

**COUNCIL MEETING  
SUMMONS**

Members of Fareham Borough Council are hereby summoned to attend a meeting of the Council to be held in the Council Chamber, Civic Offices, Fareham, on **THURSDAY, 25 APRIL 2013**, commencing at **6.00 pm**.

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The Mayor: Councillor Dennis Steadman

The Deputy Mayor: Councillor Susan Bayford

Councillor Brian Bayford	Councillor Trevor Howard
Councillor Susan Bell	Councillor Leslie Keeble
Councillor John Bryant	Councillor Tim Knight
Councillor Pamela Bryant	Councillor Arthur Mandry
Councillor Trevor Cartwright	Councillor Kay Mandry
Councillor Peter Davies	Councillor David Norris
Councillor Marian Ellerton	Councillor Sarah Pankhurst
Councillor Jack Englefield	Councillor Roger Price, JP
Councillor Keith Evans	Councillor David Swanbrow
Councillor Geoff Fazackarley	Councillor Katrina Trott
Councillor Michael Ford, JP	Councillor Nick Walker
Councillor Jim Forrest	Councillor David Whittingham
Councillor Nick Gregory	Councillor Paul Whittle, JP
Councillor Tiffany Harper	Councillor Seán Woodward
Councillor Connie Hockley	David Basson



**1. Prayers**

The meeting will commence with a short service of prayers.

**2. Apologies for Absence**

**3. Minutes (Pages 1 - 10)**

To confirm as a correct record the minutes of the Council Meeting held in 22 February 2013.

**4. Mayor's Announcements**

**5. Executive Leader's Announcements**

**6. Executive Members' Announcements**

**7. Declarations of Interest**

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 of Political Groups, in accordance with the Council's Constitution.

**8. Presentation of Petitions**

To receive any petitions presented by a member of the Council.

*Note: any petition so presented will be dealt with in accordance with the Council's petition scheme.*

**9. Deputations**

To receive any deputations of which notice has been given.

**10. Reports of the Executive (Pages 11 - 28)**

To receive, consider and answer questions on reports and recommendations of the Executive. Minutes of the meetings of the Executive and a schedule of individual Executive member decisions are appended as follows:-

- (1) 4 March 2013
- (2) 15 April 2013

*Note:- the following recommendations are to be determined:*

- Minute 12(3) - Adoption of Fareham Borough Community Infrastructure Levy - the Council is recommended to:-
  - (a) approve the Community Infrastructure Levy Charging Schedule as set out in Appendix B for Implementation from 1<sup>st</sup> May 2013;
  - (b) approve for publication the 'Regulation 123 List' as set out in Appendix C;
  - (c) agree the arrangements for payment of Community Infrastructure Levy by instalments as set out at Appendix D;

- (d) delegate to the Director of Finance and Resources, in consultation with the Executive Portfolio holder, the authority to publish a revised instalments policy;
- (e) not make Exceptional Circumstances relief available in its area;
- (f) not make Discretionary Charitable Relief available in its area;
- (g) delegate to the Director of Finance and Resources in consultation with the Director of Planning and Environment and the Executive Portfolio Holders for Policy, Strategy and Finance and Strategic Planning and Environment, the decision on whether or not to accept an offer of transfer of land in payment or part payment of a CIL liability;
- (h) approve the delegation of the discretionary powers set out in Appendix E to the Director of Finance and Resources with the exception of the power to issue a CIL Stop Notice under Regulation 89 which shall be delegated to the Director of Finance and Resources in consultation with the Director of Planning and Environment and the Executive Portfolio Holders for Policy, Strategy and Finance and Strategic Planning and Environment;
- (i) delegate the power to take proceedings in relation to any CIL offence to the Solicitor to the Council;
- (j) authorise the post holders specified in Appendix F for the purposes of CIL Regulation 109; and
- (k) delegate power to the Director of Planning and Environment to amend the list of posts at Appendix F.

### (3) Schedule of Individual Executive Decisions

## 11. Report of the Scrutiny Board (Pages 29 - 34)

To receive, consider and answer questions on reports and recommendations of the meeting of the Scrutiny Board held on 21 March 2013.

*Note : the following recommendation is to be determined:*

- Minute 9(b) - the Council be informed that the Board considers that the call-in procedure is operating satisfactorily and that there are no reasons to suggest that the arrangements should be amended for 2013/14;
- Minute 9(e) - the Council is asked to confirm the Panel's proposed work programme for 2013/14.

## 12. Reports of Other Committees (Pages 35 - 110)

To receive the minutes of the following Committees and to consider and answer questions on any reports and recommendations made.

- (1) Planning Committee                      27 February 2013
- (2) Planning Committee                      27 March 2013
- (3) Strategic Planning and                      5 March 2013  
Environment Policy  
Development and Review  
Panel

*Note : the following recommendation is to be determined:*

- Minute 7(c) - the Council is asked to confirm the Panel's proposed work programme for 2013/14.

- (4) Streetscene Policy                      7 March 2013  
Development and Review  
Panel

*Note : the following recommendation is to be determined:*

- Minute 6(c) - the Council is asked to confirm the Panel's proposed work programme for 2013/14.

- (5) Leisure and Community              6 March 2013  
Policy Development and  
Review Panel

*Note : the following recommendation is to be determined:*

- Minute 9(c) - the Council is asked to confirm the Panel's proposed work programme for 2013/14.

- (6) Public Protection Policy            12 March 2013  
Development and Review  
Panel

*Note : the following recommendation is to be determined:*

- Minute 6(d) - the Council is asked to confirm the Panel's proposed work programme for 2013/14.

- (7) Audit and Governance                      11 March 2013  
Committee

*Note : the following recommendation is to be determined:*

- Minute 6 - Latest Financial Regulations Updates - The Committee recommends to Council that the proposed changes set out in the report be approved.
- Minute 11 - Motion Referred by Council - The motion referred from Council to the Audit and Governance Committee is not supported but the Monitoring Officer bring a report back to the Committee in one year's time to give an update on how the current arrangements are working with possible recommendations for improvement.
- Minute 14(a) - the Council is asked to confirm the Panel's proposed work programme for 2013/14.

- (8) Health and Housing Policy          14 March 2013  
Development and Review  
Panel

(9) Licensing and Regulatory 19 March 2013  
Affairs Committee

**13. Questions under Standing Order 17.2**

To answer questions pursuant to Standing Order 17.2 for this meeting.

**14. Motions under Standing Order 15**

Members will be informed, prior to the meeting, of any motion duly notified in accordance with Standing Order 15 but received after print and dispatch of the agenda.

Notice of Motion received 17 April 2013 by Councillor D J Norris

"I propose that this Council investigates the collection of food and vegetable waste with either a private contractor or with an adjoining council, to be implemented at nil or minimum cost to this Council."

**15. Appointments to Committees (Pages 111 - 118)**

To consider a report on the allocation of seats on committees and panels, following the recent changes to political groups

P GRIMWOOD  
Chief Executive Officer

[www.fareham.gov.uk](http://www.fareham.gov.uk)

17 April 2013

**For further information please contact:  
Democratic Services, Civic Offices, Fareham, PO16 7AZ  
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# FAREHAM

## BOROUGH COUNCIL

### Minutes of the Council

*Minutes of a Council meeting held on 22 February 2013  
at the Civic Offices*

**PRESENT:**

Councillor D L Steadman  
(Mayor)

Councillor Mrs S M Bayford  
(Deputy Mayor)

**Councillors:** B Bayford, J V Bryant, Mrs P M Bryant, T M Cartwright, P J Davies, Mrs M E Ellerton, J M Englefield (joined at 17:45), K D Evans, G Fazackarley, M Ford, JP, J S Forrest, N R Gregory, Miss T Harper, Mrs C L A Hockley, T J Howard, L Keeble, T G Knight, A Mandry, Mrs K Mandry, D J Norris, Mrs S Pankhurst, R H Price, JP, D C S Swanbrow, Mrs K K Trott, N J Walker, D Whittingham, P W Whittle, JP and S D T Woodward.



**1. PRAYERS**

The meeting opened with prayers led by the Mayor's Chaplain, Reverend Gregory Holmes.

**2. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Miss Bell.

**3. MINUTES**

RESOLVED that the Mayor be authorised to sign as a correct record the minutes of the meeting of the Council held on 24 January 2013 ([cl-130124-m](#) refers) subject to the addition of Councillor Price on the list of Councillors present at the meeting.

**4. MAYOR'S ANNOUNCEMENTS**

The Mayor was saddened to announce that former Solicitor to the Council, Jim Burrill had died that morning. The funeral arrangements would be circulated to members when known.

The Mayor reported that the Valentine's Dinner held on Saturday 16 February was a great success which raised approximately £350 for his charity. The Mayor paid tribute to Councillor Mrs Ellerton for hosting a thoroughly enjoyable evening and thanked for her hard work and hospitality.

The Mayor announced that the next charity event would be the Mayor's Tea Party on the 4 April at 2:30pm with a talk by Dianne Hatfield about hearing dogs for the hard of hearing. She will also be bringing along one of the puppies currently in training.

The Mayor also confirmed the date for the annual Mayor's Charity Ball as Friday 19<sup>th</sup> April. He stated that tickets are on sale and are already selling well.

**5. EXECUTIVE LEADER'S ANNOUNCEMENTS**

There were no Executive Leader's announcements made at this meeting.

**6. EXECUTIVE MEMBERS' ANNOUNCEMENTS**

There were no Executive Member's announcements made at this meeting.

**7. DECLARATIONS OF INTEREST**

The Mayor confirmed that the Monitoring Officer had granted a dispensation to all Members to enable discussion and a decision to be taken at item 15 – Finance Strategy, Capital Programme, Revenue Budget and Council Tax 2013/14 and for item 16 – Members' Allowances.



Councillor Price declared a Disclosable Pecuniary Interest for item 15 – Finance Strategy, Capital Programme, Revenue Budget and Council Tax 2013/14 as he leases an allotment in Portchester. He confirmed that he would leave the chamber and not take part in any debate on allotments.

## 8. PETITIONS

There were no petitions presented at this meeting.

## 9. DEPUTATIONS

There were no deputations given at this meeting.

## 10. REPORTS OF THE EXECUTIVE

The minutes of the meeting of the Executive held on 11 February 2013 were presented to the Council, together with a schedule of decisions made by individual Executive Members.

RESOLVED that:-

- (a) the minutes of the Executive meeting held on 11 February 2013 (reference papers [x-130211-m](#)) be received;
- (b) the recommendation of the Executive contained in minute 11(1) of 11 February 2013 regarding the Finance Strategy, Capital Programme, Revenue Budget and Council Tax for 2013/14 be considered at item 15 (see minute 15 below);
- (c) the recommendation of the Executive contained in minute 11(2) of 11 February 2013 - Housing Revenue Account Spending Plans, including Capital Programme for 2013/14 to approve:
  - (a) individual rent increases in line with the rent restructuring model, be approved for Council dwellings with effect from 1 April 2013;
  - (b) rents for Council garages be increased by 5% with effect from 1 April 2013;
  - (c) discretionary fees and charges be increased to provide a minimum increase of 5% with effect from 1 April 2013;
  - (d) the revised budget for 2012/13;
  - (e) the base budget for 2013/14;
  - (f) the capital programme and financing for 2012/13 to 2016/17; and
  - (g) annual budgets and assumptions be set with the aim of ensuring sufficient surpluses are held to repay debt on the date of maturity of each loan, be agreed.
- (d) the recommendation of the Executive contained in minute 11(3) of 11 February 2013 regarding the endorsement of the draft Treasury Management Strategy and Prudential Indicators for 2013/14, attached as Appendix A to the report ([xps-130211-r04-cha](#) refers), be approved; and

- (e) the schedule of decisions made by individual Executive Members ([cl-130222-xschedule](#)) be received.

## 11. REPORT OF THE SCRUTINY BOARD

The minutes of the meeting of the Scrutiny Board held on 23 January 2013 were presented to the meeting.

RESOLVED that the minutes of the Scrutiny Board meeting held on 23 January 2013 (reference papers [sb-130123-m](#)) be received.

## 12. REPORTS OF OTHER COMMITTEES

The minutes of the following Committee meetings were presented to Council:-

- |   |                 |                                  |
|---|-----------------|----------------------------------|
| (1) Planning Committee  | 30 January 2013 | <a href="#">pc-130130-m</a>      |
| (2) Leisure and Community Policy Development and Review Panel | 16 January 2013 | <a href="#">l&amp;c-130116-m</a> |
| (3) Health and Housing Policy Development and Review Panel    | 17 January 2013 | <a href="#">h&amp;h-130117-m</a> |

RESOLVED that:-

- (a) the minutes of the meeting of the Planning Committee held on 30 January 2013 be received;
- (b) the minutes of the meeting of the Leisure and Community Policy Development and Review Panel held on 16 January 2013 be received; and
- (c) the minutes of the meeting of the Health and Housing Policy Development and Review Panel held on 17 January 2013 be received.

## 13. QUESTIONS UNDER STANDING ORDER 17.2

There were two questions submitted under Standing Order 17.2 for this meeting.

### Questions by Councillor N R Gregory:

- (a) What is the view of the Chairman of the Audit and Governance Committee on the sanctions that are available to the Standards Sub Committee where it has been found that there has been a breach of the Council's Code of Conduct for Members?
- (b) Does the Chairman of the Audit and Governance Committee think that the sanctions that are now available carry sufficient weight to deal with serious breaches of the Code of Conduct for Members?

- (c) Does the Chairman of the Audit and Governance Committee agree that the ethics of the code are undermined because the Sanctions applied are implemented by the same people they are meant to govern?

**Verbal response by the Chairman of the Audit and Governance Committee:**

- (a) The Localism Act 2011 introduced a lighter touch regime for dealing with standards matters. It has simplified the previous system for dealing with complaints about Members' behaviour so that it concentrates on serious matters rather than on more trivial, "tit for tat" or politically motivated complaints.

There is no power to suspend or disqualify a Member or to withdraw Members' special responsibility allowances. However there is now a criminal offence where a Member fails to register or declare a Disclosable Pecuniary Interest. There are also other criminal and common law actions that can be pursued outside the Code of Conduct depending on what the offence is. Where a Member is convicted of an imprisonable offence of over 3 months, they are automatically disqualified.

I think it is important too, when considering sanctions and the seriousness of the offence, to bear in mind that in the last five years under the old scheme there have been only seven complaints of an alleged breach of the Council's Code of Conduct that had to be referred to the previous Standards Assessment Sub Committee, none of which needed to be further investigated.

To date there have been no complaints where it has been necessary to refer the matter to the Standards Sub Committee under the new more serious regime.

- (b) The Localism Act 2011 has made no provision for sanctions against Members who are found to have breached their Council's Code of Conduct. Leading Counsel's advice has been sought by the Association of Council Secretaries and Solicitors (ACSeS) and the only lawful sanctions that are available are the ones that have been incorporated within the Council's procedures and these were approved by Council at its meeting on 21 June 2012.

In the answer to the previous question I have outlined the legal remedies for serious breaches of the code. I think there is no doubt owing to the high profile of Councillors and the good name of this Council that Members would insist that serious breaches were properly dealt with in Court and therefore clearly outside the political arena.

- (c) I very much welcome this question as it gives me a chance to explain what an important role our two Independent Persons have. I don't think the general public realise how seriously they take their work.

The Council appointed two Independent Persons in June 2012 who are consulted on all allegations and whose views are taken into account. Whilst the meeting of any Standards Sub Committee can no longer be chaired by an Independent Member it will have input from an Independent Person as part of the arrangements for dealing with allegations of breaches of the Code.

The Independent Person is a key part of the arrangements; they are not 'part of the Council'. They are there to ensure the fairness of the process for all concerned and to act as a guarantor to both the Council and the public that matters are being dealt with correctly, effectively and proportionately.

Having seen the work of the Independent Persons I would very much like to place on record my thanks for their outstanding qualities. If there was any suggestion of impropriety in the way decisions were arrived at or the way the committees were run they would definitely make their views public.

**Questions by Councillor D Whittingham:**

The Planning Inspectorate report I received states that between 06.04.11 and 05.04.12 that there were 30 appeals.

1. Of the 30 appeals 50% of these were allowed, 47 % dismissed and 1 withdrawn, but 4 resulted in costs against our Council. Would the Chairman consider it worthwhile to analyse this information to see just how many are from decisions made by Committee or Officers?
2. Should we not, as a local Authority allow applicants to enjoy the right to ask to have their application to be decided by the Planning Committee if they suspect that they face a delegated refusal?
3. Should we not encourage applicants to openly carry out their own consultation with their neighbours, as consultation and public views are an essential part of the planning process?
4. Should consideration be given to Officer reports to the Planning Committee stating the full number of consultation letters that were sent out for that application, not just the number of objections or support?
5. Would he agree with me this would give a balance weight to the correct level of response from letters of consultation from this authority?

Could we find some sort of consistency in the number of consultation letters which are sent out across all applications, there are great differences in the amount consultation letters over applications?

**Verbal response by the Chairman of the Planning Committee:**

1. The Councillor is incorrect and really should check his facts. There have been no costs awards made against Fareham Borough Council. Meanwhile the results of appeals are always carefully considered by officers and will be presented to members of the Planning Committee on 27<sup>th</sup> February.
2. The Councillor should be aware that in the situation where an application which officers consider should be refused receives a letter of support it will automatically stand referred to the Planning Committee for determination. Equally he should be aware that any Councillor can refer any application to the Planning Committee for determination
3. We already do encourage applicants to do this through pre-application discussions.
4. On Fareham Borough Council's website, we publish the addresses of every neighbouring property we write to about a planning application. If Members of the Planning Committee considered it to be helpful in their decision making, details could be provided in reports of the total number of letters sent.
5. If the Councillor had bothered to attend the training afforded to Planning Committee members including him he would know that the notification policy seeks to ensure that the notification undertaken is proportionate to the development proposed. He would also then not need to ask any of the questions which he has submitted this evening.

**14. MOTIONS UNDER STANDING ORDER 15**

There was one motion submitted under Standing Order 15 for this meeting:

- (1) Notice of motion received 8 February 2013 by Councillor N R Gregory:

"I would like to request that this Council sends a letter to Eric Pickles, Secretary of State for Communities and Local Government.

The letter should request a review of the regulations on the elected members' Code of Conduct to allow sanctions to be implemented by Employed Officers of the Authority and or independent member/s of the public of this Authority without Political intervention.

This move would promote openness, accountability and integrity to the people who elected us to our public office, and ensuring that all elected members Code of Conduct's are fit for purpose.

Whilst the current Code of Conduct and the implementations of sanctions do meet current Government regulations; however the changes adopted last April bring to question the accountability of these due to the sanctioning of breaches. This also brings into question the accountability of members to their residents.”

Having been duly seconded by Councillor Whittingham, the Mayor confirmed that as the subject matter of the motion came within the terms of the Audit and Governance Committee, the motion would stand referred without discussion to the Audit and Governance Committee for consideration.

## **15. FINANCE STRATEGY, CAPITAL PROGRAMME, REVENUE BUDGET AND COUNCIL TAX 2013/14**

### **(1) Suspension of Standing Order 19.4**

Having been duly proposed and seconded, it was RESOLVED that the provisions of Standing Order 19.4 be suspended to allow the Executive Leader of the Council to speak on the matters referred to in items (2) and (3) below for longer than five minutes and the Spokesman for each opposition group speak for not more than ten minutes.

### **(2) Report of Executive – 6 February 2012**

The Council considered the Executive’s recommendations concerning the Finance Strategy, Capital Programme, Revenue Budget and Council Tax for 2012/13, referred to at Minute 10 above. It was proposed by Councillor Woodward and seconded by Councillor Cartwright that the Council accepts the recommendations of the Executive and approves:-

- (i) the capital programme and financing as amended in paragraphs 3-7 of £22,903,000;
- (ii) an overall revised revenue budget for 2012/13 of £10,458,500;
- (iii) a revenue budget for 2013/14 of £9,823,300; and
- (iv) a council tax for Fareham Borough Council for 2013/14 of £140.22 per band D property, which represents no increase when compared to the current year.

In presenting the proposal the Executive Leader reviewed the Council’s performance over the past year and drew attention to the continuing challenge facing members and officers in meeting increasing public expectations whilst the economy remains unstable. He highlighted a number of achievements in the past year and was pleased to report that projects such as the Bus Rapid Transit, Portchester Community Centre, Olympic and Diamond Jubilee celebrations including a royal visit had all been successfully implemented.

The Executive Leader highlighted a number of significant challenges to be faced over the coming year and stated that the biggest challenge to the Council will be the work involved in planning for the new community to the North of Fareham. Other sites undergoing important development include Coldeast, Daedalus, Fareham Town Centre and Locks Heath District Centre and these will all provide real benefits to the local communities.

In focusing on the residents of Fareham, the Executive Leader also highlighted the challenges facing our residents with the introduction of Universal Credit which gives those on benefits more responsibility in managing their finances as benefits will be brought together and paid to individuals rather than landlords. In addition to this the new Council Tax Support Scheme will begin to replace the Council Tax Benefit Scheme and the changes in assessment may result in some residents paying council tax for the first time.

The Executive Leader remarked that the possibility of continuing to freeze the Council Tax was all the more remarkable given that since 2009, when the Council Tax was set at £140.22, our core funding from the Government at that time was over £6 million and has since dropped to £3.5 million.

The Executive Leader ended by saying that the proposed budget was balanced, sustainable and robust and that this strong position would provide certainty for customers, employees and members that the level of high quality of services would continue to be delivered. He commended a budget which would make Fareham's Council Tax the 7<sup>th</sup> lowest "district" rate in England (out of 201) whilst 82% of councils would be receiving more Government support per head than Fareham.

Councillor J S Forrest, Leader of the Liberal Democrat Group, replied to the motion and moved an amendment to add a further recommendation that:

"Fareham Borough Council notes improvements made in 2012 to the Sustainable Communities Act, which enable councils to consult and try to reach agreement with representatives of communities in their areas on proposals to submit under the Act. Fareham is already working in partnership with voluntary and non-government organisations whose aims meet the Act's definitions of sustainable communities, namely: improvement of the local economy, protection of the environment, promotion of social inclusion and participation in civic, political and democratic activity.

The Council therefore resolves to respond to the Government's invitation to use the Act, by tasking an officer/member working group to work with local partners in developing proposals for government action and assistance over the next three years."

Following the debate on the amendment, Councillor Forrest subsequently withdrew his amendment, stating it would be re-submitted as a motion to a later meeting of the Council.

On the proposal being put to the meeting following further debate, it was declared CARRIED unanimously.

RESOLVED that the recommendations of the Executive be accepted and accordingly the Council approved:

- (i) the capital programme and financing as amended in paragraphs 3-7 of £22,903,000;
- (ii) an overall revised revenue budget for 2012/13 of £10,458,500;
- (iii) a revenue budget for 2013/14 of £9,823,300; and

- (iv) a council tax for Fareham Borough Council for 2013/14 of £140.22 per band D property, which represents no increase when compared to the current year.

## 16. MEMBERS' ALLOWANCES

The Council received a report by the Director of Regulatory and Democratic Services inviting members to consider the report of the Independent Remuneration Panel and determine whether to accept the Panel's recommendations ([cl-130222-r01-ewi](#) refers).

RESOLVED that the Council:

- (a) adopts the scheme of members' allowances for 2013-14 which mirrors the scheme for the current year; and
- (b) makes no change in the level of reimbursement for travel and subsistence.

(The meeting started at 5:00pm  
and ended at 7:47pm).



# FAREHAM

## BOROUGH COUNCIL

### **Minutes of the Executive (to be confirmed at the next meeting)**

*Minutes of a meeting held on 4 March 2013  
in the Collingwood Room, Civic Offices, Fareham*

**Present:** Councillor S D T Woodward - Policy, Strategy and Finance  
(Executive Leader)  
Councillor T M Cartwright - Public Protection (Deputy Leader)  
Councillor B Bayford - Health and Housing  
Councillor K D Evans - Strategic Planning and Environment  
Councillor Mrs C L A Hockley - Leisure and Community  
Councillor L Keeble - Streetscene

**Also in attendance, Councillors:**

Miss S M Bell (Chairman of Leisure and Community Policy Development and Review Panel)

J V Bryant (Chairman of Strategic Planning and Environment Policy Development and Review Panel)

Mrs P M Bryant (Chairman of Licensing and Regulatory Affairs Committee)

Mrs M E Ellerton (Chairman of Health and Housing Policy Development and Review Panel)

Miss T Harper (Chairman of Streetscene)

D C S Swanbrow (Chairman of Scrutiny Board)



**Public Session****1. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**2. MINUTES**

RESOLVED that the minutes of the meeting of the Executive held on 11 February 2013 ([x-130211-m](#) refers) be confirmed and signed as a correct record.

**3. EXECUTIVE LEADER'S ANNOUNCEMENTS**

The Executive Leader was pleased to announce that following a formal tender process, the European Recycling Company Ltd had been appointed to provide and service clothing and textile recycling banks on Fareham Borough Council land. He confirmed that the contract would commence on 1<sup>st</sup> April 2013 and would run for a period of four years.

The Executive Leader stated that the contract is a framework agreement that other councils in Hampshire would be able to benefit from, with Fareham acting as the lead authority. He affirmed that the European Recycling Company is well established in this field, providing similar services for a number of other local authorities across England and that their operational, ethical and environmental credentials are among the best in the sector.

The Executive Leader confirmed that the new banks would be blue in colour and would carry the Council's corporate branding. Installation would take place on 3<sup>rd</sup> and 4<sup>th</sup> April 2013 on 14 existing sites, plus an additional 15 sites that have been identified. These are mainly in council owned car parks throughout the borough.

The Executive Leader identified three significant benefits that would result from the contract:

1. The additional sites will provide better facilities for residents to recycle;
2. Environmental – approximately 800 tonnes of clothing is still thrown away in residents' refuse (green top) bins annually – the additional facilities will help to reduce this; and
3. Financial – the council will receive a significant revenue income from the sale of the recycled material.

The Executive Leader confirmed that the Council is currently consulting residents on how they would like the proceeds from this arrangement to be distributed. Consultation is taking place via the e-panel, presentations at CATS meetings and via the Council Connect stand in the Fareham shopping centre. The consultation closes on Sunday 10<sup>th</sup> March following which the Director of Streetscene will bring a report to Executive in April with a recommendation on how the income should be distributed, once an analysis of the results of the consultation has been completed.

The Executive Leader welcomed the news that the agreement has secured a highly competitive price for each tonne collected, which should result in significantly more income being generated than is currently the case. Early indications from the consultation suggest that residents would like the proceeds to be distributed to a variety of good causes. The Executive Leader concluded that there is every possibility that all interested parties, including the charities that currently operate banks on these sites, will benefit substantially from the new arrangements.

#### **4. DECLARATIONS OF INTEREST**

Councillor Cartwright declared a pecuniary interest for item 8(1) - Housing Allocations Policy as his father-in-law is currently registered on the Housing Waiting List. Councillor Cartwright left the room for this item and was not present for the discussion or decision.

#### **5. PETITIONS**

There were no petitions presented for this meeting.

#### **6. DEPUTATIONS**

The Executive received a deputation from Mr Raymond Randall in relation to item 9(1) - Lockwood Community Centre and was thanked accordingly (see minute 9(1) below).

The Executive received a deputation from Mr Geoffrey Eales in relation to item 9(1) - Lockwood Community Centre and was thanked accordingly (see minute 9(1) below).

The Executive Leader agreed to bring that item for consideration forward on the agenda.

#### **7. MINUTES/REFERENCES FROM OTHER COMMITTEES**

The Executive received the minutes of the Housing Tenancy Board held on 21 January 2013. There were no outstanding references from this meeting.

#### **8. EXECUTIVE MATTERS FOR DECISION IN PUBLIC**

The Executive considered the following matters for decision and resolved as indicated, in the Notices of Executive Decisions referred to and as set out below:-

##### **Health and Housing**

- (1) Housing Allocations Policy (Key Decision) - Decision No. [2012/13-157](#)

Councillor Cartwright declared a pecuniary interest for this item as his father-in-law is currently registered on the Housing Waiting List. Councillor Cartwright left the room for this item and was not present for the discussion or decision.

RESOLVED that:

- (a) the Executive approves and adopts the proposed new Allocations Policy for implementation from 1<sup>st</sup> May 2013;
- (b) the existing waiting list is frozen and all housing applications be reviewed and re-prioritised; and
- (c) the Member Working group reconvenes in November 2013 to evaluate the impact of the changes and report their findings to the Health and Housing Panel.

- (2) Tenancy Strategy (Key Decision) - Decision No. [2012/13-158](#)

RESOLVED that the draft Tenancy Strategy and the draft Tenancy Policy are approved for adoption and implementation with effect from 1 April 2013.

## 9. Leisure and Community

- (1) Lockswood Community Centre - Decision No. [2012/13-159](#)

The comments of the Deputies were taken into account during consideration for this item (see minute 6 above).

RESOLVED that the Executive:

- (a) approves the continued funding of the Lockswood Community Centre for a further 3 months, pending the transfer of management to the newly formed Lockswood Community and Sports Association;
- (b) approves the progress on the formation of a community association; and
- (c) recommends that the Council appoint a trustee to sit on the management committee of the newly formed charity.

## 10. Policy, Strategy and Finance

- (1) Maintaining the Vibrancy of Fareham Town Centre: Update (Key Decision) - Decision No. [2012/13-160](#)

RESOLVED that the Executive:

- (a) notes the progress in implementing the Town Centre Action Plan approved in September 2012;
- (b) approves the updated Action Plan, as set out in Appendix A to the report ([xps-130304-r09-cmi](#) refers);
- (c) delegates authority to the Executive Leader to take the final decision on the type of permanent structure to be installed in the Henry Cort pedestrian area as described in the report; and
- (d) agrees that the Action Plan remains an evolving document to be updated as appropriate and that further reports be made to the Executive as appropriate when there is the need for a formal decision.

- (2) Matched Funding - Quarterly Report - Decision No. [2012/13-161](#)

RESOLVED that the Executive:

- (a) approves a matched funding award of up to £25,000 for Fareham Bowls Club;
  - (b) approves a matched funding award of up to £7,500 for Sarisbury Community Centre;
  - (c) approves a matched funding award of up to £21,500 for Salmiakki Community Interest Company;
  - (d) agrees all awards subject to all contributory funding being secured; and
  - (e) approves a community use agreement to be entered into with Fareham Bowls Club and Salmiakki Community Interest Company.
- (3) Business Solent Champion Proposal - Decision No. [2012/13-162](#)

RESOLVED that the Executive accepts the offer from Business Solent at an annual subscription of £1,000 commencing from 1 March 2013.

### Private Session

#### EXECUTIVE MATTER FOR DECISION IN PRIVATE

The Executive considered the following matter for decision in private and resolved as indicated in the Notices of Executive Decisions referred to and as set out below:-

#### 11. Policy, Strategy and Finance

- (1) Citizen of Honour (and Young Citizens of the Year) - Decision No. [2012/13-163](#)

RESOLVED that the Executive:

- (a) selected two candidates from the nominations listed in the report, to be formally recognised as Citizen of Honour 2013 at the Council's annual Mayor Making ceremony;
  - (b) selected one candidate from the nominations listed in the report, to be formally recognised as Young Citizen of Honour 2013 (12-18 year olds) at the Council's annual Mayor Making ceremony.
- (2) Irrecoverable Debts - Decision No. [2012/13-164](#)

RESOLVED that the debts listed in Appendix A to the report, be written off as irrecoverable.

*(NOTE: All decisions are non-key decisions unless otherwise indicated)*

(The meeting started at 6:00pm  
and ended at 6:35pm).

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# FAREHAM

## BOROUGH COUNCIL

### Minutes of the Executive (to be confirmed at the next meeting)

*Minutes of a meeting held on 15 April 2013  
in the Collingwood Room, Civic Offices, Fareham*

**Present:** Councillor S D T Woodward - Policy, Strategy and Finance  
(Executive Leader)  
Councillor T M Cartwright - Public Protection (Deputy Leader)  
Councillor B Bayford - Health and Housing  
Councillor K D Evans - Strategic Planning and Environment  
Councillor Mrs C L A Hockley - Leisure and Community  
Councillor L Keeble - Streetscene

**Also in attendance, Councillors:**

Miss S M Bell (Chairman of Leisure and Community Policy Development and Review Panel)  
J V Bryant (Chairman of Strategic Planning and Environment Policy Development and Review Panel)  
Mrs P M Bryant (Chairman of Licensing and Regulatory Affairs Committee) for Minute 12(1)  
P J Davies (Chairman of Housing Tenancy Board) for Minute 9(2)  
Mrs M E Ellerton (Chairman of Health and Housing Policy Development and Review Panel)  
Miss T Harper (Chairman of Streetscene Policy Development and Review Panel)  
T J Howard (Chairman of Appeals Committee)  
Mrs K Mandry (Chairman of Public Protection Policy Development and Review Panel) for Minute 10(2)  
R H Price, JP for Minute 10(2)  
D C S Swanbrow (Chairman of Scrutiny Board)  
Mrs K K Trott for Minute 12(1)



## Public Session

The meeting opened with the Executive Leader inviting all Councillors and members of the public present to join with him in a minute silence as a mark of respect for Baroness Thatcher who died on 8 April 2103.

### 1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

### 2. MINUTES

RESOLVED that the minutes of the meeting of the Executive held on 4 March 2013 ([x-130304-m](#) refers) be confirmed and signed as a correct record.

### 3. EXECUTIVE LEADER'S ANNOUNCEMENTS

There were no Executive Leader's announcements.

### 4. DECLARATIONS OF INTEREST

Councillor Keeble declared a non-pecuniary interest for item 10(1) - Project Integra Revised Constitution Strategy and Action Plan as he is the Chairman of the Project Integra Strategic Board. Councillor Keeble remained in the room for this item and was present for the discussion and decision.

Councillor Davies declared a non-pecuniary interest for item 9(2) – Review of Community Buildings as he is the Council appointed representative on Fareham North West Community Association Management Committee. Councillor Davies addressed the Executive for this item, at the invitation of the Executive Leader.

### 5. PETITIONS

There were no petitions presented at this meeting.

### 6. DEPUTATIONS

The Executive received a deputation from Mr Derek Marlow in relation to item 12(1) – Draft New Community North of Fareham Plan (see minute 12(1) below).

The Executive Leader agreed to bring that item for consideration forward on the agenda.

### 7. MINUTES/REFERENCES FROM OTHER COMMITTEES

- (1) The Executive received the minutes of the Housing Tenancy Board held on 18 March 2013.

RESOLVED that the Executive endorsed the proposed work programme for 2013/14 included in the minutes at item 6.



- (2) The Executive received the minutes of the Scrutiny Board held on 21 March 2013.

The Executive received comments from the Scrutiny Board on the Safeguarding Policy and took account of those comments in determining the matter at minute 9(1) below.

- (3) Reference from the Health and Housing Policy Development and Review Panel meeting held on 14 March 2013.

The Executive received comments from the Health and Housing Policy Development Review Panel regarding the review of Incentive Payments to Resident of Under-Occupied Properties and took account of these comments in determining the matter at minute 8(1) below.

- (4) Reference from the Streetscene Policy Development and Review Panel meeting held on 7 March 2013.

The Executive received comments from the Streetscene Policy Development Review Panel regarding the Allocation of Proceeds from the Sale of Recycling Clothes and Textiles and took account of these comments in determining the matter at minute 10(2) below.

- (5) References from the Public Protection Policy Development and Review Panel meeting held on 12 March 2013.

The Executive received comments from the Public Protection Policy Development Review Panel regarding the Food Standards Agency Food Safety Service Plan and noted that this item will be brought to the meeting of the Executive on 13 May 2013.

The Executive received comments from the Public Protection Policy Development Review Panel regarding the Contaminated Land Inspection Strategy Update and took account of these comments in determining the matter at minute 11(1) below.

## **8. EXECUTIVE MATTERS FOR DECISION IN PUBLIC**

The Executive considered the following matters for decision and resolved as indicated, in the Notices of Executive Decisions referred to and as set out below:-

### **Health and Housing**

- (1) Revised Council Housing Transfer Incentive Scheme (Key Decision) - Decision No. [2012/13-171](#)

RESOLVED that the Executive agrees:

- (a) to restrict eligibility to council tenants of non working age who are living in family sized housing accommodation; and  
(b) to make a contribution toward removal costs of up to £500 for working age tenants where they move to small accommodation.

## 9. Leisure and Community

- (1) Safeguarding Policy (Key Decision) - Decision No. [2012/13-172](#)

The Scrutiny Board reviewed this item at its meeting on 21 March 2013, following the referral of the motion submitted to the Council meeting of 13 December 2012 by Councillor N R Gregory. The motion and the comments of the Scrutiny Board were taken into account during consideration of this item (see minute 7 above).

RESOLVED that the new Safeguarding Policy be approved and implemented.

- (2) Review of Community Buildings (Phase 3) - Master Plan for Fareham Community Action Team Area - Decision No. [2012/13-173](#)

At the invitation of the Executive Leader, Councillor P J Davies addressed the Executive on this item, having declared a non-pecuniary interest as he is the Council appointed representative on Fareham North West Community Association Management Committee.

RESOLVED that the Executive approves the draft master plan for the Fareham Town Community Action Team area for further exploration, subject to corrections at Appendix A on page 1 to show that the Community Action Fareham building is owned by 1<sup>st</sup> Wessex and to correct the spelling of Councillor Davies' surname on page 4.

## 10. Streetscene

- (1) Project Integra Revised Constitution Strategy and Action Plan (Key Decision) - Decision No. [2012/13-174](#)

Councillor Keeble declared a non-pecuniary interest as he is the Chairman of the Project Integra Strategic Board. Councillor Keeble remained in the room for this item and was present for the discussion and decision.

RESOLVED that the Executive approves the revised Project Integra constitution, strategy and action plan as detailed in the attached briefing paper and appendices ([xss-130415-r15-pdo](#) refers).

- (2) Allocation of the proceeds for the sale of the Recycling Clothes and Textiles (Key Decision) - Decision No. [2012/13-175](#)

At the invitation of the Executive Leader, Councillor Mrs K Mandry and Councillor R H Price, JP addressed the Executive on this item.

Following a debate on the subject, the Executive Leader suggested that it would be reasonable to look closely at the wording of the consultation questions which asked if residents would like to see a *small* proportion of the proceeds to help keep Council Tax down. He stated that although 25% of respondents indicated they would allocate money to keep Council Tax down, they may not view 25% as being a small proportion.

RESOLVED that Executive approves:

- (a) that 90% of the net proceeds from the clothing and textile recycling contract be given to good causes with the remaining 10% being retained by the Council and used to help keep Council Tax bills down by supporting services for residents;
- (b) that from the 90% of net proceeds, the 3 current textile bank operators - Air Ambulance Service, Salvation Army and TRAIID (Textile Recycling for Aid & International Development) will receive a guaranteed income of a share of £35,000 based on the current proportion of tonnages collected by each operator and subject to the tonnages of textiles being collected remaining at a sufficiently high level to permit this; and
- (c) that the remainder of the 90% of net proceeds from the clothing and textile contract be allocated to the Council's Community Fund from which residents and local groups can bid.

## 11. Public Protection

- (1) Contaminated Land Inspection Strategy (Key Decision) - Decision No. [2012/13-176](#)

RESOLVED that:

- (a) the Executive notes the progress that has been made in respect of the identification and data capture of areas of potential contamination, the investigation and remediation of land through the planning regime and via voluntary means; and
- (b) the Executive approves the fifth revision of the Contaminated Land Inspection Strategy, attached at Appendix A to the report ([xpp-130415-r11-wsh](#) refers).

## 12. Strategic Planning and Environment

- (1) Draft New Community North of Fareham Plan (Key Decision) - Decision No. [2012/13-177](#)

The comments of the Depute were taken into account during consideration of this item (see minute 6 above).

At the invitation of the Executive Leader, Councillor Mrs P M Bryant and Councillor Mrs K K Trott addressed the Executive on this item.

RESOLVED that the Executive approves:-

- (a) that the New Community North of Fareham Plan as set out in Appendix A to this report be published for a 6 week consultation, together with supporting documents including the Sustainability Appraisal Options Assessment and Habitat Regulation Assessment Screening Report (Appendix B), and

- (b) that the Director of Planning and Environment, in consultation with the Executive Member for Strategic Planning and Environment be authorised to make any necessary minor amendments to the documents, including the provision of appendices provided these do not change the overall direction, shape or emphasis of the document and do not raise any significant new issues.

(2) Naming of the New Community (Key Decision) - Decision No. [2012/13-178](#)

The Executive Leader announced that the consultation period produced a total of 5,177 votes cast, with the results being:

Swansdell 1,361

Spurlings 1,505

Welborne 2,311

RESOLVED that the Executive approves the name of the new community North of Fareham, as Welborne. This based on the highest number of votes received following a consultation exercise.

(3) Adoption of Fareham Borough Community Infrastructure Levy (Key Decision) - Decision No. [2012/13-179](#)

RESOLVED that the Executive recommends that the Council:

- (a) approves the Community Infrastructure Levy Charging Schedule as set out in Appendix B for Implementation from 1<sup>st</sup> May 2013;
- (b) approves for publication the 'Regulation 123 List' as set out in Appendix C;
- (c) agrees the arrangements for payment of Community Infrastructure Levy by instalments as set out at Appendix D;
- (d) delegates to the Director of Finance and Resources, in consultation with the Executive Portfolio holder, the authority to publish a revised instalments policy;
- (e) does not make Exceptional Circumstances relief available in its area;
- (f) does not make Discretionary Charitable Relief available in its area;
- (g) delegates to the Director of Finance and Resources in consultation with the Director of Planning and Environment and the Executive Portfolio Holders for Policy, Strategy and Finance and Strategic Planning and Environment, the decision on whether or not to accept an offer of transfer of land in payment or part payment of a CIL liability;
- (h) approves the delegation of the discretionary powers set out in Appendix E to the Director of Finance and Resources with the exception of the power to issue a CIL Stop Notice under Regulation 89 which shall be delegated to the Director of Finance and Resources in consultation with the Director of Planning and Environment and the Executive Portfolio Holders for Policy, Strategy and Finance and Strategic Planning and Environment;
- (i) delegates the power to take proceedings in relation to any CIL offence to the Solicitor to the Council;
- (j) authorises the post holders specified in Appendix F for the purposes of CIL Regulation 109; and

- (k) delegates power to the Director of Planning and Environment to amend the list of posts at Appendix F.
- (4) Locks Heath District Centre - Outcome of Consultation on Masterplan Options (Key Decision) - Decision No. [2012/13-180](#)

RESOLVED that:

- (a) the Executive notes the results of the public consultation on the future of the Locks Heath District Centre; and
  - (b) the Development Sites and Policies Plan is further refined to provide an appropriate planning policy framework for the regeneration of the District Centre. This will be informed by an examination of more detailed potential development scenarios for the regeneration of the District Centre which take into account the views expressed during the public consultation and the continuing dialogue with interested parties.
- (5) Proposed Titchfield Parking Review - Decision No. [2012/13-181](#)

RESOLVED that the Executive approves the proposal to carry out a review of parking on the square, Titchfield.

### **13. Policy, Strategy and Finance**

- (1) Council Tax Support Exceptional Hardship Fund Policy (Key Decision) - Decision No. [2012/13-182](#)

RESOLVED that the Executive approves the draft Council Tax Support Exceptional Hardship Policy as set out in the report ([xps-130415-r14-cho](#) refers) for implementation with effect from April 2013.

- (2) New Community North of Fareham - Outline Funding Strategy for Infrastructure (Key Decision) - Decision No. [2012/13-183](#)

RESOLVED that the Executive:

- (a) supports the outcomes of the Outline Infrastructure Funding Strategy report as summarised in Appendix A to the report ([xpt-130415-r04-lje](#) refers); and
  - (b) agrees to the publication of the Outline IFS alongside the NCNF Plan as one of the supporting documents for the proposed 6 week public consultation.
- (3) Corporate Risk Register 2012/13 - Decision No. [2012/13-184](#)

RESOLVED that the Executive notes the content of the new Corporate Risk Register and the approach being taken for managing these risks.

**Private Session****EXECUTIVE MATTER FOR DECISION IN PRIVATE**

The Executive considered the following matter for decision in private and resolved as indicated in the Notices of Executive Decisions referred to and as set out below:-

**14. Policy, Strategy and Finance**

- (1) Fareham Borough Council - Lift Maintenance Repair and Overhaul - Award of Contract (Key Decision) - Decision No. [2012/13-185](#)

RESOLVED that the Executive approves that the tender submitted by Temple Lifts Ltd, being the best value tender received, be accepted and a contract awarded to the company.

- (2) Contract for Banking Services - Decision No. [2012/13-186](#)

RESOLVED that:

- (a) the Executive approves the waiving of contract procedure rules in relation to the negotiation of a new contract for banking services.
- (b) that the Executive delegates authority to the Director of Finance and Resources, in consultation with the Executive Leader, to negotiate and award a revised contract for banking services, provided that the cost can be contained within existing budgets.

*(NOTE: All decisions are non-key decisions unless otherwise indicated)*

(The meeting started at 6:00pm  
and ended at 8:07pm).

### SCHEDULE OF EXECUTIVE MEMBER DECISIONS

The following decisions have been made by individual Executive Members since those reported at the last ordinary meeting of Council:-

#### Public Protection

- (1) **Traffic Regulation Order - Proposed Waiting Restrictions - Hewetts Rise and Rossan area, Warsash** ([Decision 2012/13-144](#))

RESOLVED that the waiting restrictions as shown at Appendix D to the report are introduced as advertised.

- (2) **Traffic Regulation Order - Proposed Waiting Restrictions - Queens Road, Warsash** ([Decision 2012/13-145](#))

RESOLVED that the waiting restrictions as shown at Appendix A to the report are introduced as advertised.

- (3) **Traffic Regulation Order - Proposed Speed Limit - Wickham Road, Fareham** ([Decision 2012/13-146](#))

RESOLVED that the speed limit is reduced as advertised and shown at Appendix A to the report.

- (4) **Traffic Regulation Order - Proposed Waiting Restrictions - Botley Road, Park Gate** ([Decision 2012/13-147](#))

RESOLVED that the waiting restrictions as shown at Appendix B to the report are introduced as advertised.

- (5) **Traffic Regulation Order - Proposed Waiting Restrictions - Marks Road, Stubbington** ([Decision 2012/13-148](#))

RESOLVED that the waiting restrictions as shown at Appendix A to the report are introduced as advertised.

- (6) **Traffic Regulation Order - Proposed Waiting Restrictions - Peckham Close** ([Decision 2012/13-149](#))

RESOLVED that the waiting restrictions as shown at Appendix A to the report are introduced as advertised.

**(7) Traffic Regulation Order - Proposed Loading Restrictions - Stow Crescent** ([Decision 2012/13-150](#))

RESOLVED that loading restrictions are introduced as shown at Appendix A to the report.

**Policy, Strategy and Finance**

**(8) Community Fund Application - Redlands School** ([Decision 2012/13-151](#))

RESOLVED that the application for £3,999 from Fareham Borough Council's Community Funding Programme, submitted by Safety Committee of Redlands School, Fareham for the redevelopment of the Early Years School play area to make it safer for the very youngest members of the school be approved.

**(9) Community Fund Application - Portchester Community Centre** ([Decision 2012/13-152](#))

RESOLVED that the application for £4,495.43 from Fareham Borough Council's Community Fund programme submitted by Portchester Community Centre Ltd for the purchase of portable staging be approved.

**(10) Community Fund Application - Fareham Tchoukball Club** ([Decision 2012/13-153](#))

RESOLVED that the application for £2,562.44 from Fareham Borough Council's Community Funding Programme, submitted by Fareham Tchoukball Club for the purchase of sports equipment and kits be approved.

**(11) Community Fund Application - Locks Heath FC** ([Decision 2012/13-154](#))

RESOLVED that the application for £4,999 from Fareham Borough Council's Community Funding Programme, submitted by Locks Heath Football Club for the purchase of two portable dugouts be approved.

**(12) Community Fund Application - Catisfield Memorial Hall** ([Decision 2012/13-155](#))

RESOLVED that the application for £3,507.42 from Fareham Borough Council's Community Funding Programme, submitted by The Trustees of Catisfield Memorial Hall for the refurbishment of the rood at Catisfield Hall be approved.

**(13) Community Fund Application - Locks Heath Cricket Club** ([Decision 2012/13-156](#))

RESOLVED that the application for £4,999 from Fareham Borough Council's Community Funding Programme, submitted by Locks Heath Cricket Club for the purchase of a specialist lawn mower and accessories be approved.



**(14) Award of Contract - Water Testing and Monitoring ([Decision 2012/13-165](#))**

RESOLVED that the tender submitted by Clearwater Technology Ltd, being the best value tender received, be accepted and a contract awarded to the company.

**(15) Community Fund Application - Generation 2 Table Tennis Club ([Decision 2012/13-166](#))**

RESOLVED that the application for £2,360 from Fareham Borough Council's Community Funding Programme, submitted by Generation 2 Table Tennis Club for the purchase of 4 new table tennis tables and associated equipment be approved.

**(16) Community Fund Application - Bridleway 100/101 ([Decision 2012/13-167](#))**

RESOLVED that the application for £420 from Fareham Borough Council's Community Funding Programme, submitted by Mr Robert Clements, Neighbourhood Watch Co-ordinator for The Meadows Estate be approved.

**(17) Use of Council Chamber for Air Cadets Awards Ceremony ([Decision 2012/13-168](#))**

- (a) That approval be given for the Council Chamber to be used by 1350 Squadron Air Cadets for their annual awards ceremony on Saturday 16<sup>th</sup> November 2013 with no fee to be charged; and
- (b) That the anticipated additional overtime costs of approximately £250 be added to the existing salary budget

**(18) Community Fund Application - Fareham Wheelers Cycling Club ([Decision 2012/13-169](#))**

RESOLVED that the application for £4999 from Fareham Borough Council's Community Funding Programme, submitted by Fareham Wheelers Cycling Club for the purchase of equipment by approved. Subject to call-in due to end on 24<sup>th</sup> April 2013.

**(19) Community Fund Application - Redlands School ([Decision 2012/13-170](#))**

RESOLVED that the application for £50 from Fareham Borough Council's Community Funding Programme, submitted by local resident, Shirley Broughton of Martin Avenue for the purchase of 'No Cold Calling' Signs be approved. Subject to call-in due to end on 24<sup>th</sup> April 2013.

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# FAREHAM

## BOROUGH COUNCIL

### **Minutes of the Scrutiny Board**

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

Minutes of a meeting held on 21 March 2013  
at the Civic Offices, Fareham

**PRESENT:**

Councillor D C S Swanbrow  
(Chairman)

Councillor Mrs K Mandry  
(Vice-Chairman)

**Councillors:** Miss S M Bell, J V Bryant, J S Forrest, N R Gregory, Miss T G Harper and P W Whittle, JP.

(Also present: Councillor Mrs C L A Hockley, Executive Member for Leisure and Community; Councillors P J Davies (minute 6); Councillor G Fazackarley (minute 6); Councillor R H Price, JP (minute 6)).



**1. APOLOGY FOR ABSENCE**

An apology for absence was received from Councillor Mrs M E Ellerton.

**2. MINUTES**

It was AGREED that the minutes of the meeting of the Scrutiny Board held on 23 January 2013 be confirmed and signed as a correct record. ([sb-130123-m](#)).

**3. CHAIRMAN'S ANNOUNCEMENTS**

There were no Chairman's announcements.

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

There were no declarations of interest or disclosures of advice or directions made at this meeting.

**5. DEPUTATIONS**

There were no deputations made at this meeting.

**6. QUESTION AND ANSWER SESSION WITH REPRESENTATIVES OF FIRST BUS**

At the invitation of the Chairman, Councillor P J Davies joined the Board during the consideration of this item.

The Board received a presentation on Bus Services in the Fareham Area from Marc Reddy and Chrissie Bainbridge of First Bus. A list of members' [questions](#) had been compiled and forwarded to First Bus in advance of the meeting and some of these were addressed during the presentation and others in the question and answer session following the presentation.

The presentation included details of: how the bus industry works; the Solent Business Unit (Hoeford and Hilsea); challenges facing the industry; tendered services; commercial network; Eclipse BRT; customer engagement; investment; Fareham Rail Station Interchange; Fareham Community Hospital; the transport needs of young people; and further initiatives.

At the invitation of the Chairman, Councillors R H Price and G Fazackarley participated in the question and answer session.

In response to members' questions, it was noted that:

of the 59 brand new vehicles due in Hampshire and Dorset in the next twelve months, at least 16 of them would go to Hoeford;

a further 64 vehicles would be refurbished;

all single-decker buses would have to comply with legislation concerning low floor requirements by 2015 (and double-deckers by 2017) and so Volvo Olympians from 1996 and SLF Darts from 1997 currently in use in Fareham would be replaced by then;

50 - 60% of buses based at Hoeford operated on Portsmouth routes;

the local management team would be reminded of the importance of liaison with councillors;

the introduction of the trial bus lane in Western Way was a solution reached as a result of a partnership between Hampshire County Council and First Bus;

details of any bus changing from its official route, unless at the instruction of the police or management, should be reported to First Bus;

a town centre terminus was fundamental to the operation of the service;

consultation on proposed service changes was difficult because making information available too soon could enable competitors to react to them; a customer panel for Fareham and Gosport had been set up and the minutes of the meetings were available on the First Bus website; Councillor Davies was invited to become a member of the customer panel for Fareham and Gosport; information on social media had greatly increased;

consideration was being given to producing leaflets with individual service timetables on in addition to the composite timetables showing all the services in Fareham and Gosport;

as a general rule, a spare driver was available at each depot first thing in the morning and in the afternoon to cover any unforeseen absence and, in addition, a list of further drivers that could be called in was available;

the 14% modal shift from car to Eclipse reported equated to approximately 200,000 journeys a year;

First Bus found it difficult to support the use of the Western Way bus lane by taxis and private hire vehicles because the appearance of some of them was similar enough to normal cars to mislead other motorists and lead to them also using the bus lane, thus impacting severely on one of the four key aspects of the Eclipse service - speed of journey.

It was AGREED that:-

- (a) Marc Reddy and Chrissie Bainbridge be thanked for their presentation and for answering members' questions; and
- (b) a copy of the presentation be circulated to members of the Board.

**7. PRESENTATION BY THE CHAIRMAN OF THE GENESIS CENTRE EXECUTIVE COMMITTEE**

The Board received a presentation from the Chairman of the Genesis Centre Executive Committee, Councillor S D T Woodward. The presentation included details of the development of the Genesis young people's centre at Locks Heath, the Genesis Management Committee, accommodation offered, operational information, current usage information, the Monday Night Project - 'Identity' and issues for consideration. The presentation sought to give answers to members' questions agreed at the meeting of the Scrutiny Board on 27 September 2012 (minute 7 refers).

It was AGREED that Councillor Woodward be thanked for his presentation and for answering members' subsequent questions.

**8. SAFEGUARDING POLICY**

The Board considered a report by the Director of Community on the Council's Safeguarding Policy (copy of report [sb-130321-r03-jmi](#) circulated with agenda). The report proposed several changes to the Policy, including taking account of national changes and revised guidance and extending the Council's safeguarding responsibilities to also include the needs of vulnerable adults.

It was noted that a related report concerning Disclosure and Barring Checks would be submitted to a future meeting of the Board following further legal advice.

*(Councillor Forrest left the meeting at 8.03pm).*

It was AGREED that:-

- (a) the widening of the Council's Safeguarding Policy to include vulnerable adults in addition to children and young people be supported; and
- (b) the revised Safeguarding Policy, as shown in Appendix A to the report, be supported and forwarded to the Executive for approval and implementation.

**9. FINAL REVIEW OF WORK PROGRAMME FOR 2012/13 AND DRAFT FOR 2013/14**

The Board considered a report by the Director of Finance and Resources reviewing the Board's work programme for 2012/13 and considering the draft work programme for 2013/14 (copy of report [sb-130321-r04-awa](#) circulated with agenda).

It was AGREED that:-

- (a) the outcome of the Board's work programme for 2012/13, as shown in Appendix A to the report, be noted;

- (b) the Council be informed that the Board considers that the call-in procedure is operating satisfactorily and that there are no reasons to suggest that the arrangements should be amended for 2013/14;
- (c) the officers be requested to liaise with the three agreed external organisations and the Executive members to arrange for a presentation at each of the six meetings in 2013/14;
- (d) subject to (c) above and to the updating of the items for the meeting on 21 November 2013, the provisional work programme for 2013/14, as shown in Appendix B to the report, be approved; and
- (e) the provisional work programme for 2013/14, attached as Appendix A to these minutes, be submitted to the Council.

#### **10. EXECUTIVE BUSINESS**

There were no items of Executive business considered.

(The meeting started at 6:00pm  
and ended at 8:10pm)

## SCRUTINY BOARD –WORK PROGRAMME 2013/14

DATE	SCRUTINY BOARD ITEM
30 May 2013	Review of the work programme 2013/14  Question and answer session with representatives of the Environment Agency
26 September 2013	Medium Term Finance Strategy 2013/14  Review of the work programme 2013/14
21 November 2013	Review of the work programme 2013/14
23 January 2014	Preliminary overall review of work programme 2013/14 and draft programme for 2014/15  Finance Strategy, Capital Programme, Revenue Budget and Council Tax 2014/15  Housing Revenue Account Budget and Capital Plans 2014/15
20 March 2014	Final review of work programme for 2013/14 and draft for 2014/15

## Items to be assigned:

- Question and answer session with Fareham Community Savers - The Credit Union
- Question and answer session with Solent Local Enterprise Partnership
- Presentation and question and answer sessions with individual Portfolio holders (three in 2013/14)



# FAREHAM

## BOROUGH COUNCIL

### Minutes of the Planning Committee (to be confirmed at the next meeting)

*Minutes of a meeting held on 27 February 2013  
at the Civic Offices, Fareham*

**PRESENT:**

Councillor N J Walker  
(Chairman)

Councillor A Mandry  
(Vice-Chairman)

**Councillors** B Bayford, P J Davies, M J Ford, R H Price, JP, D C S Swanbrow, D M Whittingham and P W Whittle, JP.

**Also Present:** Councillor Miss S Bell, Chairman of Leisure and Community Policy Development and Review Panel and Mrs K K Trott (Minute 6(8)).



**1. APOLOGIES FOR ABSENCE**

There were no apologies for absence made at this meeting.

**2. MINUTES**

RESOLVED that the minutes of the meeting of the Planning Committee held on 30 January 2013 be confirmed and signed as a correct record ([pc-130130-m](#)).

**3. CHAIRMAN'S ANNOUNCEMENTS**

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

**4. DECLARATIONS OF INTEREST**

There were no declarations of interest made at the meeting.

**5. DEPUTATIONS**

The Committee received deputations from the following in respect of the applications indicated and the deputies were thanked accordingly:-

<b>Name</b>	<b>Spokesperson representing the persons listed</b>	<b>Subject</b>	<b>Supporting or Opposing the Application</b>	<b>Minute No/ Application No</b>
<b>ZONE 1</b>				
Mr A Amor	Mrs P Gamblen Mrs L Amor Mr J Ennis	Locks Heath Sports and Social Club 419 Warsash Road, Fareham, Hampshire, PO14 4JX - Variation of conditions 1 & 2 applied to P/01/01387/VC to allow use of floodlights for training as well as matches and on 72 occasions per annum	<b>Opposing</b>	Item 6(2) P/12/0936/VC
Mr D Leask		"ditto"	<b>Supporting</b>	"ditto"

Mr P Ramswell		Land at Peters Road, Locks Heath - Residential development comprising erection of 49 dwellings with new access, associated car parking and open space	<b>Opposing</b>	Item 6(3) P/12/0974/FP
Ms A Lissaman		"ditto"	<b>Supporting</b>	"ditto"
Mr C Ward		Eastlands Boatyard, Coal Park Lane, Swanwick, Southampton, SO31 7GW - Construction of eight twin caravans providing short term holiday rental accommodation and associated service building, in conjunction with recreational water activities	<b>Supporting</b>	Item 6(4) P/12/0994/FP
Ms H McCrudden (Agent)		"ditto"	<b>Supporting</b>	"ditto"
Mr N Jenkins		12 Lawson Close, Swanwick - Erection of part single part two storey side extension	<b>Supporting</b>	Item 6(6) P/13/0051/FP
Mr R Tutton (agent)		18 Locks Heath Park Road, Locks Heath, Southampton, Demolition of existing bungalow and erection of two detached dwellings (outline application)	<b>Supporting</b>	Item 6(7) P/13/0060/OA

<b>ZONE 2</b>				
Ms K Galliford		Manor Lodge, 3 Church Path, Fareham - Variation of condition 2 of P/06/0764/VC (to allow opening of the premises between 07.30 hours to 18.00 hours Monday to Friday)	<b>Supporting</b>	Item 6(8) P/12/1017/VC
Mr M Murray	Mrs O Potter Mr I Gray	17 Peak Drive, Fareham - Fell oak tree covered by FTPO 667	<b>Opposing</b>	Item 6(9) P/12/1040/TO
Miss S Smith		"ditto"	<b>Supporting</b>	"ditto"
Mr C Palmer		Unity Buildings, Fort Fareham Industrial Site, Fareham, Hants - erection of single storey front extension	<b>Supporting</b>	Item 6(10) P/12/1056/FP

**DECISIONS UNDER DELEGATED POWERS**

**6. PLANNING APPLICATIONS AND MISCELLANEOUS MATTERS INCLUDING AN UPDATE ON PLANNING APPEALS**

The Committee noted a report by the Director of Planning and Environment on development control applications and miscellaneous matters, including the current situation regarding planning appeals (copy of report [pc-130227-r04-lsm](#) circulated with agenda). An [Update Report](#) was tabled at the meeting.

**Item (1) N/13/0001 - Proposed Cinema Site, Whiteley**

The Committee was referred to the Update Report which provided the following information:- *Typing mistake: Page 7, first line of paragraph entitled "Scale" - should read, "Whilst it is conceded that Whiteley is designated as a ....."*

Upon being proposed and seconded, the officer recommendation that Fareham Borough Council object to the proposal for a nine screen multiplex cinema and 2633sq metres of supporting ground floor units within use classes A3, A4, D1

and D2; adjustments to the landscaping and car parking provision, introduction of an acoustic fence and associated ancillary works at Whiteley Town Centre for the reason set out in the report, was voted on and CARRIED.  
(Voting 7 in favour of objection; 2 against objection).

RESOLVED that :-

1. Fareham Borough Council object to the proposal for a nine screen multiplex cinema and 2633sq metres of supporting ground floor units within use classes A3, A4, D1 and D2; adjustments to the landscaping and car parking provision, introduction of an acoustic fence and associated ancillary works at Whiteley Town Centre for the reason set out below; and
2. in the event that Winchester City Council resolves to grant planning permission, authority be delegated to the Head of Development Management and Trees to request that the Secretary of State directs Winchester City Council refer the application to him for determination.

Reasons for the Decision - The proposal is considered to be out of scale with a settlement and Centre of the size of Whiteley and is based on incomplete evidence. Were this to be permitted it is likely to have a seriously detrimental impact on the long term viability of Fareham Town Centre's existing cinema and will have further ramifications on the night time economy of Fareham as well as any likely future proposals in all of the Borough's Centres.

**Item (2) P/12/0936/VC - Locks Heath Sports and Social Club, 419 Warsash Road, Fareham**

The Committee received the deputations referred to in minute 5 above.

The Committee was referred to the Update Report which provided the following information: *Members are asked to note that at paragraph 3 of section (iv) of the officer report, reference is made to no complaints having been received by the Council's Environmental Health office in relation to the use of the lights. For the avoidance of doubt, it should be clarified that this is with the exception of a recent complaint relating to the floodlights being left on after a match for the purposes of pitch maintenance. This complaint is mentioned in the comments received from the Environmental Health officer.*

A motion was proposed and duly seconded that the planning application be refused on the grounds that the proposal caused material harm to local residents primarily in terms of the effects of noise and lighting. Upon being put to the vote the motion was LOST.

(Voting 4 in favour of refusal; 5 against refusal).

A further motion was proposed and seconded that the officer recommendation to grant a new planning permission varying conditions 1 and 2, imposed on P/01/01387/VC, subject to the conditions in the report, be approved but with a variation to conditions 1 and 2 set out on page 17 of the report as follows:-

Condition (1) The flood lights shall be used on no more than 50 occasions during any one calendar year, of which no more than 25 occasions shall be matches with the remainder being for training sessions; and

Condition (2) The flood lights shall not be used on more than one occasion from Monday to Friday during any one week.

Upon being put to the vote the motion was CARRIED.

(Voting: 6 in favour; 2 against; 1abstention). Councillor Whittle wished it to be recorded that he had abstained from voting on this matter.

RESOLVED that planning permission be granted subject to conditions 1 and 2 below and the conditions as set out in the report

Condition (1) The flood lights shall be used on no more than 50 occasions during any one calendar year, of which no more than 25 occasions shall be matches with the remainder being for training sessions; and .

Condition (2) The flood lights shall not be used on more than one occasion from Monday to Friday during any one week

Reasons for the Decision - The development is acceptable taking into account the policies and proposals of the Development Plan as set out above. Subject to the imposition of conditions, the proposed increase in usage of the flood lights would not materially harm the amenities of residents living nearby nor would it have any adverse implications on the availability of street parking nearby. The proposal is considered to make a positive contribution towards enhancing the recreational value of the site. There are no other material considerations judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS21 - Protection and Provision of Open Space.

**Item (3) P/12/0974/FP - Land at Peters Road, Locks Heath**

The Committee received the deputations referred to in minute 5 above.

The following information was reported to the Committee at the meeting: *Two additional letters of representation had been received which stated concern over the position of the garage/carport buildings and the height of the building in relation to their properties.*

Upon being proposed and seconded, the officer recommendation to grant planning permission subject to:-

- (i) Receipt of amended plans to cover the outstanding highway matters set out in the report;

- (ii) the applicant/owner first entering into a planning obligation pursuant to Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council or a deed of variation to the same effect to secure:
- a) a financial contribution towards off-site public open space and/or facilities;
  - b) the provision and maintenance of the on-site open space and play area;
  - c) to secure the long term management, monitoring and funding of the reptile receptor site;
  - d) secure access to the adjoining site;

by the 30th May 2013;

- (iii) the applicant/owner first entering into a planning obligation pursuant to Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to Hampshire County Council to secure a financial contribution towards education facilities and transport infrastructure improvements by the 30th May 2013; and

- (iv) a further condition requiring submission of details of the construction and height of a wall and its subsequent construction to block the end of Chichester Close which adjoins the site

was voted on and CARRIED.  
(Voting 9 in favour; 0 against).

RESOLVED that subject to:-

- (i) receipt of amended plans to cover the outstanding highway matters set out in the report;

- (ii) the applicant/owner first entering into a planning obligation pursuant to Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council or a deed of variation to the same effect to secure:
- a) a financial contribution towards off-site public open space and/or facilities;
  - b) the provision and maintenance of the on-site open space and play area;
  - c) to secure the long term management, monitoring and funding of the reptile receptor site;
  - d) secure access to the adjoining site;

by the 30th May 2013;

- (iii) the applicant/owner first entering into a planning obligation pursuant to Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to Hampshire County Council to secure a financial contribution towards education facilities and transport infrastructure improvements by the 30th May 2013; and

- (iv) a further condition requiring submission of details of the construction and height of a wall and its subsequent construction to block the end of Chichester Close which adjoins the site

PLANNING PERMISSION be granted.

Reasons for the Decision - The development is acceptable taking into account the policies of the Development Plan and adopted Development Brief for the site. The built form of the proposal is well related to existing development to the north and west and development of this portion of the allocated site, in isolation, would not prejudice development of the wider site. The proposal is not considered likely to result in any significant impact on the amenity of adjoining occupiers, the character of the area, nature conservation interests or on highway safety. The proposal has justified provision for infrastructure enhancements in respect of affordable housing, open space, highways/transport and education. There are no other material considerations that are judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS2 - Housing Provision, CS4 - Green Infrastructure, Biodiversity and Geological Conservation, CS5 - Transport Strategy and Infrastructure, CS6 - The Development Strategy, CS9 - Development in Western Wards and Whiteley, CS15 - Sustainable Development and Climate Change, CS16 - Natural Resources and Renewable Energy, CS17 - High Quality Design, CS18 - Provision of Affordable Housing, CS20 - Infrastructure and Development Contributions and CS21 - Protection and Provision of Open Space. Fareham Borough Local Plan Review - C18 - protected Species; DG4 - Site Characteristics; H1- Housing Allocations.

**Item (4) P/12/0994/FP - Eastlands Boatyard - Coal Park Lane, Swanwick**

The Committee received the deputations referred to in minute 5 above.

A motion was proposed and duly seconded that the Committee undertake a site visit. Upon being put to the vote the motion was LOST  
(Voting 4 in favour of a site visit; 4 against a site visit, whereupon the Chairman exercised his casting vote against the proposal for a site visit).

Upon being proposed and duly seconded, the officer recommendation to refuse planning permission was voted on and CARRIED.  
(Voting: 6 in favour of refusal; 3 against refusal).

RESOLVED that planning permission be REFUSED

Reasons for the Decision - The development is unacceptable taking into account the policies and proposals of the Development plan as set out above, in particular Policy CS14 of the Fareham Borough Core Strategy. In the absence of any demonstrable overriding needs, the development proves to be contrary to Policy CS14 of the Fareham Borough Core Strategy which seeks to prevent development in the countryside that is not essential for agricultural, forestry or horticultural purposes. Furthermore, by reason of the size and scale and associated activity the proposal would result in a visually intrusive form of development harmful to the character and appearance of this countryside location. There are no other material



considerations judged to have sufficient weight to outweigh this harmful impact. In accordance therefore with Section 38(6) of the Planning and Compulsory Purchase Act 2004 planning permission should be refused.

Policies - Approved Fareham Borough Core Strategy - CS14 - Development Outside Settlements, CS15 - Sustainable Development and Climate Change, CS16 - Natural Resources and Renew Energy, CS17 - High Quality Design, CS4 - Green Infrastructure, Biodiversity and Geological Conservation, CS5 - Transport Strategy and Infrastructure and CS6 - The Development Strategy. Fareham Borough Local Plan Review - C17 - Sites of Nature Conservation Value; C18 - Protected Species DG4 - Site Characteristics; R9 - Camping and Caravanning; E11 - Boatyards.

**Item (5) P/13/0006/FP - 18 Friars Pond Road, Fareham**

Upon being proposed and seconded, the officer recommendation to grant planning permission was voted on and CARRIED.  
(Voting 9 in favour; 0 against).

RESOLVED that PLANNING PERMISSION be granted.

Reasons for the Decision - The development is acceptable taking into account the policies of the Local Plan set out in this report. The proposal is not considered likely to result in an impact on the amenity of adjoining occupiers and the character of the area. There are no other material considerations that are judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design.

**Item (6) P/13/0051/FP - 12 Lawson Close, Swanwick**

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

A motion was proposed and duly seconded that the planning application be approved. Upon being put to the vote the motion was CARRIED.  
(Voting 6 in favour; 3 against).

RESOLVED that PLANNING PERMISSION be granted.

Reasons for the Decision - The Committee were of the opinion that the development is acceptable and the proposed extension would not have an adverse impact on the spatial character and visual amenities of the streetscene..

Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design. Approved SPG/SPD - EXT DG - Extension Design Guide (1993) ; RCCPS

- Residential Car and Cycle Parking Standards Supplementary Planning Document

**Item (7) P/13/0060/OA - 18 Locks Heath Park Road, Locks Heath**

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

The Committee was referred to the Update Report which provided the following information:- *Four letters have been received objecting on the following grounds:- overcrowding; increased traffic; vehicles parked on the road at school times already restrict access and limit visibility; visitors will park on the road; garden grabbing; surely there is sufficient land in the Borough to make this unnecessary; the plot will become a small estate of four houses very little garden and no garages; overshadowing; loss of light and heat to kitchen door within side elevation of No. 20; increased energy consumption on lighting/heating will incur an additional cost; the northern boundary line is not accurate and should be the centre of the hedge; light reflection from south facing windows; overlooking and loss of privacy; construction, delivery and contractors vehicles would cause danger to road users and pedestrians; profit driven enterprises such as this impinge on the quality of life for many; loss of property value.*

The following information was reported to the Committee at the meeting :- *amended plan received 25 February 2013 which showed:-single storey front projecting garage added to No.20 for clarity; northern site boundary adjusted by minimal amount relocating approx 6 inches to south; note added to plan on this boundary- replacement fence to be agreed with neighbour*

*One additional letter had been received raising the following additional concerns:-a further 18 months of construction and inconvenience; a perfectly habitable family home and medium sized garden to be destroyed; front garden to be used as a car park; the proposed houses would tower above adjacent bungalows Nos.14&15); increased noise.*

Upon being proposed and seconded the officer recommendation to grant outline planning permission, subject to:-

- (i) consideration of any representations received by 21 February 2013;
- (ii) the applicant/owner first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure a financial contribution towards off-site public open space facilities and highway infrastructure by 22 March 2013; and
- (iii) the conditions in the report

was voted on and CARRIED.  
(Voting 9 in favour; 0 against).

RESOLVED that subject to:-

- (i) consideration of any representations received by 21 February 2013;
- (ii) the applicant/owner first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure a financial contribution towards off-site public open space facilities and highway infrastructure by 22 March 2013; and
- (iii) the conditions in the report

OUTLINE PLANNING PERMISSION be granted.

Reasons for the Decision - The development is acceptable taking into account the policies of the Development Plan as set out in this report. The proposal is not considered likely to result in any significant impact on the amenity of adjoining occupiers, the character of the area, or highway safety. There are no other material considerations that are judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS2 - Housing Provision, CS5 - Transport Strategy and Infrastructure, CS6 - The Development Strategy, CS 9 - Development in Western Wards and Whiteley, CS15 - Sustainable Development and Climate Change, CS16 - Natural Resources and Renewable Energy and CS17 - High Quality Design, CS20 - Infrastructure and Development Contributions and CS21 - Protection and Provision of Open Space. Approved SPG/SPD - RCCPS - Residential Car and Cycle Parking Standards Supplementary Planning Document. Fareham Borough Local Plan Review - DG4 - Site Characteristics..

**Item (8) P/12/1017/VC - Manor Lodge, 3 Church Path, Fareham**

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

At the invitation of the Chairman Councillor Mrs Trott addressed the Committee regarding this application.

Upon being proposed and seconded, the officer recommendation to grant planning permission subject to the conditions in the report together with a further condition preventing access to the rear garden prior to 0730 hours and restricting the use of the rear garden from 0730- 0800 hours to allow entrance and exit to the premises only, was voted on and CARRIED.

(Voting 8 in favour; 1 against).

RESOLVED that subject to the conditions in the report, together with a further condition preventing access to the rear garden prior to 0730 hours and

restricting the use of the rear garden from 0730- 0800 hours to allow entrance and exit to the premises only, PLANNING PERMISSION be granted.

Reasons for the Decision - The development is acceptable taking into account the policies and proposals of the Development Plan as set out in the report. The proposal is not considered likely to result in an impact on adjoining occupiers and the character of the area. Other material considerations not judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design and CS5 - Transport Strategy and Infrastructure.

**Item (9) P/12/1040/TO - 17 Peak Drive, Fareham**

The Committee received the deputations referred to in minute 5 above.

Upon being proposed and seconded, the officer recommendation to refuse consent was voted on and CARRIED.

(Voting 8 in favour of refusal; 0 against refusal; 1 abstention).

RESOLVED that consent be REFUSED for the reason set out below.

Reasons for the Decision - In the absence of sufficient justification to support the felling of the tree, it is considered that the tree is in sound and health condition and its removal would be harmful to the visual amenities and character of the area.

Policies - Fareham Borough Local Plan Review - DG4 - Site Characteristics.

**Item (10) P/12/1056/FP - Unity Buildings Fort Fareham Industrial Site, Fareham**

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

Upon being proposed and seconded, the officer recommendation to grant planning permission was voted on and CARRIED

(Voting 9 in favour; 0 against).

RESOLVED that PLANNING PERMISSION be granted.

Reasons for the Decision - The development is acceptable taking into account the policies and proposals of the Development Plan as set out above. The proposal is not considered to result in unacceptable impacts upon the streetscene or character of the area, or on the local highway network, other material considerations being judged not to have sufficient weight or direction to justify a refusal of the application, and, where applicable, conditions having been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance

with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design and CS15 - Sustainable Development and Climate Change. Fareham Borough Local Plan Review - E1 - Existing Employment Areas in the Urban Area.

**Item (11) P/13/0038/FP 52 Blackbrook Park Avenue, Fareham**

Upon being proposed and seconded, the officer recommendation to refuse planning permission was voted on and CARRIED (Voting 9 in favour of refusal; 0 against refusal).

RESOLVED that planning permission be REFUSED

Reasons for the Decision - The development is unacceptable taking into account the policies and proposals of the Development Plan as set out above, in particular Policy CS17 of the Fareham Borough Core Strategy. The proposed extension would, by virtue of its height, depth, bulk, scale, massing and design (particularly lack of subservience), be an unsympathetic addition to the dwelling harmful to its appearance and the character of the streetscene. Furthermore, the extension would be an overbearing and unneighbourly form of development detrimental to the living conditions of those neighbours at 50 Blackbrook Park Avenue. There are no other material considerations judged to have sufficient weight to outweigh this harmful impact. In accordance therefore with Section 38(6) of the Planning and Compulsory Purchase Act 2004 planning permission should be refused.

Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design. Approved SPG/SPD - EXTDG - Extension Design Guide (1993) ; RCCPS - Residential Car and Cycle Parking Standards Supplementary Planning Document

**7. PLANNING APPEALS - SUMMARY REPORT**

The Committee considered a report by the Director of Planning and Environment which provided a summary of the appeal decisions received during the period 1 April 2012 to 31 January 2013 (copy of report [pc-130227-r02-tbe](#) circulated with the agenda).

Councillor Whittle requested that for a future meeting, officers prepare a further planning appeals summary report showing appeal decisions received over the last 3 to 5 years so that members can review whether there are any particular trends to be aware of. The Head of Development Management and Trees agreed to provide this information.

RESOLVED that:-

(a) the contents of the report be noted; and

- (b) officers prepare a planning appeals summary report, showing appeal decisions received over the last 3 to 5 years, for consideration at a future Committee meeting.

## **8. DISPLAY OF PHOTOGRAPHS AT PLANNING COMMITTEE**

Councillor Price, together with other Committee members expressed concern about the quality of photographs taken by officers when they were displayed in the Collingwood Room. It was noted that although the photographs themselves were of good quality, the problem occurred when they were projected onto the wall. The poor quality meant it was difficult for Committee members, applicants and members of the public to understand the issues raised by the officers in their presentation and gave a poor public perception of the information presented councillors which formed part of the decision making process.

The Committee was informed that this concern had been raised before and officers had been requested to investigate the matter. From previous enquiries, it was understood that the problem may lie with the surface of the wall onto which images were projected. Members suggested that a solution might for a screen to be erected instead of using the surface of the wall.

RESOLVED that the concerns expressed by Councillor Price and other Committee members be further investigated and action taken to improve the display of photographs at Planning Committee meetings.

(The meeting started at 2:30pm  
and ended at 5.40 pm).

# FAREHAM

## BOROUGH COUNCIL

### **Minutes of the Planning Committee (to be confirmed at the next meeting)**

*Minutes of a meeting held on 27 March 2013  
at the Civic Offices, Fareham*

**PRESENT:**

Councillor N J Walker  
(Chairman)

Councillor A Mandry  
(Vice-Chairman)

**Councillors** P J Davies, K D Evans ( deputising for B Bayford), M J Ford, R H Price, JP, D C S Swanbrow and D M Whittingham.



## **1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors B Bayford and P W Whittle, JP.

## **2. MINUTES**

RESOLVED that the minutes of the meeting of the Planning Committee held on 27 February 2013 be confirmed and signed as a correct record ([pc-130227-m](#)).

## **3. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman invited the Head of Development Management and Trees to address the Committee on the following matters:-

- (i) Community Infrastructure Levy (CIL) - Members were informed that a report on the Adoption of Fareham Borough Community Infrastructure Levy will be considered by the Executive and subsequently by Council in April 2013. Briefings on CIL will be held for all members of the Council; and
- (ii) The concerns expressed by members about the quality of photographs taken by officers and displayed at Planning Committee meetings had been investigated. It had been decided to trial the use of a desk screen for each member, as demonstrated by Head of Development Management and Trees. Councillor Price observed that a large screen would still need to be made available in the committee room so that the photographs displayed were also clearly visible for members of the public. It was agreed that Councillor Price's request would be pursued.

## **4. DECLARATIONS OF INTEREST**

In accordance with Standing Orders and the Council's Code of Conduct Councillor Price declared a non-pecuniary interest in minute 6 (19).

## **5. DEPUTATIONS**

The Committee received deputations from the following in respect of the applications indicated and the deputies were thanked accordingly:-



Name	Spokesperson representing the persons listed	Subject	Supporting or Opposing the Application	Minute No/ Application No
<b>ZONE 1</b>				
Mr A Partner	Mrs S Golby Mr A Edwards Mr P Waghorn Mrs V Read	397 Warsash Road, Fareham, - Renovation and extension of existing dwelling, erection of four new dwellings , vehicular and pedestrian access, parking and landscaping	<b>Opposing</b>	6(1) P/12/0951/FP
Mr P Goodbody		"ditto"	<b>Opposing</b>	"ditto"
Mr C Patrick (Agent)		Dental Surgery, 37 Warsash Road, Warsash, Southampton, - Variation of conditions 3 & 4 of P/07/1217/FP to enable use of existing dental practice by four dental practitioners from four surgery rooms and revisions to existing parking layout to provide three staff parking spaces to rear	<b>Supporting</b>	6 (3) P/13/0023/VC
Mr R Pellew	Mr D Cox Mrs S Pargeter	Land to rear of 233 Swanwick Lane, Lower Swanwick, - Erection of four detached dwellings with garaging/parking and provision of access from Lower Swanwick Road	<b>Opposing</b>	6 (6) P/13/0062/FP

<b>ZONE 2</b>				
Mr G Coates		260 West Street, Fareham, Hants, - Variation of condition 5 of P/12/0138/VC to permit cooking at the premises for a further temporary period of 6 months	<b>Opposing</b>	6(14) P/13/0187/VC
<b>ZONE 3</b>				
Mr S Barlow (Agent)		Land at Nyewood Avenue, Portchester - Erection of two detached dwellings (full renewal of P/10/0029/FP to extended the time limit for implementation)	<b>Supporting</b>	6(15) P/13/0083/FR
Mr R Tutton (Agent)		18 Haven Crescent, Fareham, - Variation of condition 3 of planning permission P/11/0237/VC to allow roof light in south east elevation serving en-suite to be of an opening design	<b>Opposing</b>	6(17) P/13/0117/VC
Mr P Hankin		Portchester Community School, White Hart Lane, Fareham - Removal of the existing dilapidated concrete post and chain link mesh fence along part of the east and northern boundary to the sports field. Replace with powder coated	<b>Opposing</b>	6 (19) P/13/0126/CC

		steel mesh fence 3.030M high supported on steel box section posts. Replacement of existing vehicle gates		
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### DECISIONS UNDER DELEGATED POWERS

#### 6. PLANNING APPLICATIONS AND MISCELLANEOUS MATTERS INCLUDING AN UPDATE ON PLANNING APPEALS

The Committee noted a report by the Director of Planning and Environment on development control applications and miscellaneous matters, including the current situation regarding planning appeals (copy of report [pc-130327-r04-lsm](#) circulated with agenda). An [Update Report](#) was tabled at the meeting.

##### **Item (1) P/12/0951/FP - 397 Warsash Road, Fareham**

The Committee received the deputations referred to in minute 5 above.

Upon being proposed and seconded the officer recommendation to grant planning permission subject to:-

- (i) the conditions in the report; and
- (ii) an additional condition prohibiting use of the existing access onto The Tanners to heavy vehicles during construction of the property to the north of the site.

was voted on and CARRIED.  
(Voting 7 in favour; 1 against).

RESOLVED that subject to:-

- (i) the conditions in the report; and
- (ii) an additional condition prohibiting use of the existing access onto The Tanners to heavy vehicles during construction of the property to the north of the site,

PLANNING PERMISSION be granted.

Reasons for the Decision - The development is acceptable taking into account the policies of the Development Plan as set out below. The proposal is not considered likely to result in any significant impact on the amenity of adjoining occupiers, the character of the area, highway safety or ecology. There are no other material considerations that are judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section

38(6) of the Planning and Compulsory Purchase 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS2 - Housing Provision, CS5 - Transport Strategy and Infrastructure, CS9 - Development in Western Wards and Whiteley, CS15 - Sustainable Development and Climate Change, CS16 - Natural Resources and Renewable Energy, CS17 - High Quality Design, CS18 - Provision of Affordable Housing, CS20 - Infrastructure and Development Contributions and CS21 - Protection and Provision of Open Space. Approved SPG/SPD - RCCPS - Residential Car and Cycle Parking Standards Supplementary Planning Document. Fareham Borough Local Plan Review DG4 - Site Characteristics. Approved SPG/SPD - RCCPS - Residential Car and Cycle Parking Standards Supplementary Planning Document. Fareham Borough Local Plan Review - DG4 - Site Characteristics

**Item (2) P/12/1048/AD - Silver Fern - 19 Warsash Road, Warsash**

The Committee was referred to the Update Report which provided the following information: *One further objection has been received in relation to the amended plans stating that the sign would still be out of keeping with the character of the centre of Warsash and although raising the sign may improve visibility it will also have a greater impact on the surrounding area. For Members' information, the sign has been erected*

A motion was proposed and seconded that the application for advertisement consent be deferred. On being put to the vote the motion was CARRIED. (Voting 8 in favour; 0 against).

RESOLVED that the application for advertisement consent be deferred.

Reasons for the Decision - To allow officers to enter into negotiations with the applicant to agree a more acceptable top element of the sign (company details) from that currently submitted. Application to be reported back to committee.

Policies - Fareham Borough Local Plan Review - DG7 - Signs and Advertisements.

**Item (3) P/13/0023/VC - 37 Warsash Road, Warsash - Dental Surgery**

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

Upon being proposed and seconded the officer recommendation to grant planning permission to vary conditions 3 and 4 of P/07/1217/FP was CARRIED. (Voting 8 in favour; 0 against).

RESOLVED that

- (i) all conditions originally attached to planning permission P/07/1217/FP which have been discharged and remain in force be re-imposed, with the exception of condition 4 of that consent being revised to the following:-

No more than four dental surgery rooms shall operate from the dental practice that this decision notice relates to.

REASON: In the interests of highway safety in accordance with Policy CS5 of the Fareham Borough Core Strategy.

- (ii) the addition of conditions covering the access, delivery of the car-parking spaces and ensuring they are retained, ensuring the spaces to the rear of the building are used only by staff and provision of cycle parking within the site and ensuring site lines (to the standard as set out by the Inspector on the 2011 appeal decision) are provided.

PLANNING PERMISSION be granted.

Reasons for the Decision - The development is acceptable taking into account the policies and proposals of the Development Plan as set out below. The increase to four dentist's chairs will not give rise to situations prejudicial to highway safety or neighbouring amenity, and the provision of three staff car parking spaces to the rear of the property would not give rise to any undue impacts on neighbouring amenity, particularly in the light that the northern portion of the site has an extant permission for a dwelling (which would give rise to potentially far greater a level of activity). Other material considerations including the representations made have been carefully considered and are not judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS5 - Transport Strategy and Infrastructure and CS17 - High Quality Design.

**Item (4) P/13/0057/FP - 121 Fleet End Road, Warsash**

Upon being proposed and seconded the officer recommendation to grant planning permission subject to the conditions in the report was voted on and CARRIED.

(Voting 8 in favour; 0 against).

RESOLVED that subject to the conditions in the report, PLANNING PERMISSION be granted.

Reasons for the Decision - The development is acceptable taking into account the policies of the Development Plan as set out below.. The proposal, subject to conditions, is not considered likely to result in any significant or unacceptable impact on the amenity of adjoining occupiers or the character of the countryside/strategic gap area. There are no other material considerations that are judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design, CS14 - Development Outside Settlement and CS22 - Development in Strategic Gaps.

**Item (5) P/13/0058/FP - 121 Fleet End Road, Warsash**

Upon being proposed and seconded the officer recommendation to grant planning permission, subject to the conditions in the report, was voted on and CARRIED.

(Voting 8 in favour; 0 against).

RESOLVED that subject to the conditions in the report, PLANNING PERMISSION be granted.

Reasons for the Decision - The development is acceptable taking into account the policies of the Development Plan as set out below.. The proposal, subject to conditions, is not considered likely to result in any significant or unacceptable impact on the amenity of adjoining occupiers or the character of the countryside/strategic gap area. There are no other material considerations that are judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design, CS14 - Development Outside Settlements and CS22 - Development in Strategic Gaps.

**Item (6) P/13/0062/FP - Land to the rear of 233 Swanwick Lane, Lower Swanwick**

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

The Committee was informed of the following relevant policies which applied to the application and which had been omitted from the officer's report:- *Fareham Borough Core Strategy: CS2 - Housing Provision; CS6 - The Development Strategy; CS9 - Development in Western Wards and Whiteley; CS15 - Sustainable Development and Climate Change; CS16 - Natural Resources and Renewable Energy; CS17 - High Quality Design; CS18 - Provision of Affordable Housing; CS20 - Infrastructure and Development Contributions; CS21 - Protection and Provision of Open Space. Fareham Borough Local Plan Review: DG4 - Site Characteristics and C18 - Protected Species*

Upon being proposed and seconded the officer recommendation to grant planning permission, subject to the conditions in the report, was voted on and CARRIED.

(Voting 6 in favour; 2 against).

RESOLVED that subject to the conditions in the report PLANNING PERMISSION be granted.

Reasons for the Decision - The development is acceptable taking into account the policies of the Development Plan as set out below and the recent decision made by the Planning inspectorate. The proposal is not considered likely to result in any significant impact on the amenity of adjoining occupiers or the character of the area. There are no other material considerations that are judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Fareham Borough Core Strategy: CS2 - Housing Provision; CS6 - The Development Strategy; CS9 - Development in Western Wards and Whiteley; CS15 - Sustainable Development and Climate Change; CS16 - Natural Resources and Renewable Energy; CS17 - High Quality Design; CS18 - Provision of Affordable Housing; CS20 - Infrastructure and Development Contributions; CS21 - Protection and Provision of Open Space. Fareham Borough Local Plan Review: DG4 - Site Characteristics and C18 - Protected Species

**Item (7) P/13/0063/FP - 29 Nutash, Fareham**

Upon being proposed and seconded, the officer recommendation to grant planning permission, subject to the conditions in the report, was voted on and CARRIED.

(Voting 8 in favour; 0 against).

RESOLVED that subject to the conditions in the report, PLANNING PERMISSION be granted.

Reasons for the Decision - The development is acceptable taking into account the policies of the Development Plan as set out below. The proposal is not considered likely to result in any significant impact on the amenity of adjoining occupiers or the character of the area. There are no other material considerations that are judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design. Fareham Borough Local Plan Review: DG4 - Site Characteristics

**Item (8) P/13/0115/FP - 144 Brook Lane, Sarisbury Green**

Upon being proposed and seconded the officer recommendation to grant planning permission was voted on and CARRIED.

(Voting 7 in favour; 1 against).

RESOLVED that PLANNING PERMISSION be granted.

Reasons for the Decision - The development is acceptable taking into account the policies and proposals of the Development Plan as set out below. The enlarged dormer window does not detract from the appearance of the house, the character of the streetscene or the privacy of neighbours. There are no other material considerations judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design

**Item (9) P/13/0153/FP - 233 Botley Road, BurrIDGE**

Upon being proposed and seconded the officer recommendation to grant planning permission, subject to the conditions in the report, was voted on and CARRIED.

(Voting 8 in favour; 0 against).

RESOLVED that, subject to the conditions in the report, PLANNING PERMISSION be granted.

Reasons for the Decision - The development is acceptable taking into account the policies and proposals of the Development Plan as set out below.. The proposal is of an acceptable appearance and will not unduly harm neighbouring amenity. Other material considerations including the representations raised are not judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design.

**Item (10) P/13/0167/CU - Warwick House, Beacon Bottom, Park Gate**

Upon being proposed and seconded the officer recommendation to grant planning permission, subject to the conditions in the report, was voted on and CARRIED.

(Voting 7 in favour; 0 against; 1 abstention).

RESOLVED that, subject to the conditions in the report, PLANNING PERMISSION be granted.

Reasons for the Decision - The development is acceptable taking into account the policies and proposals of the Development Plan as set out below. The proposal would not detract from the character of the surrounding area or the living conditions of neighbours. The level of parking provision provided is acceptable and the proposal would have no adverse implications for highway safety. Other material considerations are not judged to have sufficient weight to justify a refusal



of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design and CS5 - Transport Strategy and Infrastructure.

**Miscellaneous Item (1) P/12/0299/FP - Land at Coldeast Hospital (Lot 2) Sarisbury Green**

A motion was proposed and seconded that, subject to addition of the word "external" in the sentence in paragraph 3 so that it reads "*that the necessary funds to enable the partial **external** restoration are secured and made available for such use if no developer has been secured within two years*" the officer recommendation as stated in the report be agreed.

(Voting 8 for; 0 against).

RESOLVED that in addition to those matters already secured through the resolution of the Planning Committee on the 23rd October 2012, that the Section 106 planning obligation also secures the following:

- (i) the applicant/owner undertakes the partial external restoration of the Mansion House in the event that a developer is not signed up to undertake the refurbishment/ restoration of the Mansion House within two years;
- (ii) that the necessary funds to enable the partial external restoration are secured and made available for such use if no developer has been secured within two years;
- (iii) the details of the precise scheme of restoration works are agreed with Fareham Borough Council prior to their execution.

**Item (11) - P/13/0122/FP - 33 Fairfield Avenue, Fareham**

The Committee was referred to the Update Report which provided the following information:

*Amend Recommendation: -*

*Subject to:-*

- (i) *The applicant/owner first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure a financial contribution towards off-site open space facilities and highway infrastructure provided that the planning obligation is completed prior to the Community Infrastructure Levy charging schedule being brought into effect. In the event that the planning obligation is not completed by the date the charging schedule is brought into effect then planning permission be granted without the need for the obligation as the community infrastructure levy will apply.*

Upon being proposed and seconded, the officer recommendation as revised, to grant planning permission subject to:-

- (i) The applicant/owner first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure a financial contribution towards off-site open space facilities and highway infrastructure provided that the planning obligation is completed prior to the Community Infrastructure Levy charging schedule being brought into effect. In the event that the planning obligation is not completed by the date the charging schedule is brought into effect then planning permission be granted without the need for the obligation as the community infrastructure levy will apply; and
- (ii) the conditions in the report

was voted on and CARRIED.  
(Voting 8 in favour; 0 against).

RESOLVED that subject to:-

- (i) The applicant/owner first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure a financial contribution towards off-site open space facilities and highway infrastructure provided that the planning obligation is completed prior to the Community Infrastructure Levy charging schedule being brought into effect. In the event that the planning obligation is not completed by the date the charging schedule is brought into effect then planning permission be granted without the need for the obligation as the community infrastructure levy will apply; and
- (ii) the conditions in the report

PLANNING PERMISSION be granted.

Reasons for the Decision - The development is acceptable taking into the account the policies of the Local Plan as set out below. The proposal is not considered likely to result in an impact on the amenity of adjoining occupiers, the character of the area or on highway safety. There are no other material considerations that are judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS5 - Transport Strategy and Infrastructure, CS15 - Sustainable Development and Climate Change, CS16 - Natural Resources and Renewable Energy, CS17 - High Quality Design, CS20 - Infrastructure and Development Contributions and CS21 - Protection and Provision of Open Space. Approved SPG/SPD - RCCPS - Residential Car and Cycle Parking Standards Supplementary Planning Document

**Item (12) P/13/0143/FP - 67 The Avenue, Fareham**

The Committee was referred to the Update Report which provided the following information:- *The application was withdrawn on 22 March 2013.*

**Item (13) P/13/0168/FP - 66 Wynton Way, Fareham**

The Committee was referred to the Update Report which provided the following information:-

*Amend Recommendation:-*

*Subject to:-*

*(ii) The applicant/owner first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure a financial contribution towards off-site open space facilities and highway infrastructure provided that the planning obligation is completed prior to the Community Infrastructure Levy charging schedule being brought into effect. In the event that the planning obligation is not completed by the date the charging schedule is brought into effect then planning permission be granted without the need for the obligation as the community infrastructure levy will apply.*

Upon being propose and seconded the officer recommendation to grant planning permission subject to:-

- (i) the consideration of any representations received by 22 March 2013;
- (ii) The applicant/owner first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure a financial contribution towards off-site open space facilities and highway infrastructure provided that the planning obligation is completed prior to the Community Infrastructure Levy charging schedule being brought into effect. In the event that the planning obligation is not completed by the date the charging schedule is brought into effect then planning permission be granted without the need for the obligation as the community infrastructure levy will apply;
- (iii) the conditions in the report; and
- (iv) an additional Grampian condition requiring the developer to submit and agree a scheme with officers for appropriate relocation of the bus stop which has been removed from outside the proposed new access from Fareham Park Road prior to the commencement of development

was voted on and CARRIED  
Voting 8 in favour; 0 against).

RESOLVED that subject to:-

- (i) the consideration of any representations received by 22 March 2013;

- (ii) The applicant/owner first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure a financial contribution towards off-site open space facilities and highway infrastructure provided that the planning obligation is completed prior to the Community Infrastructure Levy charging schedule being brought into effect. In the event that the planning obligation is not completed by the date the charging schedule is brought into effect then planning permission be granted without the need for the obligation as the community infrastructure levy will apply;
- (iii) the conditions in the report; and
- (iv) an additional Grampian condition requiring the developer to submit and agree a scheme with officers for appropriate relocation of the bus stop which has been removed from outside the proposed new access from Fareham Park Road prior to the commencement of development

PLANNING PERMISSION be granted.

Reasons for the Decision - The development is acceptable taking into account the policies of the Development Plan as set out below. The proposal is not considered likely to result in any significant impact on the amenity of adjoining occupiers, the character of the area or highway safety. There are no other material considerations that are judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS2 - Housing Provision, CS5 - Transport Strategy and Infrastructure, CS6 - The Development Strategy, CS7 - Development in Fareham, CS15 - Sustainable Development and Climate Change, CS16 - Natural Resources and Renewable Energy, CS17 - High Quality Design, CS20 - Infrastructure and Development Contribution and CS21 - Protection and Provision of Open Space. Approved SPG/SPD - RCCPS - Residential Car and Cycle Parking Standards Supplementary Planning Document. Fareham Borough Local Plan Review - DG4 - Site Characteristics

**Item (14) P/13/0187/VC - 260 West Street, Fareham**

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

Upon being proposed and seconded, the officer recommendation to grant planning permission, subject to the conditions in the report, was voted on and CARRIED.

(Voting 8 in favour; 0 against).

RESOLVED that, subject to the conditions in the report, PLANNING PERMISSION be granted.

Reasons for the Decision - The development is acceptable taking into account the policies and proposals of the Development Plan as set out below. The extension of the temporary period of consent for a further six months is considered appropriate taking into account those material considerations set out above. The potential for cooking odour to adversely affect the living conditions of neighbours is not considered to have sufficient weight to justify a refusal of the application for such a temporary period, and as such applicable conditions have been applied in order to satisfy these matters and in order to ensure that in light of this the usage can be reviewed after a further six months. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS5 - Transport Strategy and Infrastructure and CS17 - High Quality Design. Fareham Borough Local Plan Review: S12 - Hot Food Shops

**Item (15) P/13/0083/FR - Land at Nyewood Avenue, Portchester**

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

The Committee was referred to the Update Report which provided the following information:

*Amend Recommendation -*

*Subject to:-*

*i) The applicant/owner first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure a financial contribution towards off-site open space facilities and highway infrastructure provided that the planning obligation is completed prior to the Community Infrastructure Levy charging schedule being brought into effect. In the event that the planning obligation is not completed by the date the charging schedule is brought into effect then planning permission be granted without the need for the obligation as the community infrastructure levy will apply.*

Upon being proposed and seconded, the officer recommendation as revised, to grant a full renewal of planning permission granted under P/10/0029/FP, subject to:-

(i) The applicant/owner first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure a financial contribution towards off-site open space facilities and highway infrastructure provided that the planning obligation is completed prior to the Community Infrastructure Levy charging schedule being brought into effect. In the event that the planning obligation is not completed by the date the charging schedule is brought into effect then planning permission be granted without the need for the obligation as the community infrastructure levy will apply; and

(ii) the conditions in the report

was voted on and CARRIED.  
(Voting 8 in favour; 0 against).

RESOLVED that subject to:-

(i) The applicant/owner first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure a financial contribution towards off-site open space facilities and highway infrastructure provided that the planning obligation is completed prior to the Community Infrastructure Levy charging schedule being brought into effect. In the event that the planning obligation is not completed by the date the charging schedule is brought into effect then planning permission be granted without the need for the obligation as the community infrastructure levy will apply; and

(ii) the conditions in the report

FULL RENEWAL of planning permission granted under P/10/0029/FP be granted.

Reasons for the Decision - The development is acceptable taking into account the policies of the Development Plan as set out below. The proposal is not considered likely to result in any significant impact on the amenity of adjoining occupiers, the character of the area, or highway safety. There are no other material considerations that are judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS2 - Housing Provision, CS5 - Transport Strategy and Infrastructure, CS6 - The Development Strategy, CS11 - Development in Portchester, Stubbington and Hill Head, CS15 - Sustainable Development and Climate Change, CS17 - High Quality Design, CS20 - Infrastructure and Development Contributions RCCPS - Residential Car and Cycle Parking Standards Supplementary Planning Document and CS21 - Protection and Provision of Open Space. Approved SPG/SPD - RCCPS - Residential Car and Cycle Parking Standards Supplementary Planning Document. Fareham Borough Local Plan Review - DG4 - Site Characteristics

**Item (16) P/13/0105/FP - Portsdown Inn, 1 Leith Avenue, Fareham**

The Committee was referred to the Update Report which provided the following information:- *Members are advised that the Officer recommendation included in the report should read as follows:-*

*Subject to:-*

*(i) the comments of the Director of Regulatory and Democratic Services (Contamination);*

- (ii) *the applicant/owner first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure a financial contribution towards off-site open space facilities and highway infrastructure provided that the planning obligation is completed prior to the Community Infrastructure Levy charging schedule being brought into effect. In the event that the planning obligation is not completed by the date the charging schedule is brought into effect then planning permission be granted without the need for the obligation as the community infrastructure levy will apply.*

Upon being proposed and seconded the officer recommendation to grant planning permission, subject to:-

- (i) the comments of the Director of Regulatory and Democratic Services (Contamination);
- (ii) the applicant/owner first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure a financial contribution towards off-site open space facilities and highway infrastructure provided that the planning obligation is completed prior to the Community Infrastructure Levy charging schedule being brought into effect. In the event that the planning obligation is not completed by the date the charging schedule is brought into effect then planning permission be granted without the need for the obligation as the community infrastructure levy will apply.
- (iii) the conditions in the report,

was voted on and CARRIED.  
(Voting 8 in favour; 0 against).

RESOLVED that subject to:-

- (i) the comments of the Director of Regulatory and Democratic Services (Contamination);
- (ii) the applicant/owner first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure a financial contribution towards off-site open space facilities and highway infrastructure provided that the planning obligation is completed prior to the Community Infrastructure Levy charging schedule being brought into effect. In the event that the planning obligation is not completed by the date the charging schedule is brought into effect then planning permission be granted without the need for the obligation as the community infrastructure levy will apply.
- (iii) the conditions in the report,

PLANNING PERMISSION be granted.

Reasons for the Decision - The development is acceptable into account the policies and proposals of the Development Plan as set out below. The proposed new dwelling is to be located within a sustainable urban location where the principle of new housing provision is supported by local and national planning guidance. The proposal would not detract from the character of the surrounding area or the living conditions of neighbours. The level of parking provision provided is acceptable and the proposal would have no adverse implications for highway safety. Other material considerations are not judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS2 - Housing Provision, CS6 - The Development Strategy, CS15 - Sustainable Development and Climate Change, CS17 - High Quality Design, CS20 - Infrastructure and Development Contributions and CS21 - Protection and Provision of Open Space. Approved SPG/SPD - RCCPS - Residential Car and Cycle Parking Standards Supplementary Planning Document. Fareham Borough Local Plan Review - DG4 - Site Characteristics

**Item (17) P/13/0117/VC - 18 Haven Crescent, Fareham**

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

The Committee was referred to the Update Report which provided the following information: *Officers have discussed the suggested provision of a restrictor to the roof light with the applicant. The applicant has indicated they would not be willing to fit a 2.5cm opening restrictor to the roof light however they would be prepared to install one allowing the roof light to open to a maximum opening of 10cm. In light of the discussions with the applicant Officers consider there is little prospect of any planning permission conditional on a 2.5cm restrictor being implemented. The applicant's suggested restriction to 10cm would not prevent overlooking of the neighbouring property to the rear. Officers therefore recommend that planning permission should be refused for the variation of this condition. Officers will be discussing the serving of a Breach of Condition Notice with Southampton Legal Department in order secure compliance with the original planning condition.*  
*Recommendation: REFUSE: roof light gives rise to the overlooking of neighbouring property (7 Old Street) harmful to the privacy of the occupants*

A motion was proposed and seconded that the revised officer recommendation to refuse the application to vary condition 3 of planning permission P/11/0237/VC and was voted on and CARRIED.  
Voting 8 in favour; 0 against).

RESOLVED that the application to vary condition 3 of planning permission P/11/0237/VC be REFUSED.

Reasons for the Decision - The roof light gives rise to the overlooking of neighbouring property (7 Old Street) harmful to the privacy of the occupants



Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design.

**Item (18) P/13/0119/FP - 45 Old Farm Lane, Stubbington**

Upon being proposed and seconded, the officer recommendation to grant planning permission, subject to the conditions in the report, was voted on and CARRIED.

Voting 8 in favour; 0 against).

RESOLVED that subject to the conditions in the report, PLANNING PERMISSION be granted.

Reasons for the Decision - The development is acceptable taking into account the policies of the Local Plan as set out below. The proposal is not considered likely to result in an impact on the amenity of adjoining occupiers and the character of the area. There are no other material considerations that are judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design.

**Item (19) P/13/0126/CC - Portchester Community School, White Hart Lane, Fareham**

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

Councillor Price declared a non-pecuniary interest in this application as he is a Hampshire County Councillor and member of the County Council body who will determine the application.

A motion was proposed and seconded that an OBJECTION be raised to the proposal to increase the height of the fence from its existing height, to a height of 3.03m, only for the length of boundary fence which runs from the gates at Sunningdale Road northward along the east boundary. Upon being put to the vote the motion was CARRIED.

(Voting 8 in favour; 0 against).

RESOLVED that Fareham Borough Council raise OBJECTION to the proposal to increase the height of the fence from its existing height, to a height of 3.03m, only for the length of boundary fence which runs from the gates at Sunningdale Road southward along the east boundary.

Reasons for the Decision - The increase in the height of the fence from the gates in Sunningdale Road northward along the eastern boundary is considered to result in a significant impact on the amenity of occupiers of properties which are adjacent

to the existing boundary fence running north from Sunningdale Road. The Committee therefore raises an objection to this element of the proposal.

Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design. Fareham Borough Local Plan Review: DG4 - Site Characteristics.

**Item (20) P/13/0150/FP - 70 St Marys Road, Fareham**

Upon being proposed and seconded, the officer recommendation to grant planning permission, subject to the condition in the report, was voted on and CARRIED.

(Voting 8 in favour; 0 against).

RESOLVED that subject to the condition in the report, PLANNING PERMISSION be granted.

Reasons for the Decision - The development is acceptable taking into account the policies of the Local Plan as set out below. . The proposal is not considered likely to result in an impact on the amenity of adjoining occupiers and the character of the area. There are no other material considerations that are judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design.

## 7. TREE PRESERVATION ORDERS

The Committee considered the confirmation of the two following Fareham Tree Preservation Orders which had been made by officers under delegated powers and to which no formal objections had been received:-

**(i) TPO680 - 22 Peters Road, Park Gate**

Order made on 23 November 2012 covering 1No. Oak tree.

RESOLVED that Fareham Tree Preservation Order No. 680 be confirmed without modification as made and served.

**(ii) TPO651 – Lynton Gardens, Highlands Road, The Cedars and Kiln Road**

Order made on 7 December 2012 covering 26 No. individual trees, (2 No. Yew, 5 No Oak, 2 No Horse Chestnut, 6 No Sycamore, 5 No Lime, 1 No Walnut, 1 No Cypress, 2 No Pine, 1 No Wellingtonia and 1 No Cedar) and 4 groups (G1 - 5 No Pine trees, G2 - 2 No Pine, 2 No Oak & 1 No Sycamore, G3 - 9 No Sycamore and G4 - 6 No Pine).

RESOLVED that:-

- (a) Fareham Tree Preservation Order No. 651 be confirmed with modification to the description for T14, which should read '*Front garden of 77 Kiln Road*'; and
- (b) Fareham Tree Preservation Order No.17 and Fareham Tree Preservation Order No. 415 be revoked, as all the trees in the older Orders have, where appropriate, been included in the new Order.

## **8. URGENT MATTERS**

Under agenda item 6(ii) the Committee were informed that Councillor Whittle had made the request that the Committee be advised upon matters relating to Cams Hill as urgent business. The terms of the request were read out at the meeting.

The Solicitor to the Council advised members that Councillor Whittle was not present to move the motion and that there was no procedure under standing orders for urgent motions to be added onto the agenda. She proposed to advise Councillor Whittle that it was deemed more appropriate for the issues raised to be discussed directly with the Head of Development Management and Trees.

(The meeting started at 2:30pm  
and ended at 5.25pm).

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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)

Minutes of a meeting held on 5 March 2013  
in the Collingwood Room, Civic Offices, Fareham

**PRESENT:**

Councillor J V Bryant  
(Chairman)

Councillor T J Howard  
(Vice-Chairman)

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



## **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 8 January 2013 be confirmed and signed as a correct record ([spe-130108-m](#)).

## **3. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman apologised that he was not able to join other Panel members on the tour of Titchfield Abbey Conservation Area which took place on Friday 1 March 2013. Instead he had taken a separate tour of the area accompanied by the Conservation Officer on Monday 4 March 2013.

The consensus was that the site visit had been beneficial and further informal visits should be arranged to the appropriate conservation area prior to members consideration of the relevant draft appraisal document.

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

In accordance with the Council's Standing Orders and Code of Conduct, Councillor Forrest declared an interest in item 6 - Titchfield Abbey Conservation Area Character Appraisal and Management Strategy - Consultation, on the grounds that he is a member of the Rambler's Association.

## **5. DEPUTATIONS**

There were no deputations made at this meeting.

## **6. TITCHFIELD ABBEY CONSERVATION AREA CHARACTER APPRAISAL AND MANAGEMENT STRATEGY - CONSULTATION**

The Panel considered a report by the Director of Planning and Environment which invited members to consider and support the content of the draft Conservation Area Character Appraisal and Management Strategy for Titchfield Abbey Conservation Area and the proposed arrangements for public consultation (copy of report [spe-130305-r01- mfr](#) circulated with the agenda).

The Conservation Officer and Principal Planner (Strategic Sites and Design) made a presentation to the Panel. To assist members, an A3 size, colour copy of each of the plans shown on pages 21 and 22 of the draft document was circulated at the meeting. Reference was made to the key changes contained in the current updated character appraisal document.

Details of the proposed period and methods of public consultation were explained. The Panel was informed that information about land ownership and land interests

in the area were currently being obtained from the Land Registry. This information would ensure that, as far as possible, all relevant landowners would be sent letters of consultation.

Councillor Forrest suggested that it might be appropriate for an additional Historic Interpretation Board be provided at Titchfield Abbey which gave more detailed information about the history of the buildings and other features within the wider landscape context. The Director of Planning and Environment proposed that officers approach English Heritage (or the landowner if not English Heritage) to see if it would be possible to erect an additional Board. A further suggestion was made that maps/leaflets could be produced for members of the public showing suitable walking areas and specific viewing points in the Conservation Area.

Councillor Miss Harper highlighted that the increased flooding of the River Meon could pose a risk to the integrity of the Anjou Bridge. Officers agreed to investigate with the Environment Agency and/or landowner whether the management of the valley floor would lead to ever worsening flooding and whether this could potentially lead to damage of the Anjou Bridge.

Having discussed the matter at length, it was AGREED that:-

- (a) officers be thanked for their informative presentation;
- (b) the contents of the draft document be supported; and
- (c) the proposed arrangements for public consultation, as detailed in the report, be endorsed.

## **7. FINAL REVIEW OF WORK PROGRAMME FOR 2012/13 AND DRAFT PROGRAMME FOR 2013/14**

The Panel considered a report by the Director of Planning and Environment which invited members to assess the overall progress for the current year and finalise a draft work programme for 2013/14 (copy of report [spe-130305-r02-rjo](#) circulated with the agenda).

Councillor Mandry enquired about items shown under the Strategic Planning & Environment Portfolio on the Executive Work programme attached as Appendix E to the report. He queried why no items appeared on the Executive work programme after April 2013. The Director of Planning and Environment advised members that in future the Executive work programme would be produced in a different format. He would ensure that details of the Executive items for 2013/14 which fall under the Strategic Planning & Environment Portfolio would be provided at the next Panel meeting for members' information.

Consideration was given to the Panel's proposed work programme for 2013/14 as shown in Appendix D. It was proposed by Councillor Forrest that officers revisit the strategy for the western end of West Street, including future land use around the railway station and station roundabout. The Director of Planning and Environment stated that he would try to ascertain when it may be appropriate to

provide more information to the Panel on Hampshire County Councils plans and proposals in this respect. Officers will endeavour to provide an update to the Panel on this matter at the next meeting in May 2013 and determine when the item can be included in the 2013/2014 work programme.

It was AGREED that:-

- (a) the outcomes of the Panel's work programme for 2012/13 be noted;
- (b) the Panel's proposed work programme for 2013/14 as shown in Appendix D attached to the report be approved; and
- (c) the Panel's proposed work programme for 2013/14, attached to these minutes, be submitted to the Council for endorsement.

(The meeting started at 6.00pm  
and ended at 7.40pm)



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

<b><u>MEETING DATES FOR 2013/14</u></b>	<b><u>ITEMS</u></b>
14 May 2013	River Hamble to Portchester Coastal Flood & Erosion Risk Management Strategy (including evaluation of the performance of Wallington flood prevention scheme)  Environmental Sustainability Strategy: Action Plan (Annual Update)  Review of the work programme 2013/14
16 July 2013	Draft Portchester (Castle Street) Conservation Area Appraisal and Management Strategy  Review of the work programme 2013/14
3 September 2013	Review of the work programme 2013/14
5 November 2013	Parking Update  Review of the work programme 2013/14
7 January 2014	Draft Wallington Conservation Area Appraisal and Management Strategy  Tree Strategy Action Plan (Annual Update)  Review of the work programme 2013/14
4 March 2014	Environmental Sustainability Strategy: Action Plan (Annual Update)  Review of the work programme 2013/14

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# FAREHAM

BOROUGH COUNCIL

## Minutes of the Streetscene Policy Development & Review Panel

Minutes of a meeting held on 07 March 2013  
at the Civic Offices

**PRESENT:**

Councillor Miss T G Harper  
(Chairman)

**Councillors:** J V Bryant  
M J Ford JP  
D J Norris  
D C S Swanbrow

**Also Present:** Councillor Keeble, Executive Member for Streetscene (item 7)



## **1. APOLOGY FOR ABSENCE**

Apologies were received from Councillors Mrs S M Bayford and D L Steadman

## **2. MINUTES**

It was AGREED that the revised minutes, at items 7 and 9, of the meeting of the Streetscene Policy Development and Review Panel held on 8 November 2012 be confirmed and signed as a correct record ([ssp-121108-m](#)).

## **3. CHAIRMAN'S ANNOUNCEMENTS**

There were no Chairman's announcements.

## **4. DECLARATIONS OF INTEREST**

There were no declarations of interest or disclosures of advice or directions made at this meeting.

## **5. DEPUTATIONS**

There were no deputations made at this meeting.

## **6. STREETSCENE POLICY DEVELOPMENT AND REVIEW PANEL WORK PROGRAMME 2012/13**

The Panel considered a report by the Director of Streetscene which reviewed the outcomes of the Panel's work programme for 2012/13 and suggested a draft work programme for 2013/14. (copy of report [ssp-130307-r01-pdo](#) circulated with agenda).

The Director of Streetscene acknowledged that several members had commented over the proposed work programme for 2013/14 as many of the items on the work programme are for information only. He explained that the Streetscene department had gone through several major changes over the past few years and that all services have been streamlined and now operate far more efficiently, which has resulted in there being fewer items needing reviewing on the work programme. He also explained to the Panel that he had introduced a new item, open forum, onto the work programme. This is to allow members more opportunity to raise issues or to discuss items as they come up through the year.

It was AGREED that:

- (a) the review of the work programme for 2012/13, as shown in Appendix A to the report, be noted;
- (b) the proposed work programme for 2013/14, as set out in Appendix A to these minutes, be approved, and

(c) the proposed work programme for 2013/14 be submitted to Council for approval.

## **7. ADDITIONAL ITEM - TEXTILES UPDATE**

At the approval of the Chairman for an additional item, the Director of Streetscene gave an update on the textiles recycling.

He explained to the Panel that the new textile arrangements will come into effect in April 2013. The contract for the textile arrangements had been put out to tender and the tender has been awarded to European Recycling Company, and this will be a 4 year contract. The current charity banks on the Fareham Borough Council sites will be removed on 1 April 2013 and the new banks installed 4 April 2013. It was also explained to the Panel that there is currently a consultation taking place with the public where a number of options had been identified as to how the proceeds could be distributed.

At the invitation of the Chairman Councillor Keeble addressed the panel on this item, and informed them that he will be bringing this item to the Executive in April.

Members discussed this topic at length and agreed that it is an extremely positive change to the current textile arrangement, which will have a positive benefit for the residents of Fareham. Members also expressed a keen interest in ensuring that this new arrangement is well advertised so that the public are made fully aware of it and the benefits of it.

(The meeting started at 6:00pm  
and ended at 6:27pm)

**STREETSCENE POLICY DEVELOPMENT AND REVIEW PANEL – WORK PROGRAMME 2013/14**

<b>Date</b>	<b>Subject</b>	<b>Type of Item</b>
May 2013	• Work Programme 2013/14	Programming
	• Presentation on Streetscene services and key achievements	Information
	• Open Forum	Discussion
	•	
	•	
July 2013	• Work Programme 2013/14	Programming
	• Review of corporate cleaning contract	Information
	• Street cleansing service	Information
	• Clothing and textile recycling contract	Information
September 2013	• Work Programme 2013/14	Programming
	• Annual report on trade waste	Information
	• Street lighting	Information
	• Play area maintenance	Information
October 2013	• Work Programme 2013/14	Programming
	• Grounds maintenance work scheduling system	Information
	• Grounds maintenance working arrangements	Information
	• Global positioning system for vehicle fleet	Information
	• Open forum	Discussion
January 2014	• Preliminary Work Programme 2013/14 & 2014/15	Programming
	• Six monthly report on recycling performance	Information

	<ul style="list-style-type: none"><li>• Progress report on clothing and textile recycling contract</li></ul>	Information
March 2014	<ul style="list-style-type: none"><li>• Final review of the Work Programme for 2013/14 and draft 2014/15</li></ul>	Programming
	<ul style="list-style-type: none"><li>• Bus shelter maintenance contract</li></ul>	Information
	<ul style="list-style-type: none"><li>• Progress report on hedge cutting contract</li></ul>	Information
	<ul style="list-style-type: none"><li>• Vehicle fleet management</li></ul>	Information

1. **UNALLOCATED ITEMS TO BE ASSIGNED:-**

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# FAREHAM

## BOROUGH COUNCIL

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

Minutes of a meeting held on 6 March 2013  
at the Civic Offices, Fareham

**PRESENT:**

Councillor Miss S M Bell  
(Chairman)

Councillor M J Ford, JP  
(Vice-Chairman)

**Councillors:** Mrs P M Bryant, N R Gregory (deputising for J M Englefield), Mrs K Mandry (deputising for T G Knight), Mrs S Pankhurst and R H Price, JP.

**Also Present:** Councillor Mrs C L A Hockley, Executive Member for Leisure and Community (Minute 6).



## **1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor J M Englefield and Councillor T G Knight.

## **2. MINUTES**

It was AGREED that the minutes of the meeting of the Leisure and Community Policy Development and Review Panel held on 16 January 2013 be confirmed and signed as a correct record ([l&c - 130116-m](#)).

## **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 or disclosures of advice or directions made at this meeting.

## **5. DEPUTATIONS**

There were no deputations made at this meeting.

## **6. PROVISION OF NEW MULTI - USE GAMES AREA FACILITY AT PORTCHESTER COMMUNITY CENTRE - CONSUTATION OPTIONS**

The Panel considered a report by the Director of Community regarding proposed options to be put forward for consultation and the proposed consultation method, concerning the future of the land covered by the former tennis courts, the former community centre and the existing car park (copy of report [l&c-130306-r02-gsa](#) circulated with agenda).

At the invitation of the Chairman, Councillor Mrs Hockley addressed the Panel during consideration of this item.

Members were advised that the issues for consultation involved the range of sports to be included in the multi use games area (MUGA) and the location of the MUGA on site. With regards to the car park proposals, the options related to providing extra car parking spaces by squaring off the original car park and extending it further onto the site of one of the two former tennis courts.

The Panel noted the details of the organisations/individuals to be consulted, as listed in paragraph 8 of the report, and the methods of consultation as explained in paragraph 9. The Chairman proposed and it was agreed, that Mr Geoff Sparshott, from Portchester Tennis Club be added to the list of consultees.

It was confirmed that in addition to letter/questionnaires to consultees, information would also be provided on the Council's website and the options displayed at the new Community Centre where officers would be available during the day and evening to answer any questions. Consideration was given to a proposal that the display be also located at another venue in the Portchester area. It was proposed and seconded, that the aforementioned display be held only at Portchester Community Centre for one day/evening, on a date to be arranged. On being put to the vote the proposal was carried (voting 5 for; 1 against).

Following further discussion about the options for car parking and siting of a MUGA, it was AGREED that the Panel supported:-

- (a) the squaring off of the existing car park and the car park extension on the indicative plan attached to the report shown as Car Park Extension Option B;
- (b) provision of a new enclosed multi use games area (MUGA) of up to 600m<sup>2</sup> to allow for a range of sports to be provided, e.g. tennis, basketball, football, to be located on the site of the former Community Centre;
- (c) Mr Geoff Sparshott, from Portchester Tennis Club be added to the list of consultees;
- (d) officers hold an exhibition regarding the options at the new Community Centre on a day and evening to be agreed in consultation with the Chairman; and
- (e) all Panel members and all Portchester Ward members, be notified when the exhibition date had been agreed.

***At the request of the Chairman and agreed by the Panel, the following item, shown as item 8 on the agenda, was considered next.***

## **7. REVIEW OF COMMUNITY BUILDINGS - FAREHAM CATS AREA NEEDS ASSESSMENT**

The Panel considered a report by the Director of Community which presented the outcome of the needs assessment for those wards in the Fareham CATs area and recommended preparation of a master plan to deliver the identified needs (copy of report [l&c-130306-r04-gsa](#) circulated with the agenda).

The Panel was informed of two points of clarification to the information contained in Appendix A attached to the report, namely:-

- Wallington Village Hall - the land is in the ownership of the Council but the Hall is privately owned.
- Westbury Manor Museum - the building is managed by Hampshire County Council but owned by Fareham Borough Council.

Members considered the identified needs, detailed in paragraph 33 of the report, arising from feedback received from user groups and operators of

buildings. The Panel was advised that the overall conclusion from the needs assessment was that whilst there is a diverse range of community facilities within the Fareham CATs areas and local need is being met in general terms, there is an overarching need to provide a larger community facility in the central Fareham area.

The Chairman thanked officers for the very valuable progress that had been achieved in carrying out the needs assessment in the Fareham CATs area.

It was AGREED that:-

- (a) the outcome of the Fareham Needs Assessment be noted; and
- (b) officers be authorised to prepare a master plan to meet the identified needs and to deliver the strategic requirement for a community facility in the central Fareham area.

## **8. LEISURE CENTRE PERFORMANCE REVIEW**

The Panel considered a report by the Director of Community which provided a summary of the contract performance monitoring of Fareham Leisure Centre (copy of report [l&c-130306-r03-gsa](#) circulated with the agenda).

Members were referred to paragraph 9 of the report and informed that the figure of Leisure Cards currently issued should read 675 and not 886 as stated. Following an enquiry about the number of apprentices mentioned on page 6 of the report, it was stated that of the nine apprentices taken on, three have been employed whilst the remaining six are still in the process of completing their training.

The Panel were pleased to note the very positive improvements that have been made at the Centre and agreed that the facility continues to provide an excellent service to the community. The Chairman proposed that Panel members visit the Leisure Centre to view the facilities, the adjacent car park and nearby Fareham Bowls Club site.

It was AGREED that:-

- (a) the significant improvements and achievements attained in the management and operation of the Leisure Centre, as detailed in the report, be noted; and
- (b) in consultation with the Chairman, officers arrange for Panel members to visit the Leisure Centre to view the Centre's facilities, the adjacent car park and nearby Fareham Bowls Club site.

**9. FINAL REVIEW OF WORK PROGRAMME FOR 2012/13 AND DRAFT PROGRAMME FOR 2013/14**

The Panel considered a report by the Director of Community which detailed the Panel's work programme for 2012/13 and considered a draft programme for 2013/14 (copy of report [I&c-130306-r01-mge](#) circulated with the agenda).

Reference was made to minute 8 (b) above, the proposed visit to Fareham Leisure Centre, which the Chairman suggested be added to the Panel's work programme for 2013/14 as an unallocated item.

It was AGREED that:-

- (a) the outcomes of the Panel's work programme for 2012/13, as shown in Appendix B attached to the report, be noted;
- (b) subject to the addition of an item (unallocated) regarding the Panel's visit to Fareham Leisure Centre, the proposed work programme for 2013/14 shown in Appendix C to the report, be approved; and
- (c) the revised proposed Work Programme for 2013/14, attached to these minutes, be submitted to the Council for endorsement.

(The meeting started at 6:00pm  
and ended at 6.45pm)

**PROPOSED WORK PROGRAMME FOR 2013/14 - LEISURE AND COMMUNITY  
POLICY DEVELOPMENT AND REVIEW PANEL**

<b>MEETING DATES FOR 2013/14*</b>	<b>ITEMS</b>
<b>15 May 2013</b>	Introduction to the role of the Panel <ul style="list-style-type: none"> <li>• Introduction to Key Staff</li> <li>• Achievements 2012/13</li> <li>• Challenges and Priorities for 2013/14</li> </ul> <ul style="list-style-type: none"> <li>• Review of the work programme for 2013/14</li> </ul>
<b>24 July 2013</b>	<ul style="list-style-type: none"> <li>• Review of the work programme 2013/14</li> <li>• Leisure Strategy Review</li> <li>• Presentation - Countryside Sites Nature Conservation</li> </ul>
<b>4 September 2013</b>	<ul style="list-style-type: none"> <li>• Review of the work programme 2013/14</li> <li>• Open Spaces Improvement Programme</li> <li>• Community Action Fareham SLA Review</li> </ul>
<b>6 November 2013</b>	<ul style="list-style-type: none"> <li>• Review of the work programme 2013/14</li> <li>• Ferneham Hall Performance Review</li> </ul>
<b>15 January 2014</b>	<ul style="list-style-type: none"> <li>• Preliminary overall review of work programme 2013/14 and draft 2014/15</li> <li>• Fareham Savers Credit Union Review</li> </ul>
<b>5 March 2014</b>	<ul style="list-style-type: none"> <li>• Final review of work programme for 2013/14 and draft for 2014/15</li> <li>• Fareham Leisure Centre Performance Review</li> </ul>

**Unallocated Item**

(i) Visit to Fareham Leisure Centre

I&c-130306-m

# FAREHAM

## BOROUGH COUNCIL

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

Minutes of a meeting held on 12 March 2013  
at the Civic Offices, Fareham

**PRESENT:**

Councillor Mrs K Mandry  
(Chairman)

Councillor Mrs S Pankhurst  
(Vice-Chairman)

**Councillors:** Mrs S M Bayford, Mrs M E Ellerton, G Fazackarley, J S Forrest and  
D L Steadman (deputising for Mrs P M Bryant)

(Also present: Councillor T M Cartwright, Executive Member for  
Public Protection (minutes 6 and 7))



**1. APOLOGY FOR ABSENCE**

An apology for absence was received from Councillor Mrs P M Bryant.

**2. MINUTES**

It was AGREED that the minutes of the meeting of the Public Protection Policy Development and Review Panel held on 13 November 2012 be confirmed and signed as a correct record. ([ppp-121113-m](#)).

**3. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman made an announcement concerning the Food Standards Agency audit of Fareham Borough Council's food safety service, which was taking place from 12 - 14 March 2013. A report on the audit would be submitted to a future meeting of the Panel.

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

There were no declarations of interest or disclosures of advice or directions made at this meeting.

**5. DEPUTATIONS**

There were no deputations made at this meeting.

**6. REVIEW OF ANNUAL WORK PROGRAMME FOR 2012/13 AND FINAL CONSIDERATION OF DRAFT WORK PROGRAMME FOR 2013/14**

The Panel considered a report by the Director of Regulatory and Democratic Services reviewing the outcome of the current 2012/13 work programme and seeking to agree a proposed draft work programme for 2013/14 (copy of report [ppp-130312-r01-gwh](#) circulated with agenda).

At the invitation of the Chairman, Councillor Cartwright addressed the Panel during the consideration of this item.

It was AGREED that:-

- (a) the outcome of the work programme for 2012/13, as shown in Appendix A to the report, be noted;
- (b) the draft work programme for 2013/14, as shown in Appendix B to the report, be amended as follows:
  - (i) the meeting on 21 May 2013 as far as possible be allocated for one specific item, a presentation covering the Services Falling Within the Public Protection Remit;



- (ii) the Annual Health and Safety Performance 2012/13 and Emergency Planning - Annual Report items be moved to 23 July 2013;
  - (iii) the Unauthorised Encampment Policy item be removed from 21 May 2013, as this policy had now been considered and agreed by the Executive;
  - (iv) an item be added to the work programme to enable the Panel to receive an update on the Air Quality Action Plan;
  - (v) the Community Safety Update item on 14 January 2014 include reference to the Police and Crime Commissioner;
  - (vi) with reference to (v) above, the officers prepare a scoping report for the meeting on 10 September 2013 to enable members to agree which points should be covered at the meeting on 14 January;
  - (vii) the report of the Food Standards Agency audit be added to the work programme for 23 July 2013;
- (c) the proposed work programme for 2013/14, as set out in Appendix A to these minutes, be approved; and
- (d) the proposed work programme for 2013/14 be submitted to the Council for approval.

## **7. FOOD STANDARDS AGENCY FOOD SAFETY SERVICE PLAN**

The Panel considered a report by the Director of Regulatory and Democratic Services on the Food Standards Agency Food Safety Service Plan (copy of report [ppp-1300312-r02-jtr](#) circulated with agenda). The report was the annual review required by the Food Standards Agency (FSA), looking back on what had been achieved in 2012/13 and setting out the aims and objectives for 2013/14.

The Team Leader, Food, Health & Safety, and Licensing Team presented the report, drawing the Panel's attention to the changes to the plan and answering members' questions thereon.

At the invitation of the Chairman, Councillor Cartwright addressed the Panel during the consideration of this item.

It was AGREED that the Food Safety Service Plan, as shown in Appendix A to the report, be commended to the Executive.

## **8. CONTAMINATED LAND INSPECTION STRATEGY UPDATE**

The Panel considered a report by the Director of Regulatory and Democratic Services on the Council's Contaminated Land Inspection Strategy (copy of report [ppp-130312-r03-wsh](#) circulated with agenda). The report gave details of revisions to the Council's inspection strategy in light of recent changes to the Government's Statutory Guidance. It was noted that the Contaminated Land Inspection Strategy would be reported to the Executive.

The Panel received a presentation from the Contaminated Land Officer illustrating various aspects of the revised strategy.

It was AGREED that the revised Contaminated Land Inspection Strategy 2013-2018, as shown in Appendix A to the report, be commended to the Executive.

(The meeting started at 6:00pm  
and ended at 7:36pm)

**PUBLIC PROTECTION POLICY DEVELOPMENT AND REVIEW PANEL - DRAFT  
WORK PROGRAMME 2013/14**

<b>Date</b>	<b>Subject</b>	<b>Type of Item</b>	<b>Training Session/Workshop</b>
21 May 2013	Work Programme 2013/14	Information/Consultation	
	Services Falling Within the Public Protection Remit	Presentation	
23 July 2013	Work Programme 2013/14	Information/Consultation	
	Annual Report on Fareham Parking Enforcement Service		
	Annual Health and Safety Performance 2012/13		
	Emergency Planning - Annual Report		
	Report on FSA Audit		
10 September 2013	Work Programme 2013/14	Information/Consultation	
	Scoping Report on Police and Crime Commissioner and Community Safety Update		
	Air Quality Action Plan Update		
12 November 2013	Work Programme 2013/14	Information/Consultation	
	Traffic Management Programme		
	Parking Enforcement Policy		

Date	Subject	Type of Item	Training Session/Workshop
14 January 2014	Preliminary review of work programme for 2013/14 and preliminary draft work programme for 2014/15	Monitoring/Programming	
	Community Safety Update		
11 March 2014	Review of annual work programme for 2013/14 and final consideration of draft work programme for 2014/15	Monitoring/Programming	
	Food Standards Agency Food Safety Service Plan	Consultation	

To be assigned/possible items for 2014/15:

# FAREHAM

## BOROUGH COUNCIL

### Minutes of the Audit and Governance Committee

Minutes of a meeting held on 11 March 2013  
at the Civic Offices

**PRESENT:**

Councillor T G Knight  
(Chairman)

Councillor L Keeble  
(Vice-Chairman)

**Councillors:** P J Davies  
N R Gregory  
Miss T G Harper  
Mrs K Mandry  
D J Norris



## **1. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman welcomed a number of guests who were in attendance at the meeting. Peter Harper, Head of ICT, Richard Ivory, Solicitor to the Council, Kate Handy and Catherine Morganti from Ernst & Young, and Andy Jefford and Ben Deeley from Deloittes

## **2. APOLOGIES**

There were no apologies received for this meeting.

## **3. MINUTES**

RESOLVED that the minutes of the meeting of the Audit and Governance Committee held on [26 November 2012](#), subject to the correction of the spelling error at item 14 which should read as "against", be confirmed and signed as a correct record ([au-120924-m](#)).

## **4. DECLARATIONS OF INTEREST**

There were no declarations of interest made at this meeting.

## **5. DEPUTATIONS**

There were no deputations made at this meeting.

## **MATTERS SUBMITTED FOR CONFIRMATION**

### **6. LATEST FINANCIAL REGULATIONS UPDATES**

The Committee considered a report by the Director of Finance and Resources on the latest Financial Regulations, Regulation 13 – Physical Assets, Regulation 17 – Petty Cash and Regulation 20 –Taxation. (copy of report – [au-130311-r10-eha](#) refers).

RESOLVED that the Committee recommends to Council that the proposed changes set out in the report be approved.

## **DECISIONS UNDER DELEGATED POWERS**

### **7. EXTERNAL AUDIT ANNUAL FEE LETTERS 2012/13 AND 2013/14**

The Committee considered a report by the Director of Finance and Resources on the External Audit Annual Fee letters for 2012/13 and 2013/14 (copy of report – [au-121126-r05-eha](#) refers).

At the invitation of the Chairman Kate Handy from Ernst & Young, addressed the Committee for this item and took questions from members on the report.

RESOLVED that the Committee approves the proposed fees for the External Audit coverage in 2012/13 and 2013/14.

## **8. EXTERNAL AUDIT OF THOSE CHARGED WITH GOVERNANCE – ANNUAL CERTIFICATION REPORT 2011/12**

The Committee considered a report by the Director of Finance and Resources on the External Audit report of those charged with governance – Annual Certification Report 2011/12 (copy of report – [au-130311-r06-cgu](#) refers).

At the invitation of the Chairman Catherine Morganti from Ernst & Young, addressed the Committee on this item and took questions from members on the report which were in regards to the errors made to housing benefit claims that were identified within the report. The Head of Revenue and Benefits also addressed the Committee on this item to reassure members that processes have been put in place to ensure that these errors are reduced in the future.

RESOLVED that the content of the report be noted.

## **9. QUARTERLY INTERNAL AUDIT REPORT**

The Committee considered a report by the Director of Finance and Resources on the Quarterly Internal Audit report (copy of report – [au-130311-r07-bde](#) refers).

At the invitation of the Chairman Ben Deeley from Deloitte, addressed the Committee on this item and took questions from members.

The Head of ICT took questions and explained the technical items on the ICT audit section of the report.

RESOLVED that the Committee notes the progress of the Contractor Internal Audit Plan, attached as Appendix A to the report.

## **10. CONTRACTOR INTERNAL AUDIT PLAN 2013/14**

The Committee considered a report by the Director of Finance and Resources on the Contractor Internal Audit Plan 2013/14 which summarises the approach taken and the coverage proposed by the Internal Audit Contractor for 2013/14 with a provisional plan for 2014/15 (copy of report – [au-130311-r08-bde](#) refers).

At the invitation of the Chairman Ben Deeley from Deloitte addressed the Committee on this item and took questions from members on the report.

RESOLVED that the Committee approves the Contractor Audit Needs Assessment and Plan for 2013/14, attached as Appendix 1 to the report.

## **11. MOTION REFERRED BY COUNCIL**

At the agreement of the Committee the Chairman took this item early.

At the invitation of the Chairman, Councillor Gregory presented his motion.

The Committee gave consideration to the following motion which was submitted to Council on 22 February 2013 by Councillor N R Gregory. The Council agreed to refer

the motion to the Audit and Governance Committee, inviting its comments on the proposed review of elected members Code of Conduct:-

“I would like to request that this Council sends a letter to Eric Pickles, Secretary of State for Communities and Local Government.

The letter should request a review of the regulations on the elected members' Code of Conduct to allow sanctions to be implemented by Employed Officers of the Authority and or independent member/s of the public of this Authority without Political intervention.

This move would promote openness, accountability and integrity to the people who elected us to our public office, and ensuring that all elected members Code of Conduct's are fit for purpose.

Whilst the current Code of Conduct and the implementations of sanctions do meet current Government regulations; however the changes adopted last April bring to question the accountability of these due to the sanctioning of breaches. This also brings into question the accountability of members to their residents.”

The Solicitor to the Council addressed the Committee on this item to explain how the Localism Act has reformed the methods for authorities to discipline members who breach the code of conduct.

Following a debate and having being put to the vote, with 1 supporting, 5 against, and 1 abstention the motion was declared not supported.

A proposal however was made and seconded that the Monitoring Officer bring a report back to the Committee in one years time to give an update on how the current arrangements are working with possible recommendations for improvement. Onbeing put to the vote with 6 supporting, 0 against and 1 abstention, the proposal was approved.

RESOLVED: that the motion referred from Council to the Audit and Governance Committee is not supported but the Monitoring Officer bring a report back to the Committee in one year's time to give an update on how the current arrangements are working with possible recommendations for improvement.

## **12. CORPORATE RISK REGISTER 2013**

The Committee considered a report by the Director of Regulatory and Democratic Services on the Corporate Risk Register 2013 (copy of report – [au-130311-r09-eha](#) refers).

RESOLVED that the content of the report be noted.



### **13. MEMBER TRAINING AND DEVELOPMENT PROGRAMME 2013/14**

The Committee considered a report by the Director of Regulatory and Democratic Services on Member Training and Development programme for 2013/14 (copy of report – [au-130311-r11-ewj](#) refers).

RESOLVED that the Committee:

- (a) approves the framework for the 2013/14 programme as set out in Appendix B of the report, subject to the addition of sessions on the scrutinising role of members and corporate risk management; and
- (b) approves the new member induction programme as set out in Appendix C of the report, subject to the addition of member involvement in policy-making.

### **14. REVIEW OF COMMITTEE WORK PROGRAMME AND ANNUAL REPORT**

The Committee considered a report by the Director of Finance and Resources on a review of the Committee work Programme and Annual Report (copy of report [au-130311-r12-eha](#) refers).

RESOLVED that:

- (a) the Committee recommends that the content of the report be noted by the Council; and
- (b) the Committee approves the work programme for 2013/14, as set out in Appendix C of the report with the addition of an item giving an update in one year's time on how the current standards arrangements are working with possible recommendations for improvement.

(The meeting started at 6:00pm  
and ended at 8:25pm)

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# FAREHAM

BOROUGH COUNCIL

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

Minutes of a meeting held on 14 March 2013  
at the Civic Offices

**PRESENT:**

Councillor Mrs M Ellerton  
(Chairman)

Councillor T G Knight  
(Vice-Chairman)

**Councillors:** Miss S M Bell  
P J Davies  
G Fazackarley (deputising for Mrs K K Trott)

**Also Present:** Councillor B Bayford, Executive Member for Housing (Minute 6, 7 & 10)



## **1. APOLOGY FOR ABSENCE**

An apology of absence was received from Councillor Mrs Trott.

## **2. MINUTES**

It was agreed that the minutes of the meeting of the Health and Housing Policy Development and Review Panel held on 17 January 2013 be confirmed and signed as a correct record ([hsg-130117-m](#)).

## **3. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman announced that this meeting would be the last meeting attended by the Housing Strategy Manager, Malcolm Stevens as he is retiring from the Council after 34 years of service. On behalf of the Panel she expressed her thanks for all of his help over the years.

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

There were no declarations of interest made.

## **5. DEPUTATIONS**

There were no deputations made at this meeting.

## **6. ADDITIONAL ITEM – HEALTH UPDATE**

At the agreement of the Chairman, Councillor Bayford addressed the Panel to provide an update on the local Health meetings he had attended recently.

The first meeting was Fareham and Gosport Clinical Commissioning Group (F&GCCG) Strategy Group, where they reported on a new scheme for cognitive behaviour therapy, (CBT), which has been started up locally. There was also a presentation on Continuing Care, which is a service that is being provided for those with learning disabilities or mental health issues.

The second meeting was the F&GCCG Board Meeting (which was open to the public), where a presentation was given on the Francis report, following the public inquiry into the severe failings in emergency care provided by Mid Staffordshire NHS Foundation Trust issues. The presentation looked at the implications for the F&GCCG and centred on three key issues:

- Basic Nursing Care
- Basic Cleaning Care
- Basic consideration of the patient.

Members of the public were invited to complete questionnaires after the meeting asking for feedback on local health care services.

## **7. WORK PROGRAMME FOR 2012/13 AND DRAFT 2013/14**

The Panel considered a report by the Director of Community which invited the Panel to assess the overall progress of the Work Programme for the current year and finalise a draft work programme for 2013/14 (copy of report [hsg-130314-r03-mge](#)).

At the agreement of the Chairman, Councillor Bayford addressed the Panel on this item, to explain that work programme had been created by himself and the Director of Community, to ensure that the work programme would result in a review of all the key housing policies in the coming year, providing an opportunity for the Panel to review and inform policy development.

It was AGREED that:-

- (a) the outcomes of the Panel's work programme for 2012/13, be noted;
- (b) the proposed work programme for 2013/14 as shown in Appendix A attached to these minutes be approved; and
- (c) the proposed work programme for 2013/14, as updated, be submitted to the Council for endorsement.

## **8. REVIEW OF TEMPORARY ACCOMMODATION**

The Panel considered a report by the Director of Community which highlighted the changes to benefit system introduced by the Welfare Reform Act which are expected to result in an increase in the number of households seeking housing assistance from the Council's Housing Options Team and an increased demand for temporary accommodation (copy of report [hsg-130314-r01-she](#)).

The Director of Community explained to the Panel how the Strategic Housing Division has recently been through a restructure and that a new team has been developed, along with the addition of two new posts, in order to be able to manage the predicted increase in demand on the Strategic Housing Department with the forthcoming changes to benefits.

RESOLVED that the Panel notes the proposal to conduct a review of all temporary accommodation and will expect a full report setting out the findings and proposals from the review in Sept 2013.

## **9. ROUGH SLEEPING**

The Panel received a presentation from the Head of Strategic Housing outlining the policy, procedure and services available to single homeless people.

The presentation looked at a variety of things including:

- Rough Sleep counts – How these figures have changed over the years, and the results of the Council's recent rough sleeper count.
- No Second Night Out Scheme – A Government Initiative originally targeted in London which has now been rolled out to the rest of the country
- DCLG Homelessness Grant (£377,000) - awarded to a consortium of South Hampshire Authorities, and proposals for using this money across the area to tackle homelessness is being explored
- Severe Weather Emergency Protocol – The Council's emergency plan for helping homeless people in cold weather.
- 101 Gosport Road – the Local direct access hostel offering accommodation and support for homeless people (operated by Two Saints Housing Association). The hostel has recently been extended to provide two additional bedrooms and 5 emergency beds.

It was AGREED that the Head of Strategic Housing be thanked for his presentation.

## **10. REVIEW OF INCENTIVE PAYMENTS TO RESIDENTS OF UNDER-OCCUPIED PROPERTIES**

The Panel considered a report by the Director of Community about proposed changes to the qualifying criteria in regard to incentive payments offered to tenants who are under-occupying their home. (copy of report [hsg-130314-r04-jsh](#)).

At the invitation of the Chairman, Councillor Bayford addressed the Panel on this item.

RESOLVED that the Panel recommends that the Executive approve the proposed changes to the Transfer Grant Scheme, and agrees to make a contribution of up to £500 toward removal expenses for working age tenants.

## **11. TENANCY AGREEMENT**

The Panel considered a report by the Director of Community proposing the setting up of a Member & Officer Working Group to review and update the Tenancy Agreement for Council Housing. (copy of report [hsg-130314-r06-jsh](#)).

It was explained to the Panel that the proposed revisions to the tenancy agreement will be reported to a future meeting of the Panel and the Housing Tenancy Board before they are sent out to tenants for consultation. The Chairman invited members of the Panel to nominate themselves if they wished to participate in the Member and Officer Working Group. Councillor Davies expressed an interest in having a member of the Housing Tenancy Board to take one of the two Member places as the Housing Tenancy Board was very much involved with tenant's interests. Councillor Mrs Trott was nominated as she sits on both the Health and Housing Panel and the Housing Tenancy Board.

RESOLVED that:

- (a) the content of the report is noted; and

(b) the Panel has nominated Councillors Mrs M Ellerton and Mrs K K Trott to join the Member & Officer Working Group

## **12. ANNUAL HOME ENERGY CONSERVATION ACT REPORT**

The Panel considered a report by the Director of Community which sets out the Council's plan and progress in promoting investment in home energy conservation measures (copy of report [hsg-130314-r05-mst](#)).

RESOLVED that the content of the report be noted and approved for publication.

(The meeting started at 6:00pm  
and ended at 7:43pm)

**HEALTH AND HOUSING POLICY DEVELOPMENT AND REVIEW PANEL  
PROPOSED WORK PROGRAMME FOR 2013/14**

<u>MEETING DATES FOR 2012/13</u>	<u>ITEMS</u>
23 May 2013	<ul style="list-style-type: none"> <li>• Introduction to the role of the Panel</li> <li>• Review of the work programme 2013/14</li> <li>• Review of Temporary Accommodation</li> <li>• Review of Sheltered Housing Stock</li> </ul>
18 July 2013	<ul style="list-style-type: none"> <li>• Review of the work programme 2013/14</li> <li>• Affordable Housing Programme</li> <li>• The Government's Green Deal</li> <li>• Floating Support Service for Older Persons</li> <li>• Collingwood House Update</li> </ul>
12 September 2013	<ul style="list-style-type: none"> <li>• Review of the work programme 2013/14</li> <li>• Presentation on Local Health Priorities (invitation to Director of Public Health &amp; Fareham &amp; Gosport Clinical Commissioning Group)</li> </ul>
14 November 2013	<ul style="list-style-type: none"> <li>• Review of the work programme 2013/14</li> <li>• Nominations Policy - Six monthly review</li> <li>• Review of Homelessness and Rough Sleeping in the Borough</li> </ul>
16 January 2014	<ul style="list-style-type: none"> <li>• Preliminary overall review of work programme 2013/14 and draft 2014/15</li> <li>• Welfare Reform - update</li> <li>• Review of Housing Arrears</li> <li>• Housing Initiatives (Accessing the private rented sector)</li> </ul>
13 March 2014	<ul style="list-style-type: none"> <li>• Final review of work programme for 2013/14 and draft for 2014/15</li> <li>• Empty Homes - Update</li> <li>• Collingwood House Update</li> <li>• Health Update</li> <li>• Homelessness Strategy 2014-17</li> </ul>



# FAREHAM

## BOROUGH COUNCIL

### **Minutes of the Licensing and Regulatory Affairs Committee**

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

Minutes of a meeting held on 19 March 2013  
at the Civic Offices, Fareham

**PRESENT:**

Councillor Mrs P M Bryant  
(Chairman)

Councillor T M Cartwright  
(Vice-Chairman)

**Councillors:** Mrs S M Bayford, Miss S M Bell, M J Ford, JP, T J Howard, L Keeble, Mrs K Mandry, D J Norris, Mrs S Pankhurst (deputising for Mrs M E Ellerton) and R H Price, JP

(Also present: Councillor J V Bryant, Chairman, Strategic Planning and Environment Policy Development and Review Panel)



**1. APOLOGY FOR ABSENCE**

An apology for absence was received from Councillor Mrs M E Ellerton.

**2. MINUTES**

RESOLVED that the minutes of the meeting of the Committee held on 20 November 2012 be confirmed and signed as a correct record. ([Lc-121120-m](#)).

**3. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman made announcements concerning: the Licensing Handbook, reminding those members who had a copy to pass them to the Licensing Officer for updating; and about the rotation of members serving on Licensing Panels.

**4. DECLARATIONS OF INTEREST**

There were no declarations of interest made at this meeting.

**5. DEPUTATIONS**

There were no deputations made at this meeting.

**DECISIONS UNDER DELEGATED POWERS**

**6. LICENSED PREMISES AND COMMUNITY SAFETY**

The Committee considered a report by the Director of Regulatory and Democratic Services on incidents of crime and disorder and the control of licensed premises (copy of report [lc-130319-r04-gwh](#) circulated with agenda). The Committee received a presentation from the Director of Regulatory and Democratic Services and from the Police Licensing Officer, PC Jason Pearce, illustrating various aspects of the report.

RESOLVED that:-

- (a) the report be noted and officers thanked for a very informative report and presentation;
- (b) the Committee receive an annual report in the same format on this matter; and
- (c) an item be added to the work programme for 18 March 2014.

*(Councillor Cartwright left the meeting at 7.07pm)*

## **7. HEALTH AND SAFETY SERVICE PLAN**

The Committee considered a report by the Director of Regulatory and Democratic Services on the Health and Safety Service Plan (copy of report [lc-130319-r03-jtr](#) circulated with agenda).

RESOLVED that:-

- (a) the Section 18 Health & Safety Intervention Plan, as shown in Appendix A to the report, be approved; and
- (b) that officers be thanked for the work they do in delivering this comprehensive service.

## **8. MONITORING REPORT FOR APPLICATIONS RECEIVED**

The Committee considered a report by the Director of Regulatory and Democratic Services on the work of the Licensing Team (copy of report [lc-130319-r02-iri](#) circulated with agenda).

RESOLVED that the report be noted.

## **9. LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK PROGRAMME 2012/13 AND DRAFT FOR 2013/14**

The Committee considered a report by the Director of Regulatory and Democratic Services on the work programme for 2012/13 and the draft for 2013/14 (copy of report [lc-130319-r01-gwh](#) circulated with agenda).

RESOLVED that:-

- (a) the progress report on the Licensing and Regulatory Affairs Committee Work Programme for 2012/13, attached as Appendix A to the report, be noted;
- (b) the officers be requested to arrange two in-house Licensing training sessions during 2013/14; and
- (c) subject to the addition of an item on Licensed Premises and Community Safety (minute 6(c) above refers) and to (b) above, the proposed draft work programme for 2013/14, as shown in Appendix B to the report, be approved.

(The meeting started at 6:00pm  
and ended at 8:00pm)

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**FAREHAM**  
BOROUGH COUNCIL

*Item 15*

**Report to  
Council**

Date: **25 April 2013**

Report of: **Chief Executive Officer**

Subject: **APPOINTMENTS TO COMMITTEES**

**SUMMARY**

This report provides details of the calculations for political balance relating to the allocation of seats on committees and panels, following the recent changes to political groups. The report asks the Council to appoint the nominations of the political groups to committees and also to appoint the role of Chairman and Vice-Chairman for each committee.

**RECOMMENDATION**

That the Council approves:

- (a) the allocation of seats, as set out in Appendix A for the remainder of the municipal year 2012-13; and
- (b) the nominations of the political groups to seats on committees, along with the nominations of deputies and the appointment of a Chairman and Vice-Chairman for each committee for the remainder of the municipal year 2012-13, as set out in Appendix B (to be tabled following the receipt of nominations).

## **INTRODUCTION**

1. Political groups of the Council are formed in accordance with the Local Government (Committees and Political Groups) Regulations 1990 when two or more councillors notify the Chief Executive, as Proper Officer, of their wish to be treated as a group.
2. Section 15 of the Local Government and Housing Act 1989 imposes a duty on the local authority to review the allocation of seats on the committees of the authority as soon as is practicable after any division of, or change to political groups occurs.
3. On 2 April 2013, the Chief Executive received notification of the formation of a new political group, to be known as the UKIP (UK Independence Party) Group and consisting of 2 councillors.
4. Accordingly, the Council is now invited to review the allocation of seats to its committees along with the nomination of deputies and the appointment of a Chairman and Vice-Chairman for each committee for the remainder of the municipal year 2012-13. Such appointments will take effect from 26 April 2013.

## **ALLOCATION OF SEATS**

5. Section 5 of the Local Government and Housing Act 1989 provides the following principles which apply to the allocation of seats:
  - (a) that not all the seats on the body to which appointments are being made are allocated to the same political group;
  - (b) that the majority of seats on each Committee are allocated to a particular group if the number of persons belonging to that group is a majority of the authority's membership;
  - (c) that, subject to (a) and (b), when allocating seats to a political group, the total number of their seats across all the ordinary committees of the Council, must reflect their proportion of the authority's membership; and
  - (d) subject to (a) to (c), that the number of seats on each committee is as far as possible in proportion to the group's membership of the authority.
6. The Local Government and Housing Act 1989 requires that, once the Council has determined the allocation of Committee places between the political groups, the Council must then appoint the nominees of the political groups to the Committees.

## **POLITICAL PROPORTIONALITY**

7. Following the formation of the UKIP group in April 2013, the political balance of the Council is set out in the following table:

Group	Conservative	Liberal Democrat	UKIP	(Independent)	Total
Councillors	22	6	2	(1)	31
%	70.97	19.35	6.45	(2.81)	100

8. The allocation of seats between the political groups for each committee shall be in accordance with the figures at Appendix A to this report.

### **ADJUSTMENTS FOLLOWING CALCULATIONS**

9. Each of the political groups is entitled to a certain number of seats on committees. This is based upon their percentage representation on the Council as a whole, as detailed in the table at paragraph 7 above.
10. There are a total of 87 seats to be allocated and the strict entitlement to seats on committees for each political group is as follows:
- Conservative - 62 seats
  - Liberal Democrat - 17 seats
  - UKIP – 6 seats
11. Each of the political groups are only entitled to their proportion of seats and once this entitlement has been reached, a manual adjustment may be necessary.
12. Appendix A shows a rounded allocation of seats to each political group. This is then required to be manually adjusted to ensure that the number of seats allocated to a particular political group matches and does not exceed their strict entitlement.
13. Therefore, the following manual adjustments are required:
- (a) Under the calculation, the Conservative Group has notionally been allocated 63 seats on committees. The Group cannot have a greater representation on committees than their strict entitlement of 62 seats and so must give up 1 seat to restore this. This can be on any of the committees they are represented on.
  - (b) The Liberal Democrat Group has notionally been allocated 15 seats on committees. This is 2 less than their strict entitlement of 17 seats and so a positive adjustment must be made to balance the allocations.
  - (c) The UKIP Group has notionally been allocated 3 seats on committees. This is 3 less than their strict entitlement of 6 seats and so a positive adjustment must be made to balance the allocations.

The seat allocations for each committee must equal the agreed number of seats for that committee, as determined by the Council at its Annual Meeting in May 2012. Where this does not occur, the manual adjustments described at (b) and (c) above, must be made from those committees requiring a balancing adjustment. These affected committees are shaded in

the table at Appendix A.

- (d) There is one independent councillor who does not represent any political group. There is no strict entitlement calculation applicable to an independent member however, following the calculations and allocation of seats to political groups, the Council must appoint the non-group member to any seats not otherwise allocated.
- 14. Group Leaders have been requested to provide nominations to the places on committees to which their respective groups are entitled. The nominations of political groups to seats on committees will be set out in Appendix B and this will be tabled at the meeting.
- 15. The Council is also required to appoint a Chairman and Vice-Chairman for each committee and these nominations will be included at Appendix B, along with the nomination of deputies.
- 16. The two minority group Leaders have been requested to nominate a spokesman for each Executive portfolio area. The nominations of political groups to seats on committees will be set out in Appendix B and this will be tabled at the meeting.

**Background Papers:**

Letter to the Chief Executive Officer

**Reference Papers:**

Local Government (Committees and Political Groups) Regulations 1990

Local Government and Housing Act 1989

**Enquiries:**

For further information on this report please contact Leigh Usher. (Ext 4553)



**Political Group Balance Calculation**

		Conservative		Liberal Democrat		UKIP		Independent	
		22		6		2		1	
		70.97%		19.35%		6.45%		(3.23%)	
Seats to be allocated		Strict Entitlement	Rounded	Strict Entitlement	Rounded	Strict Entitlement	Rounded	Strict Entitlement	Rounded
	87	61.74	62	16.84	17	5.61	6	n/a	n/a
Scrutiny Board	9	6.39	6	1.74	2	0.58	1	n/a	0
Leisure & Community	7	4.97	5	1.35	1	0.45	0	n/a	0
Strategic Planning & Env	7	4.97	5	1.35	1	0.45	0	n/a	0
Public Protection	7	4.97	5	1.35	1	0.45	0	n/a	0
Housing	7	4.97	5	1.35	1	0.45	0	n/a	0
Streetscene	7	4.97	5	1.35	1	0.45	0	n/a	0
Licensing & Regulatory Affairs	12	8.52	9	2.32	2	0.77	1	n/a	0
Planning Committee	9	6.39	6	1.74	2	0.58	1	n/a	0
Appeals Panel	5	3.55	4	0.97	1	0.32	0	n/a	0
Audit & Gov	7	4.97	5	1.35	1	0.45	0	n/a	0
Housing Tenancy Board	5	3.55	4	0.97	1	0.32	0	n/a	0
Portchester Community Centre Task and Finish	5	3.55	4	0.97	1	0.32	0	n/a	0
Notional allocation	87		63		15		3		0
Adjustment Required			-1		+2		+3		+2

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## Council Meeting 25 April 2013, Item 16 - Committee Nominations

Conservative Group nominations for committee seats:

	<i>Executive portfolio</i>	<i>Scrutiny Board</i>	<i>Leisure &amp; Comm PDRP</i>	<i>St Planning &amp; Env PDRP</i>	<i>Public Protect PDRP</i>	<i>Health &amp; Housing PDRP</i>	<i>Streetscene PDRP</i>	<i>Licensing &amp; Reg Affairs</i>	<i>Planning Committee</i>	<i>Appeals</i>	<i>Audit &amp; Governance</i>	<i>Housing Tenancy Bd</i>	<i>Portchester Task &amp; Finish</i>
<b>No of seats&gt;</b>	<b>6</b>	<b>6</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>9</b>	<b>6</b>	<b>3</b>	<b>5</b>	<b>4</b>	<b>4</b>
Bayford, B	HH								X				
Bayford, Mrs S M		D			X		VC	X					
Bell, Miss S		X	Ch			X		X		VC			X
Bryant, J V		X		Ch			X						
Bryant, Mrs P M			X		X			Ch					
Cartwright, T	PP							VC	D				X
Davies, P J				D		X			X		X	Ch	
Ellerton, Mrs M		X			X	Ch		X				D	
Evans, K D	SPE								D		D		
Ford, M J		D	VC				X	X	X	X			
Harper, Miss T		X		X			Ch				X		
Hockley, Mrs C L A	LC												Ch
Howard, T J		D		VC				X		Ch		X	
Keeble, L	S							X			VC		D
Knight, T G		D	X			VC					Ch		
Mandry, A				X			D		VC				
Mandry, Mrs K		VC	D		Ch			X			X	VC	
Pankhurst, S		D	X		VC			D		D			
Steadman, D L					D	X						X	
Swanbrow, D C S		Ch				D	X		X				
Walker, N J				X					Ch				VC
Woodward, S D T	PSF												

## Liberal Democrat Group nominations for committee seats:

		<i>Scrutiny Board</i>	<i>Leisure &amp; Comm PDRP</i>	<i>St Planning &amp; Env PDRP</i>	<i>Public Protect PDRP</i>	<i>Health &amp; Housing PDRP</i>	<i>Streetscene PDRP</i>	<i>Licensing &amp; Reg Affairs</i>	<i>Planning Committee</i>	<i>Appeals</i>	<i>Audit &amp; Governance</i>	<i>Housing Tenancy Bd</i>	<i>Portchester Task &amp; Finish</i>
<b>No of seats&gt;</b>		<b>2</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
Fazackarley, G					Xs	D				X		D	
Forrest, J S		X		Xs	X		D	D	D				
Norris, D J					D		Xs	X			X		D
Price, R H		D	Xs					X	X				X
Trott, Mrs K K		D	D			Xs			D			X	
Whittle, P W		Xs		D				X	X	D	D		

## UKIP Group nominations for committee seats:

		<i>Scrutiny Board</i>	<i>Leisure &amp; Comm PDRP</i>	<i>St Planning &amp; Env PDRP</i>	<i>Public Protect PDRP</i>	<i>Health &amp; Housing PDRP</i>	<i>Streetscene PDRP</i>	<i>Licensing &amp; Reg Affairs</i>	<i>Planning Committee</i>	<i>Appeals</i>	<i>Audit &amp; Governance</i>	<i>Housing Tenancy Bd</i>	<i>Portchester Task &amp; Finish</i>
<b>No of seats&gt;</b>		<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>
Gregroy, N R		Xs				Xs			D	D	X		
Whittingham, D M		D				D			X	X	D		

## Independent Councillor:

		<i>Scrutiny Board</i>	<i>Leisure &amp; Comm PDRP</i>	<i>St Planning &amp; Env PDRP</i>	<i>Public Protect PDRP</i>	<i>Health &amp; Housing PDRP</i>	<i>Streetscene PDRP</i>	<i>Licensing &amp; Reg Affairs</i>	<i>Planning Committee</i>	<i>Appeals</i>	<i>Audit &amp; Governance</i>	<i>Housing Tenancy Bd</i>	<i>Portchester Task &amp; Finish</i>
<b>No of seats&gt;</b>		<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Englefield, J M			X	X			X						