

FAREHAM

BOROUGH COUNCIL

Minutes of the Planning and Development Policy Development and Review Panel

(to be confirmed at the next meeting)

Date: Tuesday, 6 January 2015

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor A Mandry (Chairman)

Councillor T J Howard (Vice-Chairman)

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

Also

Present: Councillor Evans, ^{1*} Executive Member for Planning and Development.

¹ *Amendment has been made and was approved at the 3 March 2015 Panel meeting



1. APOLOGIES FOR ABSENCE

There were no apologies of absence.

2. MINUTES

The Chairman referred members to page 3 of the previous minutes concerning minute item 6 Public Transport Review which stated that a message would be sent to all Councillors asking them to put forward suggestions for areas in the Borough that are in need of a bus service. He informed the Panel that this has not yet happened but stated that the email would be sent out the following day.

Councillor Davies addressed the Panel to inform members' that all members are welcome to attend meetings of the Fareham and Gosport Passenger Transport Forum organised by Hampshire County Council (HCC), and he will ensure that he circulates details of the next meeting to all members.

Lastly the Chairman referred the Panel to minute item 7 Presentation: Inland Flooding – Roles and Responsibilities and Current Projects. He informed members' that information relating to flooding and emergency contacts would be circulated to all members via the members newsletter and that Kevin Wright is the focal point for all flood enquiries within the Borough.

It was AGREED that the minutes of the meeting of the Planning and Development Policy Development and Review Panel meeting held on 4 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 made at this meeting.

5. DEPUTATIONS

There were no deputations made at this meeting.

6. TREE STRATEGY ACTION PLAN (ANNUAL UPDATE)

The Panel considered a report by the Director of Planning and Development on an Annual Update of the Tree Strategy Action Plan and received a presentation on the key issues within the report by the Principal Tree Officer.

The presentation outlined the various work and responsibilities that is undertaken by the tree team, these included; tree inspections, Council Housing trees, tree planting and maintenance, protection of trees, tree service requests, the impact of weather on trees, and an update on pests and diseases.

The Panel were also provided with information regarding improvements to the service as a result of the Vanguard work being undertaken. This will include Tree Officer's using tablet PC's whilst out on site, which will enable officers to record information directly onto the system which will take less time than writing notes and recording them at a later date. It will also help provide the most current and up-to-date information. A proposal was put forward to introduce a 'fast track' system for small scale works to protected trees. This would enable for smaller works such as crown lifting and shortening of overhanging branches to be approved within 7-10 days.

As part of the presentation the Panel was also shown a demonstration of the systems used by the Tree Team, which^{2*} provides information such as a tree's position, its health and condition; the previous maintenance history.

The Chairman requested that all local Ward Councillors be notified when major tree works or planting is going to take place so that they aware and can advise residents should they receive any enquires. The Principal Tree Officer confirmed that this will now happen for new tree planting schemes. Ward Councillors and local residents are currently notified when major tree works and tree removal are necessary.

It was AGREED that:-

- (a) the Principal Tree Officer be thanked for his presentation; and
- (b) the Panel supports the Tree Strategy Action Plan, as set out in Appendix A to the report.

7. PRELIMINARY OVERALL REVIEW OF THE WORK PROGRAMME FOR 2014/15 AND DRAFT WORK PROGRAMME FOR 2015/16

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

The Director of Planning and Development addressed the Panel on this item to explain that he had put together a list of potential agenda items for the 2015/16 work programme, including suggestions already put forward from members.

The Chairman suggested that due to the limited number of meetings held by the Panel it may be advisable if some of the potential agenda items are dealt with by forming working groups. He explained to the Panel that time management will be crucial and therefore careful consideration will need to be given as to how these items are managed and how far they are looked into.

Councillor Trott suggested that maybe some of the performance reviews did not have to be done so frequently and may some could become bi-annual

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instead of annual. The Director of Planning and Development confirmed that it is the Panel's choice as to which, if any performance reviews are completed during the year, however he suggested that members keep the review of the Planning Strategy Service as this is a critical performance review which will inform the future review of the Local Plan.

It was AGREED that the work programme for the remainder of the year is approved.

(The meeting started at 6.00 pm
and ended at 7.32 pm).