

FAREHAM

BOROUGH COUNCIL

COUNCIL MEETING SUMMONS

Members of Fareham Borough Council are hereby summoned to attend a meeting of the Council to be held in the Council Chamber, Civic Offices, Fareham, on **THURSDAY, 23 APRIL 2015**, commencing at **6.00 pm**.

The Mayor: Councillor David Norris

The Deputy Mayor: Councillor Michael Ford, JP

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



1. Prayers

The meeting will commence with a short service of prayers.

2. Apologies for Absence

3. Minutes (Pages 1 - 10)

To confirm as a correct record the minutes of the Council Meeting held in 20 February 2015.

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.

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

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

(1) Minutes of meeting Monday, 2 March 2015 of Executive (Pages 11 - 16)

Note: the following recommendations are to be determined:

- Minute 11(2) – Treasury Management Strategy and Prudential Indicators 2015/16 – the Treasury Management Strategy and Prudential Indicators for 2015/16 be endorsed and submitted to the Council for approval.

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 19 March 2015.

(1) Minutes of meeting Thursday, 19 March 2015 of Scrutiny Board (Pages 17 - 22)

Note: the following recommendations are to be determined:

- Minute 7 – Final Review of the Board’s Work Programme 2014/15 and Draft Work Programme 2015/16 –
 - (b) the Council be informed that the Board considers that the call-in procedure is operating satisfactorily and that there are no reasons to suggest that the arrangements should be amended for 2015/16; and
 - (j) the draft work programme for 2015/16 be submitted to the Council for endorsement.

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 Wednesday, 25 February 2015 of Planning Committee (Pages 23 - 36)
- (2) Minutes of meeting Wednesday, 25 March 2015 of Planning Committee (Pages 37 - 42)
- (3) Minutes of meeting Tuesday, 3 March 2015 of Planning and Development Policy Development and Review Panel (Pages 43 - 50)

Note: the following recommendations are to be determined:

- Minute 10(c) – Final Review of Work Programme 2014/15 and Draft Work Programme 2015/16 – the proposed work programme for 2015/16, as shown in Appendix A to the minutes, be submitted to the Council for endorsement.
- (4) Minutes of meeting Wednesday, 4 March 2015 of Leisure and Community Policy Development and Review Panel (Pages 51 - 54)
 - (5) Minutes of meeting Thursday, 5 March 2015 of Streetscene Policy Development and Review Panel (Pages 55 - 58)

Note: the following recommendations are to be determined:

- Minute 6(c) – Final Review of Work Programme 2014/15 and Draft Work Programme 2015/16 – the proposed work programme for 2015/16 be submitted to the Council for endorsement.
- (6) Minutes of meeting Tuesday, 10 March 2015 of Public Protection Policy Development and Review Panel (Pages 59 - 66)

Note: the following recommendations are to be determined:

- Minute 7(i) – Review of Work Programme 2014/15 and Draft Work Programme 2015/16 – the draft work programme for 2015/16, as shown in Appendix A to the minutes, be submitted to the Council for endorsement.

- (7) Minutes of meeting Thursday, 12 March 2015 of Health and Housing Policy Development and Review Panel (Pages 67 - 72)

Note: the following recommendations are to be determined:

- Minute 7(c) – Final Review of Work Programme 2014/15 and Draft Work Programme 2015/16 – the proposed work programme for 2015/16 be submitted to the Council for endorsement.

- (8) Minutes of meeting Monday, 16 March 2015 of Audit and Governance Committee (Pages 73 - 78)

Note: the following recommendations are to be determined:

- Minute 7 – Annual Audit and Governance Committee Report and Work Programme – the work programme for 2015/16 be noted.

- (9) Minutes of meeting Thursday, 26 March 2015 of Audit and Governance Standards Sub-Committee (Pages 79 - 82)

- (10) Minutes of meeting Tuesday, 17 March 2015 of Licensing and Regulatory Affairs Committee (Pages 83 - 86)

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. Special Responsibility Allowance

Further to the changes approved by the Executive at its meeting on 1 December 2014 regarding the structure and format of Community Action Team (CAT) meetings, it is recommended that the Council allocates a Special Responsibility Allowance of 75 points to the Mayor in lieu of the role of Chairman of the Council. This is to replace the SRA of 75 points which would previously have been allocated to the Mayor as a CAT Chairman but which is removed by the changes to the CAT meeting structure.

If approved, this and any changes to committees agreed at Annual Council on 14 May 2015 will be reviewed, with any necessary subsequent recommendations being made by an Independent Remuneration Panel which will be formed in late May 2015. The recommendations of the Independent Remuneration Panel will be presented, via a report, to a future meeting of the Council.

RECOMMENDED that the Council allocates a Special Responsibility Allowance of 75 points to the Mayor in the role of Chairman of the Council and that this allowance be reviewed by an Independent Remuneration Panel when it is formed later this

year.

16. Change to Leisure and Community Policy Development and Review Panel meeting date

The Council is asked to agree a proposed change to the 2015/16 schedule of meetings in relation to the Leisure and Community Policy Development and Review Panel. It is proposed that the date for the meeting in May be changed from Wednesday 20 May to Wednesday 3 June 2015.

P GRIMWOOD
Chief Executive Officer

www.fareham.gov.uk

15 April 2015

**For further information please contact:
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FAREHAM

BOROUGH COUNCIL

Minutes of the Council

Date: Friday, 20 February 2015

Venue: Council Chamber - Civic Offices

PRESENT:

D J Norris
(Mayor)

M J Ford, JP
(Deputy Mayor)

Councillors: B Bayford, Mrs S M Bayford, Miss S M Bell, J V Bryant, Mrs P M Bryant, T M Cartwright, MBE, P J Davies, Mrs M E Ellerton, J M Englefield, K D Evans, Miss T G Harper, Mrs C L A Hockley, T J Howard, L Keeble, T G Knight, A Mandry, Mrs K Mandry, Mrs S Pankhurst, R H Price, JP, D L Steadman, D C S Swanbrow, N J Walker, D M Whittingham, P W Whittle, JP, C J Wood and S D T Woodward



1. PRAYERS

The meeting opened with prayers led by the Mayor's Chaplain, Reverend Garry Roberts from Holy Trinity Church in Fareham.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors G Fazackarley, N R Gregory and Mrs K K Trott.

3. MINUTES

RESOLVED that the Mayor be authorised to sign as a correct record the minutes of the meeting of the Council held on 10 February 2015.

4. MAYOR'S ANNOUNCEMENTS

The Mayor was pleased to announce that tickets are available for the Charity Ball at Ferneham Hall on Friday 4 April from 7pm. Tables can be booked with the Mayor's PA in the Civic Offices.

The Mayor announced that the next tea party would be on Thursday 5 March with a talk on "Fareham in Bloom" by Matt Wakefield. Tickets for Tea Parties are £4.00 on the door.

5. EXECUTIVE LEADER'S ANNOUNCEMENTS

The Executive Leader announced that Hampshire County Council would be carrying out an electoral review which would impact on the Council as the County elections are run by Fareham Borough Council. A consultation is underway on the review which will consider the size of divisions based on the electorate. Fareham Crofton is currently 11% deficient, Fareham Warsash 15% deficient and Fareham Portchester 10% above. The Executive Leader invited all members to respond to the consultation which closes 1 May 2015.

The Executive Leader advised that there had been rumours circulating about the future of the College of Nautical Studies (formerly known as the School of Navigation) in Warsash which employs 150 people and is home to 5,000 students. He confirmed that the University of Southampton Solent was in the process of reviewing the future of the college and that he had asked the Deputy Executive Leader to engage with the University as part of that review process.

6. EXECUTIVE MEMBERS' ANNOUNCEMENTS

There were no Executive Members' announcements made at this meeting.

7. DECLARATIONS OF INTEREST

The Mayor confirmed that the Monitoring Officer had granted a dispensation to all Members to enable discussion and a decision to be taken at item 15 – Finance Strategy, Capital Programme, Revenue Budget and Council Tax 2015/16.

Councillor R H Price, JP declared a Disclosable Pecuniary Interest for item 15 – Finance Strategy, Capital Programme, Revenue Budget and Council Tax 2015/16 as he leases an allotment in Portchester. He confirmed that he would leave the chamber and not take part in any debate on allotments.

Councillor J M Englefield declared a Disclosable Pecuniary Interest for item 15 – Finance Strategy, Capital Programme, Revenue Budget and Council Tax 2015/16 as he leases an allotment in Portchester. He confirmed that he would leave the chamber and not take part in any debate on allotments.

8. PRESENTATION OF PETITIONS

There were no petitions presented at this meeting.

9. DEPUTATIONS

There were no deputations given at this meeting.

10. REPORTS OF THE EXECUTIVE

(1) Minutes of meeting Monday, 2 February 2015 of Executive

RESOLVED that:-

- (a) the minutes of the Executive meeting held on 2 February 2015 be received;
- (b) the recommendation of the Executive contained in minute 11(1) of 2 February 2015 regarding the Finance Strategy, Capital Programme, Revenue Budget and Council Tax for 2015/16 be considered at item 15 (see minute 15 below); and
- (c) the recommendation of the Executive contained in minute 11(2) of 2 February 2015 - Housing Revenue Account Spending Plans, including Capital Programme for 2015/16 be considered at item 16 (see minute 16 below).

(2) Schedule of Individual Executive Member Decisions and Officer Delegated Decisions

RESOLVED that the Schedule of Individual Executive Member Decisions and Officer Delegated Decisions be received.

11. REPORT OF THE SCRUTINY BOARD

- (1) Minutes of meeting Thursday, 22 January 2015 of Scrutiny Board

RESOLVED that the minutes of the Scrutiny Board held on 22 January 2015 be received.

12. REPORTS OF OTHER COMMITTEES

- (1) Minutes of meeting Monday, 24 November 2014 of Audit and Governance Committee

RESOLVED that:-

- (a) the minutes of the Audit and Governance Committee held on 24 November 2014 be received; and
(b) the recommendation of the Audit and Governance Committee contained in minute 6 regarding the Review of Financial Regulations to approve the proposed changes to the regulations be agreed.

- (2) Minutes of meeting Monday, 9 February 2015 of Audit and Governance Committee

The recommendation of the Audit and Governance Committee contained in minute 6 refers to item 17 on the Council agenda. The Mayor therefore agreed to bring that item forward for discussion.

In considering the recommendation in minute 7 – Review of the Constitution, Councillor T G Knight proposed an amendment to remove the words: “before consideration by the Scrutiny Board and the Executive and approval by Council” from minute 6(a). Having been duly seconded, the amendment was declared CARRIED with no members voting against.

RESOLVED that

- (a) the minutes of the Audit and Governance Committee held on 9 February 2015 be received;
(b) the recommendation of the Audit and Governance Committee contained in minute 6 regarding the Proposed Changes to the Scheme of Delegation to Officers in respect of the Planning Committee and the Planning Committee Deputation Scheme be considered at item 17 (see minute 17 below); and
(c) the recommendation of the Audit and Governance Committee contained in minute 7 regarding the Review of the Constitution be approved with Councillors T G Knight, L Keeble, P J Davies and R H Price, JP being agreed as members of the Member Officer Working Group, subject to the removal of the words “before consideration by the Scrutiny Board and the Executive and approval by Council” from minute 6(a).

- (3) Minutes of meeting Tuesday, 6 January 2015 of Planning and Development Policy Development and Review Panel

RESOLVED that the minutes of the Planning and Development Policy Development and Review Panel held on 6 January 2015 be received.

- (4) Minutes of meeting Thursday, 8 January 2015 of Streetscene Policy Development and Review Panel

RESOLVED that the minutes of the Streetscene Policy Development and Review Panel held on 8 January 2015 be received.

- (5) Minutes of meeting Wednesday, 14 January 2015 of Leisure and Community Policy Development and Review Panel

RESOLVED that the minutes of the Leisure and Community Policy Development and Review Panel held on 14 January 2015 be received.

- (6) Minutes of meeting Thursday, 15 January 2015 of Health and Housing Policy Development and Review Panel

RESOLVED that the minutes of the Health and Housing Policy Development and Review Panel held on 15 January 2015 be received.

- (7) Minutes of meeting Tuesday, 20 January 2015 of Licensing and Regulatory Affairs Committee

RESOLVED that:

- (a) the minutes of the Licensing and Regulatory Affairs Committee held on 20 January 2015 be received; and
(b) the recommendation contained in minute 7 of 20 January 2015 regarding Spending Plans 2015/16 be considered at item 15 (see minute 15 below).

- (8) Minutes of meeting Wednesday, 28 January 2015 of Planning Committee

RESOLVED that:

- (a) the minutes of the Planning Committee held on 28 January 2015 be received; and
(b) the recommendation contained in minute 6 of 28 January 2015 regarding Spending Plans 2015/16 be considered at item 15 (see minute 15 below).

13. QUESTIONS UNDER STANDING ORDER 17.2

There were no questions submitted for this meeting.

14. MOTIONS UNDER STANDING ORDER 15

There were no motions submitted for this meeting.

15. FINANCE STRATEGY, CAPITAL PROGRAMME, REVENUE BUDGET AND COUNCIL TAX 2015/16

- (1) Suspension of Standing Order 19.4

Having been duly proposed and seconded, it was RESOLVED that:

- (a) the provisions of Standing Order 19.4 be suspended to allow the Executive Leader of the Council to speak on the matters referred to in items (2) and (3) below for longer than five minutes and the Spokesman for the opposition group speak for not more than ten minutes; and
- (b) the provisions of Standing Order 19.5 be suspended to allow the Executive Leader to speak on the matters referred to in items (2) and (3) more than once in order to respond to points raised in debate.

(2) Report to Executive - 2 February 2015

The Council considered the Executive's recommendations concerning the Finance Strategy, Capital Programme, Revenue Budget and Council Tax for 2015/16, referred to in the minutes of the Executive meeting dated 2 February 2015 and took account of the recommendations in determining the budget calculations at item 15(3) below.

The Council took account of the recommendations of the Licensing and Regulatory Affairs Committee, referred to in the minutes at item 12(7) and of the Planning Committee, referred to in the minutes at item 12(8) and took account of the recommendations in determining the budget calculations at item 15(3) below.

(3) Council Tax 2015/16

It was proposed by Councillor S D T Woodward and seconded by Councillor T M Cartwright that the Council accepts the recommendations of the Executive and approves:

- (a) the capital programme and financing of £33,176,000;
- (b) an overall revised revenue budget for 2014/15 of £9,516,100;
- (c) a revenue budget for 2015/16 of £9,174,600; and
- (d) a council tax for Fareham Borough Council for 2015/16 of £140.22 per band D property, which represents no increase when compared to the current year.

The Council considered additional information tabled at the meeting: a schedule showing the formal calculations for setting the council tax and a graphical breakdown of council tax rates, as attached to these minutes.

In presenting the proposal, the Executive Leader reviewed the Council's performance over the past year and drew attention to the challenging background of more local control, more local decisions and more community engagement with higher expectations to be met with fewer resources.

The Executive Leader reminded members of a number of notable achievements of the last 12 months before looking at the challenges of the coming year. He confirmed that a planning application for a Leisure Centre and pool in the Western Wards has now been approved and the £1.5million runway improvement works at Daedalus is now complete. He also reported the Planning inspectors' examination of the Welborne Plan and the Development Sites and Policies Plan.

The Executive Leader highlighted a number of projects such as the launch of FareLets, a private rental scheme aimed at landlords who need tenants, improvement works on flood defences in Wallington, the continued work with Vanguard achieving the Council £380,000 annual savings, a review of the employment package establishing the gap between the lowest pay scale and the national minimum wage, progression of the Innovation Centre at Daedalus which is due to be completed in March which is included in the investment of £8.3million in the Solent Enterprise Zone at Daedalus.

He also highlighted the delivery of 138 affordable homes, including 40 new sheltered flats at Collingwood Court, a £5million replacement for Collingwood House, 16 affordable homes in Palmerston Road, 36 one and two bedroom flats in Sylvan Court, a £5.2million sheltered housing project in the Western Wards, and 6 Passivhaus certified homes in Sarisbury.

The Executive Leader commented that all of the new initiatives and successes had been achieved whilst the council tax had remained unchanged since 2009. He observed that this was even more remarkable when in 2009, the Council's core funding from Government was over £6 million and since that time, whilst Council Tax has remained the same the funding has dropped to £3.2 million. During those 6 years, the Council has delivered efficiencies of over £4.3million but the standards of service have remained very high and front line services have not been cut to achieve this.

The Executive Leader stated that although the Council had been successful in making savings, the Government has announced Fareham will be receiving further funding reductions in 2015-16 of £600,000, the challenge to realise these savings is coupled with the fact that customer expectations continue to rise.

The Executive Leader was pleased to confirm that he is very happy with the delivery of Council services, although there are still some areas in need of attention. These include littering and dog fouling and forming a Young People's Community Action Team to improve engagement with youngsters.

The Executive Leader turned his attention to the Council's capital Programme and confirmed that the General Fund capital programme for the next 5 years is a very generous £33.2million, focussed on delivering schemes on a prioritised basis, which accord with our Council Priorities.

As interest rates have fallen the Council has had to find new ways to invest its money. The Commercial Property Investment Acquisition Strategy has been established to maximise value for money, by delivering a good return on investment and a regular income stream for the Council. To date nearly £5.9m has been spent to acquire 5 properties, including 2 Sainsburys and a Tesco store. The acquisitions are generating £432,000 per annum for the Council, representing an initial yield of 7.3%.

The Executive Leader concluded by saying that the proposed budget delivered all services at a cost equivalent to a level seen a decade ago, with a capital programme for the next 5 years, valued at £33million, and identifying a further £900,000 of resource for new capital investment in the future. This brings real financial benefit to every single taxpayer in the Borough and continues to be one of the lowest Council Tax rates in the country.

On the recommendations being put to the meeting, it was declared CARRIED unanimously.

(Councillors B Bayford, Mrs S M Bayford, Miss S M Bell, J V Bryant, Mrs P M Bryant, T M Cartwright, P J Davies, Mrs M Ellerton, J M Englefield, K D Evans, M J Ford, Miss T Harper, Mrs C L A Hockley, T J Howard, L Keeble, T G Knight, A Mandry, Mrs K Mandry, Mrs S Pankhurst, R H Price, JP, D L Steadman, D C S Swanbrow, N J Walker, D M Whittingham, P W Whittle, JP, C J Wood and S D T Woodward voting in favour).

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

- (a) the capital programme and financing of £33,176,000;
- (b) an overall revised revenue budget for 2014/15 of £9,516,100;
- (c) a revenue budget for 2015/16 of £9,174,600; and
- (d) a council tax for Fareham Borough Council for 2015/16 of £140.22 per band D property, which represents no increase when compared to the current year.

16. HOUSING REVENUE ACCOUNT SPENDING PLANS INCLUDING THE CAPITAL PROGRAMME FOR 2015/16

RESOLVED that the recommendation of the Executive at its meeting on 2 February 2015, contained in minute 11(2): Housing Revenue Account Spending Plans, including the Capital Programme for 2015/16 be accepted and, accordingly that the Council approves:

- (a) individual rent increases in line with the rent model, be approved for Council Dwellings with effect from 6 April 2015;
- (b) rents for Council garages be increased by 5% with effect from 6 April 2015;
- (c) discretionary fees and charges be increased to provide a minimum increase of 5%, where possible, with effect from 6 April 2015;
- (d) the revised budget for 2014/15 be approved;
- (e) the base budget for 2015/16 be approved;
- (f) the capital programme and financing for 2014/15 to 2018/19 be approved; and
- (g) annual budgets and assumptions are set with the aim of ensuring sufficient surpluses are held to repay debt on the date of maturity of each loan.

17. PROPOSED CHANGES TO THE SCHEME OF DELEGATION TO OFFICERS IN RESPECT OF THE PLANNING COMMITTEE AND THE PLANNING COMMITTEE DEPUTATION SCHEME

During a debate Councillor Price proposed an amendment to add a recommendation that the new arrangements be reviewed after 12 months. Having been duly seconded and following a debate on the amendment, the amendment was declared CARRIED, with 20 members voting in favour, 5 members voting against and 2 abstentions.

RESOLVED that:

- (a) the proposed changes to the Scheme of Delegation to Officers in respect of the Planning Committee as set out in paragraphs 38 and 48 of the report at Appendix A, along with the minor amendments and clarifications recommended by the Planning Committee in paragraph 5 of this report be agreed;
- (b) the Monitoring Officer be authorised to make the necessary amendments to the Scheme of Delegation to Officers and to the Planning Committee Deputation Scheme of the Constitution; and
- (c) the new arrangements be reviewed after a period of 12 months.

18. APPOINTMENTS TO COMMITTEES

There were no changes to appointments to committees made at this meeting.

(The meeting started at 5.00 pm
and ended at 6.55 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Executive

(to be confirmed at the next meeting)

Date: Monday, 2 March 2015

Venue: Collingwood Room - Civic Offices

Present:

S D T Woodward, Policy and Resources (Executive Leader)
T M Cartwright, MBE, Public Protection (Deputy Executive
Leader)
B Bayford, Health and Housing
K D Evans, Planning and Development
Mrs C L A Hockley, Leisure and Community
L Keeble, Streetscene

Also in attendance:

Mrs S M Bayford, Chairman of Streetscene Policy Development and Review Panel
Miss S M Bell, Chairman of Leisure and Community Policy Development and Review
Panel
Mrs P M Bryant, Chairman of Licensing and Regulatory Affairs Committee
P J Davies, Chairman of Housing Tenancy Board
Mrs M E Ellerton, Chairman of Health and Housing Policy Development and Review
Panel
M J Ford, JP, Chairman of Appeals Committee
T G Knight, Chairman of Audit and Governance Committee
A Mandry, Chairman of Planning and Development Policy Development and Review
Panel
Mrs K Mandry, Chairman of Public Protection Policy Development and Review Panel
D C S Swanbrow, Chairman of Scrutiny Board



1. APOLOGIES FOR ABSENCE

There were no apologies given for this meeting.

2. MINUTES

RESOLVED that the minutes of the meeting of the Executive held on 2 February 2015 be confirmed and signed as a correct record.

3. EXECUTIVE LEADER'S ANNOUNCEMENTS

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

4. DECLARATIONS OF INTEREST

There were no declarations of interest made at this meeting.

5. PETITIONS

There were no petitions submitted at this meeting.

6. DEPUTATIONS

The Executive received a deputation from Mr P O'Beirne in relation to item 8(4) – Proposed funding arrangements for Community Action Fareham 2015-16 and he was thanked accordingly.

The Executive received a deputation from Mr M Bugden in relation to item 9(1) – Review of Hackney Carriage Fares and he was thanked accordingly.

The Executive Leader agreed to bring these items for consideration forward on the agenda.

7. MINUTES / REFERENCES FROM OTHER COMMITTEES

- (1) Minutes of meeting Monday, 26 January 2015 of Housing Tenancy Board

RESOLVED that the Executive received the minutes of the Housing Tenancy Board held on 26 January 2015 and noted the work programme.

8. LEISURE AND COMMUNITY

- (1) Play Area Refurbishment Programme

RESOLVED that the Executive approves;

- (a) the 3 year play area priority improvement programme as detailed in Appendix A, to be funded from Section 106 contributions for the provision of play and recreational facilities; and
- (b) a budget of up to £50,000 for other improvements required to bring all play areas up to standard, funded from Section 106 for the maintenance of play areas.

- (2) Award of Contract - Play Areas: Park Lane Play Area, King George V Play Area and Birchen Road Play Area

RESOLVED that the Executive agrees that the tender submitted by the contractor ranked 1 (as set out in the confidential appendix A) being the most advantageous tender received, be accepted and the contract to refurbish all three play areas be awarded to that company.

- (3) Award of Contract - Pantomime Entertainment and Related Services

RESOLVED that the tender submitted by the company ranked first (as set out in the confidential Appendix A), being the most advantageous tender received, be accepted and the contract awarded to that company.

- (4) Proposed Funding Arrangements for Community Action Fareham 2015-16

RESOLVED that the Executive agrees Option C (i.e. the existing funding arrangement for core services with CAF is not renewed and the opportunity to tender for these services is widely advertised on the Councils business portal). CAF be awarded an interim grant of £15000 during the transitional period.

9. PUBLIC PROTECTION

- (1) Review of Hackney Carriage Fares

RESOLVED that the Executive:

- (a) agrees to freeze the Hackney Carriage Tariff for 2015/16 (as set out in Appendix B); and
- (b) does not agree to the introduction of a line to the Hackney Carriage Tariff permitting drivers to charge a fee for credit/debit card transactions.

10. PLANNING AND DEVELOPMENT

- (1) Closure of Gillies Car Park

RESOLVED that the Executive:

- (a) confirms the (Off Street Parking Places) Order to enable the closure of The Gillies Car Park in due course; and
- (b) agrees the Council's response to objections to the Parking Order as set out in Appendix A.

11. POLICY AND RESOURCES

(1) Land Transfer at Daedalus

At the invitation of the Executive Leader, Councillor Knight and Councillor A Mandry addressed the Executive on this item.

RESOLVED that the Executive:-

- (a) supports the revised terms of the transfer, enabling the Director of Finance and Resources to conclude the arrangements for the transfer of ownership;
- (b) notes the financial arrangements and next steps, as set out in the report; and
- (c) approves the establishment of a revenue and capital budget as shown in appendix B.

(2) Treasury Management Strategy and Prudential Indicators 2015/16

RESOLVED that the draft Treasury Management Strategy and Prudential Indicators for 2015/16, attached as Appendix A to this report, be endorsed and submitted to the Council for approval.

12. EXCLUSION OF PUBLIC AND PRESS

13. POLICY AND RESOURCES

(1) Irrecoverable Debts

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

14. LEISURE AND COMMUNITY

(1) Citizen of Honour Awards 2015

RESOLVED that the Executive approves:

- (a) the selection of four of the candidates nominated be formally recognised as Citizen of Honour 2015;
- (b) the selection of one of the candidates nominated be formally recognised as Young Citizen of the Year (12-18 year olds); and

- (c) the selection of two of the candidates nominated be formally recognised as Young Citizen of the Year (4-11 year olds).

(The meeting started at 6.00 pm
and ended at 7.17 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Scrutiny Board

(to be confirmed at the next meeting)

Date: Thursday, 19 March 2015

Venue: Collingwood Room - Civic Offices, Fareham

PRESENT:

Councillor D C S Swanbrow (Chairman)

Councillors: Miss S M Bell, Mrs M E Ellerton, M J Ford, JP, Miss T G Harper (deputising for Mrs S M Bayford), T J Howard (deputising for A Mandry) and R H Price, JP (deputising for P W Whittle, JP)



1. APOLOGIES FOR ABSENCE

Apologies for absence were received from the Vice-Chairman, Councillor Mrs K Mandry and from Councillors Mrs S M Bayford, A Mandry, Mrs S Pankhurst and P W Whittle, JP.

2. MINUTES

It was AGREED that the minutes of the meeting of the Scrutiny Board held on 22 January 2015 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. PRESENTATION BY, AND QUESTIONING OF, THE EXECUTIVE MEMBER FOR POLICY AND RESOURCES

The Board received a presentation by the Executive Member for Policy and Resources on the performance of services within the Policy and Resources portfolio over approximately the last two years and on future plans. The presentation included details of services relating to Housing Benefits, Democratic Representation, Commercial Estates, Neighbourhood Working, Public Relations and Consultation, Corporate Management, Economic Development, Local Land Charges and Local Tax Collection.

The Executive Member for Policy and Resources answered members' questions concerning the presentation.

It was AGREED that the Executive Member for Policy and Resources be thanked for his presentation.

7. FINAL REVIEW OF THE BOARD'S WORK PROGRAMME FOR 2014/15 AND DRAFT FOR 2015/16

The Board considered a report by the Director of Finance and Resources which reviewed the Board's work programme for 2014/15 and suggested a draft work programme for 2015/16.

It was AGREED that:-

- (a) the outcome of the work programme for 2015/16, as shown in Appendix A to the report, be noted;
- (b) the Council be informed that the Board considers that the call-in procedure is operating satisfactorily and that there are no reasons to suggest that the arrangements should be amended for 2015/16;
- (c) the officers be requested to contact the Department of Work and Pensions to enquire about the circumstances relating to the imminent closure of the training centre for the unemployed in Fareham and what arrangements were being put in place for those currently attending the centre to continue their training elsewhere;
- (d) if appropriate, the officers be requested to invite the Department of Work and Pensions to send representatives to the Board meeting on 25 June 2015 for a question and answer session on the matter and, possibly, the partnership concerning the universal credit system that the Council would be required to sign later in 2015;
- (e) if the invitation referred to in (c) above was accepted, an item be added to the work programme for 21 May 2015 for the Board to consider a scoping report on the question and answer session with the Department of Work and Pensions;
- (f) any concerns about patient transport services should be referred to the Executive Member for Health and Housing for onward transmission to the Clinical Commissioning Group;
- (g) information about how the police dealt with drug cases related to homelessness be addressed to the Community Safety Partnership;
- (h) any further suggestions for items to be added to the work programme for 2015/16 be e-mailed to the Chairman, with a copy to the Director of Finance and Resources;
- (i) subject to (c), (d) and (e) above, the draft work programme for 2015/16, as shown in Appendix B to the report, be approved; and
- (j) the draft work programme for 2015/16, as shown in Appendix A to these minutes, be submitted to the Council for endorsement.

8. EXECUTIVE BUSINESS

The Chairman invited members to indicate if they wished to consider any other 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 7.01pm).

APPENDIX A**SCRUTINY BOARD – DRAFT WORK PROGRAMME 2015/16**

DATE	SCRUTINY BOARD ITEM
21 May 2015	Review of the work programme 2015/16 Scoping Report on question and answer session with Solent Local Enterprise Partnership (proposed) Scoping Report on question and answer session with Department of Work and Pensions
25 June 2015	Review of the work programme 2015/16 Presentation by, and questioning of, an Executive member Annual Report on the Performance of the Fareham Community Safety Partnership Question and answer session with Department of Work and Pensions
17 September 2015	Review of draft Medium Term Finance Strategy Review of the work programme 2015/16 Question and answer session with Solent Local Enterprise Partnership
19 November 2015	Presentation by, and questioning of, an Executive member Review of the work programme 2015/16 Review of the implementation of the universal credit system and its impact on the residents of Fareham
14 January 2016	Preliminary overall review of work programme 2015/16 and draft 2016/17 Finance Strategy, Capital Programme, Revenue Budget and Council Tax 2016/17 Housing Revenue Account Budget and Capital Plans 2016/17
17 March 2016	Presentation by, and questioning of, an Executive member Final review of work programme for 2015/16 and draft for 2016/17.

Items to be assigned:

- Review of the implementation of the universal credit system and its impact on the residents of Fareham
- Minutes of meetings of the Portchester Crematorium Joint Committee (as appropriate)

FAREHAM

BOROUGH COUNCIL

Minutes of the Planning Committee

(to be confirmed at the next meeting)

Date: Wednesday, 25 February 2015

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor N J Walker (Chairman)

Councillor A Mandry (Vice-Chairman)

Councillors: B Bayford, T M Cartwright, MBE, K D Evans, M J Ford, JP,
R H Price, JP, D C S Swanbrow and P J Davies

Also Present: Councillors Mrs K K Trott (item 6 (10), T G Knight and C J Wood
(item 6 (14))



1. APOLOGIES FOR ABSENCE

There were no apologies of absence.

2. MINUTES OF PREVIOUS MEETING

RESOLVED that the minutes of the Planning Committee meeting held on 28 January 2015 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

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
Councillors Evans and Cartwright	P/14/0233/VC – Swanwick Marina, Swanwick Shore, Bridge Road	6 (1)
Councillors Cartwright, Bayford, Swanbrow and Price, JP.	P/14/1197/RM – Barnes Lane, Land East of	6 (4)
Councillors Evans and Cartwright	P/15/0024/FP – Universal Marina, Crableck Lane, Sarisbury Green	6 (8)
Councillors Price, JP and Davies	P/15/0040/VC – Yew Tree Drive, Fareham	6 (9)
Councillors Mandry, Cartwright and Ford, JP	P/15/0014/FP – Land at Stubbington Lane, Daedalus Waterfront, Stubbington Lane	6 (14)

5. DEPUTATIONS

The Committee received a deputation from the following in respect of the applications indicated and were thanked accordingly.

Name	Spokesperson representing the persons listed	Subject	Supporting or Opposing the Application	Minute No/ Application No/Page No
ZONE 1 - 2.30				

Mr I Donohue (Agent)		296 Botley Road, Burrige, S031 1BQ – Demolition of existing bungalow and construction of two detached dwellings and provision of new access onto Botley Road	Supporting	Item 6(2) P/14/1099/FP Page 20
Bob Tutton (Agent)		21 Grassymead, Fareham, PO14 4SQ – Single Storey Rear & Side Extension and Two Storey Side Extension	Supporting	Item 6(6) P/14/1246/FP Page 40
Mr G Brown		20 Pine Walk, Sarisbury Green, SO31 7DN – Two Storey Rear Extension	Opposing	Item 6(7) P/14/1253/FP Page 43
Mr D Brown		-Ditto-	Supporting	-Ditto-
Mr M Sterne		Universal Marina, Crableck Lane, Sarisbury Green – Additional dry stack facility and alterations to access and car parking	Opposing	Item 6(8) P/15/0024/FP Page 46
Dr P Tosswell (Agent)		-ditto-	Supporting	-ditto-
Mr S Bray		Yew Tree Drive, Fareham – Relief from condition 2 of P/14/0570/VC allowing permanent opening of Yew Tree Drive to all traffic excluding heavy goods vehicles	Opposing	Item 6(9) P/15/0040/VC Page 50
ZONE 2 – 3.30				
Mrs S Davies		75 Highlands Road, land to Rear, Fareham – Proposed detached dwelling, carport, and associated car parking	Opposing	Item 6(11) P/15/0011/FP Page 67
ZONE 3 – 3.30				
Miss R Salt (Agent)		Winnham Farm, Downend Road,	Supporting	Item 6(12) P/14/1227/FP

		Fareham – Change of part of the existing agricultural building to use class B1 (light industrial)		Page 75
Mr J Mellows		15 Knights Bank Road, Fareham – Proposed two storey side extension and single storey rear extension	Opposing	Item 6(13) P/14/1240/FP Page 80
Mr S Morgan (Agent)		-ditto-	Supporting	-ditto-
Mr C Hope		Land at Stubbington Lane, Daedalus Waterfront, Stubbington Lane, Fareham – Construction of a signalised junction and formation of a new access onto Stubbington Lane	Opposing	Item 6 (14) P/15/0014/FP Page 85

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

The Committee noted a report by the Director of Planning and Development on development control matter applications and miscellaneous matters, including information on Planning Appeals. An Update report was tabled at the meeting.

(1) P/14/0233/VC - SWANWICK MARINA SWANWICK SHORE BRIDGE ROAD SOUTHAMPTON SO31 1ZL

Councillor’s Cartwright and Evans declared a non-pecuniary interest in this item as the applicant is known to them.

Upon being proposed and seconded, the officer recommendation to grant planning permission, subject to the completion of a deed of variation under S.106 of the Town and Country Planning Act, was voted on and CARRIED. (Voting: 9 in favour; 0 against)

RESOLVED that, subject to the completion of a deed of variation under S.106 of the Town and Country Planning Act linking the original legal agreements and unilateral undertaking to the current planning permission and the conditions set out in the report, PLANNING PERMISSION be granted.

(2) P/14/1099/FP - 296 BOTLEY ROAD BURRIDGE SOUTHAMPTON SO31 1BQ

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 applicant first completing an agreement to provide a financial contribution to address the impact of the development upon the Solent SPA habitats, was voted on and CARRIED.

(Voting: 8 in favour; 1 against)

RESOLVED that, subject to the conditions in the report and the applicant first completing an agreement to provide a financial contribution to address the impact of the development upon the Solent SPA habitats, PLANNING PERMISSION be granted.

(3) P/14/1173/FP - 116 SEGENSWORTH ROAD FAREHAM HAMPSHIRE PO15 5EQ

The Committee's attention was drawn to the Update Report which provided the following information:- *Amended drawings have been submitted showing solar photovoltaic panels to be added to the front south-western roof plane of the new house. The panels would be fitted so as to be flush with the roof covering and would not appear prominent or unsightly.*

The officer recommendation remains as set out in the main report to Committee.

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.

(4) P/14/1197/RM - BARNES LANE - LAND EAST OF - SARISBURY SO31 7BJ

Councillor Cartwright declared a non-pecuniary interest in this item as he is the Chairman of the Working Group for this project.

Councillors Swanbrow, Bayford and Price, JP declared a non-pecuniary interest in this item as they are all members of the working group for this project.

At the invitation of the Chairman, Councillor C J Wood and T G Knight addressed the Committee on this item.

Upon being proposed and seconded, the officer recommendation to approve the reserve matters was voted on and CARRIED.

(Voting: 9 in favour; 0 against)

RESOLVED that the reserved matter application be APPROVED.

(5) P/14/1217/FP - 358 BROOK LANE SARISBURY GREEN FAREHAM SO31 7DP

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.

(6) P/14/1246/FP - 21 GRASSYMEAD FAREHAM HAMPSHIRE PO14 4SQ

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

The Officer reported one update to the Committee, that subsequent to the drafting of the report, the objection from no. 1 Gilcrest had been withdrawn.

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.

(7) P/14/1253/FP - 20 PINE WALK SARISBURY GREEN SOUTHAMPTON HANTS SO31 7DN

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 the conditions in the report, was voted on and CARRIED.
(Voting: 8 in favour; 1 against)

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

(8) P/15/0024/FP - UNIVERSAL MARINA CRABLECK LANE SARISBURY GREEN SOUTHAMPTON SO31 7ZN

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

Councillors Cartwright and Evans declared a non-pecuniary interest in this item as one of the deposes is known to them.

The Committee's attention was drawn to the update report which provided the following information:- *One further letter of objection has been received raising the following additional concerns;*
- *there are often major delays on the access road caused by large goods lorries*

- *there will be an increase in vehicle movements by boat owners and large goods vehicles transporting boats*
- *the site has become heavily developed and further development would constitute over development of a constricted site.*
- *there must be concern at the considerable expansion of dry stack facilities at marinas on the river*
- *it makes no sense to treat each of these applications individually*

Councillor Price requested that the Committee request that the Planning and Development PDR Committee look into the feasibility of carrying out a traffic survey to investigate vehicle movement along the lane, to identify if an increase of traffic occurs as a result of the additional dry stack.

Upon being proposed and seconded the officer recommendation to grant planning permission was voted on and CARRIED.
(Voting: 7 in favour; 2 against)

RESOLVED that:-

(a) subject to the conditions in the report PLANNING PERMISSION be granted; and

(b) the Committee recommends to the Planning and Development PDR Panel that they look into the feasibility of carrying out a traffic survey to investigate vehicle movement along Crableck Lane.

(9) P/15/0040/VC - YEW TREE DRIVE FAREHAM HAMPSHIRE

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

Councillor Price, JP declared a non-pecuniary interest in this item as he is a County Council Member.

Council Davies declared a non-pecuniary interest in this item as he is a member of the Fareham & Gosport Bus Panel.

The Committee's attention was drawn to the update report which provided the following information:- *Further comments have been received from a resident of Lipizzaner Fields as follows:*

Due process was not followed in that no noise monitoring was completed as part of the trial prior to the opening of the bus gate. Officers should remind the Committee that the application should be refused until a proper before and after noise assessment can be completed.

If opening, then mitigation measures should be implemented such as an acoustic barrier between Yew Tree Drive and Lipizzaner Fields;

There is considerable road noise from vehicles tyres due to the rough surface of the road;

The noise levels which are above the guidelines should not be ignored;

It was intended that Yew Tree Drive should be a through route, but only after Whiteley Way was opening and then only if Rookery Avenue was also opened. As these roads are not open it is carrying approximately 300% more traffic than it was intended to carry;

Due process should be followed or additional mitigation measures should be taken to reduce the noise.

Hampshire County Council have shared the full Noise and Air Quality Monitoring Report undertaken by their consultants dated December 2014. Officers have reviewed this document with the Council's Environmental Health Officers.

In light of the conclusions of that report officers consider it is appropriate to impose a condition requiring Hampshire County Council to investigate the need for noise mitigation measures in relation to five properties, 7 – 17 Lipizzaner Fields. Within 3 months of the date of the planning permission the applicant shall carry out further investigations in respect to noise mitigation and submit the findings of those investigations to this Council for approval. Should the investigation highlight the need for any additional noise mitigation measures they should be carried out within 6 months of the date of the planning permission. A survey was also undertaken within the garden of 152 Botley Road; as with Lipizzaner Fields noise levels were high both day and night. The occupier of 151 Botley Road, on the opposite side of the roundabout has raised concern relating to the increase in noise levels within the garden. This property has distinct differences to the properties in Lipizzaner Fields. It is situated adjacent to Botley Road, an already busy road, with no HGV restrictions and its rear garden is sited behind the property. Officers conclude there is no need for mitigation to this property.

Members requested additional conditions be placed on the planning permission securing details of highway measures/works in Swanwick Lane to reduce traffic speeds and to discourage its use to through traffic to and from Whiteley and works to the junction of Swanwick Lane with the A27 Bridge Road to help reduce the queuing traffic, both to be implemented by 31 December 2015 and details of a scheme of air quality monitoring at the junction of Swanwick Lane with A27 Bridge Road.

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

(Voting: 8 in favour; 1 against)

RESOLVED that subject to:-

(a) the conditions in the report; and

(b) the condition as outlined in the Update as follows:

- Within 3 months of the planning permission the applicant shall carry out further investigations in relation to 7 – 17 Lipizzaner Fields in respect of noise mitigation and submit the findings of those investigations in

writing to this Council; should the investigation highlight the need for additional noise mitigation measures these should be carried out within 6 months of the date of the planning permission; and

(c) additional conditions securing:

- details of highway measures/works in Swanwick Lane to reduce traffic speeds and to discourage its use to through traffic to and from Whiteley and works to the junction of Swanwick Lane with the A27 Bridge Road to help reduce the queuing traffic, both to be implemented by 31 December 2015;
- and details of a scheme of air quality monitoring at the junction of Swanwick Lane with A27 Bridge Road.

PLANNING PERMISSION be granted.

(10) P/14/1212/FP - 225 GOSPORT ROAD FAREHAM HAMPSHIRE PO16 0QF

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

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; 0 against)

RESOLVED that PLANNING PERMISSION be REFUSED.

Reasons for refusal:

The proposed development is contrary to Policies CS5 abs CS17 of the adopted Fareham Borough Core Strategy and Appendix 6 of the Fareham Borough Local Plan Review and is unacceptable in that:

- i. The arrangement of the proposed parking for 225 Gosport Road would result in additional vehicle movements in close proximity to the Gosport Rd/Geoffrey Crescent junction which would adversely affect the safety and operation of the local road network.
- ii. The proposed dwelling would, by virtue of its siting and design, give rise to an unsympathetic form of development and would not respond positively to visual amenities of the street scene or the character of the area.
- iii. The proposal makes inadequate provision for private external amenity space for both the existing and proposed dwellings to meet the requirements of future and existing occupants to the detriment of residential amenity.

(11) P/15/0011/FP - 75 HIGHLANDS ROAD - LAND TO THE REAR - FAREHAM HAMPSHIRE PO15 6BY

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

The Committee's attention was drawn to the Update Report which contained the following information:- *The applicant has provided a tree protection method statement. The Council's Principal Tree Officer has confirmed that the information is sufficient to ensure the safe and health retention of the oak.*

A material schedule has been provided stipulating the type of brick roof tiles, hardsurfacing and rainwater goods be used. The materials are considered appropriate and of sufficiently high quality and appearance.

A revised site plan has been submitted revising the boundary of the rear garden to be retained for 69 Highlands Road. The changes are minimal and the rear garden is still considered to be of a sufficient size to serve the needs of the occupants of the dwelling.

A site section drawing has been provided by the applicant clarifying the internal finished floor height of the dwelling. At the rear of the dwelling the floor height would be approximately 0.25 – 0.35 metres higher than the existing garden level in that same position. The house would not be raised out of the ground excessively and there would be no harmful effect on neighbours' privacy or outlook as a result.

The Officer recommendation is that planning permission could be granted subject to the conditions relating to the use of the stated external materials.

PERMISSION: Time period for implementation; In accordance with approved drawings and documents; Materials; Dwelling to achieve Code for Sustainable Homes Level 4; Boundary treatment erected before occupation of dwelling; Parking and turning areas to be provided before occupation of dwelling and retained thereafter; No alterations to car port involving enclosure/adding of doors; Remove permitted development rights for outbuildings, extensions to the dwelling or alterations to the roof including insertion of any windows above ground floor level; Tree protection measures; Vehicular access widened to 5 metres along first 10 metres before occupation of dwelling; Cycle/bin storage provided before occupation of dwelling; Surface water drainage measures; No burning on site; Construction hours.

Upon being proposed and seconded the officer recommendation to grant planning permission, subject to an additional condition that removing permitted development rights so that no impermeable hard surfacing could be laid without further planning permission being granted, was voted on and CARRIED.

(Voting: 8 in favour; 1 against)

RESOLVED that, subject to the addition of the condition removing permitted development rights relating to impermeable hard surfacing, PLANNING PERMISSION be granted.

(12) P/14/1227/FP - WINNHAM FARM DOWNEND ROAD FAREHAM HANTS PO16 8PX

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

The Committee's attention was drawn to the Update Report which contained the following information:- *As a point of clarification, the separation distance from the building to the nearest residential dwellings (due south of the site) is actually in excess of 100m and not the 40m expressed in the main agenda.*

A note to the applicant is to be added to the recommendation highlighting that fibreglass moulding and the use of materials such as resin would not comply with the permitted B1c use for the building and would be tantamount to a General Industrial (Use Class B2) use that would need a planning permission.

Upon being proposed and seconded the officer recommendation to granted planning permission was voted on and CARRIED.
(Voting: 8 in favour; 1 against)

RESOLVED that PLANNING PERMISSION be granted.

(13) P/14/1240/FP - 15 KNIGHTS BANK ROAD FAREHAM HAMPSHIRE PO14 3JY

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

The Committee's attention was drawn to the Update Report which contained the following information:- *An application for development at the adjacent property (no.17) has been submitted. The application is for an increase in the ridge height together with the addition of dormer windows to the front and rear. The proposed development does not have any implications for the consideration of this application.*

Page 82 of the report was corrected by the Officer to note that the proposal resulted in a decrease on the number of bedrooms in the property from five to four.

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.

(14) P/15/0014/FP - LAND AT STUBBINGTON LANE, DAEDALUS WATERFRONT STUBBINGTON LANE FAREHAM HAMPSHIRE PO13 9YA

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

Councillor Mandry declared a non-pecuniary interest in this item as he sits on the Daedalus Strategy Group.

Councillor Cartwright declared a non-pecuniary interest in this item as he is the Chairman of the Members Working Group for the Daedalus Innovation Centre.

Councillor Ford, JP declared a non-pecuniary interest in this item as he is a member of the Members Working Group for the Daedalus Innovation Centre.

The Committee's attention was drawn to the Update Report which contained the following information:-

REPRESENTATIONS:

Since the drafting of the agenda a further sixty six letters of objection have been received. These additional representations repeat the same issues as those summarised in the main agenda plus:

- Comment that the amended plans bringing the northbound carriageway closer to the Crofton Avenue houses will make the impact greater.*
- Officers have also had sight of an exchange between the Ross House Residents Association and the Applicant confirming that the re-alignment of the road now more accurately reflects the details shown on the previously agreed plan between the parties.*

HIGHWAYS:

Further to the commentary in the main agenda, further clarification is now provided with regard to the control measures for the junction.

The Junction and connecting spine road would provide the infrastructure necessary to accommodate the planned regeneration of the Waterfront area of the Enterprise Zone.

The outline planning permission s106 sets out that the land owner will not be permitted to open the Ross House Access until it has installed an automatic traffic counter approved by the County Council at the vehicular entrance and exit to and from the Land at the Ross House Access.

The Ross House Access is subject to a traffic cap of 200 two-way vehicle movements during the AM peak hour (8am-9am).

Following the installation of the automatic traffic counter under the terms of the outline s106 agreement, the land owner appointed Framework Travel Plan Co-ordinator will monitor the results of the traffic counter and the results will be included within the Annual Monitoring Report.

In the event that the Framework Travel Plan Co-ordinator records that the cap has been exceeded over a calendar month then he/she will notify the land owner. If this notification precedes the submission of an application for Reserved Matters on one of the further phases in the Waterfront part of the Enterprise Zone then any such application will be required to show in a Supplemental Transport Assessment for the Reserved Matters Application for that Phase a methodology (if appropriate and reasonable) by which the traffic will be managed to enable traffic movement to return to a level within the cap for the junction.

The outline permission s106 agreement places a requirement on the land owner to ensure that the role of the Framework Travel Plan Co-ordinator is retained for 9 years after the first occupation of the first unit on the individual development site which is subject to the final Reserved Matters Approval for an individual development site.

The outline permission s106 agreement also includes a "Delivery and Servicing Plan" (Appendix 3) which incorporates a Freight Access Strategy. The Strategy clearly identifies Newgate Lane as the primary access for delivery/servicing vehicles. A freight direction signing strategy has been developed and will be introduced that routes large vehicles via the peninsula's key strategic route, the A32, down Newgate Lane and then onwards to Broom Way and Gosport Road accesses.

The Plan places on the Ross House Access a maximum flow cap for large goods vehicles of 2 for an average AM and PM peak hour.

The Plan identifies Enforcement procedures the land owner will follow if monitoring indicates that the cap is being exceeded. If these measures are unsuccessful in achieving the reductions in goods vehicles required then more severe interventions will need to be considered such as:

- Introduction of physical traffic management measures (e.g. width restrictions) within the site;*
- Introduction of Traffic Regulation Orders that ban Heavy Commercial Vehicle movements in particular sections of the highway; and*
- Applying a development cap across the site that restricts new development until remedial measures have been successful.*
- Altering the Ross House Access Traffic Signal phasing.*

The measures secured as part of the outline s106 agreement are recommended to be secured again for this application.

RECOMMEDATION:

Additional conditions are recommended in addition to those already set out in the main agenda:

5) The visibility splays indicated on the approved drawing at the junction of Stubbington Lane with Crofton Avenue shall be provided and the visibility splay envelopes cleared of any object over 0.6m high and dedicated for highway purposes; 6) Hours of work.

At the Invitation of the Chairman, Councillors Wood and Knight addressed the Committee on this item.

Upon being proposed and seconded the officer recommendation to complete the required s106 agreement as per the recommendation and then grant planning permission, subject to the conditions in the report and update report, was voted on and CARRIED.
(Voting: 9 in favour; 0 against)

RESOLVED that, subject to the prior completion of a s106 agreement and the conditions in the report and update report, PLANNING PERMISSION be granted.

(15) N/15/0001 - DAEDALUS WATERFRONT - LAND AT LEE ON THE SOLENT HANTS PO13 9YA

Upon being proposed and seconded, the officer recommendation for No Objection being raised, was voted on and CARRIED.
(Voting: 9 in favour; 0 against)

RESOLVED that Gosport Borough Council be advised that NO OBJECTION is raised to the spine road application subject to any relevant matters previously secured in the Section 106 agreement being secured for the current proposal.

(16) Planning Appeals

The Committee noted the information in the report.

(17) UPDATE REPORT

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

(The meeting started at 2.30 pm
and ended at 7.26 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Planning Committee

(to be confirmed at the next meeting)

Date: Wednesday, 25 March 2015

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor N J Walker (Chairman)

Councillor A Mandry (Vice-Chairman)

Councillors: B Bayford, T M Cartwright, MBE, K D Evans, M J Ford, JP,
R H Price, JP, D C S Swanbrow and P J Davies

**Also
Present:**



1. APOLOGIES FOR ABSENCE

There were no apologies of absence.

2. MINUTES OF PREVIOUS MEETING

RESOLVED that the minutes of the Planning Committee meeting held on 25 February 2015 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's announcements.

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
Councillors Cartwright, Bayford, Swanbrow and Price, JP	P/15/0108/RM – Barnes Lane, Sarisbury Green	7 (3)

5. DEPUTATIONS

The Committee received a deputation from the following in respect of the applications indicated and were thanked accordingly.

Name	Spokesperson representing the persons listed	Subject	Supporting or Opposing the Application	Minute No/ Application No/Page No
ZONE 1 - 2.30				
Mr M Dawson		101 Brook Lane, Warsash – Proposed ground and first floor extension to existing link between the original building and modern extension with a north facing dormer window to	Opposing	Item 7 (1) P/14/1019/FP Page 20

		accommodate new platform lift between floors		
ZONE 2 – 2.30				
Mr R Stubbs (Agent)		68 High Street, Fareham – Detached dwelling and double garage to rear of 68 High Street	Supporting	Item 7(5) P/15/0063/FP Page 39
Mrs B Clapperton	The Fareham Society	-ditto-	Opposing	Ditto-
Mr R Gamlen		70 Trinity Street, Fareham – Application seeking review of affordable housing obligation under S.106 BA of the Town and Country Planning Act in relation to planning application P/07/0848/FP	Supporting	Item 7(6) P/15/0238/OD Page 49
ZONE 3 – 2.30				
Mr A Piper		Land to Rear 26A Solent Road, Fareham – Group of Oak Protected by TPO 173: Tip Reduced Selected Over Extended Branches on West Side of Trees by 3 metres to natural target pruning points.	Opposing	Item 7 (8) P/15/0137/TO Page 64
Mr K Limburn		-ditto-	Supporting	-ditto-

6. PROTOCOL RELATING TO MEMBERS OF THE PLANNING COMMITTEE ASKING QUESTIONS OF DEPUTEES

The Committee considered a report by the Director of Planning and Development on a protocol relating to Members of the Planning Committee asking questions of deputies.

Councillor Price asked for clarification on when members would be able to put questions to deputies, whether it was restricted just to when the deputy is making their deputation or whether it was anytime during the discussion of the application.

The Head of Development Management addressed the Panel and explained that the protocol has been set to allow for questions to be asked to deputees during any part of the discussion of the application. He also stressed that the questions can only be asked through the Chairman and that they are merely for clarification purposes.

RESOLVED that the protocol attached as Annex A to the report be approved for use by the Planning Committee with immediate effect.

7. PLANNING APPLICATIONS AND MISCELLANEOUS MATTERS INCLUDING AN UPDATE ON PLANNING APPEALS

The Committee noted a report by the Director of Planning and Development on development control matter applications and miscellaneous matters, including information on Planning Appeals. An Update Report was tabled at the meeting.

(1) P/14/1019/FP - 101 BROOK LANE WARSASH SOUTHAMPTON SO31 9FE

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: 5 in favour; 4 against)

RESOLVED that, subject to the conditions in the report, Planning Permission be granted.

(2) P/14/1020/LB - 101 BROOK LANE WARSASH SOUTHAMPTON SO31 9FE

Upon being proposed and seconded the officer recommendation to grant listed building consent, 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, LISTED BUILDING CONSENT be granted.

(3) P/15/0108/RM - BARNES LANE SARISBURY GREEN FAREHAM SO31 7BJ

Councillor Cartwright declared a non-pecuniary interest in this item as he is the Chairman of the Members Working Group for this project.

Councillors Swanbrow, Bayford and Price, JP declared a non-pecuniary interest in this item as they are members of the Working Group for this project.

Upon being proposed and seconded the officer recommendation to approve the reserved matters, 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, the reserved matters be APPROVED.

(4) P/13/0996/MA/A - 45 LONGFIELD AVENUE FAREHAM HANTS PO14 1BX

Upon being proposed and seconded the officer recommendation to approve the minor amendment, was voted on and CARRIED.

(Voting: 9 in favour; 0 against)

RESOLVED that the minor amendment be APPROVED.

(5) P/15/0063/FP - 68 HIGH STREET FAREHAM HAMPSHIRE PO16 7BB

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

The Committee's attention was drawn to the Update Report which contained the following information:- *Members are advised that planning application P/15/0062/CU, which proposed the change of use of the frontage building, rear garden and a small section of the existing car park to the east from Use Class A3 (restaurant) to C3 (single dwelling house), has been permitted under Officer delegated powers.*

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

(Voting: 8 in favour; 0 against; 1 abstention)

RESOLVED that PLANNING PERMISSION be REFUSED.

Reasons for Refusal:

The proposed development is contrary to Policy DG4 of the Adopted Fareham Borough Local Plan Review, Policies CS5, CS6 and CS17 of the Adopted Fareham Borough Core Strategy and Policies DSP6 & DSP15 of the Emerging Fareham Borough Local Plan Part 2; Development Sites and Policies, in that:

i) the siting of the development within this historic burgage plot plus the size, scale and design of the proposed dwelling would harm the setting of the Grade II* Listed Building and would fail to preserve or enhance the character and appearance of the High Street Conservation Area;

ii) the proposal fails to identify an adequate number of off-street vehicle car parking spaces to be retained in order to cater for the established lawful restaurant use of No. 68 or to provide a legal mechanism to ensure that; before the development hereby proposed takes place, the use of No. 68 is changed so that the remaining parking space available is appropriate to that use;

iii) in the absence of a financial contribution or a legal agreement to secure such, the proposal would fail to provide satisfactory mitigation of the 'in combination' effects that the proposed net increase in residential units on the

site would cause through increased recreational disturbance on the Solent Coastal Protection Areas.

(6) P/15/0238/OD - 70 TRINITY STREET FAREHAM

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

A motion was proposed that the application be deferred. The motion was voted on and CARRIED.

(Voting: 9 in favour; 0 against).

RESOLVED that the application be deferred.

Reasons for the Decision: To allow sufficient time for members to review the figures included within the viability appraisal; in order to gain a better understanding of the financial viability of the proposal and how this meets or does not meet the relevant statutory test in relation to the modification and discharge of planning obligations under the Town & Country Planning Act 1990.

(7) P/15/0093/CU - 89 HILL HEAD ROAD FAREHAM HAMPSHIRE PO14 3JP

The Committee's attention was drawn to the Update Report which provided the following information:- *This item is withdrawn from the Agenda.*

(8) P/15/0137/TO - LAND TO THE REAR OF 26A SOLENT ROAD FAREHAM HAMPSHIRE PO14 3LD

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

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

(Voting: 7 in favour; 1 against and 1 abstention)

RESOLVED that, subject to the conditions in the report, CONSENT be approved.

(9) Planning Appeals

The Committee noted the information in the report.

(10) UPDATE REPORT

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

(The meeting started at 2.30 pm
and ended at 4.40 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Planning and Development Policy Development and Review Panel

(to be confirmed at the next meeting)

Date: Tuesday, 3 March 2015

Venue: Collingwood Room - Civic Offices, Fareham

PRESENT:

Councillor A Mandry (Chairman)

Councillor T J Howard (Vice-Chairman)

Councillors: P J Davies, Miss T G Harper, Mrs K K Trott and N J Walker

Also Present: Councillor T M Cartwright, MBE, Executive Member for Public Protection (minute 6); Councillor M J Ford, JP, Vice-Chairman, Leisure and Community Policy Development and Review Panel; Councillor T G Knight, Chairman, Audit and Governance Committee; Councillor R H Price, JP (minute 6); and Councillor D C S Swanbrow, Chairman, Scrutiny Board.



1. APOLOGY FOR ABSENCE

An apology for absence was received from Councillor J M Englefield.

2. MINUTES

It was AGREED that, subject to the correction of the spelling of 'Executive' in the list of those also present and the deletion of '.Which' in line 2 of paragraph 4 of minute 6, the minutes of the meeting of the Planning and Development Policy Development and Review Panel held on 6 January 2015 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

The Panel received a deputation from Dr C Lewis in respect of Agenda Item 6, River Hamble to Portchester Coastal Flood Risk & Management Strategy Proposed for Adoption.

It was AGREED that Dr Lewis be thanked for his deputation.

6. RIVER HAMBLE TO PORTCHESTER COASTAL FLOOD RISK & MANAGEMENT STRATEGY PROPOSED FOR ADOPTION

The Panel considered a report by the Director of Planning and Development on the River Hamble to Portchester Coastal Flood & Erosion Risk Management Strategy, which was proposed for adoption by the Executive following the public consultation undertaken in Autumn 2014.

Members' attention was drawn to the deputation referred to in minute 5 above.

At the invitation of the Chairman, Councillors R H Price and T M Cartwright addressed the Panel during the consideration of this item.

During its consideration of the matter, the Panel received a presentation from Mark Stratton, Coastal Project Engineer, Eastern Solent Coastal Partnership, on the proposed Strategy. The presentation included details of the Project Summary, Preferred Strategic Options, Resource & Funding, Additional Studies – Priority Sites, Recommendation and Next Steps.

It was AGREED that:-

- (a) the preferred Strategic Management Options for the River Hamble to Portchester Coastal Flood and Erosion Risk Management Strategy, as set out in Appendix A to the report, be commended to the Executive for approval;
- (b) the Executive be advised that the Panel additionally recommended that there is a need to clarify the position with regard to planned and responsive inspections and maintenance works in the interim period prior to the delivery of potential capital schemes outline in the proposed Strategy, to address the concerns expressed in the deputation and by several members during consideration of the item;
- (c) the Director of Planning and Development, in consultation with the Chairman, be requested to prepare a suitable recommendation for inclusion in the report to the Executive as referred to in (b) above;
- (d) when drafted, the proposed recommendation, referred to in (b) and (c) above, be circulated to Panel members before it was included in the report to the Executive; and
- (e) Mark Stratton be thanked for his presentation.

7. PRESENTATION - PORTCHESTER CASTLE TO PAULSGROVE FCERM SCHEME

The Panel received a presentation from Andy Pearce, Eastern Solent Coastal Partnership Project Manager, on the Portchester Castle to Paulsgrove FCERM (Flood and Coastal Erosion Risk Management) Scheme. The presentation included details of the Coastal Management Shared Service for Local Authorities, the Scheme Frontage, Flood Zone Maps, The Problem, Historic Flooding, Existing Defences, Environmental Considerations, the Strategic Context, the Preferred Strategic Option, the Trafalgar Wharf Development, Project Stages and a Summary.

It was AGREED that Andy Pearce be thanked for his presentation.

8. PERFORMANCE REVIEW: ENVIRONMENTAL SUSTAINABILITY STRATEGY AND ACTION PLAN

The Panel considered a report by the Director of Planning and Development on Performance Review: Environmental Sustainability Strategy and Action Plan.

It was AGREED that:-

- (a) the revised actions and targets in the Environmental Sustainability Action Plan as shown in Appendix A to the report be agreed;
- (b) the achievements and completed actions during the financial year 2013/14, as detailed in the report, be noted; and

- (c) with reference to paragraph 13 of the report, the officers be requested to look at progressing the provision of locker facilities in the basement particularly, as they would benefit cyclists considerably and the resource implications were considered to be much less significant than for the provision of shower facilities in the basement.

9. PUBLIC TRANSPORT REVIEW: CONCLUSIONS AND RECOMMENDATIONS

The Panel considered a report by the Director of Planning and Development on Public Transport Review: Conclusions and Recommendations (Final Report).

It was AGREED that:

- (a) the Final Report relating to the findings and conclusions from the Public Transport Review be noted;
- (b) the Executive be advised that the Panel recommended that the Council should enter into an agreement with First Bus setting out a Protocol for community involvement in the provision of local bus services;
- (c) the Executive be advised that the Panel recommended that Community Action Fareham be invited to submit an application for part-funding (together with an associated business case) to the Council for its proposed scheme to operate a Sunday bus service between Fareham Town Centre and the Highlands area, replacing a similar service recently withdrawn by Hampshire County Council and to be run as a trial over a three-month period;
- (d) the Executive be advised that the Panel recommended that the officers be asked to undertake a feasibility study for a possible ongoing programme of installation of new and/or relocated bus shelters and associated bus stop infrastructure, and for estimating the associated capital costs, as these measures would assist in influencing mode choice by enhancing the quality of the public transport offer; and
- (e) the Principal Transport Planner and the Head of Planning Strategy and Regeneration be thanked for all their work in connection with the review.

10. FINAL REVIEW OF WORK PROGRAMME 2014/15 AND DRAFT WORK PROGRAMME 2015/16

The Panel considered a report by the Director of Planning and Development on the final review of the Panel's work programme for 2014/15 and a draft work programme for 2015/16.

It was AGREED that:-

- (a) the review of the work programme for 2014/15, as shown in Appendices A and B to the report, be noted;

- (b) the proposed work programme for 2015/16, as shown in Appendix D to the report, be approved;
- (c) the proposed work programme for 2015/16, as shown in Appendix A to these minutes, be submitted to the Council for endorsement;
- (d) an informal Member Working Group be appointed to progress the preparation of the Fareham Borough Design Guide (excluding Welborne) Supplementary Planning Document;
- (e) Councillors Mrs K K Trott, N J Walker and the Chairman be appointed to the working group referred to in (d) above; and
- (f) the Chairman be requested to invite Councillor M J Ford to also be a member of the working group referred to in (d) and (e) above.

(The meeting started at 6.00 pm
and ended at 8.08 pm).

APPENDIX A

**PROPOSED PLANNING AND DEVELOPMENT POLICY DEVELOPMENT AND
REVIEW PANEL - WORK PROGRAMME 2015/16**

<u>MEETING DATES FOR 2015/16</u>	<u>ITEMS</u>
19 May 2015	Fareham Borough Non-Residential Parking Standards: Draft for Consultation Review of the Work Programme 2015/16
21 July 2015	Fareham Borough Design Guidance Supplementary Planning Document (excluding Welborne) - Draft for Consultation Review of the Work Programme 2015/16
8 September 2015	Performance Review: Parking Strategy Service & Strategy Action Plan Review of the Work Programme 2015/16
3 November 2015	Fareham Borough Design Guidance SPD (excluding Welborne) for Adoption Performance Review: Planning Strategy service including 2014/15 Local Plan Annual Monitoring Report Review of the Work Programme 2015/16
12 January 2016	Performance Review: Tree Service & Strategy Action Plan Preliminary Review of the Work Programme 2015/16 and Draft Work Programme 2016/17
1 March 2016	Performance Review: Environmental Sustainability Strategy & Action Plan

	Final Review of Work Programme 2015/16 and Draft Work Programme 2016/17
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Unallocated items:

Environmental Improvement Programme

Performance Reviews: Coastal Management service; Building Control service

FAREHAM

BOROUGH COUNCIL

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

Date: Wednesday, 4 March 2015

Venue: Collingwood Room - Civic Offices

PRESENT:

Miss S M Bell (Chairman)

M J Ford, JP (Vice-Chairman)

Councillors: Mrs P M Bryant, J M Englefield, T G Knight, Mrs S Pankhurst
and R H Price, JP

**Also
Present:**



1. APOLOGIES FOR ABSENCE

There were no apologies of absence.

2. MINUTES

Subject to the inclusion of a note in Item 5 of the minutes that Mrs Christina Inman made a deputation regarding play areas in the Boat estate, it was agreed that the minutes of the Leisure and Community Policy Development and Review Panel held on 14 January be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman referred to the tour of leisure facilities across the borough undertaken by the committee today. Thanks were given to officers, Mr Rawles on behalf of Fareham Football Club and Fareham Leisure Centre for providing an interesting day and the opportunity to see a variety of projects.

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 PERFORMANCE REVIEW

The Panel received a presentation from Ian Cook and Ryan Grant from SLM at Fareham Leisure Centre which works in conjunction with Fareham Borough Council, on a performance review of the Leisure Centre management contract.

The presentation provided information on the performance of Fareham Leisure Centre over the last year and looked forward at some of the up and coming events and initiatives including the management of the new Western Wards Leisure Centre.

It was AGREED that:-

(a) Ian Cook and Ryan Grant from SLM Ltd be thanked for their presentation; and

(b) the Panel noted the content of the report.

7. CAMS ALDERS RECREATION GROUND VISION

The Panel received a presentation by the Robin Thompson from RPT Consulting on the vision for Cams Alders Recreation Ground.

The presentation outlined the Council's vision and project outcomes, the facility needs, development options, the financial implications and the key recommendations and the next steps that need to be taken.

It was AGREED that:-

- (a) Robin Thompson be thanked for his presentation; and
- (b) the Panel note the content of the presentation.

8. PRESENTATION ON PROGRESS REGARDING HAMPSHIRE CULTURAL TRUST

The Panel received a presentation by Janet Owens, Chief Executive of the Hampshire Solent Cultural Trust on the progress of newly formed Cultural Trust that has been taken on the management of the arts and museum service in Hampshire.

The presentation provided information on the Trust since it began on 1 November 2014. It provided key facts and figures, details of the founding agreement, provided information on the first 3 months of operation, looked at the Trusts' strategic ambitions and future development opportunities.

It was AGREED that:-

- (a) Janet Owen be thanked for her presentation; and
- (b) the Panel note the content of the report.

9. FINAL REVIEW OF WORK PROGRAMME 2014/15 AND DRAFT WORK PROGRAMME 2015/16

The Panel considered a report by the Director of Community which gave a final review of the Panels' work programme for 2014/15 and the draft work programme for 2015/16.

It was AGREED that the Panel:-

- (a) reviewed the outcomes of the Panel's work programme for 2014/15;
- (b) agreed a proposed work programme for 2015/16; and
- (c) submits the proposed work programme for 2015/16 to the Council for endorsement.

(The meeting started at 6.00 pm
and ended at 8.18 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Streetscene Policy Development and Review Panel

(to be confirmed at the next meeting)

Date: Thursday, 5 March 2015

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor Mrs S M Bayford (Chairman)

Councillor Miss T G Harper (Vice-Chairman)

Councillors: J M Englefield, J V Bryant, D M Whittingham, D J Norris and
D C S Swanbrow

Also Present: Councillor L Keeble, Executive Member for Streetscene (items 8
& 10)



1. APOLOGIES FOR ABSENCE

There were no apologies of absence.

2. MINUTES

It was AGREED that the minutes of the Streetscene Policy Development and Review Panel held on 8 January 2015 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced that Fareham Borough Council is participating in an initiative as part of a National Government's first ever Community Clear Up Day. This is a 'National Spring Clean' to be held on Saturday 21 March 2015, with a view to sprucing up some of Fareham's public spaces.

The key objectives for this 'Clear Up Day' are:

- Encourage and hopefully boost other local initiatives
- To facilitate an event at Wicor Rec, Portchester and in the Town Centre
- Take part in the Governments first ever Community Clear up Day
- Raise the profile of litter picking in Fareham using media coverage

All Councillors will be notified of the events taking place and will be most welcome to attend both events.

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. FINAL REVIEW OF WORK PROGRAMME FOR 2014/15 AND DRAFT WORK PROGRAMME 2015/16

The Panel considered a report by the Director of Environmental Services on a final review of the work programme for 2014/15 and the draft work programme for 2015/16.

It was AGREED that the Panel:-

- (a) reviewed the outcomes of the Panel's work programme for 2014/15;
- (b) agreed a proposed work programme for 2015/16; and

- (c) submits the proposed work programme for 2015/16 to the Council for endorsement.

7. PLAY AREA SAFETY SURFACE REPLACEMENT PROGRAMME

The Panel considered a report by the Director of Environmental Services on the play area safety surface replacement programme.

It was explained to the Panel that the current rubber crumb surface was expensive to maintain as it needed high maintenance and it could be easily damaged.

Councillor Swanbrow enquired as to how easy the new sand filler artificial turf surface would be to repair or replace. The Operations Manager explained that any repairs would need to be completed by a specialist contractor, however it would be a simple process for them.

Councillor Harper referred to the sites that have already had the new safety surface laid and asked what feedback they had received regarding it. The Operations Manager informed the Panel that the feedback received had been positive, especially for the sites where the surface had become slippery and dangerous.

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

8. BUS SHELTER MAINTENANCE CONTRACT RENEWAL

The Panel considered a report by the Director of Environmental Services on the bus shelter maintenance contract renewal.

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

The Public and Open Spaces Manager commented on the recent report that went to the Planning and Development Policy Development and Review Panel which recommended to the Executive that Officers be asked to undertake a feasibility study for a possible on-going programme of installation of new and/or re-located bus shelters and associated bus stop infrastructure, and for estimating the associated capital costs; these measures would assist in influencing mode choice by enhancing the quality of the public transport offer.

Councillor Bryant enquired about the having real time information on Bus Shelters. The Director of Environmental Services explained to members that this is something that would have to be discussed with the bus companies as Fareham Borough Council does not have the budget to be able to fund this.

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

9. EXCLUSION OF THE PUBLIC AND PRESS

It was AGREED that in accordance with Section 100A(4) of the Local Government Act 1972, the public and representatives of the Press be excluded from the remainder of the meeting as the Panel considered it was not in the public interest to consider the matter in public on the grounds that it involved the disclosure of exempt information as defined in paragraph 3 of Part 1 of schedule 12A of the Act.

10. ANNUAL REVIEW OF CLOTHING AND TEXTILE RECYCLING

The Panel considered a report by the Director of Environmental Service on an annual review of clothing and textile recycling.

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.

MARKET QUAY ROUNDABOUT - UPDATE

The Director of Environmental addressed the Panel to provide an update on the Market Quay Roundabout. He informed members that work has begun on a landscaping scheme now that it has been made available to the Council. He informed the Panel that over the next few weeks there will be significant changes to the roundabout and that in due course it will be something the Council can be proud of.

(The meeting started at 6.00 pm
and ended at 6.55 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Public Protection Policy Development and Review Panel

(to be confirmed at the next meeting)

Date: Tuesday, 10 March 2015

Venue: Collingwood Room - Civic Offices, Fareham

PRESENT:

Councillor Mrs K Mandry (Chairman)

Councillor J V Bryant (Vice-Chairman)

Councillors: Mrs S M Bayford, Mrs M E Ellerton, G Fazackarley and
D L Steadman

Also Present: Councillor T M Cartwright, MBE – Executive Member for Public
Protection (minutes 6, 7, 8 & 9)



1. APOLOGY FOR ABSENCE

An apology for absence was received from Councillor R H Price, JP.

2. MINUTES

It was AGREED that the minutes of the meeting of the Public Protection Policy Development and Review Panel held on 11 November 2014 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. UPDATE ON POLICE REORGANISATION

The Panel received a verbal report from Inspector Kevin Cuffe of Hampshire Constabulary on the continuing reorganisation of the Police, with particular reference to the Fareham area. Inspector Cuffe indicated that Chief Inspector James Pegler, who had been invited to attend the meeting, was unable to be present as he was away on a course.

Inspector Cuffe reported that, since his last report to the Panel on 3 June 2014, the investigation hub, based in Portsmouth, was up and running. Detectives and uniformed investigation officers located there covered the Portsmouth, Fareham, Gosport and Havant and Waterlooville areas.

Response and patrol teams providing round the clock cover for Fareham, Gosport and Park Gate were temporarily operating from Fareham police station. This arrangement was under continual evaluation and a site had been identified for the teams to move into later in the year; the aspiration was for the site to be operational in July 2015. Currently the teams were reporting to Fareham Police station and then deploying to areas where it was anticipated they would be needed. There was a County-wide arrangement in place, whereby response and patrol teams from across the region were deployed where they were needed.

The principal custody provision for the Fareham and Gosport areas was at Waterlooville, with Portsmouth Central as the back-up. There was currently still custody provision at Fareham Police station at weekends, but it was uncertain

how long this would remain. It was anticipated that there would be a new facility built for long-term custody provision for the east Hampshire area.

Neighbourhood officers were due to reach their new (reduced) level of staffing with effect from 1 April 2015. The Fareham neighbourhood officers would continue to operate from Fareham and the constabulary's estates team was negotiating with Fareham Borough Council about their possible location at the Civic Offices, with the aspiration being from July 2015. A meeting between the parties concerned was due to take place during the week beginning 16 March 2015.

The force's control room was still in existence and operators now had the option of diverting calls to a resolution centre, where matters could be dealt with by telephone where appropriate or, if not, they could be referred to the investigation team based at Portsmouth. This system seemed to be working well and the force was investing in more officers to deal with the post call receipt demand.

Inspector Cuffe then answered members' questions concerning his report. It was further noted that: where possible, initial enquiries could be carried out by telephone, thereby avoiding the need for an officer visit and that the resolution unit was primarily concerned with crime; at that moment in time, there was one police constable and one police community support officer on duty at Fareham police station but that, generally, there were 65 response control officers (5 teams of 13 officers) based at Fareham police station and responsible for covering the wider area, of which 20-30% were on duty at any one time; after providing an initial response, these officers would pass cases to the investigations hub for follow-up and would not actually have caseloads of their own; in addition, where these teams used to have one common start time, they now had staggered start times; taking all suspects arrested to Waterlooville or Portsmouth was a drain on officer time, but that it was a situation caused by the significant reorganisations – in the last five years, over 600 posts had been lost and that, by 2017, there would be 1000 less officers in Hampshire; Park Gate police station was currently a base for a neighbourhood policing team, with the rest of the station being used by a different department; with effect from April 2015, there would be a designated PC and PCSO as the points of contact for each ward and they would be supplying their contact details to the respective ward councillors, together with head teachers of any schools in the ward; the Parkway site was currently being used by a specialist central referral unit for the whole area which had formerly been based at Netley; the initial points of contact for a member of the public wishing to speak to the police were the 101 telephone number, the Hampshire Constabulary website and an intercom facility at all police stations, even if they were closed; there were concerns at the lack of communication from the police, including the estates team, about changes and reorganisation; the new Chief Inspector for Fareham was due to take up her post in May 2015; the role of neighbourhood policing teams would be to look at ways of reducing and preventing crime but not to investigate it; and that police officers, in addition to their normal duties, worked a pattern of being on call for 24 hours a day on a one week on, two weeks off basis.

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

It was AGREED that Inspector Cuffe be thanked for his report.

7. PUBLIC PROTECTION POLICY DEVELOPMENT AND REVIEW PANEL WORK PROGRAMME - REVIEW OF 2014/15 AND DRAFT FOR 2015/16

The Panel considered a report by the Director of Community which reviewed the Panel's work programme for 2014/15 and suggested a draft work programme for 2015/16.

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

It was AGREED that:-

- (a) the outcome of the work programme for 2014/15, as shown in Appendix A to the report, be noted;
- (b) for 2015/16, consideration be given to having shorter written reports at meetings, with the emphasis being placed more on presentations from officers giving details of specific aspects of work carried out in relation to the services in the public protection portfolio, to stimulate discussion amongst members and to assist with policy review;
- (c) the incoming Chief Inspector for the Fareham area be invited to attend a future meeting of the Panel (in person) to further report on the reorganisation of the police;
- (d) it be noted that, whilst external agencies could not be compelled to provide written reports, background information on policing would usually be available in any future report from the Community Safety Partnership;
- (e) consideration be given to having a presentation on local drug enforcement, possibly in connection with the work of the Community Safety Partnership;
- (f) the biennial review of the Parking Enforcement Policy be added to the work programme for 28 July 2015;
- (g) any further suggestions for areas of work to be considered at future meetings be made to the Director of Community;
- (h) subject to (b) to (g) above, the proposed work programme for 2015/16, as shown in Appendix B to the report, be approved; and
- (i) the draft work programme for 2015/16, as shown in Appendix A to these minutes, be submitted to the Council for endorsement.

8. FAREHAM AND GOSPORT ENVIRONMENTAL HEALTH PARTNERSHIP

With reference to the review of the Panel's work in 2014/15 (minute 7 above refers), the Head of Environmental Health reported that the Fareham and Gosport Environmental Health Partnership had been honoured at the Improvement and Efficiency (IESE) Awards. The Partnership won the Silver Award in the 'Delivering Through Efficiency' category, in recognition of its outstanding work in reducing costs whilst at the same time improving service quality. Fareham's Executive Member for Public Protection and Gosport's Deputy Leader attended the awards ceremony with the Head of Environmental Health.

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

It was noted that Fareham and Gosport had come second out of 200 local authorities in this particular category and that there had been a reference made to it in the local press.

It was AGREED that everyone involved be congratulated on the award.

9. AIR QUALITY IN THE BOROUGH AND UPDATE ON RESPONSE TO ANNUAL REPORT SUBMITTED TO THE DEPARTMENT FOR ENVIRONMENT, FOOD AND RURAL AFFAIRS (DEFRA)

The Panel considered a report by the Director of Community on Air Quality in the Borough and which gave an update on the response to the annual report submitted to the Department for Environment, Food and Rural Affairs (Defra). The Principal Environmental Health Officer, Pollution North, presented the report and, in addition, showed some slides indicating the location of diffusion tubes in the Borough and summaries of readings from them.

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

It was AGREED that the content of the report and the progress that has been made to date in respect of Local Air Quality Management be noted.

10. FOOD STANDARDS AGENCY FOOD SAFETY SERVICE PLAN

The Panel considered a report by the Director of Community on the Food Standards Agency Food Safety Service Plan.

(Councillor Mrs Trott left the meeting at 7.19pm).

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

(The meeting started at 6.00 pm
and ended at 7.30 pm).

APPENDIX A

**PUBLIC PROTECTION POLICY DEVELOPMENT AND REVIEW PANEL –
DRAFT WORK PROGRAMME 2015/16**

Date	Subject	Type of Item	Training Session/Workshop
26 May 2015	Work Programme 2015/16	Information/Consultation	
	Services Falling Within the Public Protection Remit	Presentation	
28 July 2015	Work Programme 2015/16	Information/Consultation	
	Annual Report on Fareham Parking Enforcement Service	Monitoring	
	Biennial Review of Parking Enforcement Policy	Policy Review	
15 September 2015	Work Programme 2015/16	Information/Consultation	
	Annual Health and Safety Performance 2014/15	Monitoring	
	Air Quality Action Plan Update	Monitoring	
10 November 2015	Work Programme 2015/16	Information/Consultation	
	Traffic Management Programme	Programming	
19 January 2016	Preliminary review of work programme for 2015/16 and preliminary	Monitoring/Programming	

Date	Subject	Type of Item	Training Session/Workshop
	draft work programme for 2016/17		
8 March 2016	Review of annual work programme for 2015/16 and final consideration of draft work programme for 2016/17	Monitoring/Programming	
	Food Standards Agency Food Safety Service Plan	Consultation	

To be assigned/possible items for 2016/17:

Further Update on Police Reorganisation

Local Drug Enforcement/Community Safety Partnership

FAREHAM

BOROUGH COUNCIL

Minutes of the Health and Housing Policy Development and Review Panel

(to be confirmed at the next meeting)

Date: Thursday, 12 March 2015

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor Mrs M E Ellerton (Chairman)

Councillor D L Steadman (Vice-Chairman)

Councillors: T G Knight, N R Gregory, Mrs K K Trott and Miss S M Bell

Also

Present: Councillor B Bayford, Executive Member for Health and Housing (item 6)



1. APOLOGIES FOR ABSENCE

An apology of absence was received from Councillor D M Whittingham.

2. MINUTES

It was AGREED that, subject to the spelling correction of 'care' in paragraph 3 of item 6, and the spelling correction of 'Panels' in paragraph 2 of item 9, of the minutes of the Health and Housing Policy Development and Review Panel held on 15 January 2015 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 made at this meeting.

5. DEPUTATIONS

There were no deputations made at this meeting.

6. HEALTH UPDATE

The Panel received a verbal update by the Executive Member for Health and Housing on local strategic issues.

He informed the Panel that he did not have any positive information to report. He stated that there are lots of issues surrounding mental health and dentistry.

He informed the Panel that two integrated care teams have now been set up in Fareham, but he has had no contact with them and does not know where they are based.

He will be attending a meeting with the Head of Commissioning and the Head of Planning for the Fareham and Gosport Clinical Commissioning Group where he will be raising concerns over the lack of support for people who are discharged from hospital but still require care.

He informed the Panel that the A&E department has been well managed over the winter period with the provision of extra beds and the re-scheduling of some elective surgeries. Councillor Gregory enquired as to whether provisions had been put in place for the possibility of a hot summer as this can also cause severe health issues. The Executive Member for Health and Housing stated that there should be Care in the Community in place in order to minimise the amount of people having to be admitted to hospital or to provide assistance to those who are discharged.

He concluded his verbal update by informing the Panel that he is currently putting together a presentation for the Panel on the use of and problems with the Fareham Community Hospital.

It was AGREED that the Executive Member for Health and Housing be thanked for his verbal update.

7. FINAL REVIEW OF THE WORK PROGRAMME 2014/15 AND DRAFT WORK PROGRAMME 2015/16

The Panel considered a report by the Director of Community on the final review of the work programme 2014/15 and the draft work programme for 2015/16.

The Director of Community explained to members that this was the last opportunity for members to put forward suggestions for the 2015/16 work programme. He also informed members that the suggestions put forward by Councillor Knight as listed in item 9 of the previous minutes will be incorporated into the 2015/16 work programme.

Councillor Mrs Trott put forward a suggestion that an item be added onto the agenda to look at sanctions that are applied to people claiming job seekers allowance and how this could impact upon their housing situation. The Director of Community informed the Panel that the Council are not responsible for issuing the sanctions and cannot have a say in how they are issued or dealt with, but members may wish to invite the DWP to attend a meeting to discuss these as, the sanctions do impact on Fareham residents. The Director of Community explained that he had recently met with officers to explore and set up a system to monitor the impact of welfare reforms on our customers and the Council's services.

It was AGREED that the Panel:-

- (a) reviewed the outcomes of the Panel's work programme for 2014/15;
- (b) agreed the proposed work programme for 2015/16; and
- (c) submit the propose work programme for 2015/16 to the Council for endorsement.

8. ANNUAL REVIEW OF HOMELESSNESS ACTION PLAN

The Panel considered a report by the Director of Community on the annual review of the Homelessness Action Plan.

Members enquired as to the impact that Universal Credit will have on tenants as some will be responsible for paying their own rent for the first time, and may not be used to having to budget for a month.

Councillor Gregory suggested that the Council work in partnership with other organisations, such as local Children's Centre where they are running training courses for people advising them of how to budget, and how to look after

themselves and their families. Councillor Gregory suggested passing information on to these organisations so that they can incorporate it into their training sessions. The Director of Community agreed that this was a good idea and is something that Officers will be considering when discussing the Partnering Agreement with DWP.

Councillor Knight addressed the Panel and requested that an up-to-date report on the position of Farelets be brought to the Panel, as the current report is now out of date in parts. The Director of Community confirmed that this would be reported to a future meeting of the Panel.

It was AGREED that the Panel note the progress made so far in meeting the 19 actions included in the Homelessness and Housing Options Strategy 2014 - 2017

9. CHANGES TO THE SHELTERED HOUSING SERVICE

The Panel considered a report by the Director of Community on the planned changes to the sheltered housing service that sheltered tenants receive from the Council.

The Tenancy Services Manager presented the report to the Panel and explained that the proposed staffing structure, as set out in Appendix B to the report, has been agreed today by the affected Members of staff and the Unions. It has resulted in one member of staff taking redundancy and two other members of staff being redeployed within the Council.

The Panel noted that the biggest change is at Downing Court, which provided two Home Support Officers who would help a number of tenants with cleaning, laundry and provide a mid-day meal. The Tenancy Services Manager explained that these posts are to be deleted and that the tenants of Downing Court will receive a reduced level of support from the Sheltered Housing Team in the future. He informed the Panel that staff have been working closely with the tenants and their families to ensure that they have alternative arrangements in place for their continued care and support.

The Tenancy Services Manager also informed the Panel that since the report had been written consultation with tenants on the proposed changes to the Sheltered Housing Service at Melvin Jones House has taken place with a positive response from many of the tenants there, stating that they were happy with the new arrangements, although a couple of tenants have indicated that they wish to continue receiving a similar level of support as they currently do and therefore are looking to move to another sheltered scheme.

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

10. PRESENTATION - AFFORDABLE HOUSING ENABLING PROGRAMME - ANNUAL UPDATE

The Panel received a presentation by the Senior Housing Officer (Enabling) on the affordable housing enabling programme.

The presentation outlined the reasons why there is a need for an enabling and development programme, how this can be achieved, how the service is performing to date and the challenges for the future.

It was AGREED that the Senior Housing Officer (Enabling) be thanked for his presentation.

(The meeting started at 6.00 pm
and ended at 7.37 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Audit and Governance Committee (to be confirmed at the next meeting)

Date: Monday, 16 March 2015

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor T G Knight (Chairman)

Councillor G Fazackarley (Vice-Chairman)

Councillors: P J Davies, Miss T G Harper, D L Steadman, N R Gregory and D J Norris (deputising for P W Whittle, JP)

**Also
Present:**



1. APOLOGIES

An apology of absence was received from Councillor P W Whittle, JP.

2. MINUTES

RESOLVED that the minutes of the Audit and Governance Committee held on 9 February 2015 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed to the meeting, Martin Young from Ernst & Young (External Auditors) and Pat Stothard and Suzanne Smith from Mazars (Internal Auditors).

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.

MATTERS SUBMITTED FOR CONFIRMATION

6. TREASURY MANAGEMENT STRATEGY AND PRUDENTIAL INDICATORS 2015/16

The Committee considered a report by the Director of Finance and Resources on the Treasury Management Strategy and Prudential Indicators 2015/16.

Members asked questions regarding the Housing Revenue Account (HRA) and whether this debt could be affected in the future by changes in capital expenditure. The Finance Strategy and Development Manager explained that the HRA account is building up reserves and it is these reserves that will be used to help fund future housing development projects.

Members also enquired as to whether there is a contingency plan in place should a new Government be elected in May and they withdraw the HRA self-financing debt buy out scheme. The Director of Finance and Resources explained that this is unlikely to happen as the debt buy out scheme was established in legislation, and cannot easily be withdrawn.

RESOLVED that the Committee recommends to Council the draft Treasury Management Strategy and Prudential Indicators for 2015/16, attached as Appendix A to the report, be approved.

7. ANNUAL AUDIT AND GOVERNANCE COMMITTEE REPORT AND WORK PROGRAMME

The Committee considered a report by the Director of Finance and Resources on the annual Audit and Governance Committee report and work programme.

RESOLVED that the Committee:-

- (a) requests that the Council note the content of the report; and
- (b) approve the work programme for 2015/16, as set out in Appendix A to the report.

DECISIONS MADE UNDER DELEGATED POWERS

8. VARIATION TO THE EXTERNAL AUDIT FINAL FEE 2013/14

The Committee considered a report by the Director of Finance and Resources on a variation to the External Audit Final Fee 2013/14.

The report was presented by Martin Young from Ernst & Young, External Auditors, and took questions from members.

RESOLVED that the Committee note the content of Appendix A to the report.

9. EXTERNAL AUDIT CERTIFICATION REPORT

The Committee considered a report by the Director of Finance and Resources on the external audit certification report.

The report was presented by Martin Young, from Ernst & Young External Auditors, who took questions from members.

Councillor Gregory enquired as to whether the introduction of Universal Credit will affect the audit process. The Director of Finance and Resources explained to the Committee that if the Department of Work and Pensions (DWP) are to administer Universal Credit then the audit process will fall under their responsibility. He also explained that it is unknown at present which benefits will be retained by the Council, as not all benefits will fall under Universal Credit.

Councillor Davies addressed the Committee and expressed his appreciation for the hard work undertaken by the Benefits team.

RESOLVED that the Committee note the information contained in the Annual Certification Report 2013-14 submitted by the Council's external auditors.

10. BUSINESS CONTINUITY

The Committee considered a report by the Director of Environmental Services on the Council's business continuity plan.

The Head of Parking and Enforcement addressed the Committee and informed them that business continuity is taken very seriously, and reviews of all business continuity plans for all services will be conducted over the next year.

Councillor Gregory enquired as to whether there is flexibility within the plan as it could be that when an incident occurs more than one service could be affected. The Head of Parking and Enforcement confirmed that these things are taken into account when putting together a plan.

RESOLVED that the Committee notes the progress to date and the on-going work that is being undertaken in the development and implementation of the Council's business continuity arrangements.

11. INTERNAL AUDIT STRATEGY AND ANNUAL PLAN

The Committee considered a report by the Director of Finance and Resources on the Internal Audit Strategy and Annual Plan.

The Head of Audit and Assurance presented the report to the Panel and outlined the proposed changes to the Internal Audit Strategy and Annual Plan which will allow more wider audit work to be undertaken by the in house team whilst still using bought in resources to deliver the individual opinion work in order to maintain independence.

RESOLVED that the Internal Audit Strategy and draft plan for 2015/16, as attached as Appendix A and Appendix B to the report, be approved.

12. QUARTERLY INTERNAL AUDIT REPORT

The Committee considered a report by the Director of Finance and Resources on the quarterly internal audit report.

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

13. CORPORATE RISK REGISTER UPDATE

The Committee considered a report by the Director of Finance and Resources on an update of the Corporate Risk Register.

The Head of Audit and Assurance drew members' attention to the 5 changes to the risk assessments as highlighted in paragraph 7 of the report.

RESOLVED that the Committee note the content of version 5 of the Corporate Risk Register attached as Appendix A to the report.

14. OFFICE OF SURVEILLANCE COMMISSIONERS INSPECTION REPORT 2014

The Committee considered a report by the Director of Finance and Resources on the outcomes of a recent inspection by the Office of Surveillance Commissioners.

The Committee noted the extremely complimentary report received from the inspector, and noted that this was the third complementary report received in 3 consecutive inspections. Councillor Knight passed on his praise to the Head of Audit and Assurance for all of the hard work and co-operation that was provided to the inspector.

Members also discussed the option for additional training on RIPA (Regulatory of Investigatory Powers Act 2000), but many felt that it would be better to postpone the training until a further report on RIPA is brought to the Committee as it would be easier for members to put this into context.

RESOLVED that the Committee:-

- (a) note the content of the report; and
- (b) agreed to defer training on RIPA until another report on it is brought to the Committee.

(The meeting started at 6.00 pm
and ended at 6.57 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Audit and Governance Standards Sub- Committee

(to be confirmed at the next meeting)

Date: Thursday, 26 March 2015

Venue: Collingwood Room - Civic Offices

PRESENT:

M J Ford, JP (Chairman)

(Vice-Chairman)

Councillors: L Keeble and D J Norris

**Also
Present:**



1. CODE OF CONDUCT

The Chairman announced that unfortunately, the Designated Independent Person, Mr David Basson, was stuck in severe traffic and that with the local motorway closed, was not able to attend the meeting. He confirmed that Mr Basson would be available via telephone for consultation. Councillor C J Wood confirmed that he was happy with this arrangement and that the meeting should continue.

It was proposed by the Chairman that the public and representatives of the Press be excluded from 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.

Having been duly seconded, it was RESOLVED that in accordance with the Local Government Act 1972 the Public and Press be excluded from the meeting, as the Sub Committee considers that it is not in the public interest to consider the matters in public on the grounds that they will involve the disclosure of exempt information, as defined in Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972.

Private Session

The Chairman confirmed that this Standards Sub Committee had been convened to consider an allegation of a breach of the Members' Code of Conduct against Councillor Christopher Wood at a meeting of the Planning Committee held on Wednesday 25th February 2015.

The Chairman explained how the meeting would proceed, that it would be held in private session and that all information should be treated as confidential unless the Standards Sub Committee later resolves to remove the exemptions from publication.

At this point, the Chairman invited the Solicitor to the Council to address the Standards Sub Committee to clarify some legal points.

The Chairman invited the Monitoring Officer to present his report. The Monitoring Officer then answered clarification questions put to him about the allegation and the subsequent investigation by members of the Standards Sub Committee. Councillor C J Wood did not have any questions at this stage.

At the invitation of the Chairman, Councillor T M Cartwright was called upon to outline the complaint he had raised about Councillor Wood's alleged conduct at the Planning Committee meeting. Councillor Cartwright then answered clarification questions put to him about the complaint by members of the Standards Sub Committee. Councillor C J Wood and the Monitoring Officer did not have any questions at this stage.

At the invitation of the Chairman, Councillor C J Wood was called upon to respond to the complaint about his alleged conduct at the Planning Committee meeting. Councillor C J Wood then answered clarification questions put to him

about the alleged conduct by members of the Standards Sub Committee. The Monitoring Officer did not have any questions at this stage.

Councillor T M Cartwright was thanked for his attendance and in accordance with the Localism Act Section 38, left the room and took no further part in the discussion.

The Chairman distributed copies of a written statement provided by the Designated Independent Person, Mr David Basson, which gave his preliminary views on the on the allegation. There were no clarification questions about the allegation by members of the Standards Sub Committee or by Councillor C J Wood.

The Monitoring Officer was invited to give his final summary of the investigation into the alleged misconduct.

At the invitation of the Chairman, Councillor C J Wood gave his final summary.

At this point, the Chairman adjourned the meeting to enable the Members of the Standards Sub Committee to deliberate and reach a conclusion. Councillor C J Wood, Mr D Basson and the Monitoring Officer left the room and took no part in the deliberation.

The Chairman confirmed that having considered all the reasons given for the call-in, the Standards Sub Committee now had to consider the recommendations as set out in the report, that being:

- (a) to determine whether or not a breach of the Members' Code of Conduct has taken place; and
- (b) that subject to the decision at recommendation (a), determines what action(s) should be taken, in accordance with Standards Arrangements, as approved by Council on 21 June 2012.

Following the deliberation of the Standards Sub Committee, a motion was proposed and seconded to resolve that a breach of the code had taken place; that the appropriate actions would be to censure Councillor C J Wood and to instruct the Monitoring Officer to arrange training for Councillor C J Wood, with a focus on the expected behaviour by a member at public meetings. These actions are in accordance with paragraphs 8.1.2 and 8.1.6 of Appendix A to the report.

Upon being put to the vote, the motion was declared CARRIED

The Chairman proposed that the report, including the minute of the decision be no longer treated as exempt information and be open for public inspection. Having been duly seconded, the motion was declared CARRIED.

RESOLVED that:

- (a) a breach of the Members' Code of Conduct had taken place;

- (b) Councillor C J Wood would receive a letter of censure and that the Monitoring Officer be instructed to arrange training for Councillor C J Wood, with a focus on the expected behaviour by a member at public meetings; and
- (c) that the report, including the minute of the decision be no longer treated as exempt information and be open for public inspection.

(The meeting started at 6.00 pm
and ended at 6.52 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Licensing and Regulatory Affairs Committee

(to be confirmed at the next meeting)

Date: Tuesday, 17 March 2015

Venue: Collingwood Room - Civic Offices, Fareham

PRESENT:

Councillor Mrs P M Bryant (Chairman)

Councillor T M Cartwright, MBE (Vice-Chairman)

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



1. APOLOGY FOR ABSENCE

An apology for absence was received from Councillor Mrs S Pankhurst.

2. MINUTES

It was AGREED that the minutes of the meeting of the Committee held on 20 January 2015 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman made announcements concerning:

The Fareham and Gosport Environmental Health Partnership, which had won a silver award, coming second out of 200 local authorities in the 'Delivering Through Efficiency' category. The Executive Member for Public Protection, the Deputy Leader of Gosport Borough Council and the Head of Environmental Health had attended the awards ceremony in London.

RESOLVED that the Head of Environmental Health and all the officers concerned be congratulated on their achievement.

At the conclusion of the meeting, as it was the last meeting of the 2014/15 municipal year, the Chairman thanked members and officers for their contributions to the work of the Committee during the year, including those who had been involved with hearings of the Licensing Panel.

4. DECLARATIONS OF INTEREST

There were no declarations of interest made at this meeting.

5. DEPUTATIONS

There were no deputations made at this meeting.

DECISIONS UNDER DELEGATED POWERS

6. REVIEW OF IMPLEMENTATION OF INDIVIDUAL ELECTORAL REGISTRATION (IER)

The Committee considered a report by the Director of Finance and Resources reviewing the progress made since the introduction of Individual Electoral Registration (IER) on 10 June 2014.

The Democratic Services Manager presented the report and showed members examples of some of the forms, envelopes and leaflets connected with the process.

RESOLVED that:-

- (a) the progress made to date in relation to the transition to IER be noted;
- and

- (b) the Democratic Services Manager be congratulated, thanked and requested to pass on the Committee's congratulations and thanks to the officers concerned for all the work they had done and were continuing to do in connection with IER.

7. ENVIRONMENTAL HEALTH PARTNERSHIP UPDATE

The Committee considered a report by the Director of Community on the progress of the Fareham and Gosport Environmental Health Partnership, in particular following the TUPE (Transfer of Undertakings Protection of Employment Regulations) transfer of employees to Fareham in April 2014 and the subsequent introduction of a single staffing structure.

RESOLVED that:-

- (a) the progress of the Fareham and Gosport Environmental Health Partnership be noted; and
- (b) the Head of Environmental Health and the Partnership officers be thanked for all their efforts.

8. LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK PROGRAMME - REVIEW OF 2014/15 AND DRAFT FOR 2015/16

The Committee considered a report by the Director of Community reviewing its work programme for 2014/15 and on a proposed work programme for 2015/16.

RESOLVED that:-

- (a) the progress report on the Committee's work programme for 2014/15, as shown in Appendix A to the report, be noted;
- (b) the 'Annual Taxi Vehicle Renewals' item be removed from the draft 2015/16 work programme for 7 July 2015 and, instead, the information concerned be incorporated in the 'Annual Monitoring Report on Applications Received' item on 2 June 2015;
- (c) members be invited to notify the Chairman or the Director of Community of any possible additional items to the 2015/16 work programme;
- (d) it be noted that the officers had been requested to arrange a members' training session in the autumn, possibly on the same day as a scheduled meeting of the Committee;
- (e) an item updating the Committee on the progress of the Fareham and Gosport Environmental Health Partnership, with particular reference to those areas of work that were the Committee's responsibility, be added to the work programme for 22 March 2016; and
- (f) subject to (b) to (e) above, the draft work programme for 2015/16, as shown in Appendix B to the report, be approved.

(The meeting started at 6.00pm
and ended at 6.30pm).