

AGENDA FOR THE EXECUTIVE

Date: Monday, 15 May 2023

Time: 6.00 pm

Venue: Collingwood Room - Civic Offices

Executive Members:

Councillor S D T Woodward, Policy and Resources (Executive Leader)

And those members appointed by the Executive Leader to form the Executive for the 2023/24 Municipal Year.

1. Apologies for Absence

2. Minutes (Pages 7 - 16)

To confirm as a correct record the minutes of the meeting of the Executive held on 03 April 2023.

3. Executive Leader's Announcements

4. Declarations of Interest

To receive any declarations of interest from members in accordance with Standing Orders and the Council's Code of Conduct.

5. Petitions

6. Deputations

To receive any deputations, of which notice has been lodged.

7. References from Other Committees

To receive any references from the committees or panels held.

Matters for Decision in Public

Note: Where an urgent item of business is raised in accordance with Part 3 of the Constitution, it will be considered with the relevant service decisions as appropriate.

8. Confirmation of Appointment of Members to areas of Executive Responsibility

The Executive Leader is invited to confirm the appointment of Executive Members to the areas of Executive responsibility.

9. Executive Appointments

To appoint Executive Members to the following bodies for 2023/24:

- (i) Portchester Crematorium Joint Committee (the current appointments made by the Executive are Councillors Miss J Burton and Mrs S M Walker with Councillor I J Bastable as Deputy. (N.B in the past, the Executive has not appointed 'substitute' members to this Joint Committee. However, the Executive may, if it so wishes, authorise other members of the Executive to act as deputies).
- (ii) Fareham and Gosport Building Control Members' Panel (the appointment made by the Executive in 2022/23 was Councillor Miss J Burton.
- (iii) Partnership for South Hampshire (PfSH). As PfSH is a formal Joint Committee, the following appointments are required to be made by the Executive for 2023/24:
 - (a) Joint Committee representatives (the Borough Council representatives appointed by the Executive in 2022/23 were

Executive Leader Councillor S D T Woodward and Deputy Executive Leader Councillor S D Martin.

- (b) Sub-Group Meetings (the current Borough Council representatives appointed by the Executive are the appropriate Executive Members, as relevant); and
- (c) Meetings with Key Consultees and similar Consultation Meetings (the Borough Council representatives appointed by the Executive in 2022/23 were Councillors S D T Woodward and S D Martin.
- (iv) Fareham & Gosport Environmental Health Partnership Panel (in 2022/23 the representative appointed by the Executive was Councillor Miss J Burton.
- (v) Aspect Building Communities Ltd (the current representative appointed by the Executive is Councillor Mrs C L A Hockley).
- (vi) Joint Member Share Coastal Management Board (the appointments made by the Executive in 2022/23 were Councillor S D Martin as the Borough Council's representative and Councillor M Daniells as Deputy).
- (vii) Solent Airport Consultative Committee (the appointments made by the Executive in 2022/23 were the Executive Leader, Councillor S D T Woodward as the Chairman of the Committee, the Deputy Executive Leader, Councillor S D Martin as the Vice Chairman of the Committee and Councillors Miss T Harper, S Dugan and Mrs J Needham from the Titchfield, Hillhead and Stubbington wards respectively as members of the Committee.

10. Housing

Key Decision

- (1) **Draft Empty Homes Strategy** (Pages 17 - 44)
A report by the Deputy Chief Executive Officer.
- (2) **Crossfell Walk Development Update** (Pages 45 - 48)
A report by the Deputy Chief Executive Officer.
- (3) **Housing Stock Condition Survey** (Pages 49 - 56)
A report by the Deputy Chief Executive Officer.

11. Leisure and Community

Key Decision

- (1) **Cams Alders Vision - Conclusion** (Pages 57 - 62)
A report by the Director of Leisure and Community.

Non-Key Decision

(2) Hampshire Cultural Trust (Pages 63 - 80)

A report by the Director of Leisure and Community.

12. Planning and Development

Key Decision

(1) Self Build and Custom Build SPD for consultation (Pages 81 - 122)

A report by the Director of Planning and Regeneration.

13. Policy and Resources

Key Decision

(1) Vehicle Replacement Programme (Pages 123 - 166)

A report by the Director of Planning and Regeneration.

(2) Draft Corporate Strategy 2023-2029 (Pages 167 - 226)

A report by the Director of Leisure and Community.

14. Exclusion of Public and Press

To consider whether it is in the public interest to exclude the public and representatives of the Press from the remainder 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.

Exempt Matters for Decision

Note: Where urgent items of business are raised in accordance with Part 3 of the Constitution, they will be considered with the relevant service decisions as appropriate.

15. Policy and Resources

Key Decision

(1) Sale of Development Land at Faraday Business Park (South) (Pages 227 - 240)

A report by the Director of Planning and Regeneration.



A WANNELL
Chief Executive Officer

www.fareham.gov.uk

09 May 2023

**For further information please contact:
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FAREHAM

BOROUGH COUNCIL

Minutes of the Executive

(to be confirmed at the next meeting)

Date: Monday, 3 April 2023

Venue: Collingwood Room - Civic Offices

Present:

S D T Woodward, Policy and Resources (Executive Leader)
I Bastable, Streetscene
Miss J Burton, Health & Public Protection
Mrs C L A Hockley, Housing
S D Martin, Planning and Development
Mrs S M Walker, Leisure and Community

Also in attendance:

Ms C Bainbridge, for item 10(1)
H P Davis, for item 10(1)
P Nother, for item 10(1)
Mrs K K Trott, for item 10(1)



1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. MINUTES

RESOLVED that the minutes of the meeting of the Executive held on Monday 06 March 2023 be confirmed and signed as a correct record.

3. EXECUTIVE LEADER'S ANNOUNCEMENTS

There were no Executive Leader announcements.

4. DECLARATIONS OF INTEREST

Councillor P M Nother declared a personal interest for item 10(1) whilst he addressed the Executive as he lives in close proximity to the car park site

5. PETITIONS**Glyphosate**

The total verified signatures is 1573.

This petition will formally be submitted to the next Council meeting on 20 April 2023 and will be considered by the Executive in June via a formal report being published and considered. The petition will then be considered at Council for a debate thereafter.

Wicor Recreation Ground Car park

The total verified signatures is 1796

This decision will be considered by the Executive this evening as it appears on the agenda at item 10(1). The petition triggers a Council debate by virtue of the number of petitioners and will be presented to the next scheduled Council meeting on 20 April 2023 where Council will be asked if it wants to accept the petition, debate it and take any further action. Council can ask to send the item back to the Executive or can ensure its comments are taken into account by the Executive Member if the Traffic Regulation Order is put forward for agreement.

This process is slightly unusual because whilst the petition triggers a Council debate, the item is an Executive function. The Council cannot therefore overrule but it can ask the Executive to reconsider.

6. DEPUTATIONS

Deputations were received in respect of item 10(1) on the agenda from County Councillor Roger Price, local residents Stephen Potter, David Edwards, Veronica Wardman and Sarah Holmes and Trevor Deacon from AFC Portchester.

10. HEALTH AND PUBLIC PROTECTION

(1) Extension of Coastal Car Parking Charges

This item was brought forward on the agenda and heard directly after item 6 on the agenda.

Deputations were received in respect of item 10(1) on the agenda from County Councillor Roger Price, local residents Stephen Potter, David Edwards, Veronica Wardman and Sarah Holmes and Trevor Deacon from AFC Portchester.

At the invitation of the Executive Leader Councillors H P Davis, P M Nother, Ms C Bainbridge and Mrs K K Trott addressed the Executive on this item.

In addressing the Executive, Councillor P M Nother declared a Personal Interest as he lives in close proximity to the car park site.

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

The petition containing 1796 signatures entitled "We the undersigned petition the Council to immediately scrap the proposals to introduce parking charges at Wicor recreation ground in Portchester" was taken into account in considering this item.

RESOLVED that 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.

7. REFERENCES FROM OTHER COMMITTEES

The following references from other committees were received:

Leisure and Community Scrutiny Panel – 23 March 2023

Minute 6 – Voluntary Community Support Services

- The Panel received a report by the Director of Leisure and Community on an Executive report, Voluntary Community Support Services, that reviews the current support that the Council funds for the voluntary sector and proposes a new approach for the period 2023-2026.

Officers highlighted a minor amendment to Appendix 1, Page 17, paragraph 18, of the report. The paragraph should read - *Any charitable organisation*

within Hampshire can become a member of Action Hampshire. Membership fees are dependent on the income of the group, with fees from £30 per year for organisations with a turnover of less than £50,000 to £250 £150.00 per year for those with a turnover between £100,000 and £250,000 per year. Organisations with the greatest turnover, in excess of £500,000, pay a membership of £350 per year. Member benefits include.

The Chairman addressed the Panel to express support for the new approach that, if approved by the Executive, will save the Council money whilst still providing a valuable service to the residents of Fareham.

The Executive Member for Leisure and Community, Councillor Mrs S Walker addressed the Panel to advise that a large number of volunteers have transferred over to Community First from the previous charity, One Community and that the staff from One Community who worked in Fareham, have been personally thanked for all their support and dedication to the residents of the Borough.

RESOLVED that the Leisure and Community Scrutiny Panel: -

- (a) notes the contents of the report attached at appendix 1; and
- (b) considered any comments/recommendations to pass to the Executive for consideration at their meeting on the 03 April 2023.

This was considered at item 8(1) on the agenda.

Health and Public Protection Scrutiny Panel – 29 March 2023

Minute 7 – Extension of coastal car parking charges

At the invitation of the Chairman, Councillors Ms C Bainbridge and P M Nother addressed the Panel on this item.

Deputations were received in respect of this item, as outlined in the table at item 5 on the agenda.

Councillor Mrs P M Bryant declared a non-pecuniary interest in this item as she is a member of Fareham Rotary Club which owns the Wheelhouse at Hillhead Coastal car park.

The Panel considered a report by the Director of Leisure and Community which invited Members to scrutinise and make comments to the Executive in respect of the proposed extension of coastal car parking charges in the Borough.

At the request of the Chairman, it was confirmed that 123 comments have been received from members of the public regarding the proposals. 58 referenced the potential issues with local roads, 83 raised concern regarding access to sport - particularly for older and younger people, 36 related to the impact that the charges would have on AFC Portchester and 58 referenced other matters such as the impact on Shearwater overflow car park.

Councillor Mrs Trott noted the need to find increased revenue to off-set expenses but felt that the proposal prioritised income over the health and well-being of residents. Councillor Mrs Trott also noted that Wicor is a recreational/leisure car park and that charges are not being proposed in similar car parks in other parts of the Borough.

Members discussed the potential impact that the proposals may have on local roads and felt that it would be important to ensure that appropriate enforcement by Hampshire County Council is carried out. In response to a question raised by Councillor Miss Harper regarding the impact of pay and display parking installed at Hill Head coastal car park, the Head of Environmental Health reported that Hampshire County Council's view is that, within a short period of time, people get used to having to pay.

Members were concerned about the cost of living crisis and the impact that these proposals might have on families who are already struggling. However, it was felt that the taxpayer should not be expected to cover the cost of parking charges, that season tickets are available which have worked well in other coastal car park locations since charging was introduced and that there are alternative car parks nearby that do not charge to park.

The excellent work done by AFC Portchester in providing significant health and wellbeing benefits to the local community was recognised by the Panel during the discussion on this item.

The Chairman commented on the positive impact that public engagement has on the Council's decision making process and noted the concerns that had been

raised in respect of the proposals. The Chairman reminded members that the final decision on this matter did not rest with the Panel and that members were being asked to consider the proposals and pass any comments to the Executive to assist with the decision that would be made at the meeting on the 03 April 2023. The Chairman explained that, if approved by the Executive, a four-week consultation to amend the Fareham Borough Council Off-Street Parking Order would be undertaken in May 2023.

RESOLVED that the Health & Public Protection Scrutiny Panel agrees unanimously that the recommendations contained in the report be taken forward to the Executive for consideration.

This was considered at item 10(1) on the agenda.

Planning and Development Scrutiny Panel – 30 March 2023

Minute 6 – Biodiversity Net Gain Supplementary Planning Document for Consultation

The Panel received a report on the Biodiversity Net Gain Supplementary Planning Document by the Director of Planning and Regeneration. The report outlined the Supplementary Planning Document (SPD) which has been prepared to provide guidance to applicants seeking planning

permission. Executive approval is to be sought to consult on the SPD at their meeting on the 04 April 2023.

The Principal Planner (Strategy) presented the Executive report to the Panel and explained the Council's approach to securing and implementing Biodiversity Net Gain (BNG) in line with Policy NE2 in the emerging Fareham Borough Local Plan 2037.

Members of the Panel discussed the report in detail and asked questions for clarification on how the measures implanted by developers to achieve BNG will be monitored and if necessary, enforced by the over the 30-year period required and asked if costs would be incurred by the Council. Officers explained that the policy would be implemented and enforced in line with all other planning policies. The management of this new policy will incur costs but it was agreed by Members of the Panel that costs incurred are necessary to secure Borough's biodiversity for future generations.

Members of the Panel expressed support the Biodiversity Net Gain consultation and look forward to seeing how both residents and developers respond to the details within the SPD. Officers confirmed that the results of the consultation will be brought to a future meeting of the Panel.

RESOLVED that the Planning and Development Scrutiny Panel:-

- a) note the contents of the Executive report at Appendix 1; and
- b) ask that to the Executive to consider the Panels comments at their meeting on the 03 April 2023.

This was be considered at item 11(1) on the agenda

Minute 8 – Planning Strategy Update

The Panel received a presentation from Planning Strategy officers providing a Planning Strategy Update, including an overview of the forthcoming Self and Custom Build Supplementary Planning Document and an update on the Council's emerging Local Plan. A copy of the presentation is appended to these minutes.

The Head of Planning Strategy and Economic Development presented details to the Panel on the Council's emerging Local Plan, which is to be considered for adoption by the Council on the 05 April 2023. The presentation provided information on the Inspectors' letter which had recently been received. The report concluded that the Local Plan can be found sound but only with the inclusion of the main modifications, all of which were subject to Council approval for a consultation in October 2022. The officer then explained the next steps once adopted and the implications for the Council should Members choose not to adopt the Local Plan. Members asked questions for clarification on changes to the Strategic Gap designation and the contribution to Portsmouth's unmet need.

The Senior Planner (Strategy) then went on to deliver details on the forthcoming Self and Custom Build Supplementary Planning Document (SPD). Members asked questions for clarification on new the policy and

officers explained how legislation from central government has led to the development of a register of interest in Self and Custom Build and the policy in the emerging Local Plan. They also explained that the SPD has been prepared to provide guidance to planning applicants on the information to submit alongside their applications. Officers also provided details on the local need for self and custom build plots and how this has provided the data to develop the SPD.

RESOLVED that the Panel note the contents of the presentation.

This was considered at item 11(2) on the agenda

8. LEISURE AND COMMUNITY

(1) Voluntary Community Support Services

The comments of the Leisure & Community Scrutiny panel were taken into account in considering this item:

RESOLVED that the Executive approves the following annual allocations and commitments for the next 3-year period:

- (a) the allocation of £7,500 from the Community Fund budget to which local charitable organisations can apply to secure their first year's membership to Action Hampshire and /or access their specialist advice around a governance issue of particular concern, with the applications for these grants being agreed by the Executive Member for Leisure and Community;
- (b) the award of a grant agreement to Communities First Wessex for £10,000 for the provision of support around securing and retaining volunteers;
- (c) the development of a new Council webpage providing clear links to support around governance, volunteering and funding for charitable organisations, with a one-off allocation of £2,000 for the development of the webpage and promotion of the new package of services; and
- (d) the allocation of £2,000 for the planning and delivery by Communities First Wessex of an annual Community Showcase event, to celebrate the local voluntary sector and encourage networking between organisations that are located within the Borough and provide a service to the residents of Fareham.

9. STREETSCENE

(1) Award of Contract - Corporate Cleaning Services

RESOLVED that the Executive agrees to award the contract to the contractor ranker in 1st position (as set out in the confidential Appendix A to the report) being the best price quality ratio tender received.

11. PLANNING AND DEVELOPMENT

(1) Biodiversity Net Gain - Supplementary Planning Document

The comments of the Planning & Development Scrutiny Panel were taken into account in considering this item.

RESOLVED that the Executive:

- (a) approves the Draft Biodiversity Net Gain Supplementary Planning Document, as set out at Appendix A to the report, for public consultation; and
- (b) delegates authority to the Director of Planning and Regeneration, following consultation with the Executive Member for Planning and Development, to make any minor amendments to the document following consideration by the Executive, prior to the consultation.

(2) Adoption of the Fareham Local Plan 2037

The comments of the Planning & Development Scrutiny Panel were taken into account in considering this item.

In considering this item, the Executive was keen to place on record its thanks to Gayle Wootton, Head of Planning Strategy and Economic Development, for the incredible hard work of her team to co-ordinate and produce a sound plan.

RESOLVED that the Executive notes the Planning Inspector's report on the examination of the Local Plan and recommends to Council that:

- (a) Council resolves to adopt the adoption version of the Fareham Local Plan 2037 (see Appendix 2) which incorporates:
 - o the Main Modifications recommended by the Inspector (as set out in Appendix 1), and
 - o The Additional Modifications (see Appendix 3 Part 1), and a list of further minor changes since October 2022 (see Appendix 3 Part 2);
- (b) Council adopts the Policies Map as set out in Appendix 4;
- (c) the Director of Planning and Regeneration, following consultation with the Executive Member for Planning and Development, be authorised to publish and circulate in accordance with the statutory requirements, an Adoption Notice, a Sustainability Appraisal Adoption Statement (see Appendix 5) and the adopted version of the Fareham Local Plan 2037, as soon as reasonably practicable after adoption.

- (3) Stronger Performance of Local Planning Authorities supported through an increase in Planning Fees - Planning Consultation

RESOLVED that the Executive:

- (a) considered the content of the report and approves the suggested approach to the Council's response set out at Appendix A to the report; and
- (b) delegates authority for the final consultation response to the Director of Planning and Regeneration, following consultation with the Executive Member for Planning and Development.

12. EXCLUSION OF PUBLIC AND PRESS

RESOLVED that in accordance with the Local Government Act 1974, the Public & Press be excluded from the remainder of the meeting, as the Executive considers that it is not in the public interest to consider the matters in public on the grounds that they will involve the disclosure of exempt information, as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act.

13. POLICY AND RESOURCES

- (1) Infrastructure Upgrade - Daedalus

RESOLVED that the Executive approves the budget as outlined in the confidential report.

(The meeting started at 6.00 pm
and ended at 7.50 pm).

FAREHAM

BOROUGH COUNCIL

Report to the Executive for Decision 15 May 2023

Portfolio:	Housing
Subject:	Draft Empty Homes Strategy
Report of:	Deputy Chief Executive Officer
Corporate Priorities:	Providing Housing Choices

Purpose:

To seek approval of the draft Empty Homes Strategy for a minimum six-week period of public consultation.

Executive summary:

The draft Empty Homes Strategy provides an overview of the amount and type of empty homes in the Borough, together with two objectives relating to the Council's potential approach to empty properties. The draft Strategy acknowledges the detrimental issues that can arise with a small number of empty homes and articulates the importance of proportionate and appropriate action in addressing the issue.

Recommendation:

It is recommended that:

- (a) the draft Empty Homes Strategy, (as provided in Appendix A to the report, be published for a minimum six-week period of public consultation; and
- (b) the Head of Housing Delivery be authorised to make any necessary minor amendments to the draft Empty Homes Strategy, prior to publication, provided these do not change the overall direction or emphasis and following consultation with the Executive Member for Housing.

Reason:

To undergo a period of public consultation as part of the ongoing progression of the draft Empty Homes Strategy toward adoption.

Cost of proposals:

The costs to produce and undertake consultation on the draft strategy are covered in existing operational budgets.

Appendices: **A:** Draft Empty Homes Strategy

Background papers: NONE

Reference papers: Action on Empty Homes [online], data accessed via
[Download.ashx \(actiononemptyhomes.org\)](#)

FAREHAM

BOROUGH COUNCIL

Executive Briefing Paper

Date:	15 May 2023
Subject:	Draft Empty Homes Strategy
Briefing by:	Deputy Chief Executive Officer
Portfolio:	Housing

INTRODUCTION

1. Fareham Borough has a lower number of long-term empty homes than the national average. This is despite the figures presently being distorted by a number of new retirement living schemes where apartments remain unsold.

Regardless of the relatively low number of empty properties, some could provide a home for an individual or family if brought back into use; positively contributing to the provision of homes in the Borough. When left empty, some homes can also be more vulnerable to misuse and/or generate issues for immediate neighbours or the wider community if the property is not appropriately maintained.

2. A draft Empty Homes Strategy has been produced which (a) outlines the extent of the issue in Fareham; (b) provides two overarching objectives to help facilitate tackling long term empty homes in the Borough; and (c) also explains the need to consider any action in a proportionate and appropriate manner.
3. The Strategy provides a more transparent overview of the various powers the Council has, how each case must be considered on its individual merits, and ultimately that any decisions to act should be proportionate, appropriate, and a prudent use of Council resources.

THE DRAFT EMPTY HOMES STRATEGY

4. The draft Empty Homes Strategy is at Appendix A to this report. It incorporates three main sections: -
 - Empty Homes in Fareham
 - The Objectives
 - Proportionate and Appropriate Action

Empty Homes in Fareham Borough

5. The extent of the issue with empty homes is explained on pages 5 & 6 of the draft Strategy. The figures for homes vacant for two years or more are currently heavily

distorted by a small number of new retirement living developments. The Beck Lodge development in Park Gate, Meadow Court in Sarisbury Green and Friary Meadows in Titchfield were largely completed during and around the COVID-19 pandemic, and many properties currently remain unsold and vacant.

6. National comparisons (Action on Empty Homes/DLUHC data) on the number of long-term empty homes by district/borough are generally based on homes vacant for 6 months or more. 2022 data showed that 0.78% of total homes in Fareham Borough were empty for six months or more, compared to a national average of 0.99%. Excluding the 129 empty retirement properties (explained in the paragraph above) would bring the percentage of homes in Fareham Borough vacant for 6 months or more down to 0.52%; nearly half the national average.
7. The draft Strategy figures focus on those homes vacant for 1-2 years, and 2 years plus. This acknowledges that many homes vacant for over 6 months will resolve with no intervention or detrimental issues arising.
8. When accounting for the empty retirement new builds (which is not representative of a trend) and other properties empty for logical reasons (such as the majority of flats at Assheton Court) it is clear that any remaining key issues around long-term empty homes is small in a numerical sense and focused on privately owned homes that remain empty.
9. Privately owned empty homes that have been vacant for 1-2 years make up just 0.1% of homes in the Borough, with those empty for 2 years or more making up a further 0.07%.
10. Despite the low number of privately owned empty homes in the Borough it is often a small number of these homes where concerns from neighbours or the wider community can often be focused. This is primarily due to poor (or complete lack of) management and maintenance of the property.
11. Typical problems that can be associated with a minority of long-term empty homes include (a) visual neglect; (b) overgrown vegetation; (c) structural issues; (d) misuse; (e) failure to pay Council Tax (including Premiums if applicable); and/or (f) untraceable owners. In all cases empty residential properties can also be a missed opportunity. If brought into use the properties could provide a home for an individual or family.

The Objectives

12. The draft Strategy includes two objectives.
13. Objective 1 is to 'encourage owners of empty homes to bring their properties back into use'. This objective focuses on the softer and encouraging tactics that can be (and often are) deployed by officers to try to bring homes into use. This is detailed on pages 8 & 9 of the draft Strategy. Even in instances where the homes cannot be encouraged back into use, retaining positive communication with the owner (or relatives of owners) can help to prevent the property from becoming problematic to neighbours or the wider community.
14. Objective 2 seeks to 'appropriately and proportionately use Council resources to address problematic empty homes'. On pages 11 to 13 of the draft Strategy the various tools available to the Council are articulated, recognising that they often fall to different departments and in turn may have differing determining bodies. These tools are articulated in the Strategy to provide transparency rather than intended to suggest they

can and should be used on all cases.

15. Officers at the Council have successfully used powers in the past to address issues associated with some problematic empty properties and will continue to do so.

Proportionate and Appropriate Action

16. Pages 14 to 15 of the draft Strategy introduce the idea of 'proportionate and appropriate' action. Every case of a problematic empty home will be different and have its own nuances. The draft Strategy provides a framework and understanding of the factors that should be considered before any action is pursued by the Council. This includes legislation, personal circumstances, the extent of harm vs. action (ensuring it is proportionate), and cost.
17. Cost is an important element in balancing the appropriateness to use the more enforcement related tools at the Council's disposal, and this is explained further below.

RESOURCES

18. The Council does not have a nominated officer resource that is dedicated to addressing issues with empty homes in the borough. This reflects the limited extent of the issue in the Borough and the fact that only a minority of long-term empty homes could realistically have potential to be brought back into use. An even smaller number being empty homes which are a blight to neighbours and/or the wider community.
19. Any empty home case will typically be overseen by the most appropriate department using their expertise and knowledge, with officers addressing the issue as part of or alongside their day-to-day work responsibilities.
20. Many cases of disrepair or poor maintenance are addressed through phone calls or emails to the owner (or relative of the owner) without the need for a more heavy-handed approach. These cases would rarely escalate and often provide an opportunity for informal discussion around why the property is empty and whether there is any willingness to consider renting or selling the home. They also have limited impact to officer time.
21. There will always be some cases where issues persist and there may be a desire to utilise one or more of the measures outlined in Objective 2 of the draft Strategy. More formal action will involve considerable officer time. Often including the need for legal advice or tracing services, even before more formal action can be formally considered and commence.
22. The costs to address single empty homes cases can be significant. On a recent case in the Borough it is estimated that FBC officer costs have exceeded £19,000 across four years. In addition to this there have been tracing agency costs of just under £2,000, court action costs of nearly £6,000, and direct-action costs of nearly £12,000 (the latter two remaining unrecouped currently). Although this had allowed for some improvement to the visual appearance of the home it has not provided a long-term solution. The other tools potentially available to the Council would incur even more significant costs to the public purse which would unlikely be recouped. This to potentially bring one single home into use and resolve the issues that single home is presenting. This would unlikely be a pragmatic and prudent use of limited Council resource despite recognising that the property is a blight and nuisance to neighbours and/or the wider area.
23. The draft Strategy recognises the scale of resource required, and ultimately proposes

that each case will be considered on its merits having regard to the matters that are articulated in the Proportionate and Appropriate Action section of the draft Strategy. Officers will seek to utilise the enforcement tools outlined under Objective 2 of the Draft Strategy when it is necessary and appropriate to do so, having regard to the cost and risk of any potential action.

DECISION MAKING ON THE USE OF ENFORCEMENT TOOLS

24. Most empty homes cases will be looked at and addressed by officers. In some cases where enforcement tools are being utilised this would be undertaken using delegated or emergency powers, or more formal approval will be required. When necessary, approvals will continue to be sought through the appropriate decision-making body at the Council. As explained on page 14 of the draft Empty Homes Strategy this might include the Licensing and Regulatory Affairs Committee, Planning Committee, or potentially an Executive decision.

FORMULATING THE DRAFT STRATEGY

25. A draft version of the Empty Homes Strategy was considered by the Housing Scrutiny Panel at their meeting on the 09 February 2023. Although no specific changes were recommended by the Panel, following the content of the discussion officers subsequently considered a more visual way to articulate matters that might be considered when it comes to 'proportionate and appropriate action'. Following further discussion with the Executive Member for Housing an additional table and wording was then added to pages 15 and 16, to enhance the draft Strategy.

EQUALITY IMPACT ASSESSMENT

26. A draft Equality Impact Assessment (EIA) of the strategy has been produced, which raises no issues of concern. The full EIA will be made available alongside any subsequent recommendation to adopt the strategy.

CONCLUSION

27. The draft Empty Homes Strategy articulates the extent of the issue with empty homes in Fareham Borough, recognising that in a minority of cases long-term empty homes can be a blight and amenity impact to neighbours and/or the wider community. The draft Strategy outlines the 'encouragement tools' that can and do get used to encourage empty homes back into use. It also outlines the 'enforcement tools' potentially available through various legislation, managed by various departments, and overseen by various decision-making bodies at the Council.
28. The draft Strategy proposes that any action on a long-term empty home be considered on a case-by-case basis, and that any action be proportionate and appropriate to the case, acknowledging the implication to officer time and the cost of action and whether it is a prudent and appropriate use of Council resources.
29. The draft Empty Homes Strategy provides an opportunity to transparently articulate the extent of the empty home issue in Fareham Borough, and how it will be approached by the Council. This will achieve a balance between the level of the issue and the use of resources across the organisation to tackle it.

NEXT STEPS

30. Following a period of public consultation on the draft Strategy, it is intended that appropriate adjustments are made ahead of it returning to the Executive for

approval/adoption.

RISK ASSESSMENT

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

Enquiries:

For further information on this report please contact Robyn Lyons (Head of Housing Delivery) on 01329 824305

Empty Homes Strategy

Fareham Borough Council

2023

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This strategy was approved by the Council's Executive on
[XXinsert dateXX] 2023

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Introduction

This strategy sets out how Fareham Borough Council consider long-term empty homes in the Borough, and where appropriate seek to bring those homes back into use. This supports the corporate objective of Providing Housing Choices and can make a small but important contribution toward housing need. It also recognises that empty homes can be a blight to local communities, and frustrating for nearby residents.

Although the number of empty properties in the Borough is below the national average, there are a small number that can present an ongoing challenge. This Strategy explains the actions that could be considered on problematic long-term empty homes. It also provides information around proportionate and appropriate use of enforcement-based intervention by the Council. Ultimately this Strategy seeks to articulate the Council's approach to empty homes.

Why do properties become empty?

Properties can become empty for several reasons, including but not limited to the following examples:

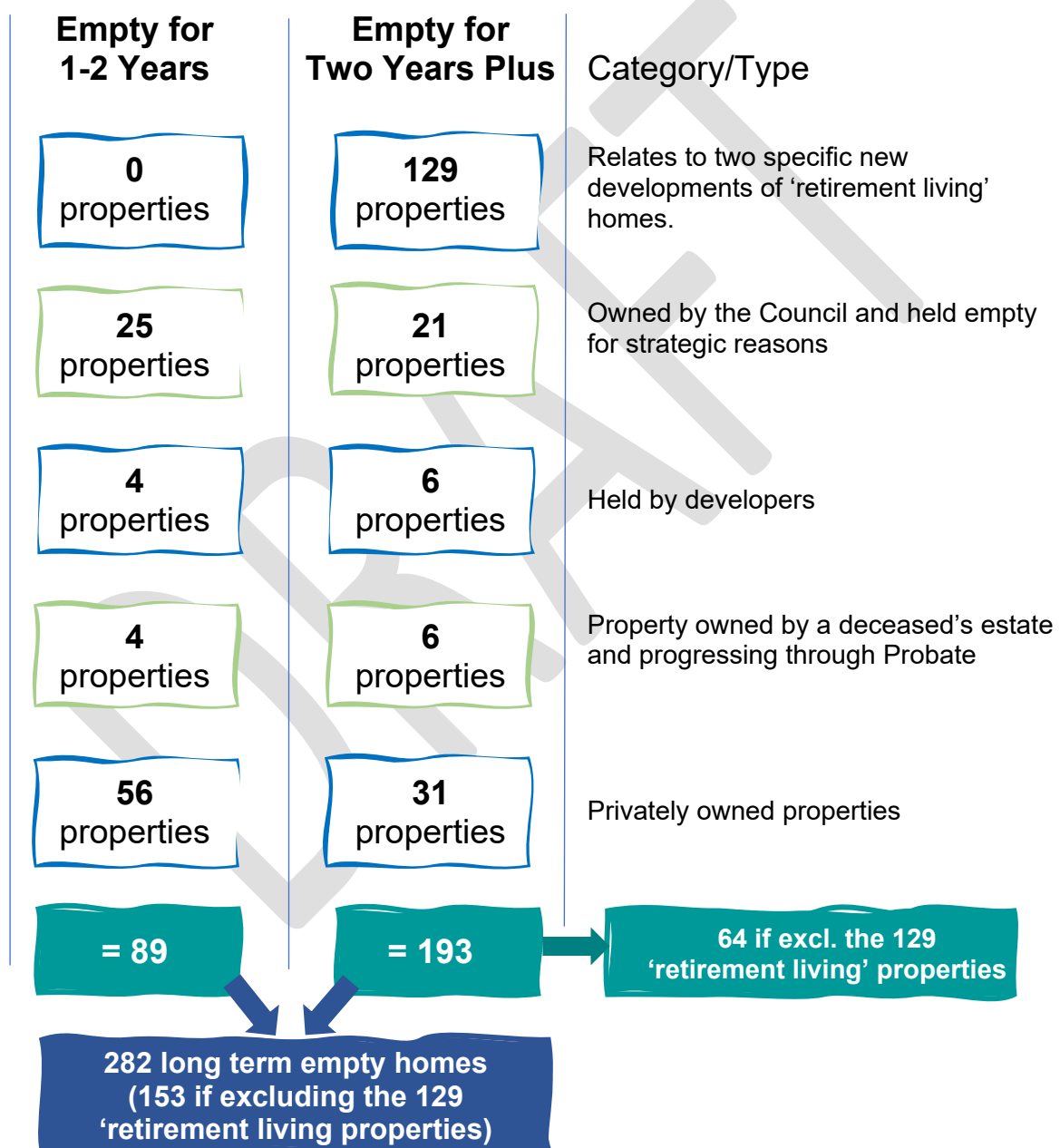
- The normal process of buying, selling, and letting properties
- A property that is unsuitable to rent or sell due to its physical state and that would require renovation beyond the budget of the owner
- When a property has been abandoned by the owner and the owner is untraceable
- Where an owner is in prison
- Where there is an issue of unresolved ownership, often because of the previous owners' death. Resolving ownership can be a lengthy legal process, during which time the property may remain empty
- Due to an ageing population, older owners may need to move into alternative older person accommodation for care or support needs, they may choose not to sell their property or to let it out, which results in the property remaining empty.



Empty Homes in Fareham Borough

There are slightly over 50,000 residential properties in Fareham Borough. As many properties will be empty for a short period of time (typically allowing for property transactions) the challenge and focus for Fareham Borough Council are those properties that have been vacant for a longer period.

Based on Council tax records in winter 2022, 282 properties are recognised as long term empty. 89 have been empty for between one and two years, and 193 have been empty for more than two years.



The number of empty homes in Fareham Borough has been consistently below the national average, and there are no indications of an increasing trend in the Borough.

129
empty
retirement
living homes

The figures for the Borough are currently heavily impacted by the 129 empty retirement living homes which have been vacant for over two years. This is not representative of a trend, and instead reflects a small number of specialist developments delivered during recent years (during the COVID-19 pandemic). Officers will monitor these to ensure the number continues to reduce, which is expected as property sales take place in the years ahead.

Excluding these 129 empty 'retirement living' homes, there are 89 homes which have been empty for between one and two years, and 64 homes which have been empty for more than two years.

Several properties are held empty due to wider redevelopment/regeneration projects. For example, in December 2022 over 20 apartments were empty at Assheton Court; this facilitating the Council's redevelopment project at the site which should commence in 2023.

Of particular concern are the privately owned homes which have been empty for over two years. These homes tend to be those that can visibly or structurally fall into decline and can often be of great concern to neighbours and the wider community.



There will be occasions where a long-term empty home is well kept and where the Council tax (including any applicable premiums) is paid, but where the owner has a particular or personal reason for retaining and keeping their property vacant.

The data for long term empty homes in Fareham Borough suggests there is no significant empty home problem in Fareham Borough. However, empty homes can on occasions present issues of concern, and would be better brought back into use to contribute to housing need in the Borough. Objectives to address the issue that empty homes can present have therefore been identified.

Objectives

The following objectives will apply to tackling long term empty homes in Fareham Borough:

Objective 1
To encourage owners of empty homes to bring their properties back into use

Objective 2
To appropriately and proportionately use Council resources to address problematic empty homes

These objectives are explained further overleaf, including the tools that the Council could use and consider in helping to deliver against these objectives.

Benefits of bringing empty homes back into use	
Community Benefits	Property Owner Benefits
<ul style="list-style-type: none"> ▪ Improve the appearance of the neighbourhood ▪ Providing housing for local people in need of a home ▪ Easing the pressure for housing elsewhere ▪ Reducing the risk of squatters, vandalism, and crime 	<ul style="list-style-type: none"> ▪ Security against vandalism and squatting ▪ Better condition property (increase in value and reduced future maintenance costs) ▪ A rental income or improved sales potential ▪ Council Tax paid by tenants, not the owner

Objective 1

To encourage owners of empty homes to bring their properties back into use

The Council's initial aim is to provide help and advice to the owners of empty homes. There is no dedicated Empty Homes Officer at Fareham Borough Council due to the limited extent of the issue. Instead, a multi-department approach will be taken to understand the issues and provide the most appropriate advice and/or encouragement for any individual case.

Engaging with empty property owners and reaching a voluntary solution is always preferred. These types of approaches have less demand on Council resources and can often retain a positive relationship with the property owner.

A multi-department approach

The expertise of different departments to best address the issue

Encouragement Tools

Advice on selling/letting the home

We can encourage the owner to contact a local agent to understand the options available to them.

FareLets

The Council operated private rented scheme can encourage empty home owners to become landlords. It provides a safe, secure option for a private owner to let their property. Giving guaranteed rent with tenants provided by the Council following reference checking.



There are three levels of service offered by FareLets, from a simple tenant find to a full management service. Further information on FareLets is available [here](#) or by calling 01329 824649.

Council Tax

The Council tax chargeable on empty homes will be used to act as a deterrent to property owners leaving a home empty, or in turn an incentive to bring a property back into use.

Since 2013 local authorities can apply an empty homes premium for properties that have been empty for two years or more. Initially this was set at 150% but in 2018 increased to 200%, so in effect requiring owners to pay double the standard Council Tax liability. From 2020 owners of properties empty for five years or more can be charged 300%, and from 2021 400% can be levied for properties empty for ten years or more. The implementation of empty homes premium is at the discretion of the Council's Council Tax department.



Council Tax Premium:

On empty homes premiums can apply to the Council Tax payable

Empty two years or more = 200%

Empty five years or more = 300%

Empty ten years or more = 400%

Communication

Communication with empty owners will be key, building an understanding of the reasons for the empty home and considering the most appropriate suggestions and encouragement for that homeowner. In some cases there will be personal and emotional reasons that apply and officers will be considerate of this.

On many occasions communication with the owner (or relatives of the owner) can bring about improvements to the issues the empty home is presenting. An example being where a property owner is now in a care home and is choosing not to sell or let the property, should vegetation become overgrown and simple visual repairs be required then contact with an appropriate relative can often bring about the necessary works being arranged.

Objective 2

To appropriately and proportionately use Council resources to address problematic empty homes

Where encouragement tactics have failed, or there is an imminent risk to health and safety, the Council could consider more formal action.

These approaches come at a cost to the Council both in terms of direct financial cost and/or risk, but also because they involve significant officer time. As such, any decision to use formal/enforcement action will have to consider whether that action is proportionate and appropriate for the scale of issue the empty home presents.

For instance, a home visibly ill kept and with overgrown vegetation might look unattractive and be a blight to neighbours, but it may not warrant the more extreme of enforcement tools and accompanying expense to the Council. This is explained further under 'Proportionate and Appropriate Action' on pages 14 to 16 of this Strategy.

In all cases the ability to take enforcement action can depend on whether the owner of the empty home is traceable. Unfortunately, if an owner of a property cannot be ascertained and/or cannot be traced, then this can add complexity and ultimately hinder the options available to the Council.

Untraceable Owners:

Present an additional challenge and can reduce the options available to the Council

Many of the enforcement tools available to the Council (explained in the following pages) will not forcibly bring the property back into use. Instead, they will deal with issues the empty home might be creating.

Enforcement Tools

Community Protection Notices (CPN)

Under the Crime and Policing Act 2014 (Part 4), in certain circumstances Environmental Health can issue a Community Protection Notice (CPN). These are designed to stop a person (including an absent property owner) from continuing with conduct which has a detrimental effect and unacceptably affects victims and the community. In circumstances where it can apply a notice can be served to require buildings to be put into an acceptable state, in terms of appearance. For a CPN to be issued there must be reasonable grounds that the conduct of the individual is having a detrimental impact on the quality of life of those in the locality, and that it is unreasonable, and the conduct is persistent or continuing in nature.

Typically led by: Environmental Health

Section 215 of the Planning Act 1990

These powers can and do get used by the Council to enforce the tidying up of land or buildings where they are causing a detrimental impact to the surrounding area, and the issue is clearly not short term in nature. Although a Section 215 Notice does not in itself bring an empty home back into use, it can address the blight to a wider area that the empty home is causing. It can also spur some owners into more positive action around returning the home to use.

Notices issued under Section 215 of the Town and Country Planning Act will specify the steps that the recipient must take to comply with the Notice and the timescale for doing so. These steps can for example include removing vegetation, repairing different parts of a building, or requiring a building to be repainted or re-rendered. If the recipient of the Section 215 Notice does not carry out the steps specified in the Notice, the Council can pursue legal proceedings through the Magistrates Court.

Typically led by: Development Management (Planning)

Example



Before and after clearance works secured via a Section 215 Notice in the Borough. In this case the Council took direct action to ensure the Notice was complied with. A legal charge for the costs of these works was then attached to the property

Local Government (Miscellaneous Provisions) Act 1982

Where buildings are unoccupied and not effectively secured against unauthorised entry or become a danger to the public, Environmental Health can undertake works to prevent unauthorised entry for the purpose of preventing the property becoming a danger to public health. For example, this could include boarding up the property.

Typically led by: Environmental Health

Environmental Protection Act 1990

Under Section 80 of this Act the Council can take action to stop a premises causing a Statutory Nuisance to another property. Certain conditions need to be met but an example could be where water ingress from an empty home is affecting a neighbour.

Typically led by: Environmental Health

Building control – unsafe structures

The Building Act 1984 includes provisions relating to buildings and structures that have become dangerous. In more extreme cases this can be where there is a imminent risk of collapse, in other cases it can be where a structure presents a hazard such as a loose roof tile or leaning garden wall. Upon notification the dangerous element would be inspected by a Building Control surveyor and depending on the nature and severity, Building Control could either: -

- 1) Require the owner of the property to make safe any immediate dangerous parts of the structure or if the owner cannot undertake this work, carry out the necessary work and recharge the owner or their insurance company; or
- 2) Where the structure is assessed as being potentially dangerous, issue a formal notice requiring the necessary remedial works to be carried out within a stipulated timescale. In the event that action is not taken by the owner then a Court Order can be sought, in which case the Council may undertake the work and recover the cost from the property owner, either directly or through a charge being placed against the property.

Typically led by: Building Control

Empty Dwelling Management Orders (EDMO)

An EDMO can be made where a property has been empty for six months or more and is a nuisance to the locality. The Council can take over management of the property for up to seven years, carrying out work required before letting.

EDMOs are typically resource heavy, involving a considerable administrative burden when compared to other options. An EDMO is open to appeal at any stage and many properties would be exempt (for example where the owner is temporarily residing elsewhere, or where the owner is giving/receiving care). There is also the difficulty in recovering the costs of renovation within the seven-year period allowed by the order.

Any decision to use an EDMO would have to have regard to the factors above to ensure it is a viable and appropriate option for the Council. Ultimately an EDMO does not change ownership of the property so at the end of the seven years it would return to the same ownership of who left it vacant and neglected in the first instance.

Typically led by: Fareham Housing

Enforced Sale

The Law and Property Act 1925 allows local authorities to recover debts owed to them where they have been registered as charges on the property. Where owners fail to pay debts relating to work in default carried out in respect of the Prevention of Damage by Pests Act 1949, Housing Act 2004 and Building Act 1980, the Council can be granted the power to sell by service of relevant notices and verification by the Land Registry. In these instances, the debt takes priority charge, even over an existing mortgage.

Typically led by: Dependant on where the debt lies

Compulsory Purchase Orders (CPO)

Where the Council can make a compelling case in the interest of the public for a home to be compulsory purchased, and where other methods of returning the home to use have been tried and failed, a CPO provides the final sanction to facilitate the renovation and reoccupation of the most problematic of empty homes.

There are various requirements on the Council that would apply if it were to pursue a CPO, this includes showing a clear intended use of the home and that there are the resources to follow through with the process. Owners of compulsory purchased homes may be entitled to compensation for the loss at a level equivalent to the open market value and may be entitled to additional compensation. The Council would also then incur the cost for works to the property to bring it to a lettable/marketable state.

Typically led by: Likely to be multi-department led

Proportionate & Appropriate Action

Each case of a long-term empty property brought to the Council's attention will be assessed by officers and treated on its individual merits.

Encouragement tools (as identified under Objective 1) will be used in the first instance. If these do not bring about success then an assessment will be made on whether further enforcement tools are justified, proportionate and appropriate. This will be a balance taking account the impact the empty home is having, and the costs/risks and merits in progressing any form of enforcement action.



Case by Case

Every case will differ and have its own nuances. The justification and any decisions to act will be made on a case-by-case basis by the relevant determining body at the Council.

Various departments will potentially be involved in any decision to act in relation to an empty home. For more extreme enforcement/interventions the appropriate regulatory and decision-making bodies would be involved. This might include one or more of the following: -

- Licensing & Regulatory Affairs Committee
- Planning Committee
- Executive (Executive meeting or individual Executive decision)

Proportionate and Appropriate – Things to consider

The following factors provide an indication of what will be considered before more formal action (as identified under Objective 2) would be progressed by the Council in relation to an empty property.

Legislation: Is it justified & appropriate?

The ability and appropriateness to progress enforcement action will firstly be governed by the relevant legislation and whether there is justification for formal action to be taken. Officers in the respective departments have good awareness and knowledge of the legislation and will seek further legal advice when required.

Personal Circumstances: Is it justified & appropriate?

On some occasions the personal circumstances of the individual homeowner will need to be considered. More heavy-handed interventions and enforcement action may be less appropriate if there are emotional or health issues to be considered in the case. This with awareness of the distress that could be caused to the homeowner and balancing that against the impact the empty home is having. It may also be a factor considered by a judge should the case result in court action.

Harm vs. Action: Is it proportionate?

A key balance will be whether the proposed action is proportionate to the harm being caused by the empty property. The extent of harm will therefore need to be considered. This might take account of: -

- How many other people are detrimentally affected?
- How bad an impact is it having on others?
- What is the visual appearance of the empty home?
- Is that visual appearance visible from the public domain and to what extent?
- Are there any true safety risks, if so to whom and what extreme?
- What would a 'do nothing' approach result in?

Sliding Scale of concern	Low	Med	High
Length of time empty	Less than 2 years	2-10 years	10+
Impact on others	Impact largely limited to a small number of immediate neighbours & impact minimal	Impact extended to a larger group, e.g., cul-de-sac, or where property is adjoining others	Impact to other individuals is significant, directly causing detrimental impact to other properties/persons.
Visual Appearance (building)	Visually unattractive but no structural concerns	Visually unattractive with some failure	Significant disrepair causing damage to property
Visual Appearance (wider site/vegetation)	Visibly overgrown but contained to rear of property	Visibly overgrown and visible from public domain	Visibly overgrown, impacting on neighbours and having wider visual amenity impact
Visual Impact	Local residential road	Feeder road within residential area	Main through route in borough and prominent from streetscene
Significant disrepair affecting neighbours or others	Some disrepair	Structural issues contained within property	Structural/disrepair issues proven to affect neighbours
Misuse of property (including squatters, fly tipping, etc.)	Potential for misuse of property	Some evidence of misuse or ASB	Regular recurrent misuse or ASB incidents, or where associated safety issues will arise

Objective 1 of the Strategy (working with owners to address issues) will typically be applied when the empty home has generated issues predominately at the low end of the sliding scale (as articulated on the table at page 15). Empty home cases where several high impact issues apply are more likely to involve the Council considering or applying direct action or intervention using one or more of the 'tools' identified under Objective 2 of the Strategy.

As indicated on page 14, cases will be considered on an individual basis. Even when it is deemed that the harm is significant, the most proportionate action would be considered depending on the particulars of the case.

Cost: Is it justified & appropriate?

Costs also need to be considered. Any action taken by the Council (even encouragement tools set out in Objective 1) will incur a cost. The more direct enforcement actions outlined in Objective 2 will incur more significant costs, with Compulsory Purchase typically being the costliest.

Costs considerations: -

- Officer time in dealing with a case
- Cost of any legal advice or input
- Cost of any external tracing services
- Actual expenditure associated with more direct/enforcement tools being utilised
- Likelihood of receiving monies/costs back

Tracing the untraceable

On some occasions there will be no registered owner of a property, or a registered owner who is untraceable. This presents additional challenges and costs to progressing more direct intervention in an empty property case. When these issues arise, it will have to be weighed up against other factors such as the extent of harm caused.

Concluding Summary

- The quantity of long-term empty homes in Fareham Borough remains relatively low
- The majority are empty for understandable or logical reasons
- The majority do not cause any significant issues to neighbours or the wider community
- There are a small minority of empty homes cases where there is no understandable or logical reason for the property to be empty
- Some empty homes could provide a home for an individual or family (helping toward housing need)
- There are a very small number of empty properties that present a blight to the wider area or detrimental issues for immediate neighbours
- There are various 'tools' available to the Council to address problematic cases
- 'Encouragement tools' look to work with owners to bring a home into use or encourage the occupation of the home through Council Tax premiums payable
- 'Enforcement tools' are potentially available through various legislation, managed by various departments, and overseen by various decision-making bodies at the Council
- Any action against a long-term empty home will be considered on a case-by-case basis
- Any action should be proportionate and appropriate
- Any decisions to take action should acknowledge the cost of action and whether it is a prudent and appropriate use of Council resources

Contact Details

If you have any queries about a property you believe to be long term empty in Fareham Borough, then you can contact the Council at:

Email: emptyhomes@fareham.gov.uk

Telephone: (01329) 263100

Please note that email is the preferred method of communication as this will then allow Officers to understand what communication or involvement the Council may have already had about a particular property. As this can often involve multiple Council departments, we are likely to need to investigate this further before being able to provide an initial response.

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FAREHAM

BOROUGH COUNCIL

Report to the Executive for Decision 15 May 2023

Portfolio: Housing

Subject: **Crossfell Walk Development Update**

Report of: Deputy Chief Executive Officer

Corporate Priorities: Providing Housing Choices

Purpose:

To provide an update in relation to the Crossfell Walk project; in light of rising project costs and complexities this development will no longer be pursued.

To seek approval for the funding mechanisms originally outlined for the development to be allocated to affordable housing elsewhere in the borough.

Executive summary:

This report updates the Executive on the decision to no longer pursue the redevelopment at Crossfell Walk. This project involved the demolition of the two flyover flats at Nos. 15 and 17 Crossfell Walk, replacing them with 1No. 3 bed home.

The redevelopment was originally presented to the Executive Member for Housing for approval in June 2020. Approval was sought to use the Capital Receipt from the sale of two HRA properties for this project. This report seeks approval for the Capital Funding to now be allocated towards other affordable housing developments in the borough.

Recommendation/Recommended Option:

It is recommended that the Executive approves the use of the Capital Receipt to fund capital improvements to, or further delivery of, affordable housing in the borough

Reason:

To ensure the funding mechanisms previously designated for the Crossfell Walk project can continue to be allocated towards Council owned affordable housing in the borough.

Cost of proposals:

None.

Appendices: None

Background papers: None.

Reference papers: 11 June 2020 Report to the Executive Member for Housing
for Decision

FAREHAM

BOROUGH COUNCIL

Executive Briefing Paper

Date:	15 May 2023
Subject:	Crossfell Walk Development Update
Briefing by:	Deputy Chief Executive Officer
Portfolio:	Housing

INTRODUCTION

1. At the June 2020 Executive Member meeting approval was given to dispose of two HRA properties. These homes were in need of extensive repairs and rather than incur the high costs to remedy them, it was agreed that they would be sold. The Capital Receipt would be put towards the demolition of 2no. flyover flats and the development of a 3-bedroom home in Crossfell Walk.
2. The two flats are currently suspended over a pathway and reflect a common design in the area. The properties require renovation and at the time, as the funding would come from Capital Receipts, it was considered more practical to demolish the two flats and provide a new 3-bedroom home.

PROJECT CONSTRAINTS

3. The limited access on the site was identified and accepted at inception. The flyover flats are situated over a pathway, cars park several metres away in two service areas to the north-east and south-west. Although not an obstacle to the project, considerable planning would have been required due to the limited access for the demolition and construction vehicles. Further checks found that it would have likely increased tender prices.
4. The original report advised that ground investigations would need to be undertaken to ensure the feasibility of the project. Following site surveys and consultancy with utilities providers, confirmation was given that a dwelling could be built over the underground services. However, the additional costs would be a barrier to development.
5. In tandem with Covid restrictions, these investigations added a considerable delay to the project. During this time building costs rose 11.2% in December 2021 to December 2022¹, and further increases were seen throughout 2022 to 2023.

¹Monthly Statistics of Building Materials and Components (2023). Office of National Statistics. Available at: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1134673/23-cs2-Construction_Building_Materials_-_Commentary_January_2023.pdf (Accessed: March 31, 2023).

6. During the investigations, an increase in the price of building supplies in other schemes was identified. Therefore, once all inquiries had concluded, a revised costings exercise was undertaken. It was found that the escalation in prices have made the project unfeasible.

RENOVATION

7. The two fly-over flats currently sit empty. The Housing department are very conscious of empty homes and would like to bring these back into use as soon as possible. Therefore, these flats are being rolled into a wider energy efficiency project.
8. As explained previously, the build type of the fly-over flats is not unusual in the Bishopsfield Road area. A project to provide external insulation to all Council owned flats of this kind is planned in the short term. Nos. 15 and 17 Crossfell Walk will be targeted early on, with the necessary internal works also undertaken to bring the properties back into use.
9. Once the Executive decision has been made, the external insulation and void works can move forward. Tenancy Services have been advised of the proposals so an appropriate match for the two flats can be found from the housing register. This will help expedite the process, ensuring the dwellings are filled as soon as possible.

FUNDING

10. The costs for the proposed redevelopment were to be met through the sale of two HRA properties. The properties have since been sold and the Capital Receipt received. To align with the previous Executive decision, the capital costs of the renovation will be met from this same receipt. The remaining receipts will be retained to fund further capital improvements to the Council's housing stock and/or new affordable dwellings.

Enquiries:

For further information on this report please contact Fleur Allaway 01329 82430

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BOROUGH COUNCIL

Report to the Executive for Decision 15 May 2023

Portfolio:	Housing
Subject:	Housing Stock Condition Survey
Report of:	Deputy Chief Executive Officer
Corporate Priorities:	Providing Housing Choices

Purpose:

To seek agreement for the appointment of consultants to undertake a stock condition survey of the Council's housing stock over a five-year period, beginning in 2023/24.

Executive summary:

The recommended appointment will allow a stock condition survey to be undertaken on the Council's housing property portfolio. It is proposed that this work be undertaken by Rand Associates.

This work is in the interest of understanding any issues with the properties, and to inform future planned maintenance programmes.

Recommendation:

It is recommended that authority be delegated to the Head of Housing Delivery, following consultation with the Executive Member for Housing, to appoint Rand Associates to undertake a Stock Condition Survey of the Council's housing assets. This work to take place over a five-year period from 2023/24 to 2027/28.

Reason:

This work is in the interest of understanding any issues with properties, and to inform future planned maintenance programmes.

Cost of proposals:

The 2023/24 cost of providing the stock condition survey is covered in existing operational budgets. Subsequent years (years 2-5 of the programme) will be incorporated within future budget proposals. Details pursuant to the costs of the survey are outlined in Confidential Appendix A.

Appendices: **A:** Confidential Appendix

Background papers: NONE

Reference papers: Affordable Housing Strategy (2019)

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BOROUGH COUNCIL

Executive Briefing Paper

Date:	15 May 2023
Subject:	Housing Stock Condition Survey
Briefing by:	Deputy Chief Executive Officer
Portfolio:	Housing

INTRODUCTION

1. The Council owns and manages approximately 2,400 homes across the Borough. 55% of these homes are flats or maisonettes which include communal areas, such as corridors and stairwells, which also require maintenance.
2. Understanding the condition of the Council's residential property asset is essential to enable a future planned maintenance programme to be established, including associated budgets. It will also provide data needed to complete government returns on Decent Homes standards, and to understand the prevalence of damp and mould issues, as well as address any other more urgent repair or maintenance issues identified.
3. 65% of the Council's stock is now over 50 years old and with rising scrutiny on the condition of social housing from the Regulator of Social Housing it is increasingly important that the Council understand the condition of the stock to ensure that any issues are addressed, and to enable a more detailed planned maintenance plan and/or stock management approach to be established.
4. The condition and quality of the Council's housing stock is highly important for customers living in Council homes. The housing portfolio is also a significant financial asset for the Council. It is therefore important that the Council ensure that the quality of the stock is maintained and improved for our customers, and to ensure that the monetary value of the asset is sustained.

BACKGROUND

5. A previous housing stock condition survey took place in 2018. A 20% representative sample of the stock was surveyed at that time. The results from that survey were extrapolated out to make assumptions and inform the wider condition of the entire Council housing portfolio.
6. During recent years the Council have invested in a much-improved Housing Management System. Civica has replaced multiple individual systems and spreadsheets with a more comprehensive and efficient system across the Housing

service. This will include an Asset Management module which can hold detail around the physical elements of the stock and allow reports to be produced outlining work programmes.

7. With just 20% of the stock currently surveyed, and that survey now 5-years old, there could be blind spots in the Council's knowledge and awareness on stock condition matters. Striving toward more detailed and higher quality information about the entire housing asset will allow officers to derive a more accurate planned maintenance programme, and a more accurate understanding of cyclical upgrades required to homes (such as new kitchens/bathrooms). This in turn will enable more accurate budget forecasting for the costs of those works in the years ahead.

NATIONAL FACTORS

8. Several tragic incidents elsewhere in the country have understandably increased the focus on the social housing sector, and the quality of affordable housing. For example, the Grenfell disaster in 2017, and the tragic death of 2-year-old Awaab Ishak in 2020 (linked with mould in his home).
9. With these factors in mind the government are stepping up their scrutiny of social housing through the introduction of new regulations. This will include a requirement for the Council to provide more data on Decent Home Standards and the prevalence of damp and mould issues in Council homes.
10. It is important that the Council is not complacent when it comes to the condition of our housing stock. There are a small number of properties that do suffer from mould and damp, and there are some properties that have inherent issues linked with the age and original design of the homes.
11. A thorough stock condition survey will allow the Council to have a proper understanding of any issues which we can then seek to address. A full survey will also allow us to provide more accurate returns to any government requests. It is therefore the appropriate juncture to seek a 100% stock condition survey.

THE APPOINTMENT

12. Rand Associates undertook the previous 2018 Stock Condition Survey for the Council. They have expertise and extensive experience in this field and an understanding of the emerging areas of focus nationally around the quality of social housing.
13. Rand Associates can meet all the requirements of a full and thorough stock condition survey, and they have an awareness of the Council's stock from their work in 2018. The 2018 20% survey was successful, with good working relationships between officers, customers, and Rand Associates.
14. The direct appointment to Rand Associates would be made via a Framework; the Council's Financial Services Procurement Manager has been involved and is in agreement to this approach. The anticipated cost of the survey and further information about the direct award is outlined in confidential Appendix A to this report.

THE SURVEY APPROACH

15. The key objectives of the stock condition survey will be to:
 - Obtain reliable information on the repair and improvement of the stock

- Understand compliance with the Decent Homes Standard and Housing Health and Safety Rating System
 - Calculate the ongoing maintenance costs and extent of investment required (over a 30-year horizon)
 - Feed into the business planning process and inform decisions around the approach to the stock.
16. Fareham Housing customers will receive notification from the Council about the forthcoming surveys in advance, including what the process will involve, and to advise that Rand Associates will be in contact to arrange an appointment. Any customer concerns, or difficulties of obtaining access, will involve the customers Neighbourhood Officer as necessary.
 17. Surveyors from Rand Associates will access each property to assess the condition of the building and the fixtures and fittings in that property. This will establish any catch-up work required, the life span of existing components, and any failings against the Housing Health and Safety Rating System (which could include mould/damp or excess cold, as examples).
 18. The data and outcomes provided from Rand Associates will be readily and easily integrated to the Council's Housing Management System.
 19. Approximately 20% of the stock will be surveyed in each of the five years. The only exception to this will be in Year 1 when the communal elements of the Council owned blocks (e.g., flats and maisonettes) will be surveyed. This keeps the process manageable whilst also spreading the cost.
 20. Toward the end of the five-year period it may need to be established as to whether it is appropriate and good practice to consider a further rolling approach to stock condition surveys, from 2028/29.

ADDITIONAL WORK: EPCs

21. In addition, and separate to the stock condition survey work, Rand Associates can also provide Energy Performance Certificates (EPCs) of Council homes at an additional cost. Currently 20% of Council homes have a property specific up-to-date EPC. To bring this to 100% would cost a significant sum; in the region of £100,000.
22. Up to date EPCs are only ever a snapshot in time (becoming incorrect following any upgrades to insulation, heating etc.), and they are only valid for 10 years. The extrapolation of current EPC data from the same age and property type provides a reasonable level of accuracy and allows offices to have an understanding of energy efficiency across the wider housing stock. This approach has been sufficient when previously seeking and obtaining greener funding streams, such as the LAD2 solar and insulation programme in 2021 and 2022.
23. In the interests of the prudent use of HRA resources, officers will not be seeking EPCs for 100% of Council homes. Instead, it is intended that Rand will undertake EPCs on a further 100-130 specifically identified Council properties. These homes have been identified to address current 'blind spots' in our understanding of the energy efficiency of certain homes/property types. The additional cost of this will be just over £7,000; a significant saving against the circa £100,000 needed to obtain EPCs for 100% of Council stock. Importantly this will still allow officers to derive reasonable EPC assumptions across the stock and useable data for seeking any national greener

funding initiatives.

24. Undertaking the 100-130 EPCs separately (i.e. not through Rand Associates) is estimated to cost in excess of £15,000 (as opposed to approximately £7,000 - £8,000 through Rand Associates). Rand Associates can undertake the EPC assessment alongside their attendance at a property for stock condition survey purposes, which allows the service to be provided in a more cost-effective manner.

RESOURCES

25. The anticipated cost of the Stock Condition Survey is explained further in confidential Appendix A to this report. The 2023/24 costs have been accounted for in existing Housing Revenue Account budgets, and the subsequent survey work (for the period 2024/25 to 2027/28) can be met through future budget setting.
26. The additional EPC cost will be intermittent across the five-year programme and will fall within operational budgets.

CONCLUSION

27. The appointment of Rand Associates to undertake a Stock Condition Survey on behalf of the Council will provide valuable insight to the condition of the Council's housing stock. This will inform where improvements are needed in the interests of our customers and allow future planned maintenance programmes to be identified and budgeted.
28. The survey results will also allow the Council to meet the requirements of national returns around the condition of social housing.

Enquiries:

For further information on this report please contact Robyn Lyons on (01329) 824305.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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FAREHAM

BOROUGH COUNCIL

Report to the Executive for Decision 15 May 2023

Portfolio:	Leisure and Community
Subject:	Cams Alders Vision – Conclusion
Report of:	Director of Leisure and Community
Corporate Priorities:	Leisure Opportunities for Health and Fun Strong, Safe, Inclusive and Healthy Communities

Purpose:
To inform the Executive of the outcome of the Vision for Cams Alders Recreation Ground.

Executive summary:

Cams Alders Recreation Ground is situated in South Fareham and is one of the largest open space areas for formal outdoor sport in the Council's ownership. The site is approximately 14 hectares with sports pitches and a mix of built facilities.

In 2014 the Executive approved the establishment of a steering group to develop a vision for new and improved community sports facilities and enhancements to the public open space at Cams Alders Recreation Ground.

Following the completion of a feasibility study and consultation with user groups and the Public, the Working Group drafted a proposal to construct new sports facilities to meet the needs of the sports clubs and the local community.

The proposal was based on the pooling of £1.76 million that the Council held in Section 106 developers' contributions for outdoor sports and recreation alongside the sports clubs applying for other funding from external bodies.

Despite many revisions of the proposals and significant time spent over the past 9 years to identify a Vision that would meet the requirements of the sports clubs and the Council, the Council's visions for improving the community sports facilities have not been able to align with the on-site sports clubs, concluding that the Cams Alders Vision is no longer a viable project.

Recommendation/Recommended Option:

It is recommended that the Executive:

- (a) notes the contents of the report and agrees to conclude the Vision for Cams Alders;
- (b) agrees to divert £1.75million of the Section 106 developers' contributions held for outdoor sports and recreation to help fund the Vision for Henry Cort, Fareham North – West; and
- (c) agrees to allocate £100,000 of the Section 106 developers' contributions for outdoor sports and recreation to fund the repairs to the roof and masonry of the Cams Alders Pavilion.

Reason:

To inform the Executive of the outcome of the Vision for Cams Alders Recreation Ground.

Cost of proposals:

There is no cost to the Council to divert the funds specified from one project to another.

Background papers: None

Reference papers: [Report to the Executive for Decision - \(Head of Leisure and Community\) -07 July 2014 \(fareham.gov.uk\)](#)

[Report to the Executive for Decision – \(Deputy Chief Executive\) - 2nd July 2022](#)

FAREHAM

BOROUGH COUNCIL

Executive Briefing Paper

Date:	15 May 2023
Subject:	Cams Alders Vision – Conclusion
Briefing by:	Director of Leisure and Community
Portfolio:	Leisure and Community

INTRODUCTION

1. In 2014 the Executive approved the establishment of a steering group to develop a vision for new and improved sports facilities and enhancements to the public open space at Cams Alders Recreation Ground.
2. Following the completion of a feasibility study and consultation with user groups and the Public, the Working Group drafted a proposal to construct new sports facilities to meet the needs of the sports clubs and the local community.
3. The proposal was based on the pooling of £1.76 million that the Council held in Section 106 developers' contributions for outdoor recreation, alongside funding that the sports clubs could potentially apply for from external bodies.
4. Despite having an active involvement in developing this vision, Fareham Town Football Club withdrew their support at a very late stage of planning and declined to allow the land leased to them to be included in the plans.
5. Following this alteration to the options that were available for the improvement of the site and its facilities, consideration was given to a revised vision. This provided an amended layout of new facilities on the area south of the site only; the land leased to Fareham Heathens Rugby Football Club.

OVERVIEW OF REVISIONS

6. The Fareham Heathens Rugby Football Club was consulted in March 2021 regarding the revised proposal for the Council to fund new changing rooms and pitch drainage at Cams Alders Recreation Ground. Although this scenario offered a great improvement to the Club's core facilities, there were several disadvantages that the Club could perceive.
7. Firstly, the plan would necessitate the Club surrendering their lease on the existing Pavilion which houses the clubhouse and changing rooms. The current lease offers them the right of renewal when the lease expires in 2029. The plan would also require the Club to accept ultimate responsibility for maintaining the clubhouse element and funding the

new clubhouse facility. Various options were considered, they ranged from £120,000 for a portacabin style facility to approximately £400,000 for a brick-built clubhouse.

8. Although the Club had been offered much support to access external funding, since the Covid-19, pandemic funding opportunities were fewer, making this an even greater challenge. Two of the Club's key concerns were the limited timescale to fundraise for a clubhouse and the Council's confirmation that a facility that combined the changing rooms and a clubhouse in the same building was not something that the Council would be prepared to meet the cost of.

CONCLUSION OF THE VISION

9. Despite the significant efforts made by all parties over a 9-year period, it became clear that the Council's vision and the requirements of the sports clubs did not align. As a result, the conclusion has been reached, that the Cams Alders Vision is no longer a viable project.

CONTINUING SUPPORT

10. Under the terms of the lease, the Council is obliged to undertake any necessary structural repairs to the Cams Alders Rugby Club Pavilion. During the remaining 6 years of the Club's lease, the Condition Report for this building indicates that anticipated further repairs to the roof and masonry are likely to cost in the region of £100,000.
11. The Council also has ongoing responsibility to maintain the rugby pitches at Cams Alders, with the Club having the ability to apply for external funding to make significant improvements to the pitch drainage.
12. The Club will continue to receive support from the Council to ensure that it meets its health and safety requirements and is aware of funding opportunities to improve the facilities.
13. The conclusion of the Cams Alders Vision provides the Council with the opportunity to consider its priorities and determine which projects would benefit the most in terms of community value through the reallocation of the section 106 funding.

UK SHARED PROSPERITY FUNDING

14. The government launched its UK Shared Prosperity Fund (UKSPF) in 2022, as part of its Levelling Up agenda, providing £2.6 billion of funding intended to reduce inequalities between communities. Fareham Borough Council has been allocated a total of £1m.
15. In July 2022, the Council submitted a plan outlining how this funding would be used to reduce inequalities. One of the proposals contained within the plan focussed on investment in the Fareham North-West area of Fareham, an area featuring on the Indices of Multiple Deprivation.
16. The proposal considered a community-led approach to investment in this area of deprivation to level up the provision of community facilities, sports facilities, and amenity space, together with the delivery of new affordable homes.
17. The project was supported by the government, and as a result officers are working on plans to secure the engagement of stakeholders and the wider community. The aim of

the project is to develop facilities and housing that meets the needs of this community.

18. Because of the demographics and facilities within this area, the 'Fareham North-West Vision' has the potential to attract funding from various streams, including those focussing on relieving financial deprivation and enabling sports development. The identification of external funding will be an integral part of this project, making it achievable and enabling the addition of elements of increased value for the community.

REALLOCATION OF SECTION 106 FUNDING

19. The ability to attract external funding for a project is reliant on the development of a clear vision that fits comfortably with the priorities of the funding organisation and can be greatly improved by the level of resources that have already been allocated towards making the project successful.
20. It is for this reason that this report proposes the reallocation of the section 106 monies that were initially allocated to the Cams Alders Vision to the Vision for Fareham North - West.

CONCLUSION

21. The Cams Alders Vision set out plans to improve the community sports facilities and enhance the open space at Cams Alders Recreation Ground. Despite the best efforts of relevant parties, the aspirations of the Council and the sports clubs have not been able to align.
22. The area of Fareham North-West is in great need of improved community and sports facilities. The Council has successfully secured an amount of funding through the UK Shared Prosperity Fund and the project will be reliant on the ability to attract further external funding.
23. The re-allocation of the section 106 monies ring-fenced for the Cams Alders Vision to the Vision for Fareham North -West will help to improve the ability to attract external funding for the project.

Enquiries:

For further information on this report please contact Emma Watts, Leisure and Community Manager on 01329 824440 or Claire Benfield, Leisure and Community Officer, on 01329 824495.

FAREHAM

BOROUGH COUNCIL

Report to the Executive for Decision 15 May 2023

Portfolio:	Leisure and Community
Subject:	Hampshire Cultural Trust
Report of:	Director of Leisure and Community
Corporate Priorities:	Leisure Opportunities for Health and Fun

Purpose:

To consider a request by Hampshire Cultural Trust for a variation to the current management agreement held with Fareham Borough Council in respect of Westbury Manor Museum.

Executive summary:

In June 2016, the Executive approved a new 10-year management agreement (2017-2027) for the lease of Westbury Manor to Hampshire Cultural Trust for the provision of a museum service.

The agreement included investment of £448,000 by the Council towards the refurbishment of Westbury Manor Museum to improve its condition, amenities, and the overall visitor experience. In exchange for the capital investment, the contribution previously made by the Council towards the cost of operating the Museum ended and Hampshire Cultural Trust agreed to operate the Museum without any ongoing financial contribution from the Council.

In response to the impact of Covid and the current economic climate, Hampshire Cultural Trust have undertaken a review of all 24 venues that it manages across Hampshire, with focus on the venues for which no local authority funding is received.

This has resulted in a request for a variation to the management agreement.

Recommendation/Recommended Option:

It is recommended that the Executive agrees that there is no variation to the management agreement.

Reason:

To inform the Executive of the request that Hampshire Cultural Trust has made.

Cost of proposals:

These are detailed in the confidential business plan in Appendix A.

Appendices: **A: Confidential Business Plan**

Reference papers: **Executive Report 6 June 2016 – Westbury Manor
Museum Re-Modelling Proposal**

FAREHAM

BOROUGH COUNCIL

Executive Briefing Paper

Date:	15 May 2023
Subject:	Hampshire Cultural Trust
Briefing by:	Director of Leisure and Community
Portfolio:	Leisure and Community

INTRODUCTION

1. In 2017, Hampshire Cultural Trust entered into a 10-year agreement (2017 – 2027) with the Council to operate Westbury Manor Museum.
2. The agreement included investment of £448,000 by the Council towards the refurbishment of Westbury Manor Museum. In exchange for the capital investment, the contribution previously made by the Council towards the cost of operating the Museum ended, and Hampshire Cultural Trust agreed to operate the Museum without any ongoing revenue contribution from the Council.
3. Under the terms of the lease the Council retained responsibility for the lift and boilers, as well as the exterior of the building, including the roof, the forecourt and the rear garden.

HAMPSHIRE CULTURAL TRUST REVIEW

4. In response to economic pressures, Hampshire Cultural Trust have carried out a review of the venues that it manages, with a specific focus on the venues where they receive no local authority funding.
5. Hampshire Cultural Trust have 4 years remaining on the current 10-year management agreement with a 12-month notice period required by either party under the current agreement and lease conditions if there was a desire to end the agreement.
6. Hampshire Cultural Trust are requesting a variation to the management agreement. Details relating to their request are contained within the confidential Appendix A.

CONCLUSION

7. This report recommends that there should be no variation to the 10-year management agreement, due to the significant level of investment that was initially made by the Council.

Enquiries:

For further information on this report please contact Emma Watts, Leisure and Community Manager Tel 01329 824440

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of the Local Government Act 1972.

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BOROUGH COUNCIL

Report to the Executive for Decision 15 May 2023

Portfolio:	Planning and Development
Subject:	Self-Build and Custom Build Supplementary Planning Document for Consultation
Report of:	Director of Planning and Regeneration
Corporate Priorities:	Providing Housing Choices Dynamic, Prudent and Progressive Council

Purpose:

To seek approval to consult on the draft Self and Custom Build Housing Supplementary Planning Document (SPD) – setting out the Council’s approach to planning for and supporting the delivery of self and custom build homes in the Borough.

Executive summary:

Self and custom build housing encompasses a wide spectrum of projects from an individual physically designing and building their own home to developer/enablers custom-building homes to individuals’ specifications.

The Council has a duty to grant suitable development permission for enough serviced plots of land to match demand on their self-build and custom build register. The adopted Fareham Local Plan 2037 provides policy to support the delivery of self and custom build homes.

The draft Self and Custom Build Housing SPD has been produced to provide guidance and advice to the local planning authority, developers, landowners, aspiring self and custom builders and the community, to enable the delivery of self-build and custom homes through successful planning applications.

This report provides a draft of the Self and Custom Build Housing SPD and seeks approval to progress the draft document to statutory public consultation. It is the intention consult over a six-week period from Friday 27th May 2023 following which the approval to adopt the SPD will be sought.

Recommendation/Recommended Option:

It is recommended that the Executive:

- (a) approves the Draft Self and Custom Build Housing Supplementary Planning Document, as set out at Appendix A to the report, for public consultation; and
- (b) delegates authority to the Director of Planning and Regeneration, following consultation with the Executive Member for Planning and Development, to make any minor amendments to the document following consideration by the Executive, prior to the consultation.

Reason:

To consult on a Self and Custom Build Housing SPD which sets out the approach to self and custom housebuilding in the Borough.

Cost of proposals:

The costs of the consultation will be met within existing budgets.

Appendices: **A: Draft Self and Custom Build Housing Supplementary Planning Document**
B: SEA Screening Assessment

Background papers: **None**

Reference papers: **Fareham Borough Council Local Plan 2037**

FAREHAM

BOROUGH COUNCIL

Executive Briefing Paper

Date:	15th May 2023
Subject:	Self-Build and Custom Build Supplementary Planning Document for Consultation
Briefing by:	Director of Planning and Regeneration
Portfolio:	Planning and Development

INTRODUCTION

1. Supplementary planning documents (SPDs) build upon and provide more detailed advice or guidance on policies in an adopted local plan. As they do not form part of the development plan, they cannot introduce new planning policies into the development plan. They are however a material consideration in decision-making and play a key role in describing and explaining how adopted planning policies should be interpreted and delivered through development management process.
2. Following the introduction of the Self-build and Custom Housebuilding Act 2015 (as amended by the Housing and Planning Act 2016), councils have a duty to deliver self and custom build plots. The Council has a strong ambition to promote and deliver self and custom build housing within the borough, recognising that self-build and custom-built homes could be a route for some to get on to the property ladder and for others to build their 'dream home'.
3. Regulations require that Councils maintain a register of people who are interested in undertaking self and custom build. Since its inception in 2016, on average 43 people join Fareham's Self and Custom Build Register annually. The Council have 3 years to permit an equivalent number of self/custom build homes to meet the annual identified need. Currently the average rate of relevant permissions is 16 per year but the inclusion of a policy in the newly adopted Local Plan, policy HP9, is likely to increase the number of plots being permitted on larger development schemes.
4. The Council adopted the Self and Custom Build Action Plan in 2018 which set out the Council's responsibilities and ambitions in respect of self and custom build house building in the borough. Among the actions identified, to support this type of housing provision is the ambition to work with interested parties to produce procedural guidance on how to apply for planning permission for self-build and custom house building developments in the borough. The Action Plan also confirmed the intent to include a specific self and custom build policy in the emerging local plan.
5. Policy HP9 in the Fareham Local Plan 2037 provides policy to support the delivery of

self and custom build homes, supporting the principle of self and custom build homes within the urban area and requiring housing sites of 40 dwellings or more to provide 10% of the overall dwellings to be provided as self or custom build plots.

KEY CONTENT OF THE SPD

6. The SPD provides information on types of self and custom build housing and the planning policy context. It guides individuals on the Local Plan policy requirements and application process.
7. One of the main purposes of the SPD is to enable developers and planning applicants to understand how Policy HP9 will apply to relevant planning applications in Fareham and to provide guidance and advice on the delivery of self-build and custom build homes through successful planning applications. Policy HP9 supports self and custom build development within the urban area in principle, supporting self-build opportunities for individuals and developers. The SPD highlights that self and custom build applicants must consider the Fareham Local Plan 2037 as a whole and address all relevant policy requirements in their applications.
8. The SPD sets out considerations for developers when delivering plots on large residential and mixed-use development, such as appropriate plot locations and plot sizes. The SPD highlights that the type and size of plots provided should be based on information gathered by the Council through surveys undertaken of people on the Self and Custom Build Register. This information is published on the Council's website.
9. The SPD details the application requirements for large developments which will be delivering 10% self and custom build, including identifying the phasing of the plots within the overall development, providing details of the marketing strategy which the developer will undertake and the design parameters for the self and custom build homes through the provision of design codes and plot passports. The SPD provides a Delivery Statement template which will assist developers in setting out the programme for delivering the plots to a serviced and construction-ready condition.
10. The SPD also sets out how developers should meet the requirements to provide serviced plots. Serviced plots are construction-ready parcels of land with planning permission, laid out and ready for build commencement with access and utilities/services provided to the plot boundary. Developers must ensure that utilities and services including water, sewerage connections, electricity, gas and telecommunications are available to each plot. Developers will be required to communicate this information through the provision of plot passports, which should also set out information such as the extent of the plot, the build zone for the home, the maximum height of the dwelling and the location of the service connections. The SPD provides an example plot passport. Information provided in design codes and plot passports will guide the future home specific applications as they come forward.
11. In preparing the SPD, the Council is continuing its proactive approach to supporting self and custom build homes, the SPD highlights the ongoing communication the Council undertakes with people on the register, the support available from planning officers and the future engagement with developers who will be required to meet the 10% policy requirement, for example housing allocation sites at Land South of Longfield Avenue, Fareham and Downend West, Portchester.

NEXT STEPS - CONSULTATION

12. It is proposed to undertake public consultation on the draft SPD in line with the statutory requirements set out in the relevant planning regulations. A six-week consultation will take place from Friday 27th May 2023.
13. It is proposed that the consultation is publicised on the Council's website and emails and letters are sent to all statutory consultees and other relevant individuals and organisations on the Council's Planning Strategy consultation database.
14. Following the public consultation, the Council will consider responses before moving forwards towards adoption of the new SPD.
15. The Council will seek to proactively engage with the development industry on the inclusion of self and custom build plots in emerging schemes.

CONCLUSION

16. It is recommended, for the reasons set out in the above paragraphs, that the Executive approves the draft Self and Custom Build SPD for public consultation and delegates authority to the Director of Planning and Regeneration, following consultation with the Executive Member for Planning and Development, to make any appropriate amendments to the document following consideration by the Executive, prior to the consultation.

Enquiries:

For further information on this report please contact Kirstin Clow, Interim Head of Planning Strategy (Tel. 01329 824328)



Draft Self and Custom Build Housing Supplementary Planning Document

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1. PURPOSE:

A supplementary planning document (SPD) builds upon and provides more detailed advice or guidance on policies in an adopted local plan. They do not form part of the development plan and cannot introduce new planning policies into the development plan. They are however a material consideration in decision-making and play a key role in describing and explaining how adopted planning policies should be considered and delivered through the development management process.

The purpose of this SPD is to enable the successful delivery of self-build and custom build homes through planning applications, with specific detail on:

- the adopted Fareham Local Plan 2037 and the policy for self and custom build homes
- how a range of self and custom build homes can be delivered in Fareham
- the marketing of plots for self and custom build homes in Fareham
- meeting the Council's requirements for a successful self-build or custom build planning application.

The SPD provides guidance and advice on self and custom housebuilding in Fareham and will be of particular relevance to planners, self-build plot providers and developers building more than 40 dwellings and anyone who is considering building their own home. It is essential that developers of larger sites consider how the requirements for self and custom build plots will be brought forward at an early stage.

This SPD must be considered in line with the wider planning policy context, including:

- The Fareham Local Plan (2037)
- The Self-build and Custom Housebuilding Act 2015,
- Housing and Planning Act 2016,
- National Design Guidance (2021),
- National Model Design Code (2021),
- The National Planning Policy Framework February 2021 (NPPF),
- Planning Practice Guidance (PPG)
- The Council's other Supplementary Planning Documents such as the Residential Design SPD.

This document is intended to apply to the whole of the Fareham Borough excluding Welborne.

This is a draft SPD and as such is subject to public consultation. Consultation on the draft SPD will take place in May and June 2023. The consultation responses will then be considered, and changes made to the final version of the SPD where appropriate. Once adopted the SPD will be a material consideration in determining planning applications. This SPD will be updated as required to ensure it is in line with changes in national or local policy on self-build and custom housing.

This SPD has been prepared in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012 and in accordance with the Council's Statement of Community Involvement. If you require further information, you can contact the Planning Strategy Team by email at planningpolicy@fareham.gov.uk or by telephone on 01329 824601.

2. WHAT IS SELF-BUILD AND CUSTOM BUILD HOUSING?

‘Self-build’ is the practice of creating an individual home for yourself. The Self-builder’s input into this process may vary, some choose a traditional DIY route where they manage the design and construction process and undertake a fair proportion of the actual building work. Many people self-build by commissioning a developer to build to their design or by choosing a package route, also known as a system-build or kit home.

‘Custom Build’ housing is where the home is custom built to the individuals’ specification on a multi-plot site where neighbours will be like-minded people who have also commissioned their home.

Generally, if a site is suitable for housing, it is suitable for self and custom build housing.

The Self-build and Custom Housebuilding Act 2015¹ (as amended by the Housing and Planning Act 2016²) provides a legal definition of self-build and custom housebuilding:

‘...the building or completion by-

(a) individuals,

(b) associations of individuals, or

(c) persons working with or for individuals or associations of individuals of houses to be occupied as homes by those individuals.

But it does not include the building of a house on a plot acquired from a person who builds the house wholly or mainly to plans or specifications decided or offered by that person.’

The Act does not distinguish between self-build and custom housebuilding and provides that both are where an individual, an association of individuals, or persons working with or for individuals or associations of individuals, build or complete houses to be occupied as homes by those individuals.³

Both self-build and custom house building require significant input from the homeowner in the design process of the home. The Council does not consider that speculative market housing delivered by a developer, off-plan sales, or circumstances where developers give clients limited fit-out choices comply with the legislation and accompanying Government guidance. Such development will not be considered self-build for planning purposes, neither will the development benefit from CIL relief. This is in accordance with the legal definition (above) as set out in the Housing and Planning Act 2016 and the Community Infrastructure Levy Regulations 2010.

In either case, it is expected that the dwelling will be the principal residence for the owner for at least the following three years.

Appendix 1 sets out the different types of development which are considered to be self and custom build housing.

¹ <https://www.legislation.gov.uk/ukpga/2015/17/contents/enacted>

² <https://www.legislation.gov.uk/ukpga/2016/22/contents/enacted>

³ PPG para 016 Reference ID: 57-016-20210208 - <https://www.gov.uk/guidance/self-build-and-custom-housebuilding>

3. PLANNING POLICY CONTEXT

3.1 Self and Custom Build Housing National Planning Policy and Guidance

The National Planning Policy Framework February 2021⁴ (NPPF) sets out that the planning system should contribute to sustainable development through the delivery of a wide choice of high-quality homes.

NPPF paragraph 60 states that *'it is important that a sufficient amount and variety of land can come forward where it is needed, that the needs of groups with specific housing requirements are addressed and that land with permission is developed.'*

In paragraph 62 of the NPPF regarding delivering a sufficient supply of homes, reference is made to people wishing to build their own homes: *'Within this context, the size, type and tenure of housing needed for different groups in the community should be assessed and reflected in planning policies (including, but not limited to, those who require affordable housing, families with children, older people, students, people with disabilities, service families, travellers, people who rent their homes and people wishing to commission or build their own homes).'*

The associated NPPF footnote 28 states:

'Under section 1 of the Self Build and Custom Housebuilding Act 2015, local authorities are required to keep a register of those seeking to acquire serviced plots in the area for their own self-build and custom house building. They are also subject to duties under sections 2 and 2A of the Act to have regard to this and to give enough suitable development permissions to meet the identified demand. Self and custom-build properties could provide market or affordable housing.'

The glossary of the NPPF also defines such housing as follows:

'Self-build and custom-build housing: Housing built by an individual, a group of individuals, or persons working with or for them, to be occupied by that individual. Such housing can be either market or affordable housing. A legal definition, for the purpose of applying the Self-build and Custom Housebuilding Act 2015 (as amended), is contained in section 1(A1) and (A2) of that Act.'

Further guidance is provided in the Government's Planning Practice Guidance (PPG), available at: <https://www.gov.uk/guidance/self-build-and-custom-housebuilding>.

National Design Guidance (2019)⁵ forms part of the Government's collection of planning practice guidance. Paragraph 118 advises *'Well-designed larger scale developments include a range of tenures. They also promote a variety of development models, such as community-led development, self and custom build and build to rent. This supports a diversity of delivery, by small as well as large developers. It also helps to create rich, diverse settlements.'*

In 2021, the government announced the Self and Custom Build Action Plan in which the Prime Minister commissioned a review of the custom and self-build sector to establish a plan to scale up self and custom house building. Richard Bacon MP published his review findings in August 2021 and in June 2022, the Government published their response, reinforcing their commitment to scale-up the self and custom build housing sector in England and outlining their support for several of the review's recommendations. This includes establishing a new Homes England unit for Self-Commissioned Homes Delivery, making changes to legislation

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https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1005759/NPPF_July_2021.pdf

⁵ <https://www.gov.uk/government/publications/national-design-guide>

through the future Levelling Up and Regeneration Bill to ensure more land comes forward for self and custom build housing and reviewing the NPPF to support delivery.

“The government strongly believes that self and custom build housing can play a crucial role – as part of a wider package of measures – in securing greater diversity in the housing market, increasing overall supply and helping to deliver the homes people want.” Stuart Andrew MP – Housing Minister

3.2 Local Policy

The Fareham Local Plan 2037 sets out the vision and strategy for future development in Fareham to 2037. One of the key elements of the Local Plan’s vision is that *“the Borough will accommodate development to address the need for new homes and employment space in Fareham Borough. The new housing will address the particular needs in the Borough, such as our growing housing need and an ageing population and creating attractive places to live.”*

To achieve the Local Plan vision, several strategic priorities have been identified, which includes: *‘Provide new housing which incorporates a mix of tenure, size and type to meet the Borough’s needs and enable accommodation for all, this includes addressing the specific needs of different groups in the community, including the elderly and people with disabilities.’*

Policy HP9: Self and Custom Build Homes sets out the Council’s positive approach to ensuring the sufficient delivery of land for people wishing to build their own homes to meet the need identified by the Council’s self-build register. The policy requires developers to supply at least 10% of the total dwellings on residential and mixed-use sites of over 40 dwellings, for sale to self and custom builders.

Policy HP9: Self and Custom Build Homes

Proposals that provide for self and/or custom build homes within the Urban Area boundary, as defined on the policies map, will be supported in principle.

On sites of 40 dwellings or more (gross), 10% of the overall dwellings shall be provided through the provision of plots for sale to address local self or custom build need.

Such provision shall:

- a) **be provided as serviced plots; and**
- b) **ideally be provided in grouped plots; and**
- c) **ensure design parameters are in place to provide a framework that takes account of the existing and emerging built form; and**
- d) **ensure design parameters are in place that ensure no significant detrimental impact on the amenity of existing, and potential neighbouring, self or custom build plots arises.**

Plots which are marketed appropriately but not sold within 12 months of initial promotion, may be developed for housing other than as self and/or custom build homes.

Sites that appear to have been subdivided for the purposes of application submission so as to avoid the 40-dwelling threshold, or sites that feature as part of cluster of adjoining development sites, shall be considered cumulatively and if progressed on an individual basis 10% of dwellings shall be provided in accordance with this policy.

Where a site’s size and density make it unsuitable for self/custom build provision, exemption from the policy will be considered on an individual basis. For example, where the sites’ housing type or mix would not meet the needs identified by the Council’s Self and Custom Build Register.

For sites where housing delivery will come through multiple phased applications, each phase will be expected to meet the 10% policy requirement unless there is clear evidence of lower demand. In such instances the delivery requirement for self and custom build homes will be considered on an individual basis.

In addition to the provision of self and custom build dwellings as part of larger housing schemes in HP9, individual schemes for the redevelopment of an existing dwelling or for the provision of further development within the curtilage of an existing dwelling for the purposes of self or custom build development is further provided for by Policy HP2: New Small-Scale Residential Development Outside the Urban Area which seeks to support individual self-builders and small and medium sized house builders who are seeking to provide small developments outside of the urban area but which are proposed in sustainable locations and incorporate good design.

Policy HP2: New Small-Scale Residential Development Outside the Urban Areas

New small-scale housing development outside the Urban Area boundary, as shown on the Policies map, will be permitted where:

- 1) **The site is within or adjacent to existing areas of housing; or**
- 2) **The site is well related to the settlement boundary; and**
- 3) **The site is within reasonable walking distance to a good bus service route or a train station as well as safe walking and cycling routes that connect to a local, district or town centre; and**
- 4) **It comprises development that does not adversely affect the predominant development form of the area, taking particular account of:**
 - a. **building line and scale of adjacent dwellings;**
 - b. **plot size and proportion,**
 - c. **site coverage/ratio,**
 - d. **space between dwellings,**
 - e. **landscape and views through to countryside beyond; and**
- 5) **It comprises development:**
 - a. **Of not more than 4 units; and**
 - b. **Where the design and external appearance of each dwelling is demonstrably different, unless a terrace or semi-detached form is appropriate; and**
 - c. **That does not extend the settlement frontage.**

The Council recognises that there may be further opportunities for self and custom build on sites which fall between those caught by the 10% requirement in HP9 and small-scale development of up to 4 units in HP2. These medium sized sites, which may not be of interest to national housebuilders, could provide a valuable source of self and custom build plots and landowners and developers may wish to consider such opportunities on suitable, sustainable sites. Although sites of this size would not be caught by the 10% requirements of HP9, the guidance in section 3 of this SPD may be useful in considering how to plan for such a site.

4. INDIVIDUAL SELF AND CUSTOM BUILD DEVELOPMENTS

Evidence gathered through the Council's self and custom build register indicates that for those considering some form of self or custom build project, 87% are considering building their own home on an individual plot.

In the Council's self and custom build register survey, respondents indicated that the biggest barriers to achieving their aspirations were finding the right plot and the complexity of the process (including planning).

4.1 Finding a Plot

The Council's self and custom build register does not provide a matching service in respect of plots, instead this register provides evidence of the need for self and custom build provision in the borough, informing Local Plan policy and helping developers and landowners offer the right type of self and custom build provision. However, when the Council are made aware of plot opportunities, this information is passed on to those on the register who wish to receive it. Local estate agents are a good point of contact for information on the sale of plots, in addition, there are a number of websites which provide a plot search facility.

4.2 Local Plan Policy requirements

Policy HP9: Self and Custom Build Homes sets out that *'Proposals that provide for self and/or custom build homes within the Urban Area boundary, as defined on the policies map, will be supported in principle.'* In principle support will be given where a site proposed for a self or custom build home meets requirements set out in other chapters and policies in the Fareham Local Plan 2037 including:

- The Development Strategy – development should be located in urban areas. Where a potential self and custom build site is located outside of the urban area, Policy HP2: New Small-Scale Residential Development Outside the Urban Areas should be considered.
- Design – buildings should be of high-quality design, creating quality spaces. The Council's Residential Design SPD provides guidance on what makes good design. In addition, the National Design Guide is a useful tool.
- Historic Environment – development should seek to conserve and enhance the historic environment.

For potential self or custom build proposals located outside the urban area boundary, the requirements of Policy HP2: New Small-Scale Residential Development Outside the Urban Area will be of importance.

4.3 Community Infrastructure Levy

It is important that potential self and custom homebuilders familiarize themselves with the Community Infrastructure Levy exemption process. Section 4 provides an overview of how self and custom builders can obtain exemption from the requirement to pay the Community Infrastructure Levy.

4.4 The Planning Process

Submitting a planning application can be daunting however there is lots of help available to guide applicants through the process. In addition to this SPD, information and advice about the requirements for submitting a planning application is available on the Council's website at

http://www.fareham.gov.uk/planning/applications_and_advice/intro.aspx. This provides links to information on pre-application advice which can be sought from the Council's planning officers as well as to The Planning Portal which provides an additional source of guidance and information about the planning system and how to apply for planning permission.

5. DELIVERING PLOTS ON LARGE RESIDENTIAL AND MIXED-USE DEVELOPMENT

5.1 Local Plan Policy Requirements and Local Need

As set out in Policy HP9, *'On sites of 40 dwellings or more (gross), 10% of the overall dwellings shall be provided through the provision of plots for sale to address local self or custom build need.'*

The borough's need is identified through the number of entries on the Council's self and custom build register⁶.

Where the total number of plots to be provided includes part of a whole number, if the part of the whole number is 0.5 or more, the number of self and custom build plots to be provided shall be rounded up and where the part of the whole number is less than 0.5, the number of self and custom build plots to be provided shall be rounded down.

The plots must be construction-ready parcels of land, with outline planning permission, laid out and ready for building, with access and utilities/services provided to the plot boundary (further information on serviced plots can be found in section 5.3).

5.2 Plots

The definition of a serviced plot of land as set out in section 5(1) of the Self-build and Custom Housebuilding Act 2015, means a plot of land that –

- (a) has access to a public highway and has connections for electricity, water, and wastewater, or
- (b) can be provided with those things in specified circumstances or within a specified period.

5.3 Serviced Plots and Utilities

Serviced plots are construction-ready parcels of land with planning permission, laid out and ready for build commencement with access and utilities/ services provided to the plot boundary.

The Council expects plots to be sold with outline planning permission, the basic infrastructure and minimum service connections to qualify as a "Serviced Plot" (defined as a parcel of land with legal access to a public highway, and at least water, foul drainage, and electricity supply available at the plot boundary).

Self and custom build plots should be provided in a serviced condition with all the reasonably necessary service connections and road access provided to the plot boundary to an adoptable standard. Plots will be required to be provided in a 'clean' condition, i.e. uncontaminated land which is evidenced through soil testing and clear of rubble or other such material.

The installation of utilities usually includes the most common: water and sewage connections, electricity, gas and telecommunications. Each utility is normally provided to a disconnected chamber on or just within the boundary of each plot (for example electricity connections provided to fuse boxes on stakes and water connections provided to a manhole in the pavement).

Connections should be clearly identified and careful consideration of the locations of the connections is required so that they are kept out of the way of construction traffic. The service connections should be set out in the plot passport as shown in the example in Appendix 2.

⁶ s2A(a) of the Self-build and Custom Housebuilding Act 2015

5.4 Plot Mix

Developers will be expected to provide a mix of sizes of serviced plot which help to meet the range of demand and affordability identified by the Council's self and custom build register. This is to ensure that self and custom build plots secured through Policy HP9 cater to a variety of aspiring self and custom builders, including first-time buyers, middle-income earners and downsizers. Large plots will inevitably have a higher sales value than smaller ones, however where there is evidence of demand for low-cost plots, developments will need to ensure the provision of some lower cost, compact-sized plots.

To ensure that pre-application enquiries and planning applications which involve self and custom build housing consider this provision during the early stages, it is advised that developers engage with the Council at the earliest opportunity to clarify the local demand requirements for serviced plots. Developers may find it helpful to access data on local demand earlier in the process to assist in their site selection process, prior to the pre-application stage.

Information relating to local demand, including preferred locations, plot sizes and house types, is available on the Council's website at https://www.fareham.gov.uk/planning/local_plan/selfbuild.aspx or by contacting the Council's Planning Strategy Team. Obtaining this information in the early stages can help to ensure an optimal layout is achieved on the proposed development.

5.5 Plot Location and Size

Plot locations should be carefully selected and agreed with the Council to ensure that they can be serviced in an agreed specified period in the construction programme and are attractive to prospective self and custom house builders. Plot sizes should be realistic, for example supported by evidence from the self and custom build register, and viable to make them attractive propositions, they should ideally be clustered together, easily serviceable and in an attractive location not encumbered by significant constraints such as trees, slopes and free from flood risks. There should not be services or rights of way crossing the land and the boundaries should be clearly marked out. Plots should benefit from easy direct access to facilitate the delivery of bulky materials.

5.6 Phasing

Where a development is phased, the self and custom build homes requirement should be determined at each phase and delivered on a defined parcel of land, allowing self and custom build delivery alongside traditional developer-led housing. The market response to purchasing serviced plots at each phase can inform the decision about delivery on subsequent phases.

The delivery of self and custom build homes within each phase will be expected to be compliant with policy HP9 of the Local Plan unless there is clear market indication of lower demand for plots from sources such as marketing and delivery in earlier phases and information from the Council's self and custom build register. It is preferable that self-build plots are delivered in the early phases of the development once the initial infrastructure and services have been installed on site as this allows building to commence on the self-build plots at an early stage and can help to avoid any potential disturbance of neighbouring residents occupying market homes. However, the Council will take into account the proposed location of the plots within the development and the phasing of the surrounding development when considering appropriate phasing.

Due to the potential complexity of phasing, including how the phasing of the site affects CIL exemption and/or payments, it is advisable that developers undertake early engagement with Development Management Case officers. For more information on CIL, see section 6 of this SPD.

It is important that developers consider the timing of the servicing and provision of the plots early on as this is an important aspect of their delivery. On larger sites, this will be dealt with through a self-build phasing plan, and through conditions attached to the planning permission. The granting of planning permission will include conditions to ensure the number of plots required are delivered, that their general location will be identified, as well as a requirement for confirmation of the phasing and timing of delivery.

Full details of the requirements for submitting a planning application can be found on the Council's website: https://www.fareham.gov.uk/planning/applications_and_advice/howtoapply.aspx.

5.7 Affordable Housing

The affordable housing requirement as set out in policy HP5 – Provision of Affordable Housing should be calculated on 100% of the unit numbers, including the self/custom build element. Self-build and Custom housebuilding are not normally regarded as Affordable Housing, although they can be delivered as affordable dwellings as long as they meet the definition of Affordable Housing in Annex 2 of the NPPF 2021. Further guidance on the delivery of Affordable Housing is set out in the Council's Affordable Housing SPD or may be obtained by contacting the Planning Strategy Team.

The Council will not normally expect developments to offer the self/custom build element as affordable housing. Where a site of 40 or more dwellings comes forward, this will trigger both a requirement for affordable housing and a self and/or custom build element. Developers may seek to provide for their affordable housing requirement via a Registered Provider and contractor in the normal way and provide the self/custom requirement as part of the open market provision. Alternatively, the affordable self/custom build plots could meet or contribute toward satisfying both policies, through the provision of some affordable self/custom build plots.

The following is an example of how affordable and self/custom build are addressed on a development:

Greenfield site proposing a housing development of 120 dwellings:

- 40% (48 No. dwellings) to be provided as affordable housing (tenure mix as per Policy HP5, size mix as informed by discussions with Fareham Housing)
- 10% (12 No. dwellings) to be provided as self/custom build plots (as per Policy HP9)
- 60 No. dwellings to be provided as open market housing

5.8 Application Requirements

For planning applications which are required to provide 10% serviced plots for self and custom build, the Council will expect developers to submit details of the number of plots together with a plan identifying the precise plot boundaries, indicative location of the dwellings within each plot, a Delivery Statement, Phasing Plan, Marketing Strategy and where appropriate, Design Codes and Plot Passports. These requirements are identified on the Council's validation checklist and should be included with the submission of the planning application. Further details are set out below:

Delivery Statement

A delivery statement should set out the programme for delivering the plots to a serviced and construction-ready condition including details of access, servicing, infrastructure, subdivision of plots, boundary treatments and how the delivery of plots will meet the definition of self-build and custom housebuilding and the definition of serviced plots (as referred to in section 5 of the Self-build and Custom Housebuilding Act 2015). Appendix 3 provides a template to assist in the drafting of a delivery statement.

Phasing Plan

Where the development is to be phased, a phasing plan will be required showing the location of the self-build plots including any access works to be approved by the Council prior to commencement. The phasing plan should show each plot for self and custom build (each plot phased separately) and any necessary access works.

Marketing Strategy

A marketing strategy is required in accordance with Policy HP9's supporting text. The marketing strategy should be submitted to the Council and agreed prior to the commencement of any phase which includes self/custom-build plots. The strategy should set out how plots will be marketed through an active local campaign, such as promotion on social media and relevant websites and should include consideration of targeted marketing to potential self-builders and local groups, alongside roadside marketing boards. Where Design Codes and Plot Passports will be used, these should form part of the marketing material. An information/marketing pack should also be provided to the Council to be in turn provided to all individuals on the Council's Self and Custom Build register who have opted to receive such information.

Design Code

Although not always required, a design code may be useful where large sites are likely to have areas with differing design requirements.

A design code is a set of written and illustrated rules that establish the design parameters of a particular development, prepared in accordance with the Council's Design Guidance SPD and Policy D1. Design Codes for self and custom build developments are likely to be site specific and vary between locations. They can also be area wide within a larger development site. A Design Code may be appropriate to ensure high quality urban design, and to provide clarity at marketing stage.

The design code should be informed by an appropriate contextual assessment and be accompanied by a Vision Statement setting out the design philosophy for the proposal and how it integrates with the character and visual appearance of the locality and/or wider development.

The following table provides an example of the parameters that a Design Code may address, in discussion with Council Officers.

Design Parameters	Example considerations
Density	Site coverage/plot ratio, dwellings per hectare, higher/lower density phases/areas.
Street network	Street and building pattern and connectivity.
Views and vistas and outlook	Relationship to heritage assets, topography, corridors and backdrops.
Landscape	Purpose and function, trees: species, numbers, placements.
Streetscape and building lines	External materials and boundary treatments, eaves and rooflines, corner treatments, focal points, set-backs, boundary treatments Frequency, pattern and scale of building features such as

	windows, doors, porches, balconies and other architectural features, including material and colour.
Building and active frontages	Set back distance; front gardens and threshold space, active frontage purpose and orientation.
Building Types	Detached, semi-detached, terraced / town house, flats.
Plot Form	Proportion, plot size (m ²), plot width and depth, minimum garden size and separation space between, maximum proportion of plot that may be developed; parameters of dwelling position on plot, minimum distances from boundaries.
Building Form and orientation	Storey heights, building mass, building orientation, position on plot, frontage and outlook.
Parking Standards	Location (on-street, on-plot parking, courtyard parking) materials, overlooking, lighting, cycle parking and electric vehicle charging facilities.
Waste Facilities	Location and design of refuse and recycling bin storage, and servicing.

Table 1: Design Code example considerations

Plot Passports

Plot passports are simple summaries of the design parameters for each plot capturing the relevant information from the Design Code, planning permission and Delivery Statement.

Plot Passports act as a key reference point for prospective purchasers and should form part of the marketing material available for each self and custom build plot to help private homebuilders to understand what they can build on a plot. Reserved Matters applications from self-builders which fall within the plot passport guidance can be processed in less time and can help speed up the planning process.

Each passport should clearly show as a minimum the plot location, back-to-back distances, permissible building lines, scale, servicing, and utilities, building height restrictions, plot size and Gross Internal Area parameters, proximity to neighbouring buildings, developable footprint, boundary treatments, parking and cycle storage, and side space requirements.

Passports should be clear about the number of dwellings that can be built on a plot (generally only one) as well as car parking and access location etc. The choice of finishing materials, fenestration and roof shape is usually left to the plot owner, subject to the Council's Design SPD and any relevant area or site wide Design Codes covered by the encompassing planning application.

An example of a plot passport is included in Appendix 2.

5.9 Successful Applications

Where applications are approved which include self and custom build homes, the requirements for the delivery such as phasing, marketing and provision of services will be set out in planning conditions.

6. COMMUNITY INFRASTRUCTURE LEVY (CIL) EXEMPTIONS AND SELF-BUILD

The Community Infrastructure Levy (CIL) was introduced in 2010 and is a tool for local Councils to help raise funds from developers to deliver infrastructure, such as new schools, open space, or public transport. It is a charge per square metre levied on new development such as new homes to fund infrastructure. Fareham adopted CIL in April 2013. Full details of Fareham, CIL can be found on the Council's website at https://www.fareham.gov.uk/planning/local_plan/cil.aspx.

As set out in the Community Infrastructure Levy Regulations 2010 and Planning Practice Guidance⁷, self and custom homebuilders can apply for exemption or relief from the CIL where the relevant criteria are met, and the correct process is followed. It is important that prospective self and custom homebuilders investigate and understand the process that must be followed in order to qualify for the exemption or relief from CIL at an early stage.

If the applicant wants to sell or let out the self or custom build property before the 3-year occupancy limit expires, they must notify the Council and the levy then becomes payable in full.

Further CIL guidance and the forms required are available on The Planning Portal at <https://www.planningportal.co.uk/planning/policy-and-legislation/CIL/download-the-forms>.

⁷ <https://www.gov.uk/guidance/community-infrastructure-levy#para082>

APPENDIX 1

Types of Self and Custom Build Housing

Self and custom build housing can include single detached homes on small plots, family homes on larger plots, larger infill developments, regenerative opportunities, community self-build projects, terraced properties, and apartments. Self and custom building can be described as any instance when a person is involved in some way in the production of their new home. Self and custom build are not prescriptive or restrictive, there are degrees of self-build and custom build, as described below:

Self-Build

Self-build housing is where people often physically build their own home, sometimes with help from sub-contractors. However, the level of involvement can vary greatly from undertaking all the building work themselves, project management of the design and construction, to purchase of the site and appointment of a contractor. The following are some examples of self-build projects:

One-off home

The owner manages the design and construction process, including obtaining planning permission and undertakes all or a proportion of the building work too.

Contractor-built one-off home

The owner manages the design process, including obtaining planning permission and then hires a contractor to complete all the construction work or the owner may manage the build and hire sub-contractors to complete specific tasks. The owner might undertake some of the simple tasks, such as decorating.

Kit/modular/package-build home

The owner finds the plot of land then selects a kit home from a kit home manufacturer. The owner obtains planning permission, and the kit home manufacturer then supplies and builds the house. The owner might complete some of the fitting out work.

Community-led housing (CLH)

Schemes involve groups of local people building homes for themselves with external support and managing the process collectively. Individual self-build is not regarded as community-led housing.

Supported community self-build group

This type of project is often organised by a social landlord, a local authority, a community land trust, or the Community Self Build Agency⁸ (CSBA), and this approach tends to suit people on lower incomes who like the idea of someone coordinating the group on their behalf.

⁸ <https://www.spatialagency.net/database/community.self.build.agency>

Custom Build

Custom Building is a way for people to commission their own home. Custom build plots are generally located on a multi-plot site where neighbours will be like-minded people who have also commissioned their home. It is a quicker and simpler route to achieving a bespoke home, as the process of finding land, securing planning permission and installing services are taken care of. Custom build homes are tailored to an individual's specification, but the construction is managed and completed by a developer. This is a more hands off approach but still offers the opportunity of a unique home that suits the private home builder's needs, lifestyle and design preferences. Custom build falls into three main types; serviced plots, shell homes or customisable turnkey. In each route, a developer or enabler will be involved to a lesser or greater degree.

The serviced plot

The serviced plot will have planning permission and infrastructure already in place. Planning may be outline with a design code or what is known as a 'plot passport' which enables the custom builder to get detailed planning permission more quickly than usual. It may also have a detailed planning permission in place.

The shell

This is a wind and water-tight home with no internal fixtures or fittings. You will need to arrange for all the trades yourself to complete. Sometimes this is also called 'self-finish' which may mean more of the internal works have already been done.

The customisable turnkey

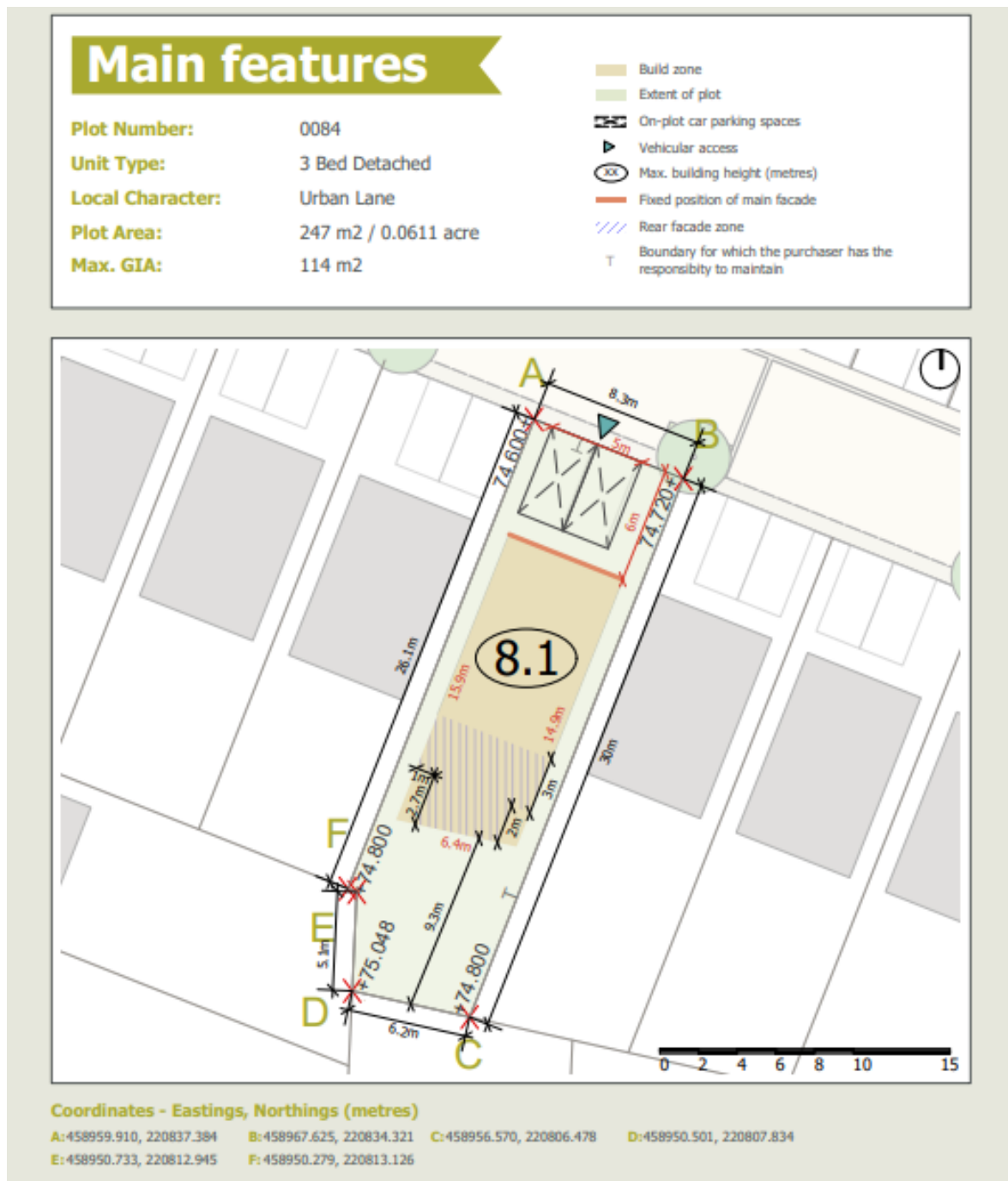
Serviced plots are marketed directly to individual private homebuilders along with a design and build contract for a completed custom home. This option provides a complete, bespoke service to meet the customer's need, including designing the home, sourcing the materials, arranging labour and the build to completion.

Other forms of 'self-finish' Custom Build houses where the dwelling is not built or commissioned by the occupant may not be considered by the Council to be true self or custom build and are also not recognised by the Community Infrastructure Levy (CIL) regulations. (See section 4 for information on CIL).

APPENDIX 2:

Example Plot Passport

Extract of plot passport from Graven Hill Village Development Company Ltd



Rules of your build

- 1 Prior to development commencing, you must apply to the Local Planning Authority for a determination as to whether your design complies with the site Masterplan and Design Code. Forms are available from Local Planning Authority and must be accompanied by a plan showing the site and details of the proposed development. The Local Planning Authority must respond within 28 days, otherwise you can proceed.
- 2 Your home must be built within the 'build zone' and not exceed the max. permissible Gross Internal Area (GIA) stated above for construction above ground. In addition to the above area, a further 40% of the max. permissible GIA can be constructed below ground for a basement. The footprint of your home does not need to fill the entire 'build zone' & can be positioned anywhere within it. See below for GIA definition.
- 3 No temporary buildings or caravans are allowed on your plot. Prior to Completion, you shall not occupy your home for residential purposes or allow your home to be occupied for residential purposes.
- 4 No works or storage of materials may be undertaken outside the curtilage of your plot without permission from the relevant approving authority either GHVDC, Highways authority or the District Council as applicable.
- 5 All the rear walls of your building must be positioned within the hatched area of the build zone. Should either neighbouring plot have received either confirmation of compliance or planning permission, then any part of your home that would;
 - i) have more than a single storey; and ii) be within 2 metres of the boundary with a neighbouring home with confirmation of compliance or planning permission; then that must not extend beyond the rear wall of the neighbouring home by more than 3 metres.
- 6 The Principal Elevation of your home must front a highway.
- 7 This plot is for one detached unit with a max. of 3 bedrooms. The merging & subdivision of this plot is not permitted.
- 8 Prior to development the Plot Purchaser (as client) must appoint a Principal Designer as required under the 2015 Construction Design and Management regulations.
- 9 Any upper-floor window that is on a side elevation and less than 1.7m above the floor and faces onto a neighbouring house must be:-
 - (i) obscure-glazed (ii) non-opening
- 10 A minimum area of 50% of the plot frontage (the area between the highway and your front wall) must be permeable (i.e. grass / shrubs / gravel etc.). On the remaining area any hard surface to be provided on land between a wall forming the principal elevation of the home and the highway must either be made of porous materials, or provision made to direct run-off water from the hard surface to a permeable or porous area or surface within the curtilage of the home.
- 11 Unit Completion must take place within 24 months of the Completion of Sales Contract. See below for Unit Completion definition.
- 12 Your home must be no more than 8.1m as the maximum building height. This equates to approximately 2 storeys. The maximum building height means the height of your home when measured from ground level of the plot to the top of the highest part of the roof excluding any external chimneys, flues, soil or vent pipes or other structures for renewable energy generation.
- 13 The height of any external chimney, flue, soil or vent pipe, or other structure for renewable energy generation, must not exceed the highest part of the roof of the home by 1 metre or more.
- 14 Provision for the secure storage of min. 2 bicycles must be demonstrated in the design. Storage for 3 no. 240 litre wheeled bins (59w x 107h x 74d (cm)) for recycling, garden and residual waste should also be shown and must not be visible from road.
- 15 2 car parking spaces (vehicle bays) must be provided on the plot and be a minimum of 2.5m x 5.5m in size. The position of parking bays is to your discretion. However, the position of vehicular access is fixed and must be located as shown on the Plot Plan overleaf. The minimum internal dimensions for a single car garage is 3.0m x 6.0m.

- 16 Front boundaries to be maximum 1.1m high. Front boundary means any boundary which is or would be forward of the principal elevation of your home. Side/rear boundaries to public areas to be maximum 1.5m high with 0.3m trellis over. Side/rear boundaries to private areas to be maximum 1.8m high. Any material/colour permitted.
- 17 The majority of the main facade(s) of your home must be constructed on the line shown. Bay windows must not protrude more than 1.5m beyond this line.
- 18 Terraces, balconies and raised platforms above ground level are not permitted where they would extend beyond a wall forming a side elevation or any wall forming a rear elevation of your home.
- 19 The T bars shown on the Plot Plan indicate the boundaries to your plot for which you have the responsibility to maintain.

Performance and Sustainability Requirement:

Thermal element U-values; at least:	Walls: U = 0.15 W/m ² K, Ground Floor: U = 0.15 W/m ² K, Roofs: U = 0.15 W/m ² K.
Thermal bridges; meet one of the following standards:	(i) Use Accredited Construction Details, provided by the Government's planning portal website. An overview can be downloaded from www.planningportal.gov.uk . In particular at: http://www.planningportal.gov.uk/buildingregulations/approveddocuments/part1/bca/relateddocuments/sect (ii) Achieve the Association of Environmentally Conscious Builders (AECB) Gold or Silver Standard details as a minimum to achieve $\psi = 0.08$ W/m ² K. (iii) Improve on the Accredited Construction Details to achieve a maximum $\psi = 0.08$ W/m ² K.
Window U-values and g-values (Glazing & Frames combined); at least:	U = 1.4 W/m ² K Range for solar gain factor (g-value): g = 0.50 - 0.70
Air Leakage rate	3m ³ /hr/m ² @ 50 Pa test pressure
Mechanical ventilation with heat recovery where specified:	Electrical efficiency \leq 1.5 W/Ls Heat recovery efficiency \geq 70%
Overheating risk	Consider design strategies that minimise the risk of summertime overheating risk. As a minimum comply with Building Regulations Part L Standards Assessment Procedure (SAP) Appendix P, or equivalent assessment method to achieve 'low' or 'medium' risk of overheating.
Electrical lighting	Minimum 75% of fixed lighting to be low energy (such as compact fluorescents or LEDs)

Definitions

Home

Home refers to a dwelling house or building which does not include a building containing 1 or more flats or a flat contained in such a building.

Gross Internal Area (GIA)

The Gross Internal Area means the total enclosed internal floor area of your home measured within the external walls taking each floor into account and excluding the thickness of the external walls. The GIA of your home also includes integral garages and conservatories.

Principal Elevation

Is the elevation of your home that faces the vehicular access to your plot.

Completion

Unit Completion shall be deemed to be achieved on the date of the earliest of the following being issued in respect of your home; i) the date of completion notice for Council Tax purpose in accordance with schedule 4a of the Local Government Finance Act 1988 and section 17 of the Local Government Act 1992 or ii) the date of the building regulations completion certificate in accordance with section 17 of building regulations or if earlier the date on which any latent defects insurer issues the policy cover note in respect of the building works.


Main features


Foundation Type: **Strip or Trenchfill**

Foul Water MH: **E:458961.932, N:220835.294
IL:73.300**

Surface Water MH: **E:458963.325, N:220834.737
IL:73.400**

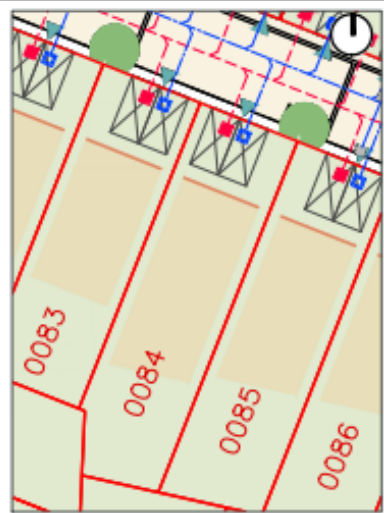
Key

 Surface Water Disconnecting Manhole

 Foul Water Disconnecting Manhole

MH = Disconnection Manhole

Manhole Coordinates are E-Eastings, N-Northings (metres),
IL - Invert Level (m-AOD)



Utility supply features

Electricity

230V Single Phase, 50Hz AC
100A/23KVA Supply Rating Max.

Gas

25mm PE LP Pipe, 30kW Supply Rating Max.

Water

25mm ALPE Pipe with Meter, Stop Valve and Double Check Valve Standpipe.
Min Pressure 8m Head, Approx

Telecoms

Fibre Service

Key

Electricity Supply 

Gas Supply 

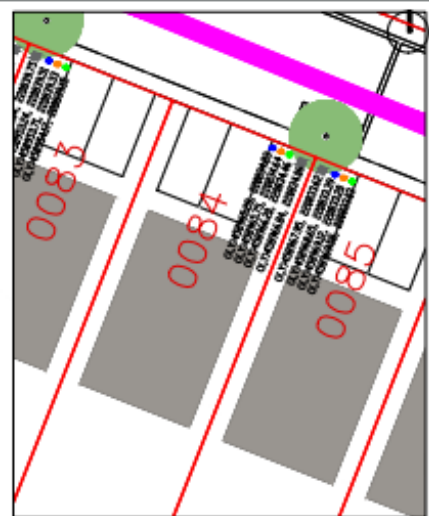
Water Supply 

Telecoms Supply 

Multi Utility Distribution Network 

Co-ordinates

Co-ordinates indicate services intake position within site boundary



Plot Boundary Service Connections

1 Electricity

The electricity supply terminates in a ground mounted enclosure, just inside plot boundary, housing a 100A fuse cut-out, a 100A DP RCBO, with space for the provision of a small distribution board and meter. MPAN number will be supplied to allow the purchaser to arrange for a meter to be installed. (refer to 'Arranging for your meter' section)

2 Gas

The gas supply will require extension directly from the gas main in the road to the meter position in a built in or wall mounted meter box once the meter box has been installed on the building. The service pipe must be laid in a straight line between the connection to the main and the meter position. The proposed service pipe location is shown within the diagram above, any changes to this position must be provided to GTC as part of the Golden Brick design. Any subsequent variation to this location may incur additional cost to the self-build purchaser.

3 Water

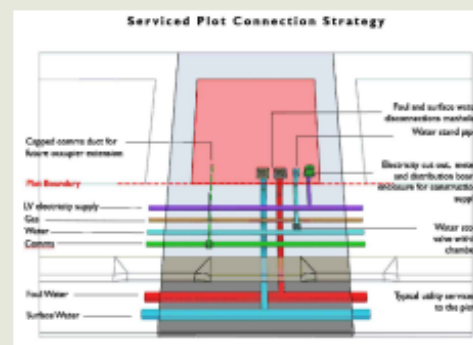
The water supply terminates at a double check valve and standpipe, just inside plot boundary, with meter and stop valve chamber in footway.

4 Telecoms

The telecoms provision terminates with a cable duct, at the plot boundary.

5 Drainage

Refer to 'Drainage' under separate passport.



APPENDIX 3

Delivery Statement Template

The Delivery Statement should be prepared to demonstrate how self-build plots and/or custom-build homes will be delivered onsite to meet the requirements of the Self-build and Custom Housebuilding Act 2015 (as amended by the Housing and Planning Act 2016).

The self-build plots/custom build homes must comply with Fareham Local Plan 2037 Policy HP9 – Self and Custom Build Homes and be delivered to an acceptable standard in the interests of the character and visual amenity of the area.

Aim of this template

This template is designed for developers to use to aid in setting out the contents of their Delivery Statement, or to simply respond to the questions as part of their submission. This document includes a number of criteria which need to be covered in the submission of proposals involving self and custom-build housing, including windfall sites or sites caught by Policy HP9 of the Fareham Local Plan 2037, which requires developers to provide at least 10% of the total dwellings on residential and mixed-use sites of over 40 dwellings. The criteria are designed to prompt the developer to consider matters, such as, how self/custom build projects will be brought forward (i.e. which model), where the plots will be located, how do they meet the definition of self or custom build, and so on.

1) What model will be followed in order to deliver self and custom-build housing?

Models

- a. **Sell plots to private homebuilders:** Developer/landowner to provide building plots for self and custom-build. The plots are serviced, delivered and marketed by the developer (with the principle of planning permission already established) directly to individual private homebuilders through a reputable estate agent and to persons registered on the Council's self-build register. Private homebuilders are responsible for designing and building or commissioning the building of their home. During the second marketing period the developer may offer any unsold plots as shell homes.
- b. **Turnkey:** Serviced plots are marketed directly to individual private homebuilders along with a design and build contract for a completed custom home to provide genuine bespoke and individual design to meet the customers need. These architect-led homes will offer a complete service and will include designing the home, sourcing the materials, arranging labour and the build to completion. During the second marketing period any unsold plots may be offered as shell homes.
- c. **Sell land to Enabler:** Developer/landowner to sell the self-build land to a third party such as a self-build enabler who will be responsible for servicing, delivering and marketing the plots directly to individual private homebuilders through a reputable estate agent and to persons registered on the Council's self-build register. The self-build enabler may sell the plots to private homebuilders to design and build or commission their own home, they may also provide design and build contracts to meet the private homebuilders' individual design. During the second marketing period any unsold plots may be offered as shell homes.
- d. **Partnership with enabler:** Developer works with a third party such as a self-build enabler to provide serviced building plots for self or custom-building. The plots are delivered and sold by the third party or developer (with the principle of planning permission already established) directly to individual private homebuilders through a reputable estate agent and to persons registered on the Council's self-build register. The self-build enabler may sell the plots to private homebuilders to design and build or commission their own home, they may also provide design and build contracts to meet the private homebuilders' individual design. During the second marketing period unsold plots may be offered as shell homes.

2) How does the proposed model fulfil the Self-build and Custom Housebuilding Act's (2015) definition of self-build and custom housebuilding?

Self & Custom Build Definition

The Self-build and Custom Housebuilding Act 2015 defines self-build and custom housebuilding as, *'the building or completion by:*

- a) *Individuals*
- b) *Associations of individuals, or*
- c) *Persons working with or for individuals or associations of individuals, of houses to be occupied as homes by those individuals, but does not include the building of a house on a plot acquired from a person who builds the house wholly or mainly to plans or specifications decided or offered by that person'.*

3) How will the Self or Custom Build Plots be phased? Please provide a proposed phasing plan.

4) Where will the plots be located? Please attached a proposed layout plan.

Phasing

On larger sites, the Council will expect the early delivery of parcels of self-build plots. The Council will work with developers to understand any challenges to the early phasing and release of the self-build element of developments. It is important that developers consider early on the timing of the servicing and provision of the plots as this is an important aspect of their delivery. This will be dealt with via planning conditions or S106 Agreement.

5) Who will be responsible for connecting to or extending the utilities to each

Location

Plots should be carefully selected to ensure that they can be serviced in an agreed specified period in the construction programme and are attractive to prospective self and custom house builders.

Plot sizes should be realistic to make them attractive propositions, they should be clustered together, easily serviceable and in an attractive location not encumbered by significant constraints such as trees, slopes and free from flood risks. There should not be services or rights of way crossing the land and the boundaries should be clearly marked out. Plots should benefit from easy access directly to the plot to facilitate the delivery of bulky materials.

home?

6) What fences or boundary treatments will be required and who is responsible

Serviced Plots

A serviced plot of land means a plot to which all reasonably necessary service connections have been provided to the boundary including being accessible by road of an adoptable standard and utility services to adoptable standards by the relevant statutory undertaker.

Installing utilities: there are usually four common utility connections; water and sewage connections, electricity, gas and telecoms. Each utility is normally provided to a disconnected chamber on or just within the boundary of each plot (for example electricity connections provided to fuse boxes on stakes and water connections provided to a manhole in the pavement). Connections should be clearly identified and labels should not use short-hand. Careful consideration of the locations of the connections is required so that they are kept out of the way of construction traffic.

for installing them (and by when)?

7) What remediation is required for each plot and how will this be delivered?

8) Will there be any shared maintenance areas or communal areas and who will be responsible for this?

9) Access roads: At what point will the surface course of the access road be laid?

10) What obligation is there to complete works to the access road (mortgage providers for serviced plots may require evidence of the landowner's obligation to complete the works so it may be necessary to sell the plots with a copy of the infrastructure contract)?

11) Please describe the proposed estimated timing of the servicing and provision of the self-build plots.

12) Will private self-builders be required to provide a bond payment to the master developer to cover any damage to public areas the development?

Bond Payments

Bond payments can be required from plot purchasers to ensure that any damage to the road and kerbs during construction can be recouped, the bond can be extended to cover the whole self-build site, for example to repair accidental damage. Bonds can encourage honesty, as everyone's money is collectively at risk for any liabilities by individuals during construction and therefore assist both parties. The requirements and value of any bonds should be reasonable with very clear terms and conditions to include when they can be spent, how much is required, how expenditure is agreed and when it is returnable. Clear guidance for the self-build is required to set these conditions out.

13) Please provide details of the Design Code for the self-build plots.

Design Codes

National policy and guidance proactively encourages and sets the framework for the use of Design Codes, including their use for private homebuilding projects to clearly set out what form of development is preapproved in response to an agreed design vision for a site. This will ensure that individually designed homes will fit into the surrounding area. Design codes can thus play an important role on private homebuilding sites. They reduce risk, provide certainty, drive up design quality and give the private homebuyer the flexibility to design their own home by permitting freedom of design with some high level rules. Design codes are particularly useful for larger multi-plot developments involving more than ten homes and/or self and custom build schemes that may impact on more 'design' sensitive locations such as conservation areas or the setting of listed buildings. They should not generally be overly prescriptive and should allow for design variation, creativity, innovation and originality. The amount of prescription will vary according to the sensitivity of the site. They should specify what is mandatory and what is optional.

Where possible they should be style neutral so they can deliver contemporary or traditional architecture and they should allow for advanced methods of construction.

Design codes should consist of written and graphic rules that establish, with some precision, the two and three dimensional design elements of a proposed development. Key design considerations typically focus on the site/plot and the acceptable form of development (for example scale, massing, height, build line & layout, boundary treatments and landscaping). Codes can define process considerations (for example how construction traffic will be controlled, plant and material storage).

14) Please provide details of your Plot Passports.

Plot Passports

Plot passports are a simple way of helping private homebuilders to understand what they can build on their plot. Plot passports are simple summaries of the design parameters for each plot capturing relevant information from the Design Code, planning permission and Delivery Statement. They are short documents specific to each plot and form part of the marketing materials available for each plot. They act as a key reference point for prospective purchasers and form part of the marketing material available for each custom build plot to help private homebuilders to understand what they can build on a plot. They add value and certainty by acting as a key reference point for the purchaser, capturing relevant information from the planning permission, design constraints and procedural requirements in a concise and accessible format.

Plot passports are required for approval before commencement of those phases which include plots for private homebuilding. They can help speed up the planning process; RM applications from self-builders which fall within the plot passport guidance can be processed in less time. Each passport should clearly show the plot location, permissible building lines and side spacing, proximity constraints to neighbouring buildings, the developable footprint and building height restriction.

Passports should be clear about the number of dwellings that can be built (generally only one) as well as car parking and access location etc. The choice of finishing materials, fenestration and roof shape is usually left to the plot owner.

Screening Statement of the need for a Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA) for the Fareham Borough Council Self & Custom Build Housing Supplementary Planning Document

Introduction

1. This screening statement has been prepared to determine whether the proposed Self and Custom Build Housing Supplementary Planning Document (SPD) should be subject to a Strategic Environmental Assessment (SEA) in accordance with the Environmental Assessment of Plans and Programmes Regulations 2004 (SEA Regulations).
2. The purpose of the Self and Custom Build Housing SPD is to aid the effective implementation of the Council's strategic planning objectives and the Self and Custom Build Housing delivery policies in the Fareham Local Plan 2037. The relevant policies are:
 - HP9: Self and Custom Build Homes
 - HP2: New Small-Scale Residential Development Outside the Urban Areas
3. The SPD contains:
 - Policy context based upon the Fareham Local Plan 2037 regarding Custom and Self Build Plots, including the definition of custom and self build;
 - Reference to the percentage provision in the policy requirements for Self and Custom Build homes and thresholds for developments;
 - Approaches and advice on:
 - delivery mechanisms including phasing and servicing;
 - achieving quality design;
 - plot marketing requirements;
 - community infrastructure levy.
4. The SPD provides guidance on how to implement policies that are material considerations in the determination of planning applications and inform Development Management decisions. The SPD provides further guidance to all parties seeking to comply with the Local Plan policies and will therefore be of particular use to developers, architects and agents looking to bring forward development.

Strategic Environmental Assessment – Regulatory Requirements

5. The basis for Strategic Environmental Assessment legislation is the Environmental Assessment of Plans and Programmes Regulations 2004 (SEA Regulations) which was transposed from European Directive 2001/42/EC. Detailed guidance of these regulations can be found in the Government publication 'A Practical Guide to the Strategic Environmental Assessment Directive' (ODPM, 2005) and Paragraph 11-008 (Strategic Environmental Assessment and Sustainability Appraisal) of the Planning Practice Guidance (PPG). This states that "supplementary planning documents do not require sustainability appraisal but may in exceptional circumstances require a strategic environmental assessment if they are likely to have significant environmental effects that have not already been assessed during the preparation of the local plan".
6. Under the requirements of the Environmental Assessment of Plans and Programmes Regulations (2004), certain types of plans that set the framework for the consent of future development projects, must be subject to an environmental assessment.

7. The objective of a Strategic Environmental Assessment is to provide for a high level of protection of the environment and to contribute to the integration of environmental considerations into the preparation and adoption of plans and programmes with a view to promoting sustainable development.

The Strategic Environmental Appraisal Process

8. The first stage of the process is for the Council to determine whether the SPD is likely to have significant effects on the environment. This screening process includes assessing the SPD against a set of criteria (as set out in Schedule 1 of the SEA Regulations). The results of this are set out in table 2 of Appendix 1 of this statement. The aim of this statement is therefore to provide sufficient information to demonstrate whether the SPD is likely to have significant environmental effects.
9. Where the Council determines that a SEA is not required, Regulation 9(3) of the SEA Regulations states that the Council must prepare a statement setting out the reasons for this determination. This statement is Fareham Borough Council's Regulation 9(3) statement. The Council has consulted the Environment Agency, Historic England and Natural England on this screening statement. Their responses are included at Appendix 2.

Habitats Regulations Assessment

10. In addition to the SEA, the Council is required to consider a Habitats Regulations Assessment (HRA). HRA is the process used to determine whether the plan or project would have significant adverse effects on the integrity of an internationally designated site of nature conservation importance, known as European sites. The need for an HRA is set out within the Conservation of Habitats and Species Regulations 2010, which transposed EC Habitats Directive 92/43/EEC into UK law.
11. The Fareham Local Plan 2037 was subject to a comprehensive HRA: [HRA Update Report September 2022.pdf \(fareham.gov.uk\)](#)
12. The HRA screened out the policies listed in paragraph 2 of this assessment at an early stage, concluding that they were unlikely to have a significant effect on the integrity of European Sites. The summary of that can be found in appendix 2 of the HRA (linked above). As the purpose of this SPD is only to provide guidance and clarity on these policies, the Council has determined that a HRA is not required.

Conclusion

13. Based on the screening process, it is the Council's opinion that the Self and Custom Build Housing SPD does not require a Strategic Environmental Assessment under the SEA regulations or an appropriate assessment under the Habitats Regulations. This is because there will be no significant environmental, social or economic effects arising from its implementation, as it seeks only to expand upon and provide guidance for the effective and consistent implementation of Local Plan policies.

Appendix 1:

Table 1: Establishing whether there is a need for an SEA (based on figure 2, ODPM guidance)

Assessment Criteria	Yes/ no	Assessment
1. Is the PP subject to preparation and/or adoption by a national, regional or local authority OR prepared by an authority for adoption through a legislative procedure by Parliament or Government? (Art. 2 (a)).	Yes. Proceed to Q2	Supplementary Planning Documents are prepared by local planning authorities under the provisions of Regulations 11 to 16 of the Town and Country Planning (Local Planning) (England) Regulations 2012.
2. Is the PP required by legislative, regulatory or administrative provisions? (Art. 2 (a)).	Yes. Proceed to Q3	The SPD is consistent with and expands upon the Borough Council's Local Plan. It is therefore necessary to answer the following questions to determine further if an SEA is required.
3. Is the PP prepared for agriculture, forestry, fisheries, energy, industry, transport, water management, water management, telecommunications, tourism, town and country planning or land use, AND does it set a framework for future development consent of projects in Annexes I and II to the Environmental Impact Assessment Directive? (Art 3.2 (a))	No. Proceed to Q4	Whilst the SPD has been prepared for town and country planning purposes, it does not set policy or a framework as it only provides guidance on the policies within the Local Plan. The policies that the SPD supplements have been subject to SA/SEA.
4. Will the PP, in view of its likely effect on sites, require an assessment for future development under Article 6 or 7 of the Habitats Directive? (Art. 3.2 (b)).	No. Proceed to Q6	The policies that the SPD is supplementing have themselves been subject to Habitats Regulations Assessment. Refer to paragraph 12 in this document.
6. Does the PP set the framework for future development consent of projects (not just projects in Annexes to the EIA Directive)? (Art 3.4).	Yes. Proceed to Q8	The SPD provides further guidance to supplement policies related to developer contributions and infrastructure provision. The SPD does not allocate land and it does not set policy or a framework for future development, but it does provide guidance to policies in the local plan
8. Is it likely to have a significant effect on the environment? (Art. 3.5)	No	Directive does not require SEA.

Table 2: Assessment of the likelihood of the Self and Custom Build Housing SPD having significant effects on the environment

Significant effect criteria	Potential effects of the SPD
<i>The characteristics of the plan having regard to:</i>	
(a) The degree to which the plan or programme sets a framework for projects and other activities, either with regard to the location, nature, size and operating conditions or by allocating resources;	The SPD provides more detail on the policies and principles established in the Fareham Local Plan 2037, which has been subject to comprehensive SA incorporating SEA. The purpose of the SPD is to provide guidance on the effective and consistent implementation of the relevant policies in paragraph 2. The policies in the SPD must not and do not conflict with those in the Local Plan and as such are subservient and supplemental to those in the Local Plan.
(b) The degree to which the plan or programme influences other plans and programmes including those in a hierarchy;	The purpose of the SPD is to supplement the Local Plan policies and sits below the Local Plan in terms of the Development Plan hierarchy.
(c) The relevance of the plan or programme for the integration of environmental considerations in particular with a view to promoting sustainable development;	The SPD is relevant in terms of promoting sustainable development as it seeks to ensure the effective and consistent implementation of infrastructure policies in the Local Plan, the aim of which is to provide better places for local communities.
(d) Environmental problems relevant to the plan or programme;	There are no environmental problems relevant to the SPD. This SPD will result in social and economic benefits through the effective and consistent implementation of infrastructure policies.
(e) The relevance of the plan or programme for implementation of Community legislation on the environment (e.g. plans and programmes linked to waste management or water protection).	The purpose of the SPD is to provide guidance on the effective and consistent implementation of infrastructure policies. The Fareham Local Plan 2037 contains other policies relating to these objectives.

<i>Characteristics of the effects likely having regard, in particular, to:</i>		
SEA Directive Criteria	Response	Is there a likely significant environmental effect?
(a) The probability, duration, frequency and reversibility of the effects;	The SPD is not expected to give rise to any significant environmental effects. The SPD seeks to ensure the effective and consistent implementation of infrastructure policies, which in themselves should	No

	ensure positive effects relating environmental impact.	
(b) The cumulative nature of the effects;	The SPD is not considered to have any significant cumulative effects.	No
(c) The transboundary nature if the effects;	The SPD is not expected to give rise to any significant transboundary environmental effects. However, where strategic sites are in close proximity to neighbouring settlements, the provision of infrastructure will assist in mitigating any impacts from development and delivering sustainable new developments for residents from a wider area as well as from within Fareham's communities.	No
(d) The risks to human health or the environment (e.g. due to accidents);	There are no anticipated effects of the SPD on human health.	No
(e) The magnitude and spatial extent of the effects (geographical area and size of the population likely to be affected);	The effective and consistent implementation of infrastructure policies will have positive benefits for all Fareham residents and those who wish to move to Fareham.	No
(f) The value and vulnerability of the area likely to be affected due to – (i) Special natural characteristics or cultural heritage; (ii) Exceeded environmental quality standards or limit values; or (iii) Intensive land use;	The SPD is not anticipated to adversely affect any special natural characteristic or cultural heritage. Nor would the SPD be expected to lead to the exceedance of environmental standards or promote intensive land use. Matters relating to environmental standards and land use are contained in the Fareham Local Plan 2037.	No
(g) The effects on areas or landscapes which have a recognised national, Community or international protection status.	The SPD is not expected to have any adverse effect on areas with national, community or international protection.	No
Part 2 Overall Conclusion	No Likely Significant Environmental Effect	

Appendix 2: Statutory Consultee Responses



Historic England

FAO: Nick Cutler
Principal Planner (Strategy)
Fareham Borough Council

Our ref: PL00792514

[REDACTED]
by email only

15 March 2023

Dear Nick

Screening Statement of the need for a Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA) for the Fareham Borough Council Self & Custom Build Housing Supplementary Planning Document

Thank you for consulting Historic England about the above Screening Opinion.

In terms of our area of interest, we concur with your assessment that the document is unlikely to result in any significant environmental effects and will simply provide more guidance on existing Policies contained within an adopted Development Plan Document which has already been subject to a Sustainability Appraisal/SEA. As a result, subject to adoption of the Local Plan (which we understand is imminent), we endorse the Council's conclusions that it is not necessary to undertake a SEA of this particular SPD.

The views of the other statutory consultation bodies should be taken into account before the overall decision on the need for an SEA is made.

If you have any queries about this matter or would like to discuss anything further, please do not hesitate to contact me.

Yours sincerely

Guy Robinson, BSc, MRTPI
Historic Environment Planning Adviser
Development Advice – London and the South East Region

[REDACTED]



Historic England, Cannon Bridge House, 25 Dowgate Hill, London EC4R 2YA
Telephone 0370 333 0607 HistoricEngland.org.uk

Please note that Historic England operates an access to information policy.
Correspondence or information which you send us may therefore become publicly available.



Emma Younger

From: Lax, Laura [REDACTED]
Sent: 21 March 2023 12:42
To: Nick Cutler
Subject: RE: Fareham Borough Council SPD SEA Screening Assessments

Hi Nick,

Don't worry I found the attachments buried in my inbox!

Having reviewed the SEA Screening Assessments of the Biodiversity Net Gain SPD and Self and Custom Build SPD, I can confirm that we agree with your conclusion within both screening statements. The documents **do not** require a Strategic Environmental Assessment under the SEA regulations because there will be no significant environment, social or economic effects arising from implementation of the SPD as it seeks only to expand upon and provide guidance for the effective and consistent implementation of Local Plan policies. We defer to the opinion of Natural England with regard to the requirement for an Appropriate Assessment.

Kind regards
Laura

Laura Lax
Sustainable Places
Solent and South Downs

Email: [REDACTED]

From: Nick Cutler [REDACTED]
Sent: 03 March 2023 09:53
To: Andrew, Mary [REDACTED]; Lax, Laura [REDACTED];
[REDACTED]
Subject: Fareham Borough Council SPD SEA Screening Assessments

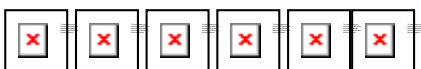
Dear colleagues,

Please find attached SEA Screening Assessments of the Fareham Borough Council Biodiversity Net Gain SPD and for the Self and Custom Build SPD for your consideration.

If you could please let me have your response by the 17th March for the BNG SPD if possible and the 24th March for the Self and Custom Build SPD that would be much appreciated.

Kind regards

Nick Cutler
Principal Planner (Strategy)
Fareham Borough Council
01329824318



From: [REDACTED]
To: [REDACTED]
Subject: NE Response: Fareham Borough Council SPD SEA Screening Assessments
Date: 17 March 2023 12:42:35
Attachments: [image001.png](#)

Dear Nick,

Our ref: 424018 & 424019

Thank you for your consultation on the SEA and HRA Screening of the proposed Fareham Borough Council Biodiversity Net Gain SPD and the Self and Custom Build SPD.

Natural England is a non-departmental public body. Our statutory purpose is to ensure that the natural environment is conserved, enhanced, and managed for the benefit of present and future generations, thereby contributing to sustainable development.

Based on the information submitted, Natural England agree with the assessment that the supplementary planning documents do not require a SEA or HRA.

Should the proposal change, please consult us again.

Kind regards,
Louise

Louise Wyatt
Sustainable Development Lead Adviser
Thames Solent Team
Natural England
[5th Floor, Northgate House, Valpy Street, Reading, RG1 1AF](#)
Mobile: [REDACTED]

<http://www.gov.uk/natural-england>



From: Nick Cutler [REDACTED]
Sent: 03 March 2023 09:53
To: Andrew, Mary [REDACTED]; Lax, Laura [REDACTED]
[REDACTED]; [REDACTED]
Subject: Fareham Borough Council SPD SEA Screening Assessments

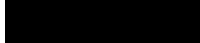
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If you could please let me have your response by the 17th March for the BNG SPD if possible and the 24th March for the Self and Custom Build SPD that would be much appreciated.

Kind regards

Nick Cutler
Principal Planner (Strategy)
Fareham Borough Council



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FAREHAM

BOROUGH COUNCIL

Report to the Executive for Decision 15 May 2023

Portfolio:	Policy and Resources
Subject:	Vehicle Replacement Programme
Report of:	Director of Planning and Regeneration
Corporate Priorities:	Dynamic, Prudent and Progressive Council Protect and Enhance the Environment

Purpose:

This report sets out the findings from a review of the Council's Vehicle Replacement Programme (VRP) and presents a proposed rolling replacement programme for the next 5-years. The purpose of the programme is to move to a modern fleet of commercial vehicles to ensure that the Council has a resilient, efficient, and cost-effective fleet.

Executive summary:

This report sets out a proposed rolling 5-year vehicle replacement programme for the whole vehicle fleet. The programme aims to move to a modern fleet of commercial vehicles in a considered way, ensuring that the fleet remains resilient, efficient, and cost effective.

The Council currently has a fleet of 117 vehicles which provide a wide range of services. The Council's fleet is relatively old when compared to other Council fleets. This can present resilience and cost issues as older vehicles are more likely to have mechanical issues and larger amounts of downtime.

Adopting an invest to save approach, the proposed 5-year rolling programme aims to lower the overall age of the fleet. This should help to reduce these costs and ensure service resilience as newer vehicles would be less likely to have major issues.

A programme would also aid the Council with the procurement of vehicles as lead times have seen a significant increase in the past 12 months meaning that forward planning is essential for service resilience.

It is recommended that over the next 5-years a total of 57 vehicles are replaced; the replacements would be 41 used diesel vehicles and 16 electric vehicles. The replacement vehicles have been chosen based on a commercial appraisal of the best financial option. As part of the programme an electrical infrastructure upgrade would need to take place at the Depot costing an estimated £50,000.

The Council's vehicle fleet fuel emissions accounted for 51% of our Scope one and two carbon emissions in 2021/22. In accordance with our Climate Change Action Plan (CCAP), a carbon impact assessment of the proposed vehicle replacement programme has been undertaken.

The outcome of an associated review of the Solent Airport vehicle fleet is to be reported and considered in a separate forthcoming Executive report updating the Solent Airport investment programme.

Recommendation:

It is recommended that the Executive approves:

- (a) the use of a proposed rolling vehicle replacement programme for the next 5-years;
- (b) that the replacement programme, alongside the level of Hydrotreated Vegetable Oil (HVO) use, be updated on a rolling basis each autumn to inform budget setting for the following year and the Medium-Term Financial Strategy;
- (c) an increased general fund capital budget of £584,000 funded from capital reserves, for 2023/24 for the purchase of 11 vehicles (excluding Solent Airport vehicles);
- (d) an increased Housing Revenue Account (HRA) capital budget of £94,200 funded from capital reserves for 2023/24 for the purchase of three vehicles; and
- (e) the installation of upgraded electric vehicle infrastructure at the Broadcut Depot site at an estimated capital cost of £50,000.

Reason:

To ensure the Council is in control of its vehicle expenditure and has a modern fleet of commercial vehicles which remain resilient, efficient, and meet service delivery.

Cost of proposals:

The budget required for vehicle replacements in 2023/24 is £678,200, incorporating £584,000 from the General Fund Budget and £94,200 in the Housing Revenue Account (HRA). The capital cost of the infrastructure upgrade required for the programme is estimated at £50,000.

Appendices: **A: Proposed 5-Year Vehicle Replacement Programme**
B: Carbon Impact Assessment

Background papers: None

Reference papers: None

FAREHAM

BOROUGH COUNCIL

Executive Briefing Paper

Date:	15 May 2023
Subject:	Vehicle Replacement Programme
Briefing by:	Director of Planning and Regeneration
Portfolio:	Policy and Resources

INTRODUCTION

1. This report sets out the findings from a review of the Council's Vehicle Replacement Programme (VRP) and presents a proposed 5-year rolling replacement programme for the whole vehicle fleet.

Project Aims

2. Overall, the aim of the project is to create a considered rolling 5-year replacement programme that allows the Council to:
 - Move to a modern fleet of commercial vehicles;
 - Ensure the fleet remains resilient;
 - Adapt to changing service requirements;
 - Lower our maintenance and vehicle hire costs over the longer term;
 - Identify changing infrastructure requirements.

Methodology

3. To ensure that the VRP was considered and well thought out, a number of different aspects have been analysed:
 - Current fleet management;
 - Wider influences e.g. legislation;
 - Fuel and vehicle types;
 - Maintenance considerations;
 - Infrastructure requirements.

What does our fleet look like now?

4. The following part of the report outlines the findings from the review of our current approach to fleet management. More detailed analysis can be found in Appendix A.
5. *We have a diverse fleet:* Our 117-vehicle fleet reflects the wide range of services we provide, ranging from ride on mowers to 26 tonne Refuse Collection Vehicles (RCVs).
6. *We have one the oldest Council fleets in Hampshire:* We generally only buy used diesel vehicles aged 1-3 years and we run them for longer than most other Councils. For example, many will run an RCV for around 8 years before replacing, whereas we will aim for around 12 years, which is 50% longer.
7. Table 1 below shows a comparison of the average age of RCV and van fleets in Hampshire. All the authorities listed below purchase their vehicles outright and run in-house services. As can be seen in Table 1, Council's fleet has the highest average age for both RCVs and vans.

Table 1: Average Age of Hampshire Authority Vehicle Fleets

Local Authority	Average Age (Years)	
	Refuse Collection Vehicles	Light Vehicles (Vans)
Fareham	8	10
Eastleigh	6	6
Test Valley	5	4
New Forest	4	6

8. *We only replace vehicles when they are too unreliable or expensive to repair:* Replacements only happen when the cost of maintaining the vehicle becomes too expensive or the level of downtime impacts on the resilience of the service.
9. *Overall fleet running costs have increased significantly in recent years:* The detailed cost analysis found in Appendix A (Table 3) shows that we spent £1,027,550 on running costs in 2019/20. In 2022/23 we have spent £1,504,674 an increase of £477,124 compared to 2019/20. As with many other products, the price of spare parts, fuel, and hire vehicles have risen recently, contributing to higher running costs. This is amplified by the amount of maintenance an older fleet requires.
10. *Maintenance costs have also risen sharply:* We spent £348,628 on vehicle maintenance in 2019/20, with this figure growing by £181,163 to £529,791 in 2022/23. This is in part caused by increases in the cost of spare parts, which also tend to be more expensive for older vehicles, but is also linked to the greater maintenance requirements of an older fleet.
11. *Vehicle hire costs are significant and growing:* The hire of vehicles to replace those off the road has gone from £65,757 in 2019/20 to £210,835 in 2022/23. An older fleet has a significant effect on these figures.
12. *It may be that we sometimes run vehicles longer than financially viable:* Based on the rising maintenance and vehicle hire costs outlined above.

13. *Our level of downtime risks service provision:* Currently just under 10% of the fleet is off the road due to mechanical problems. This puts significant pressure on service delivery and puts waste collections at risk. On several occasions in early 2023, a third of the RCV fleet was off the road. The narrow access waste collections could not be completed on one day as the vehicle broke down and could not be repaired in time to complete the collections scheduled for that day.

Programme Influences

14. Taking into account the increasing costs and significant risks to service provision and resilience our current approach to fleet management presents, it is wise to look at alternative approaches. There are a number of influences such as changing service needs, vehicle technologies and the Council's medium-term financial challenges for any new approach to consider.

Changing Service Needs

15. *The Environment Act 2021 will change waste collection requirements:* Whilst we are still awaiting Government guidance, it is anticipated that we will require separate recycling collections for Containers (glass, cans, plastics) and Fibres (paper and card) from 2025 onwards.
16. At this stage, the use of our current open back RCV fleet for collections is the more likely option. This would avoid purchasing additional vehicles, but further work needs to be completed before a final decision is made.
17. The introduction of weekly food waste collections in 2025/26 will likely require a maximum of seven additional Food Waste vehicles. New Burdens funding is anticipated to cover the capital cost of vehicles. There will be a high level of demand for the vehicles with a likely long lead in needed to procure them in time.
18. *Long term configuration of the Depot needs to be decided:* An Asset Management Plan is in place to support safe and legal operations at the Depot up until 2025. The site configuration will likely need to be revised to accommodate the new food waste collection vehicles in 2025/26. Any considered transition to alternative fuels e.g. electric in the medium term, will also require infrastructure improvements, with more detailed consideration needed about infrastructure for a wider role out.

Vehicle Technology

19. *Sales of new tailpipe vehicles will end:* The Government has set a target of 2030 for the end of sales of smaller new diesel and petrol vehicles e.g. vans and 2035 for larger vehicles such as RCVs. This means that we won't be able to carry on with our approach of buying diesel vehicles over the long term.
20. *Used diesel vehicles are the most financially viable option for most of our fleet at this time.* Diesel fuelled vehicles have the lowest lifetime costs for the majority of vehicle types.
21. *Some electric vehicles are both financially and operationally viable:* The lifetime costs of an electric van are currently similar to those of a used diesel van. It is expected that costs will become comparatively cheaper for electric vans over the next 5 years. Electric vans have a similar load capacity to their diesel alternatives and the low mileage of our van fleet means that they can easily meet our operational needs.

22. *Hydrogen vehicles are not yet financially or operationally viable:* The small number of hydrogen RCVs available are more expensive than their diesel and electric counterparts. There are also challenges in sourcing the fuel, particularly green hydrogen, which has the lowest carbon footprint, but is not publicly available in England. However, this situation may change over the next few years and should be monitored.

Medium Term Financial Strategy

23. *We are facing financial challenges:* The Medium-Term Financial Strategy approved at the 9 January 2023 Executive meeting projected a revenue shortfall over the next four financial years. Vehicle replacements are a significant capital expense and we need to ensure every procurement is both necessary and offers good value.
24. Planning replacements in a considered way over the medium term of 5 years would greatly aid financial planning during this time of challenge. It would also support the Transport Manager in service planning and procurement.

Vehicle Modelling Assumptions

25. The findings and influences identified above have fed into the assumptions used to create the 5-year replacement programme:
- We will continue to mostly buy used (1 – 3 years old) diesel vehicles;
 - We will run our vehicles until they are no longer financially and operationally viable. This is likely to be 1 - 2 years on average less than currently but will depend on the state of each individual vehicle;
 - Where financially and operationally viable we will consider electric vehicles;
 - Long – term vehicle leasing is not currently financially viable;
 - Plant e.g. vehicle attachments and non-registered vehicles are included in costings.

Proposed 5-year Replacement Programme

26. Using the assumptions identified above the 5-year rolling programme proposes the following vehicle replacements:
27. *Refuse Collection Vehicles (RCVs):* Continue with the purchase of used diesels, with eight due to be replaced over the next five years.
28. *Heavy Goods Vehicles (HGVs):* There are two HGVs that are due to be replaced over the next five years. One of the vehicles would be replaced with used diesel and the other with an electric vehicle.
29. *Specialist Vehicles:* There are five Specialist vehicles due to be replaced over the next five years. All of these vehicles would be replaced with used diesel.
30. *Light Vehicles:* There are three 4x4s and twenty-seven vans due to be replaced over the next four years. The 4x4s would be replaced with used diesels. The replacement of vans would be phased with roughly 50% electric and 50% diesel. A phased approach is proposed for the following reasons:
- We don't need to commit to a single fuel type e.g. hydrogen may have a future role;

- It allows us to learn lessons before future phases of procurement;
- It provides time to upskill the Transport Repair Unit (TRU) staff to work on electric vehicles;
- We can spread the cost of additional infrastructure.

31. *Small Vehicles:* Continue with the purchase of used diesels, with ten ride on mowers and two small sweepers due to be replaced over the next five years.
32. *Mayor's Car:* There is currently no need to replace the vehicle as it has not yet reached the end of its useable life. Therefore, there is no financial or operational argument for replacing the vehicle.

Infrastructure required over the next 5 years

33. To accommodate the proposed electric vehicles in the programme, the Depot would need an electrical capacity upgrade and the installation of vehicle chargers in 2023/24. The estimated cost of these measures is currently £50,000.
34. As mentioned, the Depot will need to accommodate a maximum of seven Food Waste vehicles by 2025/26. A decision will need to be taken on the site's configuration, identifying the vehicles that can be accommodated in the limited available space at the Depot.
35. Any further electrical upgrades would require a significant capital investment. Therefore, it is prudent to wait until the Depot's configuration requirements are clear before proceeding. It may be that some vehicles could be stored at other sites in the Borough, but further detailed work needs to take place to support informed decision making.

Financial implications

36. This approach means that with capital investment the operational costs should be minimised. Overall, the programme will see 57 vehicles, 41 of those being used diesel, and 16 electric, purchased at an estimated total cost of £3,807,900 over the next five years.
37. The Council currently has two budgets for vehicle replacement. Both are on a per annum rolling basis. The main budget is £400,000 and is used for the replacement of all vehicles excluding Building Service vans, these are replaced from a £40,000 budget that comes from the Housing Revenue Account (HRA).
38. To accommodate the replacement programme in year 2023/24 the standard vehicle replacement budget would need to increase by £184,000 to £584,000 and the HRA budget would need to be raised by £54,200 to £94,200.
39. This gives an overall vehicle replacement programme budget of £678,200 for the year 2023/24.

Proposed Annual Updates

40. By having annual updates to the programme, the Council can ensure that it has an up to date and dynamic vehicle replacement programme. We will be able to react to changing technologies and vehicle costs. For example, if we trial an alternative fuel RCV e.g. hydrogen or electric, this would be used to inform annual updates. Updates will take

place in the autumn to inform budget setting for the following year and the Medium-Term Financial Strategy.

41. To aid annual updates, officers are looking to improve data gathering by recording the number of vehicles off the road throughout the year, with changes being made to the Council's finance system to enable costs to be attributed to individual vehicles.
42. These measures should quantify the effect of the rolling programme whilst providing more data to aid the Council when making decisions on when vehicles need replacing.

Environmental Considerations

43. The Council's fuel emissions are the biggest contributor to its carbon footprint. In 2021/22, the latest year we have figures for, the 809.3 tCO₂e fuel emissions, accounted for 51% of the combined Scope one and two emissions.
44. The introduction of electric vehicles as part of the proposed vehicle replacement programme would reduce carbon emissions incrementally, by an estimated saving of 40.1 tCO₂e by 2027/28. This equates to a 5% reduction in scope one fuel emissions.
45. Since February 2022, the Council has been using a biofuel called Hydrotreated Vegetable Oil (HVO) in some vehicles. It allows the Council to record 98% less scope one carbon emissions than diesel. The Garden Waste and Small vehicle fleets are currently fuelled by HVO. It is estimated that fuel emissions for 2022/23 will reduce by 184 tCO₂e as a result.
46. Looking forward, Food Waste Collections could cause a large increase in our carbon footprint when they begin in 2025/26. Based on modelling it is estimated that the new collections will emit an additional 170.5 tCO₂e a year if fuelled by diesel. This could be reduced to 2.4 tCO₂e if HVO is used instead of diesel.
47. Like other fuel types, the price of HVO has been volatile over the last 18-months but has remained consistently more expensive than diesel. With this in mind, it is proposed that the use of HVO is reviewed annually as part of the wider rolling programme, in line with the budget setting process for the following financial year.
48. More detailed analysis can be found in the Carbon Impact Assessment set out in Appendix B.

Solent Airport Vehicle Fleet Review

49. Solent Airport has a fleet of five vehicles that are used for airside operations, and an associated review of this fleet has also been undertaken. The outcome of this review will be reported as necessary as part of a separate forthcoming Executive report updating the Solent Airport investment programme, including the details of any proposed capital expenditure and the associated business case.

Conclusion

50. This report sets out a proposed rolling 5-year vehicle replacement programme based on the assumption of only replacing vehicles when they have reached the end of their useable life and be replaced with vehicles that are the best financial option.

Enquiries:

For further information on this report please contact Alexander Jolley (01329 824470).

Proposed 5-Year Vehicle Replacement Programme

Introduction

1. This report contains the findings from a review of the Council's Vehicle Replacement Programme and presents a proposed rolling 5-year replacement programme for the whole vehicle fleet.
2. The overall aim of the project is to create a considered rolling 5-year replacement programme that allows the Council to:
 - Move to a modern fleet of commercial vehicles;
 - Ensure the fleet remains resilient;
 - Adapt to changing service requirements;
 - Lower our maintenance and vehicle hire costs over the longer term;
 - Identify changing infrastructure requirements.
3. As will be discussed later, to ensure that the replacement programme remains current it is proposed that it is reviewed annually. Updates would take place in the autumn to inform budget setting for the following year and the Medium-Term Financial Strategy
4. To ensure that the Vehicle Replacement Programme (VRP) is considered and well thought out a project team including officers from Corporate Services, Finance, Property, and Streetscene was formed.
5. The team analysed a number of aspects:
 - Current fleet management;
 - Wider influences e.g. legislation;
 - Fuel and vehicle types:
 - Technological development;
 - Costs;
 - Availability;
 - Experiences of other Council/fleets;
 - Maintenance considerations;
 - Infrastructure requirements.
6. The next section of the report gives an overview of what the Council's fleet looks like now and our approach to fleet management.

Vehicle Types and Numbers

7. The Council's fleet is made up of a diverse range of vehicles that reflects the wide-ranging nature of our service provision. The list provided below is the number of vehicles, by type, in the fleet as of February 2023.

8. 21 Refuse Collection Vehicles (RCVs) 26 tonne that are used on our refuse, recycling, garden waste, and trade waste collection rounds.



9. 6 HGVs consisting of:

- 5 and 7.5 tonne – used for grounds maintenance;
- 7.5 tonne – used for Street Cleansing;
- Two HGV Specials – used as road sweepers;
- 16 tonne – narrow access refuse collection vehicle.



10. 60 Light Vehicles made up of:

11. 54 vans used by:

- Building Services;
- Enforcement;
- Environmental Health;
- Public Spaces;
- Refuse & Recycling;

- Street Cleansing;
- Transport Repair Unit (TRU).



12. 6 4x4s used for mainly towing by:

- Transport Repair Unit;
- Public Spaces;
- Countryside.



13. 13 Specialist Vehicles made up of:

- 7 tractors used for grounds maintenance and winter maintenance by:
 - Public Spaces;
 - Daedalus;
- 6 large road sweepers.



14. 16 small vehicles made up of:

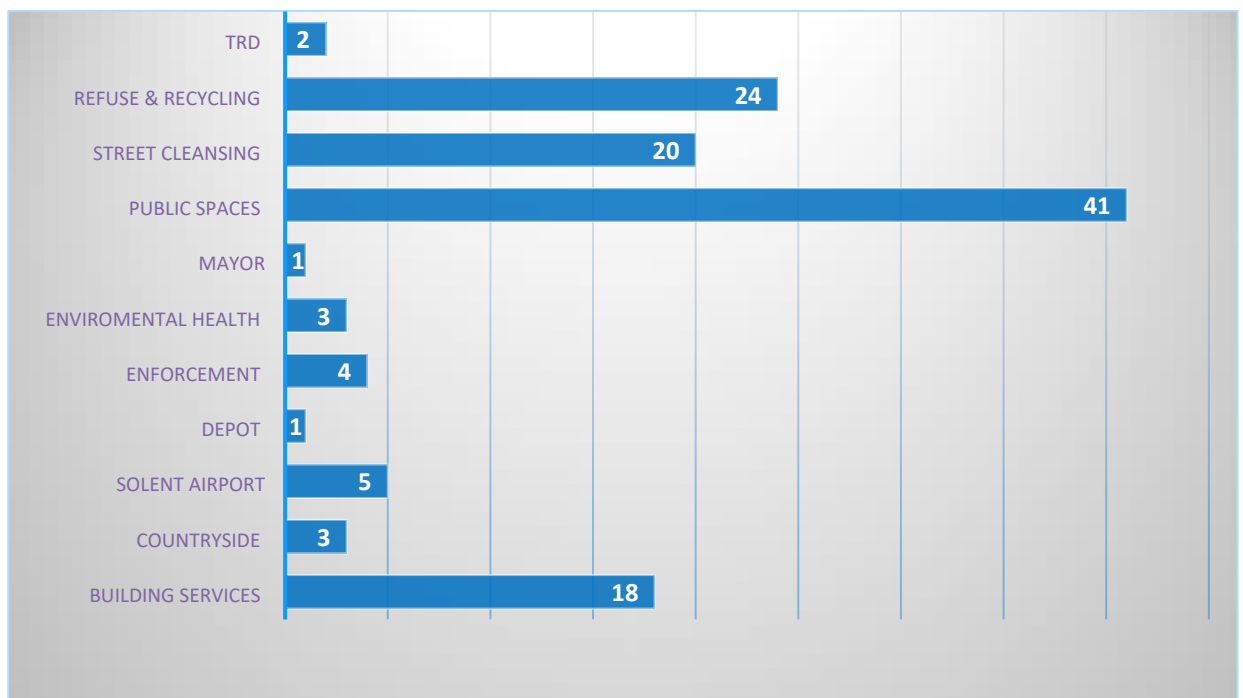
- 14 ride on mowers;
- 2 small sweepers used primarily on town and district centres.





- 15. In addition to the main fleet above, the Council also runs and maintains the Mayor's car a Volvo S80, which is used to transport the Mayor to and from civic engagements.
- 16. Figure 1 below shows how the fleet is distributed by service area.

Figure 1: Vehicle Fleet by Service Area



- 17. It can be seen in Figure 1 above, that Public Spaces has the largest number of vehicles followed by Refuse and Recycling. The reason Public Spaces has the largest number is because it has the broadest range of vehicle types needed for service delivery. It consists of vans, 4x4s, mowers, tractors, and a couple of HGVs.

Fleet Asset Review

- 18. In 2021/22, a Fleet Asset Review was undertaken by the Transport Manager, working with Heads of Services to ensure that the fleet matched their service requirements. As part of the review, six RCVs/HGVs and three Light Vehicles were removed from the fleet.

The fleet continues to be reviewed annually to meet service delivery and to ensure every vehicle is required.

Current Vehicle Replacement Approach

19. Fareham tends to run its vehicles for longer than many other Council's. For example, our oldest vehicle is a van which is 20 years old, whilst our youngest is a 1-year-old sweeper. There are a number of variables that can impact on a vehicle's lifespan; however, we could generally expect vehicles to last for (includes age of vehicle when purchased):
 - 4x4: 16 years;
 - Vans: 15 years;
 - Tractors: 15 years;
 - RCVs: 12 years;
 - HGVs: 12 years;
 - Sweepers: 10 years;
 - Mowers: 10 years.
20. RCVs will move to different services as they age. For example, a newer RCV may start work on refuse and recycling, but as it ages it may move to other services such as Trade Waste or Garden Waste collections.
21. As well as being discretionary services, Trade Waste and Garden Waste vehicles tend to carry lighter loads than refuse and recycling ones.
22. This approach ensures that our newest vehicles help provide our core statutory services i.e., refuse and recycling, helping to ensure the resilience of these key services.
23. We generally only replace vehicles when:
 - The cost of maintaining them becomes too excessive. Manufacturers of many vehicles particularly HGV's and specialist vehicles such as tractors will only produce spare parts for 10 years. Beyond this, parts can often be fabricated or sourced from a vehicle saved for parts.
 - However, the market for these is relatively small and tend to become more expensive the older the vehicle becomes. If the cost of maintenance becomes too expensive, then the vehicle is no longer deemed viable.
 - There is a high level of downtime: If the amount of time a vehicle is broken down and off the road impacts on the resilience of the service, then a replacement vehicle may be sought. This can result in temporary vehicles being hired until a replacement is sourced.

Council Vehicle Fleet Age Comparison

24. Table 1 below shows a comparison of the average age of RCV and van fleets in Hampshire. All the authorities listed below purchase their vehicles outright and run in-house services. As can be seen in the table, FBC's fleet has the highest average age for both RCVs and vans.

Table 1: Average Age of Hampshire Authority Vehicle Fleets

Local Authority	Average Age (Years)	
	Refuse Collection Vehicles	Light Vehicles (Vans)
Fareham	8	10
Eastleigh	6	6
Test Valley	5	4
New Forest	4	6

25. Our RCV fleet provides a good example of why the average age of our vehicles is higher. Many Councils will run an RCV for around eight years before replacing, whereas we will aim for around 12 years, which is 50% longer.

Vehicle Purchases Annual Spend and Budget

26. Table 2 below shows the annual capital spend on vehicle purchases since the financial year 2016/17 and the corresponding annual budget.

Table 2: Annual Spend and Budget on Vehicle Purchases

Year	Annual Spend	Annual Budget	Amount relative to Budget
2022/23	£472,968	£494,700	-\$21,732
2021/22	£436,101	£505,800	-\$69,699
2020/21	£732,250	£838,000	-\$105,750
2019/20	£290,797	£646,000	-\$355,203
2018/19	£898,918	£800,000	£98,918
2017/18	£894,661	£800,000	£94,661
2016/17	£302,660	£360,000	-\$57,340

27. It can be seen in the table that the annual spend varies each year. Depending on the types of vehicles that need replacing that year. For example, the cost of replacing a Refuse Collection Vehicle is £135,000 more than replacing a van.
28. Over the past seven years (including the current financial year) the amount spent relative to budget has never exceeded more than around £100,000 and there are five years when spend has been underbudget. Overall, over the period 2016/17 – 2022/23 the average annual spend on replacement vehicles is £575,479.

Vehicle Fleet Annual Running Costs

29. It can be seen in Table 3 below that there are a number of different aspects involved as part of vehicle running costs.

Table 3: Annual Vehicle Running Costs

	2019/20	2020/21	2021/22	2022/23
Fuel	£370,265	£324,731	£382,362	£555,032
Vehicle Maintenance (Repairs)	£348,628	£391,756	£383,415	£529,791
Vehicle Hire	£65,757	£57,243	£114,032	£210,835
Insurance	£114,757	£82,893	£96,867	£91,491
Tyres	£45,605	£32,182	£35,255	£47,363
Road Tax (licenses)	£32,298	£31,330	£24,518	£20,564
Cleaning	£21,194	£35,541	£16,377	£20,038
Trackers	£14,362	£17,914	£22,579	£20,953
MOT	£10,617	£6,659	£7,939	£4,940
Servicing	£2,450	£2,050	£1,944	£2,050
Other	£1,617	£1,617	£1,617	£1,617
Total	£1,027,550	£983,916	£1,086,905	£1,504,674

30. The financial year 2022/23 has seen a significant increase in vehicle running costs, particularly fuel, maintenance, and hire vehicles. In 2022/23 we spent £1,504,674 on vehicle running costs, this is an increase of £477,124 over 2019/20. The following issues have contributed to this top-level increase:
31. Vehicle maintenance: We spent £348,628 on maintenance in 2019/20, with this figure growing by £181,163 to £529,791 in 2022/23. This is in part caused by increases in the cost of spare parts, which also tend to be more expensive for older vehicles, but are also linked to the higher number of maintenance required for an older vehicle.
32. Fuel: The price of fuel has been volatile since the beginning of the war in Ukraine in February 2022. Prices for diesel and HVO were higher than before the start of the war throughout 2022/23.
33. Vehicle hire: Vehicle hire to replace vehicles off the road has more than tripled since 2019/20 going from £65,757 to £210,835 in 2022/23. An older fleet has a significant effect on these figures.

Risk To Service Provision

34. In addition to rising maintenance and hire costs, having an older fleet presents risks to service provision. In February 2023, 16 hire vehicles were used to support daily service delivery of front-line services, with 11 of these replacing vehicles off the road due to mechanical problems.
35. Currently just under 10% of the fleet is off the road due to mechanical problems. This puts significant pressure on service delivery and in particular puts waste collections at risk.

36. On several occasions in early 2023, a third of the RCV fleet was off the road. On one day, the narrow access waste collections could not be completed as the vehicle broke down and could not be repaired in time to complete the collections scheduled for that day.

Vehicle Replacement Programme Influences

37. Taking into account the increasing costs and significant risks to service provision and resilience our current approach to fleet management presents, it is wise to look at alternative approaches. There are a number of influences such as changing service needs, vehicle technologies and the Council's medium-term financial challenges for any new approach to consider.

Environment Act 2021: Twin Stream

38. This legislation sets out targets ranging from biodiversity, air and water quality through to recycling. Whilst detailed guidance is still being awaited from the Government, the Act is anticipated to require separate collections for Containers (e.g. glass, cans, plastics) and Fibres (i.e. paper and card). There is also a proposal for a new Materials Recovery Facility (MRF) in Hampshire to sort the material streams. It is anticipated that collections will start from 2025 onwards with an 18-month phased introduction.
39. The Council will need to determine how the different material streams will be collected and in what type of RCV. However, at this stage the assumption is to use the existing open back RCV fleet, and seek to avoid the need to the purchase additional or replacement vehicles.

Environment Act 2021: Food Waste

40. We are still awaiting statutory guidance, but it is anticipated that in 2025/26 mandatory food waste collections will be introduced.
41. The modelling undertaken indicates a maximum of seven specialist 12 tonne food waste collection vehicles will be required. Six vehicles would be for weekly rounds, and one would be required to cover maintenance.
42. The current cost for a new 12 tonne Food Waste Collection vehicle is £145,000. It is not yet confirmed but it is anticipated that New Burdens funding will cover the capital expenditure cost of these vehicles, but they will need to be purchased, ahead of the new collections starting in 2025.
43. There is currently only a very small second-hand market for food waste vehicles, and it is not deemed feasible to procure a fleet of second-hand vehicles for the 2025 start.
44. Demand for new RCVs in particular the smaller food waste collection vehicles, will be high in the run up to 2025.
45. This will impact on waiting times and potentially vehicle costs meaning we will likely need to procure them in 2024. Opportunities to jointly procure with other Councils will be explored.
46. It is worth noting that to accommodate food waste and twin stream recycling, collection rounds would need to be rebalanced, with bin days changing for many residents in 2025.

Depot's long-term configuration

47. A Depot short-term Asset Management Plan was approved in 2022 and covers the next three years up until the end of 2025. The focus of the plan is on safety, legal, and operational requirements.

48. Based on the Twin Stream and Food Waste collection assumptions discussed above, it is anticipated that the Depot will need to accommodate a maximum of seven additional food waste vehicles in 2025/26.
49. Any considered transition to alternative fuels e.g. electric in the medium term, will also require infrastructure improvements, with more detailed consideration needed about infrastructure for a wider role out.

Vehicle Technology

Diesel and Petrol Vehicles

50. The majority of the Council's vehicle fleet is currently run-on diesel. In 2020, the Government announced its Road to Net Zero Strategy with the following targets for the end of sale of new diesel and petrol vehicles:
 - Cars and vans: Sales of new diesel and petrol vehicles will end in 2030: New hybrid vehicles will continue to be sold up until 2035;
 - Heavy Goods Vehicles (HGVs) including RCV's: Sales of new vehicles will end in 2035.
51. The Council's approach to vehicle replacement has been to buy second hand diesel vehicles whenever possible. The Government's targets for ending the sale of new vehicles will impact on this approach. The market for second hand vehicles will likely shrink and become more expensive as we approach and go beyond 2030 and 2035. The market for spare parts will also likely shrink too.
52. Whilst there are longer term restrictions on their continued use, the lifetime cost analysis discussed later highlights that used diesel vehicles are still the cheapest vehicle type for most of our fleet and require no additional infrastructure.

Electric Vehicles

53. An electric vehicle (EV) uses electric motors for propulsion powered by a battery. The batteries are plugged in to chargers as they become depleted. The main benefit of EVs is the eradication of tail pipe emissions. There are zero carbon emissions from the vehicle itself.
54. EVs currently have two main downsides when compared to other vehicle types:
 - Reduced range: EVs have limited range due to battery constraints;
 - Long recharging time: EV's take considerably longer to fully re-charge when compared to the time it takes to re-fuel a diesel vehicle.
55. The electric vehicle market is fast growing and there are already a number of vans and cars available on the market. Electric versions of specialist vehicles do exist such as E-RCVs, however, these are newer to the market and therefore, are considerably more expensive than their diesel counterparts.
56. EVs are significantly cheaper to fuel than diesel. For example, it costs around £13,675 a year to fuel an RCV with diesel. To power an electric RCV would cost around £5,820 a year, which is £7,855 cheaper based on current prices.
57. The infrastructure required for EV's depends on the number and type of EV's purchased. Light vehicles (Vans) only require a 7.5kw charger to be able to be operationally efficient. HGVs require larger chargers due to the larger batteries. A 22kw charger would be the minimum required for an E-HGV.

58. The Depot does not currently have any EV charging infrastructure in place for an increased EV fleet.

Hydrogen Vehicles

59. There are two types of hydrogen vehicles. These are, Hydrogen Combustion Engine Vehicles (HICEV), which act in the same way as a conventional diesel, and Hydrogen Fuel Cell Electric Vehicles (HFCEV) which are similar to electric vehicles.
60. Most hydrogen vehicles are HFCEVs. These use hydrogen to generate electricity which is used to power electric motors. The benefits of HFCEV's are as follows:
- Good range: Hydrogen vehicles have a similar range to that of diesel vehicles;
 - Fast 're-fuelling' time: The re-fuelling time of a hydrogen vehicle is similar to that of a diesel;
 - Good load capacity: For an EV to increase its range it requires more and more batteries. For hydrogen vehicles a larger fuel cell is not required to increase range. This means that HFCEV's have a higher payload than EVs.
61. These benefits mean that hydrogen fuel cells are ideal for HGVs which travel long distances and need to be able to refuel quickly. However, there are a number of downsides of HFCEVs:
- Less efficient than EVs: The process of powering a HFCEV has more stages than the process used to power an EV. Therefore, more energy losses occur in the process of powering a HFCEV;
 - Safety requirements: Hydrogen can be extremely flammable and therefore, needs to be used carefully. However, this risk can be minimised with proper safety measures in place;
 - Availability and cost: There are currently very few commercial vehicles available. Hydrogen RCVs are available but cost over £500,000 each with very long lead in times;
 - No fuel available locally yet: Hydrogen is an emerging fuel and currently there is no available fuel supply of hydrogen in the South of England. The Solent Cluster has recently been set up by the Solent Local Enterprise Partnership (LEP), with an aim of supporting hydrogen production in region. If successful, this could enable a source of commercially available hydrogen, but this does not look likely in the next five years.
62. Hydrogen can be produced by using a number of different power sources. The main five types of hydrogen are:
- Green: produce using renewable electricity e.g. wind or solar;
 - Blue: produced mainly from natural gas. Carbon dioxide is trapped and stored through a process called carbon capture and storage (CCS);
 - Grey: this is essentially blue hydrogen without CCS;
 - Pink: produced by using nuclear energy;
 - Black and Brown: uses black or brown coal to produce hydrogen. This is the most environmentally damaging form of hydrogen.

63. Due to the lack of fuel available locally and vehicles on the market hydrogen is currently not a viable option and only used diesel and electric vehicles will be considered as part of the first iteration of the replacement programme. When the programme is reviewed annually, the availability and cost of hydrogen vehicles and fuel will be considered.

Potential Alternative Fuel RCV Trial

64. To inform annual updates to the rolling 5-year vehicle replacement programme it may be beneficial to conduct an alternative fuel RCV trial as market testing. This would either be an electric or hydrogen RCV and would aid future decision making when deciding which technology type will be more suited to FBC when the crossover point from diesel to alternative fuel RCV takes place.
65. The trial could vary in length from one week to one year and the Council would most likely look to lease the vehicle. An electric RCV currently has a purchase cost of £425,000, whereas a hydrogen RCV is in the region of £500,000.
66. An electric RCV would require a 22kw. This would require a significant electrical upgrade at the Depot which would likely not take place till towards the end of the 5-year programme.
67. As discussed above, the issues around availability of hydrogen fuel means that it is not a viable fuel source for running a permanent fleet of vehicles. However, if the Council wanted to trial a hydrogen RCV it could have hydrogen delivered in canisters to the Depot site. This would be through the company providing the hydrogen vehicle. The canisters would be sufficient to power one vehicle and the arrangement would be suitable for the length of the trial period.

Price Volatility and the Energy Crisis

68. Since 2021 the price of diesel has risen significantly from 1.22 £/litre to a peak of 1.77 £/litre in summer 2022. At the end of 2022, the price had stabilised to around 1.54 £/litre which is a 26.2% increase on 2021 prices. We do not anticipate the price of diesel reducing to pre-2022 levels for the foreseeable.
69. Electricity has also seen significant price increases over the past 12 months. Between October 2021 and October 2022, the p/kWh day rate has increased by 200%. Despite this significant increase, EV's are still cheaper to run than an equivalent diesel. In the long run the price of electricity is likely to reduce as the country invests in a more resilient electricity network.
70. Table 4 shows the average cost of diesel and both night and day rates for electricity per mile travelled in a van for 2022.

Table 4: Fuel Price Comparison

	p/Mile Van (2022)
Diesel	25p
Electricity (Night)	9p
Electricity (Day)	12p

71. In the first couple of months of 2023 the price of diesel has seen a significant decrease of around 4p/Mile. It is anticipated that electricity will also see a decrease in p/Mile as with move further into 2023.

Medium Term Financial Strategy

72. The Council's Medium Term Financial Strategy approved by the Executive on the 9 January 2023, projected a revenue shortfall over the next four financial years.
73. Taking into account our financial challenges, the proposals in this report are driven by the need to ensure the best use of public money alongside meeting service needs.

5-Year Programme Rationale

74. The main benefits of a 5-year programme is that it would enable the procurement of vehicles in a considered manner, which will support the ongoing resilience of the fleet and facilitate good financial management over the medium term.
75. The vehicle market is currently very volatile and due to a number of different global factors new vehicle lead in times have gone from 12 months to 24 months over the last year. This means that the whole process can take over two years and therefore, the Transport Manager must consider the procurement of a vehicle a significant amount of time prior to its replacement. A 5-year plan can be used to inform procurement decisions and ensure service resilience.
76. Maintenance and hire of vehicles in 2022/23 cost £529,791 and £210,835 respectively. In most cases when a vehicle breaks down and needs maintenance, the Council must hire a vehicle in its place to ensure service delivery.
77. A 5-year programme would aim to reduce the level of expenditure on maintenance as it would enable the replacement of vehicles before major issues occur. This in turn would most likely reduce the expenditure on hire vehicles as these vehicles would not be required. Overall, the programme would help ensure service resilience and also efficiency of service as additional expenditure would not need to be spent on ensuring service delivery.

Vehicle Modelling Assumptions

78. The following section analyses the assumptions, each of which have been influenced by the findings outlined above, used to create the vehicle replacement programme. The general approach is:
- We will continue to mostly buy used (1 – 3 years old) diesel vehicles;
 - We run our vehicles until they are no longer financially and operationally viable. This is likely to be 1-2 years on average less than currently but will depend on the state of each individual vehicle;
 - Where financially and operationally viable we will consider electric vehicles;
 - Long – term vehicle leasing is not currently financially viable;
 - Plant e.g. vehicle attachments and non-registered vehicles included in costings.

Lifetime Costs

79. Lifetime vehicle cost analysis has been conducted to determine the best vehicle replacement option based on financial cost. The lifetime cost assumptions used for the analysis are:

- Capital purchase and fuel/electricity running cost over a 10-year period;
- Average Van Fuel Cost:
 - Diesel: 25 p/Mile;
 - Electricity: 10.5 p/Mile.

80. During 2022 we have seen significant fluctuations in the price of Diesel and Electricity due to the current energy crisis. Therefore, the prices used in the model for the p/Mile estimates are based on the average price of each fuel type during 2022. This means that the costs are higher than those seen pre-crisis in 2021 but are lower than the peaks seen in 2022. This means that the figures are suitable as predictions for lifetime cost analysis over 10 years as it is hard to predict when/if prices will return to levels seen in 2021.

Vehicle Lifespan Assumptions

81. The vehicle lifespan assumptions used are:

- Electric vehicles are assumed to have lifespan of 10 years;
- Batteries are warranted for 8 years;
- Lifespan of diesel vehicles between 10 – 15 years.

82. Table 5 below lists the number of vehicles by vehicle type and the associated estimated lifespan of the vehicle. The estimated lifespans are for the current fleet and not replacement vehicles. The lifespan could be less depending on running costs of the vehicle.

Table 5: Vehicle Modelling Assumptions – Current Fleet Lifespan

Vehicle Type	Sub-Type	Number	Est. Maximum Lifespan Years
RCV	RCV's 26t	21	12
HGV	HGV 16t	1	12
	HGV 7.5t	2	17.5
	HGV 5t	1	15.5
	HGV Special	2	12
Light Vehicles	Van	55	15
	4x4	7	16
Specialist Vehicles	Large Sweeper	6	10
	Tractor	7	15
Small Vehicles	Ride on Mower	15	10
	Small Sweeper	2	10

Maintenance Costs

83. When comparing diesel and electric vehicles the maintenance costs associated with each have been omitted from the lifetime cost analysis. The reason for this is that based on research conducted, it was found that there is no significant difference between conventional and electric vehicles in terms of maintenance costs. Therefore, it would not

provide any benefit to include these costs when comparing the lifetime costs of each fuel type.

Proposed 5-year Vehicle Replacement Programme

84. The following section outlines the proposed rolling replacement programme for each vehicle type within the Council’s fleet.

Refuse Collection Vehicles (RCVs)

85. Diesel: A used diesel RCV costs around £165,000. The annual fuel cost is around £15,464.
86. Electric: There are currently electric RCV’s available on the market that match the performance requirements of the fleet. A new E-RCV costs around £425,000. The annual fuel cost is significantly cheaper at £6,581.
87. Hydrogen: A hydrogen RCV costs around £500,000. These are available on the market; however, fuel availability makes them currently an unviable option in the South of England.

Table 6: 10 Year Lifetime Cost Comparison

	RCV	
	Diesel	Electric
Capital Cost	£165,000	£425,000
10yr Fuel Cost	£154,641	£65,807
10yr Total Lifetime Cost	£319,641	£490,807







Proposed Approach

88. Based on the findings above it is proposed that the Council continue purchasing used diesel RCVs for the next five years. This is because used diesel RCV’s are currently the best financial option.

5-Year Replacement Programme Proposal

89. Over the next five years up until the end of 2027/28, eight RCVs are due to be replaced.
90. Table 7 below shows that the RCVs due to be replaced are spread out across the programme with no more than two being replaced in any one year. This helps spread out the financial burden of replacing these large vehicles. The programme also ensures that the Council will have a resilient fleet in preparation for Twin Stream collections in 2025/26 as it will have purchased a number of replacement vehicles around this date.

Table 7: RCVs 5-Year Programme

	23/24	24/25	25/26	26/27	27/28
Diesel RCVs (Used)	1 	2 	2 	2 	1 
Capital Cost	£165,000	£330,000	£330,000	£330,000	£165,000
Food Waste RCVs (New)		7 			
(Possible) Capital Cost		£1,015,000			
Total Cost	£165,000	£1,345,000	£330,000	£330,000	£165,000

91. In 2024/25 it is anticipated that the Council will have to procure seven Food Waste vehicles in preparation for collections in 2025/26 at a cost of £1,015,000. The Council anticipates that it will receive new burdens funding which will cover the capital cost of the vehicles, however, this is yet to be confirmed. Therefore, the figure has been labelled 'Possible Capital Cost'.

Heavy Goods Vehicles (HGVs)

HGV 7.5 tonne

92. Diesel: A used diesel HGV 7.5t costs around £140,000. The annual fuel cost is around £2,266.
93. Electric: There are currently electric HGV 7.5t vehicles on the market, however, they cost around £230,000. The annual fuel cost is around £964.
94. Hydrogen: There are currently no hydrogen alternatives on the market.

Table 8: 10 Year Lifetime Cost Comparison

HGV 7.5t		
	Diesel	Electric
Capital Cost	£140,000	£230,000
10yr Fuel Cost	£22,656	£9,641
10yr Total Lifetime Cost	£162,656	£239,641

Proposed Approach

95. Based on the findings above it is proposed that the Council purchase a used diesel HGV 7.5t.

HGV 5 tonne

96. Diesel: A used diesel HGV 5t costs around £33,000. The annual fuel cost is around £3,101.
97. Electric: There are currently electric HGV 5t vehicles on the market which cost around £45,000. The annual fuel cost is around £1,320.
98. Hydrogen: There are currently no hydrogen alternatives on the market.

Table 9: 10 Lifetime Cost Comparison

HGV 5t		
	Diesel	Electric
10yr emissions	50.6	12.9
Capital Cost	£33,000	£45,000
10yr Fuel Cost	£31,010	£13,200
10yr Total Lifetime Cost	£64,010	£58,200



Proposed Approach

99. Based on the findings above it is proposed that the Council purchase an electric HGV 5t vehicle. The reason for this is that over a 10-year lifespan the electric HGV 5t is cheaper than a used diesel vehicle. This is because of the savings associated with using electricity rather than diesel to power a vehicle.

5-Year Replacement Programme Proposal

100. As Table 10 shows below, over the next five years, the HGV 5t and HGV 7.5t are due to be replaced.

Table 10: HGVs 5-Year Replacement Programme

	23/24	24/25	25/26	26/27	27/28
7.5t Diesel (Used)				1 	
Capital Cost				£140,000	
5t Electric (Used)			1 		
Capital Cost			£45,000		
Total cost			£45,000	£140,000	

101. The 7.5t vehicle would be replaced in 2026/27 with a used diesel and the 5t vehicle with an electric version in 2025/26.

Specialist Vehicles - Sweepers

102. Diesel: A used diesel sweeper will cost around £80,000. The annual fuel cost is around £4,596.
103. Electric: There are currently electric sweepers on the market, however, they cost £250,000. Due to the sweepers being specialist pieces of equipment, the market for them is small and this means that new technology prices are extremely high.
104. Hydrogen: There are currently no hydrogen alternatives on the market.

Table 11: 10 Year Lifetime Cost Comparison

Sweeper		
	Diesel	Electric
Capital Cost	£80,000	£250,000
10yr Fuel Cost	£45,956	£19,556
10yr Total Lifetime Cost	£125,956	£269,556



Proposed Approach

105. Based on the findings above it is proposed that the Council continue purchasing used diesel sweepers for the next five years.

5-Year Replacement Programme Proposal

106. Over the next five years up until the end of 2027/28, five sweepers are due to be replaced towards the end of the programme.

Table 12: Specialist 5-Year Programme

	23/24	24/25	25/26	26/27	27/28
Sweeper Diesel (Used)				2 	3 
Capital Cost				£150,000	£230,000

Light Vehicles – 4x4s

107. Diesel: A used diesel 4x4 costs around £39,000. The annual fuel cost is around £608.
108. Electric: There are currently no viable electric alternatives on the market due to the low towing capacity of electric 4x4s.
109. Hydrogen: There are currently no hydrogen alternatives on the market.




Proposed Approach

110. Based on the findings above it is proposed that the Council continues purchasing used diesel 4x4s.

5-Year Replacement Programme Proposal

111. Over the next 5 years up until the end of 2027/28, three 4x4s are due to be replaced.
112. It can be seen in Table 13 below that the three vehicles are spread out across the programme with no more than one being replaced each year.

Table 13: 4x4 5-Year Programme

	23/24	24/25	25/26	26/27	27/28
4x4 Diesel (Used)	1 	1 	1 		
Capital Cost	£39,000	£39,000	£39,000		

Light Vehicles - Vans

113. Diesel: A used diesel van costs around £34,000. The annual fuel cost is around £1,546.
114. Electric: An electric van costs around £45,000. The annual fuel cost is estimated at £658.
115. Hydrogen: There currently no readily available hydrogen alternatives on the market.

Table 14: 10 Year Lifetime Cost Comparison

Van		
	Diesel	Electric
Capital Cost	£34,000	£45,000
10 yr Fuel Cost	£15,458	£6,578
10 yr Total Lifetime Cost	£49,458	£51,578










Proposed Approach

116. As can be seen in Table 14 above the lifetime cost between a used diesel van and an electric van is only £2,120. This is for a van with average mileage. When looking at high usage vans of which the Council has four, the lifetime cost of an electric van is lower than that of a used diesel.
117. It is anticipated that running diesel vehicles will become more expensive as we near the Government's ban of diesel/petrol vehicle sales in 2030, through different forms of taxation. It is currently hard to quantify this and it has not been included in the lifetime cost analysis. However, when the lifetime costs are as close as seen in Table 14, it is considered that we are at a transition point in technologies for this vehicle type.
118. Therefore, it is proposed that the Council adopted a phased approach with regards to the replacement of the van fleet. This would involve replacing around 50% of the vans with used diesel vehicles and 50% with electric. The reasons for this considered approach are:
- Not committing to a single fuel type e.g. hydrogen may have a future role;
 - Phased transition allows us to learn lessons before future phases of procurement;
 - Time to upskill Transport Repair Unit (TRU) staff to work on electric vehicles;
 - Spread the cost of additional infrastructure.
119. The speed of transition to electric may increase/decrease depending on the annual reviews of the programme.

5-Year Replacement Programme Proposal

120. The following section provides a summary of the overall proposed rolling programme. Over the next five years up until the end of 2027/28, 27 vans are due to be replaced. Table 15 below shows the split of electric and used diesel van replacements each year

Table 15: Van 5-Year Programme

	23/24	24/25	25/26	26/27	27/28
Van Diesel (Used)	5 	3 	2 	2 	
Capital Cost	£155,000	£93,000	£63,000	£58,000	
Van Electric (New/Used)	3 	3 	3 	3 	3 
Capital Cost	£121,200	£135,000	£118,000	£131,200	£135,000
Total cost	£276,200	£228,000	£181,000	£189,200	£135,000

121. It can be seen that the proposal is to purchase three electric vans each year and then the remaining vans with used diesel. This means that over the 5-year programme the Council would purchase 12 used diesel vans and 15 electric vans. To aid procurement the electric vans could be either new or used (1-3 years old) depending on what is available on the market at time of replacement.
122. Over the next five years it is proposed that up to 15 light electric vans be purchased. Table 16 below shows that each service has been identified for replacement EV's.

Table 16: Light Vehicle EV Replacement by Service

	23/24	24/25	25/26	26/27	27/28	Total
Building Services	1		1	1		3
Enforcement	1		2			3
Environmental Health		1				1
Public Spaces	1	1		1	1	4
Refuse & Recycling					1	1
Street Cleansing		1		1	1	3

123. Based on early discussions with Heads of Service a rollout of EV vans is relatively simple for each of the service areas except from Building Services. Every service except from Building Services store vehicles over night at either the Depot or another Council owned site. This means that charging the vehicles would be relatively simple.

124. Building Service operatives take their work van home. This means that charging the vehicles is not simple as they would not have any downtime at the Depot site to charge. We currently have identified three vehicles within Building Services that could function as electric vehicles due to the specific nature of the operatives jobs, however, further rollout would require some alternative thinking.

Small Vehicles – Ride on Mowers

125. Diesel: A used diesel mower costs around £30,000. The annual fuel cost is estimated at £2,472.

126. Electric: There are currently electric mowers on the market, however, the range is insufficient for the Council’s requirements.

127. Hydrogen: There are currently no hydrogen alternatives on the market.

Proposed Approach

128. Based on the findings above it is proposed that the Council continue purchasing used diesel mowers.

Small Vehicles - Small Sweepers

129. Diesel: A used diesel small sweeper costs around £50,000. The annual fuel cost is estimated at £1,110.

130. Electric: An electric small sweeper costs around £120,000. The annual fuel cost is estimated at £473.

131. Hydrogen: There are currently no hydrogen alternatives on the market.

Table 17: 10 Year Lifetime Cost Comparison

Small Sweeper		
	Diesel	Electric
Capital Cost	£50,000	£120,000
10yr Fuel Cost	£11,104	£4,725
Total Lifetime Cost	£61,104	£124,725








Proposed Approach

132. Based on the findings above it is proposed that the Council continue purchasing used diesel small sweepers.

5-Year Replacement Programme Proposal

133. Over the next five years up until the end of 2027/28, 10 ride on mowers and two small sweepers are due to be replaced.

Table 18: Small Vehicle 5-Year Replacement Programme

	23/24	24/25	25/26	26/27	27/28
Mower Diesel (Used)	4 	1 	2 	2 	1 
Capital Cost	£120,000	£30,000	£60,000	£60,000	£30,000
Small Sweeper Diesel (Used)		1 	1 		
Capital Cost		£50,000	£50,000		
Total	£120,000	£80,000	£110,000	£60,000	£30,000

134. In Table 18 above it can be seen that the two small sweepers are due to be replaced in 2024/25 and 2025/26. The ride on mowers are relatively spread out except for in 2023/24 where there are four due to be replaced.

Mayor's Car

135. Diesel: The mayor's car is currently a Euro 5 diesel engine. Therefore, there are no significant NOx emissions associated with the vehicle. The car is currently 10 years old and could be used for at least another five years. It costs £427 per annum to run the vehicle on diesel.
136. Electric: There are a number of different EV's on the market that could be used as a mayor's car. However, due to the requirements of the service the replacement vehicle would most likely need to be a saloon, as it is currently. The only saloon EVs on the market are upwards of £50,000.
137. Hydrogen: There are currently no viable hydrogen vehicles due to the lack of hydrogen refuelling stations within the area.

Proposed Approach

138. There is currently no need to replace the vehicle as it has not yet reached the end of its useable life. Therefore, there is no financial or operational argument for replacing the vehicle.

Vehicle Replacement Programme Total Costs

139. This section of the report summaries the costs associated with the proposed replacement programme above.
140. Table 19 below shows that the rolling programme involves replacing 41 vehicles with used diesel and 16 with electric. The electric replacements are only where it makes financial/operation sense. The table also includes the cost of 18 pieces of Plant equipment that are due to be replaced during the 5-year programme.

Table 19: 5-Year Programme Proposal Summary: Full Fleet

	RCVs	*Food Waste RCVs	HGVs	Special	Light	Small	Plant
Used Diesel	8	7	1	5	15	12	18
Cost	£1,320,000	£1,015,000	£140,000	£380,000	£486,000	£400,000	£396,500
Electric			1		15		
Cost			£45,000		£640,400		
Totals	£1,320,000	£1,015,000	£185,000	£380,000	£1,126,400	£400,000	£396,500
5-year total	£3,807,900 + *£1,015,000						

141. The estimated total cost of the proposed programme would be £3,807,900 over five years. During the programme it is anticipated that £1,015,000 will needed to be spent on procuring seven food waste collection vehicles. However, this figure has been separated out from the programme total as it is expected that New Burdens funding will cover the capital cost of these vehicles.
142. Table 20 below splits the programme cost year by year. Based on the above the programme would require an annual budget of around £762,000. As mentioned previously, it is anticipated that New Burdens funding will cover the £1,015,000 for seven food waste collection vehicles in 2024/25.

Table 20: Proposed Fleet Programme by Year

	2023/24	2024/25	2025/26	2026/27	2027/28
RCV	£165,000	£330,000	£330,000	£330,000	£165,000
*Food Waste RCVs		£1,015,000			
HGV	£0	£0	£45,000	£140,000	£0
Special	£0	£0	£0	£150,000	£230,000
Light	£315,200	£267,000	£220,000	£189,200	£135,000
Small	£120,000	£80,000	£110,000	£60,000	£30,000
Plant	£78,000	£127,000	£19,500	£97,000	£75,000
Total	£678,200	£804,000 + *£1,015,000	£724,500	£966,200	£635,000

143. The proposed programme includes the purchase of 16 electric vehicles. Running a vehicle on electricity is cheaper than using diesel. Therefore, the Council would see small revenue savings in fuel cost as it adopts more electric vehicles.
144. Table 21 below shows that as the Council adopts more electric vans each year in line with the proposed plan the revenue savings increase.

Table 21: Revenue Fuel Savings by Year

	2023/24	2024/25	2025/26	2026/27	2027/28	5 Year Fuel Saving
Van	£2,664	£5,328	£7,992	£10,656	£13,320	£39,959
HGV 5t			£1,781	£1,781	£1,781	£5,343
Total	£2,644	£5,328	£9,773	£12,437	£15,101	£45,302

145. In total the Council would be looking at an estimated fuel saving of £45,302 over the five years.

Infrastructure Requirements

Infrastructure Approach

146. The infrastructure required for the proposed programme has been split into two phases:

- The infrastructure for the first 5-year replacement programme;
- The infrastructure for later programmes.

147. This is deemed to be a considered and phased approach which reflects the proposed replacement programme and service needs. By having two phases it would allow the Council to be flexible regarding the following points:

- Long-term future of the Depot;
- Future fuel types e.g., hydrogen;
- Ensure that we don't over provide;
- Potential future distributed charging network across Borough.

148. When the programme would be reviewed annually these factors would be part of the review to ensure that the Council's approach is up to date and is in line with service need at the time of review.

149. The infrastructure for phase one would be split into two parts:

- Space requirements;
- EV charging infrastructure.

Infrastructure Phase One (Space Requirements)

150. In 2025/26 it is anticipated that food waste collections will begin and to be able to deliver the service a maximum of seven food waste collection vehicles will need to be acquired.

151. The Broadcut Depot site is currently the operating centre for the operator's licence for vehicles 3.5t and above. As these vehicles would be 12 tonnes, they would need to be stored at the Broadcut Depot Site.

152. The current Depot site is already near maximum capacity. This means that reconfiguration of the site would be required to accommodate the new food waste vehicles.

153. One option to be explored is the operation of a partially distributed vehicle fleet. This would involve identifying existing Council sites across the Borough that could be used for the storage of smaller vehicles such as vans.
154. A number of vans are already stored across the Borough at sites such as Osborn Road car park. The Council potentially has capacity at Hook Tip recreation ground which currently stores a number of pieces of grounds maintenance equipment.

Infrastructure Phase One (EV Charging)

155. The second aspect of the phase one infrastructure upgrade focuses on EV charging. The proposed 5-year replacement programme includes 16 electric vehicles.
156. To accommodate EVs at the Depot the electrical capacity at the site would need to be upgraded from 50 KW to 100 KW. The estimated cost of the upgrade is currently £50,000. This figure includes the installation of 6 – 8 vehicle chargers. These chargers would all be installed at the same time.
157. Analysis suggests that 6 - 8 chargers would be sufficient to cover charging requirements for the whole 5-year programme. However, as the proposed programme suggests a phased approach of three EV vans a year, it would mean that each vehicle would have its own charger for the first two years of the programme.
158. This approach would allow the Council to gather real world data which could be used to inform subsequent years of the programme, before the purchase of more EV vans, in case additional chargers are required.

Infrastructure Phase Two

159. Any further electrical upgrades would require a significant capital investment. Therefore, it's prudent to wait until the Depot's configuration requirements are clear before proceeding.
160. Beyond the first 5-year replacement programme, the Council would need to further upgrade the electrical capacity at the Depot site if it was considering a more electrified vehicle fleet. The size of the upgrade would depend on the local network electrical capacity. The timing of an upgrade depends on a number of factors:
- Timing of alternative fuel RCVs;
 - Potential role of hydrogen vehicles;
 - Potential role of other sites for charging and vehicle storage.
161. As the programme is reviewed annually the specifics of phase two will become clearer as the direction of the vehicle market towards alternative vehicle fuel types becomes clearer.

Proposed Programme Summary

162. The proposed 5-year replacement programme consists of three main aspects.

Vehicle Purchase:

- 57 vehicles to be replaced at a total of £3,807,900:
 - 41 used diesels,
 - 15 electric vans,

- 1 electric HGV 5t.

Running Costs:

- Over the 5-year programme the Council would save an estimated £45,302 on fuel costs by changing vehicle fuel types;
- Other changes to vehicle maintenance and hire costs will be monitored as part of the annual review.

Infrastructure Upgrade:

- Phase one upgrade £50,000 – first 5-year programme;
- Phase two upgrade significant cost – future programmes (detailed cost is dependent on future approach).

163. The £3,807,900 figure is the anticipated minimum cost of replacing the vehicle fleet over the next 5 years as each vehicle comes to the end of its useable life. The identified replacement vehicles have been chosen based on the requirement that they are the most viable financial option. The addition of a number of electric vehicles would incur an infrastructure cost of £50,000, however, the majority of this would be covered by the revenue savings that occur from operating electric vehicles.

Proposed Annual Updates

164. Due to the fast-changing nature of the vehicle industry it is proposed that annual updates to the 5-year rolling programme take place.

165. This is to reflect changing:

- Depot requirements;
- Service changes;
- Infrastructure requirements;
- Legislation and guidance;
- New and used vehicle market;
- Availability of spare parts;
- Market volatility e.g., fuel prices;
- Electrical network capacity.

166. By having annual updates to the programme, the Council can ensure that it has an up to date and dynamic vehicle replacement programme. This ultimately will ensure that the Council is in control of its vehicle expenditure, has service resilience, and can meet service need efficiently.

167. To aid annual updates, officers are working to improve data gathering by recording the number of vehicles off the road throughout the year and are looking to be able to attribute repair costs to specific vehicles on the Council's finance system.

168. These measures should quantify the effect the programme has had and will also provide more data that can be used to aid the Transport Manager when making decisions on when vehicles need replacing.

Conclusion

169. In conclusion, this paper presents a proposed 5-year vehicle replacement programme at a cost of £3,807,900. The programme has been designed around the assumption of only replacing vehicles when they have reached the end of their life. The criteria used for identifying replacement vehicles is that they are the best financial option available to the Council while also ensuring that they meet service requirements.

Carbon Impact Assessment

Vehicle Fleet Carbon Emissions

1. Like many other organisations, the Council has traditionally relied on diesel to fuel its fleet. The Carbon emissions from fleet fuel use is a significant contributor to the Council's operational footprint.

Carbon Footprint Scopes

2. To calculate the Council's carbon footprint, three scopes are defined for reporting purposes:
 - Scope 1 – These are all direct emissions released from the activities of an organisation. For example, fuel combustion from fleet vehicles;
 - Scope 2 – These are any indirect emissions from electricity purchased and used by the organisation. For example, the emissions linked to the lighting in the Civic Offices;
 - Scope 3 – These are any other indirect emissions from the activities of the organisation, occurring from sources that we do not own or do not control. This is the greatest share of the carbon footprint, covering emissions such as those associated with our leisure centres or community centres.

Fuel emissions have dropped since 2019/20

3. The Council uses 2019/20 as the baseline year for measuring its carbon footprint. Total vehicle fuel emissions for 2019/20 were 989.4 tCO₂e. This is made up of 925 tCO₂e scope one emissions and 64.4 tCO₂e scope three emissions. The only aspects that come under scope three is the fuel from the airport operations and the grounds maintenance work the Council does on behalf of Hampshire County Council. Overall, vehicle fuel emissions reduced by 126.8 tonnes to 862.6 tCO₂e between 2019/20 and 2021/22. There are a number of reasons that contributed to this drop in emissions:
 - One less vehicle in the fleet;
 - Greater bio-fuel content in fuel: Since 2020 the standard forecourt diesel we use has had a bio-fuel content;
 - Less fuel was used overall: Potential that our newer Mercedes refuse trucks have better mpg than old Dennis trucks;
 - Impact of start of Hydrotreated Vegetable Oil (HVO) trial: HVO was used in our garden waste vehicles in February and March 2022.

Hydrotreated Vegetable Oil (HVO)

4. HVO takes feedstock such as vegetable oils and waste fats and processes them into a very clean burning fuel. The main benefits of HVO are:
 - It reduces scope one CO₂e emissions by approximately 98%;
 - HVO can be used in normal diesel engines without the need for modification and it can even be mixed with diesel in the event of significant supply or cost issues.
5. The only infrastructure required for HVO is a double lined storage tank to ensure no leakages on site, and a power supply to this tank. This infrastructure is already in place at the Depot.

Fuel emissions are still the biggest contributor to our carbon emissions

6. Whilst the reduction is positive, it's important to remember that 809.3 tCO₂e of total vehicle fuel emissions in 2021/22 still accounted for a significant proportion of the Council's operational emissions:

- 65% of the 1246.32 tCO₂e Scope one emissions;
- 51% of the 1578.03 tCO₂e combined Scope one and Scope two emissions.

7. This is more than the emissions generated by powering or heating our buildings.

Impact of current Hydrotreated Vegetable Oil (HVO) use

8. In addition to the use of HVO in the garden waste vehicles, our small vehicle fleet transitioned to the fuel in April 2022, following a change to legislation which stopped the use of Red Diesel in certain non-road going motor vehicles.

9. It is anticipated that this will further reduce the Council's 2022/23 carbon footprint by 184 tCO₂e.

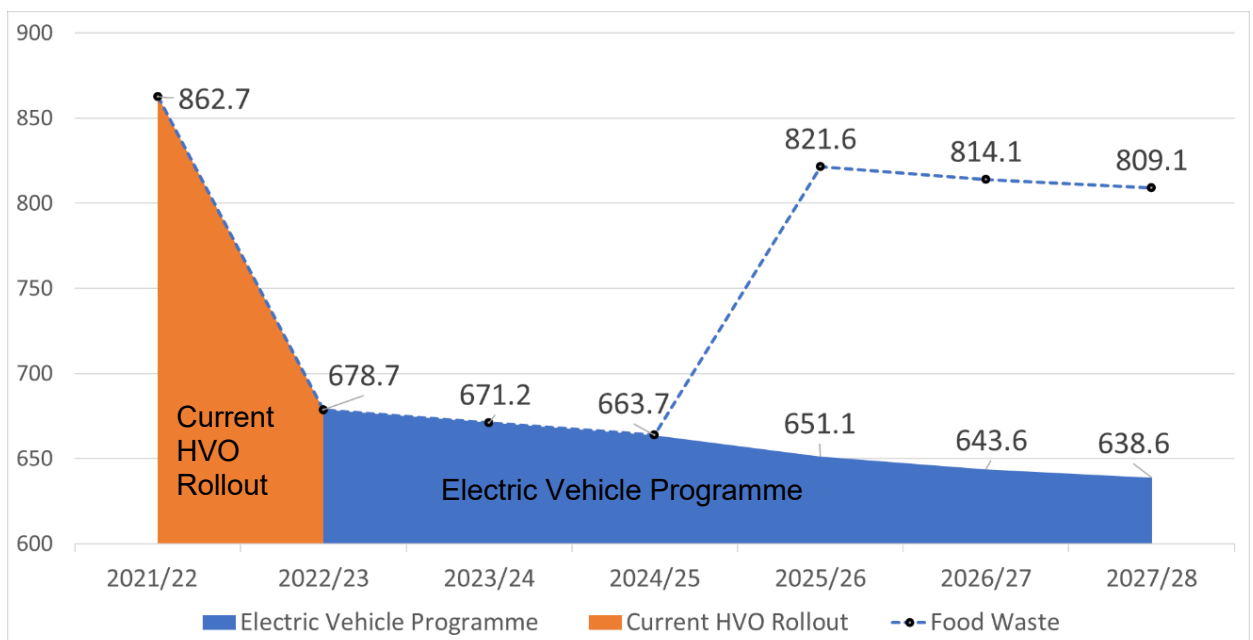
10. In 2021 the price of HVO was 12% more than the price of diesel. This has increased to 30% in 2022 with the average additional cost over diesel being 46 p/litre.

11. The additional cost of running these fleets on HVO rather than diesel in 2022/23 is estimated at £34,162. The use of HVO in these vehicles has been factored into budgets for 2023/24.

Effect of the Proposed Vehicle Replacement Programme on the Council's Carbon Footprint

12. Figure one below shows projections for the fleet fuel carbon emissions from 2021/22 up until 2027/28.

Figure 1: Fuel Emissions Projection



13. The proposed 5-year vehicle replacement programme would span from 2023/24 to 2027/28. In the figure above, the modelling includes the retention of the current HVO rollout (garden waste and small vehicle fleets) levels to help ensure that the carbon savings from the HVO rollout to date are not lost.

14. It is estimated that the proposed vehicle replacement programme would see the fuel emissions decrease by 40.1 tCO₂e over the 5-year period to 638.6 tCO₂e. This would be due to the introduction of 15 electric vans and an electric 5 tonne HGV.
15. The dotted line in the graph shows the Council's fuel emissions assuming that Food Waste collections start in 2025/26. Based on findings from collections modelling it is estimated that Food Waste collections would cause an increase of around 170.5 tCO₂e in the Council's fuel emissions.
16. Therefore, based on the proposed vehicle replacement programme and the assumption that Food Waste collections start in 2025/26 powered by diesel, and the current HVO use in the garden waste and small vehicle fleet is maintained, the Council's fuel emissions would reduce from 862.7 tCO₂e in 2021/22 to 809.1 tCO₂e in 2027/28. This would be a decrease of 6.2% over six years.

Hydrotreated Vegetable Oil (HVO) Options

17. The difference in price between HVO and diesel as of February 2023 is significantly higher than what was seen previously in December 2021 when the decision was made to introduce HVO into the garden waste fleet.
18. One future area which may be a viable HVO option is Food Waste. To mitigate the anticipated increase in emissions caused by the introduction of Food Waste in 2025/26, HVO could be used to power that part of the fleet. This would cost the Council an estimated additional £31,732 per annum but save 168 tCO₂e per annum.
19. If HVO is used in the food waste fleet the Council's fuel emissions would only increase by 2.5 tCO₂e from 651 to 653.6 tCO₂e in 2025/26. The infrastructure is in place to support this at the depot.
20. March 2023 has seen the price of HVO decrease and our fuel supplier predicts that the price will continue to fall in 2023. The Council's Transport Manager is looking at securing a fixed price for 12 months in partnership with other authorities so that the Council can receive best value.

Solent Airport HVO

21. An opportunity has been identified to run the Solent Airport airside vehicles on HVO. This costs the Council an estimated additional £460 per annum over diesel and means that all vehicle operations conducted at Solent Airport are on HVO. This saves an estimated 2.5 tCO₂e pa and results in a 4.4% reduction in the airport's carbon footprint.

Annual Updates on HVO use

22. Annual updates to HVO rollout will be undertaken. This is to reflect changing:
 - Legislation and guidance;
 - Market volatility e.g., cost difference between diesel and HVO;
 - Council's progress to carbon neutrality.

FAREHAM

BOROUGH COUNCIL

Report to the Executive for Decision 15 May 2023

Portfolio:	Policy and Resources
Subject:	Draft Corporate Strategy 2023-2029
Report of:	Director of Leisure and Community
Corporate Priorities:	All Corporate Objectives Apply

Purpose:

The Council's current Corporate Strategy covers the period 2017-2023, so work has been undertaken to prepare a new draft Corporate Strategy. This report summarises how the draft Strategy has been developed and highlights some of the key content revisions.

Executive summary:

The Council's Corporate Strategy sets out our Vision and Priorities for the Borough.

It is a key document which influences our medium-term budget planning, day-to-day service delivery and the large-scale projects that we will undertake in the future.

Our current Corporate Strategy covers the period 2017 to 2023, so work has been undertaken to prepare a new draft Corporate Strategy for the next six years, 2023-2029.

The new Strategy has been developed considering: the achievements of the last Strategy; the changing demographics of the Borough; feedback from Council officers and senior managers; and engagement with the Chief Executive's Management Team (CXMT) and Executive Members.

The draft Corporate Strategy is included in Appendix A. If approved, it will undergo a period of public consultation. The draft Strategy and any amendments would then be presented to the Policy and Resources Scrutiny Panel later this year before being returned to the Executive.

Recommendation:

It is recommended that the Executive approves the draft Corporate Strategy to be circulated for public consultation.

Reason:

The Council's current Corporate Strategy expires at the end of 2023, so a new Strategy must be developed.

Cost of proposals:

The financial implications of the projects listed under each of the Council's Priorities would need to be reflected in the Council's medium-term financial strategy.

Appendices: **A: Draft Corporate Strategy 2023-2029**
 B: Fareham Demographics
 C: Fareham Achievements

Background papers: None

Reference papers: None

FAREHAM

BOROUGH COUNCIL

Executive Briefing Paper

Date:	15 May 2023
Subject:	Corporate Strategy
Briefing by:	Director of Leisure and Community
Portfolio:	Policy and Resources

INTRODUCTION

1. This report explains how the draft new Corporate Strategy has been developed, including, a review of the Council's achievements over the last six years, a summary of how the Borough has changed, and how we have engaged with Council officers and members to develop a meaningful new Strategy.

WHY THE CORPORATE STRATEGY IS IMPORTANT

2. The Corporate Strategy guides the work of the Council, it influences our medium-term budget planning, our approach to day-to-day service delivery and the large-scale projects we will undertake in the future.
3. The Strategy functions alongside other key documents and strategies, such as our Local Plan, to make up the Council's Strategic Framework. These documents ensure the work of the Council is coordinated, consistent and delivers on our Vision for the Borough.

ACHIEVEMENTS

4. Over the course of our current Corporate Strategy many notable achievements have been realised. These achievements enable us to look back at the past six years with pride but also encourage us to be ambitious as we prepare our new draft Strategy.
5. It is important to note that, as well as our key projects, consistently delivering high-quality Council services at value for money to our residents is an achievement that should not be overlooked.
6. This was especially evident during the Covid-19 pandemic when essential services continued to be provided throughout multiple national lockdowns. Additional support was also delivered to vulnerable residents, community groups and businesses to help them manage in challenging and unprecedented circumstances.
7. A full compilation of our achievements can be found in Appendix C, however, the

following highlights some of our notable achievements related to key projects.

8. Outline planning permission has been granted for Welborne Garden Village and funding secured for an upgrade to Junction 10 of the M27 motorway. Our Local Plan has been formally adopted following an extensive consultation process and examination by the Government appointed Planning Inspector.
9. Daedalus (Solent Airport and Business Parks) has thrived with exciting developments such as the opening of the £7 million extension to Fareham Innovation Centre and the award-winning Civil Engineering Training Centre (CETC).
10. Two new open spaces, Abbey Meadows and Queen Elizabeth II Platinum Jubilee Park, were opened, accompanied by two destination play areas, unveiling of the striking Daedalus sculpture and a highly popular tree planting scheme.
11. We have taken steps to reduce our impact on the environment and launched our Climate Change Action Plan, working towards our ambition to be carbon neutral by 2030.
12. Construction work has begun on the highly anticipated Fareham Live, Arts and Entertainment Venue, which is due to open in 2024; this is a milestone project that will kickstart regeneration and new investment in Fareham town centre.
13. We are proud of all our achievements, especially against the backdrop of reduced government funding. Over the last Strategy period the Council has made £2 million in efficiency savings across the organisation as part of the Opportunities Plan.
14. We should recognise that these achievements have only been realised through a great deal of hard work and commitment from both elected members and officers who have all been determined to do their very best for the local community.

CONTEXT OF THE NEW CORPORATE STRATEGY

15. To create a Strategy that responds to the needs of our residents we first needed to understand who lives in Fareham.
16. When preparing the new draft Corporate Strategy, a review of the statistical data relating to the Borough's population was undertaken.
17. The points below outline the key themes that emerged from the research. A more detailed overview of the research can be found in Appendix B.
 - (a) The Borough's population is increasing but at a slower rate than originally anticipated.
 - (b) The proportion of Fareham residents aged 65 years old and over has increased and remains above the national average.
 - (c) Fareham saw the second largest increase in Hampshire amongst the 85+ year old population since 2011.
 - (d) More people are living alone.
 - (e) Deprivation is low overall, although there are some small areas with relatively high levels.
 - (f) Residents are relatively well educated.

- (g) Housing is expensive when compared to local salaries.
 - (h) Fareham's population is significantly healthier than the national average.
 - (i) The level of diversity within the local community is relatively low but has increased slightly over the last ten years.
18. Being aware of these factors will enable service areas to identify potential areas for improvement when providing day-to-day services. It will also aid the planning and development of key projects. For example, ensuring there is sufficient provision of sheltered housing schemes for elderly residents and identifying communities that may benefit from increased investment.
19. Another factor that must be considered when considering potential Council projects is the consistent reduction in government funding. This has placed increased pressure on Council services. During the development of the new draft Strategy officers have worked closely with senior managers to develop a set of projects that are both ambitious and realistic.

DEVELOPING THE DRAFT STRATEGY

20. The Corporate Strategy guides the work of the Council therefore, it is important that it evolves with the organisation and that the views and values of staff are reflected in the document.
21. CXMT and the Council's Executive have been closely involved with the preparation of the new draft Strategy. This is in addition to an all-staff survey and senior managers' workshop.
22. The feedback received across all staff engagement activities has influenced the new draft Strategy, the key themes of which have been included in the sections below.

VISION AND VALUES

23. While the focus of the Corporate Strategy is often the projects listed under the Council's Priorities, the Strategy also contains the Council's Vision and Values which respectively guide what we do and how we do it.
24. Our Vision sets out the Council's overall goal for the Borough. Staff suggested that our current Vision statement could be shortened to provide a more memorable, concise statement that summarises what we are all working towards.
25. The new proposed Vision is:
- (j) We will provide high quality, customer focused services that deliver value for money. Our work will help ensure Fareham remains a prosperous, attractive and safe place to be.
26. Our Values guide the approach of Council employees and elected members.
27. While the character of our existing Values has been retained, staff suggested that we could use more 'doing words' so that all staff and members can apply them to their day-to-day work.
28. Our new proposed Values are:
- (a) Openness - listening to our customers, while being open and transparent in

our decision making

- (b) Commitment - striving to meet the needs of our customers
- (c) Leadership - embracing our leadership role within the Borough
- (d) Collaboration - working as a team within the Council and using our influence to maintain productive relationships with our partners
- (e) Consistent improvement - striving for continual improvement and value for money

PRIORITIES

- 29. Our Priorities lay out where our resources will be focused over the next six years, including a list of projects that enable our residents to keep track of our progress. This is in addition to providing high quality services to our residents.
- 30. As part of our internal consultation, we asked staff if they agreed with our current Priorities. The vast majority of staff stated that they either agreed or strongly agreed with our current approach.
- 31. The Priorities have remained broadly similar to those in the current Corporate Strategy. Feedback from our engagement activities suggested that revisions to our existing Priorities, rather than a complete overhaul, would be most appropriate. Some Priorities have been reworded to reflect a change in emphasis or to provide greater clarity on what we hope to achieve. A summary of each Priority is provided below.
- 32. Our new proposed Priorities are:
 - (a) Provide Housing Choices
 - (b) Respond to Climate Change and Protect the Environment
 - (c) Strong, Safe and Healthy Communities
 - (d) Promote Economic Development
 - (e) Leisure Opportunities for Wellbeing and Fun
 - (f) Responsive, Inclusive and Innovative Council
- 33. Providing Housing Choices: To provide homes for Fareham's growing population while also ensuring houses being built serve the needs of the Borough. Welborne and our new Local Plan will be key in delivering on this Priority alongside our new Town Centre Vision and Masterplan which will provide increased opportunities for residential development.
- 34. Respond to Climate Change and Protect the Environment: This priority has been reworded to reflect the increasing awareness of climate change amongst our staff and residents. It was clear from our staff consultation that the Council's ambition to work towards carbon neutral was very important to them. Our Climate Change Action Plan has therefore been featured in the draft Corporate Strategy alongside improvements to our recycling service and a rewilding plan for the Borough.
- 35. Strong, Safe and Healthy Communities: By working with others, we will ensure Fareham is a place where everyone feels safe. This Priority includes exciting projects for Fareham communities old and new, ensuring they have the facilities they need to thrive.

36. Promote Economic Development: Our staff suggested that this Priority could be reworded to provide greater clarity regarding its core meaning. Internal engagement also emphasised the importance of the town centre. We are pleased that the Town Centre Regeneration Vision and Masterplan feature prominently under this Priority alongside an Economic Development Strategy and continued investment at Daedalus business parks and Solent Airport.
37. Leisure Opportunities for Wellbeing and Fun: Under this Priority the word 'health' has been replaced with the word 'wellbeing' to reflect the wide-ranging ways in which Council leisure provision can enhance the lives of our residents. The new Strategy period will see the development of the highly anticipated Fareham Live. We will also deliver new community infrastructure as well as scheduled improvements to our existing provision.
38. A Responsive, Inclusive and Innovative Council: This Priority focuses on the Council's approach to service delivery. Our staff are proud of our customer centred approach and thought this should be reflected in the Priority wording. Our projects centre around updating the way we communicate with our customers to ensure we are transparent and will continue to provide high quality, value for money services.

PUBLIC CONSULTATION

39. Officers have prepared a draft Corporate Strategy that reflects feedback from Council officers, many of whom are Fareham residents, senior managers, and elected members.
40. The Council is now eager to engage with the wider Fareham community to ensure that our new Corporate Strategy reflects their Vision and Priorities for the Borough.
41. Upon receiving Executive approval, pending any requested amendments, a public consultation will be launched asking for resident's feedback on the draft Strategy. The consultation will run from 5 June until 3 July.
42. The results of that consultation and the draft Corporate Strategy, with any proposed changes, will then be presented to the Policy and Resources Scrutiny Panel on 18 September.
43. Following consultation with the Scrutiny Panel the final draft Strategy will be presented to the Executive on 9 October with the recommendation that it is passed to Council for adoption.

CONCLUSION

44. The Corporate Strategy is a key document within the Council's Strategic framework. It influences our medium-term budget planning, our day-to-day service delivery and the large-scale projects that we will undertake in the future.
45. Members are invited to comment on the draft Strategy included in Appendix A.

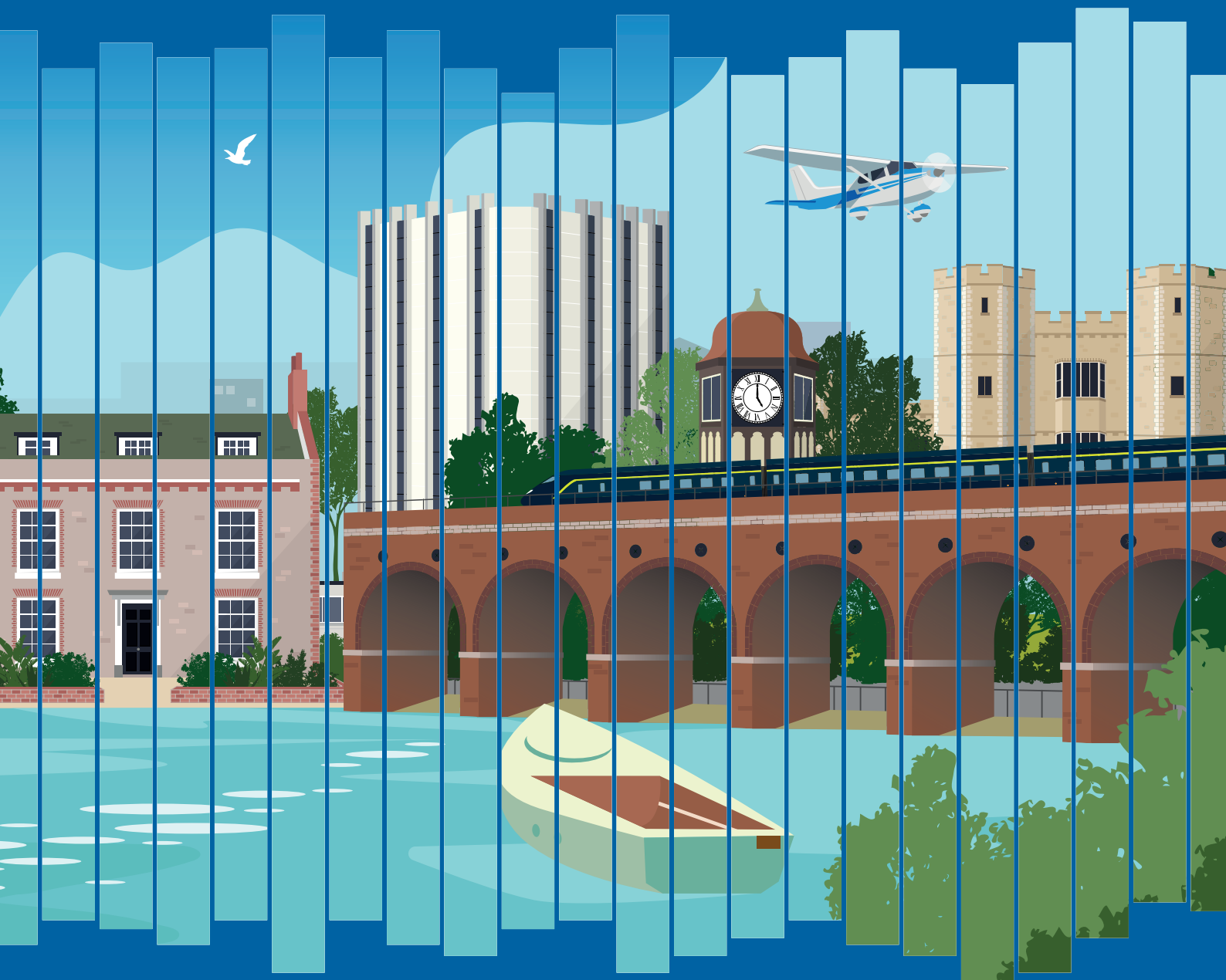
Enquiries:

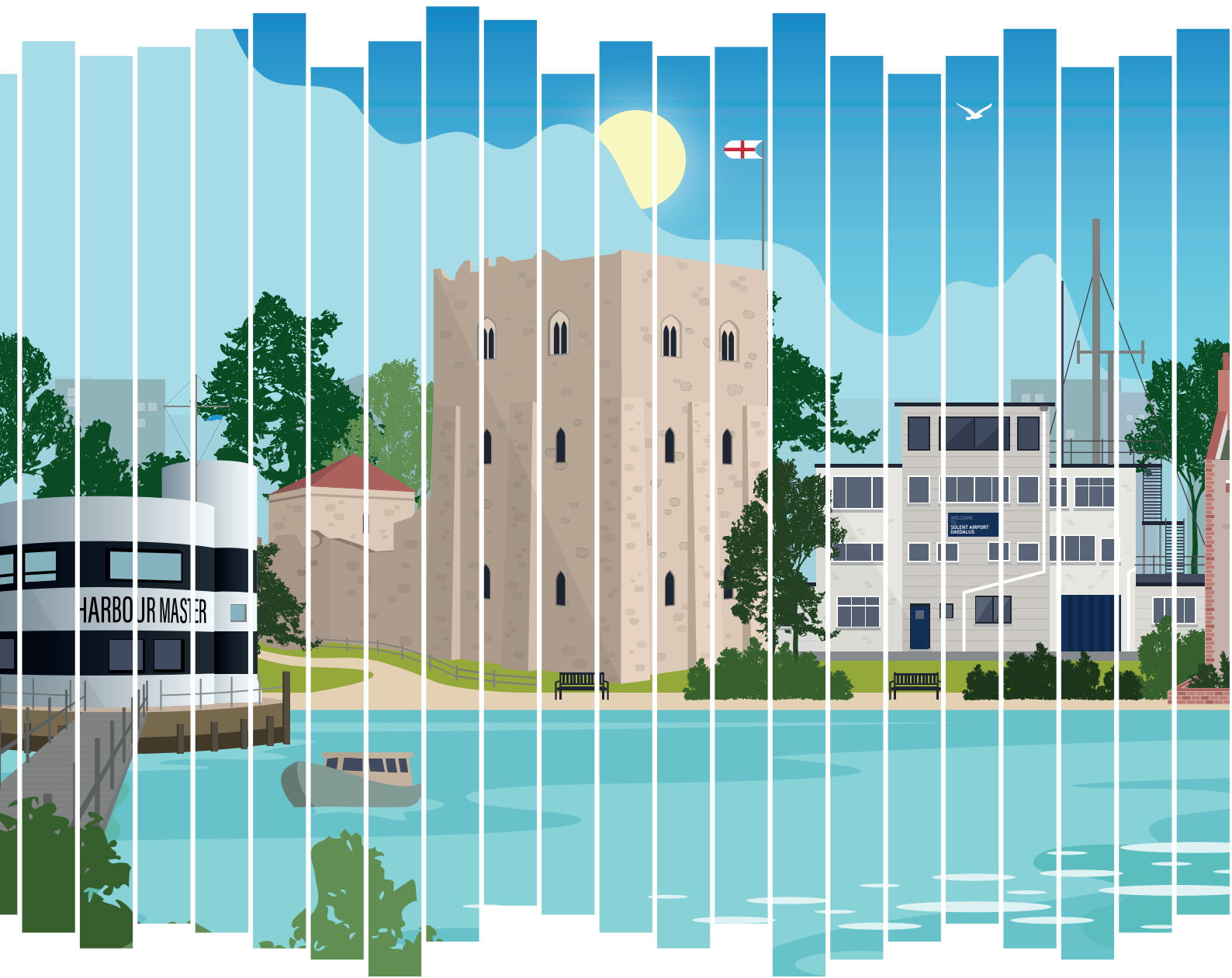
For further information on this report please contact Katherine Trott, Policy, Research and Engagement Officer. 01329 82 4580

FAREHAM

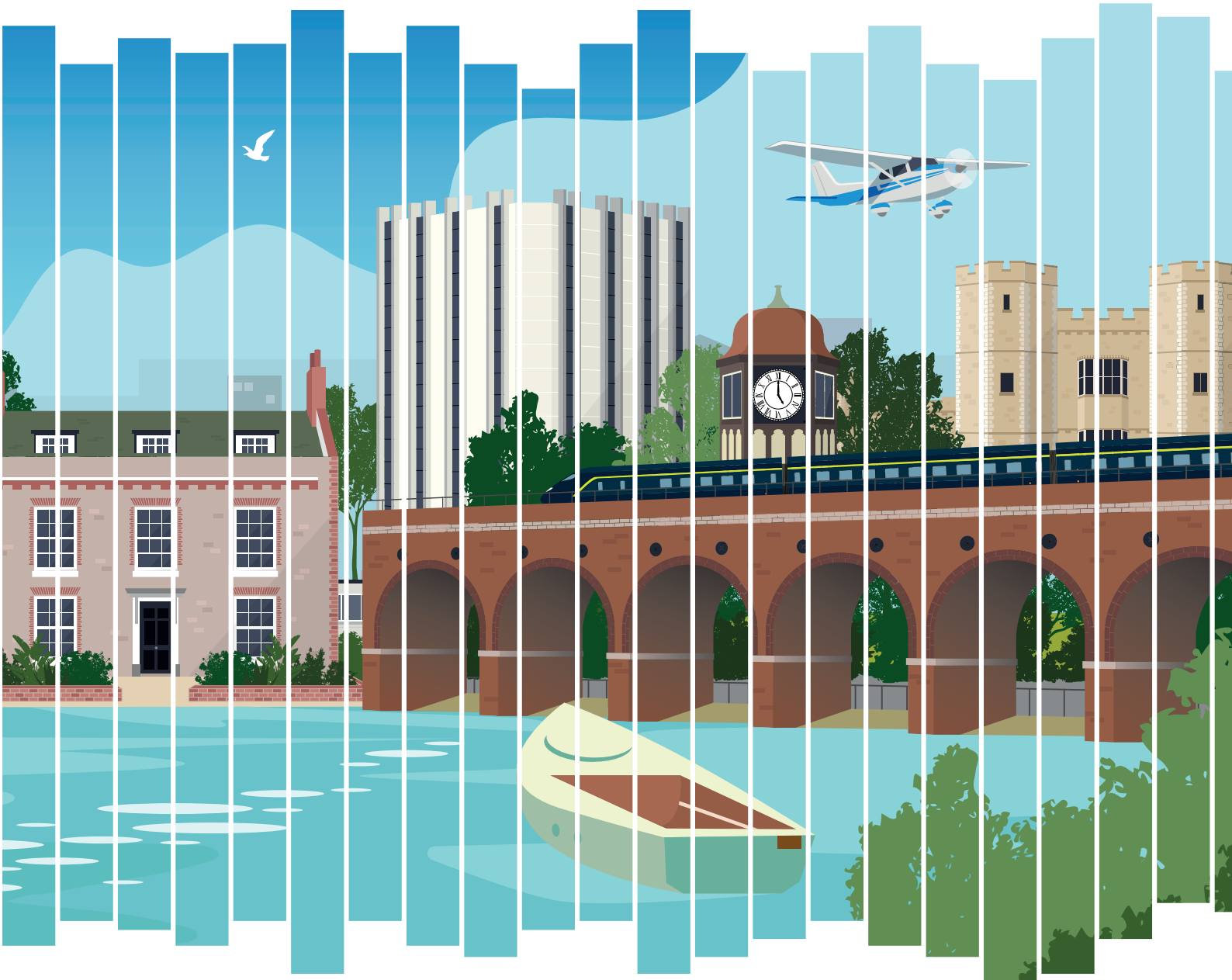
a great place to live and work

CORPORATE STRATEGY 2023-2029





Fareham is a great place to live and work



We will provide high quality, customer focused services that deliver value for money. Our work will help ensure Fareham remains a prosperous, attractive and safe place to be.

WELCOME TO OUR CORPORATE STRATEGY



What is a Corporate Strategy?

Our Strategy sets out how we will work over the next six years to ensure that Fareham remains a prosperous, safe and attractive place to live and work.



Our Strategy comprises three distinct yet interlinking elements



Our Vision
sets out our overall goal for the Borough



Our Values
describe the Council's approach to service delivery



Our Priorities
show where we will focus our resources over the next six years, including a list of projects that enable our residents to keep track of our progress

How do we decide our Corporate Strategy?

When writing our Strategy we consult our residents, staff, councillors, and partners.



We must also take into account external economic, social and environmental factors that will influence life in Fareham over the next six years.

Our Strategy guides the work of the Council

Our Corporate Strategy is part of our Strategic Framework. This Framework is made up of multiple documents that set out the Council's finances, planning strategy and day-to-day services. On page 26 we have included a Glossary to explain some key terms mentioned throughout the Strategy.

“We must also take into account external economic, social and environmental factors...”



Wallington Village

The documents that make up our Strategic Framework alongside our Corporate Strategy include:

Our Local Plan which guides future development in Fareham, allocating space for housing, employment, and community facilities

Our Medium-Term Financial Strategy structures and manages the Council's financial resources in line with our objectives

Our Annual Budget ensures the Council can respond to year-on-year changes and short-term service delivery issues

Local Service Agreements provide an annual overview of how Council services are performing



SINCE OUR LAST CORPORATE STRATEGY



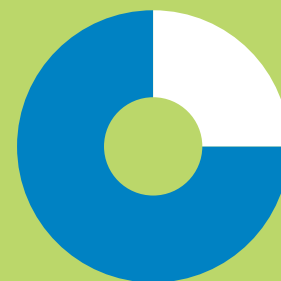
Our Corporate Strategy is written with our residents in mind and considers local issues as well as the changing world around us.



Who lives in Fareham?

Since our last Strategy was published Fareham's population has increased by 3%.

The 2021 Census estimates that there are 114,500 people living in Fareham across 48,600 households. Our population is not increasing as much as was initially anticipated, however, the number of older people living in the Borough has continued to grow. In Fareham 25% of the population are aged 65 and above, which is higher than the national average of 19%.



25%
of Fareham's
population are aged
65 and above

Finances

The Council takes pride in its careful financial planning.



However, since 2012 the funding the Council receives from central government through grants and business rates has significantly decreased. In response to this, the Council has continually reviewed its practices and strived for constant improvement and increased efficiency. Like most other councils, Fareham has had to increase the proportion of its budget funded through Council Tax. We will also explore additional savings and income generation opportunities over the next six years to ensure our services continue to be delivered to a high standard.

£2m+
implemented in savings
and income opportunities
over the last three years

While our key focus is on continuing to provide excellent day-to-day services, we still have exciting projects planned over the next six years.



Our Environment

Climate change is being discussed nationally and internationally like never before.

We know that climate change and wider environmental issues are a growing concern among Fareham residents, so ensuring that the Borough can respond and adapt to the local challenges that a changing climate will bring is a priority for the Council.

“We know that climate change and wider environmental issues are a growing concern...”

114,500
estimated number of
people living in Fareham

CORPORATE STRATEGY OVERVIEW



Our Vision for the Council

We will provide high quality, customer focused services that deliver value for money. Our work will help ensure Fareham remains a prosperous, attractive, and safe place to be.



Our Values

Everything we do is guided by a set of values which are shared by all councillors and employees.

OPENNESS

Listening to our customers, while being open and transparent in our decision making

COMMITMENT

Striving to meet the needs of our customers

LEADERSHIP

Embracing our leadership role within the Borough

COLLABORATION

Working as a team within the Council and using our influence to maintain productive relationships with our partners

CONSTANT IMPROVEMENT

Striving for continual improvement and value for money

MAKING A DIFFERENCE DAY-TO-DAY



Customers are at the heart of everything we do.

We know that it is the day-to-day services that are often the most important to you and our staff work hard to ensure that these services are high quality, efficient and provide value for money.



OUR PRIORITIES

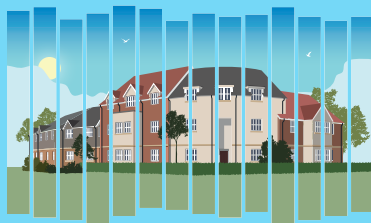


Our Priorities will guide how we direct our resources over the next six years. Working towards our Priorities while upholding our Values will ultimately help us achieve our Vision.

The following pages will guide you through the changes, local and national that have influenced our Priorities and the projects we will undertake to achieve them.



Welborne Garden Village



PROVIDE HOUSING CHOICES

- Diverse housing market
- Development of new homes
- High quality affordable housing
- Helping homeless people
- Welborne Garden Village

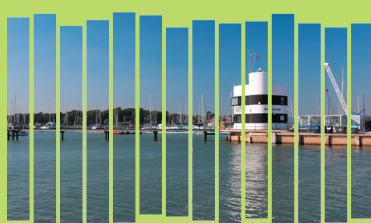
1



PROMOTE ECONOMIC DEVELOPMENT

- Economic vitality
- Fareham town centre regeneration
- Increase employment space
- Daedalus

4



RESPOND TO CLIMATE CHANGE AND PROTECT THE ENVIRONMENT

- Reducing carbon emissions
- Keep the Borough clean and attractive
- Support biodiversity and enhance green spaces
- Increase recycling
- Coastal management

2



LEISURE OPPORTUNITIES FOR WELLBEING AND FUN

- Communities come together
- Exercise
- High quality facilities
- Fareham Live

5



STRONG, SAFE AND HEALTHY COMMUNITIES

- Everyone feels safe
- Enabling communities to thrive
- Health and safety
- Emergency planning

3

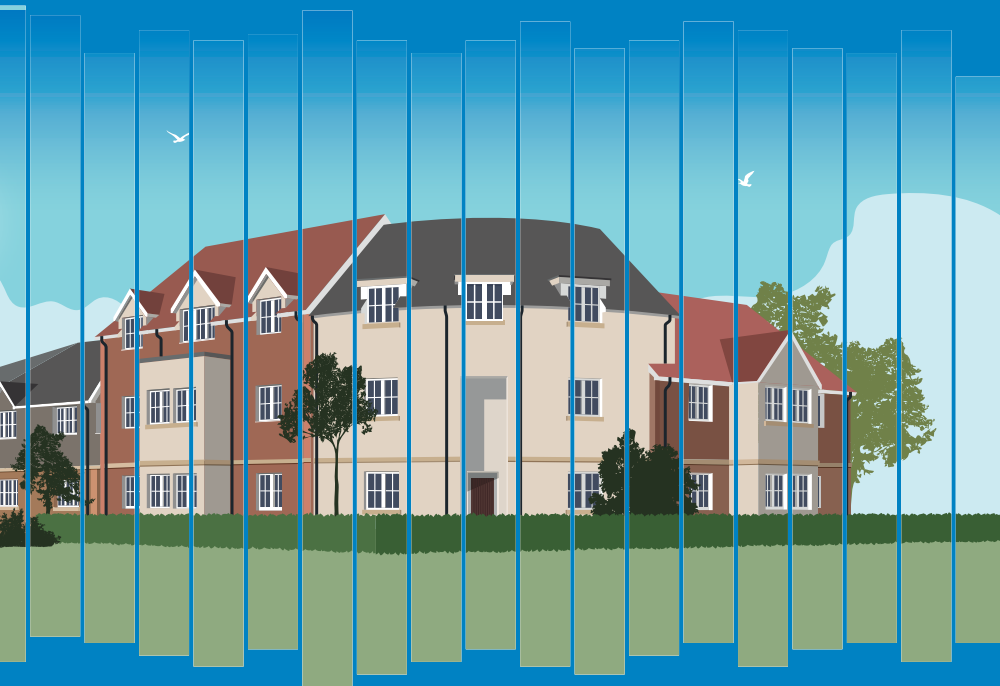


RESPONSIVE, INCLUSIVE AND INNOVATIVE COUNCIL

- Hard work
- Value for money
- Low Council Tax
- Customer engagement

6

PRIORITY ONE PROVIDE HOUSING CHOICES



1

← Sir Randal Cremer House, Portchester

Fareham is a popular place to live, and we must provide homes for our growing population.

We must also ensure the kind of houses being built serve the needs of the Borough. We have an ageing population and the number of people who live in the Borough and are under the age of 20 is declining. Nationally and locally the number of people who live alone is also increasing. The number of households in Fareham occupied by people living alone is 27%; this will influence the number of smaller homes required.

The majority of Fareham residents are well-housed. More than 80% of homes are now owner-occupied which is much higher than the national average of 69%.

While house prices have risen dramatically over the last 10 years, house prices in Fareham remain slightly lower than the regional average. However, first time buyers may struggle to get onto the property market as the ratio between average house prices and earnings is slightly higher than the national average.

Over the next Strategy period an increasingly high proportion of the Borough's new housing will be delivered at Welborne Garden Village. This development will provide homes and high-quality community facilities for existing and future Fareham residents.

27%
of households in
Fareham occupied by
people living alone

“We must ensure the kind of houses being built serve the needs of the Borough.”

PRIORITY ONE WHAT WE WILL DO



As the local planning authority, we will work with key partners to support a diverse housing market. We will use our new Local Plan to enable the development of new homes alongside the necessary infrastructure and environmental protection. We will continue to provide high quality affordable housing that offers a choice of tenures, while providing meaningful help and advice to those who are currently, or at risk of, becoming homeless.

1

Our key projects for the next six years are to:

Enable the delivery of a new Garden Village at Welborne

Support the delivery of the strategic housing sites allocated in the Local Plan 2037

Prepare a Vision and Masterplan for Fareham town centre regeneration that will provide increased opportunities for residential development

Implement a Fareham Housing Regeneration Strategy to ensure our housing stock remains of high quality

Prepare a new Affordable Housing Supplementary Planning Document

Deliver a new sheltered housing scheme at Assheton Court

Deliver new affordable Council homes, including Ophelia Court, land at Queens Road, and the redevelopment of Menin House

Prepare a new Self-Build and Custom-Build Supplementary Planning Document



Welborne Garden Village

80%+
of homes in
Fareham are
owner-occupied

PRIORITY TWO

RESPOND TO CLIMATE CHANGE AND PROTECT THE ENVIRONMENT



2



← River Hamble, Harbour Master's Office

We share our residents' concerns about climate change and its effects on life in Fareham.

We are committed to reducing our impact on the environment, responding and adapting to climate change and supporting our residents to do the same.

In September 2019 we announced our ambition to become carbon neutral across our buildings and services by 2030. Delivery of our constantly evolving Climate Change Action Plan is now progressing with huge efforts being made across the whole of the Council to work towards this formidable goal.

We want to ensure residents and visitors can enjoy the wonderful natural environment Fareham has to offer. We recently opened new public open spaces at Abbey Meadows and the Queen Elizabeth II Platinum Jubilee Park at Daedalus.

Fareham Borough Council are also members of Coastal Partners which operates across five local authorities. This partnership plays a crucial role in managing coastlines, improving community resilience to flooding and erosion as well as enhancing the natural environment.

We know our residents want to do their bit to reduce their impact on the environment. Changes to legislation over the next six years will enable us to provide significant improvements to our waste and recycling services.

Delivery of our constantly evolving Climate Change Action Plan is now progressing...

“We want to ensure residents and visitors can enjoy the wonderful natural environment Fareham has to offer.”

PRIORITY TWO WHAT WE WILL DO



2

We will lower our operational carbon emissions, encourage reductions across the Borough and help make sure that Fareham is resilient to the changes a warming climate brings.

The Borough will remain a clean and attractive place to live and work and we will continue to deliver green space improvements in line with a new Biodiversity Strategy.

The Borough's extensive coastline will continue to be managed to protect our communities as sea levels rise. We will be ambitious in our efforts to minimise the generation of waste and maximise the collection of recyclable material.

Our key projects for the next six years are:

Redevelop our waste and recycling collections in line with the Government's new Environment Bill to increase recycling rates and reduce household waste

Work towards our 2030 carbon neutral target by delivering our Climate Change Action Plan

Explore opportunities for renewable energy generation as part of capital projects delivered by the Council and across our wider landholdings

Develop a rewilding plan as part of a new Biodiversity Strategy for the Council as set out in our new Local Plan and identify suitable sites for wildlife enhancement

Ensure that energy efficiency measures and low carbon technologies enable new homes in the Borough to be net-zero ready by 2025

Support the Welborne Master Developer to use new environmental technologies to reduce the energy needs of the new community

Review our vehicle fleet and prepare a programme of replacements to reduce the carbon emissions produced by our fleet

Progress coastal management protection and adaptation schemes through planning and funding processes to delivery



Hill Head beach

“The Borough's extensive coastline will continue to be managed to protect our communities as sea levels rise.”

PRIORITY THREE STRONG, SAFE AND HEALTHY COMMUNITIES



3



Fareham is a safe place to live, and our residents are generally healthier than most other areas in the country.

Overall crime levels are low when compared to similar Boroughs in Hampshire and life expectancy is higher than the national average. Deprivation levels across the Borough are generally very low, but we are aware that there are some small pockets of deprivation.

Community leadership is a role the Council takes seriously. Officers regularly take part in emergency planning training to ensure we are prepared for difficult situations, should they arise. Never was this role more important than during the Covid-19 pandemic. Throughout these difficult times it was amazing to see the strength of Fareham's community spirit.

We know it is important to local people that we celebrate existing and new communities within the Borough. In this Strategy we have included projects that will see new community facilities installed across the Borough to help communities stay healthy and develop a sense of connectedness.

“Overall crime levels are low when compared to similar Boroughs in Hampshire and life expectancy is higher than the national average.”

PRIORITY THREE WHAT WE WILL DO



3

By working with others, we will ensure Fareham is a place where everyone feels safe. We recognise the distinct communities that exist within Fareham and will provide them with facilities to enable them to thrive. We will continue to protect the health, safety and wellbeing of people who live, work, and visit the Borough.

Our key projects for the next six years are:

Support the development of new communities south of Longfield Avenue and Downend alongside the appropriate community infrastructure

Develop a community-led regeneration plan for improved community facilities and affordable housing in the Henry Cort Drive area

Support the developer and providers to enable delivery of the district and village centres, schools and health and well-being facilities at Welborne

Monitor and review local air quality across the Borough to ensure the health of our residents

Undertake a review of the Community Infrastructure Levy and Planning Obligations Supplementary Planning Document to secure developer contributions going forward

“We know it is important to local people that we celebrate existing and new communities within the Borough.”



← Fareham Market

PRIORITY FOUR PROMOTE ECONOMIC DEVELOPMENT



4



← Faraday Business Park

Fareham’s desirable location, combined with its award winning business parks, makes it an attractive destination for businesses.

This Strategy period will see increased investment in our town centre guided by the preparation of a Fareham town centre Regeneration Vision and Masterplan. The development of Fareham Live, a new arts and entertainment venue, with new parking provided alongside, will help meet the changing habits of visitors and breathe new life into the town centre.

Daedalus is proudly owned by the Council and forms part of the Solent Enterprise Zone. The site features two business park opportunities, Faraday and Swordfish, as well as the highly successful Fareham Innovation Centre, CEMAST and CTEC facilities. Over the next Strategy period, Daedalus will see further investment, principally at Faraday, so we can deliver on our Daedalus Vision and unlock further employment opportunities.

Solent Airport at Daedalus will see a further multi-million pound investment to improve the commercial offer and facilities provided and help attract more aviation businesses to the site.

The delivery of an all moves junction 10 on the M27 will also enable Welborne to provide further extensive employment space and jobs over the coming years.

We will produce a Town Centre Regeneration Vision and Masterplan

“This Strategy period will see increased investment in our town centre...”

PRIORITY FOUR WHAT WE WILL DO



4

Work with others and use our influence to support and promote the economic vitality of the Borough.

We will enable the regeneration of Fareham town centre. Economic growth and employment will be encouraged through the increased level of employment space allocated in our Local Plan 2037 and continued employment-led investment in Daedalus.

Our key projects for the next six years are:

Produce a Fareham Town Centre Regeneration Vision and Masterplan to attract investment, guide new development and public spaces, and ensure that the town centre meets changing needs

Transform the aging Osborn Road car park into a modern surface level car park with solar energy canopies and electric vehicle charging

Produce an Economic Development Strategy to outline our economic objectives, including business support and skills development across the Borough

Deliver a wide range of new employment floorspace at the Daedalus business parks to provide for new commercial tenants and job growth

Deliver a £4.7 million investment plan at Solent Airport at Daedalus to expand its commercial opportunities

Support developers to deliver the junction 10 M27 scheme and open up Welborne for delivery of employment



Fareham town centre

“We will enable the regeneration of Fareham town centre.”

PRIORITY FIVE LEISURE OPPORTUNITIES FOR WELLBEING AND FUN



5



← Fareham Live – artist's impression

Fareham is an attractive place to live and visit, it is well-equipped with a whole host of leisure activities.

We have invested significantly in leisure facilities across the Borough, such as the multi-million-pound Holly Hill Leisure Centre and £7 million of improvements at Fareham Leisure Centre.

In 2024 we will also see the exciting development of Fareham Live, our new community arts and entertainment venue, that will kickstart wider investment in our town centre.

As well as investing in our large, central leisure venues we continue to recognise the importance of accessible, local leisure facilities such as community centres, sports pavilions and play areas that enable communities to come together.

Our community events such as our Christmas Light Switch-on are extremely popular with an ever increasing turnout. We will continue to provide events that enable Fareham residents to celebrate and have fun together.

£17m
investment in
improvements for
Fareham Live

“Over the next few years we will also see the exciting development of Fareham Live...”

PRIORITY FIVE WHAT WE WILL DO



Ensure that everyone across the Borough can come together to exercise, socialise and participate in arts and entertainment activities. We will ensure that everyone can enjoy the high-quality facilities Fareham has to offer.

5



Illustration of inclusive splash pad at Fareham Leisure Centre

“...introduce a schedule of improvements for play areas focusing on accessible equipment provision.”

Our key projects for the next six years are to:

Launch our new community arts and entertainment venue: Fareham Live

Deliver a programme of improvements to our community centres, sports pavilions and public toilets

Introduce a schedule of improvements for play areas focusing on accessible equipment provision

Provide a new community hub, including sports pitches, open space, conservation areas and allotment provision, on the land south of Longfield Avenue

Develop new and improved community leisure facilities at Henry Cort Drive

Support developers to deliver new recreation, greenspace and leisure facilities at Welborne Garden Village and establish future management arrangements



Abbey Meadows play area

PRIORITY SIX

A RESPONSIVE, INCLUSIVE AND INNOVATIVE COUNCIL



6



We pride ourselves on putting residents, our customers, at the heart of everything we do.

We design our services through their eyes and have updated processes accordingly. Officers take ownership for customers' enquiries, to ensure they are not passed from department to department.

We are constantly seeking ways to reduce our spending and make your money work harder, so that we can continue to deliver vital services. We will continue to adopt a prudent approach, while investing in key projects, and utilise our influencing powers to shape lives for the better in the Borough.

Council staff will continue to work hard and are committed to serving the Borough and its residents. We will engage with residents regarding the work we do and the decisions we make by keeping them informed and enabling them to have their say on decisions that shape their lives.



“Council staff will continue to work hard and are committed to serving the Borough and its residents.”

PRIORITY SIX WHAT WE WILL DO



6

By making customers the focus of everything we do, our staff will continue to work hard and flexibly to deliver quality services that provide both high levels of customer satisfaction and value for money.

Our key projects for the next six years are to:

Ensure effective property asset management across the Council's extensive property holdings

Produce a New Way of Working Strategy to ensure the Council works in a modern and flexible way and is complemented by major investment in the Council buildings

Redevelop our Local Service Agreements document so residents are more clearly informed about how Council services are performing

Launch a new Communications and Engagement Strategy

Transition Council systems to cloud based servers to enable the Council to work more flexibly and improve data security

Explore commercial opportunities available to the Council to support the Council's financial position

Update our Opportunities Plan to enable the Council to continue to generate additional revenue whilst reducing costs



Fareham Council offices



Fareham Creek

“We are constantly seeking ways to reduce our spending and make your money work harder...”

KEEPING UP WITH THE CORPORATE STRATEGY



Thank you for reading our Corporate Strategy and engaging with the work of the Council.



While the Corporate Strategy is updated every year to take into account any new and completed projects, there are other ways you can keep in touch.

LOCAL SERVICE AGREEMENTS

These enable residents to see how Council services are performing

E-PANEL AND FAREHAM TODAY

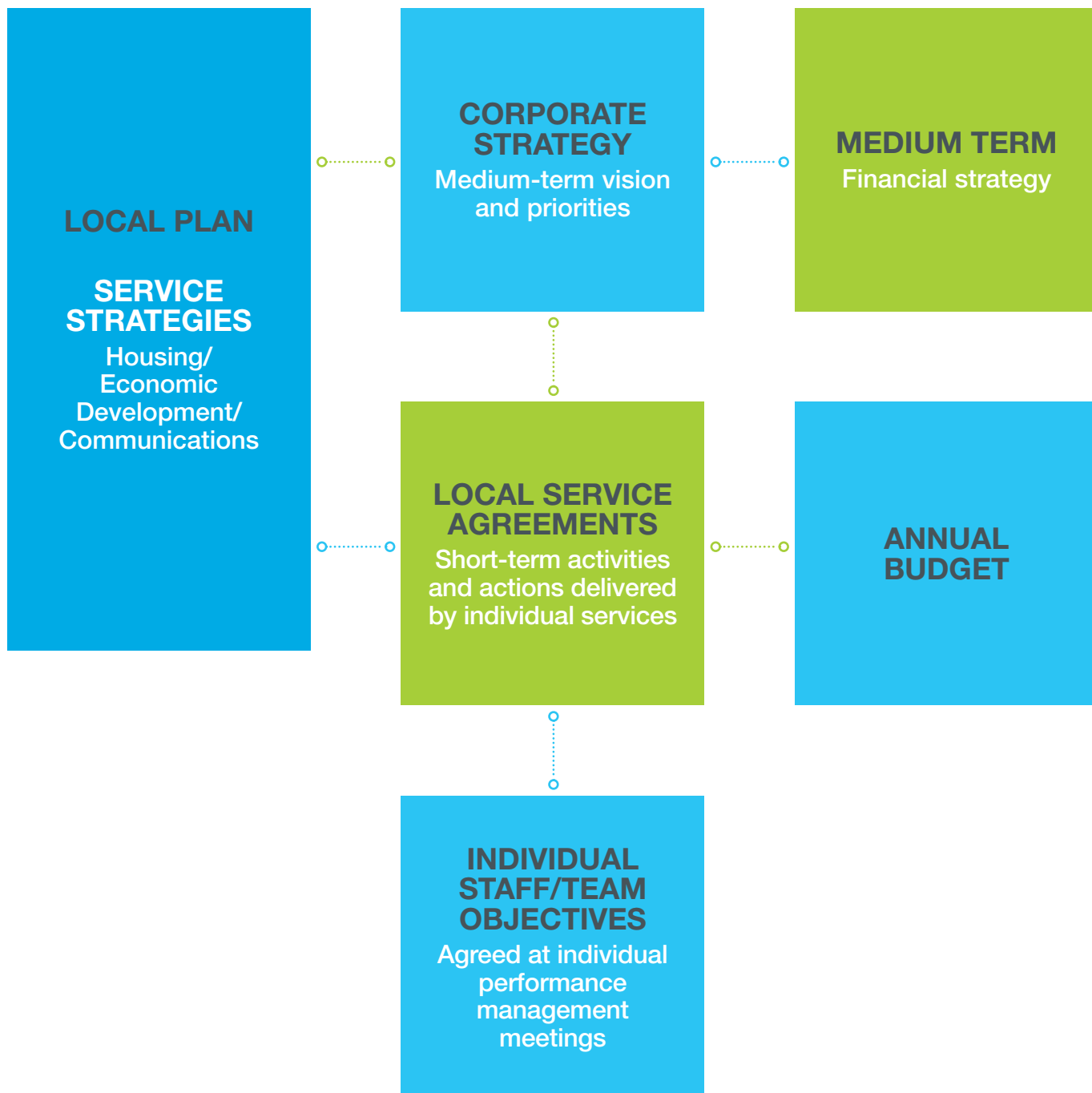
Sign up for regular updates directly to your inbox

SOCIAL MEDIA CHANNELS

We post regular updates on Facebook, Twitter and Instagram



STRATEGIC FRAMEWORK



GLOSSARY OF TERMS



Affordable Housing Supplementary Planning Document

This document expands on the affordable housing policy in the Local Plan to provide additional guidance on the provision of affordable housing as part of development. It is considered when making planning decisions regarding affordable housing provision but is not part of the Local Plan.

All moves Junction 10

M27 Junction 10 currently has restricted access. The proposed improvements include the provision of an underpass underneath the M27; the provision of two new slip roads and a replacement for the existing west-bound off-slip to create an all moves junction.

CEMAST

Fareham College's Centre of Excellence in Engineering, Manufacturing and Advanced Skills Training.

Climate Change Action Plan

The Plan sets out the projects the Council plans to complete to help us on our journey to become carbon neutral, as well as supporting the wider Borough where we can.

Cloud Based Servers

Servers are computers that provide applications and data to other computers on a network. A cloud-based server is not physically stored on site and computers can connect to it via the internet.

Community Infrastructure Levy (CIL)

CIL is a charge that Local Planning Authorities can levy on a new development to help deliver the infrastructure that is needed to support development in the area. For example, leisure, community and recreational facilities.

Council Housing Regeneration Strategy

This lays out how we will maintain and improve our existing social housing stock and what will be considered when making decisions related to our existing housing stock.

CETC

Fareham College's Civil Engineering Training Centre.

Fareham Housing Regeneration Strategy

This sets what decisions we will make in relation to significant projects to maintain and improve the Council's own housing stock.

Net-zero ready

A building that has the potential to produce more energy than it uses, typically they are more energy efficient and have the capacity for energy generation technologies such as solar panels.

Operational Carbon Emissions

Carbon emissions associated with the day-to-day running of Council services. For example vehicle fuel, electricity and gas.

Planning Obligations

Helps reduce the impact of development on the local area, making it acceptable in planning terms.

The Planning Obligations Supplementary Planning Document

This document expands on the policies associated with infrastructure in the Local Plan to provide additional guidance on the use of planning obligations to secure the provision or improvement of infrastructure, including open space, education and transport and the approach to calculating financial requirements. It is considered when making planning decisions but is not part of the Local Plan.

Rewilding

The process of restoring an area of land to its natural uncultivated state.

Sheltered Housing Scheme

Housing specifically designed for older people to allow them to live independently.

Solent Enterprise Zone

The Zone at Daedalus is one of 46 enterprise zones set up nationally to support local economic growth with a focus on advanced engineering and manufacturing, particularly in the marine, aerospace and aviation sectors.

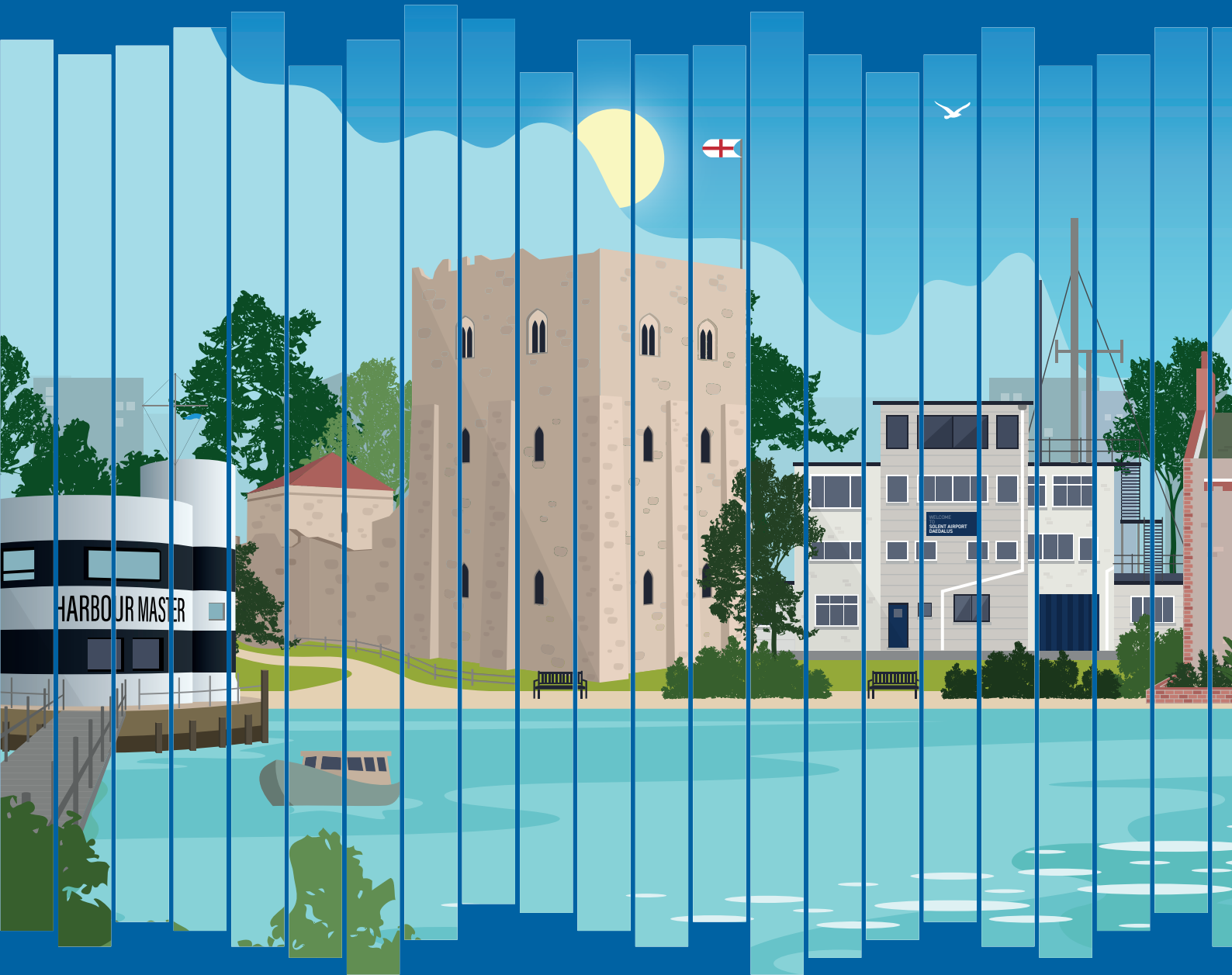
Strategic Housing Sites

Large scale residential development allocations set out in the Local Plan which help address the strategic priorities of the Council such as providing sufficient housing with a mix of tenure, size and type to meet the Borough's needs.



Solent Airport at Daedalus

www.fareham.gov.uk



FAREHAM

Demographics

CORPORATE STRATEGY 2023-2029



DEMOGRAPHICS ARE IMPORTANT



Our residents are our customers and the centre of everything we do. It is important to us that we understand the makeup of those who call Fareham home.

This allows us to tailor our services to their needs and helps ensure that we take the right approach with the Vision, Priorities and projects in our Corporate Strategy.

The information presented in this document is the latest research available. While the latest census was conducted in 2021 it can take a few years for all the data to be analysed and released. Therefore, we may use some slightly older data where we are still waiting for the latest census data releases.

GROWING BOROUGH



In 2021 the census estimated that Fareham's population was 114,500. This shows a 2.6% increase from 2011 when our population was 111,600.

This shows our population growing at a slower rate when compared to the period between 2001 and 2011 when it grew by 3.3%.

Fareham's population is also not increasing as fast as the rest of Hampshire which saw an average population increase of 6.3% between 2011-2021.



114,500

estimated population of Fareham

FAREHAM IS GETTING OLDER



Life expectancy for men and women in Fareham is higher than the national average. Fareham has seen the second largest increase (35%) in the number of residents aged 85+ across the whole of Hampshire.

This also means we have seen a decrease in the proportion of residents of working age living in the Borough. Sixty-three per cent of residents were aged between 15-64 in 2011 compared to 60% in 2021. This is slightly lower than the 2021 national average (64%).

The number of people living in Fareham between the ages of 0-14 has also decreased since 2011; this is in line with national and regional trends.



60%
of Fareham residents
aged between
15 and 64 in 2021

HOUSEHOLDS



The 2021 census estimated that there are 48,600 households across Fareham.

Across these households the proportion of people living alone has increased in line with national trends. In 2018 27% of households in Fareham were occupied by people living alone, this is slightly lower than the national figure of 30%.

This also reflects other national trends, for example, older people are more likely to live alone. In Fareham 15% of households are occupied by one person over the age of 66.

People are also more likely to marry later with an increase in the number of people choosing not to marry at all. While unmarried couples may still choose to live together the number of single people nationally is increasing.



27%
of households in Fareham occupied by people living alone in 2018

BUYING A HOME IN FAREHAM



Unfortunately, like many places across the country, it is becoming harder to climb on to the housing ladder in Fareham.

£29,612

average annual wage in Fareham – 2021

£318,000

average house price in Fareham – 2021

The Office for National Statistics states that the average house price in Fareham in 2021 was £318,000 compared to £202,500 in 2010. That equates to a 57% increase in house prices over 10 years.

The average annual wage for people working in Fareham in 2021 was £29,612. This means house prices are over ten times higher than earnings in Fareham.

This is comparable to the rest of Hampshire where average earnings are slightly higher than in Fareham and average house prices are higher also.



Fareham's population is significantly healthier than the national average and this is reflected in our comparatively high life expectancies.

While the majority of our health statistics tell a very positive story, there are some exceptions:

- Breast cancer
- Emergency admissions for under 5s
- Hospital stays for self-harm
- Diabetes- a problem across Fareham and Gosport
- Number of women smoking at the time of giving birth



Obesity is a nationwide problem and Fareham's levels of obesity match the national average.



EDUCATION



Overall, those that live in Fareham are well educated. Ninety-eight per cent of primary school children in the Borough attend schools that are rated either 'Good' or 'Outstanding' by Ofsted.

In 2021 45% of Fareham residents were educated to NVQ4 level (equivalent to an undergraduate degree) and above, this is slightly higher than the national average of 44%.

Those educated to NVQ3 level (equivalent to 2 or more A-levels) and above is also higher than both the national and regional averages.



45%
of Fareham
residents educated
to NVQ4 level

DEPRIVATION



The Indices of Deprivation were last measured in 2019. They look at a range of factors such as income, education, health, housing, and environment to measure relative levels of deprivation in small areas or neighbourhoods across the country.

The areas are ranked in order with one being the most deprived. Fareham is ranked 298 out of 317 local authorities for deprivation in England, the second lowest in Hampshire.

The Indices of Deprivation are recalculated every three to five years.

While the Indices of Deprivation have found that levels of deprivation are low within Fareham there are areas of concern within the Borough which, unless indicated, remain unchanged since 2015:

Fareham Park and Fort Fareham are in the 30% most deprived areas

Bishopsfield Road/western side is in the 30% most deprived areas

Town centre south and northern part of the creek are in the 40% most deprived areas

Stow Estate/west of Highlands Road is in the 40% most deprived areas

Western end of West Street area is in the 50% most deprived areas

South Titchfield/Posbrook is in the 40% most deprived areas (in 2015 this was 50%).



EMPLOYMENT

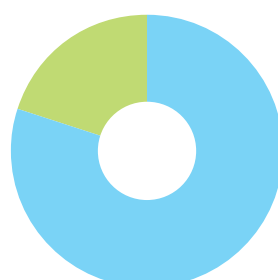


Fareham's employment statistics paint a positive picture when compared to both regional and national averages.

Eighty per cent of Fareham residents are in employment compared to 78% regionally and 75% nationally. Job density, the number of jobs per resident aged between 16-64, in Fareham is also higher than the regional and national levels meaning there are lots of opportunities for work within the Borough.

Only 3.2% of Fareham residents are unemployed, lower than the regional average of 3.5% and the national average of 4.1%. This is also reflected in the proportion of residents claiming out of work benefits which is lower than both regional and national levels.

It's not just the number of people in employment where Fareham performs well. Both the number and proportion of people working in generally higher paid roles, such as managers and directors, is higher than the regional and national averages.



80%
of Fareham
residents are in
employment

DIVERSITY AND RELIGION



Over the last 10 years Fareham has become more diverse. In 2011 95% of residents identified as White British; that figure has decreased to 93% in 2021.

Three per cent of people identified as non-white British with the remaining 4% of residents being made up of small proportions of other ethnic groups.

Religion remains important to many of our residents but numbers are declining. The number of people who now say they are Christian has decreased by 15% over the last 10 years from 64% in 2011 to 49% in 2021.

By contrast the number of people declaring they have no religion has risen by 17%, up from 27% in 2011 to 44% in 2021.

The number of people following other religions is relatively small:



49%
number of fareham residents who say they are Christian (2021)

341 Buddhist	401 Hindu	66 Jewish
714 Muslim	88 Sikh	491 Other

FAREHAM

Achievements

CORPORATE STRATEGY 2023-2029



THERE IS MORE TO US THAN BIG PROJECTS



This document highlights some of the Council's main achievements over the lifetime of the 2017-23 Corporate Strategy.

It is important to note that, as well as our big projects, consistently delivering high-quality Council services at value for money to our residents is an achievement we are extremely proud of.

Collecting bins, picking up litter, conducting environmental health inspections and delivering sheltered housing schemes, processing benefit claims and housing applications, are just some of the services we provide daily.

Our Local Service Agreements, which are updated annually, enable our residents to keep up to date with how Council services are performing in relation to our Corporate Priorities.

DELIVERING THE ESSENTIALS DURING THE PANDEMIC



Covid-19 resulted in one of the largest Business Continuity Incidents the Council has ever faced. Council staff worked hard to continue to deliver our services in very difficult circumstances.



£61m+

amount administered by the Council in grants and reliefs

However, we went well beyond our normal service provision to:

Work with charities and voluntary organisations to provide vital food supplies for those in need.

Provide fully equipped, self-catered accommodation for all rough sleepers.

Work with Citizens Advice to provide advice and support across the Borough at a time of high anxiety for many of our residents.

Administer over £61 million in grants and reliefs to help businesses who impacted by the pandemic.

Collaborate with retailers and Fareham Shopping Centre to ensure high streets could reopen safely after lockdown restrictions were eased.

Launch Shop Local, Eat Local campaign to encourage residents to support local traders.

Introduce Covid Marshals to support and advise people on sticking to Government guidelines on social distancing to help keep people safe.

WORKING TO PROVIDE HOUSING CHOICES



In Spring 2023 the Council's new Local Plan was approved. It will be used to guide development throughout the Borough until 2037.

The Local Plan contains policies that set out the Council's provision for housing, employment opportunities, transport infrastructure, leisure and community facilities across the Borough and is used to determine planning applications. There are also specific policies to ensure biodiversity is protected and enhanced across the Borough.



Exciting progress has also been made with regard to Welborne Garden Village, which will provide around 6000 new homes to the north of Fareham. Outline planning permission has been granted and funding secured for an upgrade to Junction 10 of the M27 motorway.

DELIVERING HOUSING FOR ALL



The Council implemented a new Affordable Housing Strategy in October 2021.

A new Housing Allocations Policy was implemented in 2020 followed by our new Homelessness and Rough Sleeping Strategy in April 2022.

The Council has also delivered new high-quality homes across the Borough:

25 new affordable homes at Oak Tree Close, Queens Road and Rose Court for customers on the Housing Register.

16 new sheltered housing apartments at Station Road, Portchester (Sir Randal Cremer House).

11 new shared ownership homes at Capella Close in Hill Head.

We have progressed the planned redevelopment of Assheton Court in Portchester to provide further high-quality sheltered apartments.

A property has been purchased in the town centre and redeveloped to provide emergency accommodation for those in need.

The provision of new homes continues with a further 250 in the pipeline which will be delivered by Fareham Housing.

250

new homes are planned for delivery by Fareham Housing

PROTECTING & ENHANCING THE ENVIRONMENT



In 2021 the Council launched its Climate Change Action Plan to support our commitment to becoming carbon neutral by 2030.

We have collaborated with LEAP to offer low income and vulnerable residents free home energy saving measures and advice.

The Council is also promoting the Warmer Homes programme which provides energy efficiency measures for low income and low energy performance homes.

In 2022, we started using a low carbon biofuel, Hydrotreated Vegetable Oil (HVO) in our garden waste and smaller diesel vehicles.

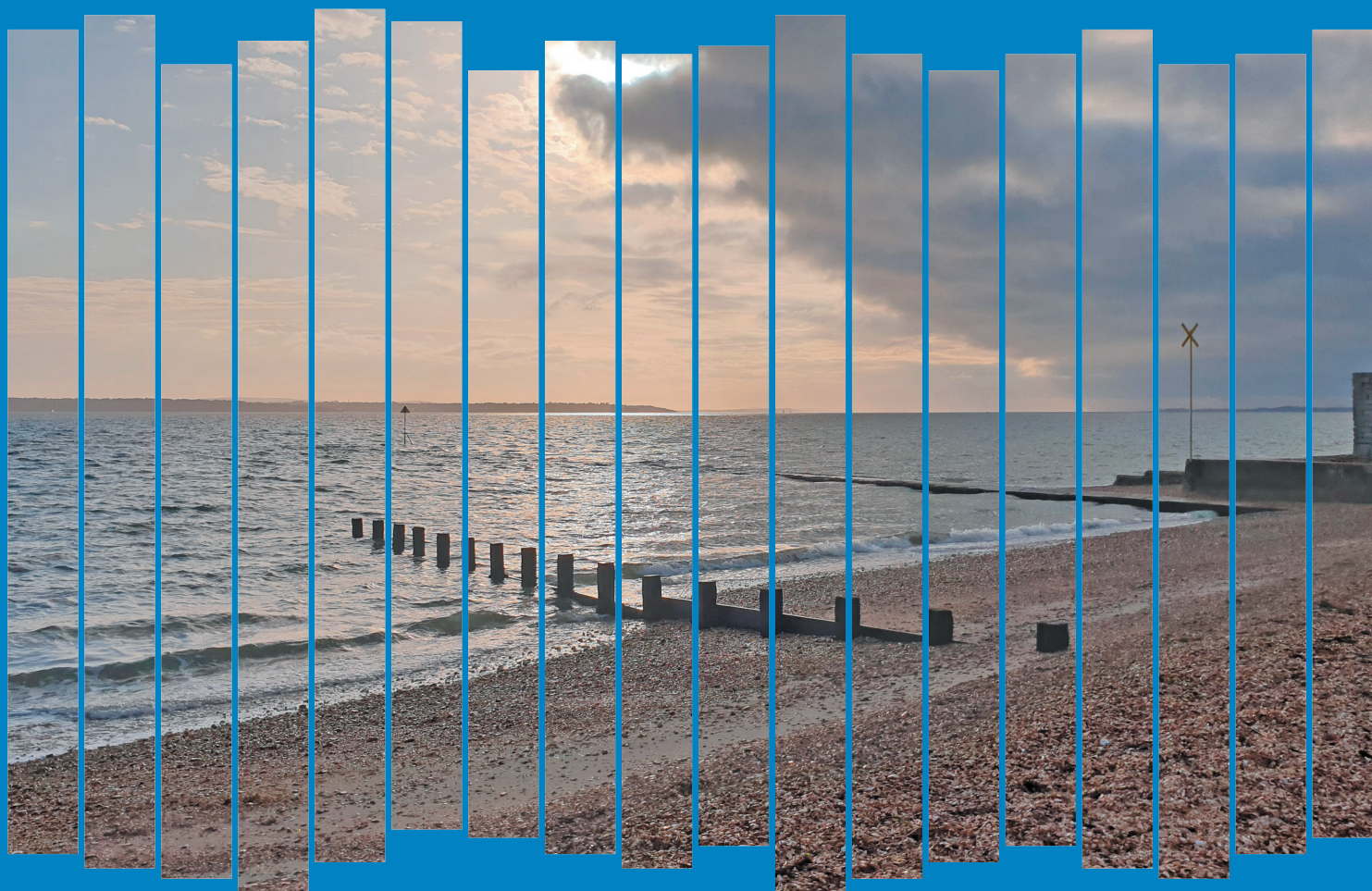
Two areas of sponsored tree planting – Queen’s Copse and Platinum Copse – were opened to commemorate the Queen’s Platinum Jubilee.

120+

**energy saving improvements
across the borough**

Over 120 energy saving improvements have been delivered, including the installation of solar panels to council homes across the Borough.

KEEPING THE BOROUGH CLEAN AND TIDY



Throughout the period of the **Corporate Strategy** the Council has successfully maintained its **Green Flag** awards at the **Sensory Garden** in Fareham Town and **Holly Hill Woodland Park** in Sarisbury.

A new anti-littering campaign ‘**No More Rubbish Excuses**’ was launched across the Borough in March 2022 to encourage people to dispose of their litter responsibly.

We restructured our Environmental Enforcement activities to ensure better provision across the Borough. This has seen a significant increase in the number of actions being taken against environmental crime.

More open spaces for the public to enjoy...

Two new public spaces opened for the local community- 20 hectares of green open space at Abbey Meadows and 15 hectares of green open space at Daedalus - Queen Elizabeth II Platinum Jubilee Park.

A new strategic tree planting approach was introduced to ensure we can continue to look after our existing trees as well as expanding tree cover across the Borough.

Bio-Diversity Net Gain policies were introduced in our new Local Plan that will ensure we can continue to protect and enhance our natural environment while providing homes for Fareham residents.

Planted 20,000 trees at Queen Elizabeth II Platinum Jubilee Park.

STRONG, SAFE, INCLUSIVE & HEALTHY COMMUNITIES



Community leadership is a role the Council takes very seriously and this was particularly important throughout the pandemic.

Four hundred new graves were built in 2020, as an extension to Holly Hill cemetery to increase the number of burial plots available to those living in the west of the Borough.

We completed a Community Safety Review, which resulted in improved CCTV provision and expanded the Council's uniformed enforcement team from six to eight officers.

Fareham and Holly Hill Leisure Centres were both accredited as fully accessible by Changing Places. Funding was secured for Changing Places facilities at the new Fareham Live.

Innovative online exhibitions were successfully introduced, and all democratic processes moved online, enabling us to continue to reach and engage with our customers.

Four sustainable measures were delivered as part of the Let's Clear the Air Campaign. These included:

To provide better infrastructure

Making improvements to traffic signals on Market Quay

Introduce a scheme to encourage taxi drivers to upgrade their own vehicles

Encourage residents to walk and cycle

MAINTAIN AND EXTEND PROSPERITY



Since the Council acquired the land at Daedalus in 2015 we have invested £28M in regenerating and transforming the airport and surrounding business parks.

This has seen Daedalus develop into the dynamic and thriving business and aviation hub it is today.

The investment in Daedalus has also supported major improvements to local highways- Stubbington Bypass and Newgate Lane.

Fareham's new Local Plan includes provision for approximately 122,000m² of new employment floor space at Daedalus and across the Borough..

Key achievements:

Daedalus (Solent Airport and Business Parks) produced a surplus income of £511,000 in 2020/21.

Flight movements at Solent Airport increased by 30% over three years.

The site has seen the opening of CETC – Civil Engineering Training Centre – and was awarded apprentice initiative of the year.

A £7 million extension to the award-winning Fareham Innovation Centre opened in 2018. The centre now supports 47 companies and has 275 people working from it.

Attracted key employers to the ever-expanding, award winning Faraday Business Park such as Britten Norman, All 4 Logistics and HC Coils.

Faraday Business Park also includes IFA2 which is bringing much needed electricity from France. This development also funded the wonderful new open space at Daedalus: Queen Elizabeth II Platinum Jubilee Park.

SUPPORTING LOCAL BUSINESSES



Supporting shops and smaller local businesses across the Borough has been particularly important throughout the challenges of the last few years.

Live.Love.Local. 

A new Live, Love, Local campaign was implemented to encourage Fareham residents to support their local high street. This campaign has been extended to continue until October 2023.

We commissioned Enterprise South to deliver a fully funded programme of support for businesses within the Borough during the Covid-19 lockdown.

Provided support and resources for local businesses to help them reopen safely as lockdown restrictions eased.

LEISURE OPPORTUNITIES FOR HEALTH AND FUN



Fareham's high quality leisure facilities have seen significant investment over the last few years.

In 2021 Fareham Leisure Centre benefited from a £6.33m investment. New facilities were provided including a climbing wall, soft play area for younger children and an indoor splash pad, suitable for those with accessibility needs. New sauna and steam room facilities were provided at Holly Hill Leisure Centre.

£6.33m

invested in refurbishment of Fareham Leisure Centre

Provided new sports pitches and a children's play area at Coldeast.

A wheelchair swing was installed at Holly Hill to complement a range of inclusive equipment.

The 25th anniversary of the annual 'Fareham In Bloom' competition ran virtually in 2021 with over 150 entries across six categories.

New themed play areas were opened at Daedalus and Abbey Meadows.

Held successful events at Daedalus: Daedalus 100 and D-Day 75.

Beacon lighting at Portchester Castle for the Platinum Jubilee was attended by approximately 5,000 people.

Relaunched the Christmas Lights Switch-On in 2021 drawing thousands of people into the town centre.

The development of Fareham Live is now underway. It will provide an 800 seat arts and entertainment venue in the heart of Fareham. This will also help inject new life into the town centre when it opens in early 2024.

Fareham Community Lottery was launched to support good causes in the Borough. For every £1 ticket sold, 40p goes to charity and community organisations.

DYNAMIC, PRUDENT AND PROGRESSIVE COUNCIL



We are constantly looking for ways to make your money work harder and have an innovative approach to the way we work.

In the face of reduced funding from central government the Council has had to create new income generation schemes.

Over £2m in efficiencies were made across the organisation as part of the Opportunities Plan.

Successfully transitioned to home working during the Covid-19 lockdowns and have since transitioned to hybrid working. This enables the organisation to function more flexibly.

We greatly improved the accessibility of our website to ensure that everyone can access the information that they need.

A new chargeable garden waste service was successfully launched. This has improved the quality of the service and has more users than the previous sack-based service meaning that more green waste is recycled. The communications campaign that ran alongside this scheme won a national award.

Introduced coastal car parking charges to help fund improvements to car parks and a more responsive enforcement team.

We launched an Instagram account to reach out to as many of our residents as possible. This has proved extremely popular throughout our Live Love Local campaign as we have been able to showcase our fantastic local businesses.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted

