

# FAREHAM

## BOROUGH COUNCIL

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

**Date**                    **10 January 2017**

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

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

#### **SUMMARY**

At the meeting of the Panel on 28 February 2017, members will be asked to review the outcome of the work programme for the current year 2016/17. Also at the meeting, the panel will be requested to finalise the draft work programme for the next municipal year, 2017/18.

This report also gives some background information to assist members in drawing up the work programme for 2017/18.

#### **RECOMMENDATION**

Members are asked to:-

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

## **INTRODUCTION**

1. The outcomes from the Work Programme for the current year (2016/17) will be reviewed at the Panel's meeting on 28 February 2017. At the same time, the panel will be requested to finalise its work programme for the following year (2017/18).
2. In order to assist the process, members are invited to consider both issues at this meeting.

### **WORK PROGRAMME 2016/17**

3. At the last meeting of the Panel on 08 November 2016, members reviewed and agreed the current programme of items for 2016/17. It is proposed that the current work programme for the remainder of 2016/17 as shown in Appendix A to this report, be noted.
4. The Panel is asked to note that there have been no revisions to the current year's Work Programme for 2016/17.
5. The progress on actions since the last meeting of the Panel on 08 November 2016 is attached at Appendix B, for members' information.

### **WORK PROGRAMME 2017/18**

#### Scrutiny Board Responsibilities

6. Members are reminded that the Scrutiny Board is generally responsible for:-
  - maintaining an overview of the discharge of the Council's Executive functions.
  - exercising the right to call-in, for reconsideration, any decisions made but not yet implemented by the Executive (and individual Executive Members) or key decisions made by officers in exercise of their delegated powers.
  - reviewing and/or scrutinising any matters affecting the strategic plans and financial affairs of the Council.
  - considering matters affecting the area or local people and, in so doing, reviewing and scrutinising the performance of other public bodies in the area.

#### Role Of The Policy Development And Review Panels

7. The Policy Development and review Panels are responsible for preparing their own work programme. Those programmes should take account of the role of the Panels to:-
  - assist in the development and formulation of policy.
  - report and advise upon policies and proposals relating to their particular service interest.
  - Review the performance of services provided directly or indirectly by the Council.

### Planning Next Year's Work Programme

8. Members are invited to consider policy development and formulation items for the Work Programme for 2017/18. It has previously been suggested that a few items of major significance be chosen.
9. In addition to any other matters which members may wish the Panel to look at, the Executive may decide if it wishes the Panel to carry out specific tasks during the next municipal year.
10. The programme of dates for the Panel during the next municipal year are as follows:-

<b><u>MEETING DATE FOR YEAR 2017/18</u></b>
16 May 2017
18 July 2017
05 September 2017
07 November 2017
09 January 2018
13 March 2018

11. A verbal update will be provided at the meeting by the Panel Chairman and the Director of Planning and Regulation (as appropriate) on potential items for the 2017/18 work programme, in order that these can be considered by all members of the Panel.
12. It is open for the Executive Member for Planning and Development to suggest any additional items for the Panel to consider at future meetings.
13. Other general items may arise during the year, such as responding to consultation requests by Government.
14. Statutory strategies and policy framework items will need to be reported to any combination of the Review Panels, the Scrutiny Board, the Executive and the Council, as appropriate.

### **RISK ASSESSMENT**

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

### **CONCLUSION**

16. Members are asked to:-
  - f) approve the programme of items for the remainder of 2016/17, as set out in Appendix A to the report;
  - g) note the progress on actions since the last panel meeting, as set out in Appendix B to this report;

- h) note the Planning and Development Portfolio – Executive Work Programme 2016/17 (as at in Appendix C );
- i) give preliminary consideration to the outcome of the Panel’s work programme for the current year; and
- j) prepare a draft work programme for next year, 2017/18, which can be given further consideration at the next Panel meeting on 28 February 2017.

## **Appendices**

**Appendix A – Work programme 2016/17**

**Appendix B – Progress on actions since last meeting on 08 November 2016**

**Appendix C – Planning and Development Portfolio – Combined Executive and Policy Development and Review Panel Work Programme 2016/17 as at 20 December 2016.**

**Background Papers: None**

**Reference Papers:** Planning and Development PDR Panel - Minutes – 08 November 2016

## **Enquiries:**

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

**APPENDIX A****PLANNING AND ENVIRONMENT POLICY DEVELOPMENT AND REVIEW PANEL –  
WORK PROGRAMME 2016/17**

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

**PLANNING AND DEVELOPMENT POLICY DEVELOPMENT AND REVIEW PANEL PROGRESS ON ACTIONS  
SINCE LAST MEETING ON 08 NOVEMBER 2016**

<b>Date of Meeting</b>	<b>08 November 2016</b>
<b><u>Subject</u></b>	<b>Statement of Community Involvement: Draft for Consultation</b>
<b>Type of Item</b>	Report
<b>Action by Panel</b>	<p>The Panel considered a report by the Director of Planning and Development on the Statement of Community Involvement, which has been drafted ready for consultation.</p> <p>The Panel referred to Appendix B of the report which contained a list of general and specific consultees and enquired as to whether it is appropriate to have this list as it does not contain information regarding all local business, groups etc that maybe consulted upon. The Head of Planning Strategy and Regeneration suggested to the Panel that the list could be simplified to contain just the statutory consultees, and that a separate list be maintained by officers containing the other consultees, as this list will need to be updated regularly as businesses and groups change. The Panel agreed this would be a more suitable option.</p> <p>The Panel also suggested that the following amendments be made:</p> <p>(i). On page 24 at 9.2, the wording be amended to read 'Fareham Borough Council is a member of the Partnership for Urban South Hampshire (PUSH), which is a partnership that covers the 12 whole or part Council areas in South Hampshire and the Isle of Wight.; and</p> <p>(ii). On page 18 at 3.2, the wording be amended to read 'The Council will only consult on issues that have yet to be decided.'</p> <p>It was AGREED that the Panel notes:-</p> <p>(a) that subject to the amendments above at (i) and (ii), the draft Statement of Community Involvement 2016, as set out in Appendix A, be made available for a six week period of consultation;</p> <p>(b) that the Director of Planning and Development, be authorised to make any necessary minor changes to the draft Statement of Community Involvement, prior to publication, providing that these do not change the overall direction, shape or</p>

	<p>emphasis of the document, and do not raise any significant issues; and</p> <p>(c) that following consultation, the document will be revised as appropriate before being considered for adoption by the Fareham Borough Executive</p>
Outcome	Subject to amendments, the document is made available for six week consultation and then once revised considered for adoption by the Executive.
Link Officer	Richard Jolley
<b>Subject</b>	<b>Authority Monitoring Report</b>
Type of Item	Report
Action by Panel	<p>The Panel considered a report by the Director of Planning and Regulation on the Authority Monitoring Report for the period 1 April 2015 to 31 March 2016.</p> <p>The Panel requested that additional information be placed into the report on pg 62, under the Affordable Housing Provision, which gives a brief explanation on how changes to National Policy with regards to developers being able to not comply with the affordable housing provision requirement due to viability reports.</p> <p>It was AGREED that the Panel:-</p> <p>(a) reviews the Authority Monitoring Report for 2015/16, as set out in Appendix A;</p> <p>(b) gives authorisation to the Director of Planning and Regulation to make any necessary changes, including the addition of information under Affordable Housing Provision and changes to National Policy as discussed above, to the Authority Monitoring Report 2015/16, prior to publication, providing that these do not change the overall direction, shape or emphasis of the document, and do not raise any significant issues; and</p> <p>(c) supports the publication of the Authority Monitoring Report 2015/16 on the Council's website.</p>
Outcome	All complete
Link Officer	Richard Jolley

<b>Subject</b>	<b>Planning and Development Policy Development Review Panel work Programme</b>
Type of Item	Report
Action by Panel	<p>The Panel considered a report by the Director of Planning and Regulation which reviews the Panel's work programme for 2016/17.</p> <p>It was AGREED that the Panel:-</p> <p>(a) approve the proposed Work Programme for 2016/17;</p> <p>(b) noted the outcomes from matters considered at the Panel meeting on 6 September 2016; and</p> <p>(c) Noted the content of the Planning and Development Executive Portfolio Work Programme for 2016/17.</p>
Outcome	All complete
Link Officer	Richard Jolley