

FAREHAM

BOROUGH COUNCIL

AGENDA

HEALTH AND PUBLIC PROTECTION SCRUTINY PANEL

Date: Wednesday, 29 March 2023

Time: 6.00 pm

Venue: Collingwood Room - Civic Offices

Members:

Councillor F Birkett (Chairman)

Councillor Ms S Pankhurst (Vice-Chairman)

Councillors Mrs P M Bryant
Mrs T L Ellis
Miss T G Harper
Mrs J Needham
Mrs K K Trott

Deputies: D J Hamilton
S Ingram



1. Apologies for Absence

2. Minutes (Pages 5 - 10)

To confirm as a correct record the minutes of the meeting of the Health and Public Protection Scrutiny Panel held on 01 November 2022.

3. Chairman's Announcements

4. Declarations of Interest and Disclosures or 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. Executive Business (Pages 11 - 12)

To consider any items of business dealt with by the Executive since the last meeting of the Panel, that falls under the remit of the Health and Public Protection Portfolio. This will include any decisions taken by individual Members during the same time period.

(1) Review of parking charges at coastal locations and options identified in September 2020 Review (Pages 13 - 14)

(2) Town Centre Public Spaces Protection Order (Pages 15 - 16)

(3) Traffic Regulation Order at Council owned car parks - consideration of Consultation responses (Pages 17 - 18)

(4) Proposed changes to Dog Control Public Spaces Protection Order (Pages 19 - 20)

7. Extension of Coastal Car Parking Charges (Pages 21 - 46)

To consider a report by the Director of Leisure and Community which invites members of the Panel to scrutinise and make comments to the Executive in respect of the proposed extension of coastal car parking charges in the Borough.

8. Approval of Scoping report - Scrutiny of Portchester Crematorium (Pages 47 - 48)

To agree a scoping report for inclusion with an invitation to Portchester Crematorium to attend a future meeting of the Panel to provide Members with an opportunity to scrutinise the Crematorium's preparedness for maintaining an effective service for the residents of Fareham.

9. Health and Public Protection Scrutiny Panel Priorities

To provide an opportunity for Members to consider the scrutiny priorities for the Health and Public Protection Panel.



P GRIMWOOD
Chief Executive Officer

Civic Offices
www.fareham.gov.uk
21 March 2023

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Democratic Services, Civic Offices, Fareham, PO16 7AZ
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FAREHAM

BOROUGH COUNCIL

Minutes of the Health and Public Protection Scrutiny Panel

(to be confirmed at the next meeting)

Date: Tuesday, 1 November 2022

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor F Birkett (Chairman)

Councillor (Vice-Chairman)

Councillors: Mrs P M Bryant, Mrs T L Ellis, Miss T G Harper, Mrs K K Trott and S Ingram (deputising for Ms S Pankhurst)

Also Present: Councillors H P Davis, M J Ford, JP, Mrs K Mandry, P Nother and Miss J Burton, Executive Member for Health & Public Protection.



1. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Ms S Pankhurst.

2. MINUTES

RESOLVED that the minutes of the meeting of the Health & Public Protection Scrutiny Panel held on 21 June 2022 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

The Panel received deputations from the following in respect of the items stated:

Name	Item
Graham Allibone	Item 7 – Review of Parking Charges at Coastal Locations and options identified in the September 2022 Review
Ted Black	-do-
Frank Bonfield	-do-
Kyle Wood	-do-
Rev. Ian Meredith	-do-
Andy Amor	-do-
Mark Vartan	-do-
John Brazier	-do-
Graham Moody	-do-

6. EXECUTIVE BUSINESS

(1) Review of Hackney Carriage Tariff

There were no comments or questions for clarification in respect of this item.

7. REVIEW OF PARKING CHARGES AT COASTAL LOCATIONS AND OPTIONS IDENTIFIED IN THE SEPTEMBER 2020 REVIEW

Deputations were received in respect of this item as detailed in the table provided at minute 5.

At the invitation of the Chairman, Councillors M J Ford, P M Nother, Mrs K Mandry and H P Davis addressed the Panel on this item.

The Panel considered a report by the Director of Leisure and Community which presented the outcomes from the 12-month review of the coastal car parking charges. The report included an annual review of charging in coastal locations which were introduced in August 2021 and provided the reconsideration of options identified for town centre parking as part of the September 2020 review.

The Panel was invited to consider the recommendations being taken forward to the Executive and to provide comments to be taken into account at the meeting of the Executive on 06 December 2022.

Members raised concern at the significant increase in the proposed cost of an annual season ticket for the Borough's coastal car parks, noting that the cost represents a 56% increase on the current cost. It was strongly felt that an increase in line with the current rate of inflation would be more reasonable and, on this basis, it was suggested that the cost be increased to £90.

It was noted that the Council faces significant financial challenges over the coming years and Members agreed that it is appropriate to consider parking charges at this time, particularly as income that can be generated through increasing Council Tax is limited. The Panel suggested that a charging scheme similar to the beach huts scheme could be applied to annual season tickets for coastal car parks. This could allow a reduced rate for residents of the Borough of £90 and the proposed increased rate of £125 for non-residents.

Members raised concern that the proposed increase in charging hours at the coastal car parks to cover 10am to 8pm would have an adverse impact on residents who use the coastal facilities for recreational purposes and could potentially affect their mental health and well-being. It was felt however that there could be scope for removing the current cap of £6 a day and simply charging for every hour of the current charging period. Anyone parking from 10am to 6pm, would therefore pay an increased maximum rate of £8 a day.

The Panel strongly agreed with the recommendation in the report that there should be no increase in charges at the Town Centre car parks at the present

time as this could have an impact on the footfall in the town centre which would adversely affect businesses.

The Panel discussed whether it would be feasible to allow 2 cars to be registered on an annual season ticket for car parks at coastal locations. It was noted that this had been suggested as part of the original parking review and was rejected on the basis that it could have an impact on the level of income generated and could also be difficult to manage effectively. It was agreed that this option could be considered further at the parking review in 2023/24.

Consideration was given to the possibility of removing free parking for blue badge holders, however there was concern that this may result in increased on-street parking in unsuitable locations. It was agreed that this could be re-considered at the 2023/24 parking review.

It was noted that the report contained a recommendation that height restriction barriers at Portchester precinct car park should not be installed, as was requested in a motion presented to Council on 21 October 2022. Whilst the Panel understood the reasons for the request it was felt that the reasons given for not proceeding were sound and it was therefore agreed that the barriers should not be installed.

RESOLVED that the Health and Public Protection Scrutiny Panel makes the following recommendations for consideration by the Executive at its meeting on 06 December 2022:

- (a) the cost of a coastal car parking annual season ticket be increased to £90 for residents of the Borough and £125 for non-residents;
- (b) the coastal car parking charging period remains at 10am to 6pm;
- (c) the parking cap of £6 per day at the coastal car parks be removed;
- (d) no increase to parking charges be implemented at the town centre car parks at the present time;
- (e) options for the implementation of parking charges for blue badge holders be considered as part of the 2023/24 parking review;
- (f) options for 2 cars to be registered on one coastal car park annual season ticket be considered as part of the 2023/24 parking review; and
- (g) height restriction barriers at Portchester Precinct car park not be installed.

8. QUEEN ALEXANDRA HOSPITAL SCRUTINY TOPICS

The Panel was reminded that at the last meeting, members had requested that a scoping report be brought forward for consideration to identify topics for scrutiny at the Queen Alexandra Hospital.

The Director of Leisure and Community advised the Panel that given the increasing number of hospitalisations due to covid and flu cases, now was not an appropriate time to add to the pressures faced by the hospital. It was therefore agreed that this item for scrutiny would be deferred to a later date.

RESOLVED that the Health & Public Scrutiny Panel agrees that scrutiny of the Queen Alexandra Hospital be postponed to a more suitable time.

9. HEALTH AND PUBLIC PROTECTION SCRUTINY PANEL PRIORITIES

Members were given the opportunity to discuss the scrutiny priorities for the Panel.

In discussing the priorities, members considered whether the Council's climate change commitments are being taken into account in the matters that the Panel deals with. It was agreed that reports presented to the Panel reflect the Council's commitments, for example the installation of solar powered car parking machines, and members were confident that they are vigilant in ensuring that climate change matters are taken into account.

RESOLVED that the Scrutiny Priorities for the Panel were reviewed.

(The meeting started at 6.03 pm
and ended at 7.28 pm).

FAREHAM

BOROUGH COUNCIL

Health and Public Protection Scrutiny Panel

Date **29 March 2023**

Subject: **EXECUTIVE BUSINESS**

SUMMARY

One of the key functions of the Scrutiny Panels is to hold the Executive Portfolio Holder and Senior Officers to account in the delivery of the service and the Improvement Actions identified in the Council's Corporate Priorities and Corporate Vision.

Members are therefore invited to consider the items of business that fall under the remit of the Health and Public Protection portfolio and have been dealt with by the Executive since the last meeting of the Panel. This also includes any decisions taken by individual Executive Members.

The relevant notices for decisions taken are attached for consideration.

RECOMMENDATION

It is recommended that Members consider the items of Business discharged by the Executive since the last meeting of the Panel and make any comments or raise any questions for clarification.

FAREHAM

BOROUGH COUNCIL

2022/23
Decision No.
2394

Record of Decision by Executive

Tuesday, 6 December 2022

Portfolio	Health and Public Protection
Subject:	Review of parking charges at coastal locations and options identified in September 2020 Review
Report of:	Director of Leisure and Community
Corporate Priority:	Dynamic, prudent and progressive Council; Strong, safe, inclusive and healthy communities

Purpose:

This report sets out the results of a review of charging at coastal car parks, introduced in August 2021, and reconsiders options for town centre parking identified as part of the September 2020 Review.

A review of parking services was considered by the Executive on 07 September 2020. As a result of the review, the Executive agreed to the introduction of charging in coastal car parks, which took effect from August 2021 (March 2022 at Portchester Castle sites).

A review of charging at coastal locations has now been undertaken, and suggests recommendations based on the effectiveness of the new arrangements following one full year of operation.

Options for town centre car parks, including a review of tariffs, evening charging, season tickets and blue badge charging, were identified as part of the September 2020 review but were deferred until a later date. These options have been considered again as part of the current review.

The recommendations proposed within this report support the need to generate income to continue to provide maintenance and enforcement activity across all the Council car parks, whilst supporting the Borough economy to recover from the significant impact of the COVID-19 pandemic.

Options Considered:

Deputations were received in respect of this item from Alex Rhodes, Beryl Swain, Tim Haynes, Claire Hadaway, Verity Fair and Graham Allibone.

The comments of the Health & Public Protection Scrutiny Panel were taken into account in considering this item.

As recommendation.

Decision:

RESOLVED that the Executive agrees that:

- (a) a full review of town centre parking be undertaken in 2024;
- (b) the charge for a coastal season ticket be raised to a concessionary rate of £95 per year, with a higher standard rate of 50% more for non-concession/non-Borough residents;
- (c) hourly charges in coastal car parks be increased by 10% in line with inflation;
- (d) the existing £6 per day cap on charges at pay-and-display coastal car parks be removed;
- (e) a feasibility report to support categorisation of additional car parks as coastal should be undertaken; and
- (f) height barriers at Portchester Precinct are not installed.

Reason:

Changes to coastal parking charges will provide additional income for the Council, whilst ensuring that the town centre economy is not adversely impacted.

Confirmed as a true record:

Councillor SDT Woodward (Executive Leader)

Tuesday, 6 December 2022

FAREHAM

BOROUGH COUNCIL

2022/23
Decision No.
2395

Record of Decision by Executive

Tuesday, 6 December 2022

Portfolio	Health and Public Protection
Subject:	Town Centre Public Spaces Protection Order
Report of:	Director of Leisure and Community
Corporate Priority:	Strong, safe, inclusive and healthy communities

Purpose:

To review and extend the Public Spaces Protection Order (PSPO) under section 59 of the Anti-Social Behaviour, Crime and Policing Act 2014 following the statutory consultation which controls begging, drug taking and consumption of alcohol in the town centre.

The current PSPO requires review as the statutory three-year period is due to expire on 24 December 2022. Fareham Town Centre has reduced begging, street drinking and the taking of drugs, however this Order enables enforcement action to be taken when incidents are having a detrimental effect on the quality of life of those who live, work in and visit Fareham.

Options Considered:

As recommendation.

Decision:

RESOLVED that the Executive agrees to extend the current Public Spaces Protection Order under section 59 of the Anti-Social Behaviour, Crime and Policing Act 2014 for a further 3 years in relation to Fareham Town Centre.

Reason:

Begging, street drinking and taking drugs cause fear within the local community and have a detrimental impact on the quality of life for those who live, work in and visit Fareham.

Confirmed as a true record:

Councillor SDT Woodward (Executive Leader)

Tuesday, 6 December 2022

FAREHAM

BOROUGH COUNCIL

2022/23
Decision No.
2411

Record of Decision by Executive Portfolio for Health and Public Protection

Thursday, 9 February 2023

Portfolio	Health and Public Protection
Subject:	Traffic Regulation Order at Council owned car parks - consideration of consultation responses
Report of:	Director of Leisure and Community
Corporate Priority:	Dynamic, prudent and progressive Council; Strong, safe, inclusive and healthy communities

Purpose:

The report sets out the results of the recent Traffic Regulation Order (TRO) engagement exercise for revised charges at Coastal car parks. It requests consideration by the Executive Member and a decision on the adoption of an updated Off-Street Parking Order (Amendment 6).

At the meeting of the Executive on 06 December 2022, it was agreed to:

- a. Increase the charge for a Coastal Car Parks Season Ticket to £145 per annum for non-residents of the Borough of Fareham;
- b. Introduce a reduced charge of £95 for a coastal car Parks Season Ticket for residents of the Borough of Fareham;
- c. Increase charges in the Coastal Car Parks for £1.10 per hour; and
- d. Remove the 6-hour charging cap in the Coastal Car Parks.

The statutory process to inform the public of these changes took place through the Draft Off-Street Parking Places (Amendment 6) Order 2023 consultation which ran from 23 December 2022 to 20 January 2023.

If the Amended Off-Street Parking Places (Amendment 6) Order is approved, revised signage will be put in place in all nine coastal car parks and pay-and-display machines updated to reflect the revised charges. The Council's MyAccount system will be updated to reflect the revised season ticket charges. The Council's website will be updated to ensure that parking information reflects the amended Off-Street Parking Places (Amendment 6) Order.

Changes will come in effect on 01 March 2023.

Options Considered:

As recommendation.

Decision:

RESOLVED that the Executive agrees the adoption of the updated Off-Street Parking Places (Amendment 6) Order as attached at Appendix A to the report.

Reason:

To allow the introduction of revised charges in the Council's coastal car parks.

Confirmed as a true record:

Executive Member for Health and Public Protection (Councillor Joanne Burton)

Thursday, 9 February 2023

FAREHAM

BOROUGH COUNCIL

2022/23
Decision No.
2418

Record of Decision by Executive

Monday, 6 March 2023

Portfolio	Health and Public Protection
Subject:	Proposed Changes to Dog Control Public Spaces Protection Order
Report of:	Director of Leisure and Community
Corporate Priority:	Protect and enhance the environment; Strong, safe, inclusive and healthy communities

Purpose:

The report sets out a proposal from Bird Aware Solent regarding an additional dog exclusion zone at Hill Head beach. The report explains the reasoning behind the proposal and the associated benefit to residents if approved.

In April 2022 the Council's Dog Control Public Spaces Protection Order (PSPO) was due to expire and therefore the Council proposed to extend the PSPO for a period of three years. As part of the process required, a consultation was conducted on a draft PSPO.

Alongside the Executive report, a tabled item detailing a consultation submission from Bird Aware Solent was presented at the meeting. Bird Aware Solent (BAS) are a partnership of local authorities, including Fareham, working alongside conservation groups to help safeguard the future of internationally protected geese, ducks and wading birds. Governed by the Partnership for South Hampshire Joint Committee, BAS act on behalf of the local planning authorities.

According to statistics presented by BAS, Hill Head is ranked 3rd out of 87 sites for the highest number of disturbance events. Of the 105 site visits where bird disturbance was noted at Hill Head, 86 visits (81.9%) featured disturbance related to a dog's presence or behaviour. Disturbance at 80 of these visits (76.2%) could be attributed to dogs that were off the lead.

Reducing the disturbance to birds increases their chance of survival. Birds are an integral part of the surrounding natural environment and help ensure that the area is vibrant and healthy. Natural environments are an important aspect of human health and provide benefits both physically and mentally. The protection of birds would ensure that residents' health and wellbeing continue to be enhanced by protecting the natural environment.

Taking into account the impact of dogs on birds during the winter season, it is reasonable to propose an additional restriction on dogs between 01 October and 31 March, in the exclusion zone at Hill Head, as identified in Appendix A to the report.

Options Considered:

Councillor S D T Woodward declared a non-Pecuniary Interest in this item as he is the Council appointed representative and Chairman of the Partnership for South Hampshire Joint Committee which oversees the work of Bird Aware Solent. Councillor Woodward remained in the room and took part in the debate and decision.

Deputations were received in respect of this item from Shona Jenkins, Dog Initiatives Officer and Thomas Marceau, Coastal Bird Project Monitoring Officer.

As recommendation.

Decision:

RESOLVED that the Executive agrees that:

- (a) officers consult on the proposed amendment to the Dog Control PSPO to include an additional dog exclusion area at Hill Head; and
- (b) delegated authority be given to the Executive Member for Health and Public Protection to authorise the making of a PSPO to include this dog exclusion area following consultation.

Reason:

To allow wildlife in the area to have a safe space to feed and rest, therefore, increasing their chance of survival and to ensure that residents' health and wellbeing continue to be enhanced by protecting the natural environment.

Confirmed as a true record:

Councillor SDT Woodward (Executive Leader)

Monday, 6 March 2023

FAREHAM

BOROUGH COUNCIL

Report to the Health and Public Protection Scrutiny Panel

Date 29 March 2023

Report of: Director of Leisure and Community

Subject: Extension of coastal car parking charges

SUMMARY

At its meeting on 3 April 2023, the Executive will be presented with a Report outlining the results of a feasibility study into extending the current coastal car parking cohort.

There are currently nine designated coastal car parks in Fareham Borough, and the report outlines the feasibility of adding a further three car parks to this cohort.

The Executive will be asked to agree the proposed recommendations.

RECOMMENDATION

It is recommended that the Health and Public Protection Scrutiny Panel agree the recommendations being taken forward to the Executive and provide any comments they would like to be considered alongside the report at the meeting of the Executive on 3 April 2023.

Appendices:

Appendix A: Draft Report to the Executive – Extension of coastal car parking charges

Appendix B: Detailed Report - Feasibility for Extending Coastal Car Park Cohort

Enquiries:

For further information on this report please contact Kat Hillman (Ext 824443)

Report to the Executive for Decision 03 April 2023

Portfolio:	Health and Public Protection
Subject:	Extension of coastal car parking charges
Report of:	Director of Leisure and Community
Corporate Priorities:	Strong, Safe, Inclusive and Healthy Communities. Dynamic, Prudent and Progressive Council.

Purpose:

Following the recommendation to conduct a feasibility study into extending the coastal car parking cohort in Fareham, this report sets out the findings of the feasibility study and makes recommendations.

Executive summary:

A review of parking services was considered by the Executive on 6 December 2022. Revised hourly parking charges and an updated approach to season ticket provision were approved for the nine coastal car parks.

At the meeting, it was requested that the feasibility of extending the coastal cohort to include a further three car parks be considered.

The three car parks considered for inclusion in the coastal car park cohort are Wicor Recreation Ground, Seafield Park and Shearwater car park. Following completion of a full feasibility study (included at Appendix A), it is considered that only Wicor Recreation Ground is appropriate for reclassification.

The recommendations proposed within this report support the need to generate income to continue to provide maintenance and enforcement activity across all Council car parks.

Recommendation/Recommended Option:

It is recommended the Executive agrees that:

- a) Wicor Recreation Ground car park is reclassified as a coastal car park;
- b) three solar powered pay-and-display machines be purchased and installed, along with appropriate signage, to support enforcement; and

- c) AFC Portchester be offered the opportunity to purchase up to ten transferable season tickets for use by their staff, members and visitors.

Reason:

The reclassification of Wicor Recreation Ground car park as a coastal car park will provide additional income for the Council to continue to provide a good level of enforcement and car park provision across the Borough.

Cost of proposals:

The set-up costs for Wicor Recreation Ground include the purchase of three pay-and-display machines, at a total cost of £13,695 plus installation and signage (based on December 2022 prices).

The estimated payback period for these costs is 6 months, based on initial income modelling showing a potential annual income of £31,434.

Enforcement activity and maintenance of the car park would continue to be funded from the existing budget.

Appendices: **A: Detailed Report - Feasibility for Extending Coastal Car Park Cohort**

Background papers:

Reference papers: [Agenda for Executive on Tuesday, 6th December, 2022, 6.00 pm \(fareham.gov.uk\)](https://www.fareham.gov.uk/agenda/2022/12/06/Agenda%20for%20Executive%20on%20Tuesday%2C%206th%20December%2C%206.00%20pm%20(fareham.gov.uk))

FAREHAM

BOROUGH COUNCIL

Executive Briefing Paper

Date:	03 April 2023
Subject:	Extension of coastal car parking charges
Briefing by:	Director of Leisure and Community
Portfolio:	Health and Public Protection

INTRODUCTION

1. This report sets out the results of a feasibility study into extending the coastal car park cohort in Fareham Borough. It considers whether to reclassify Wicor Recreation Ground, Seafield Park and Shearwater as coastal car parks and makes recommendations.

BACKGROUND

2. There are currently nine coastal car parks within the Borough. Charging was introduced in these car parks in August 2021 (March 2022 at Portchester Castle car parks) with revised charges being implemented in March 2023 following agreement at the Executive on 6 December 2022.
3. The same meeting agreed that a feasibility study be undertaken to consider extending the coastal car park cohort to include Wicor Recreation Ground, Seafield Park and Shearwater.
4. The feasibility study took place between November 2022 and March 2023. The key findings for each car park are presented below. The detailed report is included at Appendix A.
5. To support the feasibility study, an analysis of existing coastal car park usage and parking count surveys for the three proposed coastal car parks was undertaken. A review of lessons learnt from the introduction of charges at coastal car parks in August 2021 and March 2022 was considered and mitigating actions identified.
6. The three car parks considered for inclusion in the coastal car park cohort are all currently classified as leisure car parks and are less than five minutes' walk from the coast. Wicor Recreation Ground and Seafield Park offer football pitch hire, changing facilities and play areas.

WICOR RECREATION GROUND

7. *The largest car park, supporting a wide variety of users:* There are 109 parking bays at Wicor Recreation Ground. The car park is used by paddleboarders, walkers, skate park users, as well as visitors and members of AFC Portchester and other hirers of the available football pitches.
8. *AFC Portchester's lease includes use of the car park:* AFC Portchester currently lease one adult floodlit football pitch and social facilities.
9. *Football is the main reason for parking:* A parking count survey in November 2022 found that the car park was full when football activities were taking place but otherwise averaged only 15% occupancy. Income modelling has shown an estimated charging income of around £31,434 per year.
10. *Option to work with AFC Portchester to facilitate change:* In line with other coastal organisations who were impacted by the introduction of coastal charging, the Council could offer AFC Portchester the opportunity to purchase up to ten transferable season tickets for use by their staff, members, and visitors. This would impact on the total estimated charging income, reducing it by up to £3,000 per year.
11. *Set up costs:* Three pay and display machines, at a total estimated cost of £13,695 plus installation and signage, would be needed to support enforcement at this site.

SEAFIELD PARK

12. *Supports a wide variety of users:* There are 59 parking bays at Seafield Park. These are used by visitors to the play area and general open space. Crofton Saints and the Gosport Fareham & Solent league are regular hirers of the football pitches and changing facilities.
13. *Football is the main reason for parking:* A parking count survey in November 2022 found that the car park was full when football activities were taking place at Seafield Park, but otherwise averaged only 8% occupancy. Part of the car park is currently designated for sole use of football pitch hirers. Income modelling has shown as estimated charging income of around £9,130 per year.
14. *Set up costs:* Two pay and display machines, at a total estimated cost of £9,130 plus installation and signage, would be needed to support enforcement at this site.

SHEARWATER CAR PARK

15. *An unsurfaced and unmarked low-capacity car park:* A gravel car park with no marked parking bays, it is estimated that the area could support a maximum of 18 parking bays. It is currently used mainly by walkers and dog walkers.
16. *Limited charging potential:* A parking count survey in November 2022 found that, based on it having capacity for 18 cars, the car park averaged 25% occupancy across the week. Income modelling has shown as estimated charging income of around £6,486 per year.
17. *Set up costs:* One pay and display machine, at a total estimated cost of £4,565 plus installation, and signage would be needed to support enforcement at this site. In

addition, work would be required to make good the existing gravel surface and mark out parking bays. This would incur an additional cost of £18,000.

CLIMATE CHANGE CONSIDERATION

18. To support the Council's commitment to becoming carbon neutral by 2030, the pay-and-display machines used in our coastal car parks are solar powered. If approved, the additional three machines in Wicor car park would allow the Council to avoid 8.82 tCO₂e of Scope 2 emissions i.e., those generated by our use of electricity.

FINANCES

19. The costs of setting up Wicor Recreation Ground as a coastal car park are the purchase of three pay-and-display machines, at a total cost of £13,695 plus installation and signage (based on December 2022 prices).
20. Based on the income modelling undertaken for this site, the Council would generate £31,434 a year, with a payback period of less than 6 months. The sale of transferable season tickets to AFC Portchester will extend the payback period, but it will still remain at less than 6 months.
21. Enforcement activity and maintenance of the car park would continue to be funded from the existing budget. On street parking is managed by Hampshire County Council enforcement should issues emerge with anti-social parking in surrounding residential streets.

NEXT STEPS

22. If approved, officers would undertake a procurement process for pay-and-display machines and complete a survey of the condition of the existing car park in preparation for installation of pay-and-display machines and signs.
23. A four-week consultation to amend the Fareham Borough Council Off-Street Parking Order would be undertaken in May 2023, with an expectation that Wicor Recreation Ground car park will be redesignated as a coastal car park from 1 August 2023.

CONCLUSION

24. The feasibility study supports Wicor Recreation Ground car park as having the best rationale for classification as a coastal car park, based on its proximity to the coast, wide range of users and potential return on investment.

Enquiries:

For further information on this report please contact Kat Hillman (Tel: 01329 824443)

Fareham Borough Council
Feasibility Study – Extending Coastal
Car Park Cohort

March 2023

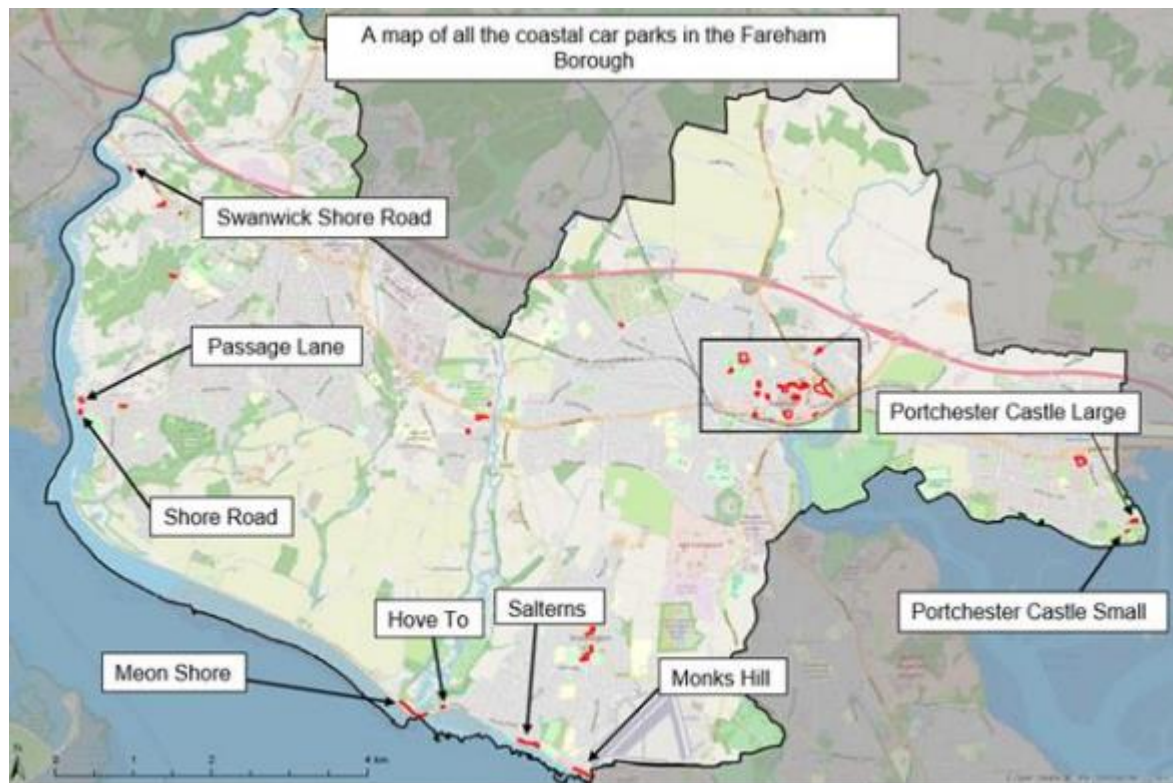
1. Background and Approach to Feasibility Study

Introduction

- Fareham Borough Council introduced charges in coastal car parks from August 2021 onwards.
- Coastal car parking was reviewed after one full year of operation. As a result of the review, there was a recommendation to consider adding Wicor Recreation Ground, Seafield Park and Shearwater car park in the cohort of coastal car parks.

Background

- Fareham Borough Council currently has 9 nominated coastal car parks.
 - Monks Hill
 - Hove-To
 - Salterns Road
 - Meon Shore
 - Swanwick Shore Road
 - Passage Lane
 - Shore Road
 - Portchester Castle Small
 - Portchester Castle Large



- Hourly charging and season tickets were introduced in the coastal car parks on 1 August 2021 (1 March 2022 in Portchester Castle car parks).
- Following the first full year of coastal charging, a review of the scheme was undertaken alongside a review of town centre parking options identified in the September 2020 report.
- At the Executive Meeting on 6 December 2022, the following was agreed:
 - Coastal season ticket prices be set at £145 per year, with a concessionary rate of £95 per year for Fareham residents.
 - Hourly charges in coastal car parks be increased by 10% in line with inflation.
 - The existing £6 per day cap on charges at pay-and-display coastal car parks be removed.
 - Changes were implemented on 1 March 2023.
- It was also agreed that a feasibility report to support the categorisation of additional car parks as coastal car parks should be undertaken. The car parks to be considered are Wicor Recreation Car Park, Seafield Park and Shearwater Car Park.

Why conduct a feasibility study?

- The three car parks to be considered all offer good access to the coast with all being well within a 5 minute walk for an average person:
 - Wicor Recreation Ground – 28 metres
 - Shearwater Car Park – 200 metres
 - Seafield Park – 300 metres
- They are currently all classed as leisure car parks and are free to park.



- Building on lessons learnt from the introduction of charging at coastal car parks in August 2021, the feasibility study sets out the current condition and use of Wicor Recreation Car Park, Seafield Park and Shearwater Car Park and additional works required if they were to be classified as chargeable coastal car parks.

What were the aims of the Feasibility Study?

- The outputs of the feasibility study are to identify:
 - Key issues when considering extension of the coastal car park cohort
 - Lessons learnt from the introduction of coastal car parking and changes to parking in the Borough
 - Additional information required to support decision making
 - Decision making process and draft timeframes
- Analysis of above to inform recommendations for next steps.

What was the methodology?

- Analysis of parking patterns and usage of current coastal car parks.
- Site visits to the three car parks with parking counts for each.
- Review of current use and income from the pitches and pavilions served by two of the car parks.
- Review lessons learnt from the introduction of charges at coastal car parks in August 2021 and identify mitigating actions.

2. Wicor Recreation Ground

What is parking like now?

- Wicor Recreation Ground has six adult and two mini football pitches, two pavilions and a skatepark. These facilities are managed by Fareham Borough Council.
- Wicor Recreation Ground currently has 109 parking bays, including 4 disabled bays.
- Height restriction barriers are installed on both sides of the car park.
- There is a Traffic Regulation Order in the south car park (to the left in the image below) which limits waiting to 24 hours.
- Having the TRO on one side of the car park means that FBC Civil Enforcement Officers already visit the site regularly as part of their rota.



AFC Portchester

- AFC Portchester lease an area of land which accommodates a floodlit adult football pitch and social facilities building.
- AFC Portchester hire additional pitches on Saturdays and Sundays throughout the year.

AFC Portchester Parking

- The lease AFC Portchester hold with the Council allows for the parking of motor vehicles by members of the Club and their visitors to play and watch football in both parts of the car park but does not state that this needs to be free.
- On-street parking on surrounding residential roads can be an issue when AFC Portchester are playing at home. AFC Portchester support residents in the management of parking in residential areas through their social media accounts.
- AFC Portchester have arranged the use of a neighbouring site for overflow parking. This is managed by two stewards, employed by AFC Portchester, and provides an additional 50-70 spaces on matchdays.

Other car park users

- Jubilee 77 Youth Football Club are regular users of the site. However, the Club will move to Hunts Pond Road as their home ground by the end of the current season. The impact of this maybe a reduction in the demand for parking at Wicor Recreation Ground on Sundays.
- The National Coastal Trail passes the car park and walkers use this car park, as well as Shearwater, as a start/end point for their walk. As well as the National Trail, the car park area is well used by dog walkers, visitors to the coast for activities including paddleboarding and visitors to the skate park.
- Wicor Marine Yacht Haven, Salt Café and a Kayak Club are located adjacent to the car park. Whilst they have their own car parking facilities, it is possible that their patrons also utilise Wicor Recreation Ground car park.

Level of use

- Table 1 shows the results of a recent usage survey (November 2022) which found that the car park was fully utilised on days when football activities were in place (matches and training), but otherwise averaged 15% occupancy.

Table 1: November 2022 usage survey at Wicor Rec								
	Thurs	Fri	Sat	Sun	Mon	Tues	Weds	Thurs
Wicor	24	18	109	109	14	2	18	18

- Based on 15% occupancy 5 days per week for 6 hours, full occupancy 50% of weekends for 4 hours and adjusted by 25% for seasonal variations and VAT, this would provide an indicative annual income of **£31,434**.

Public relations considerations

- The club will likely perceive any proposed parking charges as having a negative impact on attendance at their matches.
- Families park on site when their children attend training or matches and will likely object to charging.
- Residents may fear dispersion of parked cars onto their residential roads.

Possible mitigations

Considering these issues, it is worthwhile evaluating proposals and mitigations that may reduce the risk of challenge:

- **Offer a limited number of transferable season tickets:** Up to ten transferable season tickets for use by volunteers are currently offered for purchase to each of the designated organisations served by the other coastal car parks. The Council could offer the same concession to AFC Portchester for use by volunteers, staff or visitors. This would reduce the Council's income from the car park if they were used consistently across the week.
- **Coastal season tickets offer good value:** Annual coastal season tickets are available to purchase for £145 per year, with a concessionary rate of £95 per year for Fareham residents. For Fareham residents, this is less than £2 per week.
- **Joint approach to enforcement:** AFC Portchester currently supports management of issues arising from parking on surrounding residential roads. On street parking is managed by Hampshire County Council. A joint approach between Fareham Borough Council enforcement officers, HCC enforcement officers and AFC Portchester will mitigate anti-social parking.

Set up costs

This location would require the purchase of three pay and display machines at a cost of £4,565 each. This does not include costs associated with the installation or signage.

The existing TRO would need to be extended to include the right-hand car park and amended to support charges. This would require a 28-day statutory consultation process to inform the public of updates.

Additional parking spaces

AFC Portchester aspires to install a 3G all-weather pitch. They have previously been advised that to support this, they would need to ensure additional car parking:

- A motion to agree funding to expand the car park at Wicor Recreation Ground was taken to the Streetscene Scrutiny Panel on 18 July 2019. This was partly in response to overspill parking on residential roads on matchdays, and partly to support the planning requirements of a 3G pitch.
- Whilst the Panel recognised that there were parking issues at Wicor, funding from the Council was not agreed. It was suggested that external sources of funding were sought.
- AFC Portchester have arranged the use of adjacent land at weekends to help alleviate parking on residential roads on matchdays.
- Increasing the existing surface car park by an additional 55 spaces would be at an estimated cost of £325,000, depending on the exact location.
- Based on indicative usage patterns, an additional 55 spaces would generate an income of up to £16,045 p/a with a payback period of 20.25 years.
- The area of the car park to be extended to provide the additional parking has not been identified, and this may impact on the final cost of the spaces with factors including drainage, surface condition and levels all having an impact.
- Dependent on the chosen location of the additional car parking, it may be possible to consider a less intrusive solution e.g. Grasscrete. Costs for this are estimated to be up to £198,000 depending on the agreed solution and location of the additional spaces.
- The location of additional spaces is restricted by the skate park and underground gas tanks. There would be a loss in income from pitch leasing if the car park was extended across existing playing fields.
- An indication of the most likely location of additional spaces is outlined in red, subject to site survey, feasibility, and planning permission.



- Planning permission would need to be sought for any additional car parking spaces.

Further considerations

- Consideration required regarding the impact on AFC Portchester and their access to car parking.
- Indicative costs have been included in the feasibility report for the creation of additional parking spaces. More detailed costings based on the location of additional spaces and the chosen solution would be required to support decision making.

3. Shearwater Car Park

What is parking like now?

- Shearwater car park is an unmarked gravel car park. The surface is in poor condition and vegetation encroaches around the boundary.
- In its current condition, a maximum 18 cars can safely park here at one time.



Users of the site

- Shearwater Car Park is the advertised starting point for the Cams Hall Self-Guided Walk – a coastal walk which circumnavigates Cams Hall Golf Course. It also provides access to the National Coastal Trail.
- There are no additional facilities associated with the car park – e.g. play area, so users of the car park are likely to be mostly walkers.
- The lease held by the Council for the land and car park requires that the parking area is used in connection with the recreational or leisure use of the remainder of the land. Specifically, it is not a general car park.
- It is anticipated that the average stay at Shearwater Car Park will be 2 hours at a time. This is the time it takes to complete the Cams Hall Self-Guided Walk (between 1hr 10mins and 1hr 45mins).
- There is some anecdotal evidence that the car park is used as overspill parking for Wicor Recreation Ground when AFC Portchester are playing, though this was not evidenced in the usage survey.

Level of use

- Table 2 shows the results of a recent usage survey (November 2022) which found that the car park averaged 25% occupancy (based on 18 spaces):

Table 2: November 2022 usage survey at Shearwater								
	Thurs	Fri	Sat	Sun	Mon	Tues	Weds	Thurs
Shearwater	6	4	7	7	2	2	5	5

- Based on 25% occupancy across 18 spaces each week, and adjusted by 25% for seasonal variations and VAT, this would provide an indicative annual income of **£6,486**.

Options explored

- The site is currently unmarked and would require marked bays to be installed prior to the introduction of charging.
- The current site would accommodate 18 marked bays, of which 2 would be disabled bays (FBC do not currently charge blue badge holders in pay-and-display car parks).
- This could be achieved in several ways:
 - Bay markers installed on gravel base - budget cost £18,000 – an indicative payback period of 2.75 years.
 - Resurface car park with a hard surface including site clearance, excavate area, lay new sub-base with drainage, lay base course and wear course to form new surfaced 18 space car park - budget cost £115,000 – an indicative payback period of 17.75 years.
- Look to increase the size of the car park. There is no restriction in the lease to prevent this, provided that it continues to be used in connection with the use of the remainder of the land.
- Any work to expand the car park would require planning permission.

Set up costs

- Based on 18 spaces, this location would need one pay and display machine at a cost of £4,565. This does not include the cost for ground works or signage.
- A survey of the site to ensure that there is a signal to facilitate card payments at the pay-and-display machine and Pay-by-App would need to be undertaken.
- The existing TRO would need to be extended to include Shearwater car park and charges. This would require a 28-day statutory consultation process to inform the public of updates.

Further considerations

- A review of the impact and effectiveness of bay markers at Meon Shore Car Park would need to be undertaken to support effective decision making on their use at Shearwater Car Park.
- Impact on surrounding residential streets – FBC would need to work with HCC to ensure that surrounding residents are not adversely impacted by visitors parking on surrounding roads rather than parking in a chargeable car park.
- High level costs have been included in the feasibility report. More detailed costing based on a survey of the car park would be required to support decision making.

4. Seafield Park

What is parking like now?

- Seafield Park car park has a total of 59 parking bays, including 3 disabled bays.



- The sub-area marked in blue has a height restriction barrier and bollards separating it from the rest of the car park. This area is unlocked by users of the football pitches on match days only.



Users of site

- Seafield Park is a recreational facility offering a play area, as well as general open space for leisure users. There are also two full sized football pitches and changing facilities.
- Crofton Saints and the Gosport Fareham & Solent League are regular users of the Seafield Park pitches.
- Introducing car parking charges at Seafield Park may encourage football clubs to find alternative locations for games which would impact on income both from loss of revenue from pitch fees and reduced car park usage at weekends.
- However, the Council has alternative pitches for hire at recreation grounds which do not currently charge for parking, although their location may not be so favourable to clubs.

Level of use

- Table 3 shows the results of a recent usage survey (November 2022) which found that the car park was fully occupied on match days, but otherwise averaged 8% occupancy:

Table 3: November 2022 usage survey at Seafield								
	Thurs	Fri	Sat	Sun	Mon	Tues	Weds	Thurs
Seafield	8	5	4	59	6	2	2	7

- Based on 8% occupancy across all 59 spaces 6 days per week, full occupancy 1 half day per week and adjusted by 25% for seasonal variations and VAT, this would provide an indicative annual income of **£8,923**.

Set up costs

- This location would require two pay and display machines at a cost of £4,565 each. This does not include installation works or signage.
- The existing TRO would need to be extended to include Seafield car park and charges. This would require a 28-day statutory consultation period to inform the public of updates.

Further considerations

- Consider if the entire site should be treated the same or if the area cordoned off for football users remain separate for use by football clubs, possibly at a concessionary rate.

5. Benefits, Lessons Learnt and Next Steps

Potential benefits

- Table 4 shows the potential estimated annual income for each car park, modelled on occupancy levels in November 2022 and based on £6.60 p/day (6 hours).
- The full year figure has been adjusted by 25% to allow for seasonal fluctuations.
- Income figures have been based on a snapshot of one week's occupancy in November 2022. Occupancy may be higher in the summer months, and during school holidays. During winter months there will be lower occupancy with poorer weather conditions and earlier sunsets.

Table 4: Potential estimated annual income across the three car parks

Car Park	Basis of modelling	Potential Income
Wicor Recreation Ground (109 marked bays)	15% occupancy 5 days per week, full occupancy 2 half days per week.	£31,434
Seafield Park (59 marked bays)	8% occupancy 6 days per week, full occupancy 1 half day per week	£8,923
Shearwater Car Park (18 marked bays)	25% occupancy 7 days per week	£6,486
Total		£46,843

- Any concessions offered to AFC Portchester in response to the introduction of coastal charging at Wicor Recreation Ground car park would impact on this figure.
- There is a risk of loss of income to the Council if football users at Seafield Park choose to use alternative facilities.
- Income from comparator coastal car parks in Fareham for the first full year (August 2021 – July 2022) indicates that although the above figure may be less than the Council achieves in existing coastal car parks, it is commensurate with their location and facilities.

Potential costs

- Enforcement activity would be met within the current budget.
- However, total set-up costs are as set out in Table 7. This includes the introduction of pay and display machines at each site and the installation of new bay markers on a gravel base (as a minimum) at Shearwater car park.

Table 7: Total costs to prepare car parks for the introduction of charging

Car Park	Basis of modelling	Cost
Wicor Recreation Ground (109 marked bays)	3 x pay and display machines	£13,695 plus ground works and signs
Seafield Park (59 marked bays)	2 x pay and display machines	£9,130 plus ground works and signs
Shearwater Car Park (18 marked bays)	Bay markers on gravel base 1 x pay and display machine	£18,000 £4,565 plus ground works and signs
Total		£45,390 plus installation works and signage

- Pay-and-display machines were costed at £4,565 in December 2022. This cost may change by the time of procurement.
- This proposal provides a potential payback period of a little under one year.
- The cost of new signage (approximately £150 per sign) and installation is in addition to this cost.
- There is a risk that AFC Portchester may seek to renegotiate or end their lease at Wicor Recreation Ground which would impact on Council income.

Overall analysis

- The feasibility study supports Wicor Recreation Ground car park as having the best rationale for classification as a coastal car park based on its proximity to the coast and wide range of users, including visitors who use the car park to access the water for paddleboarding and kayaking.
- Initial figures for income suggest that Wicor Recreation Ground car park could generate an annual income of £31,434, against total set up costs of £13,695 plus installation and signage (based on December 2022 prices). This provides for a return on investment in less than six months.
- If proposals to redesignate Wicor Recreation Ground as a coastal car park are approved, we would work closely with AFC Portchester during implementation to minimise disruption to them. This includes offering the club the option to purchase up to 10 transferable season tickets for use by their staff, members and visitors.
- The feasibility study does not support the classification of Seafield Park or Shearwater as coastal car parks at this time. Neither car park supports the same wide range of users with such direct access to the coast as Wicor Recreation Ground, or provides a reasonable return on investment in set up costs.

Lessons Learnt - Introduction of Charges at Coastal Car Parks In August 2021

- Feedback from residents is that the introduction of charging at coastal car parks led to a perceived increase in on-street parking on surrounding roads. The three car parks which form part of this study are in residential areas, and on-road parking would be detrimental to residents.
- However, Hampshire County Council manage on-road parking and have not identified a significant impact because of the introduction of coastal car park charges.
- During the introduction of charges at existing coastal car parks, some organisations raised concerns that their volunteers would be adversely impacted. This would result in a loss in support for their activities, impacting community cohesion.
- To support this, the Council worked directly with coastal organisations and was able to offer them the opportunity to purchase up to 10 transferable season tickets for use by volunteers.
- AFC Portchester are the main organisation impacted by the introduction of charges at the car parks in this study. The Council would work closely with AFC Portchester to support them with any concerns they have.
- Similarly, FBC could review the terms of leasing pitches at Seafeld Recreation Ground and Wicor Recreation Ground to mitigate against the impact of parking charges on users of the pitches.
- The introduction of bay markers at Meon Shore car park has only recently been completed and their effectiveness has not yet been tested to confirm if they would be a suitable choice for Shearwater.
- The procurement and lead time for pay-and-display machines took longer than initially anticipated when charging in coastal car parks was introduced in 2021. Timelines have been adjusted to accommodate this possibility.

Decision Making Process and Draft Timeframes

Date	Activity
March 2023	Engagement with Councillor's and interested parties
29 March 2023	Health & Public Protection Scrutiny Panel for comment
3 April 2023	Executive Member meeting for approval
28 April 2023 – 26 May 2023	TRO (Amendment 7) statutory consultation
w/c 26 June 2023 - tbc	Delegated Executive Member Decision for approval of the outcome of TRO consultation
1 August 2023	Proposed implementation date

HEALTH & PUBLIC PROTECTION SCRUTINY PANEL - SCOPING REPORT

Councillor requesting item: Councillor F Birkett on behalf of Panel members.

Issue	The ability for Portchester Crematorium to accommodate the needs of a growing population within Fareham and beyond.
Background	To provide an opportunity for the Panel to scrutinise the Joint Committee's preparedness for maintaining an effective cremation service for the residents of Fareham and beyond.
Objective & Description	<p>The Health and Public Protection Scrutiny Panel have discussed the need for the Council's cemeteries and crematorium to demonstrate that they have the capacity to cope with a growing population within Fareham and beyond, particularly in view of the fact that Welbourne Garden Village will become a reality over a number of years.</p> <p>The Panel requested that the Chairman of the Crematorium Joint Committee be invited to a future meeting of the scrutiny panel in 2022/23.</p> <p>Objectives would be:</p> <ul style="list-style-type: none"> a) to explain how the Joint Committee has prepared the crematorium to be able to accommodate a growing population. b) To provide quantitative data regarding in borough and out of borough demand. c) To outline current need and projected future need. d) to explain what action has been taken to date to meet increasing need. e) to explain what plans are in place for the future to meet increasing need. f) to prepare a presentation (no longer than 30 mins) for the Panel to scrutinise.
<i>Please clearly state the final objective. Objectives might include scrutiny of process or issue, or shaping of policy option or special project.</i>	

Proposed Way Forward	The Scrutiny Panel to be assured that the Crematorium Joint Committee has measures in place to ensure that it is equipped to manage additional need in the future as the population of Fareham and neighbouring areas continues to grow.
<i>How is the objective to be achieved? Options might include a report written by officers and considered by Scrutiny Panels; informal working groups; discussion with external bodies; or a combination of several tools. Thought should be given to the process to be followed once the Scrutiny Panel completes its work; a request or comment may be made to the Executive or policy options offered to Council.</i>	
Key Dates	Suggested Health and Public Protection Scrutiny Panel meeting scheduled for 20 June 2023