

**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 **FRIDAY, 21 FEBRUARY 2014**, commencing at **5.00 pm**.

The Mayor: Councillor Susan Bayford

The Deputy Mayor: Councillor David Norris

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, MBE	Councillor Kay Mandry
Councillor Peter Davies	Councillor Sarah Pankhurst
Councillor Marian Ellerton	Councillor Roger Price, JP
Councillor Jack Englefield	Councillor Dennis Steadman
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	



1. Prayers

The meeting will commence with a short service of prayers.

2. Apologies for Absence

3. Minutes

To confirm as a correct record the minutes of the Council Meeting held on 13 February 2014 (to be tabled at the meeting).

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 1 - 2)

To receive, consider and answer questions on reports and recommendations of the Executive and to receive the schedule of individual Executive member decisions.

11. Report of the Scrutiny Board

To receive, consider and answer questions on reports and recommendations of the meeting of the Scrutiny Board held on 23 January 2014.

(1) Minutes of meeting Thursday, 23 January 2014 of Scrutiny Board (Pages 3 - 6)

12. Reports of Other Committees

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

- (1) Minutes of meeting Thursday, 12 December 2013 of Planning Committee (Pages 7 - 10)
- (2) Minutes of meeting Wednesday, 18 December 2013 of Planning Committee (Pages 11 - 26)
- (3) Minutes of meeting Wednesday, 8 January 2014 of Planning Committee (Pages 27 - 28)
- (4) Minutes of meeting Wednesday, 29 January 2014 of Planning Committee (Pages 29 - 42)
- (5) Minutes of meeting Tuesday, 7 January 2014 of Strategic Planning and Environment Policy Development and Review Panel (Pages 43 - 48)
- (6) Minutes of meeting Thursday, 9 January 2014 of Streetscene Policy Development and Review Panel (Pages 49 - 52)
- (7) Minutes of meeting Wednesday, 15 January 2014 of Leisure and Community Policy Development and Review Panel (Pages 53 - 58)
- (8) Minutes of meeting Thursday, 16 January 2014 of Health and Housing Policy Development and Review Panel (Pages 59 - 62)

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.

15. Recording of Votes at Budget Decision Meetings (Pages 63 - 66)

A report by the Monitoring Officer.

16. Finance Strategy, Capital Programme, Revenue Budget and Council Tax 2014/15

- (1) Suspension of Standing Order 19.4

To consider suspending the provisions of Standing Order 19.4 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 the Opposition Group to speak for not more than ten minutes.

- (2) Report to Executive - 10 February 2014 (Pages 67 - 76)

The minutes of the meeting of the Executive held on 10 February 2014, presented to Council at its meeting on 13 February 2014 at item 9(2), contained recommendations on the revenue budget and the level of council tax

for 2014/15. If members accept the Executive's recommendations, formal approval will be sought of the following matters:-

- (a) the capital programme and financing of £34,601,000;
- (b) an overall revised revenue budget for 2013/14 of £9,823,300;
- (c) a revenue budget for 2014/15 of £9,510,600; and
- (d) a council tax for Fareham Borough Council for 2014/15 of £140.22 per band D property, which represents no increase when compared to the current year.

(Note: A copy of the report to the Executive report is included in this agenda pack)

(3) Council Tax 2014/15

Having made the necessary calculations in relation to its own budget, the Council must proceed to set the council tax for 2014/15 taking account of the amounts in precepts issued to the Council by Hampshire County Council, the Police & Crime Commissioner and Hampshire Fire Authority. Those precepts will not be issued until 20 February and will therefore be reported at the meeting.

(Note: a schedule will be circulated at the meeting showing the formal calculations the Council must make, incorporating any figures recommended by the Executive. Members will also be advised of the wording of the formal resolution they must adopt to set the Council Tax for 2014/15, taking account of the requisite calculations and the precepts of Hampshire County Council, the Police & Crime Commissioner and Hampshire Fire Authority.)

17. Appointments to Committees

To make any changes in appointments to the seats on committees in accordance with the wishes of political groups. Such appointments will take effect from 24/02/14.

18. Appointments to Outside Bodies

(1) Fareham North-West Community Association Management Committee

This group meets four times a year and supports the local community by maintaining the centre, maximising its occupancy and making it accessible for local residents. The Council appoints a voting representative.

(2) Fareham College CEMAST Curriculum Development Group

Fareham Borough Council has been approached by Fareham College to appoint a member to the CEMAST Curriculum Development Stakeholder Group.

This group meets quarterly and is comprised of employers and stakeholders to discuss curriculum, marketing, course design, bespoke employer requirements and continuing and strengthening links between the Fareham College Group's

CEMAST project and local employers.

19. Change to Panel Name

Further to the Executive Leader's decision taken on 28 January 2014 in which he changed the portfolio for Strategic Planning and Environment to that of Planning and Development, Council is asked to agree the change of name for the corresponding panel to become the Planning and Development Policy Development and Review Panel.

20. Exclusion of Public and Press

To consider whether it is in the public interest to exclude the public and representatives of the Press from the remainder of the meeting on the grounds that the matters to be dealt with involve the likely disclosure of exempt information, as defined in Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972.

21. Management Structure (Pages 77 - 92)

A report by the Chief Executive Officer.

P GRIMWOOD
Chief Executive Officer

www.fareham.gov.uk

13 February 2014

**For further information please contact:
Democratic Services, Civic Offices, Fareham, PO16 7AZ
Tel:01329 236100
democraticservices@fareham.gov.uk**

FAREHAM

BOROUGH COUNCIL

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 – Arundel Drive (Decision 2013/14-346)

RESOLVED that the order in place at present shown at Appendix A, to the report, be revoked and replaced with a new order as shown at Appendix B, to the report.

That the Director of Regulatory and Democratic Service decide the date when the new Order will come into force

(2) Traffic Regulation Order – Proposed Waiting Restrictions – Eric Road, Stubbington (Decision 2013/14-373)

RESOLVED that the waiting restrictions as shown at Appendix A to the report, are introduced as advertised. (This decision is subject to call-in which will end on 20th February 2014.)

(3) Traffic Regulation Order – Proposed Waiting Restrictions – Southampton Road, Titchfield (Decision 2013/14-374)

RESOLVED that the waiting restrictions as shown at Appendix A to the report, are introduced as advertised. (This decision is subject to call-in which will end on 20th February 2014.)

(4) Traffic Regulation Order – Proposed Waiting Restrictions – Lower Bath Lane, Fareham (Decision 2013/14-375)

RESOLVED that the waiting restrictions as shown at Appendix A to the report, are introduced as advertised. (This decision is subject to call-in which will end on 20th February 2014.)

(5) Traffic Regulation Order – Proposed Waiting Restrictions – Yew Tree Drive Area, Sarisbury (Decision 2013/14-376)

RESOLVED that the waiting restrictions as shown at Appendix A to the report, are introduced as advertised. (This decision is subject to call-in which will end on 20th February 2014.)

Policy and Resources

(6) Community Fund Application – Searles Petanque Club (Decision 2013/14-353)

RESOLVED that the application for £1,454 from Fareham Borough Council's Community Funding Programme, submitted by Mr Barry Branscombe of The Searles Petanque Club to construct a replacement terrain be approved.

(7) Community Fund Application – Searles Petanque Club (Decision 2013/14-354)

RESOLVED that the application for £1,150 from Fareham Council's Community Funding Programme, submitted by Mrs Fiona Harris, for the purchase and installation of a memorial bench be approved.

Executive Leader

(8) Community Fund Application – Searles Petanque Club (Decision 2013/14-370)

RESOLVED that the Executive Leader approves the amendments to Executive portfolios and Delegations of Decisions to Executive Members, as set out in Appendices A and B to this decision notice.

FAREHAM

BOROUGH COUNCIL

Minutes of the Scrutiny Board

(to be confirmed at the next meeting)

Date: Thursday, 23 January 2014

Venue: Collingwood Room - Civic Offices, Fareham

PRESENT:

Councillor D C S Swanbrow (Chairman)

Councillor Mrs K Mandry (Vice-Chairman)

Councillors: Miss S M Bell, J V Bryant, Mrs M E Ellerton, M J Ford, JP,
J S Forrest, Miss T G Harper and P W Whittle, JP



1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. MINUTES

It was AGREED that the minutes of the meeting of the Scrutiny Board held on 21 November 2013 be confirmed and signed as a correct record.

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. PRELIMINARY OVERALL REVIEW OF THE BOARD'S WORK PROGRAMME FOR 2013/14 AND DRAFT PROGRAMME FOR 2014/15

The Board considered a report by the Director of Finance and Resources, which invited members to review the Board's work programme for 2013/14 and consider a draft programme for 2014/15.

It was AGREED that:-

- (a) members be requested to e-mail any suggestions for inclusion in the 2014/15 work programme to the Chairman (with a copy to the Director of Finance and Resources) by the next Board meeting on 20 March 2014;
- (b) it be noted that arrangements had been made for each of the remaining portfolio holders to attend meetings as follows:
 - Public Protection – 20 March 2014;
 - Leisure and Community – 3 July 2014;
 - Strategic Planning and Environment – 20 November 2014;
 - Policy and Resources – 19 March 2015;
- (c) Councillor Whittle, in conjunction with the officers, prepare a draft scoping report on the unassigned item 'Question and answer session with Solent Local Enterprise Partnership' on the current work programme and that, subject to the Chairman's approval, the report be

- submitted to a future meeting or the Board to enable members to decide what areas the LEP would be invited to discuss;
- (d) the officers be requested to advise the Board when it would be appropriate to consider the other unassigned item on the current work programme 'Review of the implementation of the universal credit system and its impact on the residents of Fareham'; and that it be noted that a Welfare Reform Update report had been submitted to the last meeting of the Health and Housing Policy Development and Review Panel;
 - (e) it be noted that Councillor A Mandry was the Council's representative on the PUSH (Partnership for Urban South Hampshire) Overview and Scrutiny Committee and that its meetings (and those of the PUSH Joint Committee) were open to the public; that it also be noted that the dates of meetings of both were included on the 2014/15 schedule of meetings submitted to the Council on 12 December 2013; and that the dates of the PUSH Overview and Scrutiny Committee meetings be included in the minutes – 4 February 2014; 13 May 2014; 9 September 2014; 18 November 2014; 3 February 2015;
 - (f) an agenda item be added to future meetings of the Board as appropriate to enable members to consider the minutes of the meetings of the Portchester Crematorium Joint Committee which were circulated to them.
 - (g) the Director of Finance and Resources be requested to ask the clerk to the Portchester Crematorium Joint Committee to circulate the report on the impact of the opening of the crematorium in Havant due to be submitted to the Joint Committee later in 2014 to the constituent authorities' overview and scrutiny committees;
 - (h) members be requested to e-mail to the Chairman prior to the next meeting of the Board any further suggestions from the list of external organisations shown in Appendix B to the report to be invited to attend a future meeting of the Board to answer members' questions;
 - (i) subject to the above, the provisional work programme shown in paragraph 10 of the report be noted;
 - (j) the progress on actions since the last meeting of the Board, as shown in Appendix C to the report, be noted; and
 - (k) the programme of items for 2013/14, as set out in Appendix A to the report, be noted.

7. FINANCE STRATEGY, CAPITAL PROGRAMME, REVENUE BUDGET AND COUNCIL TAX 2014/15

The Board considered a report by the Director of Finance and Resources on the Finance Strategy, Capital Programme, Revenue Budget and Council Tax 2014/15.

The Director of Finance and Resources advised that he would refer any proposals or comments of the Board to the Executive meeting on 10 February 2014.

It was AGREED that the report be noted.

8. HOUSING REVENUE ACCOUNT BUDGET AND CAPITAL PLANS 2014/15

The Board considered a report by the Director of Finance and Resources on the Housing Revenue Account Budget and Capital Plans 2014/15.

The Director of Finance and Resources advised that he would refer any proposals or comments of the Board to the Executive meeting on 10 February 2014.

It was AGREED that the report be noted.

9. EXECUTIVE BUSINESS

The Chairman invited members to indicate if they wished to consider any further item of business dealt with by the Executive since the last meeting of the Board. There were no other items of Executive business considered.

(The meeting started at 6.00pm
and ended at 6.26pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Planning Committee

(to be confirmed at the next meeting)

Date: Thursday, 12 December 2013

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor N J Walker (Chairman)

Councillor A Mandry (Vice-Chairman)

Councillors: B Bayford, M J Ford, JP, R H Price, JP, D C S Swanbrow and
P W Whittle, JP (deputising for Mrs K K Trott)



1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors P J Davies, K D Evans and Mrs K K Trott.

2. CHAIRMAN'S ANNOUNCEMENTS

There were no announcements made at this meeting.

3. DECLARATIONS OF INTEREST

There were no declarations of interest made at this meeting.

4. DEPUTATIONS

There were no deputations made at this meeting.

DECISIONS UNDER DELEGATED POWERS

5. DEVELOPMENT MANAGEMENT

PLANNING APPLICATION P/12/0717/FP – LAND AT PETERS ROAD, LOCKS HEATH

The Committee considered a report by the Director of Planning and Environment relating to the above application. An Update Report providing the following information was tabled at the meeting:-

At the Planning Committee on the 24th April, Officers recommended to Members that the offer of 27% affordable housing plus £500,000 in contributions should be accepted. The planning application was refused, but not on the basis of the level of affordable housing or contribution offered.

The appellants have assessed their proposals and believe that if the appeal is allowed and the development implemented they will be liable for a CIL contribution of approximately £1.7m. The appellants have shared their calculations with Officers who concur with the appellants approach and the likely level of CIL. As the units to be made affordable have not been finalised, there may be some slight fluctuation in the CIL liability but it will not materially change.

In addition to the CIL liability there are also other costs which the development will need to bear, generated by requirements within the Section 106 planning obligation. These costs relate to the laying out of open space at the site, the planting buffer along the southern boundary, the construction of a locally equipped area of play and costs associated with a travel plan. These obligations on the development will generate further costs in the region of £230,000.

The CIL liability is not a matter which is open to negotiation between the parties. The appellants have therefore 're-run' their economic viability assessment having regard for the CIL liability plus those additional matters which need to be addressed onsite.

This revised economic viability assessment has been shared with Officers who have in turn appointed independent consultants to review the assessment on this Authority's behalf.

That review has now been completed and Officers have received the consultants' appraisal. The consultants appointed by this Authority concur with the appellant's assertion that the scheme will only support 10% affordable units at this time.

Members will be aware that policy CS18 of the adopted Core Strategy seeks 40% affordable units on a site of this size. The policy also states that 'where development viability is an issue, developers will be expected to produce a financial assessment in which it is clearly demonstrated the maximum number of affordable dwellings which can be achieved on the site.'

The developer has produced such a financial assessment which has been the subject of independent scrutiny as described above.

Government guidance encourages a positive approach to planning to enable appropriate, sustainable development to come forward wherever possible. The National Planning Policy Framework establishes that the planning system ought to proactively drive and support sustainable economic development. It also requires that local planning authorities should positively seek to meet the development needs of their area.

The Government is keen to encourage development to come forward, to provide more homes to meet a growing population and to promote construction and economic growth. Stalled schemes due to economically unviable affordable housing requirements result in no development, no regeneration and no community benefit. (DCLG publication- Section 106 affordable housing requirements review and appeal published April 2013).

In light of the Government advice on such matters, and the economic viability appraisal submitted which was subject to independent scrutiny, Officers do not believe the level of affordable housing proposed is a matter which this Authority should raise specific objection to at the forthcoming Inquiry.

The Director of Community (Housing) is currently in discussions with the appellants to ensure that the proposed affordable housing units are suitable in terms of size and tenure.

Discussions are also continuing between this Authority and the appellants over the content of the planning obligation that they will present at the Inquiry. Officers have requested that a clause is added to the planning obligation which states that if the appeal is allowed but the development is not completed within a set period of it being given consent, that a revised viability report be submitted to the Council, to take into account any change in market conditions and economic conditions which prevail at that time. If the development viability is shown to have improved an appropriate financial contribution towards and/or additional on-site provision of affordable housing should be made in the light of the circumstances at that time.

The appellants have verbally confirmed that they do not object to the principle of such a clause being included within the planning obligation.

RECOMMEND

That Members confirm that Fareham Borough Council should not raise objection to the appellants' offer of 10% affordable housing at the forthcoming Public Local Inquiry.

6. UPDATE REPORT

An Update Report was tabled at the meeting and taken into consideration.

A motion was proposed and seconded to approve the officer recommendation, as detailed in the Update Report, that Fareham Borough Council does not raise objection to the appellants' offer of 10% affordable housing at the forthcoming Public Local Inquiry.

The motion was voted on and CARRIED (Voting: 6 in favour; 1 against).

RESOLVED that Fareham Borough Council does not raise objection to the appellants' offer of 10% affordable housing at the forthcoming Public Local Inquiry.

(The meeting started at 2.00 pm
and ended at 2.40 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Planning Committee

(to be confirmed at the next meeting)

Date: Wednesday, 18 December 2013

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor N J Walker (Chairman)

Councillor A Mandry (Vice-Chairman)

Councillors: B Bayford, P J Davies, K D Evans, M J Ford, JP, R H Price, JP, Mrs K K Trott and Mrs C L A Hockley (deputising for D C S Swanbrow)

Also Present: Mrs M E Ellerton, (minute 6(4) and 6(6), N R Gregory (minute 6(9) and 6(11), L Keeble (minute 6(9)) and Mrs S Pankhurst (minute 6(7)).



1. APOLOGY FOR ABSENCE

An apology for absence was received from Councillor D C S Swanbrow.

2. MINUTES OF PREVIOUS MEETING

RESOLVED that the minutes of the Planning Committee meeting held on 20 November 2013 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

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

4. DECLARATIONS OF INTEREST

In accordance with Standing Orders and the Council's Code of Conduct the following members declared an interest in the applications referred to :-

Name	Application Number /Site	Minute Number
Councillor Mrs Hockley	P/13/0928/FP – 4, Catisfield Lane, Fareham	6(5)
Councillor Mandry	-ditto-	-ditto-
Councillor Davies	P/13/0834/FP – Hill Park Baptist Church, 217 Gudge Heath Lane, Fareham	6 (10)
Councillor Mrs Hockley	-ditto-	-ditto-
Councillor Mrs Trott	-ditto-	-ditto-
Councillor Walker	P/13/0881/FP – 138, Castle Street, Portchester	6 (16)
Councillor Walker	P/13/091/FP – 221, Castle Street, Portchester	6 (17)

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

Mr D Neame (Agent)		The Rosery, Allotment Road, Sarisbury Green, – Erection of five dwellings following demolition of The Rosery, vehicular and pedestrian access, car and cycle parking and landscaping and servicing	Supporting	6 (1) P/13/0800/FP
Mrs S Brown		Hinton Hotel & The Limes, 34 Catisfield Lane, Fareham – Erection of a 50-bed residential care home and 32 dwellings following demolition of the Hinton Hotel and ancillary buildings and The Limes Public House – amendments to care home including erection of sub- station alternative to P/12/0644/FP	Opposing	6 (3) P/13/0898/VC
Mrs J Ekins	Catisfield Village Association	-ditto-	Supporting	-ditto-
Mr A Kearley (Agent)		-ditto-	-ditto-	-ditto-
Mr R Tate		69 Botley Road, Park Gate - Outline application for 150 Place Children's Nursery, Access, Parking and Amenity Area	Supporting	6 (4) P/13/0917/OA
Mrs A Vulliamy		-ditto-	-ditto-	-ditto-

Mr G Duggan		4 Catisfield Lane, Fareham – Erection of two storey side and single storey rear extensions and front and side porches	Supporting	6 (5) P/13/0928/FP
Mr S Little (speaking on behalf of Mrs Jones)		113 Wheatlands, Fareham – Proposed two and single storey rear extensions and alterations to front canopy	Opposing	6 (7) P/13/1003/FP
Cllr Mrs S Pankhurst (speaking on behalf of Ms Vincent)		-ditto-	-ditto-	-ditto-
Ms J Bryant		-ditto-	Supporting	-ditto-
Mr R Tutton (Agent)		Land to rear of 158 Highlands Road, Fareham – Erection of 1.8 metre vertical board fence	Supporting	6 (9) P/13/0739/CU Pa
Mrs S Cameron	Mr C Stocks Mr I Bagshaw	-ditto-	Opposing	-ditto-
Mr B Rogers		Hill Park Baptist Church, 217 Gudge Heath Lane, Fareham – Demolition of existing building and erection of replacement church buildings	Supporting	6 (10) P/13/0834/FP
Mr J White		1-6 Craigbank Court, Fareham – Creation of parking area providing space for two cars and associated retaining wall, fencing and gate	Supporting	6 (11) P/13/0989/FP

		access and landscaping		
Mrs S Davey (Agent)		36 Stubbington Lane, Stubbington, – Erection of two storey side/rear extensions, raise height of walls and alterations to roof of existing dwelling including dormer windows and roof lights and conversion of front hipped roof to gable end (alternative to P/12/0485/FP)	Supporting	6 (14) P/13/0823/FP
Mr J Buick		-ditto-	-ditto-	-ditto-
Mr R Tutton (Agent)		Smithy Cottage, 22 Bell Davies Road, Fareham – Single storey rear extension	Supporting	6 (15) P/13/0836/FP
Mr N Sherry	Mr P Hooks Ms B Howe	138 Castle Street, Portchester – Erection of detached garage to rear of property, two and single storey extensions to side and rear, roof alterations from hipped to gable and rear dormer window	Opposing	6 (16) P/13/0881/FP
Mrs A McMillan		-ditto-	Supporting	-ditto-
Sir M Moore		221 Castle Street, Portchester, – Erection of first floor extension	Opposing	Item 17 P/13/0981/FP Page 105

Mr M Collins		-ditto-	Supporting	-ditto-
Ms C Smith		37 Wicor Mill Lane, Fareham – Erection of front and rear dormers, barn hip roof and single storey rear extension	Opposing	Item 18 P/13/1009/FP Page 109

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. An Update Report was tabled at the meeting.

(1) P/13/0800/FP - ALLOTMENT ROAD - THE ROSERY - SARISBURY GREEN

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

The Committee was referred to the Update Report which provided the following information:- *Under the Highways section of the report it should state that it may be necessary to cut back part of the hedgerow to the south in order to achieve the necessary visibility.*

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: 9 in favour; 0 against)

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

(2) P/13/0882/FP - SWANWICK MARINA - PREMIER MARINAS (HAMBLE) LTD- BRIDGE ROAD SWANWICK

The Committee was referred to the Update Report which provided the following information:- *A deed of variation will need to be entered into in order to vary the previous planning obligations entered into in connection with extant planning permission P/07/0764/FP. The definitions of "the Development" and "the Permission" within each of the existing planning obligations will need to be varied to reflect the new application, including an amended plan showing the slightly revised boundaries of the "Boatyard Phase" of the development.*

A motion was proposed and seconded to approve the officer recommendation, as detailed in the Update Report, for the applicant/owner to enter into a Deed

of Variation on terms drafted by the Solicitor to the Council to vary the previous planning obligations (Section 106 legal agreements) which had been entered into in connection with extant planning permission P/07/0764/FP. A variation will be required to the definitions of "the Development" and "the Permission" within each of the existing planning obligations to reflect the new application, including an amended plan showing the slightly revised boundaries of the "Boatyard Phase" of the development.

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

RESOLVED that authority be approved for the applicant/owner to enter into a Deed of Variation on terms drafted by the Solicitor to the Council to vary the previous planning obligations (Section 106 legal agreements) which had been entered into in connection with extant planning permission P/07/0764/FP. The Deed of Variation will require the definitions of "the Development" and "the Permission" within each of the existing planning obligations to be varied to reflect the new application, including an amended plan showing the slightly revised boundaries of the "Boatyard Phase" of the development.

**(3) P/13/0898/VC - HINTON HOTEL & THE LIMES 34 CATISFIELD LANE
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 comments of the Director of Regulatory and Democratic Services (Environmental Health);

(ii) the applicant/owner entering into a Deed of Variation on terms drafted by the Solicitor to the Council to amend the planning application reference in the previous legal agreement to refer to the current application number, P/13/089/VC; and

(iii) the conditions in the report

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

RESOLVED that subject to:-

(i) the comments of the Director of Regulatory and Democratic Services (Environmental Health);

(ii) the applicant/owner entering into a Deed of Variation on terms drafted by the Solicitor to the Council to amend the planning application reference in the previous legal agreement to refer to the current application number, P/13/089/VC; and

(iii) the conditions in the report

PLANNING PERMISSION be granted.

(4) P/13/0917/OA - 69 BOTLEY ROAD PARK GATE

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

The Committee was referred to the Update Report which provided the following information:- *The applicant has submitted supporting information in the form of an ecological constraints survey. The Director of Planning & Environment (Ecology) has commented on the survey as follows. "In summary, the site provides a small area of habitat suitable for reptiles. It is proposed to retain suitable alternative areas of habitat within the developed site (as shown on the site plan within the report), into which any animals can be persuaded to move via habitat manipulation. As such, I'm satisfied with regards to impacts of the scheme on any reptiles. The building has been inspected (and additionally inspected closely using an endoscope), and it has been concluded that the building to be demolished has negligible bat potential. As such I have no further concerns with regards to bats. "In any consent, a condition should secure a full and detailed reptile mitigation scheme (to be submitted with any reserved matters application) setting out the proposed reptile mitigation in line with the measures outlined within the ecology report, and based upon updated assessments of the site. This shall include details of the proposed reptile habitat which shall be retained and maintained throughout the construction and operational life of the development.*

"The tree in the north west corner of the site has been found to have bat potential. The current plans show that this tree will be retained within the developed site. However, it has been recommended that any lighting avoids illumination of this habitat feature. "[Recommended conditions concerning lighting scheme and reptile mitigation strategy, recommended informative concerning bird nesting]."

In light of the additional information provided and the comments above from the Council's ecologist, Officers are satisfied that the potential impact of the development on protected species and habitat is known and that, were the application found to be acceptable in all other regards, such matters could be controlled satisfactorily by condition. A revised Officer recommendation is set out below for Members' consideration.

RECOMMENDATION: REFUSE: *Contrary to policies CS5, CS14, CS17 of the adopted Fareham Borough Core Strategy: development in countryside unacceptable in principle; visual harm to landscape character, appearance and function; fails to respect and respond positively to key characteristics of surrounding area; detrimental to highway safety and convenience.*

At the invitation of the Chairman Councillor Mrs Ellerton addressed the Committee on this application.

A motion was proposed and seconded that consideration of the outline application be deferred for a visit to the site on Wednesday, 8 January 2014. Following the site visit, it was proposed that determination of the application would be made at the next meeting of the Planning Committee on 29 January 2014.

The motion was voted on and CARRIED.
(Voting: 5 in favour; 4 against)

RESOLVED that a decision on outline planning application P/13/0917/OA be deferred for a site visit to take place at 8.30am on Wednesday 8 January 2014 and that determination of the application be made at the following meeting of the Planning Committee scheduled for 29 January 2014.

Reason for the Decision: , In order to for members to be able to fully assess the impact of the development and material planning considerations.

(5) P/13/0928/FP - 4 CATISFIELD LANE FAREHAM

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

Councillor Mrs Hockley and Councillor Mandry declared a non-pecuniary interest in the application on the grounds that the depute is known to them.

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: 9 in favour; 0 against)

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

(6) P/13/0986/CU - UNIT 2, 4 MIDDLE ROAD PARK GATE

At the invitation of the Chairman Councillor Mrs Ellerton addressed the Committee on this application.

A motion was proposed and seconded, that the application be refused. Upon being put to the vote the motion was CARRIED .
(Voting: 9 in favour of refusal; 0 against refusal)

RESOLVED that the application for change of use from retail (butchers) to lettings agent be REFUSED.

Reasons for the Decision: Contrary to Policies CS3, CS17 and S7 in that the proposal would consolidate estate agent/letting agent type uses which would harm the retail character of the area and discourage shoppers from using the Park Gate Local Centre.

Policies: Approved Fareham Borough Core Strategy Fareham Borough Local Plan Review CS3 - Vitality and Viability of Centres; CS5 - Transport Strategy and Infrastructure; CS17 - High Quality Design; S7 - Non-Retail Uses in the District and Local Centres.

(7) P/13/1003/FP - 113 WHEATLANDS FAREHAM

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

At the invitation of the Chairman, Councillor Mrs Pankhurst also addressed the Committee on this application in her role as Ward Councillor.

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: 4 in favour; 3 against; 2 abstentions)

(N.B. Councillor Bayford declined to vote as he was not present for part of the time the application was under consideration).

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

(8) P/13/1028/FP - 75 CATISFIELD LANE 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: 9 in favour; 0 against)

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

(9) P/13/0739/CU - LAND TO REAR OF 158 HIGHLANDS ROAD FAREHAM

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

At the invitation of the Chairman, Councillor Gregory and Councillor Keeble addressed the Committee on this application.

The Committee was referred to the Update Report which provided the following information:- *Revised plans were received on 5th December amending the proposal to show the fence and gates set back from the adjacent carriageway at the southern end of the site. Following receipt of the amended plans Officers wrote to those residents who had previously commented on the application to allow them the opportunity to make further representation on the revised proposal. Ten letters were received from those residents re-consulted. No new issues were raised in these representations and residents wished to maintain the objections previously made. Officers consider the revised proposal to be satisfactory in terms of the likely effect on highway safety. The set back of the gates provides exiting vehicles with sight of oncoming traffic and also removes any potential hazard to vehicles overhanging the carriageway. The Director of Planning & Environment (Highways) has commented to confirm that no highway objection is held.*

RECOMMENDATION: REFUSE: Contrary to policy: harmful to the visual appearance of the area; would result in the loss of an area of public open space.

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

Reason for Decision: The proposal is contrary to Policies CS17 & CS21 of the Approved Fareham Borough Core Strategy in that it would be an unsightly and incongruous addition which would detract from the visual appearance of the area and the open spacious character of the streetscene and would lead to the loss of a valued area of public open space.

Policies: Approved Fareham Borough Core Strategy: CS5 - Transport Strategy and Infrastructure; CS17 - High Quality Design; CS21 - Protection and Provision of Open Space.

(10) P/13/0834/FP - HILL PARK BAPTIST CHURCH 217 GUDGE HEATH LANE FAREHAM

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

Councillor Davies declared a non-pecuniary interest in this application on the grounds that he hires one of the halls at the location to hold a monthly surgery for residents and knows the applicant. Councillor Mrs Hockley and Councillor Mrs Trott also declared a non-pecuniary interest in the application on the grounds that the applicant is known to them.

The Committee was referred to the Update Report which provided the following information:- *Suggested informative to applicant regarding cement asbestos: If cement asbestos is present on site the applicants attention is drawn to guidance on the following website:- <http://www.hse.gov.uk/asbestos/essentials/index.htm>, any removal should be carried out subject to a risk assessment and in a manner so as to not release fibres or contaminant the soil.*

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: 9 in favour; 0 against)

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

(11) P/13/0989/FP - 1-6 CRAIGBANK COURT FAREHAM

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

At the invitation of the Chairman Councillor Gregory addressed the Committee on this application.

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

Reason for Decision: The proposal is contrary to policy in that the loss of landscaped frontage is harmful to appearance of the scheme, the visual amenity of the area and also to the outlook of residents of adjacent flats.

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

(12) P/13/0996/FP - 45 LONGFIELD AVENUE FAREHAM

Upon being proposed and seconded, the officer recommendation to grant planning permission was voted on and CARRIED.
(Voting: 6 in favour; 0 against).

(N.B. Councillors Bayford, Davies and Mrs Hockley had left the meeting when this application was considered).

RESOLVED that PLANNING PERMISSION be granted.

(13) P/13/1006/FP - 77 GUDGE HEATH LANE 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: 6 in favour; 0 against).

(N.B. Councillors Bayford, Davies and Mrs Hockley had left the meeting when this application was considered).

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

(14) P/13/0823/FP - 36 STUBBINGTON LANE STUBBINGTON

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

A motion was proposed that the application be refused. However as the motion was not seconded it was not put to the vote and the motion fell.

A further motion was proposed and seconded that the application be granted planning permission and that authority be delegated to the Head of Development Management and Trees to impose the same conditions as were applied to the previous planning application P/12/0485/FP. On being put to the vote the motion was CARRIED.
(Voting: 7 for permission; 2 against permission).

RESOLVED that PLANNING PERMISSION be granted and authority be delegated to the Head of Development Management and Trees to impose the same conditions as were applied to the previous planning application P/12/0485/FP.

Reasons for the Decision: It was the Committee's view that the design of the proposed alterations to the dwelling would not be unsympathetic and out of

keeping with the surrounding properties or detrimental to the visual appearance of the streetscene.

**(15) P/13/0836/FP - SMITHY COTTAGE 22 BELL DAVIES ROAD
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 condition in the report, was voted on and CARRIED.

(Voting: 8 in favour; 1 abstention).

(N.B. Councillor Mrs Hockley declined to vote as she was not present for part of the time the application was under consideration).

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

(16) P/13/0881/FP - 138 CASTLE STREET PORTCHESTER

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

The Chairman declared a non-pecuniary interest in this application on the grounds that one of the applicants is known to him.

The Committee was referred to the Update Report which provided the following information: *One of the objections referred to in the committee report has been submitted on behalf of the Portchester Civic Society. Local residents have commented that the adjacent access is not available to the applicant to use. It is understood there is a dispute relating to the use of the access which is currently being discussed between local residents and the Land Registry. In the event that the applicant does not have legal rights to use the access, the property would not have any off street parking. The property has two bedrooms and utilises on street parking. The parking requirement for a two bedroom property is two spaces. The proposal would create an additional bedroom, however the number of parking spaces required for a three bedroom property is also two. The parking situation would be no different to the existing situation. Officers have had the opportunity to view the proposal from 136 Castle Street, the immediate adjoining neighbour. 136 Castle Street benefits from a rear conservatory and extension. The conservatory accommodates a habitable room and the extension a bathroom. The roof of the conservatory consists of polycarbonate material and allows some light through, the wall facing the application site is solid. The boundary treatment consists of a standard timber panel fencing, some 1.7m high. The property also benefits from a generous rear garden area. Having considered the matter carefully, Officers consider that the proposed first floor rear extension would not materially harm the amenities of the neighbouring property in relation to loss of light, outlook and privacy.*

Upon being proposed and seconded, the officer recommendation to grant planning permission, subject to the conditions in the report (excluding assessing the impact upon 36 Castle Street) was voted on and CARRIED.

(Voting: 5 in favour; 1 against; 2 abstentions)

(N.B. Councillor Mrs Hockley had left the meeting when this matter was considered).

RESOLVED that, subject to the conditions in the report (excluding assessing the impact upon 36 Castle Street), PLANNING PERMISSION be granted.

(17) P/13/0981/FP - 221 CASTLE STREET PORTCHESTER

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

The Chairman, Councillor Walker declared a non-pecuniary interest in this matter on the grounds that one of the deputees is a neighbour and known to him.

The Committee was referred to the Update Report which provided the following information: *A further two letters have been received raising the same concerns as stated in the committee report.*

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:4 in favour; 2 against)

(N.B. Councillors Bayford, Davies and Mrs Hockley had left the meeting when this matter was considered).

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

(18) P/13/1009/FP - 37 WICOR MILL LANE 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 condition in the report, was voted on and CARRIED.

(Voting: 5 in favour; 1 abstention).

(N.B. Councillors Bayford, Davies and Mrs Hockley had left the meeting when this matter was considered).

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

(19) Planning Appeals

The Committee noted the information contained in the report.

(20) Update Report

The Update Report was tabled at the meeting and considered with the relevant agenda items.

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 2013 to 9 December 2013 and an analysis of them.

RESOLVED that officers be thanked for a comprehensive and informative report, the contents of which are noted.

(The meeting started at 2.30 pm
and ended at 6.50 pm).

FAREHAM

BOROUGH COUNCIL

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

Date: Wednesday, 8 January 2014

On Site: 69, Botley Road, Park Gate

PRESENT:

Councillor N J Walker (Chairman)

Councillor A Mandry (Vice-Chairman)

Councillors: B Bayford, P J Davies, M J Ford, JP, Mrs C L A Hockley, (deputising for K D Evans), R H Price, JP, D C S Swanbrow and Mrs K K Trott



1. APOLOGY FOR ABSENCE

An apology for absence was received from Councillor K D Evans.

2. DECLARATIONS OF INTEREST

There were no declarations of interest made at this meeting.

3. SITE VISIT - 69 BOTLEY ROAD, PARK GATE

The Committee visited and inspected the above site in connection with a matter in connection with an outline planning application for 150 place children's nursery, access, parking and amenity (Item 4 of the Planning Committee report), which had been deferred from the meeting of the Committee held on 18 December 2013..

Members noted that determination of this application stood referred to the next meeting of the Planning Committee scheduled for 29 January 2014.

RESOLVED that the application be determined at the next scheduled meeting of the Planning Committee on 29 January 2014.

(The meeting started at 8.30 am
and ended at 9.00 am).

FAREHAM

BOROUGH COUNCIL

Minutes of the Planning Committee

(to be confirmed at the next meeting)

Date: Wednesday, 29 January 2014

Venue: Collingwood Room - Civic Offices

PRESENT:

N J Walker (Chairman)

A Mandry (Vice-Chairman)

Councillors: P J Davies, K D Evans, R H Price, JP, D C S Swanbrow,
Mrs K K Trott, T M Cartwright, MBE (deputising for B Bayford)
and Mrs C L A Hockley (deputising for M J Ford, JP)

Also Present: Councillor Mrs S Pankhurst (Minute 6(5)) and Councillor
Mrs S M Bayford (Minute 6(7))



1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors M J Ford, JP and B Bayford.

2. MINUTES OF PREVIOUS MEETINGS

RESOLVED that the minutes of the following Planning Committee meetings be confirmed and signed as correct records:-

- (i) Minutes of 12 December 2013
- (ii) Minutes of 18 December 2013
- (iii) Minutes of 8 January 2014

3. CHAIRMAN'S ANNOUNCEMENTS

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

4. DECLARATIONS OF INTEREST

In accordance with Standing Orders and the Council's Code of Conduct Councillor Mrs Hockley declared an interest in application P/13/1104/FP – Fareham Leisure Centre, Park Lane Fareham (see minute 6(11) below).

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
Mrs A Vulliamy		69 Botley Road, Park Gate, Southampton - Outline application for 150 place children's nursery, access, parking and amenity area	Supporting	Item 6(3) P/13/0917/OA
Mr R Tate (Agent)		-ditto-	-ditto-	-ditto-
Mr G Palmer (Agent)		247 Titchfield Road, Titchfield – New dwelling with associated car parking and	Supporting	Item 6(4) P/13/0919/FP

		driveway		
Mrs A Bedhoost	Mrs J Aylard Mrs C Folland Mr M Kimber	114 Locks Heath Park Road, Locks Heath – Erection of three bedroom bungalow on land to the rear of existing dwelling	Opposing	Item 6(5) P/13/0988/FP
Mr R Tutton (Agent)		-ditto-	Supporting	-ditto-
Mr R Tutton (speaking on behalf of Mr B Harverson (Agent)		-ditto-	-ditto-	-ditto-
Mr A Hennessey		63 Bridge Road, Park Gate – Demolition of existing bungalow and erection of 2 x three bedroom detached houses and 2 x three bedroom detached chalet bungalows incorporating car parking improvements	Opposing	Item 6(7) P/13/1045/FP
Mr R Pitman		-ditto-	-ditto-	-ditto-
Mr J Fricker (Agent)		-ditto-	Supporting	-ditto-
Mr K Ward		4 Balliol Close, Fareham – Erection of two storey side extension	Supporting	Item 6(8) P/13/1052/FP
Mr R Chivers (Agent)		Land to rear of 23 The Avenue, Fareham – Development to land to the rear of Blackbrook Grove	Supporting	Item 6(9) P/13/0891/FP

		with four detached four and five bedroom houses and access drive and ancillary parking and amenity space		
Ms J Patrick (Agent)		-ditto-	-ditto-	-ditto-
Mr O Olafsson (Agent)		34 Portchester Road, Fareham – Erection of two detached four bedroom dwellings at the rear of 34 Portchester Road,	Supporting	Item 6(13) P/13/1049/FP

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 information on planning appeals. An Update Report was tabled at the meeting.

(1) P/08/0611/MA/A - 12 MOUNTBATTEN DRIVE - (PLOT 103 - LOT 1 COLDEAST HOSPITAL) SARISBURY GREEN

Upon being proposed and seconded, the officer recommendation to approve a change to the original approved boundary treatment to southern side boundary of plot 103 from 1.8 metre high screen brick wall comprising 1.0metre high wall with piers and 0.8 metre high timber closeboard fencing infill, to 1.8M high timber closeboard fencing, was voted on and CARRIED.

(Voting: 6 in favour; 3 against)

RESOLVED that a change to the original approved boundary treatment to southern side boundary of plot 103 from 1.8 metre high screen brick wall comprising 1.0metre high wall with piers and 0.8 metre high timber closeboard fencing infill, to 1.8M high timber closeboard fencing, be APPROVED.

(2) P/12/0778/DP/A - BURRIDGE ROAD - LAND TO SOUTH WEST - BURRIDGE

The Committee was referred to the Update Report which provided the following information:- *The applicant has submitted details of an alternative*

lighting bollard design with a timber finish appearance. The bollard design is shown to be under a metre in height.

Upon being proposed and seconded, the officer recommendation to approve details pursuant to condition 8 (buffer zone protection) and condition 9 in part (foul drainage and surface water drainage, external lighting and landscaping scheme) of planning application P/12/0778/CU was voted on and CARRIED. (Voting 9 in favour, 0 against).

RESOLVED that details pursuant to condition 8 (buffer zone protection) and condition 9 in part (foul drainage and surface water drainage, external lighting and landscaping scheme) of planning application P/12/0778/CU be APPROVED.

(3) P/13/0917/OA - 69 BOTLEY ROAD PARK GATE

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

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

RESOLVED that outline planning permission be REFUSED.

Reasons for Decision:

The development would be contrary to Policies CS5, CS14 & CS17 of the adopted Fareham Borough Core Strategy and is unacceptable in that:

a) the car parking and amenity area represents an inappropriate form of development within the countryside for which there is no justification or overriding need. Furthermore the car parking and amenity area would be harmful to the landscape character, appearance and function of this area of countryside, and would fail to respond positively to the key characteristics of the surrounding area;

b) by virtue of the standard of the access (including available visibility to the south), its position relative to the other accesses and junctions within the immediate area, and the likely level of vehicle movements into and out of Botley Road, particularly during the peak period, the proposal would be harmful to the safety and convenience of users of the highway.

Policies: Approved Fareham Borough Core Strategy: CS5 - Transport Strategy and Infrastructure; CS6 - The Development Strategy; CS9 - Development in Western Wards and Whiteley; CS14 - Development Outside Settlements; CS15 - Sustainable Development and Climate Change; CS16 - Natural Resources and Renewable Energy; CS17 - High Quality Design.

Fareham Borough Local Plan Review: DG4 - Site Characteristics; C18 - Protected Species

(4) P/13/0919/FP - 247 TITCHFIELD ROAD TITCHFIELD

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

The Committee was referred to the Update Report which provided the following information:- *A revised Ecological Mitigation & Management Strategy was received 27th January 2014 in order to address the issues raised in the preliminary comments by the Director of Planning & Environment (Ecology). The revised ecology information submitted satisfactorily deals with those outstanding matters. The Director of Planning & Environment (Ecology) advises that there are no further concerns regarding the on-site ecological impacts of the proposals as long as the existing outbuilding is retained and all measures including long-term management of the site are secured through planning conditions. The advice also suggests that a condition concerning the need to address the management of onsite contamination in relation to drainage of surface water into nearby water bodies should also be imposed in the event permission was to be granted. The proposal is not considered to be contrary to Saved Policy C18 of the Fareham Borough Local Plan Review. Through the revised submission the applicant has satisfactorily addressed the issues around the likely impact of the development on protected species and habitat*

A motion was proposed and seconded to hold a site visit. Having been put to the vote the motion was LOST (Voting 7 against a site visit; 2 for a site visit).

A further motion was proposed and seconded to endorse the officer recommendation to refuse planning permission. The motion was voted on and CARRIED.

(Voting: 7 in favour of refusal; 2 against refusal)

RESOLVED that outline planning permission be REFUSED.

Reasons for Decision:

The development would be contrary to Policies CS14 & CS22 of the adopted Fareham Borough Core Strategy and Policy DG4 of the adopted Fareham Borough Local Plan Review and is unacceptable in that:

- i) the erection of a dwelling in this location would be contrary to countryside policies which seek to prevent additional dwellings in the countryside for which there is no justification or overriding need;
- ii) the proposed dwelling would harm the landscape character and appearance of the countryside;
- iii) the proposed dwelling would both physically and visually diminish the separation of settlements to the detriment of the integrity of the strategic gap.

Policies: Approved Fareham Borough Core Strategy: C18 - Protected Species; CS4 - Green Infrastructure, Biodiversity and Geological Conservation; CS5 - Transport Strategy and Infrastructure; CS6 - The Development Strategy; CS14 - Development Outside Settlements; CS15 - Sustainable Development and Climate Change; CS16 - Natural Resources and Renewable Energy; CS17 - High Quality Design; CS22 - Development in Strategic Gaps. Approved SPG/SPD; CCPS - Residential Car and Cycle Parking Standards

Supplementary Planning Document. Fareham Borough Local Plan Review: DG4 - Site Characteristics; C18 - Protected Species

(5) P/13/0988/FP - 114 LOCKS HEATH PARK ROAD LOCKS HEATH

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

At the invitation of the Chairman Councillor Mrs Pankhurst addressed the Committee on this matter.

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; 3 against)

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

(6) P/13/0992/FP - ESPRIT ELECTRONICS, COAL PARK LANE LOWER SWANWICK

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.

(7) P/13/1045/FP - 63 BRIDGE ROAD PARK GATE

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

At the invitation of the Chairman, Councillor Mrs Bayford addressed the Committee on this application.

A motion was proposed and seconded that the application be refused. Upon being put to the vote the motion was CARRIED.

(Voting: 9 in favour of refusal; 0 against refusal)

RESOLVED that the application be REFUSED.

Reasons for Decision:

The proposed development is contrary to Policy CS17 of the adopted Fareham Borough Core Strategy and is unacceptable in that:

- i) by virtue of the number of proposed dwellings along with their layout and design, the proposal would result in a development which is not of high quality of design, and one representing overdevelopment of the site and a cramped form of development out of keeping with the character of the area;

ii) the proposal would involve a new access drive in close proximity to 19 Honeysuckle Close which would create a new focus of activity resulting in noise and disturbance from vehicular movements, detrimental to the amenities of the occupiers of that property.

Policies: Approved Fareham Borough Core Strategy: CS2 - Housing Provision; 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; CS20 - Infrastructure and Development Contributions. Fareham Borough Local Plan Review; C18 - Protected Species; DG4 - Site Characteristics

(8) P/13/1052/FP - 4 BALLIOL CLOSE 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: 9 in favour; 0 against)

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

(9) P/13/0891/FP - LAND TO REAR OF 23 THE AVENUE FAREHAM

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

The Committee was referred to the information provided in the Update Report as follows:- *For Members information, the comments of English Heritage are attached to this update (and are reproduced below.)*

*Notifications under Circular 01/2001, Circular 08/2009 & T&CP (Development Management Procedure) Order 2010
LAND TO REAR OF BLACKBROOK GROVE, 23 THE AVENUE, FAREHAM,
HAMPSHIRE
Application No P/13/0891/FP*

Thank you for your letter of 5 November 2013 notifying English Heritage of the above application. I visited the site on 5 September 2013, along with Mike Franklin and yourself, to assess any potential impact on the setting of Blackbrook Grove, a grade II listed house, as a result of development within the orchard area. I then submitted some pre application comments. It is disappointing that this proposal does not address the concerns raised at the pre application stage.*

Summary

Blackbrook Grove is a substantial house, built within extensive grounds. Both the house and gardens were designed in a romantic style in the early 19th

century and being designed together the setting of the grade II* listed house makes a positive contribution to its significance. The proposal is to build four houses within the grounds of the listed house. As a result of the extent, scale, design, and location of the housing this development would have an adverse impact on the setting of the listed building. Such harm must be weighed against public benefits to satisfy the requirements of the National Planning Policy Framework. I am not aware of any public benefits resulting from the development and therefore I recommend that this application should be refused.

English Heritage Advice

Blackbrook Grove (listed as Bishopwood) was built in the early part of the 19th century in the romantic cottage ornee style, which was popular at that time. It is an attractive example of the style with many of the key features such as the thatched roof, Gothick windows and rustic veranda still intact. It is now a large house, having been much extended over time, and sits within extensive grounds which are on the local Parks and Gardens Register.

This proposal is for the erection of four dwellings to the south west of the main house in an area which was formerly an orchard. This proposal will not have a direct impact on the listed building and therefore it is the setting of the house which must be considered.

The gardens comprise several character areas. Nearest to the house are formal lawns and mature trees. There is a former walled garden area to the west, a woodland area to the south and the former orchard to the south-west. The current setting of the house has already been affected by modern development and activity. There is a busy road to the north and new development to the west. These new houses are glimpsed in views from the house (largely because the current owners have established a 4 metre high hedge to screen the new development). However, when looking out from the house to east, west and south the setting is largely free from the intrusions of modern development because the garden is well stocked with trees, hedges and shrubs.

The gardens would have been laid out at the time the house was built. They were romantic and picturesque in style (as is the house) with woodland walks and a key vista down to a viewing platform which afforded views of the sea beyond. The key axial walkway still survives within the Blackbrook grounds (although I understand that the viewing mound, which is beyond this property boundary no longer exists). There was and is a strong association in historical design terms between the house and its gardens, they were constructed for use and enjoyment together (as the axial walkway illustrates) and therefore it can be concluded that the setting of the listed building contributes to its significance. In this case the gardens are not the incidental surroundings to the house; they were conceived as a whole.

In the English Heritage guidance *The Setting of Heritage Assets* under key principles for understanding setting there is a definition of setting given:

“Setting is the surroundings in which an asset is experienced. All heritage assets have a setting, irrespective of the form in which they survive and whether they are designated or not. Elements of a setting may make a positive or negative contribution to the significance of an asset, may affect the ability to

appreciate that significance, or may be neutral.” The Guidance also explains that “Setting is not a heritage asset, nor a heritage designation. Its importance lies in what it contributes to the significance of the heritage asset.”

Having visited the site I would conclude that the gardens to Blackbrook Grove make a positive contribution to the significance of the listed building and therefore a development which harms the setting would harm the significance of the listed building.

The orchard area is much diminished in terms of its historic interest and the contribution it makes to the significance of the house or the garden. Nevertheless it does retain some significance by being a surviving part of the former layout and it is still a green, undeveloped and open space. It would also be very easy to restore this area of the garden if so desired.

The proposed development is for four substantial houses (2 storeys and attics). Two are Georgian in style and two are Edwardian. They would be visible from the listed building as glimpsed views through trees. Although one would not have an open view of the new houses (provided the vegetation was retained) one would be conscious of the existence of development in an area currently perceived as an open space (via narrow views across the space to the trees on the far side of the plot). The design of the proposed houses bears no relation to the listed house or the gardens, nor are they true to modern design. While one would not want to dictate a style for new build there appears to be no logic to the styles selected. They are also large, although not as big as the listed house. I would suggest that if any development is to be acceptable in this location then it should be wholly subservient to the main house, collectively and individually

The area which would be taken up by this new development is a significant portion of the garden area. The development of houses in the former orchard would mean that this section of the garden could no longer be considered to be part of the setting of the listed building. In this regard the setting would be much reduced and (as stated above) the enjoyment of the house and the rest of the gardens would also be impinged upon by this intrusive development.

Taking the extent, scale and design of development into account along with the loss of garden area and the visibility of the houses from the listed building I would conclude that this development would harm the setting of the Blackbrook Grove.

The National Planning Policy Framework (NPPF) requires that ‘great weight should be given to the asset’s conservation. The more important the asset, the greater the weight should be. Significance can be harmed or lost through alteration or destruction of the heritage asset or development within its setting. As heritage assets are irreplaceable, any harm or loss should require a clear and convincing justification.’ (Para. 132).

This is a grade II listed building and therefore a proposal which would affect its setting must be given especially careful consideration. As set out above I conclude that the proposal would cause harm to the setting and therefore, as required by the NPPF, this harm must be weighed against the public benefits of the proposal.*

The benefits of the proposal would be the erection of four houses. Unless there is a need for such houses in the Fareham district and that this is reflected in your housing policies I would suggest that this would be a private benefit, not a public one. This is a matter for the planning authority to consider and weigh up.

My pre application comments suggested that there may be the opportunity to build some houses within the orchard site, but there were several key considerations:

- the number of units be reduced to say one or two*
- the development be confined to the southern half of the site, furthest from the house*
- the screening between the listed house and any new development be thickened*
- the northern part of the orchard could be restored to enhance the setting of the house*
- the access road required little change to the existing gravelled drive.*

I do not feel that this current proposal addresses these points.

Recommendation

I consider that the current proposal would cause a less than substantial level of harm to the setting of the grade II listed building. This degree of harm should be outweighed by some public benefit to meet the requirements of the NPPF, but I see no public benefit in this proposal and therefore I would recommend that this application be refused. I suggest that a reduced development could be accommodated within the orchard, if sensitively designed, which would have a negligible adverse impact on the setting of the listed building.*

Please contact me if we can be of further assistance. We would be grateful to receive a copy of the decision notice in due course. This will help us to monitor actions related to changes to historic places.

Yours sincerely

Marion Brinton *Inspector of Historic Buildings and Areas*
E-mail: marion.brinton@english-heritage.org.uk

Comments of the Director of Planning and Environment (Arborist) - no objection subject to conditions

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 proposed development would be contrary to the guidance set out in the National Planning Policy Framework, to Policies CS6 and CS17 of the Fareham Borough Core Strategy and Policies DG4, C18 and HE10 of the Fareham Borough Local Plan Review and is unacceptable in that:-

- (i) by reason of the number, form of layout, bulk and design of the proposed dwellings, the development would result in the loss of an unacceptably large portion of the historic garden to new development not associated with this grade II* listed building and would be harmful to its important setting;
- (ii) the development would result in additional dwellings and therefore additional recreational pressure upon the nationally and internationally designated nature conservation sites including the Portsmouth Harbour Site of Special Scientific Interest (SSSI), the Portsmouth Harbour Special Protection Area (SPA) and RAMSAR site. In the absence of an appropriate assessment to ascertain that there will not be an adverse effect on the integrity of these designated sites or mitigation measures it is considered that the proposed development would result in significant harm to the nature conservation interests of these important sites.
- (iii) insufficient information has been provided to demonstrate that any protected species that may be present on the site will not be harmed or that adequate mitigation will be provided if necessary.

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 Contributions. Fareham Borough Local Plan Review: DG4 - Site Characteristics; C18 - Protected Species

(10) P/13/1006/MA/A - 77 GUDGE HEATH LANE FAREHAM

Upon being proposed and seconded, the officer recommendation to approve a minor amendment (reduction in the extension depth) to application P/13/1006/FP. was voted on and CARRIED.

(Voting: 9 in favour; 0 against)

RESOLVED that a minor amendment (reduction in the extension depth) to application P/13/1006/FP.be APPROVED.

(11) P/13/1104/FP - FAREHAM LEISURE CENTRE, PARK LANE FAREHAM

Councillor Mrs Hockley declared a personal interest in the application on the grounds that she is the Executive Portfolio holder for Leisure and Community.

Upon being proposed and seconded, the officer recommendation to grant planning permission for a temporary period up until the end of November 2014, was voted on and CARRIED.

(Voting: 9 in favour; 0 against)

RESOLVED that TEMPORARY PLANNING PERMISSION be granted for a period up until November 2014.

(12) P/13/0911/FP - CAMS HILL SCHOOL SHEARWATER AVENUE, PORTCHESTER

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: 9 in favour; 0 against)

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

(13) P/13/1049/FP - 34 PORTCHESTER ROAD 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:- *Further comments of the Director of Planning and Environment: No objection subject to an informative and a condition securing the recommendations of the report with regards to compensation for loss of hedgerow and provision of biodiversity enhancements. Additional Condition: Works shall be carried out in accordance with the ecological measures set out within sections 5.2 and 5.3 of the Ecological Appraisal (Lindsay Carrington Ecological Services Ltd, January 2014), unless otherwise approved in writing by the LPA. Reason: in order to secure adequate ecological mitigation and enhancements. Note for information: Birds nests, when occupied or being built, receive legal protection under the Wildlife and Countryside Act 1981 (as amended). It is highly advisable to undertake clearance of potential nesting habitat (such as hedges, scrub, trees, suitable outbuildings etc) outside the bird nesting season, which is generally seen as extending from March to the end of August, although may extend longer depending on local conditions. If there is absolutely no alternative to doing the work in during this period then a thorough, careful and quiet examination of the affected area must be carried out before clearance starts. If occupied nests are present then work must stop in that area, a suitable (approximately 5m) stand-off maintained, and clearance can only recommence once the nest becomes unoccupied of its own accord*

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

- (i) an informative and a condition to secure the recommendations of the report regarding compensation for loss of hedgerow and provision of biodiversity enhancements;
- (ii) an additional condition to require that Works shall be carried out in accordance with the ecological measures set out within sections 5.2 and 5.3 of the Ecological Appraisal (Lindsay Carrington Ecological Services Ltd, January 2014), unless otherwise approved in writing by the LPA;
- (iii) the conditions in the report, was voted on and CARRIED.

(Voting: 9 in favour; 0 against)

RESOLVED that subject to:-

- (i) an informative and a condition to secure the recommendations of the report regarding compensation for loss of hedgerow and provision of biodiversity enhancements;
- (ii) an additional condition to require that Works shall be carried out in accordance with the ecological measures set out within sections 5.2 and 5.3 of the Ecological Appraisal (Lindsay Carrington Ecological Services Ltd, January 2014), unless otherwise approved in writing by the LPA;
- (iii) the conditions in the report,

PLANNING PERMISSION be granted.

(14) Planning Appeals

The Committee noted the information contained in the report.

(15) UPDATE REPORT

The Update Report was tabled at the meeting and considered with the relevant agenda items.

7. TREE PRESERVATION ORDER

The Committee considered the confirmation of the following Fareham Tree Preservation Order to which no objection had been received.

(1) Tree Preservation Order No 686 - 43, Holly Grove Fareham

Order made on 9 August 2013 covering 3 individual oak trees.

RESOLVED that:-

- (i) Fareham Tree Preservation Order No.686 be confirmed without modification; and
- (ii) Fareham Tree Preservation Order No.203 be revoked as all the trees in the older order have, where appropriate, been included in the new order.

(The meeting started at 2.30 pm
and ended at 6.25 pm).

FAREHAM

BOROUGH COUNCIL

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

(to be confirmed at the next meeting)

Date: Tuesday, 7 January 2014

Venue: Collingwood Room - Civic Offices

PRESENT:

J V Bryant (Chairman)

T J Howard (Vice-Chairman)

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

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



1. APOLOGIES FOR ABSENCE

There were no apologies for absence made at this meeting.

2. MINUTES

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

3. CHAIRMAN'S ANNOUNCEMENTS

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

4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTIONS

There were no declarations of interest made at this meeting.

5. DEPUTATIONS

There were no deputations made at this meeting.

6. PETITION - STRATEGIC GAPS

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

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

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

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

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

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

7. DRAFT WALLINGTON CONSERVATION AREA APPRAISAL AND MANAGEMENT STRATEGY

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

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

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

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

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

It was AGREED that

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

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

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

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

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

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

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

It was AGREED that:-

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

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

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

FAREHAM

BOROUGH COUNCIL

Minutes of the Streetscene Policy Development and Review Panel

(to be confirmed at the next meeting)

Date: Thursday, 9 January 2014

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor Miss T G Harper (Chairman)

Councillor Mrs S Pankhurst (Vice-Chairman)

Councillors: G Fazackarley, M J Ford, JP, D J Norris, D C S Swanbrow and A Mandry (deputising for J V Bryant)

Also Present: Councillor L Keeble, Executive Member for Streetscene (items 7&9) and Councillor P J Davies, Chairman of Housing Tenancy Board (item 8)



1. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor J V Bryant.

2. MINUTES

It was AGREED that the minutes of the Streetscene Policy Development and Review panel held on 24 October 2013 be confirmed and signed as a correct record.

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. STREETSCENE POLICY AND DEVELOPMENT AND REVIEW PANEL WORK PROGRAMME 2013/14 AND PRELIMINARY WORK PROGRAMME 2014/15

The Panel considered a report by the Director of Streetscene which invited members to review the outcome of the work programme for 2013/14 and draft the work programme for 2014/15.

The Director of Streetscene addressed the Panel to explain that a further two reports, Roundabout Sponsorship and Performance of Corporate Cleaning Contract, will be added to the 2014/15 work programme. Members were invited to make suggestions towards the 2014/15 work programme.

The Director of Streetscene also explained to the Panel that there has been a change to the municipal year as a result of the local elections being later in May to run in conjunction with the European elections, and suggested the meeting scheduled for May be cancelled as the Panel members for 2014/15 will not be confirmed until after that date.

It was AGREED that:-

- (a) the meeting scheduled for 15 May 2014 be cancelled; and
- (b) the content of the report be noted.

7. SIX MONTHLY REPORT ON RECYCLING PERFORMANCE

The Panel considered a report by the Director of Streetscene on a six monthly review of recycling performance.

The report gave an overview of the recycling services that are available to residents, including kerbside recycling and garden waste collection, glass recycling banks and clothing and textile recycling banks.

Several members enquired as to whether the quantity of textiles being placed into the refuse bins has decreased since the introduction of the new textile recycling banks. The Panel was informed that there are no results at present that can be provided but information relating to this is being collected and the results will be reported to the Panel at a later date.

At the invitation of the Chairman, Councillor Keeble Executive Member for Streetscene addressed the Panel on this item.

It was AGREED that the content of the report be noted.

8. BUS SHELTER MAINTENANCE CONTRACT

The Panel considered a report by the Director of Streetscene on the Bus Shelter Maintenance Contract.

At the invitation of the Chairman, Councillor P J Davies, Chairman of Housing Tenancy Board joined the meeting and addressed the Panel on this item.

Members discussed this item at length and agreed that the current contract is not working effectively and that there is a need for the Council to look at a strategy to be put in place which clearly sets out the Council's responsibilities and management of Bus Shelters.

Councillor Davies put forward a suggestion that the Council paint the older galvanised shelters to help make the local area look more attractive. In order to assist with the costing, he suggested the painting could be undertaken by voluntary groups. The Director of Streetscene informed that Panel that the feasibility of this would be looked into.

It was AGREED that the content of the report be noted.

9. THE IMPACT OF WEEKLY REFUSE COLLECTION

The Panel considered a report by the Director of Streetscene on the impact of weekly refuse collection. The report gave details of the impact to the waste collection service if the Council reverted back to weekly collections, this included; an increase on the financial expenditure of the service, an increase on the Council's carbon footprint, a decrease in recycling rate which would result in a loss of income and severe disruption to householder's collection days. In addition to this there has been little customer demand for the service to change.

At the invitation of the Chairman, Councillor Keeble Executive Member for Streetscene, addressed the Panel on this item.

It was AGREED that the Panel noted the content of the report.

(The meeting started at 6.01 pm
and ended at 7.12 pm).

FAREHAM

BOROUGH COUNCIL

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

Date: Wednesday, 15 January 2014

Venue: Collingwood Room - Civic Offices

PRESENT:

Miss S M Bell (Chairman)

M J Ford, JP (Vice-Chairman)

Councillors: Mrs P M Bryant, T G Knight, Mrs S Pankhurst and Mrs K K Trott
(deputising for R H Price, JP)

Also

Present: Councillor Mrs C L A Hockley, (Executive Member for Leisure
and Community) (minutes 7 and 8)



1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor R H Price, JP and Councillor N R Gregory.

2. MINUTES

It was AGREED that the minutes of the Leisure and Community Policy Development and Review Panel meeting on 6 November 2013 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed the following representatives who had been invited to the meeting to make presentations on agenda items 6 and 7 respectively:-

- Ian Cook, Area Contracts Manager, Sports & Leisure Management Ltd. and Ryan Grant, General Manager, Fareham Leisure Centre;
- Geoff Phillpotts, Regeneration Manager, First Wessex.

The Chairman also informed members that funding had been secured for a youth project at Broadlaw Walk, Fareham which had been just been launched on Tuesday 14 January 2014.

4. DECLARATIONS OF INTEREST AND DISCLOSURES OR ADVICE OR DIRECTIONS

There were no declarations of interest made at this meeting.

5. DEPUTATIONS

There were no deputations made at this meeting.

6. PRESENTATION - FAREHAM LEISURE CENTRE

The Panel received a presentation by Ian Cook, (Area Contracts Manager) for Sports & Leisure Management Ltd, and Ryan Grant, (General Manager) Fareham Leisure Centre. Members were reminded that the partnership arrangements with the Council had been in place since May 2005 and partnership support had made an important contribution to the Leisure Centre's success. Information was provided about the variety of achievements and awards which had been won by the Leisure Centre over recent years

It was explained that the refurbishment proposals included the swimming pool (main and teaching pool), village changing areas, sauna/steam room and plant room. Whilst the work was being carried out, a temporary pool facility would be provided on the north elevation of the car park for the duration of the refurbishment works. Regarding publicity, it was stated that the Council and Leisure Centre would be working together on their communication plans, with

joint press releases, information provided on the Council's website and on social media etc. The refurbishment project is due to start on 1 April 2014 and last approximately 6 months. Upon completion, it was intended that the new facilities would be officially re-launched with an opening ceremony.

It was AGREED that:-

- (a) Mr Cook and Mr Grant be thanked for their informative presentation about the refurbishment project; and
- (b) the Panel acknowledges and supports the achievements of Fareham Leisure Centre and requests that thanks be passed to all Leisure Centre staff.

7. PRESENTATION - FAREHAM SAVERS CREDIT UNION REVIEW

The Panel received a joint presentation by the Community Development Manager, Fareham Borough Council and Geoff Phillpotts, Regeneration Manager, First Wessex, which provided information about the purpose and operation of Fareham Community Savers (Fareham Savers Credit Union).

It was reported that the three key funding partners are Fareham Borough Council, First Wessex and Southern Co-operative. Support is also provided by United Savings and Loans (USAL) and the Fareham Citizens Advice Bureau. The project was launched in Fareham in 2011 with a commitment to 3 years funding, to be extended by a further 2 years if successful. The funding supports the employment of a Fareham Community Savers Development Worker for 12 hours per week. Currently there are 3 local drop-in centres at Broadlaw Walk, Highlands Hub and the Civic Offices, Fareham.

The Panel was informed that there was a significant increase in membership in 2013, and loan applications had also increased. At present the total membership of Fareham Community Savers is 202. Current trends show an increased demand for help and advice on budgeting and money management. It was anticipated that demand was likely to grow as a consequence of the impact of welfare reforms and the introduction of Universal Credit.

Members considered possible ways in which the scheme could be promoted/advertised, bearing in mind that it is a small scale project. Questions were asked on various matters covered in the presentation.

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

It was AGREED that the Community Development Manager and Mr Phillpotts be thanked for a very interesting and informative presentation.

8. REVIEW OF COMMUNITY BUILDINGS - RESULTS OF TITCHFIELD CATS AREA AND WESTERN WARDS CATS NEEDS ASSESSMENT

The Panel considered a report by the Director of Community which detailed the outcome of the needs assessment for wards in the Titchfield CATs area

and Western Wards CATs area and recommended the preparation of a master plan to deliver the identified needs.

The Panel discussed the information detailed in the report and made the following comments:-

- Abshot Community Centre - it was noted that there was a need for substantial repairs to the Centre as only responsive maintenance had been carried out since 2008 when a condition survey had highlighted the need for significant remedial works particularly to the roof structure;
- Victory Hall in Warsash - it was also noted the 2008 building condition survey had also identified the need for significant remedial works to this building particularly to the roof structure, windows and doors. Although the Council does not own the building and is not responsible for its maintenance, it was acknowledged that the building is a key community facility in the Western Wards and would therefore be beneficial to have the necessary work done ;
- it was suggested that there may be an opportunity for representatives of each of the above facilities to make an application for financial assistance in the form of matched funding;
- Councillor Knight reported that Crofton Community Centre has a problem with leakage from the roof and suggested that winter maintenance be carried out at there and at other centres/buildings where there is an on-going problem with the roof structure;
- Reference was made to paragraph 11 of the report regarding the decision by Titchfield Community Centre not to distribute the questionnaire to their user groups. It was explained that Titchfield Community Association complete their own annual survey and are not obliged to share the information they had obtained with the Council. However, officers agreed to try to obtain a copy of the Community Centre's own survey;
- It was acknowledged that the poor design of some community buildings had, in some cases, contributed to roof drainage problems. The Head of Leisure and Community informed members that a planned preventative maintenance programme would commence this year to carry out roof structure repairs, clear drains, etc, at the community centres where the Council is responsible for these works.

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

It was AGREED that:-

- (a) the outcomes from the Titchfield and Western Wards Needs Assessments detailed in the report be noted;

- (b) officers be authorised to prepare a master plan to meet the identified needs; and
- (c) that the need for building repairs to Abshot Community Centre and Victory Hall, Warsash in particular, be noted.

9. PRELIMINARY OVERALL REVIEW OF WORK PROGRAMME FOR 2013/14 AND DRAFT WORK PROGRAMME FOR 2014/15

The Panel considered a report by the Director of Community which gave initial consideration to the Panel's work programme for the current year, 2013/14 and preparation of a draft programme for 2014/15. Members' attention was drawn to paragraph 3 of the report detailing revisions to the current work programme.

It was AGREED that:-

- (a) the updated work programme for 2013/14, attached as Appendix A to the report be approved; and
- (b) further consideration be given to the preparation of a draft work programme for the municipal year 2014/15, at the next meeting on 5 March 2014.

(The meeting started at 6.00 pm
and ended at 7.20 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Health and Housing Policy Development and Review Panel

(to be confirmed at the next meeting)

Date: Thursday, 16 January 2014

Venue: Collingwood Room - Civic Offices

PRESENT:

Mrs M E Ellerton (Chairman)

T G Knight (Vice-Chairman)

Councillors: Miss S M Bell, Mrs K K Trott and D M Whittingham

Also Present: Councillor B Bayford, Executive Member for Health and Housing (item 3)



1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors D L Steadman and N R Gregory.

2. MINUTES

It was AGREED that the minutes of the Health and Housing Policy Development and Review Panel held on 14 November 2013, be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

At the invitation of the Chairman, Councillor B Bayford, Executive Member for Health and Housing addressed the Panel to give an update on the Fareham and Gosport Clinical Commissioning Group (CCG) meeting that he had recently attended.

Councillor Bayford referred to item 1 of the previous minutes which reported on a proposed change to cardiovascular services which would result in the majority of cardiovascular services being provided by Southampton University Hospital Trust. A letter of objection to this proposal was likely to be submitted by Gosport Borough Council. The likely outcome will now be that all critical patients will be seen at Southampton General Hospital whilst minor cases will still be seen at Queen Alexandra Hospital.

Council Bayford also gave a brief overview of a Better Care Fund which will be used to fund Care in the Community service to provide support for those who come out of hospital and still require assistance.

4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTIONS

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

5. DEPUTATIONS

There were no deputations made at this meeting.

6. WELFARE REFORM UPDATE

The Panel considered a report by the Director of Finance and Resources which gave an update on the Welfare Reform.

The report gave an overview of the changes to the Welfare system and the impact that this has had on the Council and the residents who are in receipt of benefits.

It was reported to Members that the revenue and benefits team has been working closely with the housing department and housing associations to

ensure that all residents affected by the reduction in spare room subsidy have been given support and advice on what their options are.

Members were also provided with information regarding the changes to the Council Tax support scheme which is now being administered by the Council. It was reported that there are currently 1800 residents affected by the changes to this scheme. Members noted the proposed further reduction in support for year two of the scheme and possible impact this could have on residents.

It was AGREED that the content of the report be noted.

7. REVIEW OF IMPACT OF REMOVAL OF SPARE ROOM SUBSIDY

The Panel considered a report by the Director of Community which reviewed the Impact of the removal of the spare room subsidy on Council tenants.

Members attention was drawn to the proposed Event outlined in section 20 of the report, which will be open to all tenants that are affected by the reduction in the spare room subsidy, tenants registered on the Council's Waiting List looking to move to smaller accommodation, tenants registered on Homeswapper who are currently overcrowded and are looking for larger accommodation with the intention that some tenants will be able to find others to exchange properties with. Tenants will also be given advice on the housing waiting list, Homeswapper, housing options and discretionary housing payments. Members were advised that the event has now been arranged for 4 February 2014, at Ferneham Hall.

The option of lodgers was discussed by members and concern was expressed over the safety of tenants who were to do this. The Director of Community informed the Panel that advice would be given at the event on lodgers, highlighting the potential benefits and advice on staying safe.

It was AGREED that the Panel:-

- (a) endorses the proposal to organise an event for those tenants effected by the RSRS;
- (b) requests a verbal update on the outcome of the Event at the meeting on 13 March 2014; and
- (c) notes the content of the report.

8. HOUSING INITIATIVES (ACCESSING THE PRIVATE RENTED SECTOR)

The Panel considered a report by the Director of Community on Housing Initiatives, accessing the private rented sector.

The report outlined the 3 new proposed schemes, The Tenant Finding Scheme, The Private Sector Lease Plus Scheme and The Full Management Scheme.

Questions were asked regarding the viability of the full management scheme as many landlords have already withdrawn from similar schemes with high street letting agents. The Panel were informed that it was felt that the scheme will be successful as unlike high street letting agents, the Council will be responsible for the full management of the tenancy and will guarantee the rent for 12 months.

It was AGREED that the Panel supports the development and publication of the private rented sector schemes as described in the report.

9. PRELIMINARY OVERALL REVIEW OF WORK PROGRAMME 2013/14 AND DRAFT WORK PROGRAMME 2014/15

The Panel considered a report by the Director of Community which invited members to review the outcome of the work programme for 2013/14 and draft the work programme for 2014/15.

Member's attention was drawn to section 2 of the report which highlighted the changes to the 2013/14 work programme.

It was AGREED that the Panel note the content of the report.

(The meeting started at 6.00 pm
and ended at 6.56 pm).

FAREHAM

BOROUGH COUNCIL

Report to Council

Date **21 February 2014**

Report of: **Monitoring Officer**

Subject: **Recording of Votes at Budget Decision Meetings**

SUMMARY

This report seeks authority to amend the Council's Constitution in anticipation of the coming into force of the Local Authorities (Standing Orders)(England)(Amendment) Order 2014 (SI.2014/165) on 25 February 2014.

RECOMMENDATION

That authority be delegated to the Monitoring Officer to revise the Council's Constitution – Standing Orders with respect to Meetings to record the way members vote on budget decision matters, subject to the confirmation of and in accordance with the Local Authorities (Standing Orders)(England)(Amendment) Order 2014.

INTRODUCTION

1. The Local Authorities (Standing Orders)(England)(Amendment) Order 2014 (SI.2014/165) is due to come into force on 25 February 2014. The statutory instrument requires Councils to revise their Constitutions as soon as is reasonably possible to reflect voting by members on budget decision matters.
2. The new Regulations require Councils “immediately after any vote is taken at a budget decision meeting of an authority there must be recorded in the minutes of the proceedings of that meeting the names of the persons who cast a vote for the decision or against the decision or who abstained from voting”. Accordingly, this needs to be reflected in the Standing Orders with respect to Meetings by inserting a new paragraph 24.5.
3. Sections, 8, 20 and 190 Local Government and Housing Act 1989 and the Local Authorities (Standing Orders)(England)(Amendment) Order 2014 provide the statutory powers for the Council to adopt the regulations.
4. The Parliamentary Under Secretary of State, Brandon Lewis MP, has written to the Executive Leader to explain the Government’s expectation that all councils will adopt the practice of recorded votes on any decision relating to the budget or council tax at this year’s budget meetings. A copy of the letter is attached at Appendix A to this report.

RISK ASSESSMENT

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

CONCLUSION

6. That authority should be delegated to the Monitoring Officer to revise the Council’s Constitution – Standing Orders with respect to Meetings to record the way members voted on budget decision matters in accordance with the Local Authorities (Standing Orders)(England)(Amendment) Order 2014.

Background Papers:

Letter from Parliamentary Under Secretary of State, Brandon Lewis MP to the Executive Leader.

Reference Papers:

Local Government and Housing Act 1989

Local Authorities (Standing Orders)(England)(Amendment) Order 2014

Enquiries:

For further information on this report please contact Leigh Usher. (Ext 4553)



Department for
Communities and
Local Government

The Leader
Principal Councils in England

Dear Leader

Recorded Votes at Budget Meetings

In the coming weeks, your council will be holding its annual budget meeting at which it will be formally taking decisions about its expenditure on local services and council tax levels for the year ahead. These discussions will affect the lives and household budgets of all who live in the council's area. Local people should be able to see how those they have elected to represent them have voted on these critical decisions.

Accordingly I am writing to you today to say that the Government's expectation is that at this year's budget meetings, all councils will adopt the practice of recorded votes – that is recording in the minutes of the meeting how each member present voted – on any decision relating to the budget or council tax. People will thus be able to see how their councillors voted, not only on the substantive budget motions agreeing the budget, setting council taxes or issuing precepts, but also on any amendments proposed at the meeting.

We are very clear that any serious commitment to transparency and democratic accountability, which I am confident we all share, demands nothing less in today's circumstances. I know that the practice of recorded votes is already being followed in a range of circumstances across councils. If local people are to continue to have confidence in their councils and their elected representatives, then the practice of recorded votes needs to be followed everywhere on this year's budget decisions.

To facilitate this, we have last week made 'The Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014'. These Regulations make it mandatory for councils as soon as is practicable after the Regulations are in force, to amend their Standing Orders so as to include provisions requiring recorded votes at budget meetings.

I recognise that some councils may be holding budget meetings before they have formally amended their Standing Orders, but nothing prevents the council from simply resolving to holding a recorded vote, in line with the Regulations.

BRANDON LEWIS MP

Brandon Lewis MP
Parliamentary Under Secretary of State

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04 February 2014

FAREHAM

BOROUGH COUNCIL

Report to the Executive for Decision 10 February 2014

Portfolio:	Policy and Resources
Subject:	Finance Strategy, Capital Programme, Revenue Budget and Council Tax 2014/15
Report of:	Director of Finance and Resources
Strategy/Policy:	Finance Strategy
Corporate Objective:	A dynamic, prudent and progressive Council

Purpose:

This report seeks final confirmation of the recommendations to Full Council, on 21 February 2014, in respect of the revenue budget, capital programme and council tax for 2014/15.

Executive summary:

On 6 January 2014, the Executive reviewed the Council's overall finance strategy and considered proposals relating to the capital programme, revenue budgets and the council tax for 2014/15. This report updates the Council's budgets to reflect the decisions taken on 6 January 2014.

The capital programme for the years 2013/14 to 2017/18 will be £34,601,000.

The revenue budget for 2014/15 will be £9,516,100. With Central Government support and retained business rates estimated to be £3,709,301 and the option of accepting additional council tax freeze grant for 2014/15 equating to £61,425 this results in the total amount due from the council tax of £5,745,374.

Taking these changes into consideration, the council tax for 2014/15 will be £140.22 per Band D property and would mean that Fareham's element of the Council Tax will have remained unchanged for 6 years. This represents no increase from the council tax set for 2013/14, compares favourably to the current rate of inflation and complies with the Council's corporate objectives.

Recommendation:

That the following proposals be approved and recommended to the special meeting of the Council to be held on 21 February 2014:-

- (i) the capital programme and financing of £34,601,000;
- (ii) an overall revised revenue budget for 2013/14 of £9,823,300;
- (iii) a revenue budget for 2014/15 of £9,516,100; and
- (iv) a council tax for Fareham Borough Council for 2014/15 of £140.22 per band D property, which represents no increase when compared to the current year.

Reason:

To allow the Full Council to approve the Council Tax for 2014/15.

Cost of proposals:

Not applicable.

Appendix A: Revenue Budget Summary 2013/14 and 2014/15

FAREHAM

BOROUGH COUNCIL

Executive Briefing Paper

Date: 10 February 2014

Subject: Finance Strategy, Capital Programme, Revenue Budget and Council Tax 2014/15

Briefing by: Director of Finance and Resources

Portfolio: Policy and Resources

INTRODUCTION

1. On 6 January 2014 the Executive reviewed the Council's overall finance strategy and considered proposals relating to:
 - The capital programme for 2013/14 to 2017/18;
 - The revised revenue budget for 2013/14;
 - The revenue budget for 2014/15; and
 - The council tax for 2014/15.
2. The purpose of this report is to update the Council's spending plans to take account of the decisions taken by the Executive in relation to these various issues.

THE CAPITAL PROGRAMME 2013/14 TO 2017/18

3. The capital programme for the period 2013/14 to 2017/18 is £34,601,000 as shown in the following tables:

	£000s
Public Protection	379
Streetscene	500
Leisure and Community	5,898
Health and Housing	6,065
Planning and Environment	1,071
Policy and Resources	20,688
TOTAL	34,601

	£000s
2013/14	9,154
2014/15	16,306
2015/16	2,671
2016/17	1,361
2017/18	1,053
Unallocated	4,056
TOTAL	34,601

4. It is anticipated that the programme will be financed from the following sources:

	£000s
Capital Receipts	6,504
Capital Fund Account	4,918
Right to Buy receipts for Housing Enabling	4,655
External Contributions	3,669
Revenue Contribution to Capital schemes	473
Major Repairs and Renewals Reserve	302
Matched Funding reserve	248
TOTAL	20,769

5. In addition, the following resources are anticipated to be available between 2013/14 and 2017/18:

	£000s
External Contributions	5,689
Contribution to Capital Fund Account	3,484
Revenue Contribution to Capital schemes	3,871
Borrowing	2,965
New Homes Bonus	1,810
Government Grants	1,250
Capital Receipts	450
TOTAL	19,519

6. The programme and projected resources indicate that, as at 31 March 2018, there will be a surplus of capital resources of £5,687,000.
7. Importantly, the surplus assumes an estimate of future capital receipts as well as continued revenue contributions towards capital investment, totalling nearly £5.5m. In the event that these resources do not materialise, the surplus will be reduced.
8. It must also be borne in mind that the implications of some of the Council's priority actions and emerging capital spending pressures have not yet been included in the capital programme.
9. Spending pressures in this respect include the provision of a pool facility in the western wards, or refurbishment/replacement works to some Council assets (for example community centres and the Osborn Road multi-storey car park) that have yet to be added to the capital programme.

SPENDING RESERVE

10. The spending reserve currently stands at £2,330,000 which is 5% of gross expenditure for 2013/14 which represents the minimum required balance as set out in the approved Medium Term Finance Strategy.
11. At the meeting on 6 January 2014 the Executive agreed to use £435,300 of this balance to support the General Fund budget for 2014/15 with a view to replenishing the fund from efficiencies made in early 2014/15.

REVISED BUDGET 2013/14

12. In January, the Executive considered in detail the revised budget for 2013/14, which totalled £9,823,300 and is no change when compared to the base budget for the year.

SERVICE BUDGETS 2014/15

13. The following paragraphs of this report indicate the changes to the service budgets resulting from the decisions of the Executive on 6 January 2014.

Planning Committee

14. There were no changes to this committee which confirms the budget total as £793,400.

Licensing and Regulatory Affairs Committee

15. No changes were made to this Committee's budget, confirming the total as £503,400.

Leisure and Community Portfolio

16. No changes were made to the portfolio budget, which is now confirmed to be £1,754,000.

Health and Housing Portfolio

17. No changes were made to this portfolio's budget, confirming the total as £1,210,300.

Strategic Planning and Environment Portfolio

18. There were no changes made to the portfolio budget, which is now confirmed to be -£580,000.

Policy and Resources Portfolio

19. There were no changes made to the portfolio budget, which will now be confirmed as £2,374,600.

Public Protection Portfolio

20. There were no changes made to the portfolio budget, which is now confirmed to be £2,679,100.

Streetscene Portfolio

21. There were no changes made to the portfolio budget, which is now confirmed to be £4,292,600.

OTHER BUDGETS 2014/15

22. Since the January Executive further information has been released regarding Central Government Support. As a result of this less money will be needed from the spending reserve in order to achieve a balanced budget. The figure agreed at the January Executive was £435,300 and this will now be £312,000.
23. As a result of this change the Other Budgets total will be -£3,516,800.

THE OVERALL BUDGET POSITION FOR 2014/15

24. Taking account of the various changes referred to in the preceding paragraphs, the overall total budget for 2014/15, detailed in Appendix A, is confirmed as £9,510,600. This total is £312,700 below the base budget for 2013/14 of £9,823,300.

GOVERNMENT SUPPORT

25. The amount of government support that the Council expects to receive in 2014/15 is summarised in the following table:

	2013/14	2014/15
	£	£
Core Funding	3,498,055	3,170,794
Individual grants now included in core funding (local council tax support and homelessness prevention)	442,903	327,654
Council Tax Freeze Grant (2011/12)	150,022	149,351
Council Tax Freeze Grant (2013/14)	61,460	60,997
TOTAL	4,152,440	3,708,796

26. This finance settlement core funding represents a cash reduction of 10.7% when compared to 2013/14.
27. With further cash reductions of approximately £0.5m predicted for 2015/16, it is important that the Council continues to identify and secure cash-releasing efficiencies each year in order to maintain the high level of service currently provided and continue to achieve its high corporate priority of council tax increases at or below the rate of inflation.

COUNCIL TAX AND NATIONAL NON-DOMETIC RATE BASE

28. The revised council tax base for 2013/14 is 40,244 Band D equivalent properties which is the same as the original estimate.
29. The council tax base for 2014/15 is 40,974 Band D equivalent properties.
30. The net rate yield from National Non-Domestic Rates for 2013/14 (before Transitional arrangements) is £36,922,577.

COUNCIL TAX FOR 2014/15

31. With a net budget for 2014/15 of £9,510,600 and government support of £3,765,226 (including the option of additional freeze grant for 2014/15 of £56,430), the Executive is able to recommend no council tax increase for 2014/15, as compared to the current rate of inflation of 2.7% (this is the published RPIX inflation rate for November 2013). This is shown in the following table:

	Base Budget 2013/14	Base Budget 2014/15	Variation
	£	£	£
Total Budget	9,823,300	9,510,600	-312,700
Less:			
Government Support	4,090,980	3,708,796	-382,184
Use of Collection Fund surplus	27,846	0	-27,846
Council Tax Freeze Grant	61,460	56,430	-5,030
Total due from Council Tax Payers	5,643,014	5,745,374	+102,360
Council Tax base	40,244	40,974	
Council Tax	£140.22	£140.22	
Cash Increase	+ £0.00	+ £0.00	
Percentage Increase	+ 0.00%	+ 0.00%	

ASSURANCE STATEMENT BY THE CHIEF FINANCIAL OFFICER (CFO)

32. Section 25 of the Local Government Act 2003 states that when the Council sets a budget for the forthcoming financial year, the CFO must report to the authority on the robustness of the budgets and the adequacy of the financial reserves.
33. The CFO is able to confirm that the Council's co-ordinated finance strategy allows the availability of resources to finance both capital and revenue expenditure to be considered at the same time. It provides the necessary flexibility to allow resources to be allocated to both capital and revenue and this has enabled the delivery of balanced budgets for both capital and revenue.
34. The CFO can also confirm the robustness of the approved budgets and therefore major variations in expenditure and income are not anticipated. However a risk assessment has been carried out to highlight the impact of possible variations in the level of expenditure and income and by maintaining the spending reserve at a minimum of 5% of gross expenditure, resources should be in place to meet any variations that cannot be met from within the Council's overall budget.

RISK ASSESSMENT

35. While all spending plans can be met from within existing resources, growing financial pressures increase the risk that spending plans exceed desirable levels.

36. Also, the budget reflects the implications of the changing economic situation. However, these changes will continue to affect the Council's finances. It is therefore very important to retain sufficient balances to cater for the unexpected in these uncertain times.
37. Where opportunities exist to increase income sources for the Council, and plans are well advanced, these have been incorporated into the budget.
38. Finally, the largest risk in the budget setting remains changes to Central Government Funding and reliance on government policy keeping damping measures in place.

CONCLUSION

39. In making a recommendation to full Council on the council tax for 2014/15, the Executive has evaluated the Council's overall financial position in relation to existing commitments, the level of resources and the projected financial position in the future; not just the overall budget position for next year.

Reference Papers: None

ACTUAL REVENUE BUDGET

	Budget 2013/14 £	Revised Budget 2013/14 £	Variation Base to Rev £	Budget 2014/15 £	Variation Base to base £
Committees					
Planning	669,000	707,400	38,400	793,400	124,400
Licensing and Regulatory Affairs	395,800	399,700	3,900	503,400	107,600
Executive - Portfolio Budgets					
- Leisure and Community	1,681,800	1,837,200	155,400	1,754,000	72,200
- Health and Housing	1,369,400	1,444,800	75,400	1,210,300	-159,100
- Strategic Planning and Environment	-234,100	-181,700	52,400	-580,000	-345,900
- Policy and Resources	2,113,000	2,621,900	508,900	2,374,600	261,600
- Public Protection	2,435,700	2,745,100	309,400	2,679,100	243,400
- Streetscene	4,281,600	4,292,600	11,000	4,292,600	11,000
SERVICE BUDGETS	12,712,200	13,867,000	1,154,800	13,027,400	315,200
Capital Charges	-1,763,400	-2,152,200	-388,800	-2,152,200	-388,800
Capital Financing Costs					
- Use of Housing Capital Receipts	-415,600	-495,400	-79,800	-230,000	185,600
- Direct Revenue Funding	1,301,000	1,351,800	50,800	1,301,000	0
- Direct Revenue Funding NHB	897,900	912,100	14,200	897,900	0
Interest on Balances	-874,500	-770,700	103,800	-676,900	197,600
Portchester Crematorium	-150,000	-150,000	0	-150,000	0
New Homes Bonus	-1,092,700	-1,106,900	-14,200	-1,416,000	-323,300
Contribution from Reserves	-791,600	-1,632,400	-840,800	-1,085,100	-293,500
OTHER BUDGETS	-2,888,900	-4,043,700	-1,154,800	-3,511,300	-622,400
BUDGET TOTAL	9,823,300	9,823,300		9,516,100	-307,200
NET BUDGET	9,823,300	9,823,300		9,516,100	-307,200

	Budget 2013/14 £	Budget 2014/15 £
NET BUDGET	9,823,300	9,516,100
EXTERNAL SUPPORT		
Non-Domestic Rates	1,558,458	1,717,625
Revenue Support Grant	2,532,522	1,991,676
Council Tax Freeze Grant	61,460	61,425
	<u>4,152,440</u>	<u>3,770,726</u>
USE OF COLLECTION FUND BALANCE	27,846	0
NET AMOUNT DUE FROM COUNCIL TAX PAYERS	5,643,014	5,745,374
COUNCIL TAX BASE	40,244	40,974
COUNCIL TAX PER BAND D PROPERTY (ROUNDED)	£140.22	£140.22
CASH INCREASE	£0.00	£0.00
PERCENTAGE INCREASE	0.00%	0.00%

FAREHAM

BOROUGH COUNCIL

Report to Council 21 February 2014

Subject: **MANAGEMENT STRUCTURE**

Report of: **Chief Executive Officer**

NOT FOR PUBLICATION by virtue of Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972.

SUMMARY

The purpose of this report is to provide details of a new management structure for the Council, as part of the process to identify £800,000 in efficiency savings.

RECOMMENDATION

That the Council approves:

- (a) the deletion of the current post of Director of Regulatory and Democratic Services with immediate effect, subject to the appropriate notice period being met;
- (b) that the designation of the Director of Streetscene be amended to Director of Environmental Services and the designation of the Director of Planning and Environment be amended to Director of Planning and Development;
- (c) the appointment of Mr Paul Doran, Director of Environmental Services (subject to the approval of recommendation (b) or if not, Director of Streetscene), to the role of the Council's Monitoring Officer;

- (d) that authority be delegated to the Chief Executive Officer to amend the scheme of delegation to transfer functions currently under the responsibility of the Director of Regulatory and Democratic Services to other Directors; and
- (e) that this report and the minute of the decision be no longer treated as exempt information and be open for public inspection, with the exception of the Confidential Appendices A and B which will remain exempt from publication.

INTRODUCTION

1. The purpose of this report is to provide details of a new management structure for the Council, as part of the process to identify £800,000 in efficiency savings.

BACKGROUND

2. The Council's Medium Term Financial Strategy sets out the broad principles on which the management of the Council's finances are based and provides background information regarding the level of resources, the revenue budget and capital programme.
3. When considering the strategy in October 2013, the Executive recognised a £800,000 gap in the Council's budget for 2015/16 and requested the Chief Executive Officer to prepare and bring forward a range of options to close the budget gap.
4. Such options have been considered and developed using the following four part model:-
 - Procurement - delivering cost savings through improved procurement;
 - Proceeds - identifying opportunities to maximise income returns;
 - People - reducing overheads and back office costs; and
 - Priorities - re-focussing resources on priority services.
5. This review, to date, has given rise to £777,000 of efficiency proposals which will be considered by the Executive on 3rd March 2014 and then taken forward over the course of the next financial year in readiness for the 2015/16 budget cycle.
6. The proposals will be considered by the Executive on 3rd March 2014 and a copy of the Executive Briefing Paper is attached as Appendix A to this report to enable members to understand the context of the proposals for a new management structure.

PROPOSALS

7. The proposed management structure is set out in the attached Executive Briefing Paper.
8. It includes proposals to delete the post of Director and Regulatory and Democratic Services. As a result, the Department for Regulatory and Democratic Services would be disbanded and responsibilities shared between the remaining Directors.
9. It is also proposed to change the post title of the Director of Streetscene to Director of Environmental Services and the post title of the Director of Planning and Environment be amended to Director of Planning and Development.
10. As a consequence of the deletion of a Director's post it would also be necessary to allocate the role of the Council's Monitoring Officer to a different Director. It is

proposed that this be allocated to the Director of Environmental Services.

DELEGATED POWERS

11. The Chief Executive Officer (as Head of Paid Service) has delegated authority to make the majority of decisions on staffing structures within an agreed establishment budget.
12. However, the Council's Standing Orders require a decision by Council regarding both the appointment of and/or deletion of a Chief Officer post. This includes any changes to the designation of Directors post titles. The Standing Orders also require the Council to approve the appointment of the Monitoring Officer.
13. The deletion of the post of a Director is subject to there being no well-founded objection to the proposed deletion by any member of the Council's Executive.
14. All members of the Executive have been formally consulted on the proposed changes and all have confirmed their support.

FINANCIAL IMPLICATIONS

15. The financial implications of the new management structure are set out in the Executive Briefing Paper. Details of the severance costs associated with these proposals are included in a confidential Appendix B.

CONCLUSION

16. The Council is requested to approve the deletion of the post of Director of Regulatory and Democratic Services, as well as the appointment of the Director of Environmental Services as the Council's Monitoring Officer. There is also a request to change two post titles of Directors. The other items detailed in the attached Executive Briefing Paper are for the Executive to consider and will not be debated by the Council.

Appendices: A - Executive Briefing Paper 3 March 2014 *
B – Severance Costs *

*** NOT FOR PUBLICATION by virtue of Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972.**

Background Papers: None

Enquiries: For further information please contact Peter Grimwood. (Ext: 4300)

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

Document is Restricted

