

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

**Date:** Tuesday, 12 January 2016

**Time:** 6.00 pm

**Venue:** Collingwood Room - Civic Offices

**Members:**

Councillor A Mandry (Chairman)

Councillor N J Walker (Vice-Chairman)

Councillors B Bayford  
J M Englefield  
T J Howard  
D C S Swanbrow  
Mrs K K Trott

**Deputies:** P W Whittle, JP  
Mrs C L A Hockley



**1. Apologies for Absence**

**2. Minutes (Pages 1 - 4)**

To confirm as a correct record the minutes of the Planning and Development Policy Development and Review Panel held on 3 November 2015.

**3. Chairman's Announcements**

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

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

**5. Deputations**

To receive any deputations of which notice has been lodged.

**6. Preliminary Review of the Work Programme 2015/16 and Draft Work Programme 2016/17 (Pages 5 - 16)**

To consider a report by the Director of Planning and Development , which gives a preliminary review of the Panel's work programme for 2015/16 and draft work programme for 2016/17.

**7. Performance Review: Tree Service & Strategy Action Plan (Pages 17 - 34)**

To consider a report by the Director of Planning and Development on a performance review of the tree service and strategy action plan.

P GRIMWOOD  
Chief Executive Officer

Civic Offices  
[www.fareham.gov.uk](http://www.fareham.gov.uk)  
4 January 2016

**For further information please contact:  
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[democraticservices@fareham.gov.uk](mailto:democraticservices@fareham.gov.uk)**

# FAREHAM

BOROUGH COUNCIL

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

(to be confirmed at the next meeting)

**Date:** Tuesday, 3 November 2015

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Councillor A Mandry (Chairman)

Councillor N J Walker (Vice-Chairman)

**Councillors:** B Bayford, J M Englefield, T J Howard, D C S Swanbrow and Mrs K K Trott

**Also Present:** Councillor K D Evans, Executive Member for Planning and Development (Item 6)



**1. APOLOGIES FOR ABSENCE**

There were no apologies for absence given at this meeting.

**2. MINUTES**

It was AGREED that the minutes of the Planning and Development Policy Development and Review Panel held on 14 September 2015 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman announced that further to the copy of Fareham Today that has been distributed to households members will be receiving a copy of the letter that is being sent to all landowners.

**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. PERFORMANCE REVIEW: PLANNING STRATEGY SERVICE INCLUDING 2014/15 LOCAL PLAN ANNUAL MONITORING REPORT**

The panel considered a report by the Director of Planning and Regulation on a Performance Review of the Planning Strategy Service including the Local Plan Authority Monitoring Report 2014/15.

The panel received a presentation from the Principal Planner (Strategy and Regeneration) which gave a brief overview of the Authority Monitoring Report 2014/15.

At the invitation of the Chairman Councillor Evans Executive Member for Planning and Development addressed the panel on this item.

Councillor J M Englefield joined the meeting during this item.

Several Members requested that additional clarification be provided when the report is published on the Council's website clearly explaining that the report does not represent new planning 'policy', but is a 'monitoring' report which includes information on performance against existing Local Plan targets including these relating to housing delivery-

It was AGREED that, subject to the inclusion of the additional clarification of the document as above, the Panel approves:-

- (a) That the Authority Monitoring Report 2014-15; as set out in Appendix A, be published on the Council's website, and
- (b) That the Director of Planning and Regulation: be authorised to make any necessary minor changes to the Authority Monitoring Report 2014/15, prior to publication, providing that these do not change the overall direction, shape or emphasis of the document, and do not raise any significant issues.

## **7. REVIEW OF WORK PROGRAMME 2015/16**

The panel considered a report by the Director of Planning and Regulation which reviewed the Panel's work programme for 2015-16.

The Chairman reminded members of the Panel's working group meeting on Design Guidance SPD which is to be held this Thursday.

It was AGREED that the Panel approve the work programme for 2015-16.

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



# FAREHAM

BOROUGH COUNCIL

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

**Date**                    12 January 2016

**Report of:**            Director of Planning and Regulation

**Subject:**                PRELIMINARY REVIEW OF WORK PROGRAMME 2015/16 AND  
DRAFT WORK PROGRAMME 2016/17

### SUMMARY

At the last meeting of the Panel for the 2015/16 municipal year (on 1 March 2016), members will be asked to review the outcome of the work programme for the current year. Also at the meeting, the panel will be requested to finalise the draft work programme for the next year, 2016/17.

This report contains details of the Panel's existing work programme for the current year, in order for an early assessment of progress.

### RECOMMENDATION

The Panel is invited to review and approve the Work Programme for the remainder of 2015/16 and give preliminary consideration to the Work Programme for 2016/17.

## **INTRODUCTION**

1. The outcomes from the Work Programme for the current year (2015/16) will be reviewed at the Panel's meeting on 1 March 2016. At the same time, the panel will be requested to finalise its work programme for the following year (2016/17).
2. In order to assist the process, members are invited to consider both issues at this meeting.

### **WORK PROGRAMME 2015/16**

3. At the last meeting of the Panel on 3 November 2015, members reviewed and agreed the current programme of items for 2015/16. It is proposed that the current work programme for the remainder of 2015/16 as shown in Appendix A to this report, be noted.
4. The Panel is asked to note that there have been no revisions to the Work Programme for 2015/16.
5. The progress on actions since the last meeting of the Panel on 3 November 2015 is attached at Appendix B, for members' information.

### **WORK PROGRAMME 2016/17**

#### Scrutiny Board Responsibilities

6. Members are reminded that the Scrutiny Board is generally responsible for:-
  - maintaining an overview of the discharge of the Council's Executive functions.
  - exercising the right to call-in, for reconsideration, any decisions made but not yet implemented by the Executive (and individual Executive Members) or key decisions made by officers in exercise of their delegated powers.
  - reviewing and/or scrutinising any matters affecting the strategic plans and financial affairs of the Council.
  - considering matters affecting the area or local people and, in so doing, reviewing and scrutinising the performance of other public bodies in the area.

#### Role Of The Policy Development And Review Panels

7. The Policy Development and review Panels are responsible for preparing their own work programme. Those programmes should take account of the role of the Panels to:-
  - assist in the development and formulation of policy.
  - report and advise upon policies and proposals relating to their particular service interest.
  - Review the performance of services provided directly or indirectly by the Council.



## Planning Next Year's Work Programme

8. Members are invited to consider policy development and formulation items for the work programme for 2016/17. It has previously been suggested that a few items of major significance be chosen.
9. In addition to any other matters which members may wish the Panel to look at, the Executive may decide if it wishes the Panel to carry out specific tasks during the next municipal year.
10. The programme of dates for the Panel during the next municipal year are as follows:-

<b><u>MEETING DATE FOR YEAR</u></b>
<b><u>2016/17</u></b>
17 May 2016
19 July 2016
6 September 2016
8 November 2016
19 January 2017
28 February 2017

11. A verbal update will be provided at the meeting by the Panel Chairman and the Director of Planning and Regulation (as appropriate) on potential items for the 2016/17 work programme, in order that these can be considered by all members of the Panel.
12. It is open for the Executive Member of Planning and Regulation to suggest any additional items for the Panel to consider at future meetings.
13. Other general items may arise during the year, such as responding to consultation requests by Government.
14. Statutory strategies and policy framework items will need to be reported to any combination of the Review Panels, the Scrutiny Board, the Executive and the Council, as appropriate.

### **RISK ASSESSMENT**

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

### **CONCLUSION**

16. The Panel is now invited to:-
  - a) approve the programme of items for the remainder of 2015/16, as set out in Appendix A to the report;
  - b) note the progress on actions since the last panel meeting, as set out in Appendix B to this report;
  - c) note the Planning and Development Portfolio – Executive Work Programme 2015/16 (as at );

- d) give preliminary consideration to the outcome of the Panel's work programme for the current year; and
- e) prepare a draft work programme for next year, 2016/17, which can be given further consideration at the next Panel meeting on 1 March 2016.

## **Appendices**

**Appendix A** – Work programme 2015/16

**Appendix B** – Progress on actions since last meeting on 3 November 2015

**Appendix C** – Planning and Development Portfolio – Combined Executive and policy Development and Review Panel Work Programme 2015/16 as at 26 October 2015

**Background Papers: None**

**Reference Papers:**

**Enquiries:**

For further information on this report please contact Richard Jolley. (Ext 4388)

## REVIEW PANEL – WORK PROGRAMME 2015/16

### STRATEGIC PLANNING AND ENVIRONMENT POLICY DEVELOPMENT AND REVIEW

19 May 2015	Fareham Borough Non-Residential Parking Standards: Draft for Consultation  Review of the Work Programme 2015/16
21 July 2015- <b>CANCELLED</b>	Review of the Work Programme 2015/16
14 September 2015	Performance Review: Parking Strategy Service & Strategy Action Plan  Fareham Borough Design Guidance Supplementary Planning Document (excluding Welborne) – Draft for Consultation  Review of the Work Programme 2015/16
3 November 2015	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

**PANEL PROGRESS ON ACTIONS  
SINCE LAST MEETING ON 3 NOVEMBER 2015**

<b>Date of Meeting</b>	<b>3 November 2015</b>
<b>Subject</b>	<b><u>PLANNING STRATEGY SERVICE INCLUDING 2014/15 LOCAL PLAN ANNUAL MONITORING REPORT Update</u></b>
Type of Item	Review
Action by Panel	<p>The panel considered a report by the Director of Planning and Regulation on a Performance Review of the Planning Strategy Service including the Local Plan Authority Report 2014/15.</p> <p>The panel received a presentation from the Principal Planner (Strategy and Regeneration) which gave a brief overview of the Authority Monitoring Report 2014/15.</p> <p>At the invitation of the Chairman Councillor Evans Executive Member for Planning and Development addressed the panel on this item.</p> <p>Several Members requested that additional clarification be provided when the report is published on the Council's website clearly explaining that the report does not represent new planning 'policy' but is a 'monitoring' report which includes information on performance against <u>existing</u> Local Plan targets including those relating to housing delivery.</p> <p>It was AGREED that, subject to the inclusion of the additional clarification of the document as above, the panel approves:-</p> <ul style="list-style-type: none"> <li>(a) That the Authority Report 2014/15; as set out in Appendix A, be published on the Council's website, and</li> <li>(b) That the Director of Planning and Regulation: be authorised to make any necessary minor changes to the Authority Monitoring Report 2014/15, prior to publication, providing that these do not change overall direction, shape or emphasis of the document, and do not raise any significant issues.</li> </ul>
Outcome	Report Noted
Link Officer	Claire Burnett

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<b><u>Subject</u></b>	<b><u>REVIEW OF WORK PROGRAMME 2015/16: Update</u></b>
Type of Item	Review
Action by Panel	<p>The panel considered a report by the Director of Planning and Regulation which reviewed the Panel's work programme for 2015-16.</p> <p>The Chairman reminded members of the panel's working group meeting on Design Guidance SPD which was held on 5 November 2015.</p> <p>It was AGREED that the Panel approve the work programme for 2015-16.</p>
Outcome	Report Noted
Link Officer	Richard Jolley



**APPENDIX C**

Directorate	Committee / Panel	Portfolio	Service Area	Item Description	Item Type	Date	Month	Key Decision?	Referred to Council?	Referred to Exec.?
Planning & Development	Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	Fareham Borough Non-Residential Parking Standards: Draft for Consultation	Report	19/05/15	May	No		
Planning & Development	Executive	Planning and Development	Planning Strategy & Regeneration	Welborne Financial Update	Report	13/07/15	July	No		
Planning & Development	Individual Decision	N/A		Attendance at Town and Country Planning Association Annual Conference 2015 and Report Launch: New Towns – Past, Present and Future	Report	30/07/15	July	No	No	No
Planning & Development	Individual Decision	Planning and Development	Planning & Development	Portchester Castle to Paulsgrove Coastal Defence Scheme – Outline Design: Award of Contract	Report	17/08/15	August	No	No	No
Planning & Development	Executive	Planning and Development	Planning Strategy & Regeneration	Fareham Borough Non-Residential Parking Standards: for Adoption	Report	07/09/15	September	Yes		
Planning & Development	Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	Fareham Borough Design Guidance Supplementary Planning Document (excluding Welborne) – Draft for Consultation	Report	14/09/15	September	No		
Planning & Development	Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	Performance Review: Parking Strategy Service & Strategy Action Plan	Report	14/09/15	September	No		
Planning & Development	Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	Performance Review: Planning Strategy service including	Report	03/11/15	November	No		

**APPENDIX C**

Directorate	Committee / Panel	Portfolio	Service Area	Item Description	Item Type	Date	Month	Key Decision?	Referred to Council?	Referred to Exec.?
				2014/15 Local Plan Annual Monitoring Report						
Planning & Development	Executive	Planning and Development	Planning Strategy & Regeneration	Welborne Design Guidance Supplementary Planning Document – for Adoption	Report	11/01/2016	January	Yes		
Planning & Development	Executive	Planning and Development	Planning Strategy & Regeneration	Fareham Borough Design Guidance Supplementary Planning Document (excluding Welborne) for Adoption	Report	07/12/15	December	Yes		
Planning & Development	Executive	Planning and Development	Planning Strategy & Regeneration	Fareham Borough Planning Obligations and Affordable Housing Supplementary Planning Document (excluding Welborne) – for Adoption	Report	Under Review		Yes		
Planning & Development	Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	Performance Review: Tree Service & Strategy Action Plan	Report	12/01/16	January	No		
Planning & Development	Planning & Development PDRP	Planning and Development	Planning Strategy & Regeneration	Performance Review: Environmental Sustainability Strategy and Action Plan	Report	01/03/16	March	No		
Planning & Development	Executive	Planning and Development	Planning Strategy & Regeneration	CIL Review – Draft Charging Schedule	Report	Under Review				
Planning & Development	Executive	Planning and Development	Planning Strategy & Regeneration	CIL Review – Submitted Charging Schedule	Report	Under Review				
Planning & Development	Executive	Planning and Development	Planning Strategy & Regeneration	Welborne Planning Obligations and Affordable Housing Supplementary	Report	Under Review				



**APPENDIX C**

Directorate	Committee / Panel	Portfolio	Service Area	Item Description	Item Type	Date	Month	Key Decision?	Referred to Council?	Referred to Exec.?
				Planning Document – for Adoption						



# FAREHAM

BOROUGH COUNCIL

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

**Date** 12 January 2016

**Report of:** Director of Planning and Regulation

**Subject:** PERFORMANCE REVIEW: TREE SERVICE & STRATEGY  
ACTION PLAN

### SUMMARY

This report reviews the Tree Strategy Action Plan and sets out the progress across the tree service and various work areas during 2015

### RECOMMENDATION

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

## INTRODUCTION

1. In March 2012 Fareham Borough Council adopted a Tree Strategy 2012 - 2017 for the planning and management of the borough's urban forest. The strategy will continue to deliver multiple benefits for Fareham, particularly the proactive management of the Council's tree stock to maintain a safe, diverse and healthy tree population for those who live and work in the borough.
2. The Strategy promotes the sustainable management of Fareham's existing tree cover and seeks to improve the resilience of its own tree stock through the proactive tree planting program to meet the increasing pressures from climate change, pests and diseases, development and public expectations.
3. Fareham is a prosperous, safe and attractive place to live and work. The Council's Tree Strategy directly supports several of the Council's Corporate Values and Corporate Priorities (the Tree Strategy Action Plan can be found at Appendix A).

## TREE SAFETY INSPECTIONS

4. The proactive inspection of the Council's tree stock continues to identify a significant amount of tree work necessary to prevent interference with or damage to property, obstruction to access / thoroughfares and general hazards to the public. The maturing tree population throughout the western wards of Fareham continues to generate an increased requirement for remedial tree works.
5. The most common type of tree work identified comprises reducing branches away from buildings, crown lifting over paths, roads and well used areas, removing major dead wood and remedial pruning of weak and defective branches; and other bio-mechanical defects. Pruning to remove ivy and clear basal vegetation to enable future inspection is also necessary and can be quite onerous along the extensive network of greenways and green spaces throughout the western wards of Fareham.

## HOUSING TREES

6. The survey of individual rented properties where there are existing trees that are not currently subject to any proactive inspection has continued through 2015. Fareham East and South have been completed so far this year and the remainder of Fareham west, north and northwest will be completed by the spring. Where appropriate those trees requiring regular inspection have been added to the program of proactive tree safety inspections.

## NEW TREE PLANTING AND MAINTENANCE

7. This year's annual tree planting has been undertaken in accordance with the aims and objectives of the Tree Strategy.
8. The Council will plant 130 trees across the borough this winter comprising: **4 trees** adopted by local communities, **4 memorial trees** with planting ceremonies, **72 trees** to replace those felled in the past twelve months, **6 trees** to replace vandalised young trees, **8 trees** to replace those failed from previous planting, and **36 trees** planted on new sites identified in the proactive planting plan.

9. New tree planting has been completed during December 2015 at the following sites: Dore Avenue open space – **2 trees**, Red Barn Avenue / Robinson Court – **6 trees**, Park Lane – **6 trees**, Longfield Avenue – **4 trees**, Cranbourne Walk – **3 trees**, Cotswold Walk – **6 trees**, Cheviot Walk - **3 trees** and Abshot Park - **6 trees**.
10. Residents living adjacent to locations identified for new tree planting were written to prior to the planting taking place on site. The purpose of this contact is to outline the proposals in broad terms and allay any concerns over species choice and tree size, whilst meeting the Council's objective to engage with local residents in terms of its tree management function.
11. This year's annual tree planting has received widespread support and positive feedback from local residents and the public alike.

### **RESILIANCE PLANTING**

12. The Government have responded to the certainty of climate change with a range of high-level policies over the last decade, which are underpinned by the Climate Change Act 2008. The Act confers wide ranging powers to reduce greenhouse gas emissions, including encouraging activities that remove greenhouse gas from the atmosphere and adapt our towns and cities to climate change. Trees and woodlands have a vital role to play in removing carbon dioxide and mitigating the impacts of climate change. However, climate change also threatens our trees; therefore building resilience into our tree population is essential.
13. One very important commitment the Council made when it adopted the Tree Strategy in 2012 was to tree planting. We have been planting trees for over 25 years now but since 2012 there has been a focus on replacing those trees we have to remove and targeting areas with fewer trees through proactive planting each year to increase the borough's tree cover as a whole.
14. 130 trees will be planted this winter using 40 different species and cultivars. Planting a wide variety of species and cultivars will increase the diversity of our tree population and make it more resilient to future threats from pests and diseases; and pressures from climate change. A greater number of species will increase the diversity of habitats available for wildlife and provide a range of trees suitable for any location, big or small. Since 2010 137 different species have been used (see full species list at Appendix B).
15. The Council's commitment to managing its existing trees in a responsible and sustainable manner; and the continued provision for new planting will ensure our communities continue to reap the benefits trees provide and mitigate the impacts of climate change in future, whilst maintaining Fareham's reputation as an attractive place to live and work.

### **MAKING TREES WORK IN OUR COMMUNITIES**

16. Urban trees improve our lives by benefiting our economy, our environment, and our health. The Council is improving its communities by being proactive, developing green infrastructure and putting trees to work for people. Communities that adopt urban tree planting programs thrive and improve the economic, social, and environmental wellbeing of residents. The conservation of urban forests and green space is a relatively low-cost, multiple-benefit community investment.

17. Trees significantly improve our health and wellbeing, add natural character to our urban areas, increase property values, mark the passing of the seasons, provide colour, beautiful shapes, forms and textures, provide privacy and a sense of solitude and security, reduce air pollution, remove harmful gases and intercept toxic heavy metals, reduce storm water runoff, provide shading and cooling – the list goes on.
18. However, despite widespread public appreciation of the amenity value of trees, the full range of benefits provided by urban trees are often unnoticed, unappreciated and undervalued. Recognising and evaluating these benefits can help us to make the right decisions about how best to manage the urban forest.

## PROTECTION OF TREES

19. The review of older TPOs has progressed throughout 2015 in accordance with the priorities agreed by the Review Panel in 2010, by focusing on older 'area' orders and large multiple groups where individual species are not plotted. The table below summarises the number of orders served in 2015 and the reason for making them:

Order No	Order Name	Revoked	Reason
TPO 643	Inwood House, The Thatched House, Tanglemere and Broomhill, Holly Hill Lane, Sarisbury		Review
TPO 646	Byeways, Woodpeckers, Dunnotar, Sarisbury Lodge, Holly Hill Lane and land to the north of Hook Nature Reserve, Sarisbury		Review
TPO 704	Three Oaks, Duneagle, Ashwick House, Otterholme, Hamble View, The Walled Garden and land fronting the River Hamble, Holly Hill Lane, Sarisbury		Review
TPO 705	1 and 35 Longfield Avenue and land to the South		Threat
TPO 706	1 and 7 Highfield Avenue and Land to the West of 7 Highfield Avenue		Threat
TPO 707	Locks Heath Service Station, 79 Bridge Road, Park Gate	TPO 209	Review
TPO 711	4 Church Road, Warsash		Development
TPO 712	Lowlands, Wallington Shore Road		Development
TPO 713	The Navigator and Land Adjacent to, Bridge Road, Swanwick		Development
TPO 714	Land adjacent to 19 Dingle Way, Locks Heath		Threat
TPO 715	122 Mays Lane, Stubbington		Development
TPO 716	Land at 24 Newtown Road, Warsash		Development
TPO 717	2, 3 & 4 Coldeast Way, Park Gate		Threat
TPO 718	11 & 15 Bye Road, Sarisbury		Threat
TPO 719	The Bold Forester – 120 Bridge Road, Sarisbury.		Threat

The following order was revoked as part of the ongoing review process:

Order No	Order Name
TPO 262	321-329 (odd) Old Swanwick Lane, Swanwick.

20. In 2016 the sequential review of older orders will continue and resources will also be focussed on the Whiteley settlement, which is now scheduled to commence in 2016.

### **TREE SERVICE REQUESTS**

21. **2015** - 359 requests received for tree work from residents, Hampshire County Council, other internal departments and ward members. 310 of these requests resulted in tree work being undertaken. The expenditure on pruning arising from tree service requests equated to 48% of the annual budget with an average spend per job of £243.
22. **2014** - 235 requests received for tree work from residents, Hampshire County Council, other internal departments and ward members. 177 of these requests resulted in tree work being undertaken. The expenditure on pruning arising from tree service requests equated to 77% of the annual budget with an average spend per job of £489.59.
23. **2013** - 262 requests received for tree work from residents, Hampshire County Council, other internal departments and ward members. 168 of these requests resulted in tree work being undertaken. The expenditure on pruning arising from tree service requests equated to 45% of the annual budget with an average spend per job of £300.
24. **2012** - 315 requests received for tree work from residents, Hampshire County Council, other internal departments and ward members. 239 of these requests resulted in tree work being undertaken. The expenditure on pruning arising from tree service requests equated to 49% of the annual budget with an average cost of £237 per job.
25. Two main areas of work represent the largest spend: Reactive tree inspections that result in 'good neighbour' pruning and tree work recommendations arising from proactive tree safety inspections, which are normally categorised as moderate priority and undertaken within 12 months. The purpose of these works is to reduce potential risks to people and damage to property in the future, which is the main priority for the Council.

### **'GOOD NEIGHBOUR' PRUNING**

26. The public expects local authorities to manage the risks associated with trees responsibly. However, from day to day residents tend to raise more general concerns about encroaching branches, tree related debris, shading and dominance that have a direct impact on the enjoyment of their property. Officers acknowledge there is an expectation from residents that trees should be 'maintained properly' to reduce the impact on their property to a reasonable degree. Requests to undertake 'good neighbour' pruning are assessed on the merits of each case and the circumstances that prevail. The vast majority of this work does not improve the risk associated with the Council's trees and is not undertaken to remove hazards. The Tree Strategy sets out the Council's tree management priorities in terms of balancing the risks associated with trees and the multiple benefits they provide our communities. The Strategy also acknowledges that a conflict of interest can exist in some circumstances where trees become a source of frustration for some residents.

27. Failing to respond to public expectations is likely to have a negative impact on the profile of trees in general and the image of the Council. The presumption is that trees are good and should be protected and managed responsibly to ensure they continue to deliver those multiple benefits to our communities. Officers are striving to provide a tree service that is sympathetic to residents' needs whilst meeting our wider environmental responsibilities and corporate objectives.
28. Therefore any work or activity that could be considered harmful to trees will generally be deemed unnecessary and avoided. However, the majority of requests for tree work from householders are not unreasonable or likely to be harmful to the trees concerned. In most cases residents pruning requests can be undertaken without conflicting with the objectives of the Tree Strategy or indeed the corporate objective to protect and enhance the environment of Fareham.

### **CUSTOMER SERVICE IMPROVEMENTS - VANGUARD**

29. In January 2015 the tree team rolled out the streamlined process for registering and determining tree work applications and conservation area notifications. Where applications are determined under delegated powers the decision can now be made shortly after the 21 day neighbour notification period expires which enables the decision notice to be issued within four weeks in most cases. We are receiving very positive feedback from applicants and agents alike in terms of the swift decision making process at Fareham.
30. The tree team continue to promote pre-application advice and the take up from applicants is very high, which has also improved the speed and quality of the application process.
31. There is room for further improvement whereby a 'fast track' system for works to protected trees could be implemented. Tree Officers would approve low impact works such as crown lifting and shortening of overhanging branches as 'de minimis' works within 10 working days. Adjacent residents would be notified that a decision has been made, with a description of the work and assurances the proposals will not be harmful to the tree(s) or visual amenity value. More significant or harmful tree work such as reducing or felling protected trees would continue to require a full application.
32. Officers are of the opinion that a 'fast track' system could work for Fareham Borough Council and improve the quality of the application process for the customer. It is hoped to present the proposal to members in due course as part of the ongoing development work under Vanguard.



## TREE MANAGEMENT SOFTWARE - Ezytreev

33. This software we use is fundamental to the management of Council's trees and serves as a very powerful tool. The database continues to grow and currently holds over twelve thousand records with 11,694 individual trees and 538 groups or woodlands recorded. Every tree on the system has its own unique ID and associated information such as inspection history, tree species, size, and condition; risk category, nearby features, tree work recommendations and history from the date of its first inspection. Each record is also linked geographically on a map within the software and this is exported onto the Council's GIS system and is readily accessible to officers and the public alike. This data is invaluable and helps provide high quality information to customers on the phone or through our website.
34. One challenge has been to geographically timetable re-inspections whilst taking into account tree risk category (6-9 months / 18-24 months / 3-5 years) and avoid 10,000+ trees requiring inspection all at the same time. To achieve this roughly 2,000 trees are programmed for inspection bi-annually (March & September) to ensure re-inspection due-by dates can be met.
35. Large sites such as Holly Hill Woodland Park, Warsash Common and Deviation Line are being compartmentalized into smaller manageable areas to assist with surveying and quicker identification of trees. The purchase of a new tablet PC with GPS has the ability to access all tree data remotely on site. All updates and additions made on site can simply be re-synchronised with the main system upon return to the office.

## FORMER COLDEAST HOSPITAL SITE – LAND ADOPTION.

36. In November 2015 the Council adopted **3.1 Hectares** of open space from Miller Homes - Lot 1 and **7.3 Hectares** - Lot 2. In early 2016 the two large tree belts on the north and east boundaries of the site, to the south of Pine Walk and west side of Brook Lane respectively, will be transferred to the Council from the NHS, which equates to **1.9 Hectares**. Further land currently owned by the Homes and Communities Agency across Lots 1 and 2, which equates to **14.3 Hectares** will be transferred in due course along with the remaining open space from Miller Homes and Linden Homes in Lot 2, which equates to **8.9 Hectares**.
37. The spacious layout of disparate buildings over the former hospital site and the mansion house itself has created a sylvan setting with open areas of parkland. The tree cover is significant; approximately **74 %** of the total area of land being adopted by the Council comprises trees and woodland. The trees are a mixture of broad leaf and coniferous species of both native and exotic origins with many large mature specimens and several veteran trees.
38. Several of the tree belts are significant landscape features and the two main woodlands on the western side of the site link to the woodland at Holly Hill Woodland Park to the southwest (Adoption plans can be found at Appendix C & D).

## PLANNING POLICY.

39. The tree team have been supporting the work of Planning Policy and Development Management Officers in the production of the Fareham Borough Design Guidance Supplementary Planning Document (excluding Welborne) and the Welborne Design Guidance Supplementary Planning Document.

40. Both documents will play an important role in emphasising the value and importance of retaining trees on developments and making provision for new planting. Guidance is provided on how to ensure existing trees are properly considered so that development has a sympathetic relationship with retained trees. New trees require appropriate space to grow, so species choice is important and provision should be made for sufficient soil rooting volumes below ground to enable new trees to thrive.
41. High quality tree planting and landscaping create pleasant, safe and sustainable development where people will enjoy living and form strong communities.

### **TREE WARDENS.**

42. Tree Wardens are a national force of local tree champions and a key part of the Tree Council's community action programme. As local tree champions, Tree Wardens are the eyes and ears of their neighbourhoods and volunteers work closely with Tree Officers and conservation bodies, who are the scheme's success.
43. Fareham already has several very successful volunteer groups such as The Friends of Holly Hill and Warsash Common; and the Fareham in Bloom coordinators who have played a massive part in the success of the sites and projects they are involved in to the direct benefit of the Council.
44. Fareham has never had Tree Wardens before and the potential benefits tree champions could deliver for the Council could be significant over time. However, like any volunteer force Tree Wardens would need support, training and some funding throughout the year to ensure they are motivated, effective and work safely, whilst representing the Council properly.
45. The Tree Team propose to meet with the Tree Council in early 2016 and liaise with some of our neighbouring authorities to determine the best way forward and understand the pros and cons from the outset. The proposal would be to engage with our existing volunteers groups to see if they have any members interested in trees or know of anyone who would like to support the Council as a tree champion. A small pilot scheme could then be set up and the results reported back to members before the Council considers publicising Tree Wardens more widely.

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

46. The principal demands on the tree service have been identified as follows:-
  - New residential development - adoption of public land.
  - Climate change - intensity of severe weather events.
  - Maturing tree population in western wards.
  - Threats from pests and diseases.
47. The Council's Tree Strategy will enable the Tree Team to respond to some of these challenges by delivering its tree services in an effective and sustainable manner, whilst retaining enough flexibility to adapt to the short term variability in work streams.

## RISK ASSESSMENT

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

## CONCLUSION

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

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

**Background Papers:** Fareham Borough Council Tree Strategy 2012 - 2017.

**Reference Papers:** Report to Strategic Planning and Environment Policy Development and Review Panel 6 January 2015.

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

## Appendix A - Action Plan

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

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

## Appendix B – Current tree species list.

Species	Common Name
Abies	Fir
Abies alba	Fir
Acacia dealbata	Mimosa
Acer	Maple
Acer campestre	Maple
Acer capillipes (snake bark)	Maple
Acer cappadocicum	Maple
Acer cappadocicum 'Aureum'	Maple
Acer griseum	Maple
Acer japonicum	Maple
Acer negundo	Maple
Acer palmatum	Maple
Acer platanoides	Maple
Acer platanoides 'Crimson King'	Maple
Acer platanoides 'Drummondii'	Maple
Acer platanoides Purple Variety	Maple

Species	Common Name
Acer pseudoplatanus cultivar	Maple
Acer pseudoplatanus	Maple
Acer pseudoplatanus 'Brilliantissimum'	Maple
Acer pseudoplatanus 'Leopoldii'	Maple
Acer pseudoplatanus 'Purpureum'	Maple
Acer pseudoplatanus Variegatum	Maple
Acer psuedoplatanus 'Atropurpureum'	Maple
Acer rubrum	Maple
Acer saccharinum	Maple
Acer saccharum	Maple
Aesculus flava	Chestnut
Aesculus hippocastanum	Chestnut
Aesculus indica	Chestnut
Aesculus species	Chestnut

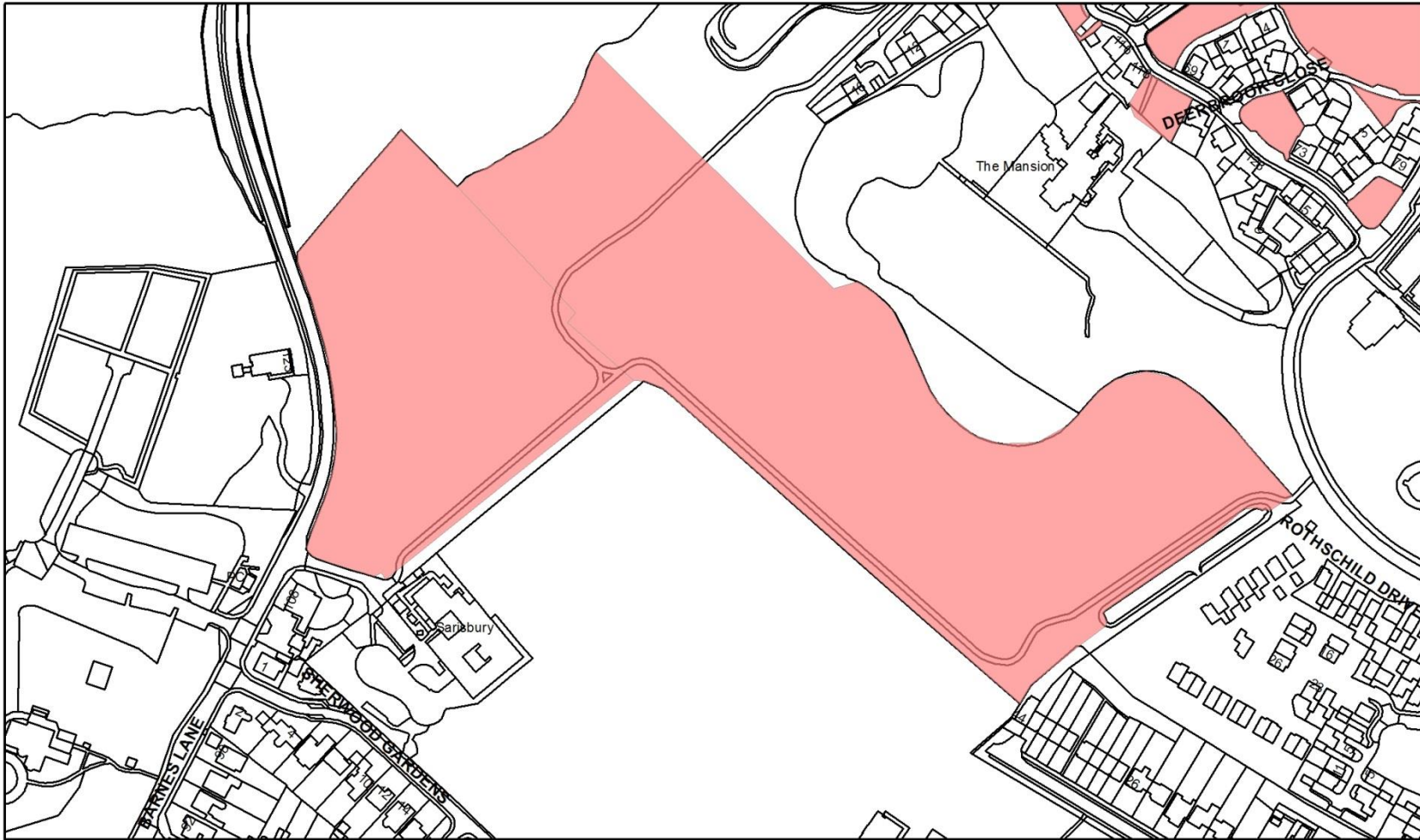
Species	Common Name
Aesculus x carnea	Chestnut
Ailanthus altissima	Tree of Heaven
Alnus cordata	Alder
Alnus glutinosa	Alder
Alnus incana	Alder
Amelanchier asiatica	Snowy Mespilus
Amelanchier lamarckii	Snowy Mespilus
Arbutus unedo	Strawberry
Betula ermanii	Birch
Betula jacquemontii	Birch
Betula nigra	Birch
Betula papyrifera	Birch
Betula pendula	Birch
Betula pendula 'Dalecarlica'	Birch
Betula pendula youngii	Birch
Betula pubescens	Birch
Betula species	Birch
Betula utilis	Birch
Carpinus betulus	Hornbeam
Carpinus betulus 'Fastigiata'	Hornbeam
Castanea sativa	Sweet Chestnut
Catalpa bignonioides	India Bean Tree
Cedrus atlantica	Cedar
Cedrus atlantica glauca	Cedar
Cedrus deodara	Cedar
Chamaecyparis (unknown)	False Cypress
Chamaecyparis lawsoniana	False Cypress
Chamaecyparis nootkatensis	False Cypress
Corylus avellana	Hazel
Corylus colurna	Hazel
Crataegus crus-gallii	Thorn
Crataegus monogyna	Thorn
Crataegus oxycantha 'Paul Scarlet'	Thorn
Crataegus prunifolia	Thorn
Crataegus species	Thorn
Cryptomeria japonica	Japanese Red Cedar
Cupressus unknown species	Cypress
Cupressocyparis leylandii	Cypress
Cupressus macrocarpa	Cypress
Eucalyptus coccifera	Gum Tree
Eucalyptus gunnii	Gum Tree
Fagus pendula	Beech
Fagus sylvatica	Beech
Fagus sylvatica Asplenifolia	Beech

Species	Common Name
Fagus sylvatica 'Dawyck'	Beech
Fagus sylvatica purpurea	Beech
Fraxinus "Jaspidea"	Ash
Fraxinus excelsior	Ash
Fraxinus excelsior 'Pendula'	Ash
Fraxinus excelsior 'Westof's Glory'	Ash
Fraxinus ornus	Ash
Fraxinus oxycarpa	Ash
Fraxinus oxycarpa Raywood	Ash
Fraxinus species	Ash
Ginkgo biloba	Maidenhair Tree
Gleditsia tricanthos 'Sunburst'	Honey locust
Gleditsia tricanthos	Honey locust
Ilex aquifolium	Holly
Ilex species	Holly
Juglans nigra	Walnut
Juglans regia	Walnut
Koelreuteria paniculata	Pride of India
Laburnum adamii	Laburnum
Laburnum anagyroides	Laburnum
Laburnum vossii	Laburnum
Larix decidua	Larch
Laurus nobilis	Laurel
Liquidambar styraciflua	Sweet Gum
Liriodendron tulipifera	Tulip Tree
Magnolia grandiflora "Exmouth"	Magnolia
Malus hupehensis	Apple
Malus species	Apple
Malus sylvestris	Apple
Malus tschonoskii	Apple
Malus x purpurea	Apple
Metasequoia glyptostroboides	Dawn Redwood
Morus nigra	Mulberry
Paulownia tomentosa	Figwort
Picea abies	Spruce
Picea omorika	Spruce
Pinus nigra	Pine
Pinus pinaster	Pine
Pinus radiata	Pine
Pinus species	Pine
Pinus sylvestris	Pine
Platanus orientalis	Plane
Platanus x acerifolia	Plane
Platanus x hispanica	Plane
Populus alba	Poplar

Species	Common Name
Populus balsamifera	Poplar
Populus canescens	Poplar
Populus nigra	Poplar
Populus nigra 'Betulifolia'	Poplar
Populus nigra 'Italica'	Poplar
Populus species	Poplar
Populus tremula	Poplar
Populus x canadensis 'regenerata'	Hybrid Black Poplar
Populus x canadensis 'robusta'	Hybrid Black Poplar
Populus x canadensis 'serotina'	Poplar
Populus x candicans	Poplar
Prunus 'Amanogawa'	Cherry
Prunus avium	Cherry
Prunus avium 'Plena'	Cherry
Prunus cerasifera	Cherry
Prunus cerasifera 'Pissardii'	Cherry
Prunus domestica	Plum
Prunus 'Kanzan'	Cherry
Prunus laurocerasus	Cherry laurel
Prunus lusitanica	Portuguese laurel
Prunus padus	Cherry
Prunus padus 'Watereri'	Cherry
Prunus sargentii	Cherry
Prunus serrulata	Cherry
Prunus 'Shirotae'	Cherry
Prunus spinosa	Blackthorn
Prunus subhirtella	Cherry
Prunus x hillieri Spire	Cherry
Pseudotsuga menziesii	Douglas Fir
Pterocarya fraxinifolia	Wing Nut
Pyrus calleryana 'Chanticleer'	Pear
Pyrus communis	Pear
Pyrus species	Pear
Quercus cerris	Oak
Quercus coccinea	Oak
Quercus frainetto	Oak
Quercus ilex	Oak
Quercus palustris	Oak
Quercus petraea	Oak
Quercus robur	Oak
Quercus rubra	Oak
Quercus species	Oak
Robinia pseudoacacia	False Acacia
Robinia pseudoacacia 'Frisia'	False Acacia

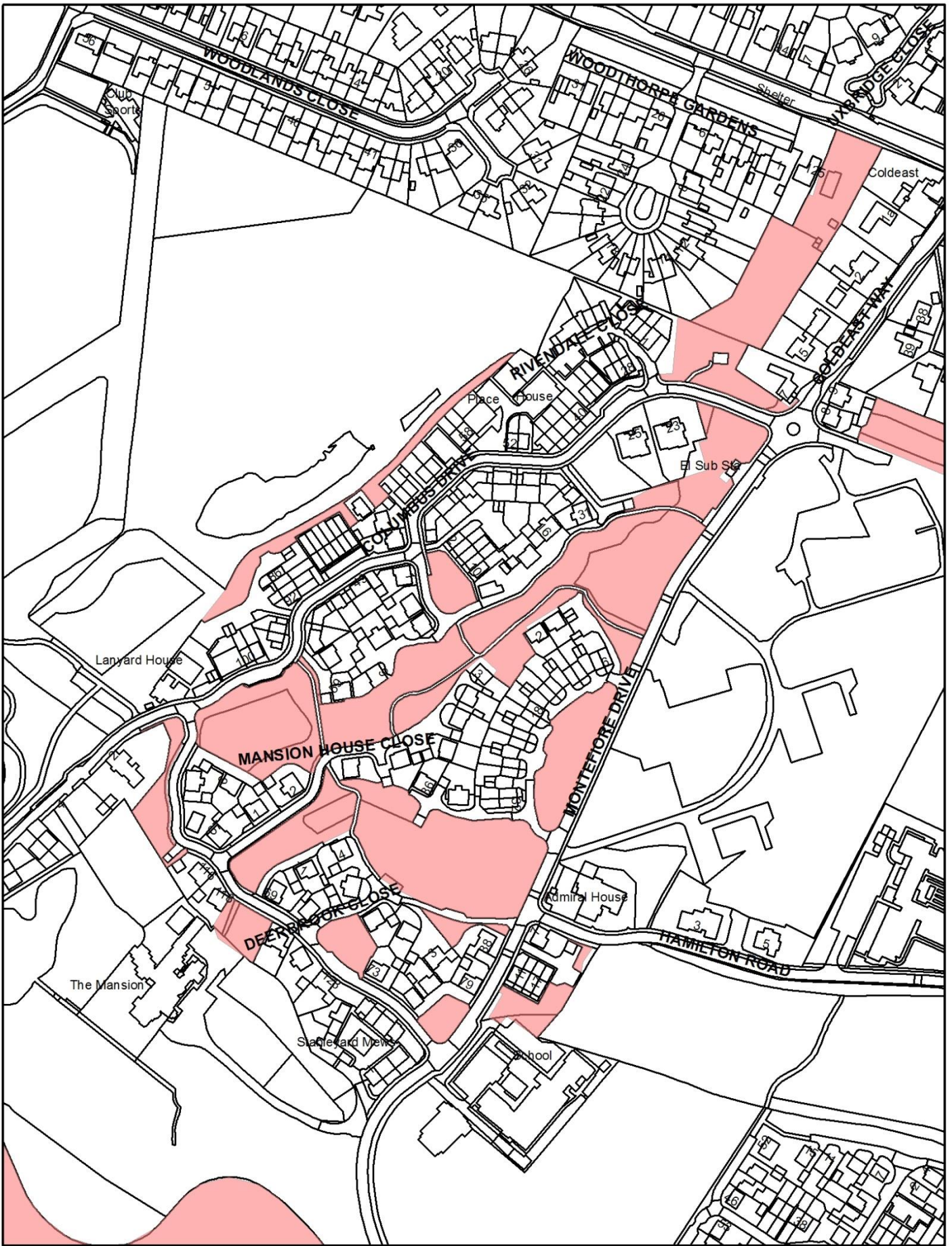
Species	Common Name
Robinia pseudoacacia 'Inermis'	False Acacia
Salix alba	Willow
Salix caprea	Willow
Salix cinerea	Willow
Salix fragilis	Willow
Salix matsudana 'Tortuosa'	Willow
Salix species	Willow
Salix viminalis	Willow
Salix x chrysocoma	Willow
Sambucus nigra	Elder
Sequoia sempervirens	Coast Redwood
Sequoiadendron giganteum	Giant Redwood
Sorbus aria	Sorbus
Sorbus aria 'Lutescens'	Sorbus
Sorbus aucuparia	Sorbus
Sorbus commixta	Sorbus
Sorbus hupehensis	Sorbus
Sorbus intermedia	Sorbus
Sorbus 'Joseph Rock'	Sorbus
Sorbus latifolia	Sorbus
Sorbus torminalis	Sorbus
Sorbus x thuringiaca	Sorbus
Taxodium ascendens	Pond Cypress
Taxodium distichum	Swamp Cypress
Taxus baccata	Yew
Taxus baccata 'Fastigiata'	Yew
Thuja occidentalis	Thuja
Thuja plicata	Thuja
Thuja plicata 'Aurea'	Thuja
Tilia cordata	Lime
Tilia cordata 'Greenspire'	Lime
Tilia platyphyllos	Lime
Tilia species	Lime
Tilia tomentosa	Lime
Tilia x euchlora	Lime
Tilia x europaea	Lime
Tsuga canadensis	Hemlock
Tsuga heterophylla	Hemlock
Ulmus glabra	Elm
Ulmus procera	Elm
Ulmus species	Elm
Zelkova serrata	Caucasian Elm

**Appendix C – Coldeast Development: public open space adoption.**



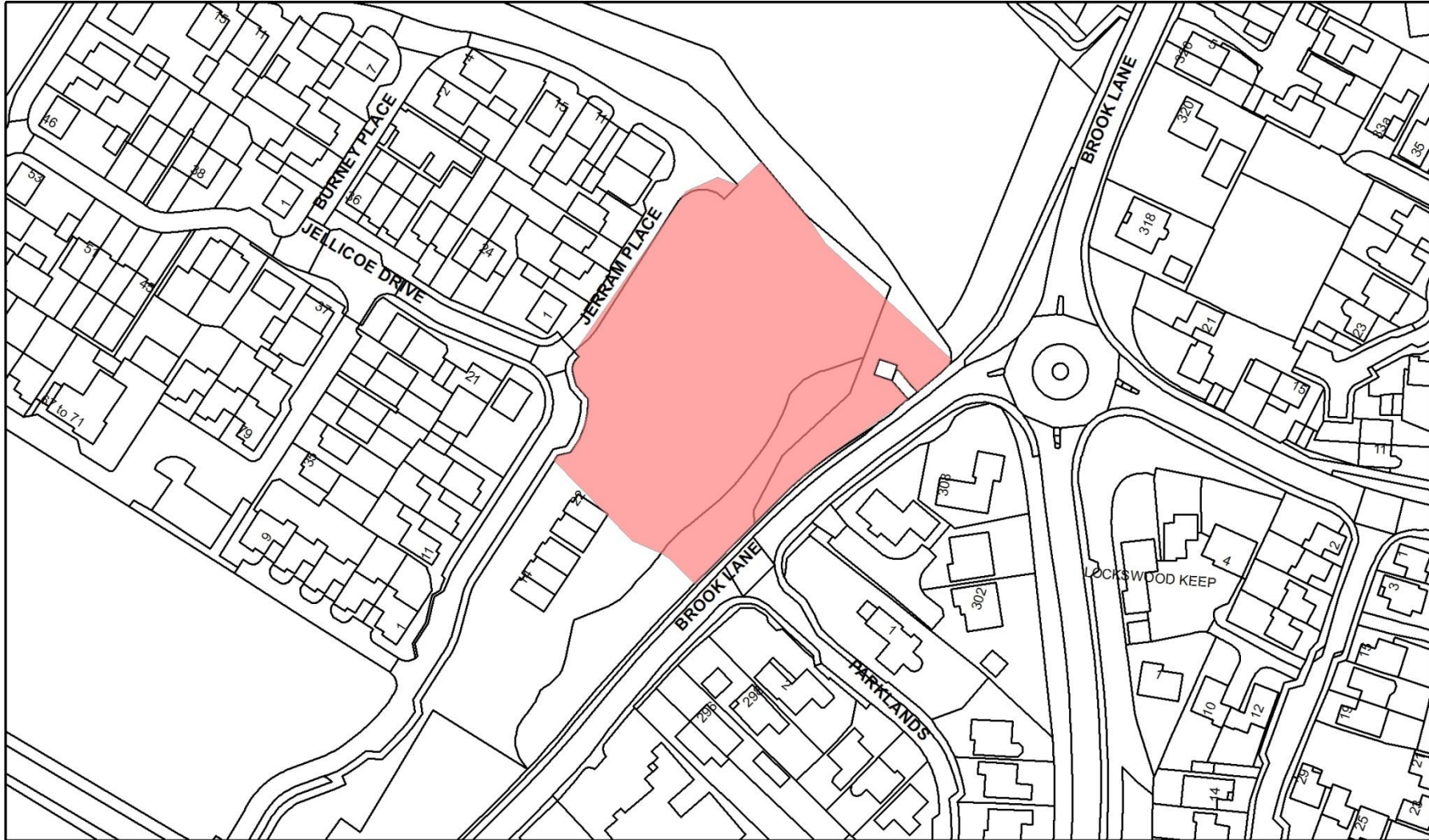
<p><b>NEW LAND ADOPTION: LOT 2 Swimming Pool and Pitches</b></p>	<p><b>FAREHAM BOROUGH COUNCIL</b></p>	<p>Date: 12/01/2016</p>	<p>Ref: Plan 1</p>	
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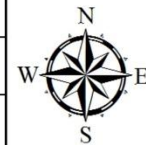


<b>NEW LAND ADOPTION:</b> <b>Coldeast Lot 1 Residential</b>	<b>FAREHAM</b> <b>BOROUGH COUNCIL</b>	Date: 12/01/2016	Ref: Plan 2	
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<b>NEW LAND ADOPTION: JERRAM PLACE Sheltered Accommodation</b>	<b>FAREHAM BOROUGH COUNCIL</b>	Date: 12/01/2016	Ref: Plan 3
		Scale: 1:1,250	
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Appendix D – Coldeast Development: NHS Open Space adoption



<p><b>NEW LAND ADOPTION:</b> Fareham Community Hospital Site</p>	<p><b>FAREHAM</b> BOROUGH COUNCIL</p>	<p>Date: 12/01/2016</p>	<p>Ref: Plan 4</p>	
		<p>Scale: 1:2,500</p>		
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