.

The Panel also received a deputation from a member of the public on minute item 8 – Petition Remove the Newgate 4 Horses.

The Chairman agreed to bring these items for consideration forward on the agenda.

**6. POLICE CRIME PANEL UPDATE**

Councillor T Cartwright, the Executive Member for Public Protection, provided the Panel with a verbal update on the Hampshire Police Crime Panel.

Councillor Cartwright reported that the draft Police Crime Commissioner's Delivery Plan has unfortunately still not been received. It is expected that the Plan will now be made available on the 27<sup>th</sup> January 2017.

Councillor Cartwright also advised that he is a Member of the Police Crime Plan Working Group which monitors the implementation of the Police Crime Plan. Pro-active scrutiny has recently been undertaken in respect of Domestic Abuse (one of the Commissioner's key priorities) and a review on Restorative Justice is about to commence.

As a Member of the Hampshire Community Safety Alliance, Councillor Cartwright commended the performance of the Fareham Community Safety team to the Panel as it is clear from information sharing that took place at a recent meeting of the Alliance he attended that Fareham is leading the way in many areas of Community Safety responsibility.

Councillor Cartwright informed Members that Central Government funding is being queried by the Police Crime Commissioner as Hampshire is one of the top performing County Forces but receives the lowest level of funding. The Police Crime Commissioner is also undertaking consultation with residents across the County to consider the level of contribution that they are willing to make towards the cost of local policing.

It was AGREED that the Executive Member for Public Protection be thanked for providing his verbal update.

## **7. TRAFFIC MANAGEMENT REPORT**

*(Councillor F W Birkett joined the meeting during the start of this item.)*

At the invitation of the Chairman, Councillor Cartwright, the Executive Member for Public Protection addressed the Panel on this item.

The Panel received the deputation referred to in minute 5 above.

Members discussed a request for an extension to the Town Centre taxi rank whilst taking into account the potential effect that the Council approved plans to remodel the Westbury Manor Museum would have on this proposal. The Panel concluded that the current taxi rank provision is fit for purpose and that it would be inappropriate to consider any changes until the remodelling project is completed.

The Panel then considered a report by the Head of Parking and Enforcement on Traffic Management.

It was AGREED that Members:-

- (a) note the progress on the current Traffic Management Programme in Appendices A to D of the report; and
- (b) recommend to the Executive that this work, including progress on Traffic Regulation Orders and the work undertaken on the deployment of the Speed Limit Reminder signs, be noted.

## **8. PETITION - REMOVE THE NEWGATE 4 HORSES**

In accordance with the Council's petition scheme, the Panel considered a petition with 1163 signatures from residents in the local area entitled "REMOVE THE NEWGATE 4 HORSES".

The Panel received a deputation from a member of the public in connection with the petition.

Members were advised that the Council's Environmental Health department works closely with the RSPCA as a support agency in cases of animal welfare. Where complaints are received, investigations are carried out and contact made with the RSPCA where necessary. The Environmental Health

department is aware of the case history of the horses at Newgate Lane and is carefully monitoring the situation.

It was noted that the Council does not own the land at Newgate Lane and therefore does not have any powers of eviction at the site.

It was AGREED that the Council will continue to work with the RSPCA to provide full support of any action they consider necessary in connection with the horses at Newgate Lane.

## **9. EMERGENCY PLANNING UPDATE**

*(Councillor Mrs P Bryant left the meeting during this item at 19.10.)*

The Panel received a presentation and considered a report from the Head of Parking and Enforcement on Emergency Planning.

The presentation covered legislation and statutory duties, the FBC Emergency Response Plan, the training schedule, the Role of the Local Authority, which included the role that the Local Authority has in assisting in the recovery of an emergency, the annual Emergency Planning exercise that is carried out, recent occurrences of severe weather and the role of elected Members in emergency planning.

It was AGREED that Members:-

- (a) note the content of the report; and
- (b) that there were no views or comments for referral to the Executive.

## **10. PRELIMINARY REVIEW OF THE PUBLIC PROTECTION WORK PROGRAMME FOR 2016/17 & PRELIMINARY DRAFT WORK PROGRAMME FOR 2017/18**

The Panel considered a report by the Director of Planning and Regulation which gives a preliminary review of the Panel's Work Programme for 2016/17 and the draft Work Programme for 2017/18.

At the invitation of the Chairman, Councillor Cartwright, the Executive Member for Public Protection, addressed the Panel on this item.

The Panel noted the items for the agenda for the next meeting and the dates of the meetings for the 2017/18 municipal year that have now been approved.

Members were requested to consider items for inclusion on the draft Work Programme 2017/18.

It was AGREED that Members:-

- (a) reviewed the Work Programme for 2016/17, attached as Appendix A to the report; and

(b) give consideration to the draft Work Programme for 2017/18.

(The meeting started at 6.00 pm  
and ended at 7.30 pm).



# FAREHAM

## BOROUGH COUNCIL

### Minutes of the Leisure and Community Policy Development and Review Panel (to be confirmed at the next meeting)

**Date:** Wednesday, 18 January 2017

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Councillor Ms S Pankhurst (Chairman)

Councillor Mrs L E Clubley (Vice-Chairman)

**Councillors:** Mrs S M Bayford, M J Ford, JP, Mrs C L A Hockley,  
D L Steadman and Mrs K K Trott

**Also  
Present:**



**1. APOLOGIES FOR ABSENCE**

There were no apologies for absence received for this meeting.

**2. MINUTES**

It was AGREED that the Minutes of the Leisure and Community Policy Development and Review Panel held on the 09 November 2016 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

There were no Chairman's announcements made at this meeting.

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

There were no declarations of interest made at this meeting.

**5. DEPUTATIONS**

There were no deputations made at this meeting.

**6. Y-SERVICES - PRESENTATION**

The Panel received a presentation from Andy Kennedy and one of the Y-Ambassadors updating them on the current delivery of youth services they provide within the Borough.

The presentation highlighted many of the Y-Services achievements last year, providing the Panel with details of the number of young people that they have engaged with.

Andy Kennedy informed the members about the significant financial challenges they face in 2017, nevertheless they are confident that Y-Services can deliver a similar programme across the Borough having already secured funding against a number of projects.

Members thanked Y-Services for all the brilliant work they do and conveyed their hopes that it continues.

It was AGREED that Y-Services be thanked for their excellent presentation.

**7. ONE COMMUNITY - PRESENTATION**

The Panel received a presentation by the One Community on the service that they provide within the Borough.

The presentation gave members an overview of the work One Community has carried out to support the voluntary and community sectors, for example:-



- Recruiting volunteers to work on numerous projects across the Borough
- Arranged a group from the Army to decorate Sarisbury Green Community Centre
- Assisted a number of organisations with funding applications
- Run a number of events to help showcase and connect different groups to help communities flourish.

Members in turn thanked One Community for the wide variety of projects that they have been involved with across the Borough and for the fantastic work they do providing an invaluable service.

It was AGREED that One Community be thanked for their presentation.

#### **8. PRELIMINARY OVERALL REVIEW OF WORK PROGRAMME 2016/17 AND DRAFT WORK PROGRAMME FOR 2017/18**

The Panel considered a report by the Director of Operations which reviewed the Work Programme for 2016/17 and the draft work programme for 2017/18.

Members enquired about the inclusion of some of the unallocated items in Appendix A of the report. The Head of Leisure and Environment advised members that these items will be added to next year's meeting cycle along with an item on the Citizens Advice Bureau and an item on the Westbury Manor Museum once the new management agreement has been implemented.

It was AGREED that:-

- (a) Members approve the programme of items for the remainder of 2016/17 as set out in Appendix A of the report; and
- (b) give initial consideration to the draft work programme for 2017/18.

(The meeting started at 6.00 pm  
and ended at 6.55 pm).



# FAREHAM

## BOROUGH COUNCIL

### Minutes of the Leisure and Community Policy Development and Review Panel (to be confirmed at the next meeting)

**Date:** Wednesday, 1 March 2017

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Councillor Ms S Pankhurst (Chairman)

Councillor Mrs L E Clubley (Vice-Chairman)

**Councillors:** Mrs S M Bayford, M J Ford, JP, Mrs C L A Hockley,  
D L Steadman and Mrs K K Trott

**Also  
Present:**



**1. APOLOGIES FOR ABSENCE**

There were no apologies of absence received at this meeting.

**2. MINUTES**

It was AGREED that the Minutes of the Leisure and Community Policy Development and Review Panel held on the 18 January 2017 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

There were no Chairman's announcements made at this meeting.

**4. DECLARATIONS OF INTEREST AND DISCLOSURES OR 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 LEISURE CENTRE - PERFORMANCE REVIEW**

*At the agreement of the Chairman, Minute item 6 and 7 were presented together.*

The Panel received a presentation from Everyone Active who manage both Fareham Leisure Centre and the new Holly Hill Leisure Centre.

The presentation started by highlighting the successful official opening of the new Holly Hill Leisure Centre and the subsequent Everyone Active open evening that saw over 600 people attend the centre.

The presentation then provided an overview of performance of both leisure centres, including: -

- Facilities – Investment / Maintenance
- Attendance / Demographic
- Marketing & Communication
- Events & Charities
- Awards & Achievements
- Training and Development

The Panel were shown detailed information regarding the attendance at both centres. This showed that Fareham Leisure Centre had seen a slight decrease in the numbers attending since Holly Hill opened. However, this was anticipated and Everyone Active were confident that the numbers would balance out in the near future. The combined attendance for both Holly Hill and Fareham Leisure Centre showed a clear need for the new facility in the Western Wards.

The demographic data was also of interest to the Panel, as it showed that over 80% of visitors live within two miles of the centres, which highlights the significant benefit to Fareham Borough residents.

Members commented that a hydrotherapy pool at either facility would be of benefit to residents.

It was AGREED that, Everyone Active be thanked for their informative presentation.

**7. HOLLY HILL LEISURE CENTRE - PERFORMANCE REVIEW**

Please see to Minute item 6.

**8. FINAL REVIEW OF WORK PROGRAMME FOR 2016/17 AND DRAFT WORK PROGRAMME FOR 2017/18**

The Panel considered a report by the Director of Operations which reviewed the work programme for 2016/17 and the proposed draft work programme for 2017/18.

Members requested that updates be brought to the Panel on; The Cams Alders and Park Lane Visions, the Titchfield Country Park and Community Facilities. The Head of Leisure and Environmental Services agreed that these items would be provided to the Panel during the next municipal year as appropriate and would be added to the unallocated items on the work programme for 2017/18.

It was AGREED that the Panel: -

- (a) approve the current years' work programme for 2016/17; and
- (b) with the addition of items on the Cams Alders Vision, Park Lane Vision, Titchfield Country Park and Community Facilities being added to the unallocated items section of the work programme, submit the draft work programme for 2017/18 to Council for endorsement.

(The meeting started at 6.00 pm  
and ended at 6.40 pm).



# FAREHAM

## BOROUGH COUNCIL

### Minutes of the Health and Housing Policy Development and Review Panel

**(to be confirmed at the next meeting)**

**Date:** Thursday, 19 January 2017

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Councillor B Bayford (Chairman)

Councillor F Birkett (Vice-Chairman)

Councillors Mrs M Brady, Mrs C Heneghan, S D Martin, Ms S Pankhurst  
and D L Steadman

**Also  
Present:**



**1. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**2. MINUTES**

Members noted the request under agenda item 8 of the previous meeting for information to be made available regarding the number of empty properties in private ownership that have been renovated under the Council's scheme to make them habitable for Council leasing. The Head of Housing, Revenues and Benefits reported that only one property has been identified as suitable for the scheme and this is currently in the process of being renovated.

It was AGREED that the minutes of the Health and Housing Policy Development and Review Panel meeting held on 17 November 2016 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman reported that the annual number of rough sleepers across the Borough has increased from 6 to 18. The Housing Team is aware of the names and localities of each of these individuals and works with a variety of agencies to support them. The Chairman commented that there would be a need to closely monitor numbers due to the significant increase.

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

There were no declarations of interest made at the meeting.

**5. DEPUTATIONS**

There were no deputations made at this meeting.

**6. HEALTH UPDATE**

The Panel received a verbal update from the Chairman on local health issues.

The Chairman reported that he attended a meeting of the Fareham & Gosport Clinical Commissioning Group (F&GCCG) recently where on-going issues relating to the Fareham Community hospital were discussed. Problems relating to the management and reporting structure at the hospital have still not been resolved. The F&GCCG will discuss this further at the MP Task Force meeting that is due to be held on 03 February 2017 to discuss possible solutions.



## **7. PRESENTATION ON HAMPSHIRE JOINT STRATEGY NEEDS ASSESSMENT**

The Panel received a presentation from Darren Carmichael, Health Protection Principal at Hampshire County Council, on Hampshire's Joint Strategy Needs Assessment (JSNA) which included a Public Health Update for Fareham Borough Council.

The presentation updated the Panel on the key issues that were identified for Fareham in the 2015 JSNA. This included the significant increase in the number of residents aged 85 or over and the corresponding likelihood of them having greater healthcare needs. This increase (and the relative reduction in the working age population) will mean that the role of the voluntary sector will be critical in developing resilience in local communities.

The presentation also covered the role of Public Health England in tackling local health priorities, explaining that annual health profiles for each local authority are published. These give a good indication of the health issues affecting the population in the area and highlight emerging issues that need to be addressed. Local Priorities for Fareham are alcohol related diseases, cancer, healthy ageing, mental health and influencing health systems.

It was AGREED that Darren Carmichael be thanked for his informative presentation.

## **8. COUNCIL HOUSING REPAIRS AND MAINTENANCE REPORT**

The Panel received a report by the Director of Operations on Council Housing Repairs and Maintenance.

Following discussion regarding the provision of a small number of additional off road parking spaces at various locations, Members requested that details of the locations be obtained and appended to the minutes. The relevant locations are:

### **Sites where parking improvements have been made in 2016/17**

- Marks Road, Stubbington
- Thorni Avenue, North West Fareham
- Nashe Way, North West Fareham
- Nelson Court, Fort Fareham Road, South East Fareham
- Minden House, Redlands Lane, South East Fareham

### **Sites identified for parking improvements in 2017/18**

- Birchen Close, Park Gate
- King George Road, Portchester

It was AGREED that Members note the content of the report.

**9. PRELIMINARY REVIEW OF THE WORK PROGRAMME 2016/17 AND DRAFT WORK PROGRAMME FOR 2017/18**

The Panel considered a report by the Director of Operations on a preliminary review of the Work Programme 2016/17 and the draft Work Programme for 2017/18.

Following discussion regarding Central Government funding to tackle homelessness and an unsuccessful bid by the Council to secure a share of this funding it was agreed that an update on Homelessness in the Borough would be provided at the next meeting.

Members were encouraged to consider any further items for inclusion on the 2017/18 Work Programme at the next meeting.

It was AGREED that Members:-

- (a) note the Work Programme 2016/17, attached as Appendix A to the report; and
- (b) give initial consideration to the draft Work Programme for 2017/18 attached as Appendix B to the report.

(The meeting started at 6.00 pm  
and ended at 7.00 pm).

# FAREHAM

## BOROUGH COUNCIL

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

**(to be confirmed at the next meeting)**

**Date:** Thursday, 26 January 2017

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Councillor L Keeble (Chairman)

Councillor S D Martin (Vice-Chairman)

**Councillors:** J E Butts, Mrs L E Clubley, J M Englefield, G Fazackarley and  
R H Price, JP

**Also  
Present:**



**1. APOLOGIES FOR ABSENCE**

There were no apologies of absence.

**2. MINUTES**

It was AGREED that the minutes of the Streetscene Policy Development and Review Panel held on 20 October 2016, be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman made the following announcement:-

'During the Christmas closedown period, Streetscene received 15 telephone calls via the messaging service that had been set up. Of these, 13 related to missed bins. Given the many thousands of collections that were made during this time, this performance is extremely good, particularly considering the revised schedule that was operating.

The number is also down on previous years and I would like to take this opportunity to thank the officers in Streetscene for their efforts in ensuring that the best possible service was provided at this time.'

The Panel requested that their thanks be passed to the Officers in Streetscene for providing such a high level of service over the Christmas period.

**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. PRELIMINARY REVIEW OF WORK PROGRAMME 2016/17 & DRAFT WORK PROGRAMME 2017/18**

The Panel considered a report by the Director of Operations which reviewed the panel's Work Programme for 2016/17 and looked at the draft Work Programme for 2017/18.

The Director of Operations invited members to put forward suggestions for the 2017/18 work programme. Member's suggestions included; an annual report from Project Integra and a presentation from Hampshire County Council regarding the proposed changes to the Household Waste and Recycling Centres (HWRC's). The Director of Operations suggested to members that the Head of Project Integra be invited to a future meeting of the panel, where he would be able to take questions from members. With regard to the HWRC's, he informed the Panel that the plans for the revised opening hours have now

been placed on hold until later in the year, and therefore it would not be appropriate at this time to look at this, but it could be something that could be considered at a later date.

It was AGREED that members:-

- (a) give initial consideration to the outcome of the Panel's work programme for the current year 2016/17; and
- (b) consider the work programme for the next municipal year, to which further consideration can be given to those matters at the next meeting of the Panel on 2 March 2017.

## **7. REPORT ON PROGRESS OF NEW CORPORATE CLEANING CONTRACT**

The Panel considered a report by the Director of Operations on an update of the performance of the Corporate Cleaning Contract that was awarded to Hi Spec Services.

It was AGREED that the content of the report be noted.

## **8. REPORT ON NEW CONTRACT FOR BUS SHELTER MAINTENANCE AND CLEANING**

The Panel considered a report by the Director of Operations which provided an update on the progress of the bus shelter replacement and maintenance contract that was awarded to Queensbury Shelters Ltd for the next 5 years.

Councillor Price, JP suggested that a report be added to the 2017/18 work programme providing a further update to the progress of the new contract as it is still very much in its early days.

It was AGREED that the content of the report be noted.

## **9. ADDITIONAL ITEM**

The Director of Operations addressed the Panel to provide an update regarding the Textile Recycling Contract.

He informed members that the Textile Recycling contract with the European Recycling Company Ltd (ERC) comes to an end in April 2017. Due to the success of this contract an Executive individual delegated decision was made on 13 January 2017 to extend this contract for a further 2 years.

(The meeting started at 6.00 pm  
and ended at 6.55 pm).

