

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

**Date:** Tuesday, 4 March 2014

**Time:** 6:00 pm

**Venue:** Collingwood Room - Civic Offices

**Members:**

Councillor J V Bryant (Chairman)

Councillor T J Howard (Vice-Chairman)

Councillors J S Forrest

Miss T G Harper

A Mandry

N J Walker

P W Whittle, JP

**Deputies:** P J Davies

Mrs K K Trott



**1. Apologies for Absence**

**2. Minutes** (Pages 1 - 6)

To confirm as a correct record the minutes of the meeting of the former Strategic Planning and Environment Policy Development and Review Panel meeting held on 7 January 2014.

**3. Chairman's Announcements**

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

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

**5. Deputations**

To receive any deputations of which notice has been lodged.

**6. Tree Strategy Action Plan (Annual Update)** (Pages 7 - 14)

To consider a report by the Director of Planning and Environment which provides an update on the Tree Strategy Action Plan.

**7. Review of the Panel's Work Programme for 2013/14 and proposed Programme for 2014/15** (Pages 15 - 32)

To consider a report by the Director of Planning and Environment, which reviews the Panel's Work Programme for the current year 2013/14 and gives further consideration to the draft programme for 2014/15.

P GRIMWOOD  
Chief Executive Officer

Civic Offices  
[www.fareham.gov.uk](http://www.fareham.gov.uk)  
24 February 2014

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# FAREHAM

BOROUGH COUNCIL

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

(to be confirmed at the next meeting)

**Date:** Tuesday, 7 January 2014

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

J V Bryant (Chairman)

T J Howard (Vice-Chairman)

**Councillors:** J S Forrest, Miss T G Harper, A Mandry, N J Walker and  
P W Whittle, JP

**Also Present:** Councillors Mrs K K Trott and Mrs P M Bryant



**1. APOLOGIES FOR ABSENCE**

There were no apologies for absence made at this meeting.

**2. MINUTES**

It was AGREED that the minutes of the meeting of the Strategic Planning and Environment Policy Development and Review Panel held on 5 November 2013 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

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

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

There were no declarations of interest made at this meeting.

**5. DEPUTATIONS**

There were no deputations made at this meeting.

**6. PETITION - STRATEGIC GAPS**

The Panel considered a report which addressed the issues raised in a petition of approximately 335 signatures, presented at the Council meeting on 10 October 2013 by Councillor Forrest. The petition stated:- "We call on Fareham Borough Council to stand firm on its policy of strategic gaps to prevent over-development and to protect the open countryside between Stubbington and Fareham".

At the invitation of the Chairman, Councillor Forrest addressed the Panel to explain his reasons for submitting the petition. With the consent of the Chairman he also circulated a document summarising the results of a survey he had carried out after the petition had been submitted.

The Head of Planning Strategy and Environment circulated extracts of the policies referred to in the report, Core Strategy Policy CS22 – Development in Strategic Gaps and Core Strategy Policy CS14 – Development Outside Settlements, for members' information.

It was proposed and seconded that the recommendation in the report be approved. The Panel AGREED that:-

- (a) the content of the petition be noted, and the existence of adopted policies in the Local Plan Part 1: Core Strategy which assist in the consideration of applications affecting the strategic gaps; and

- (b) the attention of the Planning Committee be drawn to the petition and Committee members be reminded of the relevant policies when any planning applications for development within the strategic gaps are being considered.

## **7. DRAFT WALLINGTON CONSERVATION AREA APPRAISAL AND MANAGEMENT STRATEGY**

The Panel considered a report by the Director of Planning and Environment which invited member's comments on the draft Wallington Conservation Area Appraisal and Management Strategy. The Council's Conservation Officer also made a presentation to illustrate various points made in the document.

Details were provided of the proposals for public consultation over the 4 week period in February 2014. These included a manned display area at the Wallington Village Hall for two advertised morning and afternoon sessions where documents and comment sheets would be made available. At other times during the consultation period the display boards would be available to view in the customer services area on the ground floor of the Civic Offices. Arrangements were also in hand for the Conservation Officer to attend the Fareham CAT meeting on Monday 3 February 2014 to answer any questions or provide additional information.

During the course of discussion the Panel made the following comments:-

- members support the recommendation to use an Article 4 direction in Wallington Conservation Area to control the use of permitted development rights in order to prevent any further harm to the character of the conservation area;
- consideration should be given to planting more trees in the tree line along the west bank of the Wallington River to fill in existing gaps in order to assist with the screening of the commercial buildings to the west (notably the Council depot); and
- members support a review of the existing street signage in the conservation area and liaison with the highways authority to see if some signage could be removed or relocated as appropriate.

Members were reminded that following public consultation, the comments received will be analysed and a report prepared for the Executive setting out the responses, together with any appropriate recommended changes to the draft Strategy prior to its adoption. The Panel was advised that the Executive would be recommended to delegate progression of Article 4 directions to the Executive Member for Strategic Planning and Environment.

It was AGREED that

- (a) officers be thanked for the work undertaken in producing a comprehensive Wallington Conservation Area Appraisal and Management Strategy draft document; and

- (b) the content of the draft document and the proposed arrangements for public consultation be supported.

**8. PRELIMINARY OVERALL REVIEW OF THE PANEL WORK PROGRAMME FOR 2013/14 AND DRAFT WORK PROGRAMME FOR 2014/15**

The Panel considered a report by the Director of Planning and Environment which reviewed the work programme for the remainder of the current year, 2013/14 and gave preliminary consideration to the work programme for 2014/15.

Members' attention was drawn to paragraph 10 of the report concerning the proposed items for the work programme for 2014/15. It was noted that because the Council's Annual meeting will not take place until late May 2014, the Panel meeting scheduled for 13 May 2014 will fall within the current municipal year (2013/14). The Panel was informed that further consideration would be given to preparation of the 2014/15 work programme at the next meeting in March 2014. Meanwhile any suggestions from members for items to be included in next year's work programme would be welcomed.

A question was raised about two particular items shown in the Strategic Planning and Environment Portfolio Work Programme (Appendix C) which, it was noted, are to be reported to a future meeting of the Executive. The items related to Fareham Borough Design Guidelines and Welborne Strategic Design Guidelines. Concern was expressed that the Panel would not have the opportunity to comment on /provide input on these matters before they were considered by the Executive.

The Director of Planning and Environment stated that the above matters would be considered by the Member Design Working Group, (chaired by the Executive Member for Strategic Planning and Environment) which had been established by the Executive for this purpose. The views and comments of the Working Group are then taken forward to inform the subsequent Executive reports. In the light of some Panel members' concerns, it was suggested that further consideration be given as to whether the Panel should, notwithstanding the existing arrangements, also have a role in these areas of policy development.

It was AGREED that:-

- (a) the programme of items for the remainder of the current year 2013/14, (to include the items shown for the meeting date of 13 May 2014), be approved;
- (b) that the progress on actions since the last Panel meeting on 5 November 2013 be noted; and
- (c) that the initial proposed draft work programme for 2014/15, as shown in paragraph 10 of the report be endorsed.. Members were reminded that

this matter will be further considered by the Panel at the next meeting on 4 March 2014.

(The meeting started at 6.00 pm  
and ended at 7.25 pm).





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

**Date**                **4 March 2014**

**Report of:**        **Director of Planning and Environment**

**Subject:**          **TREE STRATEGY ACTION PLAN (ANNUAL UPDATE)**

**SUMMARY**

This report reviews the Tree Strategy Action Plan and sets out the progress across the various service and work areas following the adoption of the Tree Strategy in March 2012.

**RECOMMENDATION**

Members are invited to support the Tree Strategy Action Plan and make any comments they wish in terms of the annual review of the 5 year plan.

## INTRODUCTION

1. In March 2012 Fareham Borough Council adopted a Tree Strategy 2012 - 2017 for the planning and management of the Borough's urban forest. The strategy will continue to deliver many benefits for Fareham such as the ongoing proactive management of the Borough's tree stock, ensuring a diversity of age and species. The document will assist in the preservation of Fareham's existing verdant character and reputation as a prosperous, safe and attractive place to live and work.
2. The Tree Strategy Action Plan can be found at Appendix A at the end of the report.

## TREE SAFETY INSPECTIONS

3. The proactive inspection of the Council's tree stock continues to identify a significant amount of tree works necessary to prevent interference with or damage to property, obstruction to access / thoroughfares and hazards to the public. The type of pruning identified comprises reducing branches away from buildings, crown lifting over paths, roads and well used grass areas, removing major dead wood and remedial pruning of weak and defective branches; and other bio-mechanical defects. Other pruning to remove ivy and clear basal vegetation to enable future inspection are also necessary and can be significant along greenways and naturalised areas.
4. The 2013 expenditure on moderate priority tree works identified during tree inspections equated to 30% of the annual budget. A full breakdown of the expenditure across the tree budget can be found towards the end of this report.

## HOUSING TREES

5. In March 2013 the task of surveying individual rented properties began by ward to establish the number of existing trees that are currently not subject to any proactive inspection. Portchester wards were completed in June and where appropriate those trees requiring tree safety inspections have been added to the tree management programme. The survey of Fareham wards will begin in March 2014.

## NEW TREE PLANTING AND MAINTENANCE

6. This year's annual tree planting has been undertaken in accordance with the aims and objectives of the Tree Strategy.
7. The Council has planted 101 trees across the Borough this year: **20 trees** adopted by local communities, **1 tree** at a local school, **37 trees** to replace those felled in the past twelve months, **6 trees** to replace vandalised young trees and **37 trees** planted on new sites identified in the proactive planting plan.
8. New tree planting in accordance with policy TP5 has been completed during December 2013 at the following sites: Red Barn Avenue / Grindle Close - **8 trees**, Park Lane – **6 trees**, Western Court - **4 trees**, Fairfield Avenue (West End Estate) - **17 trees** and Melvin Jones House – **2 trees**.
9. Residents living in areas identified for proposed new tree planting, which directly affected their interests, were written to prior to the planting taking place on site. The purpose of this contact is to outline the proposals in broad terms and allay any concerns over species choice and tree size, whilst meeting the Council's objective to engage with local residents in terms of its tree management function.

10. This year's annual tree planting has received widespread support and positive feedback from local residents and the public.

### PROTECTION OF TREES

11. The review of older TPOs has progressed throughout 2013 in accordance with the priorities agreed by the Review Panel in 2010, by focusing on older orders with 'area' designations and large multiple groups where individual species are not shown on the map. The table below summarises the number of orders served in 2013 and the reason for making them:

Order No	Order Name	Revoked	Reason
FTPO645	Land at Sarisbury Court: Sarisbury Court Gardens & woodland		Review
FTPO652	The Glade, The Copse & Kingston Gardens	TPO33	Review
FTPO654	Veryan and Haddon Close	TPO567 & TPO 82	Review
FTPO655	16 - 28 Buttercup Way, Locks Heath	TPO83	Review
FTPO656	Funtley Court, Funtley Hill	FTPO124	Review
FTPO658	Crableck Lane, Sarisbury	TPO195	Review
FTPO660	Holly Grove, Green Hollow Close & Highlands Road		Threat
FTPO681	113 Kiln Road, Timbers Red Barn Lane & 32 Holly Grove		Threat
FTPO682	Ashwood, 168 Hunts Pond Road and 114, 116, 118 & 120 Locks Heath Park Road	TPO9	Review
FTPO683	Land west of Lesanto, Little Park Farm Avenue, Park Gate		Threat
FTPO684	6 & 8 Abshot Close		Threat
FTPO685	Priestfields, Ascot Close & Locks Heath Free Church, Titchfield	TPO315, TPO154	Review
FTPO686	43 Holly Grove, Fareham		Review

12. The following orders were revoked as the trees affected are situated on land owned and maintained by the Council:

Order No	Order Name
FTPO17	Highlands Road, Kiln Road, The Cedars and Lynton Gardens
FTPO356	Churchyard - land adjacent to 17 Church Path, Titchfield
FTPO474	2 Knotgrass Road Locks Heath
FTPO76	Land south of Dibles Road and Warsash Common Nature Reserve
FTPO98	Brabant Close; Mustang Avenue;
HTPO469	Locksheath House Recreation Ground St John's Road Locks Heath

13. In 2014 the sequential review of older orders will continue and resources will also be focussed on the Whiteley settlement now development has been completed in north Whiteley.

## TREE SERVICE REQUESTS

14. In 2013 the tree team received 262 requests for tree work from residents, 168 of which resulted in tree work. The expenditure on pruning in response to tree service requests equated to 45% of the annual budget with an average spend per job of £300.
15. This compares to 315 requests in 2012 of which 239 resulted in tree work. In 2012 the expenditure on pruning in response to tree service requests equated to 49% of the annual budget with an average cost of £237 per job. A full breakdown of the annual expenditure across the tree budget can be found below:

## BUDGETS

<b>Annual tree budget £115,000</b>			
<b>Key work area</b>	<b>2012</b>	<b>2013</b>	<b>2014 (projected)</b>
Tree inspections (approx. 4000 pa)	£9,410.20	£7,030.25	£8,500
Tree work - inspections	£21,431.00	£42,422.82	£32,000
Tree work - service	£56,813.66	£51,610.73	£54,500
Tree planting – plant material	£9,873.40	£8,108.10	£9,000
Tree planting – labour & materials	£16,420.00	£10,440.00	£13,500
Incidental tree works	£8,823.42	£22,477.34	£15,500
<b>Total</b>	<b>£122,771.68</b>	<b>£142,089.24</b>	<b>£133,000</b>

<b>St Jude's Day storm – 28 October 2013</b>	<b>£6,196.54</b>
<b>Winter storms 2013/14</b>	<b>£20,000</b>

16. Pressure on the tree budget in 2013 was significant. The main areas of work which had the most financial impact are reactive tree inspections that result in 'good neighbour' pruning and tree work recommendations arising from proactive tree safety inspections. The latter are normally categorised as moderate priority, to be undertaken within 12 months and will avoid potential risks or damage to people and property in the future.
17. The need to undertake 'good neighbour' pruning is assessed on the merits of each case and the circumstances that prevail. The vast majority of this work does not improve the risk associated with the Council's tree stock and is not undertaken to remove hazards. The Tree Strategy clearly sets out the Council's tree management priorities in terms balancing the risks associated with trees and their value and importance as a natural asset.
18. The public expect the Council to manage the risks from trees within acceptable limits. However, residents tend to raise more general concerns regarding encroaching branches, tree related debris, shading and dominance. There is a public expectation that trees should be 'maintained properly' and the implications of doing nothing in response to such expectations would arguably have a significant adverse impact on the profile of trees and that of the organisation responsible for maintaining them.

## **SERVICE IMPROVEMENTS**

19. In spring 2013 the tree team took on the responsibility for tree work applications, which were previously assigned to planning case officers with tree officers acting as consultees. Managing the case work for tree work applications has provided greater control and accountability to the tree team and improved the promotion of pre-application advice. Additional resource has subsequently been released in the planning team who no longer determine tree work applications and conservation area notifications. The tree team were keen to pass on these improvements to the public and now on average make a decision within 5 weeks of receipt of an application.
20. Some local planning authorities have gone one step further by operating a 'fast track' system for works to protected trees. In simple terms the Council would agree low impact works such as crown lifting and shortening overhanging branches as '*de minimis*' works within ten days and simply notify affected residents of the decision, rather than canvas opinion by way of 21 day neighbour notifications. More significant works such as lopping or felling of trees, that could have a significant impact on public amenity, would continue to require a full application.
21. There is no requirement to publicise tree work applications beyond having them on a register and allowing the public to view them at reasonable hours. Officers are of the opinion that a 'fast track' system could work for Fareham Borough Council and deliver multiple benefits for both the Council and the customer.

## **CHALLENGES AND PRESSURES ON THE SERVICE**

22. The tree team has identified the principal demands on the tree service as follows:-
  - Trees and woodlands at the former Coldeast Hospital site.
  - New residential development / adoption of public land.
  - Threats from pests and diseases.
  - Increasing frequency and intensity of severe weather events.
  - Customer expectations remain high.
  - Maturing tree population in western wards.
  - The settlement of Welborne.
23. The Council's Tree Strategy will enable the tree team to respond to some of these challenges by delivering tree services in a proactive and sustainable manner, whilst retaining enough flexibility to adapt to the short term variability in work streams. However, pressure on the tree budget is expected to increase for the remaining life of the plan until 2017.

## **RISK ASSESSMENT**

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

## **CONCLUSION**

25. Members are invited to support the Tree Strategy Action Plan and make any comments they wish in terms of the annual review of the 5 year plan.

### **Appendix A – Tree Strategy Action Plan**

**Background Papers:** None

**Reference Papers:** Report to Strategic Planning and Environment Policy Development and Review Panel 8 January 2013; Fareham Borough Council Tree Strategy 2012 - 2017.

**Enquiries:** For further information on this report please contact Paul Johnston, Principal Tree Officer (Ext 4451).

## Appendix A - Action Plan

	Actions	Lead	Timescale
1	<p><u>Trees in Parks &amp; Public Open Spaces</u></p> <ul style="list-style-type: none"> <li>• Complete an assessment of the principal parks for replanting opportunities.</li> <li>• Implement a replanting programme for principal parks sites.</li> </ul>	Principal Tree Officer + Parks Officers	March 2013 March 2014
2	<p><u>Housing Trees</u></p> <ul style="list-style-type: none"> <li>• Prepare a schedule of rented properties with significant trees in the curtilage.</li> <li>• Undertake a survey and risk assessment of the trees identified and add to tree management database.</li> <li>• Implement a programme of tree works in accordance with the actions identified.</li> <li>• Complete an assessment of amenity housing areas for replanting opportunities.</li> <li>• Implement a replanting programme for amenity housing areas identified.</li> </ul>	Principal Tree Officer + Housing Officer  Principal Tree Officer Principal Tree Officer Principal Tree Officer	March 2013 March 2014 March 2014 March 2013 March 2014
3	<p><u>New Tree Planting &amp; Maintenance - Council Land</u></p> <ul style="list-style-type: none"> <li>• Complete annual assessment of the number of trees that have been removed or felled.</li> <li>• Complete annual assessment of new tree survival rates from previous years planting.</li> <li>• Implement schedule of replacement tree planting, where appropriate, prior to undertaking any new tree planting initiatives.</li> </ul>	Principal Tree Officer Principal Tree Officer Principal Tree Officer	Annual target Annual target Annual target
4	<p><u>Protection of Trees</u></p> <ul style="list-style-type: none"> <li>• Produce an annual report on the progression of the review of the Council's older tree preservation orders.</li> <li>• Continue to review the number of trees felled or removed with consent or under exemption.</li> <li>• Issue tree replacement notices where appropriate.</li> </ul>	Principal Tree Officer  Principal Tree Officer Principal Tree Officer	Annual  Ongoing
5	<p><u>Planning Policy</u></p> <ul style="list-style-type: none"> <li>• Site Allocation Plans - Provide arboricultural advice and guidance to Policy Officers.</li> <li>• Strategic Development Area and Area Action Plans - Provide arboricultural advice and guidance to Policy Officers.</li> <li>• Strategic Sites and Master Planning - Provide arboricultural advice and guidance to Policy</li> </ul>	Principal Tree Officer + Principal Planner - Strategy Principal Tree Officer + Principal Planner - SDA Principal Tree Officer +	LDF Timescales  LDF Timescales  LDF Timescales

	Officers and Planning Consultants.	Principal Planner - Strategic Sites & Design	
6	<u>Promotion of the Urban Forest</u> <ul style="list-style-type: none"> <li>• Produce topical articles relating to trees for publication in Fareham Today.</li> <li>• Undertake a feasibility study into the development of a Tree Warden Scheme in Fareham.</li> </ul>	Principal Tree Officer Principal Tree Officer	Annual 2015
7	<u>Monitor and Review the progress of the Strategy</u> <ul style="list-style-type: none"> <li>• Prepare an annual update on the progress of the action plan to the Strategic Planning and Environment Policy Development Review Panel.</li> </ul>	Principal Tree Officer	Annual



# FAREHAM

## BOROUGH COUNCIL

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

**Date**                    **4 March 2014**

**Report of:**            **Director of Planning and Environment**

**Subject:**              **FINAL REVIEW OF WORK PROGRAMME FOR 2013/14 AND  
DRAFT PROGRAMME FOR 2014/15**

#### **SUMMARY**

At the last meeting of the Panel on 7 January 2014, members reviewed the existing work programme for 2012/13 and also considered the draft work programme for 2014/15. The Panel is now invited to further review the work programme for the current year and finalise a draft Work Programme for 2014/15.

#### **RECOMMENDATION**

The Panel is now requested to:-

- (a) review the Panel's work programme for the current year 2013/14;
- (b) agree a draft work programme for 2014/15 which can be finalised at the next meeting;
- (c) submit the proposed work programme for 2014/15 to the Council for endorsement.

## **INTRODUCTION**

1. This is the penultimate meeting for this year and the Panel is invited to finalise its review of this year's work and confirm the draft programme for 2014/15.
2. Appendix A to this report contains details of the current year's work programme for review by the Panel. Members are requested to agree that the Panel meeting scheduled for 13 May 2014 be cancelled, given that the only programmed item, Biodiversity Action Plan Review, will be reprogrammed due to the need for further discussions with Natural England.
3. Appendix B contains details of the outcomes from matters considered at Panel meetings from May 2013 up until January 2014, for members' information.
4. Appendix C contains details of the proposed items for the work programme for 2014/15, which members had considered at the last Panel meeting. Members are reminded that any suggestions for items to be added to next year's work programme are welcomed.
5. Appendix E shows the Strategic Planning and Environment Portfolio programme of items proposed to be reported to future meetings of both the Panel and the Executive.
6. It is also for the Panel to consider whether any review of items under the Council's policy framework will be included in the 2014/15 programme. Appendix D contains a list of the plans and strategies currently contained in the Council's policy framework. The list may however be subject to amendment arising from any future changes to the Constitution.

## **RISK ASSESSMENT**

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

## **CONCLUSION**

7. To summarise, the Panel is now invited to :-
  - (a) agree to cancel 13 May 2014 Panel meeting;
  - (b) review the outcome of the work programme for the current year 2013/14 as set out in Appendix B ;
  - (c) give further consideration to a draft work programme for 2014/15, taking account of the proposed draft set out in Appendix C and, at the same time, add to the Panel's draft programme for 2014/15 any proposed strategy or policy reviews and also any additional items agreed generally by the Panel or put forward by individual members and accepted by the Panel
  - (d) note the Planning and Development Executive Portfolio work programme 2013/14 ( as at 11 February 2014);
  - (e) submit the agreed work programme for 2014/15 to the Council

## **APPENDICES**

**Appendix A** - Current Work Programme for 2013/14

**Appendix B** – Work Programme 2013/14 – Outcomes from May 2013 to January 2014

**Appendix C** - Proposed Work Programme for 2014/15

**Appendix D**– Policy Framework

**Appendix E** - Planning and Development Executive Portfolio work programme (as at 20 February 2014)

**Background Papers:** None

### **Reference Papers:**

Strategic Planning and Environment Policy Development and Review Panel 7  
January 2014 (Minute 8)

### **Enquiries:**

For further information on this report please contact Richard Jolley, Director of Planning and Environment (Ext 4388 )

APPENDIX A

STRATEGIC PLANNING AND ENVIRONMENT POLICY DEVELOPMENT AND REVIEW PANEL - WORK PROGRAMME FOR 2013/14

<u>MEETING DATES FOR 2013/14</u>	<u>ITEMS</u>
14 May 2013	River Hamble to Portchester Coastal Flood & Erosion Risk Management Strategy  Evaluation of the performance of Wallington flood prevention scheme  Review of the work programme 2013/14
16 July 2013	Environmental Sustainability Strategy: Action Plan (Annual Update)  Review of the work programme 2013/14
3 September 2013	Review of the work programme 2013/14  Draft Portchester (Castle Street) Conservation Area Appraisal and Management Strategy <i>(Panel meeting to be preceded by member site visit of the conservation area)</i>
5 November 2013	Petition  Presentation/Q& A session by representatives of Highways and Transportation.  Presentation - Parking Update  Review of the work programme 2013/14
7 January 2014	Draft Wallington Conservation Area Appraisal and Management Strategy <i>(Panel meeting to be preceded by member site visit of the conservation area)</i>

7 January 2014 (cont'd)	Review of the work programme 2013/14
4 March 2014	Tree Strategy Action Plan (Annual Update)  Review of the work programme 2013/14
13 May 2014	MEETING TO BE CANCELLED

STRATEGIC PLANNING AND ENVIRONMENT POLICY DEVELOPMENT AND REVIEW PANEL PROGRESS ON ACTIONS SINCE  
14 MAY 2013

<b>Date of Meeting</b>	<b>14 MAY 2013</b>
<b><u>Subject</u></b>	<b><u>Presentation - River Hamble to Portchester Coastal Flood and Erosion Management Strategy</u></b>
Type of Item	Presentation
Action by Panel	Information presented to the Panel was noted.
Outcome	N/A
Link Officer	Linda Jewell
<b><u>Subject</u></b>	<b><u>Presentation - Evaluation of the Performance of Wallington Flood Prevention Scheme</u></b>
Type of Item	Presentation
Action by Panel	To note it was AGREED that:- (d) the information presented to the panel be noted; (e) Members' congratulations and thanks to officers for their efforts in dealing with the Wallington flood event and the success of the flood prevention scheme be recorded; and (f) a letter be sent to the Environment Agency requesting written confirmation that the asset management regime would include regular inspections of the condition of Wallington flood wall and that the reply from the Agency be reported back to the Panel.

Outcome	Awaiting a response from the Environment Agency.
Link Officer	Linda Jewell
<b>Subject</b>	<b><u>Strategic Planning and Environment Policy Development and Review Panel Work Programme 2013/14 - Initial Endorsement</u></b>
Type of Item	Review
Action by Panel	To note it was AGREED that:-  (a) the draft programme of items for 2013/14 as set out in Appendix A attached to the report be noted ; and (b) progress on actions since the last Panel meeting, as set out in Appendix B attached to the report be noted.  <b>N.B</b> Agreed to attach an Executive work programme to the Work programme report for the next meeting.
Outcome	To note
Link Officer	Richard Jolley
<b>Date of Meeting</b>	<b>16 JULY 2013</b>
<b>Subject</b>	<b><u>Environmental Sustainability Strategy: Action Plan (Annual Update)</u></b>
Type of Item	Review
Action by Panel	It was AGREED that the Panel supports the revised ESAP format and the new actions and targets within it.
Outcome	In light of the various changes made to the structure of the Environmental Sustainability Strategy Action Plan (ESAP) and new actions and targets introduced, it was intended to submit the revised ESAP to the Executive in the Autumn for approval

Link Officer	Mark Chevis
<b>Subject</b>	<b>Strategic Planning and Environment Policy Development and Review Panel Work Programme 2013/14</b>
Type of Item	Review
Action by Panel	<p>It was AGREED that:-</p> <p>(a) the programme of items for 2013/14, as set out in Appendix A attached to the report be approved;</p> <p>(b) progress on actions, as set out in Appendix B attached to the report be noted; and</p> <p>(c) the items in the work programme 2013/14 for the Strategic Planning and Environment Portfolio, as shown in Appendix C, be noted.</p>
Outcome	To note
Link Officer	Richard Jolley
<b>Date of Meeting</b>	<b>3 SEPTEMBER 2013</b>
<b>Subject</b>	<b><u>Draft Portchester (Castle Street) Conservation Area Appraisal and Management Strategy</u></b>
Type of Item	Consultation
Action by Panel	<p>It was AGREED that</p> <p>(a) officers be thanked for arranging the visit to Portchester (Castle Street) Conservation Area on 19 August 2013 which had been informative in considering the matters in the report; and</p> <p>(b) the information both in the report and presented at the meeting be noted.</p>



Outcome	Members to be kept updated on the outcome of the consultation process and any recommended changes.
	Mike Franklin
<b>Subject</b>	<b><u>Strategic Planning and Environment Policy Development and Review Panel Work Programme 2013/14</u></b>
Type of Item	Review
Action by Panel	<p>It was AGREED that:-</p> <p>(a) in relation to HCC Highways &amp; Transportation matters, an item be added to the work programme for the Panel meeting on 5 November 2013 for HCC representatives to address the Panel on this matter, and give an overview of HCC transport strategy and proposals as they affect the Borough; and</p> <p>(b) in relation to HCC Education matters, arrangements be made for an all Member Briefing to be held at 4.30 – 5.30 pm on 5 November 2013, preceding the next Panel meeting, for HCC representatives to advise all members on HCC education strategy and proposals as they affect the Borough.</p>
Outcome	To note
Link Officer	Richard Jolley
<b>Date of Meeting</b>	<b>5 NOVEMBER 2013</b>
<b>Subject</b>	<b><u>Petition</u></b>
Type of Item	Consultation
Action by	It was AGREED that

Panel	<p>(c) the petition be noted,</p> <p>(d) the petitioners be informed of the current and emerging planning policy in relation to infill developments, and</p> <p>(e) the request be referred to the Development Sites and Policies Plan Member Working Group for consideration alongside other representations and comments made on the Draft Plan, to decide whether a specific policy concerning residential infill development would be a necessary addition to the existing and emerging suite of policies.</p>
Outcome	Petitions administrator to advise petitioner of the outcome.
Link Officer	Linda Jewell
<b><u>Subject</u></b>	<b><u>Presentation/Question &amp; Answer session with representatives of the Economy, Transport and Environment Directorate of Hampshire County Council</u></b>
Type of Item	Presentation
Action by Panel	<p>It was AGREED that:-</p> <p>(a) the officers be thanked for their informative and comprehensive presentation; and</p> <p>(b) arrangements be made for a copy of the presentation slides to be circulated to all members and deputy members of the Panel.</p>
Outcome	To note. Copy of slides circulated electronically to all Panel members.
Link Officer	Richard Jolley

<b><u>Subject</u></b>	<b><u>Presentation – Parking Update</u></b>
Type of Item	Presentation
Action by Panel	It was AGREED that the officers be thanked for their very helpful presentation.
Outcome	To note
Link Officer	Claire Burnett
<b><u>Subject</u></b>	<b><u>Strategic Planning &amp; Environment Policy Development and Review Panel Work Programme 2013/14</u></b>
Type of Item	Review
Action by Panel	<p>It was AGREED that:-</p> <ul style="list-style-type: none"> <li>(a) an item regarding the petition submitted by Councillor Forrest be added to the Panel's work programme for the meeting on 7 January 2014;</li> <li>(b) arrangements proceed for an all member briefing to take place at 4.30pm to 5.30pm on Tuesday 7 January 2014, (prior to the next Panel meeting), for representatives of Hampshire County Council to advise members on County education strategy and proposals as they affect Fareham Borough;</li> <li>(c) consideration be given to including matters of policy development in the Panel's future work programme;</li> <li>(d) subject to the addition of the items referred to in (a) above, the programme of items for 2013/14 as set out in Appendix A to the report, be approved; and</li> <li>(e) the progress on actions since the last meeting, as set out in Appendix B, be noted.</li> </ul>

Outcome	To note
Link Officer	Richard Jolley
<b>Date of Meeting</b>	<b>7 JANUARY 2014</b>
<b><u>Subject</u></b>	<b><u>Petition – Strategic Gaps</u></b>
Type of Item	Consultation
Action by Panel	<p>The Panel AGREED that:-</p> <ul style="list-style-type: none"> <li>(a) the content of the petition be noted, and the existence of adopted policies in the Local Plan Part 1: Core Strategy which assist in the consideration of applications affecting the strategic gaps; and</li> <li>(b) the attention of the Planning Committee be drawn to the petition and Committee members be reminded of the relevant policies when any planning applications for development within the strategic gaps are being considered.</li> </ul>
Outcome	Petitions administrator to advise petitioner of the outcome.
Link Officer	Linda Jewell
<b><u>Subject</u></b>	<b><u>Draft Wallington Conservation Area Appraisal and Management Strategy</u></b>
Type of Item	Consultation

Action by Panel	<p>It was AGREED that</p> <p>(a) officers be thanked for the work undertaken in producing a comprehensive Wallington Conservation Area Appraisal and Management Strategy draft document; and</p> <p>(b) the content of the draft document and the proposed arrangements for public consultation be supported.</p>
Outcome	To note.
Link Officer	Mike Franklin
<b>Subject</b>	<b><u>Preliminary Overall Review of the Panel Work Programme for 2013/14 and draft Work Programme for 2014/15</u></b>
Type of Item	Review
Action by Panel	<p>It was AGREED that:-</p> <p>(a) the programme of items for the remainder of the current year 2013/14, (to include the items shown for the meeting date of 13 May 2014), be approved;</p> <p>(b) that the progress on actions since the last Panel meeting on 5 November 2013 be noted; and</p> <p>(c) that the initial proposed draft work programme for 2014/15, as shown in paragraph 10 of the report be endorsed.. Members were reminded that this matter will be further considered by the Panel at the next meeting on 4 March 2014.</p>
Outcome	To note
Link Officer	Richard Jolley

**PLANNING AND DEVELOPMENT POLICY DEVELOPMENT AND REVIEW PANEL -  
DRAFT WORK PROGRAMME FOR 2014/15**

9 July 2014	River Hamble to Portchester Coastal Flood Risk & Management Strategy – draft for consultation.  Review of the work programme 2014/15
2 September 2014	Parking Strategy & Charges – Annual Review  Review of the work programme 2014/15
4 November 2014	Review of the work programme 2014/15
6 January 2015	Environmental Sustainability Strategy Action Plan (Annual Update)  Review of the work programme 2014/15
3 March 2015	Tree Strategy Action Plan (Annual Update)  Review of the work programme 2014/15 and draft work programme for 2015/16
<b>Items to be programmed:</b> Review of Fareham Biodiversity Action Plan Conservation Area Appraisal & Management Strategy items	

**FAREHAM BOROUGH COUNCIL**

**POLICY FRAMEWORK**

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

- (a) Sustainable Community Strategy;
- (b) Housing Strategy;
- (c) Food Safety Service Plan;
- (d) Licensing Policy;
- (e) Plans and Alterations comprising the Development Plan;
- (f) Development Plan Documents;
- (g) Community Safety Strategy;
- (h) Corporate Vision, Values, Objectives and Priority Actions.





Directorate	Committee / Panel	Portfolio	Service Area	Item Description	Item Type	Date	Key Decision?	Referred to Council?	Referred to Exec.?	Contact	Report Author
Planning & Environment	Planning and Development PDR Panel	Planning and Development	Development Management & Trees	Tree Strategy Action Plan - Annual Update	Report	04/03/2014	No			Lee Smith, X4427 <a href="mailto:lsmith@fareham.gov.uk">lsmith@fareham.gov.uk</a>	Lee Smith, Paul Johnson
Planning & Environment	Executive	Planning and Development	Planning & Environment	Wallington Conservation Area Character Appraisal & Management Strategy: Adoption	Report	12/05/2014	No			Mike Franklin X2380 <a href="mailto:mfranklin@fareham.gov.uk">mfranklin@fareham.gov.uk</a>	Mike Franklin
Planning & Environment	Planning and Development PDR Panel	Planning and Development	Planning Strategy & Environment	Review of Fareham Biodiversity Action Plan	Report	TBC	No			Claire Burnett X4330 <a href="mailto:cburnett@fareham.gov.uk">cburnett@fareham.gov.uk</a>	Claire Burnett
Planning & Environment	Executive	Planning and Development	Planning Strategy & Environment	Review of Fareham Biodiversity Action Plan - for Adoption	Report	TBC	Yes			Claire Burnett X4330 <a href="mailto:cburnett@fareham.gov.uk">cburnett@fareham.gov.uk</a>	Claire Burnett
Planning & Environment	Executive	Planning and Development	Planning Strategy & Environment	Fareham Borough Design Guidelines Supplementary Planning Document (Rest of Borough) – Draft for Consultation	Report	TBC	No			Claire Burnett X4330 <a href="mailto:cburnett@fareham.gov.uk">cburnett@fareham.gov.uk</a>	Claire Burnett
Planning & Environment	Executive	Planning and Development	Planning Strategy & Environment	Fareham Borough Design Guidelines Supplementary Planning Document (Rest of Borough)- for Adoption	Report	TBC	Yes			Claire Burnett X4330 <a href="mailto:cburnett@fareham.gov.uk">cburnett@fareham.gov.uk</a>	Claire Burnett
Planning & Environment	Executive	Planning and Development	Welborne	Welborne Strategic Design Guidelines - Draft for Consultation:	Report	TBC	No			Claire Burnett X4330 <a href="mailto:cburnett@fareham.gov.uk">cburnett@fareham.gov.uk</a>	Jenna Turner
Planning & Environment	Executive	Planning and Development	Welborne	Welborne Strategic Design Guidelines - for Adoption	Report	TBC	Yes	No		Claire Burnett X4330 <a href="mailto:cburnett@fareham.gov.uk">cburnett@fareham.gov.uk</a>	Jenna Turner
Planning & Environment	Executive	Planning and Development	Welborne	Welborne Planning Obligations SPD – Draft for Consultation	Report	TBC	No			Claire Burnett X4330 <a href="mailto:cburnett@fareham.gov.uk">cburnett@fareham.gov.uk</a>	Jenna Turner
Planning & Environment	Executive	Planning and Development	Welborne	Welborne Planning Obligations SPD – for Adoption	Report	TBC	Yes			Claire Burnett X4330 <a href="mailto:cburnett@fareham.gov.uk">cburnett@fareham.gov.uk</a>	Jenna Turner
Planning & Environment	Executive	Planning and Development	Planning Strategy & Environment	Rest of Borough Planning Obligations SPD – Draft for Consultation	Report	TBC	No			Lee Smith, X4427 <a href="mailto:lsmith@fareham.gov.uk">lsmith@fareham.gov.uk</a>	Mark Chevis
Planning & Environment	Executive	Planning and Development	Planning Strategy & Environment	Rest of Borough Planning Obligations SPD – for Adoption	Report	TBC	Yes			Lee Smith, X4427 <a href="mailto:lsmith@fareham.gov.uk">lsmith@fareham.gov.uk</a>	Mark Chevis

